

City of Cedar Key
Commission Meeting Agenda
809 6th Street
May 20, 2025

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Cedar Key Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceeding, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. People with disabilities requiring accommodation to participate in the meeting should contact the City Clerk at (352) 543-5132 at least 48 hours in advance to request accommodation.

- Call to Order
 - Invocation
 - Pledge of Allegiance
- Roll Call:

Jolie Davis, Commissioner Seat 1	Nancy Sera, Commissioner Seat 2
Jim Wortham, Commissioner Seat 3	Jeff Webb, Commissioner Seat 4
Mel Beckham, Commissioner Seat 5	
- **ACTION ITEM:** Acceptance of the Meeting Agenda as presented
- **ACTION ITEM:** Consent Agenda:
 - April 15, 2025, Commission Meeting Minutes
- Public Comment:
- **Discussion:** Mayor's Notes/Actions
- Important Dates:
- Non-Government Organizations
 - Cedar Key Woman's Club:
 - Chamber of Commerce:
 - Cedar Key Aquaculture Assoc.:
 - Nature Coast Biological Station/NCBS:
 - Cedar Key Non-Profit Organizations:
 - Cedar Key Arts Center:
- Cedar Key Water & Sewer District:
- **Discussion:** Parking on G Street
- Attorney Items:
 - **Discussion:** Lawsuit(s)
- Clerk's Office and Administration:
 - **ACTION ITEM:** Chamber Rent: Prorate for displacement due to hurricane?
 - **ACTION ITEM:** Letter of request for Voluntary Annexation (13151 SW 166th Ct)



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- Public Works:
 - **ACTION ITEM:** Kiosk/Fish Cleaning Station/Dock to be paid from Marina Funds
- Public Safety:
 - Fire Department/Emergency Management –
 - Police Department –
- **Discussion:** Commissioner Focus Areas
 - Environmental and Shoreline Restoration/Protection - Commissioner Wortham?
 - City Processes and Process Improvement - Commissioner Davis?
 - Financial and Economic Development – Commissioner Beckham?
 - Public Relations and Community Engagement – Commissioner Sera?
- Commissioners Concerns/Information:

Meeting Adjourned _____PM



City of Cedar Key
Commission Meeting Minutes
April 15, 2025
5:00 p.m.

PLEASE TAKE NOTICE AND BE ADVISED that if any interested person desires to appeal any decision of the Cedar Key Commission concerning any matter considered at this meeting, such interested person will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodation to participate in the meeting should contact the City Clerk at (352) 543-5132 at least 48 hours in advance to request accommodations.

Commission Meeting

1.) Call to Order by Mayor Webb at 5 p.m.

2.) Pledge of Allegiance

3.) Roll Call:

Jolie Davis, Commissioner Seat 1	<i>Nancy Sera, Commissioner Seat 2 – Not Present</i>
Jim Wortham, Commissioner Seat 3	Jeff Webb, Commissioner Seat 4
Mel Beckham, Commissioner Seat 5	

4.) ACTION ITEM: Acceptance of the Meeting Agenda as presented. Commissioner Webb requested that the agenda be amended to include a Mayor's Notes and Actions section for all future meetings to be held after Public Comments. **Commissioner Davis Motioned to Approve the Agenda with the Amendment of Adding the Mayor's Notes and Actions Indefinitely. Seconded by Commissioner Wortham. Motion Carried Unanimously.** Public Request to move the Library Action Item up on the agenda. **Commissioner Davis Motioned to Move the Library Action Item Up on the Agenda at the Mayor's Discretion. Seconded by Commissioner Beckham. Motion Carried Unanimously.** The library discussion will move up to after the Mayor's Notes and Actions

5.) Reorganization of the Charter as it relates to the Department Head Appointments:

- City Attorney – **Commissioner Davis Motioned to Rehire Norm Fugate as the City Attorney at his Existing Project Rate and the Same Terms. Seconded by Commissioner Wortham.** Discussion. Commissioner Beckham asked if any other attorneys expressed interest or if we should pursue others before proceeding with this reappointment. City Attorney Fugate said that his contract says that he works for this commission at their pleasure; if the commission does not like something, he will be gone at the next meeting if that's the wish of the majority of this commission. Commissioner Webb said that in the interest of

transparency, we do not have any other attorneys who have expressed interest in being City Attorneys that he knows of. City Attorney Fugate said he and his son represent the City of Cedar Key, the City of Chiefland, the Town of Yankeetown, and the Town of Inglis. **Motion Carried Unanimously.**

- City Clerk/Planning & Development Administrator – **Commissioner Davis Motioned to Rehire Jennifer Sylvester as an Interim Clerk and Building Department and Post Both Jobs Immediately. Seconded by Commissioner Wortham.** As a side note, Jennifer is Not Precluded from applying for any of the Repostings. Discussion. Commissioner Beckham asked Jennifer if she wanted to continue in the Clerk role and if she was staying on. She responded that her involvement started with the Building Department and can continue, but it's at the commission's pleasure. Commissioner Davis is rewriting the Clerk's Job Description. **Motion Carried Unanimously.**
- Fire Chief/Emergency Management Director – **Commissioner Wortham Motioned to Retain Robert Robinson as Fire Chief and Emergency Management Director. Seconded by Commissioner Davis. Motion Carried Unanimously.**
- Police Chief – **Commissioner Davis Motioned to Rehire Chief Edwin Jenkins for the Upcoming Year. Seconded by Commissioner Wortham. Motion Carried Unanimously.**
- Public Works Director – **Commissioner Davis Motioned to Rehire Jamie as Public Works Director for the Year. Seconded by Commissioner Wortham. Motion Carried Unanimously.**

6.) Public Comment: Molly Jubitz, Mike Day, The Cedar Key Vets, a 501 (c) (3) with John Caddigan, Jennifer Alfonso, and Ralph Alfonso present.

7.) Item Added: Mayor's Notes and Action: The mayor discussed operating as a whole-of-city concept and putting a sign-in sheet at City Hall to ensure everyone's needs are met and getting from a "no" to finding an alternative way to get to a "yes". Mayor Webb said the Army Corps of Engineers has funded a project for high water marks, and they are not going to be able to help us with a lot of our big projects, but they can help us with planning, and so that might be a potential activity with the Army Corps of Engineers. He has met with FEMA, and they will meet again on April 23, 2025. Met with the Levy County Manager, Mary Ellen Harper. The County is interested in giving us the pier and property at the end of Dock Street, and they are discussing reconciling the airport. They continue to be interested in adding building permitting as a service to the municipalities and are looking at getting an interlocal agreement with us with the details. Met with Levy County Tourism and Development. The RESTORE ACT has 640K in a trust fund for inner marina dredging and is ours for future use. Currently working with Anna at the Cedar Key Historic Society and UF, May is Historic Preservation Month, and we are looking at how we can protect our heritage. On May 7, 2025, at 10 a.m., the Historic Society will have an event at the museum. The Fish and Wildlife Grant for \$249,000.00 for the Outer Ramp Expansion Project has been submitted. Savinacious worked with Caryn and Mendy to submit a \$250,000.00 grant to support the demolition of the old L&M Building. Lastly, we are working to apply for the

Community Development Block Grant Program, which has four categories, each being up to \$750,000.00.

8.) MOVED FROM 17: ACTION ITEM: Library Use – Relocation to upstairs space - Mayor Webb provided an overview of the action item. The question became where we should return the books – the main floor, the second floor, or elsewhere. To date, there is no other location. The second floor has an engineering problem and an elevator problem. Commissioner Mel Beckham asked if there was any data on the number of books checked annually. From August 2023 to August 2024, the total number of books checked out was 589. Public comments: Joyce Dehaan. **Commissioner Davis Motioned to Move the Books Back into the Library and Pursue the Other Options to Move it to another Location or Upstairs Under the Condition that Nothing is Placed Upstairs. Seconded by Commissioner Webb.** Discussion. Public Comments. **Motioned Carried Unanimously.**

9.) Important Dates (April): CRA Meeting, 04/17/2025 at 5 p.m.

10.) Consent Agenda:

11.) Cedar Key Woman’s Club – Marci Wilcox, President of the Cedar Key Woman’s Club, updated the Commission on what the Woman’s Club has been working on and presented a \$4,000.00 check for the Summer Program.

12.) Chamber of Commerce: Adam Stites updated the Commission on the Chamber’s activities.

13.) Cedar Key Aquaculture Association: No remarks.

14.) Nature Coast Biological Station/NCBS: No remarks.

15.) Cedar Key Non-Profit Organizations: No remarks.

16.) Cedar Key Water & Sewer District: John Rittenhouse provided an update on the lift stations and the status of the restoration of their building.

17.) Cedar Key Arts Center: Jim Wilcox, representing the Art Center, reported on this year’s Art Festival and said next year’s festival will be a two-day event.

18.) ACTION ITEM: Bryan Skarupski – Big Deck Food Truck on Dock Street discussed rebuilding with a quick disconnect and requested approval to park a 16–20-foot food truck outside of Liam and Maddy’s (L & M) so he can start serving food inside L & M. Discussion. **Commissioner Davis Motioned to Approve the Request for a Food Truck as an Exception and Amended the Motion to Include a Time Limit of 1 Year from the date of the Permit with the Possibility of Renewal before the Commission. Seconded by Commissioner Wortham. Amended Motion Seconded by Commissioner Beckham.** Discussion. **Motion Carried Unanimously.**

19.) **MOVED TO No. 8** - ACTION ITEM: Library Use – Relocation to upstairs space.

20.) Attorney Items:

- ACTION ITEM: Retirement of a Municipal Official – Sue Colson, \$200.00 a month. **Commissioner Davis Motioned to Approve the \$200.00 a Month to Retired Commissioner Sue Colson. Seconded by Commissioner Beckham. Motion Carried Unanimously.** Discussion on paperwork.

21.) Clerk's Office and Administration:

- ACTION ITEM:
 - A. Assign a third commissioner as a signatory on bank accounts. The checks require two signatures, and with rotations, vacations, etc., with Mrs. Sue Colson retired from the Commission and Commissioner Sera currently out of town, we are left with one signer on the account. We need to add an additional commissioner as a signer to all the bank accounts to assure availability when needed. **Commissioner Davis Motioned to Add Mayor Webb as Signor on the Bank Accounts. Seconded by Commissioner Wortham. Motion Carried Unanimously.**
 - B. City credit card – Each Department has a credit card. If there is no one named on the card, the limit is set at a minimal amount. We have a city card currently with Sue Colson's name assigned, of which will be removed. A new name will need to be assigned to the card so that the higher limit can be maintained. **Commissioner Davis Motioned to Switch the City's Credit Card Limit to Mayor Jeff Webb instead of Sue Colson's so we can Function. Seconded by Commissioner Beckham. Motion Carried Unanimously.**

22.) Public Works: Jamie McCain is out of the office. Mayor Webb discussed

- ACTION ITEM: Sole-Source Contract regarding Bulkhead Construction to Delta Coast Inc. to install the bulkheads on 5th, 6th, and H Street. This is a time-critical action. FEMA came out and did a mitigation assessment; we expect to be reimbursed, but do not have confirmation of that happening. **Commissioner Webb's Motion on the Floor is to Award Sole Sourced Contract to Delta Coast Inc. to Build out our Bulk Heads with the Two Sub-Contractors that are Currently Working with the Caveats of Being on a Standard City Construction Contract with a Draw Schedule for the Total Amount of \$163,201.50. Seconded by Commissioner Davis.** Public comment asking how this will be paid for. Commissioners discuss whether it's a CRA decision or use the City's reserve funding. Commissioner Wortham said that when we granted access to the Pocket Parks for the Seahorse Project, we were told that the Project would make the parks whole again, and it sounds like the Seahorse Project is not shouldering any of this cost and asked if that was accurate. Ken Edmunds said he understood they would backfill the Pocket Parks and leave it at grade, but that no bulkhead work would be included, and they bent a lot to try to make this affordable for the city. Public Comments: James Mason owns the house at 5030 G Street and is

concerned about the height and flank scouring on both ends of the seawall. Ken Edmunds said the seawall is variable, and the plan is to be the same height as the Seahorse pool deck. Discussion on the seawall and bulkheads. Commissioner Beckham asked for clarification with his sister owning Cedar Key Realty and his brother-in-law owning Delta Coast Construction. City Attorney Fugate said he should abstain from comments and voting. Attorney Fugate said 1. Can we make sure the intent is for this to be on a standard City Construction Contract, 2. Go ahead with this motion and say it comes out of city reserves, and 3. Make it subject to the appropriate draw schedules for the project. Discussion on getting the permits done. Public comment – Nicki Mason, 5030 G Street, objected to the return and said they need to know the height, as there's documentation all over the world that when there is a higher bulkhead next to a lower one, it deflects the waves off to both sides. **Motion Carried Unanimously.** Commissioner Wortham noted that it must be done, but he is disappointed that the Project is not shouldering any of the cost on this, but he will vote for it.

23.) Public Safety:

Fire Department/Emergency Management – No remarks.

Police Department – No remarks.

24.) Commissioner's Concerns/Information: Commissioner Davis – the EV Charger order had been placed before Hurricane Helene, and Robert Robinson had concerns about it being by the water. We have given them half of the money. Do we want to change it to a kiosk for tourism to put at the Chamber of Commerce? Commissioner Wortham said we need the EV Charger. Commissioner Davis will facilitate reopening the loop. Commissioner Davis requested someone check our sound system to correct the audio feedback. The crossing guard approached Commissioner Beckham to add a sidewalk in front of the cars parked by the water tower. Commissioner Beckham was approached regarding the end of 4th Street, the paper Street behind Anne Osteen's house, and Napa, which was previously given to her so she could access the water. Jennifer said it was deeded to her, but the paperwork was never completed and needs to be addressed by the current commission. Commissioner Beckham requested that the commission meetings start with a prayer. The commission agreed to add prayer to the commission meetings.

Commission Focus Areas Discussion—Mayor Webb recommended that commissioners focus on delivering outcomes rather than oversight and come back monthly to identify any shortfalls, areas of insufficient resources, and outcomes.

- Commissioner Wortham: Environmental and Shoreline Restoration/Protection and the Airport
- Commissioner Davis: City Process and Process Improvement
- Commissioner Beckham: Financial and Economic Development
- Commissioner Sera: Public Relations and Community Engagement

Ken Edmunds went back to the bulkhead conversation, and he wanted to make sure he understood that he advocated for the City with both of the seawall contractors. Both Shore Builders and Florida Seawall Solutions gave us a bare bones price to do those sections of the walls.

City Attorney Fugate discussed the ongoing code enforcement case in Levy County: The Judge found there was a violation and ordered the owners to have the condition cured in a 30-day timeframe and scheduled a 60-day review thereafter. A notice of appeal was filed, and the appeal has removed the jurisdiction from the County Court. This case is not ripe for an appeal as the final order has not been entered, and it delays the court process. The standard advice is that if there is pending litigation and if there is a request for communication, there should be no response/no comment.

Adjourned at 7:06 p.m.

Mayor Webb/Commissioner

Attest, Prepared by Heather Lang

City of Cedar Key
City Commission
PO Box 339
Cedar Key, FL 32625

RE: 13151 SW 166th Ct
Cedar Key, FL 32625
Parcel # 1613800000

Dear Commissioners:

I am writing to request that the new home and land I purchased at 13151 SW 166th Ct. at the description above be considered for annexation into the City of Cedar Key. This will become my new primary residence.

Thank you for your consideration,
Scott Sykes

A handwritten signature in black ink, appearing to be 'Scott Sykes', with a stylized, flowing script.

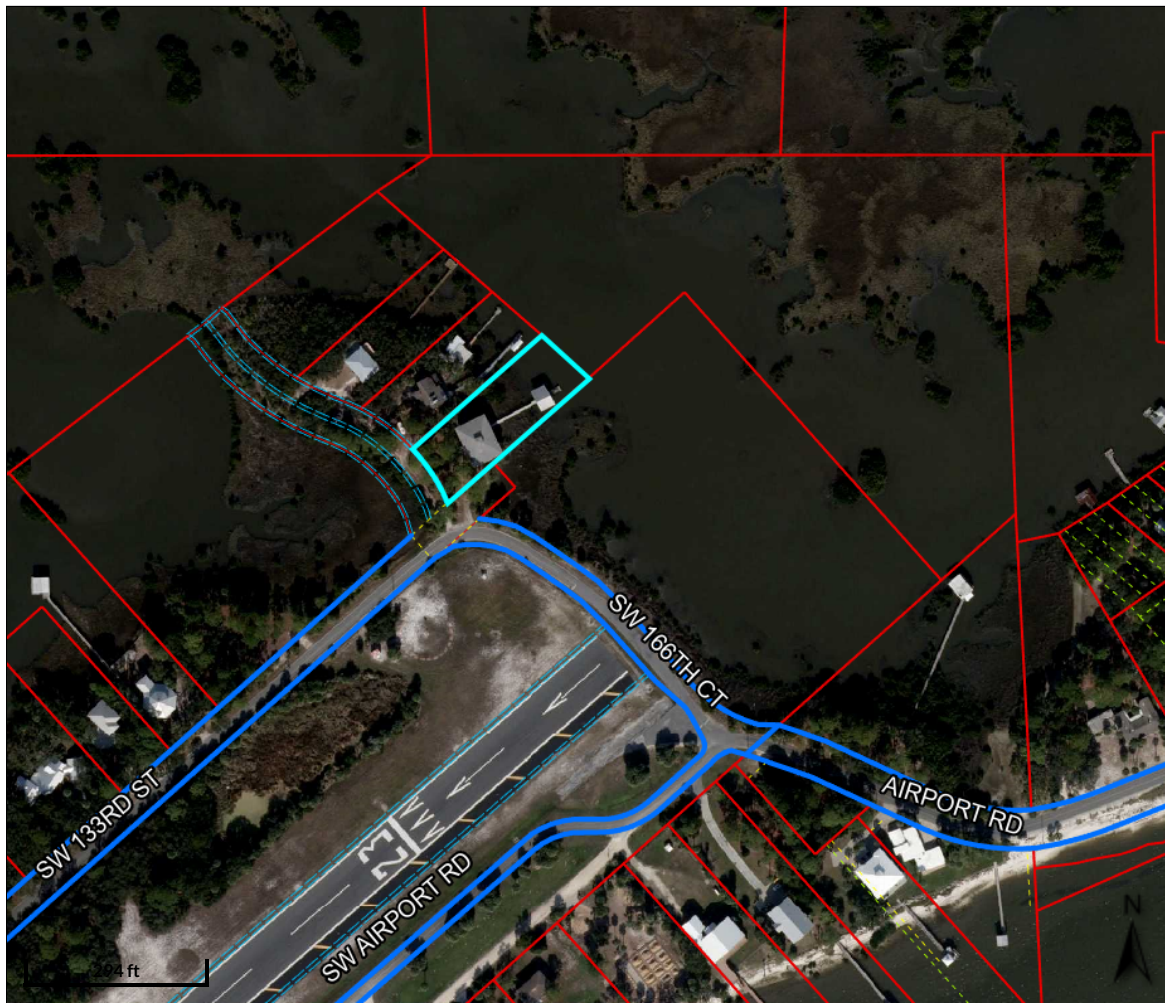
Silverhall LLC

silverhall@comcast.net

410.245.1965



Levy County, FL



Overview



Legend

- Parcels
- Parcel Lines
 - Construction
 - Easement
 - Lot
 - Miscellaneous
 - Parcel
 - Private Road
 - Road Right of Way
 - Subdivision
 - Water
 - <all other values>
- Roads
- City Labels

Parcel ID	1613800000	Physical Address	13151 SW 166 CT	Building Value	\$221,327	Last 2 Sales			
Property Use	0100 - SINGLE FAMILY R	Mailing Address	CEDAR KEY LAUDERDALE	Extra Feature Value	\$14,338	Date	Price	Reason	Qual
Taxing District	CEDAR KEY SPEC W&S	Address	MELVIN V 21990 NE CR 320	Market Land Value	\$128,000	4/3/2009	\$395000	01	Q
Acres	0.73		WILLISTON FL 32696	Ag Land Value	\$128,000	12/1/2004	\$304000	04	Q
				Just Value	\$363,665				
				Assessed Value	\$363,665				
				Taxable Value	\$363,665				

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