BUDGET WORKSHOP MEETING OF LAKE BUTLER, FLORIDA

July 8, 2024

6:30PM

City Hall Lake Butler

200SW 1st Street

Lake Butler, Florida 32054

AGENDA – Fiscal Year 2024-2025 Budget Workshop

1. **Call to order – Roll Call, Opening Prayer, Pledge of Allegiance.**
2. Admin Content *If a person decides to appeal a decision made with respect to any matter at this neeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record is made.*

Mayor Hendrix called the meeting to order at 6:30pm.

In Attendance:

City Commission –Commissioner Redman, Commissioner Stephenson, Vice Mayor Huggins, Mayor Hendrix,

Absent:

Commisioner Sirmones

City Staff –City Manager Hayes, Finance Director Mecusker, Administrative Assistant Evernden.

Absent: City Attorney Maines

Opening Prayer was led by Commissioner Redman at 6:00 pm meeting.

Pledge of Allegiance was led by Mayor Hendrix at 6:00 pm meeting.

1. **City Commission Discussion on 2024-2025 Annual Operating Budget (FOR CITY COMMISSION DISCUSSION ONLY).**

Special City Commission Meeting. Discussion of 2024-2025 Annual Operating Budget.

Discussion opened by Mayor Hendrix. City Manager Hayes stated that packets given out prior to meeting for the Commissioners include Budget, Bank Reconciliation Summary and Salary Raise/Adjustments. The Bank Reconciliation shows from 2022 until current. Budget goes line for line. The City Manager stated it is up for discussion for staff to receive a 5% pay raise.

Finance Director Mr. Mecusker explained to the Commissioners that the Budget Revision reflects a line for line breakdown to try to correct the budget from the past. Finance Director Mr. Mecusker explained to the Commissioners that row 4 of the Budget Revision handout is the most important row to look at because it reflects the Fiscal Year 2023-2024. Finance Director Mr. Mecusker explained to the Commissioners how the Budget Revision was set up. City Manager Hayes stated to the Commissioners that she has made some hard decisions that have affected staff but ultimately these decisions will allow her to give staff a pay raise. City Manager Hayes stated other agencies are increasing staff salaries and the City Employees have not seen that increase. Mayor Hendrix stated that she wants the Commissioner to be aware that some staff previously received 20%-30% raises. Not all staff received that but singled out staff received that pay increase. Mayor Hendrix asked the Commissioners to keep that in mind because some of the staff that received these 20%-30% increases are still employed with the city. Mayor Hendrix stated there were no raise given last year. There was an increase on the minimum wage for staff and the city is ahead of the game with that new law. Mayor Hendrix stated that some staff on the list for pay increase have not been with the city for 6 months.

Finance Director Mr. Mecusker stated he would like to discuss the City of Lake Butler’s 4th Budget Revision and the 6/30/2024 Annual Budget has not been approved by the Board and will not be

approved by the Board until July 16, 2024, Commissioners Meeting. The work sheet is a

preliminary projection for our budget next year but has not been approved yet. There will be another document given out next week at the meeting July 15, 2024, that we will go line by line for the budget.

Mayor Hendrix stated that next week’s meeting will just be a discussion of the budget and the Commissioners will be able to have a better understanding of it going line by line.

City Manager Hayes thanked Finance Director Mr. Mecusker for working so hard every day last week to get this budget projection completed for the Commissioners.

Finance Director Mr. Mecusker asked the Commissioners to reach out to him if they have any questions so he will have time to research and provide answers to the Commissioners at the next meeting.

Finance Director Mr. Mecusker discussed the Salary Raise/Adjustments document with the Commissioners and explained his projections and notes on the document.

Finance Director Mr. Mecusker explained that any employee hired after 6/1/2024 was not calculated into the pay raises.

Mayor Hendrix stated that she thought the $8000.00 stipend could be included in the federally mandated exempt increase January 1, 2025, for salary employees.

City Manager Hayes stated that she spoke with the Labor Law Attorney and was advised we cannot use that $8000.00 stipend given for health insurance in the calculations of the salary adjustment. You must treat everyone to the same standard on the stipend. City Manager Hayes stated that the 5% pay increase purposed is up for negotiation.

Mayor Hendrix expressed her concerns with us getting back on budget and the constraints the City is under right now.

Finance Director Mr. Mecusker discussed the Ad Valorem Taxes and the TRIM Taxes with the Commissioners.

Mayor Hendrix and Finance Director Mr. Mecusker discussed the assessed values in properties in the City of Lake Butler and who is the Assessment Board in Union County. Mayor Hendrix stated to the Commissioners they need to find out who the Assessment Board is and one of the Commissioners needs to look in to joining this Assessment Board to represent the City of Lake Butler.

Mayor Hendrix stated that we will continue this meeting Monday, July 15, 2024, at 6:00 pm.

1. Workshop Adjournment:

**IN THE EVENT THE BOARD DOES NOT COMPLETE THE DISCUSSION, THE MAYOR CAN SET A DATE AND TIME TO CONTINUE THIS WORKSHOP.**

1. Meeting Adjournment

Mayor Hendrix continued this Budget Workshop Meeting until July 15, 2024.

Meeting completed at 7:13 pm.