



## CITY COMMISSIONERS MEETING OF LAKE BUTLER, FLORIDA

November 19, 2024

6:00PM

City Hall Lake Butler

200SW 1<sup>st</sup> Street

Lake Butler, Florida 32054

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### AGENDA

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#### 1. Call to order – Roll Call, Opening Prayer, Pledge of Allegiance.

##### a. Admin Content

*If a person decides to appeal a decision made with respect to any matter at this meeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record is made.*

#### 2. Approval of The Agenda Format.

- a. Motion to approve the agenda format.

#### 3. Public Comments

**Pursuant to Florida Statutes, members of the public shall be given a reasonable opportunity to be heard on a proposition before the City Commission. Upon recognition by the mayor, any person may address the City Commission on any subject either included on the agenda or any other subject.**

- Three (3) minutes per speaker;
- Comments will not be accepted after the meeting begins;
- State your name and address into the record before addressing the City Mayor & Commissioners;
- Address your questions to the City Mayor, not city staff;
- Refrain from demands for an immediate response from City Mayor or Commissioners; and
- No boisterous behavior, personal, impertinent, or slanderous remarks.

#### 4. Approval of Consent Agenda

- a. Meeting Minutes from 10-15-2024
- b. Code Enforcement Report October 2024.
- c. October 2024 WEX Invoice, activity report, and vehicle logs
- d. Animal Control Logs for October 2024.

#### 5. Motion to approve Recipient/Subrecipient Agreement between State of Florida, Florida Fish and Wildlife Conservation Commission and City of Lake Butler for **Grant FWC Agreement 24073** – Lake Butler Boat Ramp Improvements Project.

#### 6. Motion to approve declare parcel #36-05-19-00-000-0190-0, address 9422 SW SR 121, as surplus, and to authorize the City Manager to begin the process of listing the referenced property with a commercial realtor. (Old Public Works)

#### 7. Motion to approve Community Facilities Grant Agreement between the United States Department of Agriculture Rural Development and the City of Lake Butler for \$145,000.00. \$108,700.00 funded by USDA and \$36,400.00 funded by The City of

Lake Butler (USDA Grant CFDA #10.766).

8. Motion to approve Loan Resolution for USDA Grant CFDA #10.766. A RESOLUTION OF THE LAKE BUTLER, CITY OF AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF THE INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS EQUIPMENT PURCHASE.
9. Motion to approve Agreement for Special Magistrate Services between Gapske Law Firm P.A. and the City of Lake Butler providing code enforcement proceedings.
10. Discussion to withdraw Land Development Regulations Amendment Application and Comprehensive Plan Amendment Application for the 45 subject parcels in the RSF-1 zone in the Southeast section of the City of Lake Butler.
  - a. See Attachment A
11. City Manager Reports - City Manager, Kimberly Hayes
12. Reports from Finance Department – Dave Mecusker
13. Report of City Attorney – John Maines
14. Comments or Remarks by Commission
  - Commissioner Sirmones
  - Commissioner Stephenson
  - Commissioner Redman
  - Vice Mayor Huggins
  - Mayor Hendrix
15. Meeting Adjournment

CITY COMMISSIONERS MEETING OF LAKE BUTLER, FLORIDA

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**CONSENT AGENDA ITEM: Minutes from Regular City Commission Meeting on  
October 15, 2024. (#4A)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve Meeting Minutes for October 15, 2024.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**CONSENT AGENDA ITEM: Code Enforcement Report October 2024. (#4B)**

**DEPARTMENT: City of Lake Butler – Code Enforcement.**

**MOTION/ACTION: Motion to approve Code Enforcement Report October 2024.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**CONSENT AGENDA ITEM: October 2024, WEX Invoice, activity report, and vehicle logs. (#4C)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve October 2024, WEX Invoice, activity report, and vehicle logs.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**CONSENT AGENDA ITEM: Animal Control Logs for October 2024. (#4D)**

**DEPARTMENT: City of Lake Butler – Animal Control.**

**MOTION/ACTION: Motion to approve Animal Control Logs for October 2024.**

**ASSOCIATED COST(S): N/A**

CITY COMMISSIONERS MEETING OF LAKE BUTLER, FLORIDA

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Motion to approve Recipient/Subrecipient Agreement between State of Florida, Florida Fish and Wildlife Conservation Commission and City of Lake Butler for Grant FWC Agreement 24073 – Lake Butler Boat Ramp Improvements Project. (#5)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve Recipient/Subrecipient Agreement between State of Florida, Florida Fish and Wildlife Conservation Commission and City of Lake Butler for Grant FWC Agreement 24073.**

**ASSOCIATED COST(S): Grant Funding**

CITY COMMISSIONERS MEETING OF LAKE BUTLER, FLORIDA

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Motion to declare parcel #36-05-19-00-000-0190-0, address 9422 SW SR 121, as surplus, and to authorize the City Manager to begin the process of listing the referenced property with a commercial realtor. (Old Public Works) (#6)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to declare parcel #36-05-19-00-000-0190-0, address 9422 SW SR 121, as surplus, and to authorize the City Manager to begin the process of listing the referenced property with a commercial realtor. (Old Public Works)**

**ASSOCIATED COST(S): N/A**



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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Motion to approve Community Facilities Grant Agreement between the United States Department of Agriculture Rural Development and the City of Lake Butler for \$145,000.00. \$108,700.00 funded by USDA and \$36,400.00 funded by The City of Lake Butler. Grant CFDA #10.766. (#7)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve Community Facilities Grant Agreement between the United States Department of Agriculture Rural Development and the City of Lake Butler Grant CFDA #10.766. This Grant was amended for the purchase of equipment to be utilized for the Public Works Department. The grant initially was submitted for the purchase of a bucket truck in 2020, but the current City Manager requested an amendment to purchase equipment needed more urgently for the Public Works daily operations in the community. (see attachments)**

**ASSOCIATED COST(S): Grant Funding \$36,400.00 In-Kind purchases.**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Motion to approve Loan Resolution for USDA Grant CFDA #10.766. A RESOLUTION OF THE LAKE BUTLER, CITY OF AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF THE INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS EQUIPMENT PURCHASE. (#8)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve Loan Resolution for USDA Grant CFDA #10.766. A RESOLUTION OF THE LAKE BUTLER, CITY OF AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF THE INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS EQUIPMENT PURCHASE. To be read by title only.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Motion to approve Agreement for Special Magistrate Services between Gapske Law Firm P.A. and the City of Lake Butler providing code enforcement proceedings.**

**(#9)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Motion to approve Agreement for Special Magistrate Services between Gapske Law Firm P.A. and the City of Lake Butler providing code enforcement proceedings.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: Discussion to withdraw Land Development Regulations Amendment Application and Comprehensive Plan Amendment Application for the 45 subject parcels in the RSF-1 zone in the Southeast section of the City of Lake Butler. SEE ATTACHMENT A (#10)**

**DEPARTMENT: City of Lake Butler**

**MOTION/ACTION: Discussion to withdraw Land Development Regulations Amendment Application and Comprehensive Plan Amendment Application for the 45 subject parcels in the RSF-1 zone in the Southeast section of the City of Lake Butler. Attachment A includes Parcel numbers and addresses on application.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: City Manager Kimberly Hayes Monthly Report & Updates. (#11)**

**DEPARTMENT: City Manager City of Lake Butler**

**MOTION/ACTION: Discussion & Updates from the City Manager Kim Hayes.**

**ASSOCIATED COST(S): N/A**

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AGENDA ITEM INFORMATION SHEET

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**DATE: November 19, 2024**

**AGENDA ITEM: City of Lake Butler Monthly Financial Report for October 2024 (#12)**

**DEPARTMENT: Finance Department City of Lake Butler**

**MOTION/ACTION: Present/Discuss of Monthly Financial Report.**

**ASSOCIATED COST(S): N/A**