



LAKE BUTLER
FLORIDA

Tuesday, January 17, 2023 Regular City Commission Meeting

City of Lake Butler
200 SW 1st Street
Lake Butler, FL 32054
6:00 p.m.

A. MEETING OPENER

Subject	1. Call To Order - Roll Call
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Commissioners: Sirmones, Hendrix, Redman, Schenck, Stegall

Staff: City Attorney Maines; City Manager Walker

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.

Subject	2. Opening Prayer
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	3. Pledge of Allegiance
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	4. Approval of The Agenda Format
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER

Access	Public
Type	Action
Recommended Action	Motion to approve the agenda format.

B. CITIZEN INPUT

Subject	1. Provision for Citizen Input
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	B. CITIZEN INPUT
Access	Public
Type	Information

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 the recognition by the Mayor, any person may address the City Commission on any subject either included on the agenda or any other subject.

Speakers are requested to approach the podium and give their name and address to the City Clerk to be reflected in the minutes of the meeting. Remarks are limited to up to 4 minutes. If additional time is needed, the City Commission may grant the time needed. Comments are to be directed only to the Mayor. He/She will determine if staff will need to interact. This is the time for the public discussion on any subject on or off the agenda as the remainder of the meeting is for the Commission interaction and decision-making.

The City Commission wishes to maintain orderly conduct and proper decorum in a public meeting, so thank you for your time and attention.

C. AGENDA ITEM NUMBER

Subject	1. Consent Agenda
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	C. AGENDA ITEM NUMBER
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Motion to approve the Consent Agenda in one motion.
Minutes	View Minutes for Dec 20, 2022 - Regular City Commission Meeting

Following discussion of these items as needed, if the Commission so desires and there are no objections, all items in the consent agenda may be included and acted upon with one motion.

File Attachments

Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Action

File Attachments
[Engineering Services Agreement.pdf \(2,534 KB\)](#)

Subject 6. Credit Cards

Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Action

File Attachments
[Credit Cards.pdf \(641 KB\)](#)

Subject 7. Mowing Contract

Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Action

File Attachments
[Mowing Contract.pdf \(380 KB\)](#)

Subject 8. Insulation Bid

Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Action
Recommended Action Motion to accept the bid from Exact Spray Foam Solutions for \$25,260.88.

File Attachments
[Insulation Bid.pdf \(2,509 KB\)](#)

Subject **9. Air Conditioning**

Meeting Jan 17, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to accept the bid from Wilson Heat and Air for \$49,770.

File Attachments
[Air Conditioning.pdf \(867 KB\)](#)

Subject **10. Proclamation - Government Finance Professionals Week**

Meeting Jan 17, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to approve the week of March 20-24, 2023 as Government Finance Professional's Week

File Attachments
[Proclamation.pdf \(381 KB\)](#)

Subject **11. Motor Purchase**

Meeting Jan 17, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to purchase the motor from TAW, Inc. for \$3,165, as a sole source emergency purchase from the Wastewater Fund.

File Attachments
[Motor Purchase.pdf \(367 KB\)](#)

Subject **12. Water Tank**

Meeting Jan 17, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[Water Tank.pdf \(612 KB\)](#)

Subject 13. Tree City USA Award
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[Tree City USA award.pdf \(200 KB\)](#)

Subject 14. Utility Billing Account Policy
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[Utility Billing Account Policy.pdf \(721 KB\)](#)

Subject 15. Hotel
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[Hotel.pdf \(184 KB\)](#)

Subject 16. Extended Audit Procedure
Meeting Jan 17, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER
Access Public
Type Action
Recommended Action Motion to authorize Powell and Jones CPA to perform extended audit procedures during the current audit for \$110 per hour.

File Attachments
[Powell and Jones response to Hendrix Email.pdf \(657 KB\)](#)

Subject 17. Sewage Disposal
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Discussion

File Attachments
[Support for Sewage Disposal from Phillip McDonald Plumbing 8-2-2022.pdf \(907 KB\)](#)

Subject 18. 3rd Street Sidewalk Project
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[3rd Street Sidewalk Project.pdf \(742 KB\)](#)

Subject 19. City Vehicles and Equipment
Meeting Jan 17, 2023 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Information

File Attachments
[Vehicle disposals.pdf \(96 KB\)](#)
[Depreciation Schedule.pdf \(81 KB\)](#)

Subject	20. Public Works Building Expenses
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	C. AGENDA ITEM NUMBER
Access	Public
Type	Information

File Attachments
[New Public Works Building Costs.pdf \(6,787 KB\)](#)

D. REPORT OF CITY ATTORNEY

E. REPORT OF CITY MANAGER

Subject	1. City Manager's Report
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	E. REPORT OF CITY MANAGER
Access	Public
Type	Action

File Attachments
[City Manager Monthly Report.pdf \(348 KB\)](#)

F. COMMENTS OR REMARKS BY COMMISSION

G. ADJOURNMENT

Subject	1. Adjourn
Meeting	Jan 17, 2023 - Regular City Commission Meeting
Category	G. ADJOURNMENT
Access	Public
Type	Action
Recommended Action	Motion to adjourn.