



LAKE BUTLER
FLORIDA

Tuesday, November 21, 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	Nov 21, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Commission: Commissioner Sirmones, Commissioner Redman, Commissioner Huggins, Vice Mayor Hendrix, Mayor Stegall

Staff: City Attorney Maines; Interim City Clerk Page

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	Nov 21, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	3. Pledge of Allegiance
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	4. Approval of The Agenda Format
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Meeting	Nov 21, 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	Nov 21, 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 3 minutes. If additional time is needed, the City Commission may grant the time needed. Comments are to be directed only to the Mayor. They will determine if staff will need to interact. This is the time for public discussion on any subject on or off the agenda as the remainder of the meeting is for Commission interaction and decision-making.

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

C. REPORT OF MAYOR

Subject	1. Mayor's Report November 2023
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	C. REPORT OF MAYOR
Access	Public
Type	Discussion, Information

Mayor Stegall has provided a monthly report for the activity in October 2023 as well as a report on behalf of Public Works Director Mathew Kelley who is unable to be in attendance this evening.

File Attachments
[Mayors Report November 2023.pdf \(331 KB\)](#)

D. MONTHLY FINANCIAL REPORT

Subject	1. Financial Report for period October 1, 2023 through October 31, 2023
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	D. MONTHLY FINANCIAL REPORT
Access	Public
Type	Action, Reports
Recommended Action	Motion to approve financial report for period October 1, 2023 - October 31, 2023.

Interim City Clerk Page provides the first financial report for the first month of the 2023-2024 fiscal year, period October 1 - October 31, 2023. The Finance Department currently is under the leadership of Mayor Stegall, and consists of himself as Accounts Payable and Interim City Clerk and Elaine Hines as Accounts Receivable Clerk.

File Attachments
[October 1-31, 2023 Financial Report for 11-17-2023 meeting.pdf \(6,990 KB\)](#)

E. FIRST BUDGET REVISION REQUEST

Subject	1. FIRST BUDGET REVISION EFFECTIVE 11/21/2023
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	E. FIRST BUDGET REVISION REQUEST
Access	Public
Type	Action
Recommended Action	Motion to approve the first budget revision prepared by Budget Analyst Dave Mecusker to be effective today, November 21, 2023.

Budget Analyst Dave Mecusker has presented a first budget revision for the 2023-2024 Fiscal Year, adjusting specific expense accounts to reflect unforeseen expenditures that took place during the first month of the new fiscal year.

File Attachments
[FIRST BUDGET REVISION 11-21-2023.pdf \(585 KB\)](#)

F. AGENDA ITEM NUMBER

Subject	1. Consent Agenda
Meeting	Nov 21, 2023 - Regular City Commission Meeting

Category	F. AGENDA ITEM NUMBER
Access	Public
Type	Action
Recommended Action	Motion to approve the consent agenda in one motion.

Consent Agenda Items:

1. Code Enforcement Report October 2023
2. October 2023 WEX invoice, activity report, and vehicle logs
3. Minutes from Regular City Commission Meeting on October 17, 2023
4. Special City Commission Meeting on November 1, 2023
5. Animal Control Logs for October 2023
6. Signing of title for City Fire Truck to Union County

File Attachments

[October 2023 WEX invoice, act rep, veh logs, and receipts 11-6-2023.pdf \(3,154 KB\).](#)

[Special City Commission Meeting Minutes 11-1-2023.pdf \(708 KB\).](#)

[Regular City Commission Meeting Minutes 10-17-2023.pdf \(1,276 KB\).](#)

[ANIMAL CONTROL LOGS OCTOBER 2023.pdf \(420 KB\).](#)

[Code Enforcement Report October 2023.pdf \(1,160 KB\).](#)

Subject **2. Discussion on Youth/Recreation Program - Fred Sirmones, Jr.**

Meeting Nov 21, 2023 - Regular City Commission Meeting

Category F. AGENDA ITEM NUMBER

Access Public

Type Discussion

Mr. Fred Sirmones, Jr. is here this evening to discuss with the board the proposal of a youth recreation center in Lake Butler.

Subject **3. City Park Revitalization - Grant with Union County Health Department**

Meeting Nov 21, 2023 - Regular City Commission Meeting

Category F. AGENDA ITEM NUMBER

Access Public

Type Discussion, Information

File Attachments

[Park Refurbishment Presentation from UCHD 11-21-2023.pdf \(905 KB\)](#)

Subject **4. Ordinance No. 2023-13 Ban Smoking and Vaping in City Parks**

Meeting Nov 21, 2023 - Regular City Commission Meeting

Category F. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to approve Ordinance No. 2023-13 to ban smoking and vaping in the city parks and for the first reading of the ordinance to be read by title only.

File Attachments

[ORDINANCE NO. 2023-13 SMOKING VAPING BAN IN CITY PARKS.pdf \(510 KB\)](#)

Subject **5. Floodplain Management Interlocal Agreement between Union County and City of Lake Butler**

Meeting Nov 21, 2023 - Regular City Commission Meeting

Category F. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to approve the Floodplain Management Interlocal Agreement between the City and Union County.

File Attachments

[Floodplain Management Interlocal Agreement between City and County 11-21-2023.pdf \(775 KB\)](#)

Subject **6. Final Reading of Ordinance No. 2023-11 for Application No. CPA 23-01 (O'Steen)**

Meeting Nov 21, 2023 - Regular City Commission Meeting

Category F. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to adopt Ordinance No. 2023-11 for Application No. CPA 23-01 (O'Steen) to be read by title only.

File Attachments

Subject	7. Final Reading of Ordinance No. 2023-12 for Application No. Z 23-01 (O'Steen)
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	F. AGENDA ITEM NUMBER
Access	Public
Type	Action
Recommended Action	Motion to adopt Ordinance No. 2023-12 for Application No. Z 23-01 (O'Steen) to be read by title only.

File Attachments
[ORDINANCE NO. 2023-12 FINAL READ 11-21-2023.pdf \(641 KB\)](#)

G. REPORT OF CITY ATTORNEY

Subject	1. REPORT OF JOHN E MAINES IV, CITY ATTORNEY
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	G. REPORT OF CITY ATTORNEY
Access	Public
Type	Discussion

City Attorney Maines:

H. COMMENTS OR REMARKS BY COMMISSION

Subject	1. COMMENTS OR REMARKS BY COMMISSION
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	H. COMMENTS OR REMARKS BY COMMISSION
Access	Public
Type	Discussion

Commissioner Sirmones

Commissioner Redman

Commissioner Huggins

Vice Mayor Hendrix

Mayor Stegall

I. ADJOURNMENT

Subject	1. Adjourn
Meeting	Nov 21, 2023 - Regular City Commission Meeting
Category	I. ADJOURNMENT
Access	Public
Type	Action
Recommended Action	Motion to adjourn.