



LAKE BUTLER
FLORIDA

Tuesday, April 18, 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	Apr 18, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Commissioners: Redman, Stegall, Huggins, Hendrix, Sirmones

Staff: City Attorney Maines; Interim City Manager Tillis

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	Apr 18, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	3. Pledge of Allegiance
Meeting	Apr 18, 2023 - Regular City Commission Meeting
Category	A. MEETING OPENER
Access	Public
Type	Procedural

Subject	4. Approval of The Agenda Format
Meeting	Apr 18, 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	Apr 18, 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. AGENDA ITEM NUMBER

Subject	1. Consent Agenda
Meeting	Apr 18, 2023 - Regular City Commission Meeting
Category	C. AGENDA ITEM NUMBER
Access	Public
Type	Action (Consent), Minutes
Minutes	View Minutes for Mar 21, 2023 - 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

[Vehicle Logs February 2023.pdf \(8,648 KB\)](#)

[Vehicle Logs January 2023.pdf \(7,103 KB\)](#)

[Vehicle Logs March 2023.pdf \(8,123 KB\)](#)

[Minutes - March 21, 2023, Regular Commission Meeting.pdf \(1,299 KB\)](#)

[Code Enforcement Report March 2023.pdf \(1,470 KB\)](#)
[WEX Report.pdf \(841 KB\)](#)
[Minutes - April 5, 2023 Special Election Meeting.pdf \(187 KB\)](#)

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

Subject **2. Presentation by Lake Butler Middle School Students Working Against Tobacco (SWAT)**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Information

The Lake Butler Middle School SWATFlorida students would like to present their proposition to the Commission.

Subject **3. City Manager's Report**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Information

The City Manager's report has been moved in agenda order for this meeting to allow for clarification of several questions the Commission has requested be addressed.

File Attachments
[Utility Billing Procedures.pdf \(269 KB\)](#)
[City Manager's Report April 2023.pdf \(575 KB\)](#)

Subject **4. Financial Reporting for Period Ending March 31, 2023**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Action Motion to approve the financial report for October 1, 2022, through March 31, 2023.

File Attachments
[Financial Report.pdf \(5,603 KB\)](#)

Subject **5. Utility Billing Policy**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Motion to approve the Utility Billing Policy and Procedures.
Action

File Attachments

[Utility Billing Procedures.pdf \(269 KB\)](#),
[Utility Bill Extension Form.pdf \(388 KB\)](#),
[Payment Plan Agreement.pdf \(86 KB\)](#).

Subject **6. Sale of Public Works Building**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category C. AGENDA ITEM NUMBER

Access Public

Type Action

Recommended Motion to approve advertising for bids for the sale of the large building and pond of the
Action new Public Works building.

File Attachments

[Sale of Public Works Building.pdf \(346 KB\)](#).

D. REPORT OF CITY ATTORNEY

E. COMMENTS OR REMARKS BY COMMISSION

F. ADJOURNMENT

Subject **1. Adjourn**

Meeting Apr 18, 2023 - Regular City Commission Meeting

Category F. ADJOURNMENT

Access Public

Type Action

Recommended Motion to adjourn.
Action