

Regular City Commission Meeting (Tuesday, November 21, 2023)

Generated by Hayden Page on Wednesday, November 22, 2023

A. MEETING OPENER

Procedural: 1. Call To Order - Roll Call

Mayor Stegall called the meeting to order at 6:00pm.

In Attendance:

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

City Staff: City Attorney Maines; Interim City Clerk Page

Procedural: 2. Opening Prayer

Opening Prayer was led by Commissioner Redman.

Procedural: 3. Pledge of Allegiance

Pledge of Allegiance led by Mayor Stegall.

Action: 4. Approval of The Agenda Format

Recommended Action: Motion to approve the agenda format.

Motion to approve the agenda format was made by Commissioner Redman. Motion seconded by Commissioner Huggins. Unanimous approval. Motion carried.

B. CITIZEN INPUT

Information: 1. Provision for Citizen Input

Mayor Stegall opened the floor for public comments.

Citizen #1:

**Chandra Mabry
800 SE 5th Avenue**

-Thanked Mayor Stegall for the immediate response to the issues regarding the ditch located next to their house that is the city's property and responsibility.

-Stated that there is more debris that was not picked up that needs to be picked up in the bottom of the ditch.

-Stated that Public Works Director Mathew Kelley called her and said that they would have to go onto their property to access the debris in the bottom of the ditch. Mrs. Mabry stated that after she spoke with her husband, Lewis Mabry, they have granted the City workers access to the ditch via their property to remove the debris.

-Mayor Stegall commented that he would speak with Mr. Kelley and someone would be in contact with her as soon as possible.

Citizen #2:

**Monica Bayer
255 NW 2nd Street**

-Thanked the individuals involved with the closure of the smoke shop.

-Questioned the ordinance that prohibits certain businesses, and asked why it was changed.

Vice Mayor Hendrix explained to Mrs. Bayer that the ordinance that was recently enacted was for sexually oriented businesses, and gambling businesses, but did not include smoke shops.

-Referenced that back when former City Manager Walker was employed, as part of the downtown revitalization program, there was a disagreement on signage for the buildings, however, the smoke shop put one up without approval.

The board explained the specifics on how signage works.

No further comments. Mayor Stegall closed the floor to public comments.

C. REPORT OF MAYOR

Discussion, Information: 1. Mayor's Report November 2023

Mayor Stegall provided to the board the monthly progress report. Mayor Stegall also provided a report on behalf of Public Works Director Mathew Kelley who was unable to attend the meeting this evening.

D. MONTHLY FINANCIAL REPORT

Action, Reports: 1. Financial Report for period October 1, 2023 through October 31, 2023

Recommended Action: Motion to approve financial report for period October 1, 2023 - October 31, 2023.

Interim City Clerk Page provided the monthly financial report to the board for period October 1, 2023 - October 31, 2023, on behalf of the Finance Department which consists of himself as Accounts Payable and Interim City Clerk, and Elaine Hines, Accounts Receivable, in the absence of the finance director.

Motion to approve the financial report for period October 1, 2023 - October 31, 2023 was made by Commissioner Redman. Motion seconded by Vice Mayor Hendrix. Unanimous approval. Motion carried.

E. FIRST BUDGET REVISION REQUEST

Action: 1. FIRST BUDGET REVISION EFFECTIVE 11/21/2023

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 presented the first budget revision for the 2023-2024 Fiscal Year and explained that due to unforeseen expenditures that came through in October, then a budget revision is needed.

Motion to approve the first budget revision prepared by Budget Analyst Dave Mecusker to be effective today, November 21, 2023, was made by Commissioner Redman. Motion seconded by Vice Mayor Hendrix. Unanimous approval. Motion carried.

F. AGENDA ITEM NUMBER

Action: 1. Consent Agenda

Recommended Action: Motion to approve the consent agenda in one motion.

Vice Mayor Hendrix commented to the board that there was an additional agenda item requested regarding the city fire truck that is currently in the county's possession and the County has had extensive repair work done to this vehicle, and it was recently discovered that the truck is still in the city's name, and it was a misunderstanding between the City and County.

Due to the City not having a fire department anyways, the suggestion brought forth is to sign the title over to the County.

Motion to approve the consent agenda including additional consent agenda item #6 was made by Commissioner Redman. Motion seconded by Vice Mayor Hendrix. Unanimous approval. Motion carried.

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

Mr. Fred Sirmones, Jr is here this evening to discuss with the board the Recreation Board that the City was a part of in the past.

Mr. Sirmones questioned why the City dissolved this rec board back in 2017.

Mr. Mecusker addressed the question due to being City Manager at that time. Mr. Mecusker explained to Mr. Sirmones that the City and County had reviewed the policies and procedures regarding the upkeep of the city and county parks, and the two collectively decided that the County would handle the County parks, and the City would handle the City parks, and the City was advised by legal services to not continue this agreement.

Mr. Sirmones asked the board if the City would consider re-entering this agreement and recreating the board.

The board stated that they would look into this.

Mr. Sirmones also stated that he has worked within Union County, providing trash pickup to multiple county residents.

Mr. Sirmones referenced how the County handles the donations and contributions to the County parks.

Vice Mayor Hendrix responded to Mr. Sirmones, explaining how the County handles their money due to the parks. Stated that the City's current financial situation would not allow any additional funds be donated to the recreation department aside from the budgeted \$5,000.

Mr. Sirmones provided ideas and future plans for the County and City regarding recreational facilities to benefit the community, including a water park and bowling alley.

Commissioner Huggins thanked Mr. Sirmones for his presentation and requested a visual outline or business plan on what the Jukka recreation board is planning to do, or hoping to do, to be presented to the board so that the board can visually see the proposal.

Discussion, Information: 3. City Park Revitalization - Grant with Union County Health Department

Mayor Stegall explained that he had met with Union County Health Department and the Health Department explained to him that the way this grant funding works is that half of the \$50,825.62 would be divided, and half would be paid upfront, and the second half upon completion.

This would put an additional but temporary expense to the City of \$25,412.81 until the project is complete and the City is reimbursed.

Budget Analyst Mecusker and Interim City Clerk Page stated that the money would come from the General Fund, and transferred when needed to the Special Projects Fund, which is designated for grant funds to keep grant funds separate from operating funds.

Mayor Stegall recommends the loan from General Fund to Special Projects Fund for \$25,412.81.

Motion to authorize a loan from the General Fund to the Special Projects Fund in the amount of \$25,412.81 for the city park revitalization project with the Union County Health Department was made by Commissioner Redman. Motion seconded by Commissioner Sirmones. Unanimous approval. Motion carried.

Action: 4. Ordinance No. 2023-13 Ban Smoking and Vaping in City Parks
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.

Vice Mayor Hendrix requested this ordinance be approved and adopted by the City after the Lake Butler Middle School SWAT club presented the proposal to the board, and explained that the SWAT club would pay for the signage, and all the City would have to do is install the signs once the ordinance is adopted and enacted.

Commissioner Redman raised concern with certain people not adhering to the ordinance, and City Attorney Maines stated that if it was discovered that someone was not compliant with the ordinance would be asked to leave the premises.

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 was made by Vice Mayor Hendrix. Title only read by City Attorney Maines. Motion seconded by Commissioner Redman. Unanimous approval. Motion carried.

Action: 5. Floodplain Management Interlocal Agreement between Union County and City of Lake Butler
Recommended Action: Motion to approve the Floodplain Management Interlocal Agreement between the City and Union County.

Mayor Stegall explained that with help from City Attorney Maines, the interlocal agreement for floodplain management was reviewed and revised, and is presented to the board for consideration and recommended approval.

Motion to approve the Floodplain Management Interlocal Agreement between Union County and City of Lake Butler was made by Commissioner Redman. Motion seconded by Vice Mayor Hendrix. Unanimous approval. Motion carried.

Action: 6. Final Reading of Ordinance No. 2023-11 for Application No. CPA 23-01 (O'Steen)
Recommended Action: Motion to adopt Ordinance No. 2023-11 for Application No. CPA 23-01 (O'Steen) to be read by title only.

Motion to adopt Ordinance No. 2023-11 for Application No. CPA 23-01 (O'Steen) to be read by title only was made by Vice Mayor Hendrix. Title only read by City Attorney Maines. Motion seconded by Commissioner Redman. Unanimous approval. Motion carried.

Action: 7. Final Reading of Ordinance No. 2023-12 for Application No. Z 23-01 (O'Steen)
Recommended Action: Motion to adopt Ordinance No. 2023-12 for Application No. Z 23-01 (O'Steen) to be read by title only.

Motion to adopt Ordinance No. 2023-12 for Application No. Z 23-01 (O'Steen) to be read by title only was made by Vice Mayor Hendrix. Title only read by City Attorney Maines. Motion seconded by Commissioner Redman. Unanimous approval. Motion carried.

G. REPORT OF CITY ATTORNEY

Discussion: 1. REPORT OF JOHN E MAINES IV, CITY ATTORNEY

Mr. Maines had nothing to report.

H. COMMENTS OR REMARKS BY COMMISSION

Discussion: 1. COMMENTS OR REMARKS BY COMMISSION

Commissioner Sirmones - No comment

Commissioner Redman - Farm Share was this past Saturday, and benefited 240 families, and that Farm Share SHOULD be back to the normal second Saturday, which is December 16, 2023. Wished everyone and Happy Thanksgiving.

Commissioner Huggins - Stated that he has received several kudos and positive comments on the way the City has been improving with the new director and new team, and thanks the City Hall staff for all the hard work they put in.

**Vice Mayor Hendrix - Stated that there would be an event held at the Community Center on December 16th, 2023, and that Santa would be there! Wished everyone and Happy Thanksgiving.
Mayor Stegall - Seconded what Commissioner Huggins stated about appreciation for the City Hall staff.**

I. ADJOURNMENT

Action: 1. Adjourn

Recommended Action: Motion to adjourn.

Motion to adjourn the meeting was made by Commissioner Sirmones. Motion seconded by Commissioner Redman. Unanimous approval. Motion carried.

Meeting adjourned at 7:17pm.