



LAKE BUTLER
FLORIDA

Tuesday, March 19, 2024
Regular City Commission Meeting

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

A. MEETING OPENER

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| Subject | 1. Call To Order - Roll Call, Opening Prayer, Pledge of Allegiance |
| Meeting | Mar 19, 2024 - 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; City Manager Hayes; Finance Director Mecusker; Accounts Payable 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.

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|--------------------|--|
| Subject | 2. Approval of The Agenda Format |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | A. MEETING OPENER |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to approve the agenda format. |

B. PUBLIC COMMENTS

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| Subject | 1. Public Comments |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | B. PUBLIC COMMENTS |
| 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.

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| Subject | 2. Presentation by Codie Carter at Hospice of Florida |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | B. PUBLIC COMMENTS |
| Access | Public |
| Type | Discussion, Information |

The City Commission welcomes Ms. Codie Carter this evening who is a representative of the organization Hospice of Florida.

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| Subject | 3. Lake Butler FFA Ag Issues Team Presenting 2024 Farm Bill |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | B. PUBLIC COMMENTS |
| Access | Public |
| Type | Discussion |

Kendall Brannen and the Lake Butler FFA Agriculture Issues Team is here this evening to present to the City Commission the 2024 Farm Bill.

C. AGENDA ITEM NUMBER

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|----------------|--|
| Subject | 1. Consent Agenda |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | C. 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 February 2024
2. February 2024 WEX invoice, activity report, and vehicle logs
3. Minutes from Regular City Commission Meeting on February 20, 2024
4. Minutes from Citizens Advisory Task Force (CATF) Meeting on February 29, 2024
5. Minutes from Special City Commission Meeting on March 14, 2024
6. REVISED Minutes from Regular City Commission Meeting on September 19, 2023

File Attachments

[CODE ENFORCEMENT REPORT FEBRUARY 2024.pdf \(107 KB\)](#)
[WEX February 2024 Invoice, Activity Report, Fuel Logs, and Receipts.pdf \(3,239 KB\)](#)
[Regular City Commission Meeting Minutes 2-20-2024.pdf \(2,394 KB\)](#)
[CATF Meeting Minutes 2-29-2024.pdf \(222 KB\)](#)
[Special City Commission Meeting Minutes 3-14-24.pdf \(365 KB\)](#)
[REVISED MINUTES from Regular City Commission Meeting from 9-19-2023.pdf \(345 KB\)](#)

Subject **2. First Reading of Ordinance No. 2024-01**
Meeting Mar 19, 2024 - Regular City Commission Meeting
Category C. AGENDA ITEM NUMBER
Access Public
Type Action, Procedural
Recommended Action Motion to approve the first reading of Ordinance No. 2024-01 to be read by title only.

File Attachments

[Ordinance No. 2024-01.pdf \(69 KB\)](#)

Subject **3. Resolution No. 2024-02**
Meeting Mar 19, 2024 - Regular City Commission Meeting

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| Category | C. AGENDA ITEM NUMBER |
| Access | Public |
| Type | Action, Discussion |
| Recommended Action | Motion to adopt Resolution No. 2024-02 for the FDOT SCOP Grant to be read by title only. |

D. CITY MANAGER'S REPORT

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|----------------|--|
| Subject | 1. City Manager's Report March 2024 |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | D. CITY MANAGER'S REPORT |
| Access | Public |
| Type | Discussion, Information |

City Manager Kimberly Hayes provides her report to the board on the progress report of the City day-to-day operations.

File Attachments
[City Manager Report 3-19-2024.pdf \(392 KB\)](#)

E. MONTHLY FINANCIAL REPORT

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|--------------------|--|
| Subject | 1. Financial Report for period October 1, 2023 through February 29, 2024 |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | E. MONTHLY FINANCIAL REPORT |
| Access | Public |
| Type | Action, Reports |
| Recommended Action | Motion to approve financial report for period October 1, 2023 - February 29, 2024. |

The Finance Department provides the board with the monthly financial report for period October 1, 2023 through February 29, 2024.

File Attachments
[Financial Report October 31, 2023 through February 29, 2024.pdf \(1,997 KB\)](#)

F. REPORT OF CITY ATTORNEY

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|----------------|---|
| Subject | 1. REPORT OF JOHN E MAINES IV, CITY ATTORNEY |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | F. REPORT OF CITY ATTORNEY |
| Access | Public |
| Type | Discussion |

City Attorney Maines:

G. COMMENTS OR REMARKS BY COMMISSION

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|----------------|--|
| Subject | 1. COMMENTS OR REMARKS BY COMMISSION |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | G. COMMENTS OR REMARKS BY COMMISSION |
| Access | Public |
| Type | Discussion |

Commissioner Sirmones

Commissioner Redman

Commissioner Huggins

Vice Mayor Hendrix

Mayor Stegall

H. ADJOURNMENT

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|--------------------|--|
| Subject | 1. Adjourn |
| Meeting | Mar 19, 2024 - Regular City Commission Meeting |
| Category | H. ADJOURNMENT |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to adjourn. |