

CONTINUED FISCAL YEAR 2025-2026 BUDGET WORKSHOP MINUTES



August 21, 2025
5:00PM
City Hall Lake Butler
200 SW 1st Street
Lake Butler, Florida 32054

CERTIFIED TO BE A TRUE &
EXACT COPY OF ORIGINAL

Kimberly Hayes

MEETING MINUTES – Fiscal Year 2025-2026 Budget Workshop CONTINUED

1. Call to order – Roll Call

Mayor Hendrix called the continued budget workshop to order at 5:00pm.

Roll Call:

City Commission – Commissioner Sirmones, Vice-Mayor Huggins, Commissioner Redman, Commissioner Stephenson, Mayor Hendrix

City Staff – City Manager Hayes, Administrative Assistant Page, Finance Director Mecusker,

Absent – City Attorney Maines

a. 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.

2. Continued City Commission Discussion on 2025-2026 Annual Operating Budget (FOR CITY COMMISSION DISCUSSION ONLY).

- Code Enforcement Position for City of Lake Butler
- Improvements to Community Center
- Lighting on SR 121

Mayor Hendrix explained that the Board had discussed code enforcement, improvements to community center, the lighting on SR 121, and also that the Board received a memo about changes that were made to include the \$37,000 loan for the ground storage tank, the flood insurance consideration for the community center and lakeside pavilion, the loan to fund 38 for the boat ramp grant and fund 39 for the Townsend Green Building, In City Property/Liability Insurance, and some minor adjustments to revenue and expenses which were highlighted in yellow on the report the Board received.

Finance Director Mecusker explained to the Board the changes that were made to the initial budget and that he highlighted those changes, which were areas addressed in the cover letter to the revised budget.

Board Consensus: City Commission

1. The Board's consensus was for a 60-month loan at DLP Bank, which would be for the \$37,000 pledge against the Wastewater CD for the additional funding for the ground storage tank, which would be paid back upon sale of the property on 121, as previously discussed by the Board.
2. The Board's consensus was to proceed without flood insurance because there is currently not and has never had flood insurance on the two subject buildings.
3. The Board's consensus was to approve the loan from General Fund to Fund 38 for the Boat Ramp grant of \$100,000 and for Fund 39 for the Townsend Green Building rehabilitation grant, and that these grants are the kind where we have to spend it first, and then receive the reimbursement.

Commissioner Stephenson asked if the City was counting any money to come in for FEMA for the debris relief. City Manager Hayes stated we do not know if we are going to get any money yet, and that her and Elaine are still working on it, and that we have received insurance money back, and Finance Director directed to pages of the budget that explains the natural disaster relief for hurricane damage last year.

Commissioner Stephenson asked about the electricity and insurance for the buildings, and asked if the lighting is LED, and Mayor Hendrix explained that some of the lights were fixed that were purple, and as they change out the lights, they are going to LED lights throughout the City.

Commissioner Stephenson asked about the expense account for sludge removal, and City Manager Hayes explained what sludge is and the process of removing it, and that when she started at the City, we were having it done once a year, and it should be done 3-4 times a year, and the solids fill up at the bottom of the wastewater tanks have to be removed, and that a company is hired to come in and remove and haul off the sludge.

Commissioner Stephenson asked about the expense line item for the audit, and Mayor Hendrix explained that it is for the contract audit that is spread across the funds, and that the City is paying more with the company that changed a couple of years ago.

Commissioner Stephenson asked about the reserve for future expansion for WWTP expense account. Finance Director Mecusker explained the reason for this account and that they were very generous with the budget, and that the Wastewater Treatment Plant was so abused and neglected and that with the new contract at RMC, and that we can make some aggressive improvements to the plant, and that after projecting improvements, there was a still an additional \$300,000 in funds leftover to our positive that had to be put somewhere, so that this account serves as a holding account.

Mayor Hendrix also explained that the City had to show DEP that we could pay back the \$11.25 million dollar loan with the new RMC agreement that was just received back signed that was sent over to them as well.

City Manager Hayes explained that the account can be used for improvements and emergency purchases.

Commissioner Stephenson asked about the prior RMC bills versus the bills now and the difference that is being generated and how and where the money is being balanced in the budget, and Finance Director Mecusker explained that improvements are being made to wastewater equipment and how we are accounting for that additional funding that is received.

Commissioner Stephenson asked about the quote that was received for the flooring and improvements to the Community Center, and City Manager Hayes explained that this is work being done in the current year, and that she is currently working on it, and that the walls will be painted, and the floors fixed.

City Manager Hayes stated that the rental agreement will be rewritten once the floors are done so that the floor is not cleaned so there will not be any chemicals on the new floor.

Commissioner Stephenson asked about the grant funds and how they are handling it, and if they are being monitored, and Mr. Mecusker explained they are being closely monitored.

Vice-Mayor Huggins asked about the use of the sound system at the Community Center, and if it is just for the City's use or if the renters can use it too, and Mayor Hendrix explained it can be used by the renters, they just have to let City Hall know.

3. Workshop Adjournment or Continuance:

IN THE EVENT THE BOARD DOES NOT COMPLETE THE DISCUSSION, THE MAYOR CAN SET A DATE AND TIME TO CONTINUE THIS WORKSHOP.

Motion to adjourn the budget workshop was made by Commissioner Redman. Motion seconded by Vice-Mayor Huggins. Unanimous approval. Motion passed 5-0. Budget workshop adjourned at 5:51pm.