

SPECIAL CITY COMMISSION MEETING



July 10, 2025
5:20PM
City Hall Lake Butler
200 SW 1st Street
Lake Butler, Florida 32054

AGENDA

1. **Call to order – Roll Call, Opening Prayer, Pledge of Allegiance**
 - 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. **Approval of The Agenda Format.**
 - A. Motion to approve the agenda format.
3. Board Discussion, Review, and Approval of Amendment No. 5 to Water/Wastewater Services Agreement by the City of Lake Butler for the Department of Corrections (Reference FDC No. U08-005 AMD 5)
4. Adjournment

SPECIAL CITY COMMISSION MEETING OF LAKE BUTLER, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: July 10, 2025

AGENDA ITEM: Board Discussion, Review, and Approval of Amendment No. 5 to Water/Wastewater Services Agreement by the City of Lake Butler for the Department of Corrections (Reference FDC No. U08-005 AMD 5)

DEPARTMENT: City Commission

MOTION/ACTION: Motion to approve Amendment No. 5 to the Water/Wastewater Services Agreement by the City of Lake Butler for the Department of Corrections (Reference FDC No. U08-005 AMD 5).

ASSOCIATED COST(S):

NOTES:

This agenda item is for the Board's review, discussion, and approval of Amendment No. 5 to the Water/Wastewater Services Agreement by the City of Lake Butler for the Department of Corrections for providing services to the Reception and Medical Center (RMC).

To recap, the rates for RMC have not been adjusted in over FIVE (5) YEARS, due to the contract executed under prior administration.

This amendment will be in effect until the new Wastewater Treatment Plant is open and operational.

If the board agrees, a motion is needed to approve Amendment No. 5 to the Water/Wastewater Services Agreement by the City of Lake Butler for the Department of Corrections (Reference FDC No. U08-005 AMD 5)

**AMENDMENT NO. 5
TO WATER/WASTEWATER SERVICES AGREEMENT
BY THE CITY OF LAKE BUTLER
FOR THE DEPARTMENT OF CORRECTIONS**

THIS AMENDMENT is entered into this _____ day of _____, 2025, by and between the CITY OF LAKE BUTLER, hereinafter referred to as "CITY," and the STATE OF FLORIDA DEPARTMENT OF CORRECTIONS, hereinafter referred to as "DEPARTMENT."

WHEREAS, on May 13, 1996, the CITY and the DEPARTMENT entered into an Agreement for the CITY to provide water and wastewater services to the Reception and Medical Center ("INSTITUTION"), Lake Butler, Florida; and,

WHEREAS, the CITY and the DEPARTMENT desire to amend the Agreement to incorporate the following revisions.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereto agree that the Agreement dated May 13, 1996, as amended June 9, 2008, May 13, 2009, May 26, 2009, and November 1st, 2019 is amended in the following respects:

Article 3 - Rates -Paragraph "2. Wastewater Service." is modified to read as follows:

The DEPARTMENT shall pay to the CITY for Wastewater Services in accordance with the City of Lake Butler ordinance rates plus 25% for outside city limits with an additional 13% oversight fee. The monthly invoicing from the City of Lake Butler will be based upon the actual water meter readings from RMC's Water Treatment Plant – Said billing will be calculated based upon 80% return rate of Wastewater of the monthly production of Potable Water. For example: RMC's Water Treatment plant produces 1,000,000-gallons of Potable water – then the City of Lake Butler will bill for 800,000-gallons of Wastewater. Coordination will take place between RMC Staff and City of Lake Butler Staff to allow both parties to be present during reading of the meter(s).

Article 3 - Rates -Paragraph "7. Readiness to Serve." for Potable Water Service is modified as follows:

The DEPARTMENT shall pay the CITY as a minimum monthly Readiness to Serve charge, billed as a Meter fee, the amount of \$2,500.00 each month following this Amendment and a like sum each and every month thereafter. In the event the DEPARTMENT purchases water, the City of Lake Butler current ordinance rate and the surcharge for being outside the City limit will be applied for all consumption.

The above rates will become effective on June 1, 2025.

The following general conditions will be added to Article 4:

With this Amendment, the INSTITUTION will be paying a much higher rate than any other Clients of the City of Lake Butler for Wastewater Treatment.

- A new agreement between the CITY and the DEPARTMENT will be implemented the Day that the CITY starts its operation of the new Wastewater Treatment Facility outside the INSTITUTION'S property.

Article 4 – Special Conditions -Paragraph "7. Payment." is hereby amended as follows:

Submit to: Department of Corrections (FDC)
Attn: Accounts Payables
PO Box 13600 Tallahassee, FL. 32317-3600

For the electronic submittal of invoices, please utilize the following email address:

APInvoices-FDC APInvoices-FDC@fdc.myflorida.com

It is understood and agreed by the CITY and the DEPARTMENT that in each and every respect the terms of the original Agreement, except as amended via Amendment No. 1 on June 9, 2008, Amendment No. 2 on May 13, 2009, Amendment No. 3 on May 26, 2009, and Amendment No. 4 on November 1st. 2019, shall remain unchanged and in full force and effect, and the same are hereby ratified, approved, and confirmed by the CITY and the DEPARTMENT.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals as of

the _____ day of _____, 2025.

CITY OF LAKE BUTLER

Witnesses:

Print Name: _____

Print Name: _____

Witnesses:

Print Name: _____

Print Name: _____

By: _____

Melissa Hendrix
Mayor
200 SW 1st Street
Lake Butler, Florida 32054

By: _____

Kimberly Hayes
City Manager
200 SW 1st Street
Lake Butler, Florida 32054

Approved as to Form and Legality:

By: _____

John E. Maines, IV
City Attorney

**STATE OF FLORIDA
DEPARTMENT OF CORRECTIONS**

Witnesses:

Print Name: _____

Print Name: _____

By: _____

Ricky Dixon
Secretary
Department of Corrections
501 South Calhoun Street
Tallahassee, FL 32399

Approved as to Form and Legality:

By: _____

Kristen Clemons, Deputy General Counsel