CITY OF TRENTON
COMMISSION MEETING
AGENDA

The Trenton City Commissioners, serving also as the Planning & Zoning Board and the Community Redevelopment Authority, will meet in Regular Session Monday, August 25, 2025, at 5:30 pm, or as soon thereafter as possible, in the Gilchrist County Commission Meeting Facility, located at 210 South Main Street, Trenton, Florida. Items included on the agenda are as follows:

A. **Call to Order**
B. **Adoption of Agenda**
C. **Scheduled Guests**
   1. Gilchrist County Chamber of Commerce – Christmas Event
D. **Unscheduled Guests**
E. **Consent Items**
   1. Minutes – Regular Commission Meeting, August 25, 2025
F. **Discussion Items**
   1. Budget Workshop
   2. Proposed School Zone Speed Cameras
G. **Action Items**
   1. Resolution 2025-05 - Requesting Waiving Permit Fees for SRWMD/DEP
   2. SCOP Supplement Agreement
   3. Micale Façade Grant Extension
H. **City Attorney Report**
I. **City Manager Report**
J. **Board Member Requests**
K. **Public Comments**
L. **Adjourn**

City of Trenton
Minutes
Commission Meeting
August 11, 2025

The Trenton City Commission, serving also as the Planning & Zoning Board and the Community Redevelopment Authority, met on Monday, August 11, 2025, at the Gilchrist County Commission Meeting Building. Those in attendance were as follows:

Robbi Coarsey Avery	Mayor
Randy Rutter	Vice-Mayor
Lucy Coleman	Commissioner
Mary Love Davis	Commissioner
Russel Williams	Commissioner
Brittany Mills	City Manager
David "Duke" Lang, Jr.	City Attorney

A. CALL TO ORDER

Mayor Avery called the meeting to order at 5:31 pm.

B. ADOPTION OF AGENDA

Attorney Lang stated that the action items will be heard at the September 22nd meeting, and they should be removed from this agenda. Commissioner Rutter made a motion to adopt the agenda as amended. Commissioner Williams seconded the motion. The motion carried unanimously.

C. UNSCHEDULED GUESTS

1. Diane Clifton; Street Signs

Diane Clifton presented the Board with the results of her cataloging the street signs in the SW section of the city, stating that some signs are missing, some should be repositioned, etc. Ms. Clifton also showed samples of speed limit signs and weight restrictions signs for the Board to consider installing. After discussion, it was decided that staff will address the topic.

D. UNSCHEDULED GUESTS

There were no unscheduled guests.

E. CONSENT ITEMS

1. Minutes – Regular Commission Meeting, July 28, 2025

Attorney Lang noted two typographical errors in the minutes. Commissioner Coleman made a motion to accept the minutes with the noted changes. Commissioner Williams seconded the motion. The motion carried unanimously.

2. June Financial and Expenditure Reports

Commissioner Rutter made a motion to accept the financial reports. Commissioner Coleman seconded the motion. The motion carried unanimously.

F. DISCUSSION ITEMS

1. Proposed Budget FY 2025-2026

The Board had no questions about the proposed budget.

G. ACTION ITEMS

1. Proposed Water/Sewer Rate Increase
2. Proposed Fire Assessment Increase

These items were removed from the agenda.

H. STAFF REPORTS

1. Public Safety Report

There were no questions for public safety.

2. Public Works Report

There were no questions for public works.

I. CITY ATTORNEY REPORT

Attorney Lang had nothing to report.

J. CITY MANAGER REPORT

City Manager Mills reminded the Board that the tentative budget workshop will be at 5:30 pm on Friday, September 5th.

Mrs. Mills stated that public works will stripe the pickle ball course, as the only quote received was for $2,500.

Mrs. Mills reported that Duke Energy is evaluating the street lights at Depot Park and she should have more information soon.

Mrs. Mills stated that installing the Hall of Fame plaques in the BOCC building is an option but not until after the first of the year due to the Centennial celebration. Mrs. Mills stated that the Courthouse is an option; however, there isn't that much foot traffic there, and that she will continue to research.

K. BOARD MEMBER REQUESTS

Commissioner Coleman reported that the traffic was a little slower for the second Makers Market.

Commissioner Coleman asked that public works address a large wasp nest on the ramp at the Depot.

Commissioner Coleman reported that the State Champion Softball team will be receiving their championship rings at the October 10th football game, and the town should celebrate them by decorating, putting out banners, etc., and that the Board should issue a proclamation recognizing the team, at the October 10th football game.

Commissioner Rutter asked for a copy of the cemetery rules, stating that the Board needs to review the pricing, etc.

Commissioner Rutter asked the status of old city hall. Mrs. Mills explained the agreement with the Health Department, stating that they are working to obtain additional funding for the needed repairs and remodeling.

There were no other requests from board members.

L. PUBLIC COMMENTS

Craig Ruede thanked Chief Rexroat for his role in getting a piece of property cleaned.

Mr. Ruede reported that the storm water drain near Cherry's is backed up.

Mr. Ruede asked the percentage of increase in the water/sewer rates. City Manager Mills stated 26% for water and 10% for sewer which will increase the average household's bill by $15 or so.

Mr. Ruede asked if the people whose names are being added to the Welcome signs live/lived in the City, and if not, then let the County recognize them, and use the money instead for City projects.

There were no other public comments.

M. ADJOURN

Mayor Avery adjourned the meeting at 6:44 pm.

Attest:

____________________________ ____________________________

Brittany Mills, City Manager **Robbi Coarsey Avery, Mayor**

City of Trenton General Fund
Proposed Budget 2025-2026

	510 General			
	Oct '24 - May 25	24-'25 Budget	EOY Projected	**25-'26 tentative**
REVENUE	*979,340.00*	*2,036,498.00*	*1,953,880*	*1,398,769*
				70.11%
			-	
Personnel Services				**21,000**
Operating Expenditures				**221,096**
Capital Improvement				**-**
EXPENDITURES TOTAL	**180,777.58**	**908,363.00**	**862,746**	**242,096**

Adjustment to Budget by Department	**Increased Revenue**	43,194
	Decreased Expenditures	(1,954)

Project/Equipment Request:

Reserves to Cover Expenditure	Mitigation Project at City Hall	25,000

City of Trenton General Fund
Proposed Budget 2025-2026

511 Commission

	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*0.00*	*0.00*	*875,623.20*	*600.00*
				0.03%
			-	
Personnel Services				76,615
Operating Expenditures				3,560
Capital Improvement				-
EXPENDITURES TOTAL	23,091.20	72,807.00	79,520	80,175

Adjustment to Budget by Department	Increased Revenue	0
	Decreased Expenditures	(237)

Project/Equipment Request:
Reserves to Cover Expenditure NONE

City of Trenton General Fund
Proposed Budget 2025-2026

	513 Administration			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*0.00*	*0.00*		*161,765*
				8.11%
			-	
Personnel Services				376,650
Operating Expenditures				59,640
Capital Improvement				-
EXPENDITURES TOTAL	118,242.49	390,280.00	336,907	436,290

Adjustment to Budget by Department	**Increased Revenue**	-
	Decreased Expenditures	(9,430.00)

Project/Equipment Request:
Reserves to Cover Expenditure NONE

City of Trenton General Fund
Proposed Budget 2025-2026

	Total 521 Public Safety			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*10,106.71*	*77,218.88*	*58,070.46*	*4,440*
				0.22%
			-	
Personnel Services				439,430
Operating Expenditures				93,140
Capital Improvement				-
EXPENDITURES TOTAL	142,047.50	542,145.00	481,404	532,570

Adjustment to Budget by Department	**Increased Revenue**	-
	Decreased Expenditures	(9,670.00)

Project/Equipment Request:
Reserves to Cover Expenditure NONE

City of Trenton General Fund
Proposed Budget 2025-2026

522 Fire

	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*196,501.11*	*216,075.00*	*216,691.84*	*247,274*
				12.39%
			-	
Personnel Services				**141,950**
Operating Expenditures				**105,324**
Capital Improvement				**-**
EXPENDITURES TOTAL	185,492.35	214,345.00	325,198	247,274

Adjustment to Budget by Department	**Increased Revenue**	1,599.00
	Decreased Expenditures	(1,599.00)

Project/Equipment Request:
Reserves to Cover Expenditure NONE

City of Trenton General Fund
Proposed Budget 2025-2026

	562 Health Services			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*0.00*	*0.00*	-	*5,000*
				0.25%
			-	
Personnel Services				-
Operating Expenditures				20,400
Capital Improvement				-
EXPENDITURES TOTAL	15,258.44	23,575.00	21,463	20,400

Adjustment to Budget by Department	Increased Revenue	4,000.00
	Increased Expenditures	2,100.00

Project/Equipment Request:
Reserves to Cover Expenditure NONE

City of Trenton General Fund
Proposed Budget 2025-2026

	541 Public Works			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*74,016.78*	*813,280.00*	*824,737.66*	*171,120*
				8.58%
			-	
Personnel Services				331,050
Operating Expenditures				99,563
Capital Improvement				-
EXPENDITURES TOTAL	194,971.47	1,019,726.88	1,048,105	430,613

Adjustment to Budget by Department	**Increased Revenue**	11,000.00
	Decreased Expenditures	(13,537.00)

Project/Equipment Request:	Compact Track Loader w/ trencher & Grapple	97,493.00
Reserves to Cover Expenditure	**Enterprise can assist with cost (from EF Reserves)*	
	Mower	15,000.00

City of Trenton General Fund
Proposed Budget 2025-2026

	572 Recreation Services			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*3,915.45*	*3,000.00*	*5,873.18*	*6,000*
				0.30%
			-	
Personnel Services				-
Operating Expenditures				5,550
Capital Improvement				-
EXPENDITURES TOTAL	15,635.51	7,425.00	16,638	5,550

Adjustment to Budget by Department		
	Increased Revenue	-
	Decreased Expenditures	(2,950.00)

Project/Equipment Request:
Reserves to Cover Expenditure

City of Trenton General Fund
Proposed Budget 2025-2026

	Total General Fund			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	*1,263,880.05*	*3,146,071.88*	*3,934,876.70*	**1,994,968.00**
			-	
Personnel Services				**2,213,810**
Operating Expenditures				**608,273**
Capital Improvement				**-**
EXPENDITURES TOTAL	**875,516.54**	**3,178,666.88**	**3,171,982**	**1,994,968**
				-
Adjustment to Budget by Department			**Increased Revenue**	59,793
			Decreased Expenditures	(38,282)

Project/Equipment Request:
Reserves to Cover Expenditure

Project/Equipment Request Total: 137,493.00

Unrestricted Reserve Balance as of 9/30/2024: 386,482.00

Available after Proposed Projects 248,989.00

City of Trenton Enterprise Fund
Proposed Budget 2025-2026

	Non Departmental			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	389,633.23	576,000.00	588,000.00	606,000.00
Personnel Services				**25,569**
Operating Expenditures				**580,431**
Capital Improvement				**-**
EXPENDITURES TOTAL	**350,866.73**	**576,000.00**	**561,547**	**606,000**
Adjustment to Budget by Department			**Increased Revenue**	-
			Increased Expenditures	10,197

City of Trenton Enterprise Fund
Proposed Budget 2025-2026

	Sewer			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	340,674.35	600,000.00	662,695.17	599,000.00
Personnel Services				201,162
Operating Expenditures				275,785
Capital Improvement				92,000
EXPENDITURES TOTAL	451,797.23	600,000.00	652,797	599,000
Adjustment to Budget by Department			Increased Revenue	61,000
			Decreased Expenditures	-

City of Trenton Enterprise Fund
Proposed Budget 2025-2026

	Water			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	320,428.95	932,080.00	823,844.25	609,000.00
Personnel Services				
Operating Expenditures				
Capital Improvement				
EXPENDITURES TOTAL	**2,366,760.26**	**932,080.00**	**1,041,415**	**609,000**
Adjustment to Budget by Department			**Increased Revenue**	131,000
			Decreased Expenditures	-

City of Trenton Enterprise Fund
Proposed Budget 2025-2026

	Total Enterprise Fund			
	Oct '24 - May 25	Budget	EOY Projected	25-'26 tentative
REVENUE	1,050,736.53	2,108,080.00	2,074,539.42	1,814,000
Personnel Services				
Operating Expenditures				
Capital Improvement				
EXPENDITURES TOTAL	**3,169,424.22**	**2,108,080.00**	**2,255,758.80**	1,814,000
Adjustment to Budget by Department			**Increased Revenue**	192,000
			Increased Expenditures	10,197

City of Trenton CRA
Tentative Budget
2025-2026

	2024-2025 Budget	25-'26 tentative
Income		
345910 · Gilchrist Co Ad Valorem Revenu	172,415.00	190,278.00
345920 · City of Trenton Ad Valorem Rev	69,362.00	82,016.00
361010 · Bank Interest	35.00	-
Total Income	241,812.00	272,294.00
Expense		
310 · Professional Fees	25,000.00	25,000.00
480 · Promotional Activities	10,000.00	10,000.00
510 · Office Supplies	200.00	-
520 · Operational Supplies	1,000.00	1,500.00
559491 · Facade Improvements	25,000.00	60,000.00
559492 · DCA Administrative Fees	300.00	300.00
559630 · Capital Outlay	180,312.00	175,494.00
Total Expense	241,812.00	272,294.00

RESOLUTION NO. 2025-05

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF TRENTON, FLORIDA REQUESTING THE FLORIDA DEPARTMENT OF ENVIROMENTAL PROTECTION AND THE SUWANNEE RIVER WATER MANAGEMENT DISTRICT TO REDUCE PERMIT FEES FOR FISCAL YEAR 2025-2026.

WHEREAS, Florida Statutes section 218.075, allows the Department of Environmental Protection and the Water Management Districts to reduce or waive permit processing fees for counties with a population of 50,000 or less on April 1, 1994, until such counties exceed a population of 75,000 and municipalities with a population of 25,000 or less, or for an entity created by special act, local ordinance, or interlocal agreement of such counties or municipalities, or for any county or municipality not included within a metropolitan statistical area based upon certification by the governing body that the cost of the permit processing fee is a fiscal hardship due to one of the factors set forth in said statute; and

WHEREAS, the Governing Board of the Florida Department of Environmental Protection has adopted section 40B-1.706., Florida Administrative Code, to implement Section 218.075, Florida Statutes, regarding reduction of fees; and

WHEREAS, the City of Trenton, Florida has a population of 2,173, as based upon available population estimates as shown by the "Ad Valorem Data Book 2024" (DOR) and the "Florida Estimates of Populations 2024" (BEBR) attached, and

WHEREAS, the City of Trenton, Florida certifies that it qualifies for permit processing fee reduction for the fiscal year **October 1, 2025, through September 30, 2026**, due to the following factor:

Per capita taxable value is less than the statewide average for the current Fiscal Year, and the percentage of assessed property value that is exempt from Ad-Valorem taxation is higher than the statewide average for the current fiscal year.

WHEREAS, these factors are supported by **"Attachment A"**.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TRENTON, FLORIDA, AS FOLLOWS:

Section 1. That the City of Trenton, Florida does hereby request that the Florida Department of Environmental Protection and the Suwannee River Water Management District reduce the processing fee for public purpose projects to a fee not to exceed $100.00 per permit for the 2025-2026 Fiscal Year.

Section 2. This resolution shall become effective immediately upon adoption.

Section 3. A copy of this resolution shall be provided to both the Florida Department of Environmental Protection and to the Suwannee River Water Management District.

PASSED AND DULY RESOLVED, THIS _____ DAY OF _______________, 2025.

BOARD OF COMMISSIONERS OF
THE CITY OF TRENTON, FLORIDA

By: ___________________________
Robbi Coarsey Avery
Mayor

____
ATTEST:
Brittany Mills
Clerk/City Manager

Attachment A

Florida Department of Revenue
Property Tax Oversight

Jim Zingale
Executive Director

5050 West Tennessee Street, Tallahassee, FL 32399

floridarevenue.com

April 1, 2025

City of Trenton
500 North Main Street
Trenton, Florida 32693

CITY OF TRENTON

The table below shows the requested information related to per capita taxable value and the percentage of assessed property that is exempt from ad valorem taxation.

	City of Trenton	Statewide
Total Just Value	203,153,692	5,212,650,771,352
Total Assessed Value	169,380,491	3,859,258,916,230
Taxable Value	109,714,660	3,221,962,333,855
Exempt Amount	59,665,831	637,296,582,375
Population	2,173	22,907,149
Per Capita Taxable Value Average	50,490	140,653
Percentage of Assessed Value Exempt from Taxation	35.23%	16.51%
Millage	3.5000	

Sources: "Ad Valorem Data Book 2024" (DOR) and "Florida Estimates of Populations 2024" (BEBR)

Please contact either Lizette Kelly at 850-617-8865 or Lizette.Kelly@floridarevenue.com or Allison Kever at 850-617-8925 or Allison.Kever@floridarevenue.com if you have any questions. Thank you.

Property Tax Oversight, Research & Analysis

BS

STATE-FUNDED GRANT SUPPLEMENTAL AGREEMENT

SUPPLEMENTAL NO.
2

CONTRACT NO.
G2N97

FPN
441416-2-54-01

Recipient: City of Trenton

This Supplemental Agreement ("Supplemental"), dated _____ arises from the desire to supplement the State-Funded Grant Agreement ("Agreement") entered into and executed on 9/28/2023 as identified above. All provisions in the Agreement and supplements, if any, remain in effect except as expressly modified by this Supplemental.

The parties agree that the Agreement is to be amended and supplemented as follows:

Additional SCED funds in the amount of $174,182.80 are added to this contract.

Reason for this Supplemental and supporting engineering and/or cost analysis:

Additional funds added to the contract to cover the low-bid shortfall.

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

RECIPIENT:
City of Trenton

By:____________________
Name: Robbi Coarsey Avery
Title: Mayor

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

By:____________________
Name: Greg Evans
Title: District Two Secretary

Legal Review:

____

STATE-FUNDED GRANT AGREEMENT

EXHIBIT B
SCHEDULE OF FINANCIAL ASSISTANCE

RECIPIENT NAME & BILLING ADDRESS:	FINANCIAL PROJECT NUMBER:
City of Trenton 500 N. Main St. Trenton, FL 32693	441416-2-54-01

PHASE OF WORK by Fiscal Year:		MAXIMUM PARTICIPATION (1) TOTAL PROJECT FUNDS	(2) LOCAL FUNDS	(3) STATE FUNDS	Indicate source of Local funds
Design- Phase 34 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Design Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
Right-of-Way- Phase 44 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Right-of-Way Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
Construction- Phase 54 FY:	Maximum Department Participation (Insert Program Name	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Construction Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
Construction Engineering and Inspection - Phase 64 FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
FY:	Maximum Department Participation (Insert Program Name)	$	$	$	☐ In-Kind ☐ Cash
	Total Construction Engineering and Inspection Cost	$ 0.00 %	$ 0.00 %	$ 0.00 %	
(Phase : 54-01 Design, CST & CEI) FY: **2024**	Maximum Department Participation (SCOP)	$743,000.00	$	$743,000.00	☐ In-Kind ☐ Cash
FY: **2025**	Maximum Department Participation (SCOP)	$174,182.80	$	$174,182.80	☐ In-Kind ☐ Cash
	Total Cost	$917,182.80 %	$ 0.00 %	$917,182.80 %	
	TOTAL COST OF THE PROJECT	$917,182.80	$ 0.00	$917,182.80	

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:
I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Amanda Dicks
District Grant Manager Name

Signature Date

EXHIBIT D

RECIPIENT RESOLUTION

The Recipient's Resolution authorizing entry into this Agreement is attached and incorporated into this Agreement.

EXTENSION AGREEMENT

WHEREAS, the Board of Commissioners of the City of Trenton, Florida, (hereafter "City or First Party"), and Marc Micale, (hereafter "Owner or Second Party"), entered into a Commercial Façade Grant Agreement with an effective date of January 15, 2025; and

WHEREAS, the Original Agreement term was from January 15, 2025 until July 15, 2025; and

WHEREAS, the Second Party appeared before the City Commissioners by his Representative on July 14, 2025 and requested that the term of the Original Agreement be amended to extend the Agreement for an additional six (6) month term until January 15, 2026 and the City agreed to such extension, and

WHEREAS, the First Party and Second Party now wish to enter into an Extension Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements between the parties, the adequacy and sufficiency of which are deemed sufficient to support this agreement, the parties agree as follows:

1. All of the above recitals are incorporated herein as if more fully written in their entirety below.

2. The term of the Original Commercial Façade Grant Agreement between the First Party and Second Party dated January 15, 2025 is hereby extended upon until January 15, 2026.

3. All other matters set forth in the Parties Original Commercial Façade Grant Agreement dated January 15, 2025, except for those matters specifically in conflict with this Extension Agreement, shall remain in full force and effect.

4. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which taken together shall constitute one and the same Agreement.

The parties hereto have caused this agreement to be executed the day, month and year last written below;

Owner/Second Party

____
Signature

Marc Micale ________________
Printed Name:

Dated: ________________

City/First Party

By: ____________________________
Robbi Coarsey Avery
Mayor-Commissioner

Attest:

____
Brittany Mills
Clerk/City Manager

Dated: ______________________