



City of Lake Helen

Volusia County, Florida

MAYOR

Buddy Snowden

CITY COMMISSIONERS

Ann Robbins

Vernon Burton

Rick Basso

Cameron Lane

REGULAR MEETING LAKE HELEN CITY COMMISSION

January 9, 2014

7:00 P.M.

AGENDA

Any individual wishing to speak before the City Commission regarding any item on the agenda must fill out and submit a BLUE speaker card to the Recording Secretary, be recognized by the Chair, and limit his/her remarks to three minutes unless otherwise directed by the City Commission. Any individual wishing to speak to the City Commission during the Public Forum portion of the agenda must fill out and submit a YELLOW speaker card to the Recording Secretary, be recognized by the Chair, and limit his/her remarks to three minutes unless otherwise directed by the City Commission. **The Public Forum portion of the agenda is reserved for citizens to address the City Commission regarding items/issues that are not on the agenda.**

CALL TO ORDER: Mayor Snowden

INVOCATION AND PLEDGE OF ALLEGIANCE

DELETIONS OR MODIFICATIONS TO AGENDA

COMMISSION ANNOUNCEMENTS

MINUTES: November 14, 2013; December 9, 2013; December 12, 2013

1. CONSENT AGENDA:

- a) Bills paid through December 19, 2013
- b) CAC sales report

2. PRESENTATIONS:

- A) Service award to be presented to staff
- B) Presentation of a Proclamation for Citizens who Volunteered throughout 2013 in Celebrating Lake Helen's Quasquicentennial
- C) Recognition of volunteers that participated in the renovation of the Lake Helen Police Department facility
- D) Presentation of the Mayor's Fitness Challenge overview

3. MONTHLY REPORTS:

- a) City Engineer
- b) Local Planning Agency (PLDRC)
- c) Parks and Recreation Board
- d) Events Coordinator

4. **PUBLIC FORUM:** Yellow Cards – For any individual wishing to speak to any issue not on the agenda. Comments will be limited to three minutes unless otherwise directed by the City Commission. Person wishing to speak must approach the front podium, give name and address.
5. **PUBLIC HEARINGS:** none for this meeting
6. **COMMISSION CONSIDERATION:**
 - A) Consideration of Brent Millikan & Co. engagement letter for 2013 audit services
 - B) Consideration of Foster & Foster’s service agreement for actuarial services
 - C) Consideration of Brannan Hartman Lot Binding Agreement
 - D) Consideration of hiring Rebecca Witte as the Customer Service/Licensing & Permitting Specialist
 - E) Consideration of applications for appointment to the Lake Helen Local Planning Agency (PLDRC)
 - F) Consideration of application for appointment to the Lake Helen Parks and Recreation Board
 - G) Consideration of contracts with Asphalt Paving Systems, Inc. and P&S Paving, Inc. for the full depth reclamation and paving of Pleasant Street and North Summit Avenue
 - H) Consideration of quotes for demolition and septic tank abandonment of 141 West Main Street
 - I) Consideration of maintaining the Macy Avenue and East Michigan Avenue Shared Use Path projects on the Volusia TPO List of Prioritized XU Bicycle/Pedestrian Projects
7. **COMMISSION DISCUSSION:**
 - A) Creative Arts Café
 - B) Draft Request For Proposal (RFP) for the lease, operation, and management of the Creative Arts Café
 - C) Cleaning services for City facilities
8. **STAFF REPORTS:**
 - a. City Attorney
 - b. Police Chief
 - c. City Administrator
 - d. Code Enforcement Officer
 - e. Creative Arts Café Supervisor
9. **MAYOR’S REPORT AND COMMISSIONERS’ REPORTS BY ZONE**
10. **ADJOURNMENT**

The City Commission may discuss other issues related to these matters or any other issues relating to City business or take action on any matters relating to City government at the aforementioned meeting. If any person decides to appeal any decision by the Lake Helen City Commission with respect to any matter considered at the above meeting, he/she will need a record of the proceedings, including all testimony and evidence upon which the appeal is based. To that end, such person will need to insure that a verbatim record of the proceedings is made. The City of Lake Helen does not provide this record. Individuals with disabilities needing to participate in any of these proceedings should contact the City offices at least three (3) working days in advance of the meeting date and time at (386) 228-2121.