

**REGULAR MEETING  
LAKE HELEN CITY COMMISSION  
March 13, 2014  
7:00 P.M.**

**AGENDA  
(amended 03-10-14)**

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**

1. **MINUTES:** February 13, 2014  
February 24, 2014  
February 27, 2014
2. **CONSENT AGENDA:**
  - a) Bills paid through February 28, 2014
  - b) CAC sales report
  - c) Mayor's Proclamation recognizing "Sunshine Week", March 16-22
3. **PRESENTATIONS:** none for this meeting
4. **MONTHLY REPORTS:**
  - a) City Engineer
  - b) Local Planning Agency (PLDRC)
  - c) Parks and Recreation Board
  - d) Events Coordinator
5. **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.
6. **PUBLIC HEARINGS:** none for this meeting

**7. COMMISSION CONSIDERATION:**

- A) Consideration to appoint Debbie Nizynski to the Parks & Recreation Board
- B) Consideration to appoint Lynette Wilham, David Hughes and Debbie Nizynski to the Historic Board
- C) Consideration of request from the 125<sup>th</sup> Jubilee Celebration Committee for the Parks and Recreation Board to utilize 125<sup>th</sup> Jubilee Celebration donation funds toward the purchase of outdoor movie equipment and for future 5K Run events
- D) Consideration of Future Operations for the Creative Arts Café under City Management
- E) Consideration of FY 2012/13 Community Development Grant (CDBG) Sub recipient Agreement Amendment to extend the expiration date of the subject agreement to September 30, 2014
- F) Consideration of Resolution 2014 – 01 regarding the increase of the General Fund for FY 2013 – 2014 as a result of unanticipated revenues from the Florida Department of Economic Opportunity
- G) Consideration of Resolution 2014 – 02 regarding the increase of the General Fund for FY 2013 – 2014 as a result of unanticipated revenues from the Florida Department of Highway Safety and Motor Vehicles
- H) Consideration of utilizing the professional Certified Public Accountant services of Lombardo, Spradley & Klein, CPAs for the FY13 audit preparation and for financial services; and the utilization of Accountemps for financial services on an as needed basis

**8. COMMISSION DISCUSSION:**

- A) Lease agreement negotiations between Lake Helen Limited Partners and the City of Lake Helen regarding the Creative Arts Café
- B) Creation of the City Administrator Review Process

**9. STAFF REPORTS:**

- a. City Attorney
- b. Police Chief
- c. City Administrator
- d. Code Enforcement Officer
- e. Creative Arts Café Supervisor

**10. MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE**

**11. 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.