



# City of Lake Helen City Commission Agenda

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*July 12, 2018 at 7:00pm*  
*City Hall City Commission Chambers*  
*327 S. Lakeview Drive, Lake Helen, Florida 32744*

**CALL TO ORDER:** Mayor Daisy Raisler

**CEREMONIAL MATTERS:** Legislative Prayer and Pledge to the Flag

**BUSINESS OF THE COMMISSION:**

**ITEM 1:** Additions, Deletions and Modifications to the Agenda

**ITEM 2:** Recognitions, Proclamations and Presentations:

**Item 3a: Recognitions:**

Recognition of visiting candidates for office (2018 Election Cycle)

**Item 3b: Proclamations:**

None for this meeting

**Item 3C: Presentations:**

**1. FY 2018/2019 Assessments, Chris Roe from Brent Miller Olive**

The City Commission requested more information on Assessments for the FY 18/19 Budget. Chris Roe from Brent Miller Olive will continue the discussion from the May and June Meetings.

**2. RFP for Banking Services Presentations:**

- a. TD Bank
- b. PNC Bank

**3. WastePro**

Ken DeForest from Waste Pro wanted an opportunity to discuss services with the City Commission including collection of recyclables.

**Item 3: Public Forum:**

*This time has been allocated for public comment on any item or topic not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers must approach the podium, give name and address.*

**Item 4: Commission Discussion / Reports**

- Item 4 : Decorative Light Pole Banners  
The City Commission to review proposed proofs for Light Pole Banners
- Item 4 : Commissioner Tom Wilson, Zone 1
- Item 4 : Vice Mayor Vernon Burton, Zone 2
- Item 4 : Commissioner Michael Woods, Zone 3
- Item 4 : Commissioner Jim Connell, Zone 4
- Item 4 : Mayor Daisy Raisler

**ITEM 5: Consent Agenda**

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. The Mayor will ask if there is anyone in the audience who wishes to speak on any item on the Consent Agenda.

**Item 5a: Approval of Board Meeting Minutes:**

Request the Commission approve the minutes from the following Meetings:

- 1) June 14, 2018 Regular Meeting
- 2) June 28, 2018 Budget Workshop

**Item 5b: Acceptance of Bills paid through June 30, 2018**

Request the Commission accept the bills paid report through June 30, 2018.

**Item 5c: Consideration of Assessment Resolution**

Request the Commission approve Resolution 2018-07 – the Annual Resolution to set the Assessment Rates for Fiscal Year 2018/2019

*Title for Resolution 2018-07:*

**Item 5d: Consideration of Tentative Millage Resolution**

Request the Commission approve Resolution 2018-08. Each year the City Commission reviews the tentative budget during budget workshops and adopts a Resolution setting the tentative millage which is given to the Volusia County Property Appraiser for use in preparing the Notice of Proposed Property Taxes. The proposed millage rate necessary to fund the tentative general City budget for the City's 2018-19 Fiscal Year is 7.8 mills.

**Item 5e: Public Works Facility Update**

Monthly update of the status of the new facility for Public Works. For the month of June 2018, expenses totaled \$7,952 and \$12,966.48 (for concrete site work) in-kind donations were received.

**Item 6: Monthly Reports:**

- Item 6a: Planning and Land Development Regulation Commission
- Item 6b: City Administrator / City Engineer
- Item 6c: City Attorney
- Item 6d: Police Chief / Code Compliance
- Item 6e: Lake Helen Business Alliance
- Item 6f: Lake Helen Events

**Item 7: Public Hearings:**

**Item 7a: LEGISLATIVE – SECOND AND FINAL Reading of Ordinance 2018-05 Annexation of 704 Matanzas Street**

Request the Commission adopt Ordinance 2018-05 Annexation for 704 Matanzas Street for Amy Henry – Second and Final Reading. The Planning and Land Development Regulation Commission reviewed this item at their May 21, 2018 Regular Meeting and is recommending approval of the ordinance. The City Commission approved the first reading at the June 14, 2018 Regular Meeting.

ORDINANCE 2018-05

AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, ANNEXING BY VOLUNTARY PETITION PROPERTY LOCATED CONTIGUOUS TO THE CITY OF LAKE HELEN IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARIES OF THE CITY OF LAKE HELEN TO INCLUDE SAID PROPERTY; PROVIDING FOR FINDINGS; DIRECTING THE CITY CLERK TO RECORD THE ORDINANCE WITH THE CLERK OF THE

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CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION AND THE TAKING OF ADMINISTRATIVE ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

### **Item 7b: LEGISLATIVE – SECOND AND FINAL Reading of Ordinance 2018-06 Future Land Use Map Amendment from County R to City RR at 704 Matanzas Street**

Request the Commission adopt Ordinance 2018-06 Future Land Use Map Amendment from County R to City RR at 704 Matanzas Street - Second and Final Reading. The Planning and Land Development Regulation Commission reviewed this item at their May 21, 2018 Regular Meeting and is recommending approval of the ordinance. The City Commission approved the first reading at the June 14, 2018 Regular Meeting.

ORDINANCE Number 2018-06

AN ORDINANCE OF THE CITY OF LAKE HELEN AMENDING THE COMPREHENSIVE PLAN AS AMENDED, BY AMENDING THE OFFICIAL FUTURE LAND USE MAP FROM COUNTY RURAL INTENSITY TO CITY RR FOR 5.24 ACRES OF CERTAIN REAL AT 704 MATANZAS STREET (7036-00-00-0040), LAKE HELEN, FLORIDA; PROVIDING FOR PUBLICATION, HOLDING PUBLIC HEARINGS, FINDINGS OF CONSISTENCY; PROVIDING FOR FILING WITH THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY, THE VOLUSIA GROWTH MANAGEMENT COMMISSION, THE REGIONAL PLANNING COMMISSION, AND ANY OTHER UNIT OF LOCAL GOVERNMENT OR GOVERNMENTAL AGENCY; PROVIDING FOR CONFLICTING PROVISIONS, SEVERABILITY AND APPLICABILITY AND PROVIDING AN EFFECTIVE DATE.

### **Item 7c: QUASI-JUDICIAL – SECOND AND FINAL Reading of Ordinance 2018-07 Rezoning from County A-1 to City SFR-R at 704 Matanzas Street**

Request the Commission adopt Ordinance 2018-07 Rezoning from County A-1 to City SFR-R at 704 Matanzas Street - Second and Final Reading. The Planning and Land Development Regulation Commission reviewed this item at their May 21, 2018 Regular Meeting and is recommending approval of the ordinance. The City Commission approved the first reading at the June 14, 2018 Regular Meeting.

ORDINANCE Number 2018-07

AN ORDINANCE REZONING 5.24± ACRES LOCATED AT 704 MATANZAS STREET FROM COUNTY A-1 TO CITY SFR-R (RURAL); PROVIDING FOR A QUASI JUDICIAL PUBLIC HEARING; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

### **Item 7d: LEGISLATIVE – SECOND AND FINAL Reading of Ordinance 2018-04 Amendment to the Land Development Code, Gateway Overlay Review Process**

Request the Commission adopt Ordinance 2018-04 amending the Land Development Code, Gateway Overlay Review Process – Second and Final Reading. The Planning and Land Development Regulation Commission reviewed this item at their May 21, 2018 Regular Meeting and is recommending approval of the ordinance. The City Commission approved the first reading at the June 14, 2018 Regular Meeting.

ORDINANCE 2018-04

AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, AMENDING ARTICLE 1, 3, 4 AND 5 OF THE CITY OF LAKE HELEN CODE OF ORDINANCES TO REQUIRE ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS PRIOR TO FINAL APPROVAL OF A BUILDING PERMIT FOR A NEW STRUCTURE OR MODIFICATION OF AN EXISTING STRUCTURE WHICH CHANGES THE ARCHITECTURAL DESIGN WITHIN THE GATEWAY OVERLAY; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR AMENDMENTS TO ARTICLE 1, 3, 4 AND 5; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.

**Item 7e: LEGISLATIVE – First Reading of Ordinance 2018-08 Amendment to the Land Development Code, Temporary Signs**

Request the Commission approve the first reading of Ordinance 2018-08 amending the Land Development Code, Temporary Sign Code. The City Commission requested the The Planning and Land Development Regulation Commission reviewed this item at their June 25, 2018 Regular Meeting and is recommending approval of the attached ordinance.

ORDINANCE 2018-08

AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, AMENDING ARTICLE 4 OF THE CITY OF LAKE HELEN CODE OF ORDINANCES TO ALLOW FOR TEMPORARY SIGNS OF GREATER SIZE DURING CONSTRUCTION OF A NEW STRUCTURE; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR AMENDMENTS TO ARTICLE 4; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.

**Item 8: Closing Remarks / Adjournment**

**NOTICE:**

*In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk prior to the beginning of the meeting. These forms are available at the front table or through the City Clerk for your convenience.*

*In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (386) 228-2358, no later than one business day before the meeting.*