



City of Lake Helen City Commission Agenda

Mayor Daisy Raisler
Vice Mayor Vernon J. Burton
Commissioner Tom Wilson
Commissioner Rick Basso
Commissioner Jim Connell

June 13, 2019 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:

- a. Recognition:
 - i. Crafty Ladies, Donation to Boggy Creek on May 21st
 - ii. Certificate of Appreciation for David Hughes for Service on Historic Preservation Board
- b. Proclamations: Juneteenth
- c. Presentation: CERTUS Senior Living

ITEM 3: Monthly Reports:

- Item a: Events Coordinator
- Item b: Police Chief and Code Compliance
- Item c: City Attorney
- Item d: City Administrator

ITEM 4: Commission Reports

- Item a: Commissioner Tom Wilson, Zone 1
- Item b: Vice Mayor Vernon Burton, Zone 2
- Item c: Commissioner Rick Basso, Zone 3
- Item d: Commissioner Jim Connell, Zone 4
- Item e: Mayor Daisy Raisler

ITEM 5: 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 6: Quasi-Judicial – Variance

Commission Consideration of Variance at 108 S Lakeview Drive for awning and carport.

ITEM 7: Quasi-Judicial – Certificate of Appropriateness:

Certificate of Appropriateness for 108 S. Lakeview Drive for awning and carport.

ITEM 8: Commission Consideration

- Item a: Consideration of Stressbuster 5k Race Management Company for 2019**
Request the Commission consider entering into an agreement with EnMotive for the 2019 5k Race Management.
- Item b: Consideration of 2019 Florida League of Cities Voting Delegate**
Request the Commission consider selecting a Voting Delegate for the 2019 Florida League of Cities Conference.
- Item c: Consideration of appointment of Citizen Advisory Committee Member to the R2CTPO**
Request the Commission consider selecting a Citizen Advisory Committee Member to the R2CTPO.

ITEM 9: 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 a: Approval of Board Meeting Minutes:**
Request the Commission approve the minutes from the following Meetings:
May 9, 2019 Regular Meeting, May 28, 2019 Special Meeting & Budget Workshop
- Item b: Acceptance of Bills paid through May 31, 2019**
Request the Commission accept the bills paid report through May 31, 2019.
- Item c: Consideration of Elimination of Bookkeeper Position and approval of Temporary Administrative Assistant**
In March the City Commission approved a new position for Bookkeeper. Staff has determined with the assistance of James Moore, Inc that a Bookkeeper is not required. An Administrative Assistant or Intern would be sufficient for the tasks required. Request elimination of the Bookkeeper Position and allow the City Administrator to appoint a Temporary Administrative Assistant.
- Item d: Consideration of River to Sea FY 2019-2020 Funding Agreement**
Request the City Commission approve the River to Sea TPO FY 2019/2020 Funding Agreement and allocate \$275.00 to the R2CTPO for FY 2019/2020.

ITEM 10: COMMISSION DISCUSSION

- Item a: Fiscal Year 2019/2020 Budget**

ITEM 11: Closing Remarks / Adjournment

NOTICE: *In accordance with Section 284.0105, 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 284.24, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (384) 228-2358, no later than one business day before the meeting.