



# City of Lake Helen City Commission Agenda

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

*September 12, 2019 following the First Budget Hearing at 6:30pm*

*City Hall City Commission Chambers  
327 S. Lakeview Drive, Lake Helen, Florida 32744*

*Welcome to the City of Lake Helen City Commission meeting. The agenda for regularly scheduled Commission meetings is posted in City Hall the week of the meeting. Agendas and all backup material supporting each agenda item are available at City Hall or on the city's website at [www.lakehelen.com](http://www.lakehelen.com).*

*Persons desiring to address the Commission MUST fill out and provide the Deputy City Clerk a yellow "Request to Speak" form located by the door. After being recognized by the Mayor, persons are asked to come forward and speak from the podium, state their name and address, and direct all remarks to the Commission as a body and not to individual members of the Commission, staff or audience. Citizen comments during Public Comment and each section of the agenda where public comment is allowed are asked to limit the discussion to three (3) minutes. Large groups are asked to name a spokesperson. The period of time is for comments and not for questions directed to the Commission or staff for immediate answer. Questions directed to the City Commission will be referred to staff and should be answered by staff within a reasonable period of time following the date of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent or slanderous remarks are not permitted. Thank you for participating in your city government.*

**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: Presentations, Recognitions, and Proclamations:**

**Presentations:**

- 2a. Raymond and Carol Long – presentation for Lake Helen Museum - "Nautilus"
- 2b. Barbara Girtman - 2020 Census
- 2c. Halifax Humane Society

**ITEM 3: Monthly Reports:**

**Item a:** Police Chief and Code Compliance    **Item b:** City Attorney    **Item c:** City Administrator

**ITEM 4: Commission Reports**

**ITEM 5: Quasi-Judicial – Certificate of Appropriateness:**

The Historic Preservation Board at its regular meeting on August 27, 2019 used the criteria set forth in the City of Lake Helen Land Development Code to review the completed applications and accompanying submittals.

Staff requests the City Commission execute the attached Certificate of Appropriateness for each application. All parties shall be given the opportunity to present evidence through documents, exhibits, testimony, or other means. All parties shall be given the opportunity to rebut evidence through cross-examination or other means. The applicants will be responsible for recording the executed Certificate of Appropriateness with the Volusia County Clerk of Court.

- α. New Single-Family Residence at 121 N Summit Avenue – Faith Construction

**ITEM 6: 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 7: Public Hearings:**

**Item a: Second and Final Reading of Ordinance 2019-03 Tree Permits:**

Consideration of adopting Ordinance 2019-03 Tree Permits to match recent Florida Legislative Changes.

**Item b: Second and Final Reading of Ordinance 2019-04 Duke Energy Franchise Agreement:**

Consideration of adopting Ordinance 2019-04 Duke Energy Franchise Agreement.

**ITEM 8: Commission Consideration:**

**Item a: Consideration of Resolution 2019-18 Accounting and Fiscal Policies**

**Item b: Consideration of Annual Board Appointments and Reappointments**

- Planning and Land Development Regulation Commission
- Historic Preservation Board
- Personnel Review Board

**Item c: Consideration of Forklift Expenditure for FY 19/ 20**

**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:**

August 8, 2019 Regular Meeting; August 26, 2019 Charter Workshop;  
September 5, 2019 Budget Workshop

**Item b: Acceptance of Bills paid through July 31, 2019:**

Bills paid report through August 31, 2019.

**Item c: Consideration of Paychex (Payroll Services) Renewal (with cost reduction)**

Consideration of renewal of Paychex Agreement with a cost reduction.

**Item d: Consideration of formal acceptance of Blake Park Playground Donations**

Consideration of formal acceptance of donations for Blake Park Playground.

**Item e: Consideration of Halifax Humane Society Agreement Renewal**

Consideration of Halifax Humane Society Renewal Agreement with no rate changes.

**ITEM 10: Commission Discussion**

**Item a: Discussion of Butler's Express Train Event Application:**

Mayor Daisy Raisler requests the commission discuss the 2019 Butler's Express Train Event Application.

**Item b: Discussion of Gratitude Luncheon**

Mayor Daisy Raisler requests the commission discuss a Gratitude Luncheon

**Item c: Discussion of Sale of 141 W. Main Street**

Commissioner Jim Connell requested a discussion of the Sale of 141 W. Main Street

**ITEM 11: COMMISSION AND STAFF DISCUSSION**

**ITEM 12: 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.*