

**REGULAR MEETING  
LAKE HELEN CITY COMMISSION  
April 10, 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**

1. **MINUTES:** March 13, 2014  
April 2, 2014
2. **CONSENT AGENDA:**
  - a) Bills paid through March 31, 2014
  - b) CAC sales report
  - c) Proclamation observing April 22, 2014 as Earth Day
  - d) Proclamation observing the month of April as Water Conservation Month
  - e) Proclamation honoring Wendie Levings' years of service to the City of Lake Helen
3. **PRESENTATIONS:**
  - A) Presentation of report from Betty O'Laughlin regarding the March 19<sup>th</sup> citizen meeting: Future of the Creative Arts Café Restaurant
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 of hiring Becky Witte as the City Clerk
  - B) Consideration to appoint Debbie Nizynski to the Parks & Recreation Board and Historic Board
  - C) Consideration to appoint Kristina Tschantre to the Parks & Recreation Board.
  - D) Consideration of request by Blake Memorial Day School to be added to the Facility User Modification List for annual use of Hopkins Hall with waiver of fees
  - E) Consideration of request by Ms. Rebecca Fox for funds for the Annual Miss Lake Helen/Cassadaga Contest
  - F) Consideration of submitting the National Pollutant Discharge Elimination System (NPDES) Annual Report to the Florida Department of Environmental Protection
  - G) Consideration of submitting a waiver of the NPDES permit to the Florida Department of Environmental Protection
  - H) Consideration of submitting a Ceridian Confidentiality & Delegate Agreement
  - I) Consideration of Resolution 2014 – 03 regarding the adoption of City personnel policies and procedures; appointment of the City Commission as the Personnel Review Board
  - J) Consideration to advertise for a Public Hearing per Community Development Block Grant
8. **COMMISSION DISCUSSION:**
  - A) Discussion regarding a request from Waste Pro for a rate adjustment
  - B) Discussion regarding the Budget Calendar for the FY15 Budget development process
  - C) Discussion regarding the City Owned Bus Policy and Procedures
  - D) Discussion regarding the obtainment of State compliance for the City of Lake Helen's Comprehensive Plan
  - E) Discussion regarding Strategic Planning for the City of Lake Helen
9. **STAFF REPORTS:**
  - a. City Attorney
  - b. Police Chief
  - c. City Administrator
  - d. Code Enforcement Officer
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.