



City of Lake Helen
City Commission Minutes

April 11, 2019 at 7:00pm

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

Mayor Daisy Raisler
Vice Mayor Vernon J. Burton
Commissioner Tom Wilson
Commissioner Jim Connell
Commissioner Rick Basso
Interim City Administrator Becky Witte
City Attorney Scott Simpson

CALL TO ORDER: Mayor Daisy Raisler called to order the April 11, 2019 City Commission Regular Meeting at 7:03pm.

Mayor Daisy Raisler read a small history of Lake Helen provided by Rhonda Janitch.

Legislative prayer and pledge of allegiance led by Lewis Long.

ROLL CALL: Commissioner Tom Wilson, Commissioner Rick Basso, Commissioner Jim Connell, Mayor Daisy Raisler, City Attorney Scott Simpson and City Administrator Becky Witte in attendance

Not Present: Vice Mayor Vernon Burton

BUSINESS OF THE COMMISSION:

Item 1: Additions, Deletions and Modifications to the Agenda:

Additions: Add presentation from Shari Simmans, West Volusia Chamber of Commerce after Item 2A.

Modifications: On page 94 the spelling of Joe Hammett corrected on March 14, 2019 Meeting Minutes.

Item 2: Recognitions, Proclamations and Presentations:

Item 2a: Recognitions: Justin Young – presented by Mayor Daisy Raisler.

Item 2b: Shari Simmans: Executive Director of West Volusia Chamber of Commerce – first responder appreciation – honoring Chief Michael Walker May 22, 2019 at 11:30-1:00pm.

Item 2c: Proclamations: Water Conservation Month – read by Commissioner Tom Wilson.

Item 2d: Presentations: Presentation from the Blake Park Playground Committee – presented by Chair Ann Robbins. Discussion with input from Stephanie Coley (Garden St), City Attorney Scott Simpson, Sharon Heath (Cook St) Todd Preston (Connecticut Ave) and City Administrator Becky Witte.

MOTION by **Commissioner Tom Wilson** to approve the Blake Park Playground Master Plan as presented by the Blake Park Playground Committee, to allocate \$30,000 from the Ivy Hawn Bond Conduit Agreement (received in November 2018) with an additional 10% contingency and the previously allocated playground money, to waive formal bidding procedures for the selection of AAA State of Play and Global Syn-Turf, Inc. **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY**

Item 2e: Presentations: Presentation and Discussion with Lake Helen Garden Club presented by President Bart Gawlikowski (Garden Street). Discussion with input from City Administrator Becky Witte, City Attorney Scott Simpson and Lewis Long (Euclid Ave) .

Motion by **Rick Basso** to direct the City Staff to continue paying the utility bills of Asa Gray Park and to open a dialogue for a private/public relationship between the City of Lake Helen and the Lake Helen Garden Club for the public benefit. **Second** by **Commissioner Jim Connell**. **MOTION CARRIED UNANIMOUSLY.**

Item 3: Monthly Reports:

Item 4a: Events Coordinator: Discussed Food Trucks taking a break over the summer due to rain and mosquitoes, Community Spring Festival pre-report and the tri-chamber event April 16, 2019.

Item 4b: Police Chief and Code Compliance: None

Item 4c: City Attorney: None



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Item 4d: City Administrator: Discussed Playground turf, Letter to JLAC regarding third year audit findings, Tyler Finance complete and Utility Billing expected soon, as well as emergency generator grant which was not awarded to the City. The group discussed Wastepro Recycling with direction to City Attorney Scott Simpson to research.

Item 4: Commission Reports

Item 5a: Commissioner Tom Wilson, Zone 1: Discussed Police Department Open house and thanked the Blake Park Playground Committee.

Item 5b: Vice Mayor Vernon Burton, Zone 2: Not in attendance

Item 5c: Commissioner Rick Basso, Zone 3: Discussed the Police Department and Police Chief Mike Walker as well as Blake Park Playground Committee.

Item 5d: Commissioner Jim Connell, Zone 4: Discussed rain causing holes on Tangerine and Orange Avenue, New Public Works Building and Tony Troy picture/proclamation/plaque.

Item 5e: Mayor Daisy Raisler: Mayor Raisler thanked Public Works for saving the Florida Dandelions, discussed Chamber of Commerce relations, ½ cent sale tax town hall meetings, Volusia league of cities employee of the year, save the lake letter to Gainesville, Model home open on W Main Street, Code Enforcement issues, Saddle Club window replacement in budget with input from Betty O’Laughlin (McKenzie Road), Todd Preston and Chops helping with the cemetery, Homeless facility ground breaking, Kids 5k, Market in the Park, Power Volleyball tournament, Ivy Hawn golf fundraiser, Lake Helen Lake Restoration Project Bill, 2019 Christmas Home Tour and the upcoming Budget Workshop on April 25, 2019.

Item 5: Public Forum:

Ivy Hawn Leadership League – Heather Baker and Quinn Hemmerle (Ivy Hawn Charter School) discussed an upcoming Service Project and Event at Park. They requested to work at the Lake Helen Cassadaga Cemetery in May. They also request use of Blake Park Pavilion for an animal adoption on Wednesday, May 22, 3:30pm-7:30pm.

Joe Hammett (N. Lakeview Drive) – Presented a Lake Update and said that FWC spraying in May.

Todd Preston (Connecticut Avenue) – Water Conservation with a water leak on corner of Volusia Avenue and W New York Avenue.

Karen Garyantes (Black Jack) – discussed Golf Carts in the park and announced that the market has made \$8500 this year. City Administrator Beck Witte announced that signs were being hung in the park restricting the use of golf carts.

Item 6: Commission Consideration

Item 6a: Consideration of Interlocal Agreement with Volusia County- Cassadaga Water System Transfer

Discussion with input from Todd Preston (Connecticut Avenue), Ann Robbins (Hobart), and City Administrator Becky Witte.

MOTION by **Commissioner Jim Connell** to approve the Interlocal Agreement with the Volusia County transferring the water system serving Cassadaga from the County to Lake Helen.

SECOND by **Commissioner Tom Wilson**. **MOTION CARRIED UNANIMOUSLY.**

Item 6b: Consideration of Waiver of Hopkins Hall Rental Fees for Mount Olive AME Church Prayer

Breakfast on May 11, 2019

Discussion with input from Ann Robbins (Hobart Avenue), Betty O’Laughlin (McKenzie Road) and Janice Driggers (Westlake Drive).

MOTION by **Commissioner Tom Wilson** to waive the rental fees for Hopkins Hall for the Mount Olive



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AME Church Prayer Breakfast on May 11, 2019. They will be responsible for paying the cleaning fee. **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY.**

Item 7: Quasi-Judicial – Certificate of Appropriateness

Item 7a: Certificate of Appropriateness for New Single- Family Residence at 391 W Pennsylvania Avenue
MOTION by **Commissioner Tom Wilson** to approve Certificate of Appropriateness for New Single- Family Residence at 391 W Pennsylvania Avenue. **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY**

Item 8: Commission Discussion

Item 8a: Events Coordinator Discussion (Continued from March 26th, 2019 Special Meeting)

Discussion with input from Kelly Frasca, Events Coordinator and Becky Witte, City Administrator.

MOTION by **Commissioner Rick Basso** to approve Addendum to Exhibit A with the addendum of the language of the scope of work item c to remove timely manner and include as defined in the operations manual for the Events Coordinator Agreement with the City Administrator instructed to provide a report and evaluation of the modified scope to the City Commission in August 2019 as well as allocate the additional \$10,002 needed to cover the cost of the agreement through the end of Fiscal Year 2018/2019 and \$1,000 for 4th of July expenses. **SECOND** by **Commissioner Jim Connell**. **MOTION CARRIED UNANIMOUSLY.**

Item 8b: Discussion of Broker's Price Option for City Hall Rental Space

Discussion with input from Becky Witte, City Administrator. Direction to prepare a Request for Proposal.

Item 8c: Discussion of Volusia County Fairgrounds Local Plan

Discussion with input from Becky Witte, City Administrator and Todd Preston (Connecticut Avenue).

ITEM 9: Consent Agenda

Item 9a: Approval of Board Meeting Minutes for the following Meetings: March 14, 2019 Regular Meeting, March 26, 2019 Special Meeting.

Item 9d: Consideration of CDBG Application. Request the City Commission approve the change from Garden, Pennsylvania and Delaware to Clough Avenue and Sherry Lane for the 2019/2020 Community Development Block Grant Application.

MOTION by **Commissioner *Tom Wilson*** to approve the consent agenda as presented with exception of Item 9b and 9c. **SECOND** by ***Jim Connell***. **MOTION CARRIED UNANIMOUSLY.**

Item 9b: Acceptance of Bills paid through March 31, 2019

Discussion with input from Becky Witte, City Administrator.

MOTION by **Commissioner Tom Wilson** to approve consent agenda item 9b. **Second** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY.**

Item 9c: Consideration of Payment Plan for Decker's LH Grill: Request the Commission consider granting a payment plan to Decker's LH Grill for the property tax bill. Discussion with input from Becky Witte, City Administrator.

MOTION by **Commissioner Tom Wilson** to approve consent agenda item 9c. **Second** by **Commissioner Jim Connell**. **MOTION CARRIED UNANIMOUSLY.**

Item 10: Closing Remarks / Adjournment: Mayor Daisy Raisler adjourned the April 11, 2019 Regular Meeting of the Lake Helen City Commission at 11:44pm on April 11, 2019.