



City of Lake Helen

Volusia County, Florida

Mayor Buddy Snowden
Vice Mayor Vernon J. Burton
Commissioner Tura Schnebly
Commissioner Tom Wilson
Commissioner Michael Woods

Regular Meeting
Lake Helen City Commission
March 10, 2016
MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the March 10, 2016 Regular Meeting of the Lake Helen City Commission at 7:01 pm.

Present: Mayor Buddy Snowden Vice Mayor Vernon Burton Commissioner Tom Wilson
Commissioner Michael Woods Commissioner Tura Schnebly City Clerk Becky Witte
City Attorney Scott Simpson City Administrator Jason Yarborough

CALL TO ORDER: Mayor Buddy Snowden

LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE: Led by **Vice Mayor Vernon Burton.**

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA:

Addition of Presentation by Peace by Peace as well as Addition of Acceptance of Proposed City Charter by Charter Review Committee.

ITEM 2: Commissioner Announcements: None

ITEM 3: Consent Agenda (Audio Minutes: 3:02)

MOTION by **Commissioner Michael Woods** to approve the consent agenda including Approval of Minutes for February 8, 2016 (Special Meeting), February 11, 2016 (Regular Meeting), as well as Bills paid through February 29, 2016. **SECOND** by **Vice Mayor Vernon Burton.** **MOTION CARRIED UNANIMOUSLY.**

ITEM 4A: *Addition of Item:* Presentation by Peace by Peace (Audio Minutes: 5:00)

Mr. Collins discussed their project and their contribution to the Community Roots Garden

ITEM 4B: *Addition of Item:* Presentation of Proposed City Charter by Charter Review Committee (Audio Minutes: 20:42)

MOTION by **Commissioner Tom Wilson** to accept the proposed City Charter by the Charter Review Committee in accordance with the Resolution and dissolve the Committee. **SECOND** by **Vice Mayor Vernon Burton.**

Discussion with input from City Attorney Scott Simpson and City Clerk Becky Witte

MOTION CARRIED UNANIMOUSLY.

ITEM 5: MONTHLY REPORTS: (Audio Minutes: 27:12)



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ITEM 5A: Planning and Land Development Regulation Commission: **City Administrator Jason Yarborough** discussed the previous meeting on February 15, 2016 as well as an upcoming meeting on March 21, 2016 for the Comprehensive Plan Update.

ITEM 5B: City Administrator/City Engineer: **City Administrator Jason Yarborough** discussed water service to the Cassadaga area, FDOT interchange lighting, as well as CDBG grant application due in May.

ITEM 5C: City Attorney: None

ITEM 5D: Police Chief and Code Enforcement Officer: Police Chief Michael Walker proposed bring forth a City Ordinance for Narcotics under 20 grams to work with the City Attorney and City Administrator.
Consensus to bring forth a City Ordinance.

ITEM 6: PUBLIC FORUM: (*Audio Minutes: 56:00*)

Betty O'Laughlin (McKenzie Road) discussed the Easter Egg Hunt set for March 26, 2016 at 10:00am at Blake Park as well as an Art Market in the Park. She also discussed a presentation she wishes to give in April.

Request for City Clerk to advertise Easter Egg Hunt at Blake Park on the Board.

ITEM 7: PUBLIC HEARINGS: First Reading of Ordinance 2016-01 (*Audio Minutes: 104:04:00*)

City Attorney Scott Simpson read the title of **ORDINANCE 2016-01: AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, AMENDING THE CURRENT ZONES ESTABLISHED BASED ON THE RESULTS OF THE POPULATION FINDINGS; PROVIDING FOR NOTICE TO THE SUPERVISOR OF ELECTIONS; CONTAINING A REPEALER PROVISION, AND PROVIDING FOR AN EFFECTIVE DATE.**

MOTION by **Commissioner Tura Schnebly** to approve the first reading of Ordinance 2016-01

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

ITEM 8: COMMISSION CONSIDERATION:

ITEM 8A: Consideration of Unity International Festival Event (*Audio Minutes: 01:10:50*)

Discussion with input from Jim Carey regarding the proposed Unity International Festival Event set for November 12 and 13, 2016 in Blake Park. The event would commence with a 5k Run through Lake Helen.
Direction for the group to meet with City Administrator Jason Yarborough.

ITEM 8B: Consideration of Historic Preservation Board Member Selection

(*Audio Minutes: 01:17:00*)

Discussion with input from City Clerk Becky Witte as well as Jim Carrey (W. Craig Ave)

MOTION by **Commissioner Michael Woods** to appoint Jim Carey to the Historic Preservation Board.

SECOND by **Vice Mayor Vernon Burton.**



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Discussion with input from Alan Cooke (Oak Tree Lane)

Roll Call: Commissioner Tom Wilson: No / Vice Mayor Vernon Burton: Yes / Commissioner Michael Woods: Yes / Commissioner Tura Schnebly: No / Mayor Buddy Snowden: No

MOTION DID NOT CARRY with Commissioner Tom Wilson, Commissioner Tura Schnebly, and Mayor Buddy Snowden **voting NO.**

MOTION by Commissioner Tura Schnebly to appoint Lewis Long to the Historic Preservation Board.
SECOND by **Commissioner Tom Wilson.**

Discussion

MOTION CARRIED 4-1 with Vice Mayor Vernon Burton voting NO.

ITEM 8C: Consideration of Friends of the Library Event at Hopkins Hall (**Audio Minutes: 01:31:45**)

MOTION by Vice Mayor Vernon Burton to approve the Friends of the Library request to use Hopkins Hall for a fundraising event for a food and wine sampling event on October 8, 2016.

SECOND by **Commissioner Tom Wilson.**

Discussion with input from City Clerk Becky Witte.

WITHDRAW OF MOTION by **Vice Mayor Vernon Burton AND SECOND** by **Commissioner Tom Wilson.**

MOTION by Commissioner Tura Schnebly to continue the Item: the Friends of the Library request to use Hopkins Hall for a fundraising event for a food and wine sampling event on October 8, 2016 until a future meeting with completed application form from the Friends of the Library and the City Commission adopts a policy or decides another direction. **SECOND** by **Commissioner Michael Woods.**
MOTION CARRIED UNANIMOUSLY.

ITEM 8D: Consideration of Appointing Commission Member to ILA oversight Committee
(**Audio Minutes: 01:50:00**)

Appointment of Commissioner Tom Wilson to the ILA oversight Committee.

ITEM 8E: Consideration of Elevation Tool for City Administrator Annual Evaluation

(**Audio Minutes: 01:52:00**)

Discussion with input from City Attorney Scott Simpson

MOTION by Commissioner Tom Wilson to adopt Sample B striking the compensation adjustment mechanism and to complete the form individually before the April Meeting by returning to the City Clerk by Monday, April 4, 2016 who will compile and the City Commission will have a final review in April.

SECOND by **Vice Mayor Vernon Burton.**

Discussion

MOTION CARRIED UNANIMOUSLY.



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Five Minute Recess resumed at 9:30pm.

Discussion of Evaluation Process with scheduling of a Workshop

MOTION by **Commissioner Tom Wilson** to set a workshop on Tuesday, April 12, 2016 at 10:00am.

SECOND by **Vice Mayor Vernon Burton**.

MOTION CARRIED UNANIMOUSLY.

ITEM 9: Commission Discussion:

ITEM 9D: Discussion of Equestrian Board (**Audio Minutes: 2:45:30**)

Discussion led by Vice Mayor Vernon Burton who requested the Discussion Item.

Commissioner Michael Woods volunteered to be a liaison for the Equine Community.

Discussion of item with input from Melanie Arbogast, (West Volusia Saddle Club), Betty O’Laughlin (McKenzie Road) and request from Commissioner Tom Wilson for the City Clerk to send the current Agreement with the West Volusia Saddle Club.

ITEM 9A: Discussion of Code Codification Process (**Audio Minutes: 03:08:00**)

Discussion with input from City Administrator Jason Yarborough as well as City Clerk Becky Witte.

ITEM 9B: Discussion of Alcohol Ordinance (**Audio Minutes: 03:24:10**)

Discussion with input from City Administrator Jason Yarborough and City Attorney Scott Simpson

ITEM 9C: Discussion of Forum with Past Commissioners and Mayors (**Audio Minutes: 03:33:00**)

Discussion led by Vice Mayor Vernon Burton who requested the Discussion Item with input from City Attorney Scott Simpson.

ITEM 10: MAYOR’S REPORT AND COMMISSIONERS’ REPORTS BY ZONE (**Audio Minutes: 03:51:00**)

Commissioner Tura Schnebly discussed the presentation made by St. Johns River Water Management District as well as ethical concerns with living on Lake Helen Lake.

Commissioner Michael Woods asked about lighting on the interchange as well as Orange Camp Road widening and offered to review the designs of the expansion.

Vice Mayor Vernon Burton discussed that on March 18, 2016 the Cub Scouts will be camping out on Bethune Cookman University grounds.

Commissioner Tom Wilson discussed the profit made from 611 N. High Street and the idea of beginning to look into annexation of property into the City of Lake Helen with input from the Commission.

Mayor Buddy Snowden discussed the Community Roots Garden Workshop which occurred on Saturday, March 5, 2016 at City Hall.

ITEM 11: ADJOURNMENT: **Mayor Buddy Snowden** adjourned the March 10, 2016 Regular Meeting of the Lake Helen City Commission at 11:39pm.