



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
April 14, 2016
MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the April 14, 2016 Regular Meeting of the Lake Helen City Commission at 7:02 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 **Lewis Long**.

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA: None

ITEM 2: COMMISSIONER ANNOUNCEMENTS: None

ITEM 3: Consent Agenda (Audio Minutes: 2:25)

Removal of Approval of the FY 2016/2017 CDBG Application **from the consent agenda.**

MOTION by **Commissioner Tom Wilson** to approve the consent agenda including Approval of Minutes for March 9, 2016, 2016 (Charter Review Joint Workshop), March 10, 2016 (Regular Meeting), as well as Bills paid through March 31, 2016. **SECOND** by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 3C: Approval of the FY 2016/2017 CDBG Application

MOTION by **Commissioner Tura Schnebly** authorize the City Administrator to submit the capital improvement project of W. New York Avenue (as included in the agenda packet) for the FY 2016/2017 CDBG Program and authorize the City Administrator to amend the application if a change is made with the City of Pierson to include the next ranked project if funds are available. **SECOND** by **Commissioner Michael Woods**.

Clerical error noted by Vice Mayor Vernon Burton.

MOTION CARRIED UNANIMOUSLY.

ITEM 4: PRESENTATION TO THE COMMISSION

ITEM 4A: Proclamation for Water Conservation Month (Audio Minutes: 7:20)

Read by Mayor Buddy Snowden: Proclamation, Water Conservation Month, April, 2016

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, clean and sustainable water resources are vital to Florida's environment, economy and quality of life; and



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WHEREAS, more than 90 percent of Florida's drinking water is supplied by underlying aquifers, and our quality of life and the economy depend upon a reliable, clean and available supply of water and a healthy environment; and

WHEREAS, all water users including residential, commercial, industrial, agricultural, institutional, hospitality, private citizens and others can make positive contributions to reduce water use and protect Florida's water resources;

WHEREAS, the Governor and Cabinet of the State of Florida are designating April as Florida's Water Conservation Month to encourage Floridians to conserve the state's precious water resources;

WHEREAS, the City of Lake Helen encourages and supports water conservation; and

NOW THEREFORE, We, the City Commission of Lake Helen Florida, call upon each resident, visitor and business to help protect our precious resource by practicing water conservation measures and to become more aware of the need to conserve water and do hereby proclaim the Month of April 2016 as **Water Conservation Month. Done and proclaimed this 14th day of April 2016.**

ITEM 5: MONTHLY REPORTS: (Audio Minutes: 9:25)

ITEM 5A: Planning and Land Development Regulation Commission: **City Administrator Jason Yarborough** discussed the previous meeting on March 25, 2016 as well as a letter from PLRDC Chairman Joe Hammett regarding PLRDC approval of the Comprehensive Plan Update.

ITEM 5B: City Administrator/City Engineer: No Report

ITEM 5C: City Attorney: No Report

ITEM 5D: Police Chief and Code Enforcement Officer: No Report

ITEM 6: PUBLIC FORUM: (Audio Minutes: 11:25)

Kelly Frasca (John Street) discussed Lake Helen Events Committee use of Blake Park for the Easter Festival and asked for permission for 4th of July activities.

MOTION by **Vice Mayor Vernon Burton** to approve the request to allow Blake Park for the 4th of July Celebration. **SECOND** by **Commissioner Tom Wilson**. **MOTION CARRIED UNANIMOUSLY.**

Discussion of a request for a Market on the morning of 4th of July with input from Kelly Frasca.

(Audio Minutes: 20:44)

Betty O'Laughlin (McKenzie Road) discussed the Market in the Park on the 4th of July as well as the activities at the Equestrian Center. She also discussed the Founders Day in September that she is planning. Mrs. O'Laughlin also discussed advertising of events.

(Audio Minutes: 27:16)

Lewis Long (Euclid Avenue) discussed humor at events/meetings with two antidotes.

ITEM 7: PUBLIC HEARINGS: Final Reading of Ordinance 2016-01 (Audio Minutes: 30:33)

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**



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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 final reading of Ordinance 2016-01.

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

ITEM 8: COMMISSION CONSIDERATION:

ITEM 8A: Consideration of Request for 2016 Miss Lake Helen/Cassadaga Pageant (**Audio Minutes: 34:17**)
Discussion with input from Heather Molser.

MOTION by Vice Mayor Vernon Burton to appoint Heather Molser as the chairperson of the 2016 Miss Lake Helen Cassadaga Pageant. **SECOND** by Commissioner Michael Woods.

Discussion with input from City Administrator Jason Yarborough and Alan Cooke (Oak Tree Lane)

MOTION CARRIED UNANIMOUSLY.

Commissioner Tura Schnebly pledged \$200.00 for the Event.

Vice Mayor Vernon Burton pledged \$150.00 for the Event.

ITEM 8B: Consideration of PLDRC Vacancy (**Audio Minutes: 50:45**)

Each applicant was given two (2) minutes to speak before the City Commission.

Jan G. Batchelder

Cheryl Gotbaum

Frank Lavelly - **not present**

Ann Robbins

Roger Sonnenfeld

David Viers

Ballots cast with Roger Sonnenfeld as the selected applicant.

ITEM 8C: Contract with Utility Service Group for Tank Maintenance (**Audio Minutes: 01:34:55**)

Discussion with input from City Administrator Jason Yarborough and Rick Mullen as well as City Attorney Scott Simpson.

MOTION by Vice Mayor Vernon Burton to award the contract with Utility Service Inc based on pricing obtained through a competitively awarded bidding process with Marion County, limited number entities who offer such services, past experience with the vendor coupled with time constraints placed on the city by the Department of Health, the City Commission hereby waives formal bidding process and to authorize the Mayor and the City Administrator to execute an agreement with Utility Service, Inc. after approved to form by the City Attorney.

SECOND by City Commissioner Tom Wilson.

Discussion with input from City Administrator Jason Yarborough.

MOTION CARRIED UNANIMOUSLY.

Five Minute Recess

Commissioner Michael Woods left the meeting.



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ITEM 9: Commission Discussion:

ITEM 9A: Discussion and Review of Proposed City Charter (**Audio Minutes: 01:55:00**)

Discussion with input from City Attorney Scott Simpson.

Workshop date set for Monday, May 2, 2016 at 9:00am at City Hall First Floor Conference Room.

ITEM 9B: Discussion of Comprehensive Plan Update (**Audio Minutes: 02:16:00**)

Discussion with input from City Administrator Jason Yarborough, City Attorney Scott Simpson as well as City Clerk Becky Witte.

Request of a Joint Workshop with the PLDRC Monday, May 9, 2016 at 9:30am.

Discussion with input from Alan Cooke (Oak Tree Lane).

Discussion

ITEM 9C: Discussion of Code Codification of City Ordinances and Articles (**Audio Minutes: 02:44:30**)

Discussion with input from City Administrator Jason Yarborough, City Attorney Scott Simpson as well as City Clerk Becky Witte.

ITEM 10: MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE (Audio Minutes: 02:59:00)

Commissioner Tom Wilson discussed the annual school board planning meeting.

Vice Mayor Vernon Burton discussed the Regional Luncheon as well as the Mayor's roundtable recently.

Commissioner Tura Schnebly discussed a follow up with the St. Johns River Water Management District.

Mayor Buddy Snowden discussed a dead pine tree in Blake Park.

Betty O'Laughlin (McKenzie Road) discussed the Saddle Club which Commissioner Woods would have reported on if he had not left early.

ITEM 11: ADJOURNMENT: Mayor Buddy Snowden adjourned of the April 14, 2016 Regular Meeting of the Lake Helen City Commission at 10:20pm.