



City of Lake Helen

Volusia County, Florida

Mayor Buddy Snowden
Vice Mayor Vernon J. Burton
Commissioner Tom Wilson
Commissioner Michael Woods
Commissioner Jim Connell

Regular Meeting Lake Helen City Commission March 9, 2017 MINUTES

CALL TO ORDER: Mayor Buddy Snowden called to order the March 9, 2017 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 Jim Connell City Clerk Becky Witte
City Attorney Scott Simpson City Administrator Jason Yarborough

CALL TO ORDER: Mayor Buddy Snowden

CEREMONIAL MATTERS: Legislative Prayer led by Lewis Long followed by the Pledge of Allegiance.

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA: None

Item 2: COMMISSION ANNOUNCEMENTS: None

Item 3: PRESENTATIONS TO THE COMMISSION: Zach Chalifour, CPA from James Moore & Co. Fiscal Year 2016 Audit Presentation

Item 4: CONSENT AGENDA:

Item 4a: Approval of Minutes for February 9, 2017 (Regular Meeting), February 3, 2017 (Strategic Planning Session Workshop)

Item 4b: Bills paid through February 28, 2017

Item 4c: Rejection of RFP #2017-01 Land Development Re-Write

Item 4d: Approval of Local Road Projects under Potential New Funding Source

Item 4e: Approval of Agreement with East Central Regional Planning Council

Discussion with input given from City Administrator Jason Yarborough.

MOTION by **Commissioner Tom Wilson** to approve the consent agenda. **SECOND** by **Commissioner Michael Woods**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 5: MONTHLY REPORTS:

ITEM 5A: Planning and Land Development Regulation Commission: **Chairman Joe Hammett** recapped the February Regular PLDRC Meeting.

ITEM 5B: City Administrator/City Engineer: **City Administrator Jason Yarborough** introduced Finance Manager Jason Lawrence, discussed a sign at Hopkins Hall donated by the Lake Helen Home Tour, scheduling a joint workshop with the PLDRC regarding Land Development Re-Write and budget workshop



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dates, discussion of potential inter-service boundary agreement to bring to the joint planning workshop as well as ECT consultation assistance.

ITEM 5C: City Attorney: **City Attorney Scott Simpson** discussed mutual aid agreements and bringing forth a Resolution to the City Commission in April.

ITEM 5D: Police Chief and Code Compliance: **None**

ITEM 6: PUBLIC HEARINGS:

Item 6a: First Reading of Ordinance 2017-04 Annexation of 901 and 915 E. Ohio Avenue (Hill)

City Attorney Scott Simpson read the title of ORDINANCE 2017-04: AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, ANNEXING BY VOLUNTARY PETITION PROPERTY LOCATED CONTIGUOUS TO THE CITY OF LAKE HELEN IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARIES OF THE CITY OF LAKE HELEN TO INCLUDE SAID PROPERTY; PROVIDING FOR FINDINGS; DIRECTING THE CITY CLERK TO RECORD THE ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION AND THE TAKING OF ADMINISTRATIVE ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION by **Commissioner Tom Wilson** to approve the First Reading of Ordinance 2017-04 Annexation of 901 and 915 E. Ohio Avenue (Hill). **SECOND** by **Vice Mayor Vernon Burton**.

MOTION CARRIED UNANIMOUSLY.

ITEM 6B: SECOND AND FINAL Reading of Ordinance 2017-03 Amending Article 15 (Reference to Gateway Corridor Historic Style Guide)

City Attorney Scott Simpson read the title of ORDINANCE 2017-03: AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, AMENDING ARTICLE 15 OF THE CITY OF LAKE HELEN CODE OF ORDINANCES TO INCLUDE THE GATEWAY CORRIDOR HISTORIC STYLE GUIDE AS A REFERENCE TO THE ARCHITECTURAL STANDARDS LISTED IN THE CITY'S LAND DEVELOPMENT CODE AND CREATING A PROCESS FOR PUBLIC REVIEW AND COMMENT ON ARCHITECTURAL PLANS PRIOR TO FINAL APPROVAL FOR CONSTRUCTION IN THE GATEWAY CORRIDOR; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR AMENDMENTS TO ARTICLE 15; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION by **Commissioner Tom Wilson** Second and Final Reading of Ordinance 2017-03 Amending Article 15 (Reference to Historic Style Guide). **SECOND** by **Commissioner Jim Connell**.

MOTION CARRIED UNANIMOUSLY.



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ITEM 7: PUBLIC FORUM:

Melanie Arbogast (West Volusia Saddle Club) requesting extension of noise ordinance for March 31st show.

Alan Cooke (Oak Tree Lane) discussed the sunshine law law-suit.

Mayor Buddy Snowden read a letter from Patty Kleh of 190 Park Street.

MOTION BY Vice Mayor Vernon to refund the \$50.00 late fee for 190 Park Street to Patty Kleh. **SECOND** by **Commissioner Tom Wilson**. **MOTION CARRIED UNANIMOUSLY.**

Item 8: COMMISSION CONSIDERATION:

Item 8a: Consideration of Appointment to Planning and Land Development Regulation Commission *Request to postpone by Commissioner Tom Wilson. Commissioner Jim Connell suggested review and recommendation from the PLDRC.*

MOTION by Commission Michael Woods to table Item 8a. **SECOND** by **Commissioner Vernon Burton**. *Commissioner Jim Connell noted that he did receive the applications on February 23, 2017.*

MOTION CARRIED UNANIMOUSLY.

Item 8b: Consideration of Development Order for Recreation Vehicle Temporary Use Permit

Discussion with input from City Administrator Jason Yarborough and owner Lewis Wright.

MOTION by Commissioner Michael Woods to approve the Development Order for Recreation Vehicle Temporary Use Permit for a period of 30 days to Edward Wright at 850 Oak Tree Lane and return to the City Commission in April. **SECOND** by **Vice Mayor Vernon Burton**.

Discussion with input from City Administrator Jason Yarborough, Police Chief Michael Walker and City Attorney Scott Simpson.

MOTION CARRIED 3-2 with Commissioner Tom Wilson and Commissioner Jim Connell voting NO.

ITEM 9: COMMISSION DISCUSSION

Item 9a: Discussion of obtaining input from Citizens regarding the proceeds provided from the sale of the City's electric utility distribution system.

Lewis Long (Euclid Ave) and **Ann Robbins** (Hobart Ave) discussed the history of the sale of the electric utility.

Item 9b: Discussion of City Administrator Annual Evaluation

Item 9c: Discussion of the Business Forum

ITEM 10: MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE

ITEM 11: ADJOURNMENT: **Mayor Buddy Snowden** adjourned of the March 9, 2017 Regular Meeting of the Lake Helen City Commission at 10:22pm.