



# City of Lake Helen

Volusia County, Florida

Mayor Daisy Raisler  
Vice Mayor Vernon J. Burton  
Commissioner Tom Wilson  
Commissioner Michael Woods  
Commissioner Jim Connell#

**Regular Meeting**  
**Lake Helen City Commission**  
February 8, 2018  
**MINUTES**

**CALL TO ORDER:** Mayor Daisy Raisler called to order the February 8, 2018 Regular Meeting of the Lake Helen City Commission at 6:58 pm.

**Present:** Mayor Daisy Raisler Vice Mayor Vernon Burton  
Commissioner Michael Woods Commissioner Jim Connell  
City Clerk Becky Witte City Attorney Scott Simpson  
City Administrator Jason Yarborough

**Not Present:** Commissioner Tom Wilson

**LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE:** Led by Pastor Ken Irvine of Lake Helen United Methodist Church

**DELETIONS OR MODIFICATIONS TO AGENDA:**

**Added Items:**

**Item 8B:** Resolution 2018-01 Requesting and Supporting the Ballot Question for ½ cent Infrastructure Sales Tax

**Item 8C:** Indemnification and Defense Agreement

**COMMISSION ANNOUNCEMENTS:**

**Commissioner Michael Woods** discussed the Butler Express and the passing of Mr. Butler.

**PRESENTATIONS TO THE COMMISSION: Rafael Ramirez, Market Development Specialist, Halifax Health**

**Item 4 PUBLIC HEARINGS:** Ordinance 2018-01 Second and Final Reading for Voluntary Annexation Discussion with input from City Attorney Scott Simpson and Applicant Mark Watts regarding request for continuance.

**Public Comment:**

Check Eminger, 102 Westcott Lane, DeLand, FL  
Roger Eckert, 247 Vermont Street

**MOTION** by **Vice Mayor Vernon Burton** to continue Ordinance 2018-01 for Voluntary Annexation on second and final reading until April 12, 2018 Regular Meeting at 7:00pm. **SECOND** by **Commissioner Michael Woods**. **MOTION CARRIED UNANIMOUSLY.**



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## ITEM 5: CONSENT AGENDA:

*The action proposed is stated for each item on the Consent Agenda in the Agenda Packet. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. The Mayor will ask if there is anyone in the audience who wishes to speak on any item on the Consent Agenda.*

Item 5a: Approval of Minutes: January 11, 2018 (Regular Meeting), January 25, 2018 (Special Meeting)

Item 5b: Acceptance of Bills paid through January 31, 2018

Item 5c: Updated Agreement with LPG Urban and Regional Planners

Item 5d: Public Works Facility Update

Commissioner Connell discussed an error on the Minutes for the second to the motion for the Asa Gray Park Pavilion well as a scrivener's error on the agreement with LPG.

**MOTION by Commissioner Jim Connell** to approve the consent agenda items with the City Clerk to correct the minutes of January 11, 2018 and note "Exhibit A" on the agreement with LPG. **SECOND by Vice Mayor Vernon Burton. MOTION CARRIED UNANIMOUSLY.**

## Item 6 MONTHLY REPORTS:

**ITEM 6A:** Planning and Land Development Regulation Commission: **Chairman Joe Hammett** discussed the previous PLDRC meeting.

**ITEM 6B:** City Administrator/City Engineer: **City Administrator Jason Yarborough** discussed the audit comment for IT policy. He also discussed a meeting with FDOT regarding noise abatement on I-4. Mr. Yarborough discussed Hurricane Irma reimbursement.

**ITEM 6C:** City Attorney: **None**

**ITEM 6D:** Police Chief and Code Compliance: **None**

**ITEM 6E:** Lake Helen Business Alliance: **None**

**ITEM 6F:** Lake Helen Events: **Kelly Frasca** discussed past and future events.

**ITEM 7: PUBLIC FORUM:** None

## Item 8: COMMISSION CONSIDERATION:

**Item 8a:** Consideration of Board Appointments

Roger Eckert, Todd Preston, Matthew Prettyman, ~~Von Russell — not present~~ for the Planning and Land Development Regulation Commission.



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Ballots Submitted to the City Clerk: Commissioner Michael Woods - Todd Preston, Commissioner Jim Connell – Matthew Prettyman, Vice Mayor Vernon Burton – Todd Preston, Mayor Daisy Raisler – Todd Preston.

**MOTION** by **Commissioner Michael Woods** to appoint Todd Preston as alternate member to the Planning and Land Development Commission. **SECOND** by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

William Kless spoke regarding appointment to the Historic Preservation Board

**MOTION** by **Vice Mayor Vernon Burton** to appoint William Kless as alternate member to the Historic Preservation. **SECOND** by **Commissioner Michael Woods**. **MOTION CARRIED UNANIMOUSLY.**

**Added Item 8B:** Resolution 2018-01 Requesting and Supporting the Ballot Question for ½ cent Infrastructure Sales Tax  
Discussion with input from City Administrator Jason Yarborough.

City Attorney Scott Simpson read the title of RESOLUTION 2018-01: A RESOLUTION OF THE CITY OF LAKE HELEN, FLORIDA REQUESTING AND SUPPORTING THE COUNTY COUNCIL OF VOLUSIA COUNTY PLACING A BALLOT QUESTION ON THE 2018 ELECTION BALLOT FOR A ONE-HALF CENT INFRASTRUCTURE SALES TAX TO BE LEVIED FOR TWENTY YEARS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

**MOTION** by **Commissioner Jim Connell** to adopt Resolution 2018-01 Requesting and Supporting the Ballot Question for ½ cent Infrastructure Sales Tax. **SECOND** by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

**Added Item 8c:** Indemnification and Defense Agreement  
Discussion with input from City Administrator Jason Yarborough and Applicant Mark Watts

**MOTION** by **Vice Mayor Vernon Burton** to approve the Indemnification and Defense Agreement. **SECOND** by **Commissioner Michael Woods**. **MOTION CARRIED UNANIMOUSLY.**

Mark Watts discussed the half cent sales tax with the City Commission.

### **ITEM 9: COMMISSION DISCUSSION:**

**Item 9a:** Discussion of Codification Ordinances



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Discussion with input from City Administrator Jason Yarborough, City Attorney Scott Simpson and City Clerk Becky Witte

**Item 9b:** Discussion of City Administrator Evaluation  
Discussion with input from City Administrator Jason Yarborough.

**Item 9c:** Discussion of 2018 Workshop Schedule  
City Commission to send availability to City Clerk through June.

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

**Commissioner Jim Connell** volunteered as the Lake Helen representative for the River to Lakes Scenic Byway.

**ITEM 11: ADJOURNMENT:** Mayor Daisy Raisler adjourned of the February 8, 2018 Regular Meeting of the Lake Helen City Commission at 9:37 pm.