



City of Lake Helen

Volusia County, Florida

MAYOR

Buddy Snowden

COMMISSIONERS

Ann Robbins

Vernon Burton

Rick Basso

Tura Schnebly

Special Meeting Lake Helen City Commission

December 1, 2014

MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the December 1, 2014 Special Meeting of the Lake Helen City Commission at 2:32 PM.

Present:

Mayor Buddy Snowden Vice Mayor Ann Robbins Commissioner Vernon Burton
Commissioner Tura Schnebly City Clerk Becky Witte City Attorney Jennifer Nix
Interim City Administrator Jason Yarborough

Late Arrival: Commissioner Rick Basso

CALL TO ORDER: Mayor Buddy Snowden

CEREMONIAL MATTERS: LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE

Led by **Commissioner Vernon Burton**.

Mayor Buddy Snowden noted the absences of Zone Three Commissioner Rick Basso.

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA: None

ITEM 2: PUBLIC FORUM: None

Commissioner Vernon Burton noted the passing of Audrey Douglas and asked for a Mayor's Proclamation for her funeral.

Mayor Buddy Snowden agreed and offered to assist with the drafting of the Proclamation.

ITEM 3: PRESENTATION: None

ITEM 4: COMMISSION CONSIDERATION: Consideration of Food Vendor Agreement

The Commission discussed the Food Vendor Agreement with input from **Finance Manager Michael Wright**, **City Attorney Jennifer Nix**, **Applicant Paul Alvarado**, **Betty Doherty** (Cypress Circle) as well as **Interim City Administrator Jason Yarborough**

Commissioner Rick Basso arrived late in the meeting.



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Interim City Administrator Jason Yarborough recited the understanding of the proposed agreement: Deposit of first, last and security totaling \$ 2,250. Three months without the \$750 rent but a calculation of utilities to be paid and 2% of the gross receipts. Upon conclusion of the three months, rent would be due on the first of the month at the rate of \$750.00 per month and the utilities above the average cost would be the responsibility of Mr. Alvarado due on the date the utility is due. Insurance to be contacted and address workers comp, receipt procedures and creative events notice procedures.

MOTION by **Commissioner Rick Basso** to enter the agreement with Mr. Alvarado and move forward in principle until staff works out the minor details and bring to the next meeting. **SECOND** by **Commissioner Vernon Burton** (*reflecting the above statement from the Interim City Administrator*). **Motion carried unanimously.**

Mayor Buddy Snowden discussed the most recent TPO meeting and passed the information to Commissioner Burton.

Commissioner Vernon Burton discussed volunteers assisting with placing a Christmas Tree in Melissa Park.

Mayor Buddy Snowden discussed the dissolution of VCOG and the new organizational meetings that will occur monthly. He said he would share the information he receives and there will be opportunities for other commissioners to participate.

Vice Mayor Ann Robbins reminded the group of the 5k on December 24, 2014.

ITEM 5: ADJOURNMENT

Mayor Buddy Snowden adjourned of the December 1, 2014 Special Meeting of the Lake Helen City Commission at 5:15 PM.

The end.