



City of Lake Helen

Volusia County, Florida

MAYOR

Buddy Snowden

COMMISSIONERS

Ann Robbins

Vernon Burton

Rick Basso

Tura Schnebly

Regular Meeting Lake Helen City Commission

July 9, 2015

MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the July 9, 2015 Regular Meeting of the Lake Helen City Commission at 7:05 pm.

Present: Mayor Buddy Snowden	Vice Mayor Ann Robbins	Commissioner Vernon Burton
Commissioner Rick Basso	Commissioner Tura Schnebly	City Clerk Becky Witte
City Attorney Scott Simpson	City Administrator Jason Yarborough	

CALL TO ORDER: Mayor Buddy Snowden

CEREMONIAL MATTERS: LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE:

Led by Lewis Long

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA:

MOTION by **Commissioner Tura Schenbly** to approve the revised agenda (to relocate item 9c, Consideration of Resolution 2015-06 Setting Appointment Process to Item 9j and removal of item 9f, Consideration of Proposed closing of State Board of Administration (SBA) Account). **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 2: COMMISSION ANNOUNCEMENTS:

Commissioner Vernon Burton discussed the upcoming Mt. Olive anniversary for 122 years and he wished to do a Proclamation for the church.

ITEM 3: APPROVAL OF MINUTES: May 12, 2015 (Workshop); June 11, 2015 (Budget Workshop); June 11, 2015 (Regular Meeting).

Discussion with change on the June 11 Regular Meeting, Page 3 Resolution Number to correct

MOTION by **Vice Mayor Ann Robbins** to approve May 12, 2015 (Workshop); June 11, 2015 (Budget Workshop); June 11, 2015 (Regular Meeting) as amended. **SECOND** by **Commissioner Tura Schnebly**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 4: CONSENT AGENDA:

Item 4a: Bills paid through June 30, 2015



City of Lake Helen

Volusia County, Florida

Vice Mayor Ann Robbins questioned payment to County of Volusia for 141 W. Main Street and Volusia Flagler FGFOA duplication of payments. City Administrator Jason Yarborough said staff would look into the expenses.

MOTION by **Vice Mayor Ann Robbins** to approve the Bills paid through June 30, 2015. **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 5: PRESENTATIONS TO THE COMMISSION: Miss Lake Helen Cassadaga Pageant Winners Miss Pageant winner Sola Morgan, Junior Miss winner Addison Cooke and Little Miss winner Jayden Gorman.

Miss Pageant winner Sola Morgan thanked the Commission, the Community and the coordinators of the event including Heather Mosler and especially Rebecca Fox.

Mayor Buddy Snowden discussed the history of the event and thanked the team and the girls who participated in this event.

ITEM 6: MONTHLY REPORTS:

ITEM 6A: Planning and Land Development Regulation Commission: None

ITEM 6B: Parks and Recreation Board: **City Clerk Becky Witte** discussed the 4th of July, League for Better Living Candidate Night on Saturday, August 15, 2015 at 7:00pm, the Lake Helen Unity in the Community Group school supply event to occur on August 5th at the Shuffleboard Building from 8:30am until 11am as well as the change of the regular August City Commission Meeting to be held on August 6.

ITEM 6C: City Administrator: **City Administrator Jason Yarborough** discussed franchise agreement discussions with Duke Energy.

ITEM 6D: City Attorney Scott Simpson: None

ITEM 6E: Police Chief and Code Enforcement Officer discussed applying for grants for the Blake Park Playground Equipment.

Discussion with input from **Police Chief Mike Walker**.

Police Chief Mike Walker discussed the removal of the houses from the condemnation.

ITEM 7: PUBLIC FORUM:

Diane Schmidt (Friends of the Lake Helen Library) requested use of Hopkins Hall on Friday August 14, 2015 and Saturday, August 15, 2015 for a Book Sale.

MOTION by **Commissioner Vernon Burton** to allow the Friends of the Lake Helen Library use of Hopkins Hall on Friday August 14, 2015 and Saturday, August 15, 2015 for a Book Sale. **SECOND** by Vice Mayor Ann Robbins. **MOTION CARRIED UNANIMOUSLY.**

Von Russell (850 E. Kicklighter Rd) discussed playground ideas and the history of the project.



City of Lake Helen

Volusia County, Florida

ITEM 8: PUBLIC HEARINGS:

Increase Water Rates (*Resolution 2015-08*)

City Attorney Scott Simpson read the title of **RESOLUTION 2015-08: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE HELEN, VOLUSIA COUNTY, FLORIDA, AMENDING RESOLUTION 2002-11 REVISING THE RATES OF THE CITY'S WATER UTILITY; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

Mayor Buddy Snowden opened the Public Hearing
Commission Discussion with input from City Administrator Jason Yarborough, Lewis Long (Euclid Avenue) as well as Von Russell (E. Kicklighter Rd).

Mayor Buddy Snowden closed the Public Hearing
Commission Discussion

ITEM 9: COMMISSION CONSIDERATION:

ITEM 9A: Consideration to grant the Certificate of Appropriateness for 277 N. Lakeview Drive

Commission Discussion with input from City Administrator Jason Yarborough and Ed Blackman.

MOTION by Commissioner Rick Basso to grant the Certificate of Appropriateness for 277 N. Lakeview Drive. SECOND by Commissioner Vernon Burton. MOTION CARRIED UNANIMOUSLY.

ITEM 9B: Consideration of 5k Race for YMCA

Commission Discussion with Presentation by Mica Cyrus, Patti Stephens, and Jonathon Grimes of the Volusia Flagler Family YMCA.

MOTION by Commissioner Rick Basso to approve the 5k run for the Volusia Flagler YMCA on August 23, 2015. SECOND by Vice Mayor Ann Robbins. MOTION CARRIED UNANIMOUSLY.

~~**ITEM 9C:** Consideration of Resolution 2015-06 Setting Appointment Process~~

Moved to Item 9j

ITEM 9D: Consideration of Resolution 2015-07 Tentative Millage

City Attorney Scott Simpson read the title of **RESOLUTION 2015-07: A RESOLUTION BY THE CITY OF LAKE HELEN, FLORIDA, RELATING TO THE LEVY OF A GENERAL MUNICIPAL AD VALOREM TAX FOR THE 2015 TAX YEAR; PROVIDING A ROLLED BACK MILLAGE RATE FOR GENERAL MUNICIPAL PURPOSES; ESTABLISHING A PROPOSED MILLAGE RATE FOR GENERAL MUNICIPAL PURPOSES; ESTABLISHING A PUBLIC HEARING; PROVIDING FOR NOTICE TO THE VOLUSIA COUNTY PROPERTY APPRAISER; PROVIDING AN EFFECTIVE DATE.**

Commission Discussion with input for City Administrator Jason Yarborough.



City of Lake Helen

Volusia County, Florida

MOTION by **Commissioner Tura Schnebly** to direct staff to prepare a postcard mail out to Lake Helen Residents explaining the Fire District will be removed.

Discussion

Withdraw of MOTION by **Commissioner Tura Schnebly**

MOTION by **Commissioner Vernon Burton** to approve Resolution 2015-07 Tentative Millage. **SECOND** by **Vice Mayor Ann Robbins**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 9E: Consideration of Audit Request for Proposal

Discussion with input from City Administrator Jason Yarborough.

MOTION by **Commissioner Rick Basso** to approve the RFP presented to the City Commission for advertisement and distribution of bid packages. **SECOND** by **Commissioner Tura Schnebly**. **MOTION CARRIED UNANIMOUSLY.**

~~**ITEM 9F:** Consideration of Proposed closing of State Board of Administration (SBA) Account~~

~~*Removal of Item*~~

ITEM 9G: Consideration of Public Works Truck Purchase

Discussion with input from City Administrator Jason Yarborough.

MOTION by **Commissioner Rick Basso** to authorize the City Administrator or his designee to purchase a Used Truck under \$25,000 and use the savings for expenses related to the water meter replacement project. **SECOND** by **Commissioner Vernon Burton**.

Discussion

MOTION CARRIED UNANIMOUSLY.

ITEM 9H: Consideration of Purchasing Radio Read Water Meters

Discussion with input from City Administrator Jason Yarborough.

MOTION by **Commissioner Tura Schnebly** to continue item 9h regarding consideration of Purchasing Radio Read Water Meters until the August 6, 2015 Regular Meeting. **SECOND** by **Commissioner Rick Basso**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 9I: Consideration of County CDBG Process.

Discussion with input from City Administrator Jason Yarborough as well as Von Russell (E. Kicklighter Road) and Lewis Long (Euclid Avenue).

MOTION by **Commissioner Rick Basso** to authorize the City Administrator to make application for funding under the County's new CDBG rules. **SECOND** by **Vice Mayor Ann Robbins**.

Discussion

MOTION CARRIED UNANIMOUSLY.



City of Lake Helen

Volusia County, Florida

MOTION by **Commissioner Rick Basso** to authorize the City Administrator to work with the Public Works Director and make application for funding under the County's new CDBG rules for street paving and stormwater. **SECOND** by **Commissioner Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 9J: Consideration of Resolution 2015-06 Setting Appointment Process

Relocated from Item 9c

City Attorney Scott Simpson read the title of **RESOLUTION 2015-06: A RESOLUTION BY THE CITY OF LAKE HELEN, FLORIDA, ESTABLISHING THE APPOINTMENT PROCESS TO FILL THE VACANCY OF CITY COMMISSIONER ZONE 2 DUE TO THE RESIGNATION OF COMMISSIONER VERNON J. BURTON; SETTING CANDIDATE QUALIFYING DATES; AND SETTING A DATE OF A SPECIAL CITY COMMISSION MEETING FOR THE APPOINTMENT OF A CANDIDATE WHO SHALL SERVE THE BALANCE OF THE UNEXPIRED TERM OF COMMISSIONER VERNON J. BURTON.**

Discussion with input from Lewis Long.

MOTION by **Commissioner Rick Basso** to approve Resolution 2015-06 Setting Appointment Process with a Special Meeting Date of October 8, 2015 at 9:00am and Qualifying from 12 NOON, Monday September 14, 2015 until 12 Noon, Friday September 18, 2015 and for the appointed person to the position of Zone 2 City Commissioner will be sworn in on November 12, 2015. **SECOND** by **Vice Mayor Ann Robbins**.

Discussion with input from Tom Wilson (Summit Avenue)

MOTION CARRIED UNANIMOUSLY.

ITEM 10: Commission Discussion: None

ITEM 11: MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE

Vice Mayor Ann Robbins discussed a recent Save Our Lake Meeting.

Commission Discussion

Commissioner Vernon Burton discussed recent code demolitions, 122nd anniversary Proclamation for Mt. Olive as well as discussion of upcoming elections.

Commissioner Rick Basso apologized for missing the last few meetings but will meet all obligations for the rest of his term.

Commissioner Tura Schnebly requested a Mayoral Proclamation for Ms. Rebecca Fox and her work with the Miss Lake Helen Pageant.

Mayor Buddy Snowden discussed the history of Miss Lake Helen as well as the election process.

ITEM 12: ADJOURNMENT: Mayor Buddy Snowden adjourned of the July 9, 2015 Regular Meeting of the Lake Helen City Commission at 10:16 pm.