



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
December 10, 2015

MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the December 10, 2015 Regular Meeting of the Lake Helen City Commission at 7:02 pm.

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|-------------------------------------|-------------------------------------|-------------------------|
| 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

CEREMONIAL MATTERS: LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE:

Led by **Vice Mayor Vernon Burton**

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA:

City Clerk Becky Witte requested to table the Minutes from for November 12, 2015 (Regular Meeting) until the January 2016 Regular Meeting.

ITEM 2: Commissioner Announcements

ITEM 3: Consent Agenda

MOTION by **Vice Mayor Vernon Burton** to approve the consent agenda including Bills paid through November 30, 2015. **SECOND** by **Commissioner Tom Wilson**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 4: Presentations to the Commission: None

ITEM 5: MONTHLY REPORTS:

ITEM 5A: Planning and Land Development Regulation Commission: **City Administrator Jason Yarborough** discussed an upcoming meeting in January and the Comprehensive Plan Update. **Commissioner Michael Woods** requested a web page dedicated to the Comprehensive Plan Update along with reference documents and also requested that staff send information to PLDRC soon.

ITEM 5B: Parks and Recreation Board

Mayor Buddy Snowden presented certificates of appreciation for David Hughes, Cedar Bauer and Lynnette Wilham for decorating City Hall.



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ITEM 5C: City Administrator: No Report

ITEM 5D: City Engineer: **City Engineer Steve Danskine** presented a report to the City Commission regarding past, future and proposed projects with input and questions from the City Commission and City Administrator.

ITEM 5E: City Attorney Scott Simpson: No Report

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

Mayor Buddy Snowden requested a status report on the house for sale at 611 N. High Street which was provided by City Administrator Jason Yarborough.

ITEM 6: PUBLIC FORUM:

Chris Williams, 375 Garden Street, regarding a new developer entering the Woods of Lake Helen Development with input from the Commission, City Administrator and City Attorney.

MOTION by **Commissioner Tura Schnebly** to set a time for a workshop to discuss the Woods of Lake Helen in particular Gateway Corridor standards in particular the architectural styles and to authorize the City Administrator to contact the consultant of GAI to be the facilitator of the workshop and have the City Attorney as well as the PLDRG included in the workshop with representatives from Adams Homes and the Woods of Lake Helen HOA to be invited. Meeting to be held in January after the Regular City Commission Meeting. **SECOND** by **Commissioner Michael Woods**.

Discussion.

Roll Call: Vice Mayor Vernon Burton: Yes / Commissioner Tom Wilson: Yes / Commissioner Michael Woods: Yes / Commissioner Tura Schnebly: Yes / Mayor Buddy Snowden: Yes

MOTION CARRIED UNANIMOUSLY.

City Administrator Jason Yarborough inquired about the acceptance of the Roads with input from the City Commission and Steve Costa.

ITEM 7: PUBLIC HEARINGS:

Item 7a: Second Reading of Ordinance 2015-03 Parks and Recreation Ordinance.

Commission Discussion

Short Recess

Commission Discussion

MOTION by **Commissioner Tom Wilson** to approve the Second Reading Ordinance 2015-03. **SECOND** by **Vice Mayor Vernon Burton**.

City Attorney Scott Simpson read the Title of ORDINANCE 2015-03: AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA, AMENDING ARTICLE 27, PARKS AND RECREATION ORDINANCE OF THE CITY OF LAKE HELEN TO DISSOLVE THE PARKS AND RECREATION ADVISORY BOARD; ELIMINATING ARTICLES 27.00,



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27.01, 27.02, 27.03 and 27.04; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR REPEAL OF ORDINANCE 97-12; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.

Discussion

Roll Call: Vice Mayor Vernon Burton: Yes / Commissioner Tom Wilson: Yes / Commissioner Michael Woods: Yes / Commissioner Tura Schnebly: No / Mayor Buddy Snowden: No

MOTION CARRIED 3-2 with Commissioner Tura Schnebly and Mayor Buddy Snowden voting no.

MOTION by **Commissioner Tura Schnebly** to instruct city staff to send letters of appreciation and advising interested parties of the dissolution of the formal Parks and Recreation Advisory Board.

SECOND by **Commissioner Michael Woods**.

MOTION CARRIED UNANIMOUSLY.

ITEM 8: COMMISSION CONSIDERATION:

ITEM 8A: Consideration of Consultant for Fire Assessment

City Administrator Jason Yarborough discussed the consultants (Government Services Group, Inc was not in attendance) and introduced the consultants who were given 5 minutes to discuss their proposals:

Mark G. Lawson PA

Tindale Oliver & Associates, Inc

Bryant Miller & Oliver with Burton & Associates

MOTION by **Commissioner Tura Schnebly** to select the firm of Bryant Miller & Oliver with Burton & Associates for Fire Assessment development. **SECOND** by **Commissioner Tom Wilson**.

Discussion

Roll Call: Vice Mayor Vernon Burton: Yes / Commissioner Tom Wilson: Yes / Commissioner Michael Woods: Yes / Commissioner Tura Schnebly: Yes / Mayor Buddy Snowden: Yes

MOTION CARRIED UNANIMOUSLY.

ITEM 8B: Consideration of Food Vendor Agreement

Discussion with input from City Administrator Jason Yarborough.

City Attorney Scott Simpson read the title of RESOLUTION 2015-18: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE HELEN, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE AGREEMENT BETWEEN THE CITY AND PAUL ALVARADO FOR A FOOD VENDOR AT THE CREATIVE ARTS CAFÉ TO PROVIDE FOR THE PAYMENT OF AD VALOREM TAXES AND EXTENDING THE TERM OF THE AGREEMENT; PROVIDING AN EFFECTIVE DATE.

City Attorney Scott Simpson discussed modifications to the Resolution to allow the deposit to be used if taxes are not paid.

MOTION by **Vice Mayor Vernon Burton** to approve Resolution 2015-18 approving the contact amendment with the modifications outlined by the City Attorney. **SECOND** by **Commissioner Michael Woods**. **MOTION CARRIED UNANIMOUSLY.**



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Discussion of alcohol sales in Downtown Commercial with input from City Attorney Scott Simpson with consensus for staff to present to PLDRC and return with a recommendation.

ITEM 8C: Consideration of Resolution 2015-16 Volusia Growth Management Commissioner (VGMC) Charter Amendment.

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

City Attorney Scott Simpson read the title of RESOLUTION 2015-16: A RESOLUTION OF THE CITY OF LAKE HELEN, VOLUSIA COUNTY, FLORIDA, REQUESTING THE VOLUSIA CHARTER REVIEW COMMISSION TO RECOMMEND AN AMENDMENT TO THE VOLUSIA COUNTY CHARTER EITHER ELIMINATING THE VOLUSIA GROWTH MANAGEMENT COMMISSION OR ALTERNATIVELY LIMITING THE JURISDICTION OF THE VOLUSIA GROWTH MANAGEMENT COMMISSION TO ONLY CONDUCT REVIEWS AND HEARINGS OF PROPOSED COMPREHENSIVE PLAN AMENDMENTS OF LOCAL GOVERNMENTAL ENTITIES WHEN AN OBJECTION TO A PROPOSED COMPREHENSIVE PLAN AMENDMENT IS FILED BY ANOTHER LOCAL GOVERNMENTAL ENTITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

MOTION by **Commissioner Michael Woods** to direct staff to prepare a letter signed by Mayor Snowden to email scanned copy immediately (Friday, December 11, 2015) to the Chairperson on the Charter Review Commission. **SECOND** by **Commissioner Tura Schnebly**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 8D: Consideration of Selecting Member for Police Pension Board

Discussion with input from City Administrator Jason Yarborough.

Request of staff to advertise and bring forth at the January meeting.

ITEM 8E: Consideration of Resolution 2015-17 Charter Review Committee

City Attorney Scott Simpson Read the Title of RESOLUTION 2015-17: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE HELEN, FLORIDA, CREATING A CHARTER REVIEW COMMITTEE; PROVIDING FOR APPOINTMENT, TERM, AND POWERS; PROVIDING AN EFFECTIVE DATE.

Discussion with input from Ann Robbins and City Attorney Scott Simpson with consensus to have a joint meeting on Wednesday, January 13, 2016 at 9:00am.

MOTION by **Vice Mayor Vernon Burton** to approve Resolution 2015-17 Charter Review Committee

SECOND by **Commissioner Tura Schnebly**.

MOTION CARRIED UNANIMOUSLY.

ITEM 9: Commission Discussion:

Commissioner Tura Schnebly asked **Commissioner Michael Woods** to be the Alternate to the TPO which he accepted.



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Commissioner Michael Woods noted the great event of the Volusia League of Cities dinner on December 4, 2015. He also requested a history of past studies regarding the Lake Helen Lake levels.

Commissioner Tura Schnebly discussed the Lake Helen Lake levels and discussed a rain gauge for the Lake.

Vice Mayor Vernon Burton distributed the Unity and Community newsletter.

Mayor Buddy Snowden discussed the Community Roots Garden.

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

Commissioner Tom Wilson discussed the League Dinner and the Turkey Shoot.

Commissioner Tura Schnebly would like to discuss at the next meeting an addition of another meeting per month.

Mayor Buddy Snowden discussed the mayor's appreciation luncheon at City Hall from 11am until 1pm.

Ann Robbins discussed the 3rd annual stressbuster on Christmas Eve and asked for permission for the 4th annual 5k event.

ITEM 11: ADJOURNMENT: Mayor Buddy Snowden adjourned of the December 10, 2015 Regular Meeting of the Lake Helen City Commission at 11:14pm.