



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
February 11, 2016
MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the February 11, 2016 Regular Meeting of the Lake Helen City Commission at 7:04 pm.

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 **Lewis Long**.

BUSINESS OF THE COMMISSION:

ITEM 1: DELETIONS OR MODIFICATIONS TO AGENDA:

Deletion of Item 8C: Consideration of request to build home less than 1,750 square feet in Land Use District R3 at 443 N. High Street.

ITEM 2: Commissioner Announcements:

Mayor Buddy Snowden introduced a new business owner – Emily Rankin from Local Roots, S. Euclid Avenue.

ITEM 3: Consent Agenda (Audio Minutes: 5:30)

Commissioner Tura Schnebly questioned City Attorney Scott Simpson on the Agreement with Brent Miller Olive.

MOTION by Commissioner Tom Wilson to approve the consent agenda including Approval of Minutes for January 13, 2016 (Joint Workshop with the Charter Review Committee), January 14, 2016 (Regular Meeting), January 22, 2016 (Joint Workshop with the PLDR), as well as Bills paid through January 31, 2016, as well as the Agreement with Brent Miller Olive for Development & Implementation of Special Assessment. **SECOND** by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

ITEM 4: Presentation by St. Johns River Water Management District (Audio Minutes: 7:27)

Nancy Christman, Intergovernmental Coordinator
Cammie Dewey, Environmental Resource Program Manager
Scott Laidlaw, Bureau Chief, Water Supply Planning and Assessment

ITEM 4: Presentation to Rick Mullen for 20 Years of Service (Audio Minutes: 01:08)

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ITEM 5: MONTHLY REPORTS: (Audio Minutes: 01:16)

ITEM 5A: Planning and Land Development Regulation Commission: **City Administrator Jason Yarborough** discussed an upcoming meeting on February 15, 2016 for the Comprehensive Plan Update.

ITEM 5B: City Administrator: **City Administrator Jason Yarborough** discussed a recent Wetlands Meeting, Blake Park Playground and Bathrooms, 2016 ILA Oversight Committee Meeting Appointee needed, upcoming Annual Evaluation with input from the City Commission.

MOTION by **Commissioner Tom Wilson** to have the City Administrator to provide evaluations to the City Commission and submit to City Attorney to tally the results.

SECOND by **Vice Mayor Vernon Burton**.

Discussion

AMENDED MOTION by **Commissioner Tom Wilson** to have the City Administrator to provide several evaluation options for the City Commission to review.

SECOND by **Vice Mayor Vernon Burton**.

MOTION CARRIED UNANIMOUSLY.

(Audio Minutes: 01:34)

MOTION by **Commissioner Tom Wilson** to hold a joint workshop with the Charter Review Committee on Wednesday, March 9, 2016 at 9:00am at Hopkins Hall with City Attorney Scott Simpson to be in attendance.

SECOND by **Commissioner Michael Woods**.

MOTION CARRIED UNANIMOUSLY.

ITEM 5C: City Engineer: None

ITEM 5D: City Attorney: None

ITEM 5E: Police Chief and Code Enforcement Officer: None

ITEM 6: PUBLIC FORUM: (Audio Minutes: 01:35)

Emily Rankin, Local Roots (S. Euclid Ave) and **Mayor Snowden** discussed the Community Roots Garden Initiative as well as an upcoming workshop set for March 5, 2016 at City Hall at 9:30am.

(Audio Minutes: 01:41)

Lewis Long (N. Euclid Avenue) regarding the Lake Helen Garden Club and Asa Gray Park.

Discussion with input from **City Attorney Scott Simpson**.

(Audio Minutes: 01:55)

Diane Schmidt (Friends of the Lake Helen Library) asked to use Hopkins Hall for a fundraiser event for a food and wine sampling with input from City Administrator Jason Yarborough, City Attorney Scott Simpson, and Police Chief Michael Walker
To be added to the March 10, 2016 Meeting.



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(Audio Minutes: 02:02)

Michael Wright, Finance Manager discussed the Regional Chamber of Commerce Meeting on April 7th at the DeBary Country Club.

(Audio Minutes: 02:05)

Raphine Pearce (Sand Crane Lane) regarding the Equestrian Center.

(Audio Minutes: 02:17)

Brianna Patterson (Blake Memorial Day School PTA) to request use of Hopkins Hall on Friday, April 22, 2016 for a Spaghetti Dinner and Silent Auction with the rental fee to be waived.

MOTION by **Vice Mayor Vernon Burton** to allow Blake Day school PTA use of Hopkins Hall on Friday, April 22, 2016 at 6:00pm for a Spaghetti Dinner and Silent Auction with the rental fee to be waived.

SECOND by **Commissioner Michael Woods**.

Discussion.

MOTION CARRIED UNANIMOUSLY.

ITEM 7: PUBLIC HEARINGS: None

ITEM 8: COMMISSION CONSIDERATION:

ITEM 8A: Consideration of Bid Award for 611 N. High Street

(Audio Minutes: 02:28)

Discussion with input from Bob Rivers (Bidder), City Attorney Scott Simpson

MOTION by **Vice Mayor Vernon Burton** to accept the contract with RNR 401k PSP of Trust for the property at 611 N. High Street with a bid of \$85,150.00.

SECOND by **Commission Tom Wilson**.

MOTION CARRIED UNANIMOUSLY.

Mayor and City Administrator are authorized to execute all documents.

ITEM 8B: Consideration of request to build home less than 1,750 square feet in Land Use District R3 at 330 Hazel Street.

(Audio Minutes: 02:40)

Discussion with input from City Clerk Becky Witte and City Administrator Jason Yarborough.

MOTION by **Commissioner Tura Schnebly** approve the request to build a single-family residence at 330 Hazel Street with a minimum of 1,264 square feet of living space with conformance to the design presented appearing to fit into the community and as a replacement home.

SECOND by **Vice Mayor Vernon Burton**.



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MOTION CARRIED UNANIMOUSLY.

~~ITEM 8C: Consideration of request to build home less than 1,750 square feet in Land Use District R3 at 443 N. High Street. Item Removed from the Agenda~~

ITEM 8D: Consideration of Budget Calendar / Workshops
(Audio Minutes: 02:45)

| <u>Date</u> | <u>Time</u> |
|-------------------------|-------------|
| Thursday, May 12, 2016 | 9:30AM |
| Tuesday, June 7, 2016 | 7:00PM |
| Thursday, July 14, 2016 | 9:30AM |

*Discussion with input from City Attorney Scott Simpson and City Administrator Jason Yarborough.
Consensus of the City Commission on the above dates.
City Attorney is excused from the Budget Workshops.*

ITEM 9: Commission Discussion:

ITEM 9A: Process for New Home Construction under Gateway Corridor Standards
(Audio Minutes: 02:50)

Discussion with input from City Administrator Jason Yarborough.

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

(Audio Minutes: 03:20)

Vice Mayor Vernon Burton discussed the site at Matanzas which is an illegal dumping site. He discussed Black History month as well an upcoming Emergency Services Training Session, as well as the medical issue from the Joint Meeting on January 22, 2016.

Commissioner Michael Woods discussed the article regarding Fire Assessment.

Commissioner Tura Schnebly discussed the Wetland Meeting and upcoming draft Ordinance.

Mayor Buddy Snowden discussed the roundtable meeting regarding homeless issues and asked the City Clerk to distribute copies as well as the West Volusia Summit hosted by the City of DeBary on Saturday, February 20, 2016 at 8:00am.

ITEM 11: ADJOURNMENT: Mayor Buddy Snowden adjourned of the February 11, 2016 Regular Meeting of the Lake Helen City Commission at 10:38 pm.