



City of Lake Helen
City Commission Minutes

May 9, 2019 at 7:00pm

City Hall City Commission Chambers
327 S. Lakeview Drive, Lake Helen, Florida 32744

Mayor Daisy Raisler
Vice Mayor Vernon J. Burton
Commissioner Tom Wilson
Commissioner Jim Connell
Commissioner Rick Basso
City Administrator Becky Witte
City Attorney Scott Simpson

CALL TO ORDER: Mayor Daisy Raisler called to order the May 9, 2019 City Commission Regular Meeting at 7:02pm.

Legislative prayer and pledge of allegiance led by Pastor Jeff Taylor from Lake Helen United Methodist Church.

ROLL CALL: Commissioner Tom Wilson, Vice Mayor Vernon Burton, Commissioner Rick Basso, Commissioner Jim Connell, Mayor Daisy Raisler, City Attorney Scott Simpson and City Administrator Becky Witte in attendance

BUSINESS OF THE COMMISSION:

Item 1: Additions, Deletions and Modifications to the Agenda:

Additions: Proclamation: Item 2biii- Poppy Day

Deletions: Item 8b: Discussion of Road Maintenance

Item 2: Recognitions, Proclamations and Presentations:

Item 2a: Recognitions: Kristin Cox

Item 2b: Proclamations:

Item 2b i: Public Works Week

Item 2b ii: Teacher Appreciation

Item 2b iii: Poppy Day

Item 3: Monthly Reports:

Item 3a: Events Coordinator: Discussed Food Truck 1st Friday, Spring Festival, 4th of July, DeLand Hotel Tri Chamber Event with Commissioner Basso, Halifax Hospital Meet and Greet with Commissioner Connell, West Volusia Fish Fry.

Item 3b: Police Chief and Code Compliance: Discussed 4th of July, Ivy Hawn, Special Magistrate 128 E Craig, and Jared Coburn.

Item 3c: City Attorney: None

Item 3d: City Administrator: Discussed Vice Mayor and Mark Shuttleworth on the Front Page of the Beacon, Comp Plan EAR Report, Hurricane Irma money from FEMA, Intern in the Fall, Blake Park Playground update, July 4th, July 5th day off, Police Department Grant, CDBG, Cassadaga Water System- Town Hall Meeting, Blake Christian Academy Driveway Permit, Commissioner access to Tyler, Market in the Park use of Shuffleboard Court for vendors, New Property acquired on the corner Church and Pennsylvania, Tyler Amendment, Lake Helen Lake.

Consensus to have the City Administrator order the 4th of July Banners

Input from **Karen Garyantes** (Black Jack)

MOTION by **Vice Mayor Vernon Burton** to write a \$5,000 check to the Committee to Save Lake Helen Lake.

SECOND by **Commissioner Tom Wilson**. **MOTION CARRIED UNANIMOUSLY.**

Poppy Day Discussion with input from Vicki Loeffler (Pleasant)- Poppy's for donation

Item 4: Commission Reports

Item 4a: Commissioner Tom Wilson, Zone 1: None

Item 4b: Vice Mayor Vernon Burton, Zone 2: Discussed Boys and Girls, Valor Award for Chief Mike Walker.



City of Lake Helen City Commission Minutes

Item 4c: Commissioner Rick Basso, Zone 3: None

Item 4d: Commissioner Jim Connell, Zone 4: Discussed Halifax event with Kelly, ½ Cent Sales Tax Meetings.

Item 4e: Mayor Daisy Raisler: Discussed 93rd FLOC Conference, Government Finance Budget Award, Water Quality Report, Volusia Pines Career Fair, Utility Transport, Nancy Weary and Easter Crosses, 43rd Car Show, Janice Driggers attendance at Arbor Day, Commissioners at ½ cent sales tax forums, State of the Region Address, 88th Betta Signa Phi, as well as Bill 2189.

Item 5: Public Forum:

Vicki Loeffler (Pleasant St)

Joe Hammett (Lakeview Dr)

Rob Doan (Woodland Blvd)

Todd Preston (Connecticut Ave)

Item 6: Public Hearing:

Item 6a: First Reading of Ordinance 2019-01 Ballot Referendum for 2019: City Charter.

City Attorney Scott Simpson read the Title of ORDINANCE 2019-01. AN ORDINANCE OF THE CITY OF LAKE HELEN, VOLUSIA COUNTY, FLORIDA ADOPTED PURSUANT TO FLORIDA STATUTE SECTIONS 101.161 AND 166.031 SETTING FORTH A REVISED CITY CHARTER TO BE SUBMITTED TO THE VOTERS OF THE CITY, PROVIDING THE DATE OF THE ELECTION; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION by **Commissioner Rick Basso** to approve the first reading of Ordinance 2019-01 Ballot Question for City Charter. **SECOND** by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

Item 6b: First Reading of Ordinance 2019-02 Ballot Referendum for 2019: Authorizing Expenditure of Restricted Funds by the City Commission for Limited Purposes.

City Attorney Scott Simpson read the Title of ORDINANCE 2019-02. AN ORDINANCE OF THE CITY OF LAKE HELEN, VOLUSIA COUNTY, FLORIDA, BRINGING FORTH A REFERENDUM QUESTION TO BE SUBMITTED TO THE VOTERS OF THE CITY AT THE NEXT GENERAL ELECTION SCHEDULED FOR NOVEMBER 5, 2019 PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

MOTION by **Commissioner Tom Wilson** to approve the first reading of Ordinance 2019-02
SECOND by **Vice Mayor Vernon Burton**. **MOTION CARRIED 4-1 WITH MAYOR DAISY RAISLER VOTING NO.**

Item 7: Quasi- Judicial – Certificate of Appropriateness:

Item 7a: Certificate of Appropriateness for Detached Garage 391 W Pennsylvania Avenue

MOTION by **Commissioner Tom Wilson** to Approve the Certificate of Appropriateness for Detached Garage 391 W Pennsylvania Avenue

SECOND by **Vice Mayor Vernon Burton**. **MOTION CARRIED UNANIMOUSLY.**

Item 7b: Certificate of Appropriateness for Fence at 108 S. Lakeview Drive

MOTION by **Commissioner Rick Basso** to Approve the Certificate of Appropriateness for Fence at 108 S. Lakeview Drive

SECOND by **Vice Mayor Vernon Burton**.



Discussion with input from Mildred Goode (Vista St)

MOTION CARRIED UNANIMOUSLY.

Item 8: Commission Discussion:

Item 8a: Discussion of Parade Marshal- Tammy Johns, Kristen Cox, Dene Masters, David Jones

MOTION by **Commissioner Jim Connell** to make Kristin Cox Parade Marshall for the 2019 4th of July Parade

SECOND by **Commissioner Rick Basso. MOTION CARRIED UNANIMOUSLY.**

~~**Item 8b:** Discussion of Road Maintenance—DELETED~~

Item 8c: Discussion of Code Enforcement

Input from Mildred Goode (Vista St), Chief Mike Walker, City Administrator Becky Witte and City Attorney Scott Simpson.

Item 8d: Discussion of Addendum to Agreement with Ariel Faith.

Discussion with input from City Administrator Becky Witte and City Attorney Scott Simpson.

MOTION by **Commissioner Rick Basso** to approve an addendum to Ariel Faith's Agreement to use the Green Conference Room for \$250 per month approx. 600 sq ft and direct the City Attorney to draft an addendum to Ariel Faith's contract and authorizing the Administrator and Mayor to execute.

SECOND by **Commissioner Jim Connell.**

MOTION CARRIED UNANIMOUSLY.

Item 8e: Discussion of City Administrator 6-month Evaluation

Discussion with input from City Administrator Becky Witte and City Attorney Scott Simpson.

Item 8f: Discussion of the 29th Annual NAACP Freedom Fund Banquet

Discussion with input from City Administrator Becky Witte.

Item 9: Commission Consideration

Item 9a: Consideration of Probationary Adjustment for Katie Holmes

Discussion with input from City Administrator Becky Witte.

MOTION by **Commissioner Tom Wilson** to adjust the salary of Katie Holmes to \$12.50 per hour effective May 8, 2019.

SECOND by **Vice Mayor Vernon Burton.**

MOTION CARRIED 4-1 WITH MAYOR DAISY RAISLER VOTING NO.

Item 9b: Consideration of Excused Absence Request from Commissioner Tom Wilson

MOTION by **Commissioner Rick Basso** to excuse the absence of Commissioner Tom Wilson for June and July Meetings.

SECOND by **Vice Mayor Vernon Burton.**

MOTION CARRIED UNANIMOUSLY.

ITEM 10: Consent Agenda

Item 10a: Approval of Board Meeting Minutes for the following Meetings: April 11, 2019 Regular Meeting, April 23, 2019, April 29, 2019 and April 30, 2019 ½ Cent Sales Tax Forums as well as April 25, 2019 Budget Workshop.

Item 10b: Approval of Bills paid through April 30, 2019: Request the Commission accept the bills paid report through April 30, 2019.



City of Lake Helen City Commission Minutes

Item 10c: Consideration of Award of Bid to P&S Paving for CDBG Road Resurfacing Project: Request the City Commission award the Bid to P&S Paving and approve additional paving of Ohio Avenue from Pleasant Street to Orange Avenue utilizing City Funds.

Item 10: Consideration of Resolution 2019-07 Calling for Municipal Elections: Consideration of Resolution 2019-07 Calling for Municipal Elections.

MOTION by **Commissioner Tom Wilson** to approve the consent agenda as presented.

SECOND by **Vice Mayor Vernon Burton**.

MOTION CARRIED UNANIMOUSLY.

Item 11: Closing Remarks / Adjournment: Mayor Daisy Raisler adjourned the May 9, 2019 Regular Meeting of the Lake Helen City Commission at 10:22pm on May 9, 2019.