



City of Lake Helen
City Commission Minutes
Special Meeting

March 26, 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
Interim City Administrator Becky Witte
City Attorney Scott Simpson

CALL TO ORDER: Mayor Daisy Raisler called to order the March 26, 2019 City Commission Special Meeting at 7:00pm.

Legislative prayer and pledge of allegiance led by Commissioner Vice Mayor Vernon Burton.

ROLL CALL: Commissioner Tom Wilson, Vice Mayor Vernon Burton, Commissioner Rick Basso, Commissioner Jim Connell, Mayor Daisy Raisler, City Administrator Becky Witte

Public Forum: None

BUSINESS OF THE COMMISSION:

Item 1: Additions, Deletions and Modifications to the Agenda: None

Item 2: Consideration of Hiring Part-Time Bookkeeper: Discussion with input from City Administrator Becky Witte, Linda Kelley (applicant) and Stephanie Coley (Garden St).

MOTION by Commissioner Tom Wilson to hire Linda Kelley at \$16.00 per hour to start on March 27, 2019 with a \$.50 increase after completion of six (6) month probationary period. **SECOND** by **Commissioner Rick Basso. MOTION CARRIED UNANIMOUSLY**

Item 3: Discussion of Events Coordinator Evaluation: Discussion with input from Events Coordinator Kelly Frasca, City Administrator Becky Witte, Melissa Mong (Lakeview Dr), Rhonda Janitch (Birch Ln), Betty O'Laughlin (McKenzie Rd), Doris Kohler (New York) and Stephanie Coley (Garden St).

A brief pause to wish a Happy Birthday to Betty O'Laughlin (singing Happy Birthday Song).

MOTION by Commissioner Rick Basso to table the discussion of the events coordinator position until further data is provided. **SECOND** by **Vice Mayor Vernon Burton. MOTION CARRIED 4 TO 1 WITH COMMISSIONER JIM CONNELL VOTING NO**

Consensus to finish Events Coordinator Position Discussion at the next meeting regular City Commission Meeting.

Item 4: Discussion of Advisory Board Training

Commissioner Jim Connell asked that we discuss training for our Advisory Boards to include Ethics Training. Discussion with input from City Administrator Becky Witte.

Consensus to provide copies to all boards until formal training can be arranged.



Item 5: Discussion of Budget: Budget season has begun. Staff has begun a preliminary budget and requested input. Discussion with input from City Administrator Becky Witte.

Guidance Requested:

Commissioner Tom Wilson would like to add \$25,000 to the playground fund every year for 5 years, increase to a 4% merit for staff, family health care supplied for City employees, a pay raise for the Commission and \$5,000 set aside for a company to assist with finding grants.

Vice Mayor Vernon Burton would like to see a raise in salaries and hourly wages and money set aside for food pantry or donations from the City.

Commissioner Rick Basso would like to see Capital Improvement projects have funding allocated for Parks and Recreation, stormwater, drainage and also 5% of Revenue in reserve for emergencies.

Commissioner Jim Connell would like enough money added to upkeep all of our parks if possible.

Mayor Daisy Raisler would like to see the cost of the Contracted Events Coordinator position added.

Consensus to suspend the 2nd meeting of the month and replace with Budget Workshops.

First Budget Workshop set for April 25, 2019 at 9am at City Hall.

Public Input: Todd Preston (Connecticut Ave)

Item 6: Staff and Commission Reports

Item 6a: City Administrator Becky Witte- Discussed Blake Christian Academy site plan, Volusia County Fairgrounds comprehensive plan amendment, League of Cities and Lake Helen Lake.

Discussion of League of Cities Meeting in July.

Item 6b: Commissioner Tom Wilson, Zone 1- Discussed Staff working long hours and his feelings about the documentation evaluating Kelly Frasca being omitted.

Item 6c: Vice Mayor Vernon Burton, Zone 2- Discussed a letter from Jeep Boys and Girls Club and Volusia Pines UNCF schools request for donation.

Item 6d: Commissioner Rick Basso, Zone 3- Discussed the swale issue on Pleasant Street and eminent domain.

Item 6e: Commissioner Jim Connell, Zone 4- discussed the need for time for yourself and that staff opinions should be involved for the Events Coordinator position discussion.

Item 6f: Mayor Daisy Raisler- Discussed Dene Masters (Historic Preservation Society) and the new addition to the museum - the Lake Helen School bell as well as placemats for sale for one dollar. She also discussed the upcoming Ivy Hawn musical, Blake Christian Academy 3k walk, Mayor Sowell Celebration of Life and thanked Commission.

Item 7: Closing Remarks / Adjournment: Mayor Daisy Raisler adjourned the March 26, 2019 Regular Meeting of the Lake Helen City Commission at 10:43pm on March 26, 2019.