

**REGULAR MEETING
LAKE HELEN CITY COMMISSION
February 10, 2011
7:00 P.M.**

MINUTES

A REGULAR MEETING of the City Commission of the City of Lake Helen, Florida was called to order by **Mayor Snowden** at approximately 7:00 p.m. Present were **Mayor Snowden, Commissioners Basso, Burton, Lane and Robbins.** Also present were **City Attorney Lonnie Groot, City Administrator Don Findell and City Clerk Nancy Wilson.**

The invocation and pledge of allegiance was led by Commissioner Burton

Mayor Snowden added to the agenda a presentation by the American Cancer Society regarding their annual Relay for Life event.

Commissioner Robbins announced that the Community Club will meet on February 18th at Hopkins Hall for a potluck dinner with entertainment. A brief discussion ensued regarding the range at that facility. It was decided that the range will stay in place for heating purposes.

MINUTES: January 13, 2011

Commissioner Robbins made a motion to approve the minutes as presented
Commissioner Burton seconded

All zone Commissioners and the Mayor voted yes.

CONSENT AGENDA: Bills paid through December 29, 2010

Commissioner Robbins made a motion to approve the bills
Commissioner Basso seconded

All zone Commissioners and the Mayor voted yes

PRESENTATIONS:

Update by Elisha Lee regarding Community Roots organic community farm.
Ms. Lee said the mission is still in place to have a community garden but because she left the area for an extended period of time, momentum was lost. She explained that once started, it would be self-sufficient. **Commissioner Basso** again offered his property to Community Roots and alternate locations were discussed. The consensus

was that the City wants to be part of this project; the Commission was supportive. Ms. Lee will give an update at the next meeting.

Presentation by Mary Ruth and Nicole Tesnow regarding the Relay For Life event sponsored by the American Cancer Society.

Ms. Peters and Ms. Tesnow requested Lake Helen's participation in this year's event. In previous years, Lake Helen has been a part of this event and they'd like the City to be involved in fundraising activities again. The funds are used for education, advocacy, research and support. The event takes place on May 20th and 21st at Victoria Park.

MONTHLY REPORTS:

City Engineer

City Administrator Findell reported that he submitted a request to the County to join two fiscal years of CDBG funding to complete the final two phases of the S. Summit Avenue project. The county approved the request.

Local Planning Agency (PLDRC) – no report

Parks and Recreation Board

James Tyler, Co-chairman of this Board, reported that the Parks & Rec Board has a full complement of members. Parks have been assigned to each member of the Board and they are establishing a volunteer database. Their next event is the Spring Carnival that will be held on April 23rd.

PUBLIC FORUM

Jerrilyn Burton

690 W. Ohio Avenue

Ms. Burton reported that the kick-off meeting for The Daughters of Ebony Excellence will be on March 3rd at 6pm. She also thanked the City for their continued support of this program.

Joe Sullivan

Boys & Girls Clubs of America Officer

Mr. Sullivan thanked the City for their support since 1998 and explained the benefits provided by Boys & Girls Clubs nationwide.

PUBLIC HEARINGS: *none for this meeting*

COMMISSION CONSIDERATION

Consideration of request by James Evans to use the police pistol range and waive the rental fees for the Shuffleboard building on March 5th and 6th.

Mr. Evans explained that in the past, he has utilized the American Legion for the state certified hunter safety course but there was a scheduling conflict this year.

Commissioner Robbins made a motion to approve James Evans use of the Shuffleboard Court and the police pistol range on March 5th and 6th for the purpose of conducting the state certified hunter safety course.

Commissioner Burton seconded

All zone Commissioners and the Mayor voted yes

Consideration of the Interlocal Agreement to provide for a centralized system for the local registration, licensing and discipline of registered contractors.

This Interlocal Agreement provides for a centralized uniform system for contractors in accordance with F.S. 489.113(4) and 489.516(3)

Commissioner Basso made a motion to approve the Interlocal Agreement
Commissioner Robbins seconded

All zone Commissioners and the Mayor voted yes

Consideration of Ordinance 2011-01 regarding Pain Management Clinics.

City Attorney Groot and **City Administrator Findell** discussed the need for this moratorium and the necessity of handling this at the local level. **Mayor Snowden** read Ordinance 2011-01 by title:

AN ORDINANCE OF THE CITY OF LAKE HELEN, FLORIDA RELATING TO THE IMPOSITION OF A TEMPORARY MORATORIUM AS TO THE FILING AND/OR RECEIVING OF ANY APPLICATION FOR, OR LAND USE AND BUILDING APPROVALS (DEVELOPMENT ORDERS OR DEVELOPMENT PERMITS) OF, PAIN MANAGEMENT CLINICS UNTIL SEPTEMBER 1, 2011; PROVIDING FOR LEGISLATIVE FINDINGS; PROVIDING FOR A DEFINITION; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR EXCEPTIONS; PROVIDING FOR IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR A SAVINGS PROVISION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INSTRUCTIONS RELATIVE TO CODIFICATION IN THE CODE OF ORDINANCES OF THE CITY OF LAKE HELEN, FLORIDA AND PROVIDING FOR AN EFFECTIVE DATE WITH A SUNSET DATE AND A METHOD OF POTENTIAL EXTENSION.

Commissioner Robbins made a motion to approve Ordinance 2011-01 on first reading

Commissioner Lane seconded

All zone Commissioners and the Mayor voted yes

Reconsideration of January 13, 2011 agenda discussion item 8A relating to audit services for FY 2009/2010

City Administrator Findell said that upon further review of the most recent state statutes relating to auditor selection, The City Attorney advised that we revisit the January 13, 2011 decision to use the contract renewal provision in Brent Millikan & Company's prior engagement letter that would extend BM&C's engagement to allow for the timely preparation of the FY 2009/2010 Financial Report. Both Mr. Findell and the

City Attorney made this recommendation based upon their comparison of the specifics of the renewal language in BM&C's prior engagement letter versus the statute requirements relating to contract renewal language. In order to exercise caution, Mr. Groot and Mr. Findell recommended that the Commission revisit their previous action. This is a discretionary item on the part of the Commission if they wish to revisit the previous action.

The issue to revisit died from lack of any motion from the Commission. The previous ruling, to renew Brent Millikan & Co's contract, prevails.

COMMISSION DISCUSSION: none for this meeting

STAFF REPORTS:

City Attorney

Mr. Groot announced March 23, 2011 as Volusia Day.

Police Chief – no report

Mayor Snowden asked that the Police Department provide extra patrol to help prevent recent vandalism.

City Administrator

Mr. Findell announced that the trees we acquired from the ARRA tree grant money are being planted. Locations are: Royal Park, Lake Macy Park, Blake Park, City Hall, Equestrian Center, along bike path to the school and along Ohio Avenue. Species include: Holly, Bald Cypress, Southern Red Cedar, Magnolia, Slash Pine, two varieties of oak, Crape Myrtle and Sycamore.

Code Enforcement Officer – no report

MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE

Zone 1/Commissioner Robbins

Commissioner Robbins reported on meetings she attended.

Zone 2/Commissioner Burton

Commissioner Burton said he conferred with Rick Mullen about the Melissa Park bathrooms and trees overhanging Ohio Avenue. He also talked to Officer Clarino about trash that's being dumped on property located at the end of Ohio Avenue. Finally, he suggested that the Bloodmobile be included in the Health Fair.

Zone 3/Commissioner Basso – no report

Zone 4/Commissioner Lane – no report

Mayor/Mayor Snowden – no report

The meeting was adjourned at 9:45pm