

**REGULAR MEETING  
LAKE HELEN CITY COMMISSION  
November 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 was given and the Pledge of Allegiance was led by Joy Mormur

**INSTALLATION CEREMONY**

The City held an installation ceremony to swear in Vice-mayor Ann Robbins, Commissioner Basso and Mayor Snowden.

**DELETIONS OR MODIFICATIONS TO AGENDA – Mayor Snowden** added 8A regarding a countywide food drive.

**Commissioner Robbins made a motion** to approve the agenda as modified  
**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**COMMISSION ANNOUNCEMENTS – Commissioner Robbins** announced the first Community Club dinner of the season and the upcoming Craft Show at Hopkins Hall.

**MINUTES:** October 13, 2011 - Regular Meeting

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

**All zone Commissioners and the Mayor voted yes**

**CONSENT AGENDA:**

- a) Bills paid through November 4, 2011
- b) A Proclamation declaring November as “Pancreatic Cancer Awareness Month” was read by Mayor Snowden

**Commissioner Robbins made a motion** to approve the Consent Agenda  
**Commissioner Lane seconded**

**All zone Commissioners and the Mayor voted yes**

**PRESENTATIONS:** none for this meeting

**MONTHLY REPORTS**

*City Engineer* – Bidding for the S. Summit Avenue project is upcoming

*Local Planning Agency (PLDRC)* – **City Administrator Findell** discussed open seats on the PLDRC and an ordinance that will be presented at the next meeting related to the Comprehensive Plan. He also discussed a letter from Carol Lippincott related to appointing someone to the Steering Committee for the Blue Spring Working Group.

*Parks and Recreation Board* – James Tyler announced upcoming scheduled community events. He discussed the success of the *Give Back* dinner recently held at Hopkins Hall. **City Administrator Findell** discussed reappointment to City Boards.

**PUBLIC FORUM**

William & Joy Mormur  
162 N. Volusia

Mr. Montana and his wife have lived here for 16 years and they do not approve of the *Ladies of 32744 Calendar* where the ladies are “baring their bodies” to raise money for the American Legion. They offered to help raise money in other ways.

**PUBLIC HEARINGS:** none for this meeting

**COMMISSION CONSIDERATION:**

*Consideration of request by Chief Walker regarding a Neighborhood Watch Program*

Chief Walker said a lot of citizens have shown an interest in starting a watch program in Lake Helen. Officer Hancock from Deland was in attendance. He runs Delands program and will be helping Chief Walker implement ours. The Chief hopes to commence this effort in January.

**Commissioner Lane made a motion** to endorse the Neighborhood Watch program

**Commissioner Robbins seconded**

**All zone Commissioners and the Mayor voted yes**

*Consideration of request by Chief Walker to hire a Reserve Officer*

Chief Walker requested that Mina Tadrus be hired as a reserve officer. A background check was performed without any infractions.

**Commissioner Robbins made a motion** to hire Mina Tadrus as a Reserve Officer

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

*Consideration of Halifax Humane Society Contract for Service*

**City Administrator Findell** recommended that the Commission approve execution of this contract.

**Commissioner Burton made a motion** to execute the contract with the Halifax Humane Society

**Commissioner Lane seconded**

**All zone Commissioners and the Mayor voted yes**

**Mr. Findell** suggested that the Commission reconsider a spay and neuter ordinance.

**COMMISSION DISCUSSION**

*Discussion regarding a countywide food drive*

**Mayor Snowden** feels that we have a number of outreach programs in place locally and have limited staff to pound the pavement in search of donations.

**Commissioner Robbins made a motion** to help our own citizens first and contribute to our local food banks

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**Commissioner Burton made a motion** to have staff write two proclamations in support of our two food banks

**Commissioner Robbins seconded**

**All zone Commissioners and the Mayor voted yes**

**City Administrator Findell** discussed the Blue Spring Working Group and the desire by the coordinator of that group to have an appointee from Lake Helen serve on the Steering Committee.

**Commissioner Robbins made a motion** to appoint Commissioner Burton to this Steering Committee

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**STAFF REPORTS:**

*City Attorney* - Mr. Groot discussed the ordinance regarding our citizens always being allowed to speak at meetings.

*Police Chief – no report*

*City Administrator* – Mr. Findell commented on the conscientious work performed by the painters. He also commented on how well Chief Walker is performing his new duties.

*Code Enforcement Officer* – no report

## **MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE**

*Zone 1/Commissioner Robbins* – She commented on the election and also discussed surplus property. She then reported on a River of Lakes meeting she attended. Finally, she talked about the plaque that was purchased for the winners of the House Decorating Contest at Christmas.

*Zone 2/Commissioner Burton* – He mentioned the equestrian dressage event that took place in Lake Helen. He also thanked those in the armed services.

*Zone 3/Commissioner Basso* – He is trying to raise funds for the Christmas Concert. He also asked Lonnie about the earlier request to send notices about the opening on the PLDRC to civic organizations and not just churches. He asked Mr. Groot to collect information about the serving of alcohol on city property. The section of missing sidewalk on Orange Camp was also mentioned. Finally, he commented positively about the painting job on City Hall.

*Zone 4/Commissioner Lane* – He commented that Orange Camp is not friendly to cyclers. He congratulated the newly appointed Commission members and commented on the election process.

*Mayor/Mayor Snowden* – He mentioned the new management at the Creative Arts Café and the positive direction in which it is moving. He talked about positive comments about Lake Helen made by new residents and the contributions they make.

**The meeting was adjourned at 9:12.**

---

**Buddy Snowden, Mayor**

---

**Nancy Wilson, City Clerk**