

Regular Village Council Meeting  
Meeting Minutes  
Tuesday, April 28, 2009  
7PM

- A. **CALL TO ORDER:** Mayor Joyce A. Davis called the Regular Council meeting for April 28, 2009 to order at 7pm.
- B. **SILENT MEDITATION & PLEDGE:** Mayor Davis asked all to stand for a moment of silent meditation followed by the Pledge of Allegiance.
- C. **ROLL CALL:** The Deputy Village Clerk was asked to read the roll call sheet. The following were noted as present/absent:

Present: Mayor Joyce A. Davis  
Vice Mayor Harold E. Mathis, Jr.  
Councilperson Linda Marcus  
Councilperson Daisy Black (arrived after roll call)  
Councilperson Claudia Cubillos

Also Present: Jason Walker, Village Manager  
Chief Eugene Morales  
Joseph S. Geller, Village Attorney  
Jannie Richardson, Deputy Village Clerk

Absent: Albertha W. Patterson, Village Clerk

- D. **APPROVAL OF AGENDA:** Mayor Davis removed item F1 under Acknowledgment of Visitors and / or Special presentations: Officer David Adlet 20 years of service. Village Manager Jason Walker added under Acknowledgment of Visitors and / or Special Presentations-F1: Overview Year Ending 2008 Financial Audit. The Manager also added under Resolutions / Ordinances item I3: Agreement between the Village of El Portal and FDOT for the improvement of Northeast 87<sup>th</sup> Street Circle.

Motion was made by Vice Mayor Mathis, Jr. that the Regular Village Council meeting agenda be approved with the stated amendments. Councilperson Marcus seconded the motion. The motion carried unanimously.

- E. **APPROVAL OF MINUTES FOR THE FOLLOWING MEETING:** Motion was made by Vice Mayor Mathis, Jr. that the March 24, 2009 Regular Council Meeting minutes be approved as presented. The motion was seconded by Councilperson Marcus. The motion carried unanimously.

**F. ACKNOWLEDGMENT OF VISITORS AND/OR SPECIAL PRESENTATIONS:**

**F1.** Overview Year Ending 2008 Financial Audit: Nestor Caballero presented the findings of the Audit for the year ending September 30, 2008 for the Village of El Portal and issued a summarized copy of the booklet. The Independent Auditor's Report outlined the financial statements—the numbers report. The Auditor urged the Mayor and Council to be sure to read page three of the booklet titled: Management Discussion and Analysis citing in this report is a summary of the complete audit with a comparison to the prior year. Mr. Caballero explained the Fund Financial statement and the Governmental Wide full accrual statements. Page nine is the balance sheet—your assets. The transit portion is new this year and must be reported separately. These funds must be used or the funds go back to the County. Page ten is the statement of activities.

The Auditor pointed out one of the findings was the policy and procedures manual for the Village needs to be updated. This policy and procedure manual should reflect who is responsible for doing what in the Village. There are certain things that other people used to do and they are not here to do anymore. The Village Manager cited an example is the accounts receivable procedure is a duplicate process. The procedure manual states the Mayor and the Manager must sign both the check request and the check. The Mayor comes here just once to sign the checks.

**G. GOOD AND WELFARE:** Dawn Wellman a resident at 203 NE 86<sup>th</sup> Street stated her concern is the temporary closure of Northeast Second Avenue and 85 and 86 Streets should remain closed. She has lived in the Village since 2002. Ms. Wellman stated the area has enjoyed the pleasure of no speeding traffic due to drivers taking a short cut in the area. She also stated that break-ins have decrease, therefore, residents in that area feel safer. Ms. Wellman stated the closure would add \$15,000 to \$20,000 to the property value in the area. She stated she is prepared to circulate a petition to keep the area closed.

**H. AGENDA ITEMS:**

H1: Request for Street Closure – Councilperson Marcus

The Village Stated that they have requested those streets remained closed. The County did a 48-hour traffic study and we were informed that there was not enough traffic to warrant a street closure. The Village Manager stated he is waiting for Northeast Second Avenue to open to have a study done. There are certain guidelines that must be followed.

Attorney Geller stated the Villagers might get a faster response if they appeal their concern to Commissioner Edmonson's office.

Councilperson Black stated they discussed making the area a special taxing district before. Village Manager Walker stated that we have the money to close the street. We have to get the County's approval.

Councilperson Marcus recommended that this item should be moved to the Public Works committee meeting for May 11, 2009 for further discussion.

**I. RESOLUTIONS/ORDINANCES:**

**11. Resolution No. 2009-010           Open Unrestricted Reserve Accounts with Citibank  
Sponsored by Village Manager – Jason Walker**

A RESOLUTION OF THE VILLAGE COUNCIL OF  
THE VILLAGE OF EL PORTAL, FLORIDA,  
AUTHORIZING THE VILLAGE MANAGER  
TO OPEN AN UNRESTRICTED RESERVE  
ACCOUNTS WITH CITIBANK; PROVIDING  
FOR AN EFFECTIVE DATE.

Vice Mayor Mathis, Jr. moved that Resolution No. 2009-010 be approved. Councilperson Cubillos seconded the motion. The Resolution was approved by roll call vote of 5-0.

**12. Resolution No. 2009-011 Little River Seawall Contract w/Tetra Tech, Inc. Change Order #1**

A RESOLUTION OF THE VILLAGE COUNCIL  
OF THE VILLAGE OF EL PORTAL, FLORIDA  
APPROVING A CHANGE ORDER IN THE  
AMOUNT OF \$5,000.00 IN THE CONTRACT  
WITH TETRA TECH, INC. FOR THE DESIGN  
OF THE LITTLE RIVER SEAWALL; AND  
PROVIDING FOR AN EFFECTIVE DATE.

Mayor Davis moved that Resolution No. 2009-011 be approved. Councilperson Marcus seconded the motion. The Resolution was approved by roll call vote of 5-0.

**13. Resolution No. 2009-018           Agreement between the Village of El Portal and FDOT  
For the improvement of Northeast 87<sup>th</sup> Street Circle**

**J. REPORTS FROM THE VILLAGE MANAGER, MAYOR & COMMITTEE CHAIRS:**

**K. UNFINISHED BUSINESS AND GENERAL ORDERS:**

**L. NEW BUSINESS:**

**M. GOOD AND WELFARE:**

**N. ADJOURNMENT: It was properly moved and second that the Regular Council meeting be**

adjourned. Motion was unanimously carried. Regular Council meeting was adjourned.

Respectfully submitted:

*Albertha Wiles Patterson*

Albertha W. Patterson, Village Clerk

Date Transcribed: May 15, 2009

Recorder malfunction on last portion of meeting

Completed Transcription: June 23, 2009 with tape

Date Approved: \_\_\_\_\_