

VILLAGE HALL  
500 NE 87<sup>TH</sup> ST  
EL PORTAL, FL 33138  
JASON M.



MAYOR CLAUDIA V. CUBILLOS  
VICE MAYOR OMARR C. NICKERSON  
COUNCILPERSON HAROLD E. MATHIS, JR.  
COUNCILPERSON ROXANNE ISAACS  
COUNCILPERSON AUBREY BRUNSON

WALKER  
VILLAGE MANAGER

Regular Village Council Meeting  
Tuesday, November 17, 2015  
MINUTES  
7:00 PM

**A. CALL TO ORDER:** Mayor Claudia V. Cubillos, presiding, called the meeting for November 17, 2015 to order at 7:03 PM.

**B. SILENT MEDITATION & PLEDGE:** Mayor Cubillos asked all those present to stand for a pledge of allegiance and a moment of silence.

**C. ROLL CALL:** Mayor Cubillos asked the Interim Village Clerk, for a **Roll Call**.

**Present:** Mayor Claudia V. Cubillos, Vice-Mayor Omarr C. Nickerson, Councilperson Roxanne Isaacs, Jr., Deputy City Attorney Alisha Lewis (Not voting), Village Manager Jason Walker (Not voting), and Dr. Tinnie (Not voting), and Larry Spring, CFO.

**Absent:** Councilperson Aubrey Brunson

Councilperson Harold E. Mathis (Arrived Late at 7:09)

**D. APPROVAL OF AGENDA:** Mayor Cubillos asked for a motion to approve the agenda as is. Jason Walker made Addition to the Agenda two items for update, first item an update from CFO Larry Spring which will be added to G1. Second item G2 variance for garage enclosure address 358 NE 85<sup>th</sup> Street. Mayor Cubillos asked for a motion for the agenda additions to be approved, Vice Mayor Nickerson motions to approve and Councilperson Isaacs seconds it. . The motion passed by unanimous "aye" vote

**E. APPROVAL OF MINUTES FOR THE FOLLOWING MEETING:**

E1. Approval of October 27, Regular Council Meeting- Jason walker asked to replace the word agenda with word minutes on page one. Second change between H6. A and H6. B insert Vice Mayor Nickerson arrived at 8:45p.m. Mayor Cubillos asked for a motion to approve the minutes with

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corrections. Motion by councilperson Isaacs, second by Vice Mayor Nickerson. . The motion passed by unanimous “aye” vote.

E2. Approval of First Budget Meeting – The Mayor asked for corrections to be more specific and identifying regarding the attorneys name as Joseph or Steven Geller. Jason Walker stated there are three corrections to be made item G2. Replace 2015-xx with item 2015-42, Item G2-e (35) instead of Legal Cities Dinner it should be League of Cities. There are three items labeled G2-e (53) change to item G2-e (54), the Mayor passed to call resolution 2015-42 authorizing the Tentative Adoption of Budget for FY 2015-16 per the attached Exhibit A as amended. Also add G2e (55) The motion was made by Councilperson Mathis and second by Councilperson Isaacs. . Mayor Cubillos asked for a motion of approval for the minutes with the corrections, Councilperson Mathis motions to approve and Councilperson Isaacs seconds it. . The motion passed by unanimous “aye” vote.

E3. Approval Second Budget Hearing – The Mayor asked for a motion to approval for the second budget hearing Councilperson Mathis made a motion to approve the agenda as amended and Councilperson Isaacs seconded the motion. The motion passed by unanimous “aye” vote.

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

F1. . The first bid was for \$1,010 from Samuel Noel, the second was for \$1,100 from Salmone Obdeus, and the third was for \$1,000 from Volvick Pierre. The highest apparent bid and winner is from Salmone Obdeus.

#### **G. AGENDA ITEM:**

G1. Little River Festival Funds approval for MARCH 2015 date – Motion to move from January Public Affairs Committee Meeting to January 27<sup>th</sup> Regular Council Meeting for full Council approval. – Mayor Cubillos asked for Former Councilperson Old to speak. He spoke about the previous year’s event and its positive outcomes. He thinks that El Portal will benefit from this event by “getting on the map” for climate change funding. Dr. Hugh Gladwin will give a report on climate change and a history of the river. Mr. Old recommends hosting the event in the same format but suggests reaching out to the Sierra Club and Commissioner Hardemon from the City of Miami to clean up the surrounding areas. Councilperson Brunson asked about the participation level for last year’s event. Mr. Old said there was quite a large group. The Mayor asked all involved to promote the event and a date was set for Saturday, March 7<sup>th</sup> at 8:30 AM.

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**G1.a. Hugh Gladwin, 400 NE 85<sup>th</sup> ST, El Portal** - Dr. Gladwin spoke about his involvement in the event. He wants somebody from SFWMD to speak to the participants about flood control structure.

The Manager went over last year's expenses and funding levels.

**G1.b. Lauren Cristos, 389 NE 86<sup>th</sup> ST, El Portal** – Supports the event and loves the community building aspect of it.

The Manger said that Joseph Vasile would like to repaint the door on the bridge.

**Motion:** A motion was made to allocate funding in the amount of \$1,000 to the Little River festival event. **Action**, allocate funding, **Moved** by Councilperson Aubrey Brunson and **Seconded** by Councilperson Isaacs.

**Vote:** Motion carried by roll call vote of 4-0. (**Summary:** Yes=4, No = 0).

**No:** None. **Yes:** Councilperson Isaacs Councilperson Brunson, Councilperson Mathis and Mayor Cubillos. **Absent:** Vice Mayor Nickerson

**G2.** Newsletter to be handled by X Vendor (B/W) - Motion to move from January Public Affairs Committee Meeting to January 27th Regular Council Meeting for full Council approval. – Mayor Cubillos gave a brief history on the Village's use of a newsletter. She introduced the representative for Coastal Group Publications. She stated that the only thing the Council would need to do is commit to meeting the deadlines for their submission in the newsletter. Mr. Marc Valdes spoke about how the mechanism would work. He provides this service at no cost through advertising support. Local advertisers help subsidize the cost. The Mayor said that the frequency will be quarterly. She would like to keep it in black and white and also mentioned that she would like an article done on the local school Horace Mann Middle School.

**Motion:** A motion to use the Vendor Coastal Group Publications. **Action**, newsletter, **Moved** by Councilperson Aubrey Brunson and **Seconded** by Councilperson Isaacs.

**Vote:** Motion carried by roll call vote of 4-0. (**Summary:** Yes=4, No = 0).

**No:** None. **Yes:** Councilperson Isaacs Councilperson Brunson, Councilperson Mathis and Mayor Cubillos. **Absent:** Vice Mayor Nickerson

**G3.** Village Clerk position – Manager Jason Walker

**H. RESOLUTIONS / ORDINANCES:**

**H1. RESOLUTION NO. 2015-001V**

**312 NE 87<sup>TH</sup> ST**

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**Sponsor:** Building Dept.

**DRIVEWAY VARIANCE**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA, PROVIDING FOR AN INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.**

**H1a.** Public Hearing (Public Comment 2 minutes/person)

- H2. RESOLUTION NO. 2015-002V                      461 NE 88<sup>TH</sup> ST**  
**Sponsor:** Building Dept.                      **SWALE/DRIVEWAY VAR**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA, AUTHORIZING ...; PROVIDING FOR AN INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.**

**H2a.** Public Hearing (Public Comment 2 minutes/person)

- H3. RESOLUTION NO. 2015-003                      TASER Device (JAG)**  
**Sponsor:** Public Safety

**A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA, AUTHORIZING THE VILLAGE MANAGER OF THE VILLAGE OF EL PORTAL TO APPLY FOR THE FEDERAL DRUG CONTROL AND SYSTEM IMPROVEMENT PROGRAM GRANT AVAILABLE THROUGH MIAMI-DADE COUNTY TO RECEIVE, EXPEND AND AMEND BYRNE/JAG FORMULA PROGRAM FUNDS AND EXECUTE AGREEMENTS WITH THE PURPOSE OF OBTAINING A TASER DEVICE PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

**H3a.** Public Hearing (Public Comment 2 minutes/person)

- I. REPORTS OF THE VILLAGE MANAGER, MAYOR & COMMITTEE CHAIRS:**  
**II. Village Mayor Reports - Mayor Claudia V. Cubillos –**

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- a. Some committee meetings will be held monthly opposed to bi-monthly.
- b. Keeping up with El Portal scheduled for February 17<sup>th</sup> 2015
- c. Breakfast walk/run club meets every morning at 6am
- d. ESAC Meeting: Horace Mann literacy event with celebrities and community leaders tomorrow evening at 6pm – 8pm
- e. Reached out to local representatives to discuss ways to help the community
- f. Landscaping assessment of El Portal streets with Public Works chair
- g. Attended Transportation Summit which discussed All Aboard, livable communities, and safety
- h. Discussed March 2015 events that will take place in Miami-Dade County
- i. Tri-Village community meeting with neighboring villages to discuss collaborations
- j. Miami Shores Chamber Q&A luncheon with both Village Managers

#### **12. Village Manager Reports** - Manager Jason Walker –

- a. Trailer Park settlement agreement is nearing an end
- b. El Portal contracted lobbyists are working on Village projects
- c. Florida League of Mayors meeting in Tallahassee with Senators to discuss the Village septic to sewer study
- d. Attorney General funding request for financial support for the Village police department
- e. Funding request for elderly meal and activity program
- f. New Code Enforcement Officer is in training and will start Saturday
- g. Striping project at Horace Mann School completed and Village wide striping nearly complete
- h. Approximately (10) trees have been trimmed within the Village
- i. Contacted FPL regarding (15) light poles that need repairs
- j. Councilwoman Isaacs - Wide Green workshop scheduled for January 29<sup>th</sup>
- k. Spoke with planning consultant team regarding annexation zoning
- l. Chief Morales and Councilman Brunson repairs of Village golf cart
- m. PBA contract meeting scheduled for January 29<sup>th</sup> at 2pm
- n. Quotes are being reviewed for resident requested bus bench trash receptacles
- o. In the RFQ process for pressure cleaning services and Village sidewalk repairs
- p. Municipal code regarding swale maintenance to be determined by Planning & Zoning committee
- q. ESAC requested \$1k donation to provide breakfast for Saturday morning FCAT tutoring for Horace Mann students. **Motion:** A motion

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was made to allocate funding in the amount of \$1,000 to the FCAT youth tutoring. **Action**, allocate funding, **Moved** by Councilperson Isaacs and **Seconded** by Councilperson Mathis. **Vote:** Motion carried by roll call vote of 4-0. (**Summary:** Yes=4, No = 0). **No: None. Yes:** Councilperson Isaacs, Councilperson Brunson, Councilperson Mathis, and Mayor Cubillos. **Absent:** Vice Mayor Nickerson

- r. Special Master hearing scheduled for March 18<sup>th</sup>
- s. Filed appeal with Florida Department of Revenue for erroneous unemployment bills for current Village employees; possible identity theft issue
- t. All Aboard Florida project railway improvement expenses will be incurred by Miami-Dade County
- u. N.E. 2<sup>nd</sup> Avenue improvement plans will be discussed with Village Manager and engineers. Traffic issues will be discussed at next Public Works committee meeting
- v. Village missed (1) Local Mitigation Strategy meeting, but was able to provide an updated list of Village projects to Cathy

**I3. Committee Chair Remarks -**

**a. Public Affairs**

Chairperson Claudia V. Cubillos

**b. Public Works**

Chairperson Roxanne Isaacs

**c. Public Safety**

Chairperson Harold E. Mathis, Jr.

**d. Code Enforcement Committee**

Chairperson Aubrey Brunson

**e. Planning & Zoning**

Chairperson Claudia V. Cubillos

**f. Administration & Finance**

Chairperson Omarr C. Nickerson

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

- J1. Continuing Education in Ethics State Ethics Requirement** - For all elected municipal officers, a state requirement for *four hours of specific ethics training* will go into effect January 1, 2015. This requirement includes two hours of training on Chapter 112, Florida Statutes, (ethics); one hour on Chapter 119, Florida Statutes, (open meetings); and one hour on Chapter 286, Florida Statutes, (open records). Training completed and in progress.

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**J2. Run/Walk Group – Councilperson Harold E. Mathis**

**K. NEW BUSINESS:**

**K1. Bike and Pedestrian Safety - Mayor Claudia V. Cubillos**

**K2. Village Manager Oversight - Councilperson Aubrey Brunson**

**L. GOOD AND WELFARE:**

(Note: This section of the agenda is reserved in the spirit of a representative democracy “of, by, and for people” and is specifically provided as a mechanism for the input and solutions on matters of concern of Villagers. We request that comments be limited to 3 MINUTES PER PERSON, and that speakers and the audience maintain proper decorum at-large. The speaker may speak on any item of concern.)

**M. ADJOURNMENT:**

Mayor & Councilpersons

# of members in audience: (11)

*To listen to the full recording of the November Regular Council Meeting, you can click on the link below and download it for your convenience. The link may expire at any time. If you are experiencing difficulty accessing the file, please email your request to the Clerk’s office at [yjacobi@villageofelportal.org](mailto:yjacobi@villageofelportal.org).*

**\*Deleted items are stricken and additions to the agenda are underlined.**