Regular Village Council Meeting
Tuesday, April 25, 2017
Minutes
7:00 PM

Statement of Decorum
Any person making a racial or slanderous remark or who becomes boisterous while addressing the Village Council, Staff, etc. shall be barred from the audience by the presiding officer. No profanity, shouting, heckling, verbal outbursts or disruptive behavior in support of or opposition to a speaker or his/her remarks is permitted. No signs or placards shall be allowed in the Village Hall. Person exiting the Village Hall shall do so quietly.

“Pursuant to Florida Statutes, Chapter 286.0105: If a person decided to appeal any decision made by the Board, Agency or Committee with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.”

A. CALL TO ORDER: Mayor Cubillos, presiding, called the meeting for April 25, 2017 to order at 7:15pm.

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 Village Clerk, Yenise Jacobi, for a Roll Call.

Present: Mayor Cubillos, Vice Mayor Nickerson (Late), Councilperson Harold Mathis, Councilperson Roman, Councilperson Dreher, David A. Rosemond (Not voting), Village Manager, Chief Eugene Morales (Not voting), and Yenise Jacobi, Village Clerk (Not voting) Irwin Williams, CFO, Jason Silver, sitting in for Village Attorney (Not Voting).

D. APPROVAL OF AGENDA: Mayor Cubillos asked for a motion to approve the agenda with additions to be added K1 & F2. Motion: A motion to approve the agenda Action: Approve, Moved by Councilperson Mathis, Jr., Seconded by Councilperson Dreher. The motion passed by voice vote.

E. APPROVAL OF MINUTES FOR THE FOLLOWING MEETING(S):
E1. Minutes for March 28, 2017 Regular Council Meeting— Motion: A motion to approve the minutes with corrections Action: Approved, Moved by Councilperson Roman, Jr. Seconded by Councilperson Dreher. The motion passed by voice vote.

F. ACKNOWLEDGMENT OF VISITORS AND/OR SPECIAL PRESENTATIONS:
F1a. Mayor Cubillos acknowledged the presence of Jonathan Moz, from Mayor Carlos Gimenez office of Miami Dade County.
G. GOOD AND WELFARE:
None noted.

H. AGENDA ITEM:
H1. YTD Financials
H1a. CFO Williams made a presentation on financials
  • FRS
H2. Bank Update Status
H2a. Bank documentation has been processed & it is currently working on credit cards, fully operational by next week.
H3. Update on CITI Tax
H3a. Reporting has been met funds will be released soon
H4. Official Photos at Village Hall
H4a. Mayor Cubillos gave a deadline of the next 30 days to be done immediately

H5. Mayor & Village Council Priorities for the Manager
   Internal Administration
   • Emergency Plan
   • Speed of Government
   • Policies & Procedure
   • SOP
   • Lobbyist
   Police Department
   • Direction of the Police Department
   • Chief
   • Past Verbal Agreements
   • Staffing
   Village Hall
   • Updates (short term and long term)
   Public Works
   • Septic to Sewer
   • And existing projects (i.e. Nature Trail, Waste Management and etc.)

   Code Updates

   Note: H5 was postponed until Vice Mayor Nickerson’s arrival for voting

H5a. Motion for Council to adopt the Mayor & Village Manager council priorities for Manager to execute in the order voted on the Strategic Planning Session II.
Motion: A motion to adopt the Mayor & Village Council priorities for Manager. Action: Passed
Moved by Councilperson Mathis, Jr. Seconded by Councilperson Roman

   Vote: (Summary: Yes=4, No = 1).
   Councilperson Dreher No
   Councilperson Roman Yes
   Councilperson Mathis, Jr. Yes
   Councilperson Nickerson Yes
   Mayor Cubillos Yes
I. RESOLUTIONS / ORDINANCES:

11. ORDINANCE. 2017-02

SECOND READING
FORM BASED CODE

I1a. Mayor Cubillos asked attorney Jason Silver to read Ordinance No. 2017-02

NOTE: CHAPTER 17 to be voted on May 23, 2017 Regular Council Meeting

AN ORDINANCE OF THE VILLAGE OF EL PORTAL, FLORIDA,
AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 24 IN ORDER TO ADOPT A FORM-BASED CODE; ADOPTING A NEW ZONING MAP; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICTS, REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA TO DESIGNATE AND AUTHORIZE SIGNATORIES FOR THE VILLAGE’S BANK ACCOUNTS AT FLORIDA COMMUNITY BANK; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

Note: Read into the record by attorney Jason Silver

Mayor Cubillos opens it for public discussion:

Nancy Dawson- Ms. Dawson questioned what happens with 2nd Avenue and the peace that the residents have enjoyed while living there.

Adam Old- 140 NE 86 Street- Mr. Old thanked Juan from Plusurbia for keeping focused to pass these ordinances it has been four years in the making and it will be better for the village.

Note: Juan from Plusurbia made a presentation attached with a slide show.

Motion: A motion to pass Ordinance 2017-02. Action: Passed Moved by Councilperson Mathis, Jr. Seconded by Councilperson Dreher

Vote: (Summary: Yes=4, No = 0).
Councilperson Dreher Yes
Councilperson Roman Yes
Councilperson Mathis, Jr. Yes
Councilperson Nickerson Not present
Mayor Cubillos Yes

12. ORDINANCE NO. 2017-01

SECOND READING
COMP PLAN

I2a. Mayor Cubillos asked attorney Jason Silver to read Ordinance No. 2017-01
AN ORDINANCE OF THE VILLAGE OF EL PORTAL, FLORIDA, AMENDING THE FUTURE LAND USE MAP, THE FUTURE LAND USE ELEMENT, THE COASTAL MANAGEMENT ELEMENT, AND THE RECREATION AND OPEN SPACE ELEMENT OF THE COMPREHENSIVE PLAN AS MORE SPECIFICALLY DESCRIBED HEREIN; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICTS, REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

Note: Read into the record by attorney Jason Silver

Motion: A motion to pass Resolution 2017-01. Action: Passed Moved by Councilperson Dreher Seconded by Councilperson Mathis, Jr.

Vote: (Summary: Yes=4, No = 0).
Councilperson Dreher Yes
Councilperson Roman Yes
Councilperson Mathis, Jr. Yes
Councilperson Nickerson Not present
Mayor Cubillos Yes

Mayor Cubillos opens it for public discussion:

None Noted.

I3. RESOLUTION NO. 2017-12 GRANT FLORIDA DEPT OF AGRICULTURE

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF EL PORTAL, FLORIDA TO APPROVE AND ACCEPT A GRANT WITH FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES IN THE AMOUNT OF $9,900.00, AND FURTHER AUTHORIZING MATCHING FUNDS, AND AUTHORIZING THE VILLAGE MANAGER TO TAKE THE NECESSARY STEPS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE CONTRACT; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

Note: Read into the record by attorney Jason Silver

Mayor Cubillos opens it for public discussion:
None noted

Note: Roberto Ruano- Mr. Ruano made a presentation on these two resolutions and stated it was a 50/50 match.

Motion: A motion to pass Ordinance 2017-12. Action: Passed Moved by Councilperson Mathis, Jr. Seconded by Councilperson Roman
Meeting Agenda

Vote: (Summary: Yes=4, No = 0).
Councilperson Dreher    Yes
Councilperson Roman     Yes
Councilperson Mathis, Jr. Yes
Councilperson Nickerson Not present
Mayor Cubillos          Yes

I4. RESOLUTION NO. 2017-13 PIGGYBACK MIAMI DADE CONTRACT COUNTY
PLANT MATERIAL & TREE SERVICES

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF EL
PORTAL, FLORIDA AUTHORIZING THE VILLAGE MANAGER TO
PIGGYBACK ON THE EXISTING MIAMI-DADE COUNTY PLANT
MATERIAL AND TREE SERVICES CONTRACT, NUMBER 1298-1/21, FOR
THE PURCHASE OF PLANT MATERIAL AND TREES; PROVIDING FOR
INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE
DATE.

Note: Read into the record by attorney Jason Silver

Mayor Cubillos opens it for public discussion:
None Noted

Motion: A motion to pass Resolution 2017-13. Action: Passed Moved by Councilperson Roman
Seconded by Councilperson Mathis, Jr.

Vote: (Summary: Yes=4, No = 0).
Councilperson Dreher    Yes
Councilperson Roman     Yes
Councilperson Mathis, Jr. Yes
Councilperson Nickerson Not present
Mayor Cubillos          Yes

J. REPORTS OF THE VILLAGE MANAGER, MAYOR & COMMITTEE CHAIRS:
J1. Village Mayor Reports

J1. Village Mayor Report - Mayor Claudia V. Cubillos

- Dade Days in Tallahassee: (El Portal's El Jardin Water project) $550k has
  been appropriated in the Senate budget by Senator Latvala (with the
  assistance and support of Senator Campbell)
- Farmers Market: Aside from Nataly and Alba for coordinating, I want to
  thank the following Police Officers that came out to participate as part of
  our Community Policing Initiative: Officer Rojas, Officer Battaglia,
  Officer Payne, Officer Loissant, Officer Owens, Officer Sharp and Sgt
  Hufnagel with Artic. This event supports local economic development by
promoting local small businesses, many of whom are El Portal Residents too. Next one is on: **Saturday, May 6**

- Ribbon Cutting for **Kidstown Pediatrics located at 211 NE 89 Street** in El Portal is set for the **first week in May**. An exact date is forthcoming.
- End of the school year awards to top performers at Horace Mann (TBD) & Phyllis Ruth Miller 5th grade class on June 7th
- Education Compact Initiative working on through summer
- There are 4 new businesses coming soon (on NE 87 Street) in El Portal: Yoga, Children’s Art studio, Pilates and another Antique Dealer
- Annual Easter Egg Hunt had well over 70 El Portal kids: I want to thank our Co-sponsor: **Kidstown Pediatrics and Novartiks Inc** for also contributing. I want to thank the following Police Officers: Officer Rojas, Officer Battaglia, Officer Sacramento, Officer Benitez, Officer DeMota, Officer Lopez, Chief and Sgt Hufnagel with Artic for assisting that day.
- Reminder, we’re working on a Gallery of Community Photos (Now on Village Website and to be completed by end of summer)
- Reminder my new email: [mayorcubillos@villageofelportal.org](mailto:mayorcubillos@villageofelportal.org)
- Think globally, act locally - Operation Village Wide Clean Up was on Earth Day Saturday, April 22nd
- Placement of our **Tree City USA** signs are set for (National Arbor Day) **Friday, April 28th at 10:30 AM**
- SAVE THE DATE: State of the Village is on **Tuesday, August 22nd at 7:00 PM**

J2. **Village Manager Report** – Manager David Rosemond

- Manager Rosemond expressed his gratitude and recognized Officer Battaglia on an incident that had occurred in El Portal that was on the news station, for his level of involvement.
- Swale School
- RFQ to solicit request from different firms Storm Water Project.

J3. **COMMITTEE CHAIRS REPORTS:**

a. **Public Affairs**
   
   *Chairperson Omarr Nickerson*

- El Portal’s 9th Annual Armed Forces Day 5K (Run/Walk) is on **Saturday, May 20th at 7:00 am** Sign up now on-line at: elportalvillage.com/5k
- Reminder: MDCLC 63rd Annual Gala: Saturday, May 13th
- Reminder: PBA Annual Gala Saturday, May 20th

b. **Public Works**
   
   *Chairperson Werner Dreher*

- Internship Program
- Nature Trail (added by Mayor Cubillos)
- RFQ
- Street Repair 88th Street & 90th Street
c. Public Safety
  Chairperson Claudia V. Cubillos
  - **Community Policing:** We’ve introduced a Community Policing K-9, Artic, undergoing training and an increase in police involvement at events interacting with residents. Community Policing (not only county wide, but nationwide) is proving that by leveraging connections within the community, police are better positioned to solve public safety problems by improved public trust - being proactive.
  - **Police Vehicles:** (A reminder to PS Committee to review both analysis prepared by Irwin so we will be ready for discussion and to vote at May Committee Meeting, to then bring to full Council in May)
  - **Crime Watch** (working with David Ward and Sgt Hufnagel for signs to be placed at blocks that have earned it for all the work that has been done) and I want to thank CW for being present and distributing information at our last Farmers Market.
  - **Police Appreciation Week is May 15-20**

**COMING UP:**
- **ESSAC/ Horace Mann**
  This summer we need to propose a resolution on how together we can improve dismissal procedures for new school year and onward
- **Improve and update Police Visibility on our Village Website**
- **Police Uniforms and (Bike Patrol uniforms)**
- **2017 National Night Out and Mayor’s backpack Giveaway** (on Tuesday, August 1st Stay tune for more details)

d. **Code Enforcement**
  Chairperson Vimari Roman – Nothing new to report

e. **Planning & Zoning**
  Chairperson Claudia V. Cubillos
  - Update on front desk
    Manager Rosemond stated that as of April 15th Elena was hired by the city and we are no longer CAP Government on the front desk end of it permit clerk.

f. **Administration & Finance**
  Chairperson Harold E. Mathis, Jr.
  - Evaluations (Manager & Attorney)
  - Libby Bowen Foundation (added by Mayor Cubillos)

**J3. Village Attorney Reports** - Attorney Jason Silver sitting in for attorney Geller extended his congratulations on the passing of the ordinances.

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

**K1. Chapter 17**
  K1a. It was discussed that Chapter 17 second reading would be done at the May 24, 2017 Regular Council Meeting.

**L. NEW BUSINESS:**
  Note Noted.
 regular council meeting minutes
April 25, 2017
Meeting Agenda

M. GOOD AND WELFARE:  None noted.

N. ADJOURNMENT:  Councilperson Mathis, motioned that the Regular Village Council meeting for April 25, 2017 be adjourned. Councilperson Roman seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:15pm.

In accordance with the American With Disabilities Act of 1990, all persons with disabilities and who need special accommodations to participate in this meeting due to that disability should contact the Village Clerk’s Office at (305) 795-7880 no later than two (2) business days prior to such proceeding.