

VILLAGE HALL  
500 NE 87<sup>TH</sup> ST  
EL PORTAL, FL 33138  
David A Rosemond  
VILLAGE MANAGER



MAYOR CLAUDIA V. CUBILLOS  
VICE MAYOR OMARR C. NICKERSON  
COUNCILPERSON HAROLD E. MATHIS, JR.  
COUNCILPERSON WERNER E. DREHER  
COUNCILPERSON VIMARI ROMAN

Regular Village Council Meeting  
Tuesday, March 28, 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 March 28, 2017 to order at 7:07pm.

**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, Councilperson Harold Mathis, Councilperson Roman (Late), 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, sitting in for Village Attorney (Not Voting) Also present Joseph Geller.

**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 February 28, 2017 Regular Council Meeting— **Motion:** A motion to approve the minutes with corrections **Action:** Approved, **Moved by** Councilperson Mathis, Jr. **Seconded by** Councilperson Dreher. The motion passed by voice vote.

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

F1. Proclamation 70<sup>th</sup> Anniversary City Of West Miami

F1a. Mayor Cubillos read the proclamation into the record, as per City of West Miami request was to be mailed Mayor Cubillos stated that she would like to take it in person.

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**Meeting Agenda**

F2. Special Presentation of Commissioner Edmonson

F2a. Councilperson Mathis in addition to Commissioner Edmonson Presented Mayor Cubillos with a plaque honoring her for International Women’s Month. Commissioner Edmondson thanked Mayor Cubillos for carrying on the Village of El Portal.

**G. GOOD AND WELFARE:**

Ana Ward- 415 NW 88<sup>th</sup> Terrace – Ms. Ward asked regarding Agendas.

Dwight Gardendale-415 NW 88<sup>th</sup> Terrace- Mr. Gardendale said he would like to recognize Officer Sandy Owens was on patrol and was at the Publix with an elderly couple came back in his own vehicle and picked them up and took them home. Please do something special for him. He should be recognized by the Village.

**H. AGENDA ITEM:**

H1. YTD Financials

H1a. CFO Williams made a presentation on financials

- FRS

**H2.** Motion for Council to approve the Village Manager to execute the Public Works Program Description and Job Description (see attached doc for reference). \* Note this item was approved during the last Public Works Committee to bring to the council meeting.

H2a. It was discussed and a Resolution was handwritten & read by Attorney Geller this same day

**H3.** RFQ Attorney

H3a. Postponed until April Regular Council Meeting

**H4.** Bank Resolution

H4a. Bank Resolution will be voted on tonight

**H5.** Manager Priorities Voting

- Internal Administration
- Police Department
- Village Hall Updates
- Public Works
- Code Updates

H5a. Mayor Cubillos asked for the list to be placed with its additions for next council meeting to be discussed further.

**I. RESOLUTIONS / ORDINANCES:**

**I2. RESOLUTION NO. 2017-10 FLORIDA COMMUNITY BANK**

I2a. Mayor Cubillos asked attorney Joseph Geller to read Resolution No. 2017-10

**A 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.**

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Note: Read into the record by attorney Jason Silver

Mayor Cubillos opens it for public discussion:

Ana Ward- 415 NW 88 Terrace- Ms. Ward said she was very pleased regarding the bank decision. At one point the Mayor was running the city it was during my term that was decided that a manager was needed. I like this guy, and I just met Mrs. Jacobi and I told her I am a quiet sleeping giant. Thank you for the questions Mr. Werner. This is business we are a young city I am within 17 years of 80 thank you for the gentleman came up and explaining the situation. You hear me.

Note: Rafael A. Borrero, Vice President of Public Finance Relationship Manager from Florida Community Bank made a presentation.

**Motion:** A motion to pass Resolution 2017-10. **Action:** **Passed Moved by** Councilperson Roman **Seconded by** Councilperson Mathis, Jr.

**Vote: (Summary: Yes=5, No = 0).**

Councilperson Dreher	Yes
Councilperson Roman	Yes
Councilperson Mathis, Jr.	Yes
Councilperson Nickerson	Yes
Mayor Cubillos	Yes

**12. RESOLUTION NO. 2017-11 Village Manager to Hire  
Public Works Internship**

I2a. Mayor Cubillos asked attorney Jason Silver to read Resolution No. 2017-11

**A RESOLUTION OF THE VILLAGE COUNCIL OF EL PORTAL,FLORIDA, APPROVING THE PUBLIC WORKS PROGRAM DESCRIPTION AND JOB DESCRIPTION FOR THE PUBLIC WORKS INTERNSHIP PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICTS, REPEALER, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.**

Note: Read into the record by attorney Joseph Geller

**Motion:** A motion to pass Resolution 2017-11. **Action:** **Passed Moved by** Councilperson Roman **Seconded by** Councilperson Dreher

**Vote: (Summary: Yes=5, No = 0).**

Councilperson Dreher	Yes
Councilperson Roman	Yes
Councilperson Mathis, Jr.	Yes
Councilperson Nickerson	Yes
Mayor Cubillos	Yes

Mayor Cubillos opens it for public discussion:

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None Noted.

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

**J1. Village Mayor Reports**

**Village Mayor Reports - Mayor Claudia V. Cubillos**

- Tallahassee report/update
- Ribbon Cutting for New Pediatrician Office in El Portal
- El Portal Farmers Market (Hosted by Mayors Task Force) Saturday, April 1<sup>st</sup> from 9am-3pm, Saturday, May 6<sup>th</sup> 9am-3pm
- Education Compact Initiative
- End of the school year awards to top performers at Horace Mann & Phyllis Ruth Miller
- Community Photos (Now on Village Website)
- Little River Clean Up
- Reminder new email: [mayorcubillos@villageofelportal.org](mailto:mayorcubillos@villageofelportal.org)
- Think globally, act locally Earth Day 2017
- MDCLC 63<sup>rd</sup> Annual Gala: Saturday, May 13<sup>th</sup>

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

- Permit Desk-back to Village Control-No Longer CAP Gov.
- Horizon RFQ
- Getting Digitized
- Chief Public Proactive
- Audit 2015-16

**J3. Committee Chair Remarks –**

**a. Public Affairs**

Chairperson Omarr Nickerson

- El Portal 9<sup>th</sup> Annual Egg Hunt: Saturday, April 15<sup>th</sup> 11:30am-1:30pm
- El Portal 9<sup>th</sup> Annual Armed Forces Day 5K Run/Walk: Saturday, May 20<sup>th</sup> at 7:00am
- Family Food Truck Night: Friday, April 21<sup>st</sup> from 5:30pm-8:30pm (Last one until August)

Note: Clerk Jacobi announced that the council meetings will now be posted on the website under Village Clerk Department.

**b. Public Works**

Chairperson Werner Dreher

- Public Works Internship
- RFQ Funding for Public Works
- Tree Trimming
- Street Repair

**c. Public Safety**

Chairperson Claudia V. Cubillos

- Chiefs new agreement (opinion from FRS)

## Regular Council Meeting Minutes

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### Meeting Agenda

- Enhance Community Policing
- Crime Watch April & May
- ESSAC

#### d. Code Enforcement Committee

Chairperson Vimari Roman

- David Ward/Home of the Month Project
- Additional Code Enforcement Officers
- Carlos Garcia New Employee replacing Officer Pineiro

#### e. Planning & Zoning

Chairperson Claudia V. Cubillos

- Juan (Plusurbia) the process is moving forward Comp Plan & Form Based Code in addition to Chapter 17<sup>th</sup> workshop is in the works second reading will be April 25<sup>th</sup>

#### f. Administration & Finance

Chairperson Harold Mathis, Jr.

- Special Meeting cancelled due to it was a matters of policy issues
- Evaluations
- CFO & Village Manager Discussion was resolved
- D420 Form
- Storm Water Funds
- Production Time
- Policy & Procedure

**J3. Village Attorney Reports** - Attorney Jason Silver sitting in for attorney Geller stated that they will be focusing on Form Based Code & Chapter 17<sup>th</sup> Workshop

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

**K1.** Chapter 17

#### **L. NEW BUSINESS:**

**Note Noted.**

#### **M. GOOD AND WELFARE:**

Hugh Gladwin-400 NE 85<sup>th</sup> street- Mr. Gladwin stated that he attended an invitation to the planning session with Florida Water Management. They are looking into the sewage planning at El Portal and also looking in to taking into consideration the plans we have. We are tied into the project by the River Clean Up the water logistics in creating these models. He addressed the different models for flooding that the county was contemplating he encouraged the council to be more of a participant at these meetings so the concerns at El Portal can be registered, for example sea level rising.

Tommy Smith- 475 NW 89 Street- Mr. Smith like to welcome the new neighbors Mr. & Mrs. Martin who have been living here for only a month and this is their first meeting.

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Maribel Fruitstone- 157 NW 88 Street- Mrs. Fruitstone stated that she has been unable to come to the council meetings that she is so excited to be able to access the video remotely wherever I am thank you for the updates.

Merlin Brooks-400 NE 90 Street- Ms. Brooks asked how we are planning to convert from sewer to septic. The old manager had said it won't happen overnight. Bulk trash, is there a calendar? She also stated that the cops who do good deeds should be recognized.

Note: Councilperson Mathis, Jr. read the plaque given to Mayor Cubillos to the record.

**N. ADJOURNMENT:** Councilperson Mathis, motioned that the Regular Village Council meeting for March 28, 2017 be adjourned. Councilperson Roman seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:59pm.

**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.**