



**Village of El Portal
Public Works Committee Meeting
Date: 5.1.18
Meeting Start: 7:45 pm
Meeting End: 7:59 pm
Meeting Length: 00:14:25**

Vice Chair: The Public Works Committee meeting for Tuesday May first at 7:45. We've already had a moment of silent meditation. Can I get a roll call?

Speaker 2: Roll call. Council person Mathis, Vice Chair.

Vice Chair: Present.

Speaker 2: Mary [unintelligible 00:00:21].

Mary: Here.

Vice Chair: Can I get approval of the agenda?

Mary: I have a question. The March sixth Public Works Committee meeting, that wasn't canceled. Wasn't it moved to a Town hall to workshop?

Speaker 2: No, it was done like a town hall, but yes it was canceled.

Lisa: I make a motion to approve the agenda.

Vice Chair: [unintelligible 00:00:44]. Can I get all in favor?

Mary: I.

Vice Chair: All right, passes.

Mary: I forgot to add something.

Vice Chair: You want to go ahead and add something?

Mary: G2. I just wanted the attorney to touch briefly on franchise fees. Sorry. Was there anything else that we talked about that was Public Works franchise fees and-- I'm sorry about that.

Vice Chair: We'll get it re-approved, the agenda.

Mary: I apologize.

Vice Chair: With adding G2 franchise fees.

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Mary: Okay.

Vice Chair: All in favor?

Mary: I.

Vice Chair: Passes. Including welfare, anyone like to say anything? Carrying on. We'll go right ahead into the agenda item. Just touch on the pressing things on the tracking report since we have the-- village traffic combing, stormwater project, which we're going to touch base on that. Potholes. Christie, I do have the email I'm going to send out to you discussing having certain street signs that have the branches covering them. We need to trim those.

Christie: Yes, okay.

Vice Chair: Can we get an update on the village hall update or where we're at on that. I know we're doing painting and so forth, all the things we've done.

Christie: We are doing a very tight clean up and refresh of some areas in the village hall. Clearly we aren't able to do everything but we were able to paint the conference room, the kitchen. We'll start work on the front office. We are re-configuring the counter so that it is a more secure work area. The counter will go all the way across so that no one can come behind the counter without being authorized or brought back.

Also, allowing that the workers don't have their backs to the door. It will be re-configured in that way and painted, freshened up. My office was painted. We also did a lot of touch up paint throughout the police squad rooms and offices, as well as the finance office. We are having the village hall floors re-conditioned and cleaned. This terrazzo will be worked on this weekend as well as the carpets will be cleaned over the weekend. We didn't schedule any activities or didn't allow anyone to schedule anything so that the floors could dry properly. That's where we're at.

Vice Chair: Can we touch on the--

Speaker 2: I have a question. With the conference room, it looks much better and I can't wait till the security is added because it was definitely needed and I love to see the gate probably functioning. I know we have police officers but if we're making some of these improvements now clearly and we need a kitchen. I know that, but all this takes the time and the money.

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My thing is, I don't want to really raise the fees but we get a lot of-- no, a lot's not a good word. We get people that rent the hall. I'm finding that we give them the entire security deposit pack if we don't see anything major. One of the things that we have to factor in is that someone's got to come and clean. I think if we're doing some more small upgrades and I'm sure next is going to be the kitchen, I think the admin and finance committees should probably take a look at maybe the fees.

The last time we raised the fees was maybe 2011, maybe 2010. 2011, 2012. Maybe 2014. No, it was definitely before 2014. If we would recommend the admin and finance committee to take a look at that because-

Christie: [crosstalk] I agree with that. We're doing a lot of work to keep these places clean and we'd like to keep it as neat and clean as possible once they're done. The only way to do that is to ensure that people who rent it don't abuse it because we've had bathroom problems as well as guestroom problems.

Speaker 2: Especially non-residents.

Vice Chair: Can we get a quick update with regards to the nature trail expansion.

Speaker 2: Where's Robert?

Vice Chair: Is there anything you wanted to touch on?

Speaker 2: No, nature trail waste management, the RQ, I think we just got a sample, the attorney just demanded or just sent it over to the attorney to approve it before it goes to the next step. I'm assuming that with hurricane right around the corner, we're going to have a tree trimming, doing a potential drive through to see what we need.

Vice Chair: Do we know when we're going to do that? We could do that in conjunction with the street signs that are covered by trees [unintelligible 00:05:49].

Christie: Absolutely we can do that. I will call our contractor Mitchell Lawn to schedule that but yes, it's time for us to do that.

Speaker 2: Keep in mind that if it's FPNL, that we just need to tell them to do it, we don't do it. Robert, can you give us an update on the nature trail, please, because it really is still happening. [chuckles]

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Robert Ronald: You're right. Robert Ronald, 1544 Mercy Avenue, Coral Gables. We had a site visit with the school district last week or actually a little bit. Not last Friday, the Friday before. The item is complete. The package to go to the board. There're minor details which are being hammered out right now and they have to come back to us. The only thing they're hammering out right now is how wide the park would be.

In our original application, without having access to the property going inside, I had put that it was going to be 40 feet and then the width of it which is 60 feet. 40 feet when you measure it, it actually has that tree, that big tree in the middle. I propose that we go to 70 feet, which is where the fence ends, where the big fence ends so they can have their equipment come in.

They've been looking at that for two weeks. As a matter of fact, I sent her an update Tuesday, just yesterday with the original plan asking them if there is an update on it. She was going to check. They're going through the region. The issue has been also because they've had a new principle. Everything had to be rehushed. Everything seems like it's going fine. It's just a matter right now whether it's 40 feet or 70 feet or somewhere in between.

Lisa: I have a question and maybe you all answered and I don't remember. Will the phase one of the septic to sewer delay the construction of the fence? No.

Robert: No, those are two separate items.

Lisa: Okay, perfect. Any questions? Stay on it.

Vice Chair: Lisa do you want to [unintelligible 00:08:13]?

Lisa: D2, franchise fees. The manager sent out an email to the attorney and I think the committee was in copy with regards to franchise fees. I wanted him to give us a little update. I don't know if the manager, you want to go into it. I think that was because the area that we had annexed, there is garbage being collected there that we potentially didn't do or see it through completely.

Back then the administration to insure that we are getting those fees because that's part of who El Portel is. Part of going into an RQ, we had asked the attorney to take a look at franchise fees so he is going to.

Speaker 7: Generally, a code does provide for franchise fees in the appendix in section eight, it elaborates as to what the village is entitled to collect which is 10% of the total gross monthly

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on solid waste collected for disposal service. It outlines what's required of the vendor in terms of auditing and what their responsibility should be on the village. If it's this particular question you're having issues with, that is [unintelligible 00:09:27]. What is the other question?

Christie: The question was, if we collected them because I don't think we are collecting them from these waste companies, there're dumpsters located on the annexed area, we don't have any franchise agreement or anything.

Speaker 7: Any vendor obviously would have to be licensed and franchised by the village. They would be subject to the fee requirement under our code. Whatever agreements we could look at them or you could just send them to me.

Christie: I don't think we have any.

Speaker 7: We need to have that.

Lisa: I have a question. Who is the vendor, and who is getting the fees? Someone's receiving the fees, it's just not us. I think the first thing we have to find out is, that property belonged to unincorporated, therefore it's the county, so the county's probably still receiving the fees and they have not said, "Oh, by the way, this belongs to El Portel." We need to take a look at what we can-- well, I think there's three things, who the vendor is, who the contract is, what the fees are. Let's get them to make sure that El Portel is getting the fees and then lastly, and importantly, can we retrack and get the fees we haven't gotten? Where do we even start with all of that, because I guess we haven't really--

Christie: We need to find out who--

Speaker 7: The first thing is to make sure that any of these haulers or waste companies that are operating within the footprint of the village are properly franchised by the village and that there is an agreement which subjects them to paying the applicable fee under the code, which is 10%. We also would have the ability, like I mentioned, to make sure that we're collecting the right amount by auditing under our code. I think the first thing, as you mentioned, is to find out who these folks are and these companies are that are actually operating within the footprint of the village. Then, we would have to send them a notice that they would have to be licensed by the village by resolution and subject to an agreement that's approved by the council.

Christie: Another vendor that, actually, something came before me, they want to come to the council meeting this month, is Comcast. They would like to install those fiber optic wiring

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underground and I don't know if that's another opportunity for doing franchising [unintelligible 00:11:45].

Speaker 7: All of the appendix of the code outlines utilities, cable, sanitation, it's all in the appendix. It's outlined there, so it's just a matter of us implementing these ordinances in the form of agreement with each of these companies. Does that answer your question?

Lisa: Yes, I think my only concern next would be to ensure that it's something that you work with the manager to make sure it happens because I think, at some point, we'll need that legal letter or legal phone call to say, "You've got to comply. You've been getting away with this." We annexed that area and it was official in June of 2015.

Speaker 7: Okay. That should have been done a long time ago.

Lisa: We were one of the only municipalities that were awarded an annexation, the only one. As a matter of fact, that was on the county-- It was actually on the county

agenda today, they got deferred, thank goodness, because they want to hurt municipalities getting any annexation. That area is going to be proven to be lucrative for the village at some point so we need to make sure we nip it now that it's been caught.

Speaker 7: I think the first step, as I just mentioned, is one, these vendors have to be identified, and they have to be notified that under our ordinance, that they would first have to be a vendor that's authorized by the county in order to collect waste within the village and that there is a fee that's required to be paid.

Lisa: You all will get back to us hopefully with something and I'm sure Owen brought this to your attention, right?

Christie: No, it was somebody else. The Comcast cable company wants to come before the council at public planning and zoning. I want to be able to get something to them before that so that when they're here, we can have that addressed and then move forward.

Lisa: What we need is to ensure that you and Norman have a game plan for P&Z, because if they're going to come in and put in fiber optic cables, we don't want to miss the opportunity to receive any franchise fees from them. Basically we need an answer by May 15th. That was all I had.

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Vice chair: Okay, good and welfare? Hearing none, can I get a motion for adjournment.

Lisa: Motion to adjourn.

Vice chair: [unintelligible 00:14:25] We are adjourned at 7:59.

[00:14:32] [END OF AUDIO]

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