



**VILLAGE OF EL PORTAL
VILLAGE COUNCIL
CODE ENFORCEMENT COMMITTEE MEETING
MINUTES
TUESDAY, MAY 10, 2016
6:45pm**

- A. **CALL TO ORDER:** Chairperson Mathis called the Code Enforcement committee meeting to order at 6:52pm
- B. **MOMENT OF SILENT MEDITATION & PLEDGE OF ALLEGIANCE:** Chairperson Mathis suspended the moment of silent meditation and the pledges of allegiance due to both being held during the earlier meeting.
- C. **ROLL CALL:** The Chairperson asked the Clerk Yenise Jacobi to call the roll.
- Present:** Councilperson Harold E. Mathis, Jr., Chairperson
Councilperson Roxanne Isaacs, Vice Chairperson
Mayor Claudia V. Cubillos
- Also present:** Basil Binns, Interim Village Manager
Yenise Jacobi, Village Clerk
Code Enforcement, Elizabeth Pinero
Chief Eugene Morales
Councilperson Brunson
- D. **APPROVAL OF AGENDA:** The Chair asked for a motion to approve the agenda with the addition. Mayor Cubillos made a motion to approve the agenda and it was seconded by Councilperson Isaacs. The motion passed by unanimous aye vote.
- D1a. Chair Mathis asked to Move G1. To G2. And make G1. Hans Mueller regarding boat variance.
- E. **APPROVAL OF MINUTES:**
E1. Minutes for Code Enforcement meeting on January 13, 2016, was motioned by the Chair Mathis, and seconded by Councilperson Isaacs, minutes for January 13th passed by unanimous aye vote.
- F. **GOOD & WELFARE:**
Maribel Fruitstone- asked that Bulk Pick Up be better advertised or the color of the flyer to be different
- G. **AGENDA ITEMS:**
G1. Hans Mueller – 432 NE 89th Street Boat Parking
G1a. Chairperson Mathis asked to bring it to full council
- G2.** Tracking Report Review – Reviewed and amendments made to report as noted.
- H. **GOOD & WELFARE:** None noted.

- I. **ADJOURNMENT:** The Chair called for a motion to adjourn the Code Enforcement committee meeting. Mayor Cubillos moved to adjourn and Vice Chair Isaacs seconded the motion. The motion carried unanimously. Meeting adjourned at 7:11PM.

CODE ENFORCEMENT COMMITTEE TRACKING REPORT

ITEM#	ACTIVITY • GOAL • PROJECT	INITIATOR	START	END	STATUS	EXPENSE
1	Parking in swale area/Swale area maintenance	Councilperson Mathis		ongoing	The Manager gave a history of the Ordinance regarding parking standards. Tickets have been issued due to this violation. Councilperson Brunson asked for details on alternative materials for the swale. Clerk sent the recommendations provided from former Councilperson Old to the new Council. The Manager believes that the variance requests are not working because the amount required to improve the swale is less than the amount for the variance fees. The Manager also believes that the meetings should be once a month due to this administration's issues. The Chair asked the members to meet the second Tuesday of next month at 6:00 PM.	
2	Code Enforcement in Trailer Park Update	INACTIVE			Settlement Signed/Done	
3	F.I.V.E.	Councilperson Mathis		1/1/2016		
4	Code Enforcement Workshop	Councilperson Mathis	Ongoing	Sep-16	Workshop to educate residents	
5	Bus Ordinances	Mayor Cubillos				