

**COMMUNITY APPEARANCE BOARD
CITY COMMISSION CONFERENCE ROOM – 8TH FLOOR CITY HALL
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA
WEDNESDAY, JANUARY 12, 2011 – 5:30 P.M.**

BOARD MEMBERS	ATTENDANCE	CUMULATIVE	
		01/11-12/11	
		<u>Present</u>	<u>Absent</u>
Greg Stuart, Chair	P	1	0
Marilyn Mammano, Vice Chair	P	1	0
Franci Bindler	A	0	1
Tom Catalino (dep. 6:16)	P	1	0
Kelvin D. Curtis	P	1	0
Sarah Davis	P	1	0
Karen Doyle (arr. 5:47)	P	1	0
Sheila Franklin	P	1	0
Ayisha Gordon (arr. 5:53)	P	1	0
Kenneth Green (arr. 5:48)	P	1	0
John T. Holmes	P	1	0
Patrick R. Maloy	A	0	1
Larry "Ry" Nielsen	P	1	0
Ryan Paton (arr. 5:40)	P	1	0
Cara Pavalock	P	1	0
Barbra Stern	P	1	0
Barbara A. Van Voast (arr. 5:40)	P	1	0
Jimmy Witherspoon	A	0	1

As of this date, there were 18 appointed members to the Board, which means 10 would constitute a quorum.

Staff

Reina Gonzalez, Staff Liaison
Barbara Hartmann, Recording Secretary, Prototype, Inc.

Communications to City Commission

None.

Call to Order

- **Roll Call**

Chair Stuart called the meeting to order at 5:38 p.m. Roll was called and it was noted a quorum was present.

- **Approval of December 8, 2010 Minutes**

Motion made by Ms. Franklin, seconded by Vice Chair Mammano, to approve the minutes of the December 8, 2010 meeting. In a voice vote, the **motion** passed unanimously.

Chair Stuart welcomed the Board's two new members. Kelvin Curtis was raised in south Florida and has worked as a fashion photographer. He recently started a youth group in the town of Davie. Sarah Davis is a graduate of Virginia Tech University and is currently project coordinator for the Coral Springs CRA. Chair Stuart and Vice Chair Mammano briefly explained the Board's function to the new members.

Liaison's Report

- **Notebook Updates**

Ms. Gonzalez provided the members with copies of the WOW Award nomination forms and advised that the form should be used when a property is nominated.

- **Nominate and Vote on new Secretary**

She explained that one important role a Secretary could take on would be to send each month's WOW Award winner to the members of the media list that was compiled for the Board. If the winners are published in the media, it would mean greater exposure for the Board.

Ms. Franklin volunteered to serve as Secretary. In a voice vote, Ms. Franklin was unanimously approved.

Treasurer's Report

- **CAB Budget Review**

Ms. Van Voast stated that \$500 will go toward the purchase of gift certificates for WOW Award winners; \$390.36 was spent for postcards, including labeling, printing, and postage; and \$279.64 went toward the printing and mailing of sponsor letters. The balance of the Board's account is now \$2995.28.

Mr. Nielsen reported that he had reached out to Chuck's Steakhouse, a local restaurant, which gave the Board 12 \$50 gift certificates for the price of 10, a savings of \$100. He added that the Board should also contact Chuck's Steakhouse as a potential sponsor for the Annual Event.

Motion made by Vice Chair Mammano, seconded by Mr. Catalino, to spend \$500 to purchase 12 certificates from Chuck's Steakhouse for WOW Awards for the upcoming year. In a voice vote, the **motion** passed unanimously.

WOW Awards

- **December, Commission presentation on 1/19/11**

Chair Stuart noted that this meeting is the following week.

- **January WOW due (District 2)**

Ms. Stern circulated photographs of the nominated property, which was purchased the previous year. Exterior renovations are underway, including improvements to the carport, repainting, landscaping, and installation of pavers and a new courtyard. She concluded that the owner has put a great deal of time and effort into the work on his property, and has received a very positive response from his neighbors.

Motion made by Ms. Franklin, seconded by Mr. Catalino, to approve the January WOW Award.

- **February WOW due (District 3)**

Mr. Nielsen and Ms. Pavalock provided photographs of the nominated property, which was built in 1967 by its owners. Major renovations, including an addition, were completed in 2005. The addition is wheelchair-accessible and is separate from the rest of the home. The Board noted that the property's landscaping was especially well done.

Motion made by Vice Chair Mammano, seconded by Mr. Catalino, to accept the February nominee. In a voice vote, the **motion** passed unanimously.

- **Gift Card Program for the WOW Winners**

Chair Stuart noted this item was previously discussed and voted upon.

Annual Event

- **Venue**
 - **Annual Event – 3 venues contacted – responses due 1/11/11**
 - **Event Date – Thursday, 5/12/11 – 5:30 p.m. to 8:30 p.m.**

Vice Chair Mammano said bids were sent to three venues: the W Hotel, the Hilton Hotel, and Bahia Mar. The lowest bid returned was from Bahia Mar, which will charge \$25 per person and will provide hors d'oeuvres and a cheese bar. A cash bar with two bartenders will be in operation, and validated parking will be included in the cost.

Motion made by Ms. Van Voast, seconded by Ms. Stern, to return to Bahia Mar. In a voice vote, the **motion** passed unanimously.

Ms. Gonzalez advised that a potential sponsor had recommended another venue, the performing arts center at St. Thomas Aquinas High School, which the Board might want to consider for the 2012 Annual Event. Chair Stuart noted that this venue may be available at no cost.

- **Sponsorship Letters sent out to the sponsors list week of 1/3/11**
- **Speaker(s) and Program**

Chair Stuart reported that there may be two speakers: Anthony Abbate, a local architect who will give a presentation on subtropical architecture, and Susan Gillis, Centennial historian, who will give a presentation on the past 100 years in Fort Lauderdale. He noted that their presentations will fit together nicely to represent the City's past 100 and next 100 years.

He added that Ms. Gillis will provide a PowerPoint presentation to run during the cocktail hour.

The Board approved the speakers by consensus, and decided that there would not be an intermission at this year's Event.

Chair Stuart suggested that the Board present a Centennial Award at the 2011 Annual Event. This award would be for "a significant architectural property that has...contributed to Fort Lauderdale in the last 100 years." He said they could ask the Centennial Celebration Committee to recommend properties.

He asked Ms. Gonzalez to reach out to the Historic Preservation Board for a list of recommendations as well, and noted that the Board may add to these lists if they feel not all properties have been recognized. The Board will then narrow down these recommendations and include them on the bus tour and the ballot.

Ms. Van Voast asked if the properties will be divided into residential and commercial categories. Chair Stuart said this will be determined at a later time, depending upon the nominees.

Motion made by Mr. Nielsen, seconded by Ms. Franklin, to consider a Centennial Award, and the Committee[s] will come up with them.

Vice Chair Mammano expressed concern that giving only one Centennial Award would be “almost impossible.” Mr. Nielsen clarified that his **motion** did not preclude giving more than one award.

In a voice vote, the **motion** passed unanimously.

- **Awards Applications Announcement:**
 - **Postcards mailed week of 12/13/10**

Ms. Gonzalez confirmed that the postcards have been mailed. She advised that extra copies are on hand if the members wish to distribute them individually. A press release was done on December 17, 2010.

- **CAB application announced on the back of the January water bill**
- **Posted on the City’s Website and “What is New” section of website**
- **Announced in Civic Pack**
- **Emailed – last year’s applicants received electronic postcards as well as mailed postcards**
- **Vice Chair Mammano emailed the electronic version of the postcard to realtor contacts**

Ms. Gonzalez noted that the Event is also being publicized on Channel 78, the City’s television channel.

She added that roughly 70 of the previous years’ applicants’ email addresses were collected in a database, and electronic postcards were sent to them. Emails were also sent to Board members and other professional groups. She encouraged the members to seek out applicants from among their professional contacts, as only a few applications have been received thus far.

Mr. Nielsen added that he had called several of the previous year’s nominees during the week prior to the Annual Event. He said in many cases, nominees were not aware or had forgotten that their properties were nominated. He suggested that the Board reach out to nominees in this way before the 2011 Annual Event.

Ms. Gonzalez said a potential applicant who won an award in 2001 had asked if they could submit the same property in a different category, such as landscaping. She had advised them this could be done. A WOW Award winner had asked if

his property, which is in the "WOW of the Year" category, could also submit this property in an additional category. It was confirmed that this was allowed as well.

Ms. Gonzalez said letters have been sent to the sponsors on the list, and informed the Board that additional copies of the letter are available in case any members would like to hand them out.

Chair Stuart urged the members to revisit sponsors they had successfully solicited the previous year. He reviewed the benefits that come with specific sponsorship levels. Ms. Gonzalez said she would email a list of previous sponsors to all members.

Ms. Franklin asked for the date of the bus tour. Ms. Gonzalez recalled that this took place near the end of March 2010, and estimated that it would be scheduled for the same time in 2011.

- **Community Outreach Program**

Vice Chair Mammano noted that the Fort Lauderdale Rotary Club sponsors a program called "The Power of One Hour," which brings groups of individuals into a community for one hour, in which each individual performs a specific job. She suggested that this organization may qualify for one of the Community Outreach awards. Another potential nominee for this award could be EBT Bank, which sponsored the landscaping at the Fort Lauderdale Women's Club.

Mr. Paton advised that there are 15 businesses that plan to engage in volunteer service in conjunction with the Dr. Martin Luther King, Jr. national holiday. He will bring a list of these businesses to the Board's February meeting.

New Business

Mr. Holmes advised that the guardhouse renovation in his neighborhood is being nominated for an award, and expressed concern that this could be a potential conflict of interest for him. Vice Chair Mammano said she faces a similar situation, as an improvement project in her neighborhood is also being nominated. She recalled that at the previous meeting, the Board had determined any individual who felt there could be a conflict would give his or her vote to a proxy and would personally abstain from voting.

Ms. Gonzalez said the solution of a random proxy is still under discussion and she will bring more information to the Board's February meeting.

Communication to the City Commission

None.

Adjourn

There being no further business to come before the Board at this time, the meeting was adjourned at 6:41 p.m.

[Minutes prepared by K. McGuire, Prototype, Inc.]