

**COMMUNITY APPEARANCE BOARD
CITY COMMISSION CONFERENCE ROOM – 8TH FLOOR CITY HALL
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA
WEDNESDAY, FEBRUARY 9, 2011 – 5:30 P.M.**

BOARD MEMBERS	ATTENDANCE	CUMULATIVE	
		01/11-12/11	
		<u>Present</u>	<u>Absent</u>
Greg Stuart, Chair	P	2	0
Marilyn Mammano, Vice Chair	P	2	0
Franci Bindler	A	0	2
Tom Catalino (dep. 6:19)	P	2	0
Kelvin D. Curtis	P	2	0
Sarah Davis	P	2	0
Karen Doyle (arr. 6:04)	P	2	0
Sheila Franklin	P	2	0
Ayisha Gordon (arr. 5:55)	P	2	0
Kenneth Green	A	1	1
John T. Holmes (dep. 6:35)	P	2	0
Patrick R. Maloy	A	0	2
Larry "Ry" Nielsen (dep. 6:31)	P	2	0
Ryan Paton	P	2	0
Cara Pavalock	P	2	0
Barbra Stern (arr. 5:46)	P	2	0
Barbara A. Van Voast	P	2	0
Jimmy Witherspoon	A	0	2

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 the City Commission

Motion made by Vice Chair Mammano, seconded by Mr. Nielsen, inviting the City Commission to the Community Appearance Board's Annual Event on Thursday, May 12, 2011. In a voice vote, the **motion** passed unanimously.

Call to Order

- **Roll Call**

Chair Stuart called the meeting to order at 5:41 p.m. Roll was called and it was noted a quorum was present.

- **Approval of January 12, 2011 Meeting Minutes**

Motion made by Ms. Franklin, seconded by Mr. Catalino, to approve the January 12, 2011 minutes. In a voice vote, the **motion** passed unanimously.

Chairman's Report

Chair Stuart stated he had found another sponsor, Dickey Consulting Services, for the Annual Event.

Liaison's Report

- **Notebook Updates**

Ms. Gonzalez provided an updated list of the members' telephone numbers and rotation of WOW Award districts.

Treasurer's Report

- **CAB Budget Review**

Ms. Gonzalez explained she had included estimates of the money the Board will spend for the Annual Event, such as the cost of plaques and flower arrangements. The estimates are based on these expenses in 2010. She advised that the number of plaques will vary according to the number of winners in 2011.

Ms. Van Voast noted that \$500 was spent on gift cards for WOW Award winners for the next 12 months. All other expenses are related to the Annual Event, including printing, postage, and venue costs.

While the budget was estimated at a negative total, it was noted that sponsorships are still being solicited and tickets to the Annual Event will be sold to cover expenses.

- **Event Budget**

Mr. Nielsen requested clarification of which sponsors receive sponsor plaques. Ms. Gonzalez said all sponsors receive acrylic plaques to recognize their contribution to the Annual Event. Plaques are given to the sponsors at a City Commission meeting.

Ms. Stern suggested asking that the trolley for the bus tour be donated instead of rented. This would give the Board a savings of roughly \$500, and the donor would be recognized as a sponsor.

Mr. Nielsen offered to look for a company that could provide the sponsors' plaques at a lower cost than estimated. Ms. Gonzalez added that the bronze plaques for award winners will go out for bid..

WOW Awards

- **January WOW (District 2) Commission Presentation on 2/15/11**

Ms. Gonzalez confirmed that the homeowner will be at the February 15 City Commission meeting.

- **February WOW (District 3) Commission Presentation on 3/1/11**

Vice Chair Mammano asked for a volunteer to help select the District 1 WOW Award nominee for April. Ms. Franklin offered to accompany her.

Annual Event: Thursday, 5/12/11 – 5:30 p.m. to 8:30 p.m.

- **Venue – PO Issued to Bahia Mar- the lowest responsive bidder**
 - **Walk-Through**

Vice Chair Mammano said she, Ms. Van Voast, and Ms. Doyle will plan a walk-through of the venue for a later date.

- **Speaker(s) and Program**
 - **Susan Gillis and Anthony Abbate – obtaining photo and biography to add to the event program**

Ms. Gonzalez said she is getting Ms. Gillis' photo and biography to include in the program. Vice Chair Mammano advised that Mr. Abbate's biography is available online.

Chair Stuart recalled that Ms. Gillis, as the City's Centennial historian, will discuss Fort Lauderdale's past, and Mr. Abbate will discuss its future.

- **Sponsorships – Received One Response, \$250**

Chair Stuart noted there are now two sponsorships for the Annual Event.

- **Determine Ticket Price for Event**

Vice Chair Mammano suggested the prices remain the same as in 2010: \$30 per ticket in advance and \$35 per ticket at the door. She recalled that these prices included parking.

Mr. Nielsen asked what the Event's attendance was expected to be. Ms. Gonzalez said there had been 110 attendees the previous year.

Motion made by Ms. Van Voast, seconded by Mr. Catalino, to go with the same price as last year, \$35 at the door and \$30 in advance. In a voice vote, the **motion** passed unanimously.

- **Commissioners**

Ms. Gonzalez said she had consulted the City Attorney's Office, which has determined that tickets can be offered to City Commissioners at no charge if the Board wishes.

Motion made by Vice Chair Mammano, seconded by Mr. Holmes, to offer the Commissioners a ticket to the event.

Mr. Catalino commented that perhaps the Commissioners should purchase their tickets. Mr. Nielsen added that the Commissioners often donate to the event, and that in the past some Commissioners had voluntarily paid for their tickets.

Mr. Nielsen suggested that the Commissioners could be asked to RSVP to the event. Chair Stuart proposed that a ticket could be offered at no charge and the notice could state that donations were also accepted.

Vice Chair Mammano withdrew the **motion**.

Ms. Doyle suggested that a Board member could advise the Commissioners of their invitation at a pre-City Commission meeting. Ms. Gonzalez recommended that the invitation be sent as a communication to the City Commission.

Motion made by Vice Chair Mammano, seconded by Mr. Nielsen, to send a communication to the Commission inviting all the members of the Commission to the Annual Event at a certain date. In a voice vote, the **motion** passed unanimously.

Ms. Stern expressed concern that offering a free ticket could violate ethics regulations. Ms. Gonzalez stated again that the City Attorney's Office had confirmed tickets could be offered for free.

Mr. Nielsen said he agreed with Mr. Catalino to an extent, but felt it would be counterproductive to suggest that the Board needs money for the event or solicit

a donation. He felt the best approach would be to invite the Commissioners and offer them a free ticket. He noted that the presence of the Commissioners lends credibility to the Annual Event, and their attendance would be worth the price of their tickets.

Mr. Holmes commented that the Commissioners are invited to several events and meetings, and the Annual Event could provide a valuable networking opportunity for members. He felt their attendance was important.

Chair Stuart advised that some Commissioners were certain to attend, and again stated that they have donated in the past. He suggested that the ticket could be offered for free, and the invitation could state that donations were appreciated due to budget constraints.

Motion made by Ms. Franklin, seconded by Vice Chair Mammano, to offer a non-transferable free ticket, donations appreciated. In a voice vote, the **motion** passed unanimously.

- **Awards Applications:**
 - **Received 2 to date**
 - **Extension Date**

Chair Stuart advised that seven applications have been submitted thus far.

It was agreed that the deadline would be extended until March 1.

Motion made by Vice Chair Mammano, seconded by Ms. Gordon, to extend the deadline from February 11 to March 1. In a voice vote, the **motion** passed unanimously.

Ms. Gonzalez noted that more than 20 applications would be necessary to ensure competition at the event. She said at the next scheduled meeting, the Board should have a very serious conversation based upon the number of applications submitted at that time.

Mr. Nielsen asked if newspapers had been contacted regarding submissions. Ms. Franklin said she would reach out to the media outlets on her contact list.

The members briefly discussed soliciting submissions from new properties throughout the City.

Ms. Stern asked if there was a conflict if a property was nominated by a sponsor. Chair Stuart clarified there was no conflict.

- **Centennial Award – List from Historic Preservation Board**

Ms. Gonzalez asked if the Board felt the winner of the Centennial Award should be asked to pay for their ticket. It was determined by consensus that they should.

Community Outreach Program

- **Working on Application – Neighborhood Association**

Mr. Paton asked the members to attend their local homeowners' and neighborhood association meetings and discuss this award. Ms. Gonzalez said they are working on an electronic application for the community outreach award; when it is complete, a blast email will be sent to the City's homeowners' associations with a deadline of March 1 revised to March 18.

She noted that acceptable projects can include neighborhood cleanups, waterway cleanups, litter control, green spaces, volunteer residential housing improvements, graffiti remediation, and park improvements. It was clarified that green spaces would include planting and landscaping, and park improvements must be done by the community rather than by the City.

Ms. Gonzalez noted that some neighborhood organizations receive grants for these projects and have the City do the work. It was clarified that these projects would not be eligible for community outreach awards.

Ms. Gonzalez said the award could be presented at a City Commission meeting as well as at the Annual Event in order to maximize recognition for the organization.

Motion made by Mr. Paton, seconded by Vice Chair Mammano, on the 2011 recognition awards as modified. In a voice vote, the **motion** passed unanimously.

Ms. Gonzalez noted that the award winner in this category would not receive a bronze plaque.

- **March WOW Due (District 4)**

Ms. Doyle provided a photograph of the nominated property. Its owners are longtime residents of Fort Lauderdale and are very active in the community, often providing food and drinks for charity events through their business. The home is located in the Croissant Park neighborhood and was remodeled and re-landscaped after the birth of their baby. The property is Asian-influenced and features gardens, wooden walkways, and water features.

Community Appearance Board

February 9, 2011

Page 7

Motion made by Ms. Franklin, seconded by Ms. Pavalock, to approve the nomination. In a voice vote, the **motion** passed unanimously.

New Business

None.

Adjourn

There being no further business to come before the Board at this time, the meeting was adjourned at 6:43 p.m.

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