

# APPROVED

## COMMUNITY SERVICES ADVISORY BOARD MEETING OCTOBER 9, 2006– 7:00 P.M.

CITY COMMISSION CHAMBERS – 1<sup>ST</sup> FLOOR  
100 N. ANDREWS AVENUE

### Board Members

	<u>Present</u>	<u>Absent</u>	<u>Cumulative</u> <u>From 10/05</u>	
			<u>(P)</u>	<u>(A)</u>
Marie Conroy		A	2	9
Marjorie Davis		A	8	3
Diane Schuster	P		9	2
Robert Smith	P		9	2
William Goetz, Vice Chair	P		10	1
Michael Kimmey	P		10	1
Alfred Imgrund	P		8	3
Duane Ingram		A	1	3
Avery Dial		A	9	2
Margaret Birch	P		8	2
Fenel Antoine	P		3	6
Emmett Kater	P		4	4

### Staff Present:

Susan Batchelder, Assistant Manager, Housing & Community Development  
Laura Maldonado, Clerk-Typist/Receptionist  
Lindwell Bradley, Code Enforcement Community Compliance Office.  
Margarette Hayes, Manager, Housing & Community Development

Margaret A. Muhl, Recording Secretary

### Call to Order

Chair John Hurley called the meeting to order at approximately 7:05 p.m. The Pledge of Allegiance was recited followed by roll call.

### Board and Staff Introductions

Margarette Hayes announced that there had been no new appointments to this Board. She advised that there were two vacancies at this time, but they have not yet been filled.

### Agenda

Margarette Hayes announced that an addition needed to be made to tonight's agenda and that was the Election of Officers, since this was the first meeting of the new year.

Chair John Hurley stated that such elections could occur at the end of tonight's meeting giving everyone a chance to think about the matter.

### **Approval of Minutes**

Margarette Hayes announced that the Board needed to approve three sets of minutes this evening.

**Motion** made by Robert Smith and seconded by Margaret Birch to approve the minutes of June 12, 2006, July 10, 2006 and September 11, 2006 Community Services Board Meeting. Board unanimously approved.

### **New Board Member Updates**

Margarette Hayes advised that there were no new members at this time. She announced that the next City Commission meeting was scheduled for October 17, 2006, and then she would advise if any new appointments had been made to this Board.

### **Affordable Housing Revisions**

Margarette Hayes stated that at the City Commission meeting in September, a request was brought forward to increase the price instructions for various programs. The City Commission approved a substantial rehabilitation program including instances where homes could be rehabilitated and a limit was set at \$145,000. In the cases where such homes could not be rehabilitated, there would have to be a full replacement. She stated that the \$145,000 was not sufficient for starting from the ground up for new construction. Therefore, they returned before the Commission and requested to have the limit raised for replacement housing to \$198,000. This was the same limit regarding the purchase assistance down payment program for individuals building a new home.

Margarette Hayes advised that the second change was in regard to the Emergency Rehabilitation Program that allows vendors to be in place for emergency situations covering electrical, plumbing, septic, drain and roofing work. She stated that due to increases in costs of construction and building materials and supplies, it was necessary to increase the limit to \$15,000.

### **Application for License for Non-Motorized Vehicles**

Chair John Hurley stated that the Hoosier Pride Clydesdales Horse and Carriage has submitted an application for a license for a non-motorized vehicle.

Margarette Hayes explained that one of this Board's charges was to review applications for such vehicles. The applicant was present and the Board could ask questions if they so desire.

Lindwell Bradley, Community Inspections Supervisor, stated that Beverly Dailey had submitted an application for a horseless carriage.

Chair John Hurley asked about the process followed by staff regarding such applications.

Mr. Bradley stated that he put together the packets to ensure that this Board had all the necessary information available to assist in their decision-making regarding the application. Once approval is received from the City Commission, then the license is issued.

Chair John Hurley asked where this carriage would operate within the City. Mr. Bradley stated that he believed it would be operated in the beach area. Chair John Hurley asked if there were any irregularities or any non-conforming issues in connection with the City's ordinances in regard to this

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application. Mr. Bradley stated there were none that he was aware of and all requirements were being met. He continued stating that staff approved this request.

William Goetz asked who were the operators of this business.

Beverly Dailey stated that she and Jack Barker would be the primary operators of the business.

Mr. Goetz asked if there were any infractions against the operators in connection with animal control. Ms. Dailey said no complaints have ever been filed. Mr. Goetz further asked if they had ever operated such a business previously. Ms. Dailey stated that she had been driving carriages in downtown Indianapolis in the late '80's and had worked for a company known as Yellow Rose Carriages who were still in business. She then moved to Fort Lauderdale in 1988 and began working for Las Olas Horse & Carriage in March of 1989 which was owned by Bob Van Fleet.

Robert Van Fleet explained they began operating in 1989 and stopped operations in 1991.

Ms. Dailey further explained that she began working for Royal Horsedrawn Carriages which was the current licensed company owned by Jim Letzel until she graduated from the Police Academy in 2001.

Mr. Fleet explained that Mr. Letzel operated in connection with weddings now at the Riverside Hotel. He stated that there had been one small accident during their years of operation when a car ran into the back of a carriage which was very minimal, and no citations had ever been received from the City.

Mr. Goetz asked if there were any criteria that had to be met in regard to the transporting and storage of the horses. Ms. Dailey stated that the Christman lot which was one block north of Las Olas would be used. Mr. Fleet explained that such lot was owned by the Las Olas Company and they have arranged to rent space on a month-to-month basis to Ms. Dailey.

Mr. Goetz asked if the area to be used for storage was zoned for that purpose. Ms. Dailey confirmed and explained the horses would remain at Plantation Acres which was zoned agricultural, and the carriage would be transported nightly on a trailer. The lot to be used was secured with a gate. Mr. Goetz asked if any limitations were in place in regard to when the horses could be used outdoors. Ms. Dailey stated that they would not operate until after dark unless it was a special event, and then the horses would be watered and permitted to rest. If it would be over 95 degrees, the horses would not be taken out.

Mr. Goetz asked about the length of the rides provided. Ms. Dailey stated that a map had been submitted to the Board, and explained that the shorter route would take approximately 15-20 minutes depending on traffic, and most of the ride time was off Las Olas Boulevard. The longer ride consisted of about three additional blocks on Tarpon Drive and consists of approximately 30 minutes. She added that water would be provided to the horses during the ride and afterwards.

Diane Schuster asked about damage that could be done to the pavement from the horses shoes. Ms. Dailey stated there were several types of shoes available. The primary one used to prevent the horses from slipping were a steel shoe with a rubber cover similar to a car tire, or a steel shoe having several spots of carbide steel welded to it to provide traction which did not cause damage to the roadways. She advised that Mr. Barker was a professional horseshoe person.

Fenel Antoine asked how many carriages would be operating. Ms. Dailey stated that presently there was only one carriage and one horse, but she was in the process of training a second horse, and a

second carriage was presently being built. She explained that she was a full-time police officer and worked the 3-11 shift, and therefore, the main times of operation of this business would be Fridays and Saturdays or special events.

Ms. Dailey advised that Mr. Barker would assist in hooking up and preparing for the rides. Mr. Goetz asked if drivers licenses were required for this operation.

Mr. Bradley stated that once the occupational license was issued, the driver licenses would be registered and the company also lists the City as an insurer also.

Robert Smith stated that all the letters submitted were with high regard to these individuals.

**Motion** made by William Goetz and seconded by Alfred Imgrund to approve the application as presented in connection with the Hoosiers Pride Clydesdales Horse & Carriage. Board unanimously approved.

Ms. Dailey thanked the Board for their support.

### **Review of the Better Meetings Academy Handbook**

Margarette Hayes stated that a meeting sponsored by the City Clerk's Office had been held in an effort to have the City's Advisory Boards conduct better and more efficient meetings. The workshop was held and three members of this Board had attended which were Robert Smith, Diane Schuster, and Alfred Imgrund, along with Mr. Antoine. She stated that copies of the handbook were distributed to the Board, and she urged the Board Members to review the document so it could be discussed at next month's meeting.

### **Other Business**

Margarette Hayes reminded the Board that they needed to elect new officers for the 2006/2007 Program Year.

Emmett Kater apologized for his tardiness tonight due to a relative's illness.

Ms. Hayes stated that William Goetz sent a e-mail regarding a matter he wished to have discussed.

William Goetz stated that he had made a proposal to have this Board request monies that could be used to obtain grants to further their mission. A proposal was made regarding disasters, and he felt if other Board Members had any suggestions they should be pursued. He felt this would help the Board become more pro-active and accomplish more than what they had been doing in the past.

Ms. Hayes stated that if this Board approves this request, the matter would have to go to the City Manager's office for review before being sent to the City Commission for their consideration.

Mr. Goetz further stated that possibly suggestions could be made by various organizations such as the Salvation Army and the Red Cross as to what services could be supplied before a decision would be

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made to move forward with the specific proposal. He advised that he would be willing to contact such organizations.

Margaret Birch asked what would be the difference between the specific proposal made and CERT. Mr. Goetz explained that CERT consisted of community emergency response teams and were oriented toward specific services for an individual neighborhood. It appeared that only one or two such teams existed within the City, and that only one such team had been activated in 12 years. They had operated a distribution center this past year. He felt that they could create teams within the City to assist neighborhoods on being educated as to what services were available and help them organize information for the elderly.

Ms. Hayes asked if more detailed information could be provided regarding CERT.

Ms. Birch stated that CERT became active in her neighborhood prior to the hurricane season, and teams had been formed and street captains were inquiring about services that were available and then forward such information to the CERT leaders. It was her opinion that they did more than distribute water.

Mr. Goetz stated that some services might overlap, but the fact remains that there were not many such teams operating in the area. He felt that more information could be provided regarding the CERT teams.

Alfred Imgrund stated this was a far-reaching proposal and felt it needed some further review and discussion. He asked if this proposal would change the function of this Board and possibly usurp some functions reserved to the City Commission.

Ms. Hayes stated that she prefaced tonight's discussion with the statement that any action taken by this Board regarding this issue would have to go before the City Manager for further discussion, along with the City Attorney, to determine if this was something this Board could do. Then, it would go forward to the City Commission, but the scope of responsibilities of this Board would have to be reviewed.

Chair John Hurley asked if this Board needed to vote on whether this proposal should be forwarded to the City Manager for further consideration. Ms. Hayes confirmed, but stated that Mr. Imgrund was requiring further time to review the matter. Mr. Imgrund stated that this issue was not listed on the agenda for a vote tonight.

Chair John Hurley stated that as a matter of order, he did not think a vote could be taken this evening if the item was not listed on the agenda.

Robert Smith stated that this matter appeared to be brought forward for consideration and he did not believe a vote was required this evening. Mr. Goetz confirmed. Mr. Smith stated that he believed this matter should go before the City Attorney because the Charter for this Board appeared more restrictive regarding their scope of operations. He did not feel that such services would fall under this Board. He also stated that the City had various legal entities and the Civic Associations should probably be consulted in regard to such issues. He stated that he saw the benefit of tying together all these groups more efficiently.

Mr. Goetz stated that was part of his idea, and proceeded to read the scope of services for this Board.

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Chair John Hurley stated that this matter could be rehashed for hours, and he felt it should be reviewed for further discussion at another meeting.

Mr. Antoine asked if individuals would be checked that would be involved in such activities. Mr. Goetz stated that he assumed a similar process would be followed that was used in regard to HUD grants.

Margaret Birch stated that before this issue was taken to the City Attorney's office, this Board would need to decide as a body whether such proposal should be pursued.

Emmett Kater asked if it was possible to invite the City Attorney to this Board so further explanations could be provided in connection with such a proposal. He asked if the Charter would be changed regarding the functions of this Board.

Mr. Goetz stated that this was a suggestion and if this Board did not want to proceed with this proposal or other types of services that was one thing. If the Board decided to possibly expand the Board's functions, they could request the City Commission to change the Board's charter. He felt if this Board rejected this specific proposal, he would urge them to come up with other ideas of what this Board could do in the future.

Mr. Kater further stated that he did not object to the proposal being made, but he felt the Board's priorities would have to be set.

**Motion** made by Alfred Imgrund and seconded by Robert Smith to defer this matter to the Board's November meeting so additional time could be provided for further review.

Chair John Hurley stated that he did not believe a motion was necessary, but that this matter could be placed on the Board's November agenda for further discussion.

Chair John Hurley asked if there was any other business besides the election of officers to be brought forward this evening. Ms. Hayes stated that the only item remaining was the election of officers.

Ms. Hayes explained that the Board would be electing a new Chair and Vice Chair tonight. She announced that the new positions would take effect immediately.

**Election of Officers**

Chair John Hurley proceeded to open nominations for the position of Chairman for the 2006/2007 fiscal year.

Alfred Imgrund nominated Robert Smith for the position of Chair for the Community Services Board.

Diane Schuster nominated John Hurley for the position of Chair for the Community Services Board.

**Motion** made by Margaret Birch and seconded by Emmet Kater that the nominations for the position of Chair be closed at this time.

Chair John Hurley asked Robert Smith if he accepted his nomination. Mr. Smith confirmed.

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Mr. Kater asked if Chair John Hurley should conduct the nominations since he had also been nominated.

Ms. Hayes asked William Goetz, Vice Chair, to conduct the nominations for the position of Chair.

Board unanimously approved that the nominations be closed.

Vice Chair William Goetz stated that if there were no objections by the Board Members, a show of hands would be used for the elections.

Chair John Hurley stated that normally only one person had been nominated, and since there were two individuals, he suggested that a ballot be used for voting for the position of Chair.

Ms. Hayes stated that it was up to the Board. Vice Chair William Goetz advised that a secret ballot would be used in voting.

**Motion** made by Emmett Kater and seconded by Alfred Imgrund that the position of Chair be voted on by an oral vote consisting of yea or nay regarding each individual name. Board approved the motion with the exception of one nay vote.

A vote was taken regarding John Hurley being elected as Chair of the Community Services Advisory Board. There were five votes approving John Hurley as Chair.

A vote was taken regarding Robert Smith being elected as Chair of the Community Services Advisory Board. There were four votes approving Robert Smith as Chair.

By a vote of 5-4 John Hurley was elected Chair of the Community Services Advisory Board.

**Motion** made by Margaret Birch and seconded by Alfred Imgrund to nominate Robert Smith as Vice Chair of the Community Services Advisory Board.

**Motion** made by Emmett Kater to nominate William Goetz as Vice Chair of the Community Services Advisory Board.

**Motion** made by John Hurley to nominate Michael Kimmey as Vice Chair of the Community Services Advisory Board.

Ms. Hayes advised that seconds were not necessary in making nominations.

A vote was taken regarding William Goetz being elected as Vice Chair of the Community Services Advisory Board. There were three votes approving William Goetz as Vice Chair of the Community Services Board.

A vote was taken regarding Robert Smith being elected as Vice Chair of the Community Services Advisory Board. There were four votes approving Robert Smith as Vice Chair of the Community Services Board.

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A vote was taken regarding Michael Kimmey being elected as Vice Chair of the Community Services Advisory Board. There were two votes approving Michael Kimmey as Vice Chair of the Community Services Board.

With four votes, Robert Smith was elected as Vice Chair of the Community Services Advisory Board.

William Goetz asked if an election required a majority vote.

Chair John Hurley suggested that another vote be taken between the two top-ranking individuals who were William Goetz and Robert Smith.

A vote was taken regarding William Goetz being elected as Vice Chair of the Community Services Advisory Board. There were four votes approving William Goetz as Vice Chair of the Community Services Board.

A vote was taken regarding Robert Smith being elected as Vice Chair of the Community Services Advisory Board. There were five votes approving Robert Smith as Vice Chair of the Community Services Board.

With five votes, Robert Smith was elected as Vice Chair of the Community Services Board.

Chair John Hurley stated that over a year ago, he had suggested that these meetings be broadcasted on the public access channel since other boards do so. He stated that individual's permission was to be received in order to audiotape conversations, but no such approvals had to be granted to videotape. He reiterated that this meeting was being taped, and therefore, permissions were not necessary. Therefore, he intended to pursue this request so that these meetings could be videotaped to the community.

Mr. Imgrund remarked that the handbook distributed regarding how to conduct meetings was excellent and everyone should review the material.

Ms. Hayes stated that questions regarding such handbook would be discussed at next month's meeting.

William Goetz asked if on the Board's next agenda the following items could be added:

1. Attendance at meetings.
2. Incorporation of ranking criteria into the questionnaire provided to grant recipients.

Chair John Hurley stated that he wanted to discuss the issue of missed attendance at the next meeting since it was his understanding that if an individual missed three consecutive meetings they were no longer on the Board.

Emmett Kater asked if his attendance could be reviewed since he believed that he had not missed any meetings since he was appointed.



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There being no further business to come before this Board, the meeting was adjourned at approximately 8:08

Respectfully submitted,

Margaret A. Muhl,  
Recording Secretary