

**City of Fort Lauderdale  
Community Services Board  
April 11, 2011 – 6:30 P.M.  
City Hall, 100 North Andrews Avenue, 1st Floor  
Fort Lauderdale, FL 33301**

<b>MEMBERS</b>		<b>OCT 2010/SEPT 2011</b>	
		<b>PRESENT</b>	<b>ABSENT</b>
Donald Karney, Chair	P	7	0
Richard Whipple, Vice Chair	P	6	1
Erika Baer	P	5	2
Margaret Birch (arr. 6:34 p.m.)	P	6	1
James Currier	P	5	2
Wendy Gonsher	P	6	1
Jeannine Richards	P	7	0
David Tilbury (arr. 6:37 p.m.)	P	5	2
Earl Bosworth	P	3	0
Helen Hinton (arr. 6:34 p.m.)	P	3	0
Kenneth Staab	P	3	0

**Staff Present:**

Susan Batchelder, Assistant Manager of Housing & Community Development  
Angelia Basto, Administrative Aide, Housing & Community Development  
Amanda Lebofsky, Recording Secretary, Prototype, Inc.

**Communication to City Commission**

**Motion** by Ms. Gonsher, seconded by Ms. Baer, that the Board is supportive of the thoroughness with which the pedicab regulations have been developed and that the Board is supportive of the effort to regulate this growth industry. In a voice vote, the motion passed unanimously.

**Roll Call**

• **Quorum Requirement**

As of April 11, 2011, there are 11 appointed members to the Board, which means 6 members would constitute a quorum.

Chair Donald Karney called the meeting to order at 6:30 p.m. Roll call was taken by Ms. Batchelder and it was determined a quorum was present.

The Pledge of Allegiance was recited.

Ms. Batchelder announced that that the federal government has not yet appropriated funding for the CDBG program for fiscal year 2011-2012. Consequently, the amount available to the City of Fort Lauderdale has not been determined. Indications are that the CDBG program will be reduced in funding and is estimated at 75% of FY 2010-2011, although the figure is subject to adjustment once the federal government advises HCD of its annual entitlement. The amount apportioned for public services that will be available to these applicants is estimated to be \$172,849.

### **Board/Staff Introductions**

None.

### **City Commission News**

None.

### **Approval of Minutes Summary – March 14, 2011**

**Motion** by Vice Chair Whipple, seconded by Mr. Staab, to approve the minutes of the March 14, 2011, meeting. In a voice vote, the motion passed unanimously.

[Ms. Birch and Ms. Hinton joined the meeting at 6:34 p.m.]

### **CDBG 2011/2012 Applicant Presentations**

Ms. Batchelder reminded the Board that if any members work with any of the presenting organizations, to so advise as it is a conflict of interest. If so, the Board member would not be able to pass any kind of scoring on to the others.

Ms. Batchelder stated that the schedule is set up according to categories, and is alphabetical within the categories.

Chair Karney advised the applicants that they have three minutes to speak, followed by three minutes of questions from the Board.

### **Category #1 – Youth Related Programs**

#### **1. Broward Performing Arts Foundation**

Sharon Brooks, Director of Education, Broward Center. Ms. Brooks introduced her guests. She said they are requesting assistance to expand their reading readiness through the theater program for four-year-old Head Start students and their families. It will include all Head Start sites in the City of Fort Lauderdale.

Reading Readiness through the Theater program uses the theater as an extension of the classroom and uses the arts to address literacy at school, at home, and at the theater. Students are given books to be part of a permanent home library. Parents are trained in workshops on how to read aloud and communicate with their children through the books. In addition, study guides are sent home in advance of special theater productions. The guides are translated into English, Spanish, Portuguese and Creole.

Ms. Brooks reported that Head Start Department has embraced the program and joined their efforts. Currently the program serves 12 schools in Broward County, including two schools in the City of Fort Lauderdale. Funding from this grant would allow them to add the 13 additional school sites remaining in Fort Lauderdale, targeting 494 students and their families, impacting over 1800 residents. Benefits include using the arts for classroom achievement in literacy, reading comprehension, and education.

Mr. Currier asked how many children are served in a year, and Ms. Brooks said currently 550 students and their families are involved. The expansion would serve another 594 students.

Ms. Gonsler asked if they had made provisions for deaf students, and Ms. Brooks said that if children are in the Head Start program, they are part of the project.

Mr. Staab asked about the success rate, and Ms. Brooks said that parental involvement at home is making a difference in the classroom. She continued that in their workshops, they show the parents that students who know and understand nursery rhymes are often the top readers in third and fourth grade. The program teaches parents how to use nursery rhymes as a learning tool in their homes.

Ms. Birch asked if the targeted 13 schools are located within the city limits, and Ms. Brooks answered in the affirmative.

Chair Karney asked how they measure the level of commitment from parents. Ms. Brooks said she gets the information from the Head Start Department and the teachers.

## 2. Girl Scouts of Southeast Florida

Pat Lord explained that Girl Scouting is about experiential education, teaching girls how to develop courage, confidence and character. Ms. Lord recounted that many accomplished women are former Girl Scouts.

Ms. Lord said they are asking for \$12,000 to serve an additional 300 girls in low income neighborhoods, specifically in Fort Lauderdale.

Jeanette Jones, Membership Manager for Girl Scouts, stated that their program would target a general Girl Scout program including a focus on safety and health issues, as well as anti-bullying. She said these have been very successful programs in the

communities they already serve (approximately 200 girls). They will seek participants from low-income areas, housing units, Boys and Girls Clubs, Parks and Recreation and also after-school programs. They will include parent participation, and pre- and post-testing for tracking purposes.

Ms. Gonsler wanted to know if the funds were going for dues and uniforms for the girls who could not afford those items and for the two employees. Ms. Lord responded that they would hire program facilitators, certify them and have them lead the programs. The funds, however, would largely cover membership fees, which go directly to GS USA. Part of the membership fee also covers materials and supplies.

Ms. Staab asked for more detail on the evaluation method used. Ms. Jones said they administer a pre-test involving questions about situational responses, and afterwards conduct a post-test. They also have a satisfaction survey for participants. In addition, they have a tracking system with the schools to see how grades and home situations have improved.

[David Tilbury joined the meeting at 6:37 p.m.]

### 3. Liberia Economic & Social Development, Inc.

Henry Graham, Director of Liberia Economic and Social Development, Inc., stated that since 2003, this agency has partnered with various entities in the development of after-school programs to inspire youth to become entrepreneurs. The program, called YOM, Youth on the Move, provides job opportunities to youth ages 11 – 18. It also exposes them to various hands-on programs which could lead to business opportunities. They teach and provide role-playing on conflict resolution. The program also assists “graduates” of the program in starting their own business. Some are able to get jobs or go to college.

Ms. Birch was curious where the headquarters were. Mr. Graham said the program headquarters are on NW 27<sup>th</sup> Avenue across the street from the Cochran Building on Broward Boulevard in Hollywood, but the program facility will be in Fort Lauderdale.

Ms. Baer wondered if the request of \$50,000 was for 30 children, equaling \$1,000 per child. Mr. Graham replied with the activities and instructors it would be close to that. Ms. Baer wondered if they received only \$25,000, if they would still be able to put on the program. Mr. Graham said they could accommodate 30 children, but they would have to cut back some items in the budget.

Ms. Birch asked Mr. Graham to explain specifically what his objectives are in requesting the funds. Mr. Graham explained their objective is to motivate, give a sense of pride and respect to the young people in the communities, and expose them to new career-goal opportunities.

Ms. Staab asked what their measurement objectives and successes have been in the City of Hollywood, and Mr. Graham responded that out of the 250 after-school youth they have served, their success rate is approximately 28-30%.

#### Category #2 – Special Needs Related Programs

##### 4. Covenant House Florida

Jim Gress, Executive Director, explained that his organization has been serving the needs of run-away and homeless youth under the age of 21 in Fort Lauderdale for 25+ years. Over that period of time, they have served over 33,000 youth who have come to their facility on the beach in Fort Lauderdale. Their building will serve about 72 young people per day, and it is full every day.

He said that this project is targeting a specific segment of that population - young women under the age of 21 who have babies/toddlers. They can admit people 24 hours a day. Most need health care and longer-term support for housing, employment, and skills to manage the social service system.

They are requesting \$50,000 to allow them to serve 100 young women (sometimes with more than one child). Their immediate goal is provide them with health care in their clinic, and help them find financial and social stability. Their discharge planning process is helping them find affordable housing in the community.

Ms. Gonsler asked if they are looking for continuation funding, expansion of what they have been doing, or a new program. Mr. Gress answered that it is to help them do what they are currently doing.

Chair Karney asked Mr. Gress to define the incentives they use, and Mr. Gress replied that they use gift cards, such as Target. Mr. Gress said the average age of their clients is 18 – 19.

##### 5. Esther's Resource & Development International, Inc.

Daphne Creary said the purpose of their program is to embellish programming in place or to create new ones to give youth and their families all the tools needed to acquire jobs, financial growth, and academic success. The program also mentors them to become successful men and women from the inner city communities. The agency also makes resources available to seniors, and educates youth about obesity, gang violence, and teen pregnancy prevention. It helps put families back to work and encourage entrepreneurship. She added that they network with other agencies to make positive interventions.

Mr. Bosworth asked how they determine their functional expenses, and Ms. Creary said it depends on the number of children. They have an on-site director, two part-time

teachers and other teachers and volunteer mentors. They intend to seek funding also from the Christian Community Foundation of Broward County.

Ms. Birch asked where their program was, and Ms. Creary replied it is at 251 SW 11<sup>th</sup> Avenue, Fort Lauderdale. The space is free to them to use.

Mr. Staab asked how many children have been involved in the program and asked for some success outcomes. Ms. Creary said that they have 150 students with Points of Hope, and have had success with four or five students going to Broward Community College.

#### 6. Luz Del Mondo – Light of the World Clinic

Sandy Lozano joined the clinic nine years ago, when there were indigent people being treated. Since Hurricane Wilma, there have been more middle-class individuals who cannot afford health coverage finding themselves at the Clinic. The Clinic has 39 providers in internal medicine, dermatology, psychology, gynecology, neurology, and infectious disease. They also have certified diabetic educators, as well as registered dietitians practice all under one roof. All are volunteers except for one nurse practitioner, for whom they are seeking funding to expand the program.

Ms. Lozano continued they provide the whole spectrum of care, including free medications and free or low-cost preventive screenings.

Mr. Currier asked for more details on the preventive services they offer, and Ms. Lozano said they offer flu shots, vaccines, cooking demos and one-on-one counseling for diabetics.

Mr. Currier asked how many individuals they see per week, and Ms. Lozano replied that during the prior week they saw 310 patients (operating Tuesday – Saturday).

Ms. Baer asked if they could serve 800 patients with the addition of \$50,000 in funding. Ms. Currier said they would, as their intent is to add new patients from Fort Lauderdale.

Vice Chair Whipple was curious what safeguards are in place to ensure that the money received would be used for Fort Lauderdale residents. Ms. Lozano said they track patients by zip code as well as address.

Mr. Staab wondered how much of their outreach is for the homeless population, and Ms. Lozano estimated 40%.

#### 7. Senior Volunteer Services

Diane Smith, Vice-President of Development and Programs, said this agency has been in Broward County since 1965. They are the local sponsor of the three major senior

core programs: Foster Grandparents, Senior Companion and Retired Senior Volunteer Programs.

Last year Broward County had 1,004 senior volunteers who provided volunteer hours equivalent to \$6.3M of services (302,373 hours). The volunteers tutor and mentor young children, provide companionship to the elderly, work with non-profits to build their capacity, and assist throughout the community with unmet needs.

The agency is requesting funding for the Senior Companion Program. Senior Companions are volunteers who receive a tax-free stipend because they are low-income (200% of the federal poverty level). They visit and provide companionship and supportive services to elderly and disabled adults throughout Broward County. Last year they served 473 elderly and disabled adults through 101 senior companions. Of that number, 38% of the senior companions were residents of the City of Fort Lauderdale and 123 of the elderly and disabled were also residents (26% of the 473 of the disabled adults they served). Ms. Smith thought the next highest percentage came from Deerfield, but she was not sure. She offered to provide to staff a breakdown of where the clients lived last year.

In addition to helping the elderly and disabled adults, the program serves to keep the volunteers active. The program serves those who are physically, mentally or terminally ill. They provide respite services to caregivers. The requested funding will provide 50% of the Program Coordinator's salary.

Ms. Gonsler confirmed that they need to raise \$34,000 of local funds in order to leverage \$340,000 of federal funds. Ms. Gonsler wondered where the balance of funds (after the \$20,000 requested of CDBG) was going to come from, and Ms. Smith said they have already received CDBG funds from Plantation. In the past they received funding from Hollywood and Deerfield. Mr. Staab asked how much of the \$34,000 they had raised so far, and Ms. Smith said that they are in the process of applying for funding, so she does not know.

Mr. Bosworth asked about the volunteer hours for the Senior Companion program and Ms. Smith said it was approximately 78,067 volunteer hours.

### Category #3 – Emergency Food & Shelter Related Programs

#### 8. Broward Partnership for the Homeless, Inc.

Lisa Magrino, Chief Operating Officer for Broward Partnership for the Homeless, located on NOW 7<sup>th</sup> Avenue and Sunrise Boulevard. Their shelter has 200 beds providing emergency shelter for the homeless (male, female and families) in the central Broward area. They are asking for \$22,545 to help offset direct food costs in the Food and Shelter Category. The agency spends \$220,000 per year on food alone. It costs an additional \$125,000 per year to provide the staff to prepare and serve the food.

They anticipate the primary source of funding (Broward County) to have cuts that could affect them in the amount of \$80,000 - \$115,000. They are also seeing a significant increase in food costs over the last few months, and have seen a reduction in food donations.

Ms. Magrino said if they do see those cuts, they will have to cut from other programs such as those providing emergency and cold-weather shelters.

Ms. Baer wondered how many City of Fort Lauderdale residents they serve per month. Ms. Magrino said it is hard to determine as the clients are homeless. Overall, they serve 200 individuals at any given time.

Chair Karney asked if the feedings are on site, and Ms. Magrino answered affirmatively. He also wondered how close they work with the Police Department. Ms. Magrino said the Police Department is part of the outreach team that does their prescreening.

Ms. Baer asked if they have volunteers at their site and how many hours per month they contribute. Ms. Magrino said their volunteers help with serving food.

#### 9. Women in Distress

Faye Wright-Simpson, Grants and Compliance Manager for Women in Distress of Broward County, said their mission is to provide victims of domestic violence in Fort Lauderdale with emergency shelter and essential services. They provide intervention, advocacy and education.

Ms. Wright-Simpson said their agency was founded in 1974 and is the only state-certified DCF and nationally accredited full service domestic violence program. They have a 24-hour crisis line, food, shelter and respite and supportive services. Their staff is trained and certified by the Office of the Attorney General to provide assistance and certification of victims' relocation applications.

Funding from the City of Fort Lauderdale in 2009 provided 247 emergency shelter beds to victims from the City. Last year they received 1,587 calls from residents from the City on their 24-hour emergency crisis line, and served 73 victims in shelter from the City. They also served 476 victims with outreach counseling services.

On average, it costs \$94 per night to serve one victim for one night in shelter. Twenty percent of victims receiving services come from the City of Fort Lauderdale.

Chair Karney wondered where the new facility is located and Ms. Wright-Simpson said they are in a temporary site until their new facility in Deerfield is ready.



Chair Karney asked where the highest percentage of their clientele come from, and Ms. Wright-Simpson replied they come from Fort Lauderdale.

Ms. Gonsler asked if transportation to their site is an issue for clients who live in Fort Lauderdale or Hollywood. Ms. Wright-Simpson said they have an agreement with a local cab service to provide transportation services.

#### Category #4 – Housing Counseling Related Programs

No applicants.

#### Category #5 – Economic Empowerment & Development Related Programs

##### 10. H.O.M.E.S., Inc.

Linda Taylor, representing H.O.M.E.S., Inc., said her agency provides affordable housing, specifically to youth who have aged out of foster and relative care. They are requesting funding to support two staff members whom she brought with her tonight, Gabrielle Tunnage (Job Coach), and Lisa Adderly (Manager for Thrift Store). They provide training and support within the structure of the thrift store as an employment training model.

Since the time of application, they have been awarded funding from three sources: \$25,000 from a local foundation to assist with costs for opening the thrift store; \$33,800 from a local foundation to pay the salaries of the interns; and an additional \$21,000 from another local foundation to pay salaries for interns.

The youth in the program must be working toward their educational goals while living with the agency (age 18-24).

Ms. Taylor said the thrift store is about five minutes from downtown at 690 NE 13<sup>th</sup> Street. They are waiting approval from the City to open.

Ms. Tunnage said she has already placed two students with local companies.

Ms. Gonsler recalled that last year when the agency requested funding, they said the program would be self-sustaining after Year One with revenue from the thrift store. She wondered if it will become self-sustaining after the store does become operative. Ms. Taylor regretted the project was delayed, but said they complied with every request the City made. She said the grant will help rehab the store.

##### 11. Mount Olive Development Corporation

Dr. Rosalind Osgood, President and CEO, introduced Sharon Bryant, a staff member. Dr. Osgood said they are asking for funding to provide economic opportunities to help

the low/moderate income families in Fort Lauderdale, primarily focusing on ex-offenders. They will receive a Certificate of Occupancy in about two weeks for a mixed youth facility that they are building on the Sistrunk Corridor. The facility will provide four one-bedroom apartments on the top floor for ex-offenders and the bottom floor will be a job training and placement center, where the funding will be used. The program will address issues with the ex-offenders' criminal records and, after assessment, help them obtain job skills. The agency serves approximately 100 persons per year, with 60 of those residing in Broward County.

Mr. Staab requested more information on resources available in the training center. Dr. Osgood said it is a 4,000 square foot building with a full-fledged training room. They need funds to buy computers, as a lot of the job searching is done online. She emphasized the need for the facility in that geographical area.

Ms. Gonsler asked about the "seal and expunge" records program. Ms. Bryant explained how it works and how they assist ex-offenders in getting a record expunged. If the ex-offender had to go to an attorney, it would cost about \$500 to \$1500.

#### 12. Museum of Discovery & Science

Kim Cavendish, President and CEO of Museum of Discovery & Science, introduced her Grants Manager, Deborah Morrow. They are seeking renewed funding to hire eight – ten interns who are transitioning from foster care to independent living. They have already raised a commitment for the matching funds required.

Ms. Cavendish said the Museum is currently running the program successfully with five interns. Several have already been hired into permanent museum jobs. Ms. Cavendish said the additional interns will be utilized in a new wing, expected to open in November of this year.

Ms. Cavendish added that they hire 50% of the workforce who live within a five-mile radius of the facility, and have a track record of hiring from the disadvantaged population.

Ms. Gonsler wondered if an agency could request funding more than what was awarded in the previous year, noting that last year they were awarded \$25,000. Ms. Hinton stated it should be capped at what was awarded the previous year.

#### 13. Second Chance Society

Lee Burt, Board Chair and President, said he was accompanied by Pat Owen, Program Director and Founder. The agency is celebrating its 10<sup>th</sup> year serving the homeless, and is a Fort Lauderdale based organization. The Society was previously assisted by CDBG funds and Fort Lauderdale for three years, but they "sat out" last year.

Mr. Burt said the purpose of the program is to help homeless individuals overcome material barriers to work, such as lack of a uniform or ID card. The program also provides textbooks for homeless individuals who attend vocational programs.

Year-to-date, Mr. Burt said they have 3450 volunteer hours accumulated. The Society is asking for \$21,600, which is 14% of the total budget for the year. They intend to serve 144 Fort Lauderdale resident clients (34% of its total clients).

Ms. Gonsler asked about their new ID program, and Mr. Burt explained how the program was funded and how it works.

#### 14. The Rural Institute for Micro Enterprise Development Corporation

Kandace Sims and Samantha Porter represented this agency (R.I.M.E.). Ms. Sims said they are requesting \$50,000 for a small business incubator and technical assistance to further economic growth and empowerment in the City of Fort Lauderdale. The program will target low to moderate income individuals and families.

Ms. Gonsler asked about the location of the corporation, wondering how it got to Fort Lauderdale. Ms. Sims said that Faye Williams is a native of Fort Lauderdale, and through a grant, was able to start a program here. Ms. Porter added that Ms. Williams, as a small business owner, decided to come here and open her own facility. Years One and Two are a virtual facility and years Three and Four will be at a location on Sistrunk. They are currently contracting with someone to secure the physical location. She said that she and Ms. Sims are “products” of her past programs, commenting that they live in Fort Lauderdale and will help run the program.

Ms. Baer asked about the \$15,000 requested for office rent, and Ms. Porter said that money will enable them to store supplies, and provide them with an office. If clients need an address to use, they can use that address, even though the program will be virtual for the first two years. Ms. Porter said they hope to open the office in November.

Ms. Staab asked about numbers of people served and outcomes. Ms. Sims said they are available to start 10 businesses at this time.

#### Category #6 – Other Programs

#### 15. Broward Housing Solutions

Lisa Vecchi, President and CEO, said she was accompanied by the COO. For the past 18 years, they have successfully provided housing for lower income persons who struggle with mental illness and co-occurring issues such as domestic violence and substance abuse. They currently house 243 tenant/clients (117 of whom live in Fort Lauderdale) in the 20 properties that they both own and operate.

The funding they are requesting will assist 95 total tenants, a total of 39% of the current population in 40 apartment units within the City of Fort Lauderdale. The majority of the apartments are off SW 4<sup>th</sup> Avenue, but the rest are scattered throughout the City.

Ms. Vecchi reported their outcomes including fewer hospitalizations, progress with managing medication, and residential stability.

Ms. Gonsler brought up the fact that last year, the application was to provide 2.2 months of rent, and this year they are asking for three. Ms. Vecchi said they were able to obtain additional funding for rent subsidy.

#### 16. ChildNet, Inc.

Larry Rein, Vice-President of Network Development, was joined by Jody Lee, Resource Specialist. Since 2003, ChildNet has operated, managed and administered the local system of Foster Care related services. Since the privatization of foster care, conditions have improved vastly for children in foster care. Still, there are significant roadblocks, primarily economic in nature. One of their major challenges is finding adequate housing for families whose children have been removed, and they seek to re-unify those families.

The State does not provide funding for housing - that funding goes towards the care of children. ChildNet, therefore, looks to other community resources for housing related funding, such as the Broward Housing Authority and HUD. With the funding requested (\$50,000), they will give 100% toward supporting up to three months of housing for families to live in the City of Fort Lauderdale.

Ms. Baer asked if they had other funding for rent support, and Mr. Rein stated that they have two other applications in for additional funding. After the three months runs out, Mr. Rein said the clients would have to have employment to sustain themselves.

#### 17. Community Adoption Program, Inc. (CAP)

Imam Salahuddin, the founder of CAP, commented that he had with him members of the Community Adoption Program. The agency is 10 years old and "adopts" the community in terms of education, youth, gangs, and do-it-yourself programs. Initially they went door to door to ask how the community members needed help.

One of their initial programs was at "The Village," where there was dog-fighting, garbage and filth, drug selling, and other problems. CAP formulated a tenant association to address some of the issues, and worked with Code Enforcement and the Health Department to clean up the area. After that project, they started a food pantry program in Old Dixie Court.

Ms. Birch asked if they are trying to help the community by providing a food oasis, and Imam Salahuddin agreed. They are feeding approximately 800 people a week through their food pantry and bread ministry. They are also trying to establish a garden oasis, with farming, butterflies and ornamental plants.

Ms. Baer asked how soon after funding would they be able to establish the oasis, and Imam Salahuddin stated that as soon as they get the funding they can install fencing, irrigation, and compost bins.

18. Housing Enterprises of Fort Lauderdale, Florida – Community Bus Shuttle

Tam English, Executive Director, said that Housing Enterprises is the nonprofit arm of the Housing Authority of the City of Fort Lauderdale, of which he is also the Director. They seek \$25,000 for assistance in running the community bus service. He detailed the history of the service. During the last budget year, Housing Enterprises received \$25,000 from CDBG to fill the gap in the funding for the bus service. The County pays 55%, the CDBG covers about 25-30%, and the Housing Authority absorbs the rest. They serve approximately 130 people per day and all of the low income housing properties in the revitalization area. Mr. English explained the route taken by the shuttle.

Ms. Gonsler asked about the request amount on the application, and Mr. English said it was supposed to be \$25,000, not \$50,000.

Vice Chair Whipple inquired about clientele, and Mr. English responded that their riders are primarily low income but not exclusively from housing properties. Vice Chair Whipple wondered if they might be transporting non-Fort Lauderdale residents, and Mr. English said it is possible, although the majority are from the east side of town.

Chair Karney asked how long the loop takes and Mr. English responded it is about one hour and fifteen minutes. Mr. English added that the peak time is going to work and returning from work. During the non-rush hours, it is older people or unemployed people going to food pantries and shopping areas.

[End of Presentations]

Ms. Batchelder announced that the next Board meeting would be May 9, 2011. She requested that Board members complete and send their rankings to her office no later than May 5, so that they can put them on a spreadsheet.

Ms. Batchelder clarified that this program is not meant to fund organizations perpetually, and she said she would send a list of which organizations were funded the prior year. In reference to #6 on the ranking sheet, an organization would not get the extra 10 points unless they are a brand-new organization (or one that has never been funded by the CDBG).

Ms. Birch asked about letters of support, noting that she expected to see those letters included with the application and wondered if the applicants were informed of the letters. Ms. Batchelder said they were, but she did not distribute copies of those letters to conserve paper. If requested, she will be happy to provide the letters. Ms. Birch commented that she did not want to see the letters necessarily, but just wanted to know that the applicants followed the instructions and did have the letters of support. Ms. Batchelder said she would confirm with the Board if there were any discrepancies.

Ms. Gonsler requested that the support letters be scanned and distributed to the Board via email.

Chair Karney requested an email on April 29 to remind them to submit their rankings. He encouraged Board members to visit as many agencies as possible before then.

Ms. Batchelder remarked that the City had not issued one reimbursement for any of last year's recipients because the agencies are not submitting paperwork. She asked the Board members to bear in mind the agencies' capacity to provide documentation.

### **Communication to City Commission**

**Motion** by Ms. Gonsler, seconded by Ms. Baer, that the Board is supportive of the thoroughness with which the pedicab regulations have been developed and that the Board is supportive of the effort to regulate this growth industry. In a voice vote, the motion passed unanimously.

### **Other Business**

Ms. Batchelder announced two trainings on May 5, and November 3, 2011, by the Better Business Meeting Academy on how the City boards work. The meetings will also touch on Robert's Rules of Order.

Vice Chair Whipple announced the 2011 Florida Neighborhoods Conference on July 7-8-9 at Pier 66. Registration is \$50.

Mr. Staab brought up an upcoming arts program grant, and Ms. Batchelder said she can find out if the City will be applying.

### **Adjournment**

**Motion** by Ms. Baer, seconded by Mr. Tilbury, to adjourn the meeting at 8:35 pm.

[Minutes prepared by J. Rubin, Prototype, Inc.]