



*Life's Just Better Here*

**City of Wilton Manors  
Community Affairs Advisory Board  
Meeting Minutes  
WEDNESDAY, April 7, 2021**

- **CALL TO ORDER:** Michael Sansevero called the April 7, 2021 CAAB meeting to order at 7:03 p.m. in the City Commission Chambers and via the Zoom Video Communications application.
- **PLEDGE OF ALLEGIANCE:** Michael led the Pledge of Allegiance.
- **ROLL CALL:** Johnnie took roll call: Michael Sansevero, Robert Hadley, Roger Cruttenden, Carvelle Estriplet, Glen Rogers, and Paul Smith were present in the City Commission Chambers. Craig Feldman was absent-Johnnie reported that he had received an email notification that Craig would not be able to attend the meeting.
- **ADDITIONS/CHANGES/DELETIONS TO AGENDA:** Michael called for any changes to the agenda – none were requested, the agenda was approved as written.
- **PRESENTATIONS/SPONSORSHIP REQUESTS:**  
None were scheduled or made.
- **APPROVAL OF MINUTES FROM THE MEETINGS OF MARCH 3, 2021:**  
The minutes of the March 3, 2021 meeting were approved unanimously.
- **UPDATE FROM CITY LIAISON:** Johnnie reported that the nominations received for the Community Spirit Awards had been forwarded to all CAAB members for tonight’s meeting; and provided a budget worksheet for 2021-2022 CAAB budget discussion.
- **UPDATE FROM CHAIR:** Michael reported that he had checked in with Patrick Cann regarding a public art policy but he (Patrick) did not have anything formulated; Michael shared the draft policy with Patrick that he had previously shared with the Commission and CAAB; Michael stated that he feels it would be appropriate for CAAB to go forward and propose a policy.
- **PUBLIC COMMENTS:** Johnnie reported that there were 3 members of the public on the meeting. Johnnie provided instructions on “raising your hand” in Zoom or on phone – no hands were raised.
- **UNFINISHED BUSINESS:**
  - a.) Skip Stadnik Community Spirit Awards – Mike read detail from the nominations of the 7 individuals and 5 businesses/organizations. Mike noted that Johnnie had prepared a ballot sheet that was in front of each CAAB member. The Board agreed to vote by placing an “x” by their top three individual nominees and their top 3 business nominees. Victor Warren received the most votes at 5, followed by David Walker 4, Matthew Dreger 3, Stacey Wall 2, and Robert Allica and Don Biehn both with 1. Latinos Salud received the most votes at 6, followed by Bona Italian Restaurant 4, Holy Angels Church 3, Pet Project 2, and WAWM 1. Discussion was held to recognize Special Pandemic Volunteerism that occurred in 2020, to honor the Food Distribution Team, Holy Angels Church, and The Pet Project for their contributions to pandemic relief and to thank all individuals and groups who went above and beyond in their volunteer efforts related to the COVID-19 pandemic. Motions were made seconded and carried unanimously to recognize Victor Warren (individual honoree) and Latinos Salud (organization honoree); and The Food Distribution Team led by Volunteer Coordinator Matthew Dreger, The Pet Project led by Sue Martino, and Holy Angels Church-contact Jamie Forsythe and all individuals and groups who went above and beyond in pandemic relief efforts.
  - b.) Senior Resource Guide – Mike stated that distribution is still pending due to the Town Crier not being printed and that many of the services are still on hold due to the COVID situation, however, the Commission has directed the Town Crier to be printed for the May/June, July/August and September/October issues, and hopefully programs and services will be resumed to include the guide in the September/October 2021 issue which would be needed the first week of August; sometime in the next month or two we will review and revise the guide as needed.

- c.) LGBT Rainbow Flag redesign by Daniel Quasar to be more inclusive-CAAB discussion addressed the possibility of replacing the current Pride Flag at Justin Flippen Park with the new Progress LGBT+ Pride Flag; adding it to the flag pole with the current flag; or adding a new/separate flag pole. The Board addressed the controversial nature of this issue. Motion was made (Roger), seconded by Glen, and unanimous to make a recommendation to the City Commission that they consider flying the new Progress Pride Flag in addition to the current Pride Flag. Mike will make this recommendation as part of his CAAB Update to the Commission in the April 27 Commission meeting.
- d.) CAAB's Role In Public Art Policy – Mike Sansevero update/discussion with Patrick Cann: Mike will move forward with suggesting that Leisure Services have criteria for accepting public art and asked for a volunteer to draft criteria for the selection of public art – Roger volunteered to do this and return a document for discussion in one of the next two CAAB meetings.

▪ **NEW BUSINESS:**

- a.) Criteria for Women's History Month/Black History Month honorees to CAAB by Commission (3/9/21) – discussion was held regarding possible criteria to select honorees for both Women's History Month and Black History Month. Mike shared documentation on this of the Gloucester Township. Roger asked if there was thought that the Commission was asking for more than criteria – such as a procedure, number of honorees, and a nomination form; Mike stated that it is his opinion that there should still be one honoree per Commission member. Mike asked for a volunteer to prepare a draft criteria document for discussion, review and revision in the next CAAB meeting – Carvelle volunteered to do this. Mike said it should include a set of criteria for both Women's History Month and Black History Month and a preamble for each – Carvelle will draft it and at a future meeting we will circulate the draft and discuss it.
- b.) Bicycle Parking & Safety – discussion added to the 3/23/21 Commission Meeting Agenda by Commissioner Caputo: Mike noted that the bicycle parking and safety discussion at the March 23 Commission Meeting addressed the creation of a bike page on the City's website, and Johnnie had informed him that he obtained a "Provincetown Bicycle Map & Safety Guide" brochure and that the city is pursuing creation of both the bike webpage and a brochure. Roger asked if the city had pursued the AARP Age-Friendly grant opportunity in respect to purchasing additional bike racks. Johnnie responded that Todd DeJesus had replied to the inquiry that Patrick Cann responded that he does not feel there is a need to add more bike racks at this time; questions were raised as to where the bike racks are and if there are racks that the city has that have not been installed. Carvelle raised the notion of the City having a bike share program. Mike stated that we should wait and see how this all progresses, but noted the possibility of outreach to city businesses to install bike racks in that the more businesses that install bike rack themselves, the better, perhaps the city could provide a standard design – Mike asked Carvelle to brainstorm this and discussion could continue in the next meeting. Mike stated that as part of his Commission Update he may ask why the AARP grant opportunity was not pursued. Johnnie suggested that CAAB might want to revisit having a Bike Safety Event in 2022.
- c.) CAAB Budget F/Y 21/22 – Department budgets due to Finance 4/15/21: members discussed prior years' CAAB budgets. Motion was made (Robert), seconded (Carvelle), and approved unanimously to submit a F/Y 21/22 CAAB budget request of \$5,000, with an allocation of \$500 Administrative; \$1,500 support of City functions/events; \$2,000 CAAB produced events; \$1,000 in unspecified community functions/events.

▪ **COMMUNICATIONS TO COMMISSION:** Mike is scheduled to make a CAAB Update at the Commission Meeting of April 27, he will provide a summary of CAAB's recent accomplishments and present the recommendation of adding the Progress Pride Flag at Justin Flippen Park – he stated that he will write up his comments and submit them for the record.

▪ **BOARD MEMBER REPORTS AND REQUEST FOR AGENDA ITEMS:** Paul announced that he will be moving to Pompano Beach and next month will be his last CAAB meeting.

▪ **NEXT SCHEDULED MEETING DATE:** Wednesday, May 5, at 7pm – Chambers/ZOOM hybrid.

▪ **ADJOURNMENT:**

Michael adjourned the meeting at 9:04p.m.

Submitted by: Johnnie Goodnight - CAAB - Staff Liaison/Secretary

Adopted 5/5/21; Attested to by:

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Johnnie Goodnight, Staff Liaison/Secretary