



# City of North Port

4970 CITY HALL BLVD  
NORTH PORT, FL 34286

## Meeting Minutes Historic and Cultural Advisory Board

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Wednesday, January 14, 2026

5:30 PM

City Hall Room 244

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### 1. Call to Order

Vice Chair Sterner called the meeting to order at 5:31 p.m.

### 2. Roll Call

**Present** 4 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner and Board Member Becket

### Also Present

Staff Liaison Abreu, Assistant City Attorney Coughlin, and Board Specialist Fritz.

### 3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

### 4. Public Comment

There was no public comment.

### 5. Approval of Minutes

- A. [26-0236](#) Approve the December 10, 2025 Historic and Cultural Advisory Board Meeting Minutes.

Chair Klinkhamer arrived to the meeting at 5:32 p.m.

Chair Klinkhamer announced the item and requested a motion.

***A motion was made by Board Member Becket, seconded by Vice Chair Sterner, to approve the Minutes as presented. The motion carried on the following vote:***

**Yes:** 4 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner and Board Member Becket

### Presentations

- A. [26-0233](#) Presentation of Sunshine Law Training (Presented by the Office of the City Attorney)

Chair Klinkhamer announced the item.

Ms. Coughlin provided a presentation including public meetings definition, open meeting requirements, social gatherings and meetings, attorney general opinions, communications on personal devices, penalties for violation and examples, public records

definition and requests, email and text messages, public records retention, Florida Commission on Ethics, prohibited conduct, abuse of public position, disclosure or use of certain information, prohibited relationships, voting and conflicts of interest, relatives, penalties, meeting procedures, quorum and motions, discussion, alternate members, and requesting information that is not a public record.

There was no Board discussion.

## 6. New Business

### A. [26-0248](#)

#### Election of Chair and Vice Chair

Chair Klinkhamer announced the item and called for nominations for Chair.

Board Member Stearns nominated Chair Klinkhamer to serve as Chair.

Chair Klinkhamer asked for any additional nominations.

With no additional nominations Chair Klinkhamer closed the nominations and requested a motion.

***There was consensus to elect Chair Klinkhamer to serve as Chair.***

Chair Klinkhamer called for nominations for Vice Chair.

Board Member Stearns nominated Vice Chair Sterner to serve as Vice Chair.

Vice Chair Sterner nominated Board Member Stearns to serve as Vice Chair.

Board Member Stearns declined the position.

Chair Klinkhamer asked for any additional nominations.

With no additional nominations Chair Klinkhamer closed the nominations and requested a motion.

***There was consensus to elect Vice Chair Sterner to serve as Vice Chair.***

### B. [25-2849](#)

#### Discussion and Possible Action Regarding Recommending Revisions of ULDC Code of the City of North Port to the City Commission. Article II Section 6.2.1-6.2.10

Chair Klinkhamer announced the item.

Board discussion took place regarding City Clerk's email and agenda clarification.

Mr. Abreu introduced the item.

Board discussion continued regarding clarification of item attachment, Board's role with Unified Land Development Code, alterations to agenda, staff recommendation to remove section numbers, formatting, powers and duties of the Board, local register, overview and questions of edits and revisions, architect positions in the City, restrictions, and submission.

***A motion was made by Board Member Stearns, seconded by Board Member Becket, to continue Item No. 25-2849 to the February 11, 2026 Historic and Cultural***

**Advisory Board Meeting.**

Yes: 4 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner and Board Member Becket

**C. [26-0226](#) Discussion and Possible Action Regarding the Draft 2025 Annual Report to the City Commission**

Chair Klinkhamer announced the item.

There was no Board discussion.

***A motion was made by Board Member Stearns, seconded by Board Member Becket to continue Item No. 26-0226 to the February 11, 2026 Historic and Cultural Advisory Board Meeting.***

Yes: 4 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner and Board Member Becket

**D. [26-0243](#) Discussion and Possible Action Regarding Recommended City Commission Policy for Designating Historic Sites Within the City of North Port**

Chair Klinkhamer announced the item.

There was no Board discussion.

***A motion was made by Board Member Stearns, seconded by Vice Chair Sterner to continue Item No. 26-0243 to the February 11, 2026 Historic and Cultural Advisory Board Meeting.***

Yes: 4 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner and Board Member Becket

**7. Future Agenda Items**

Chair Klinkhamer announced the item.

Board discussion took place including City Clerk's attendance at next month's meeting.

***There was consensus to request City Clerk Faust to be present at next month's meeting.***

**8. Public Comment**

There was no public comment.

**9. Adjournment**

Chair Klinkhamer adjourned the meeting at 6:54 p.m.

By: \_\_\_\_\_  
Harry Klinkhamer, Chair