

**HISTORIC AND CULTURAL ADVISORY BOARD  
MINUTES OF REGULAR MEETING  
THURSDAY, FEBRUARY 14, 2019**

**Present:** Chris Sterner, Chair; Bill Goetz, Vice-Chair; Joan Morgan; Michelle Calhoun; Skip Felicita; Staff Liaison Alison Christie, Planner; and Recording Secretary Goodman.

**Guest:** Deputy City Clerk Taylor.

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**1. CALL TO ORDER/ ROLL CALL**

The Regular Meeting of the Historic and Cultural Advisory Board was called to order at 6:00 p.m. in Room 244 by Chair Sterner followed by roll call.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by the Board.

Michelle Calhoun arrived at 6:01 p.m.

**3. PUBLIC COMMENT**

Public Comment was held from 6:01 p.m. to 6:04 p.m.

Joan San Lwin – Warm Mineral Springs

**4. MINUTES APPROVAL: JANUARY 19, 2019**

*Board Member Morgan moved to approve the January 19, 2019 Historic and Cultural Advisory Board meeting minutes as presented; seconded by Board Member Felicita. The motion carried unanimously.*

**5. 2019 SCHEDULE: FREQUENCY AND DATES**

Staff Liaison Christie noted that the City Commission directed all Staff Liaisons to determine the following: 1) how long the Members think their Advisory Board meetings should last in order for the Board to be productive; and 2) if the Board would be able and willing to meet during the day.

Discussion ensued; 1) the length of a meeting would depend on the Agenda Items to be discussed; 2) Commission Meeting time frames; 3) at least one member would not be able to attend meetings during the day.

*There was a consensus that the length of a meeting would depend on the items on the Agenda.*

**6. ISSUES TO BE DISCUSSED (NEW BUSINESS)**

6A. Create a List of Citizens for a Potential Oral History Project

Board Member Morgan distributed a list of North Port residents who could contribute to an oral history of North Port and reviewed what each resident on the list could contribute.

Discussion ensued regarding: 1) the historic information Marshal Grove accumulated in the writing of the book, “Out of the Wilderness, the First 50 Years”; 2) methodology and developing questions for interviewing residents who could contribute to the oral history of North Port; 3) organizations which are a part of the history of North Port; 4) prioritizing the list of residents to interview; 5) process for approval for interviewing and the time projected for the interview process; 6) New College Student Oral Histories Program; 7) creating a data base to store interviewing and historic information; 8) the City Clerk archive

room as a source for gathering historic information; 9) the process for approval for the use of City recording equipment for interviews; 10) individually interviewing residents for an oral history project for the Board.

Deputy City Clerk Taylor clarified that if a project is being discussed and the methodology for accomplishing that project is being discussed, it is now a Board project and would require Commission approval.

Staff Liaison Christie further clarified that individuals can interview residents to obtain an oral history of North Port, but if those interviews are brought back to the Board as a project, then the Board needs to present the project to the Commission for Commission direction.

Deputy City Clerk requested that the Board determine what the project is and how the Board would like to execute the project and provide that information to Staff Liaison Christie so that she can provide the information to the City Manager for direction from the Commission prior to acting on collecting an oral history of North Port.

Discussion ensued regarding: 1) the purpose of collecting an oral history and what is done with the information once collected; 2) \$15.00 per hour to cover staff time for individuals to review documents held in the archival room in the City Clerk Department; 3) creating a location for citizens to view the gathered history of North Port; 4) it was suggested that providing the information to the North Port Library would be providing Sarasota County with the information which could imply doing work for the County.

Staff Liaison Christie requested that the Board determine what they envision the oral history project to be and how to accomplish that so that she can take that information to the City Manager for further direction.

Vice-Chair Goetz requested permission from the Board to draft a letter to the City Commission regarding developing an oral history of North Port project and to bring a draft letter to the next Board meeting for approval.

6B. Update on Potentialities for Development at Warm Mineral Springs

Discussion ensued regarding: 1) the proposed Warm Mineral Springs Master Plan provided to the City Commission; 2) suggested spaces at Warm Mineral Springs for historic displays; 3) incorporating a display section in the Cyclorama; 4) 1959 Florida's Quadracentennial Celebration; 5) available conference rooms at Warm Mineral Springs; 6) possibility of recommending to the City Commission that space at Warm Mineral Springs be designated for historic and cultural artifacts.

***Vice-Chair Goetz moved to request of the City Commission if they would be willing to find space for a historic and cultural display at Warm Mineral Springs; seconded by Board Member Morgan. The motion carried unanimously.***

Public comment was held from 7:09 to 7:11.

Joan San Lwin – Warm Mineral Springs.

6C. Discussion of Observation of the Turpentine Dock Site

Chair Sterner distributed maps and photographs of the location of the turpentine dock site.

Discussion ensued regarding: 1) review of the map and direction to the turpentine dock site; 2) the City's maintenance responsibility for the banks of the Myakkahatchee Creek; 3) Board Member Calhoun contacting the Archaeology Professor at New College regarding students exploring the turpentine dock for an Individual Study Plan (ISP) and, if it can be authenticated that the turpentine dock is a historic site, it was noted that the New College Historic Resources would be interested; 4) obtaining permission from the

City for an excavation of the turpentine dock with New College student volunteers; 5) the time of the year which would be conducive for an excavation project; 6) City liability for students working on City property.

***Board Member Calhoun moved to obtain permission from the City Commission to coordinate with the New College Public Archaeology Lab for excavation of the probable turpentine site as soon as feasible; seconded by Vice-Chair Goetz. The motion carried unanimously.***

6D. Discussion of the Development of a Historic Marker Program

Chair Sterner noted that the cost for a historic marker is approximately \$3,000.00.

Discussion ensued regarding: 1) the methodology for installing a historic marker; 2) providing documentation in authenticating a historic site; 3) funding for historic markers; 4) the need for a sub-committee to research and make recommendations for historic markers; 5) the methodology for creating a sub-committee and providing information from the sub-committee to the Commission for direction; 6) potential areas to research for historic markers.

***Board Member Morgan moved to inquire of the City Commission if they are interested in the Historic and Cultural Advisory Board pursuing the development of a historic marker program and creating a sub-committee to work on the program; seconded by Vice-Chair Goetz. The motion carried unanimously.***

**7. AGENDA ITEMS FOR NEXT MEETING**

Agenda items for the next meeting include: 1) names of citizens who could contribute to an oral history of North Port; 2) a presentation from Marshal Grove; 3) an update of any information Staff Liaison Christie can gather regarding a historic committee formed by former employee Stan Frank; 4) review of a letter developed by Vice-Chair Goetz to the City Commission regarding the importance of the development of an oral history of North Port; 5) discussion regarding the potential development of a pamphlet presenting North Port's cultural heritage and history.

***Vice-Chair moved to have Board Member Morgan contact Marshall Grove to provide a 15-minute presentation at the next meeting; seconded by Board Member Felicita. The motion carried unanimously.***

***Board Member Morgan moved to direct Staff Liaison Christie to contact Zoning Coordinator Sherry Willette-Grondin for information regarding the historic committee formed by former employee Stan Frank; seconded by Board Member Felicita. The motion carried unanimously.***

***Board Member Morgan moved to encourage members to continue developing a list of names of citizens who could contribute to the oral history of North Port including Warm Mineral Springs; seconded by Board Member Felicita. The motion carried unanimously.***

***Board Member Morgan moved to have Vice-Chair Goetz create a letter that will be discussed at the next meeting regarding the importance of an oral history of North Port; seconded by Board Member Felicita. The motion carried unanimously.***

Vice-Chair agreed to send a draft letter to Staff Liaison Christie to distribute to the Members for discussion at the next meeting.

Discussion ensued regarding developing a historic pamphlet for North Port.

***Vice-Chair Goetz moved to include on the next agenda discussion regarding a pamphlet presenting North Port's cultural heritage and history; seconded by Board Member Morgan. The motion carried unanimously.***

8. **PUBLIC COMMENT**

Public comment was held from 7:58 p.m. to 8:00 p.m.  
Joan San Lwin – capturing the history of North Port.

9. **ADJOURNMENT**

*Board Member Felicita moved to adjourn the February 14, 2019 Historic & Cultural Advisory Board Meeting; seconded by Board Member Morgan. The motion carried unanimously.*

The February 14, 2019 Historic & Cultural Advisory Board Meeting adjourned at 8:06 p.m.

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CHRIS STERNER,  
CHAIR

Minutes were approved at the Regular Meeting of  
the Historic and Cultural Advisory Board this  
\_\_\_\_\_ day of \_\_\_\_\_, 2019.