



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final Historic and Cultural Advisory Board

Thursday, March 14, 2019

6:00 PM

CITY HALL ROOM 244

MINUTES APPROVED AT THE 04-11-2019 MEETING.

1. Call to Order

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

2. Roll Call

Present 4 - Chair Chris Sterner, Vice-Chair Bill Goetz, Board Member Joan Morgan, and Board Member Skip Felicita

Absent 1 - Board Member Michelle Calhoun

Also Present:

Staff Liaison Alison Christie; Deputy City Clerk Heather Taylor; and Recording Secretary Ida Goodman.

3. The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

[19-0123](#)

Approve Minutes of the February 14, 2019 Regular Meeting

A motion was made by Board Member Morgan, seconded by Board Member Felicita to approve the February 14, 2019 Historic and Cultural Advisory Board Meeting Minutes as presented. The motion carried unanimously by voice vote.

6. Presentations

[19-0129](#)

Marshall Grove: Potential Oral History (15 min)

Board Member Morgan stated Mr. Groves was unable to provide a presentation.

Discussion and review ensued regarding items provided to Ms. Christie from Marshall Grove's wife.

7. Unfinished Business

[19-0124](#)

Review and Approve Recommendation Letter to City Commission Regarding Potential Oral History Project - Sec 4-192, b(5) - Identify and make recommendations regarding the city's comprehensive plan, codes, policies, and projects that influence historic and cultural resources

Chair Sterner introduced the item.

Ms. Christie questioned the format of the letter and suggested placing all items for Commission consideration to be included in the same letter with a subheading for each item.

Discussion ensued regarding obtaining Commission feedback, potential monetary obligations, whether staff will be needed, the need for a repository, definition of oral history, ability to interview people within Sunshine Law, information within City Hall that has archival value, the need for an archive custodian, drafting a form for the collection of historic and cultural items, what requests to include in the letter, use of personal phones for recording, and Commission discussion regarding the development of a school house at Warm Mineral Springs to be used as a history information/teaching tool.

There was consensus to rewrite the letter to the City Commission to include outlining a storage area, how the historic and cultural items are collected and developing a form to record donated items.

[19-0130](#)

Discuss and Approve List for Potential Oral History Names Including Warm Mineral Springs should Commission Approve Project

Ms. Christie provided clarification as to the new format of the agenda.

Discussion ensued regarding the need to start interviewing people soon due to age and/or poor health, adding Skip Wood, Steve Koski, John Gifford, and Carl Clausen to the list, determining Veterans to be added to the list, and American Legion documents regarding the Veteran's Monument to be copied at the City's expense.

8. New Business

[19-0180](#)

Discuss 2018 Annual Report to City Commission

Ms. Christie introduced this item.

Discussion ensued regarding listing the goals in order of importance including establish a historic and cultural archive as Item 1, identifying historical sites within the City as Item 3, and including photographs on markers identifying historical sites, determining locations for historic markers, creating an intake form for historic donations and contacting Gene Matthews regarding original City Hall documents and photos.

A motion was made by Vice-Chair Goetz, seconded by Board Member Morgan to approve the Historic and Cultural Advisory Board Annual Report as amended. The motion carried unanimously by voice vote.

[19-0127](#)

Discuss Potential Recommendation to City Commission to Establish a Rackcard or Pamphlet for North Port History and Cultural Heritage - Sec 4-192, b(7) - Evaluate and recommend efforts for increasing public awareness of the city's history, culture, and historic and cultural sites and resources

Chair Sterner reviewed the item.

Discussion ensued regarding promoting North Port, identifying historical sites, Parks and Recreation Department pamphlet identifying North Port park locations, previous interactive items, possibly coordinating with the Chamber of Commerce in identifying the City's historical assets, 50th Anniversary issue of the North Port Magazine, individual site brochures including hotel and fountain at the gateway to Warm Mineral Springs and possible historical areas to include in the suggested brochure.

There was consensus to include a draft form for collecting historic artifacts with the letter to the City Commission.

There was consensus to discuss the individual site brochure at a later meeting.

9. Updates

[19-0128](#)

Staff Liaison, Alison Christie: Historic Stan Frank Committee

Ms. Christie stated that there are digital files from the meetings of the 50th Anniversary Committee, documents from Dorothy Mills, member of the 50th Anniversary Committee, and more documents that Marshall Grove may have.

Discussion ensued regarding photographs Alice White retained, photographs donated to the North Port Library and contacting Adam Bartolotta obtain copies of the North Port Magazine featuring the 50th Anniversary.

Ms. Christie stated she was unable to locate historic items from former employee Stan Frank.

[19-0196](#)

Staff Liaison, Alison Christie: City Manager Response to Board Requests

Ms. Christie reviewed the City Manager's suggestion to request future projects via letter to the City Commission regarding display space at Warm Mineral Springs, pursuing the Historic Marker Program and developing a subcommittee.

Discussion ensued regarding City Commission discussion on Warm Mineral Springs, possible innovative activities for kids at the City Commission suggested Warm Mineral Springs school house, concept for possible display space, and interactive workbook for kids.

Mr. Goetz requested 2 months to draft the letter to the City Commission.

10. Future Agenda Items

Items to be placed on the future agenda; update on proposals, update on letter to the Commission, additional names to be on the list for an oral history, discussion of historic markers list, and possible presentations from North Port residents with historic knowledge.

Discussion ensued regarding using Sarasota County requirements as a basis for historic markers and possible historic advisor for the Board.

Ms. Christie stated she will look into whether the board can have an advisor present during a meeting to answer questions regarding the history of North Port.

11. Public Comment

There was no public comment.

12. Adjournment

A motion was made by Board Member Morgan, seconded by Board Member Felicita to adjourn the March 14, 2019 Historic and Cultural Advisory Board meeting. The motion carried unanimously by voice vote.

Chair Sterner adjourned the meeting at 7:32 p.m.

Chris Sterner,
Chair

Minutes were approved at the Historic and Cultural Advisory Board meeting this ____ day of _____, 2019.