



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final Historic and Cultural Advisory Board

Thursday, October 10, 2019

6:00 PM

CITY HALL ROOM 244

1. Call to Order

Vice Chair Goetz called the meeting to order at 6:03 p.m.

Michele Calhour arrived at 6:06 p.m.

2. Roll Call

Present 4 - Vice Chair Bill Goetz, Board Member Joan Morgan, Board Member Michelle Calhoun, and Board Member Skip Felicita

Absent 1 - Chair Chris Sterner

Also Present:

Planner Allison Christie, and Recording Secretary Susan Hale.

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

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [19-1009](#) Approve Minutes of the September 10, 2019 Historic and Cultural Advisory Board Meeting.

A motion was made by Board Member Morgan, seconded by Board Member Felicita, to approve the September 10, 2019 Historic and Cultural Advisory Board Minutes as presented. The motion carried unanimously on a voice vote.

6. Unfinished Business

- A. [19-1164](#) Discussion on Commission Directed Historical Timeline

Vice Chair Goetz introduced the item.

Ms. Christie cited the Commission directives from the Joint Meeting.

Ms. Christie spoke to forwarding Commission direction from the October 7, 2019 meeting regarding records retention to Board Members, focusing on events and doing Commissioner-related information last.

Discussion ensued regarding a draft collection of dates and events being provided to the

Board when finished, types of documentation located in different sites, sharing the information, locating a photo of the police mannequin, defining parameters of the project within Commission direction, starting in 1954 to collect information, ensuring accuracy of dates, a list of "firsts", the ten most important things in a decade, and oral interviews.

Ms. Christie spoke to securing the Board's Release Form/Intake Form approved at the Joint Meeting, an update to be provided at the next Board meeting regarding the City's Records Management Plan, and draft time line plans to be submitted to Commission for approval.

Discussion ensued to determine the decades to include 1954-1959 then incrementally from 1959-1969, naming the project, and 1959 by itself.

7. New Business

A. [19-1163](#)

Discussion on Certified Local Government Program

Vice Chair Goetz introduced the item and the submission criteria to receive the designation.

Discussion ensued including a 2016 Commission Workshop, introduced, facilitating the submission, and a request to invite a State representative to give a presentation.

A motion was made by Board Member Felicita, seconded by Board Member Morgan, to direct staff to place an item on a future Commission agenda to invite the State Representative of the Certified Local Government Program to make a presentation to the Commission. The motion carried unanimously on a voice vote.

8. Updates

Ms. Christie provided an update regarding the Commission presentation by Frank Cassell and subsequent direction for this Board and Staff to work with him regarding the Sarasota Centennial Celebration.

Discussion ensued regarding combining Sarasota County events with North Port events, incorporating the timeline with the Centennial, including different cultural or military aspects of the community, a time capsule, and advertising events.

It was noted that all veterans supportive relocating the Veterans' Memorial Park.

Ms. Christie spoke to Commission's direction given to the Parks & Recreation Department, and a request to Ms. Pfundheller to contact Mr. Felicita.

9. Future Agenda Items

Items included acquiring more land around City Hall, Commission directives regarding the historical timeline, and inviting Mr. Cassell to attend the next Board Meeting.

10. Public Comment

There was no public comment.

11. Adjournment

Vice Chair Goetz adjourned the meeting at 6:47 p.m.

Chris Sterner,
Chair

Minutes were approved on the ____ day of _____, 2019.