



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, February 12, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Chair Sterner called meeting to order at 5:33 p.m.

2. Roll Call

Present 6 - Board Member Godin, Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Absent 1 - Board Member Nowotny

Also Present

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

3. Pledge of Allegiance

The Pledge was led by Chair Sterner.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [24-1671](#) Approval of the November 13, 2024 Historic and Cultural Advisory Board Meeting Minutes

A motion was made by Board Member Stearns, seconded by Board Member Godin, to approve the Minutes as presented. The motion carried on the following vote:

Yes: 6 - Board Member Godin, Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Absent: 1 - Board Member Nowotny

6. Presentations

- A. [25-1857](#) Presentation of Sunshine Law Training (Presented by the Office of the City of Attorney)

Chair Sterner announced the item.

Ms. Coughlin provided a presentation including public meetings definitions, open meeting requirements, penalties for violations, and examples, public records definitions, email and text messages, public record requests, retention, and penalty examples, Commission on

Ethics prohibited conduct, prohibited relationships, voting, conflicts of interest, relatives, and penalties, meeting procedures quorums and motions, discussion, alternate members, and requesting information that is not a public record.

Discussion took place regarding requesting public records on behalf of another individual and the ethical and legal boundaries on communication.

7. New Business

A. [25-1878](#)

Discussion and Possible Action Regarding Election of Chair and Vice Chair

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

Board Member Godin nominated Chair Sterner to serve as Chair.

Chair Sterner declined the position to serve as Chair.

Board Member Godin nominated Vice Chair Klinkhamer to serve as Chair.

Chair Sterner asked for any additional nominations.

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

A motion was made by Board Member Godin, seconded by Board Member Stearns, to appoint Vice Chair Klinkhamer as Chair. The motion carried unanimously by voice vote.

Chair Klinkhamer called for nominations for Vice Chair.

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

Board Member Becket declined the position to serve as Vice Chair.

Board Member Sterner nominated himself to serve as Vice Chair.

Chair Klinkhamer asked for any additional nominations.

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

A motion was made by Board Member Sterner, seconded by Board Member Godin, to appoint Board Member Sterner as Vice Chair. The motion carried unanimously by voice vote.

8. Future Agenda Items

Discussion to place regarding The Significance and Validation of Suspected Historical Sites within the City document.

A motion was made by Board Member Godin, seconded by Board Member Stearns, to include on the next agenda the topic of The Significance and Validation of Suspected Historical Sites within the City document. The motion carried unanimously by voice vote.

Discussion continued regarding a presentation of the City's history.

A motion was made by Vice Chair Sterner, seconded by Board Member Becket, to include on the next agenda the topic of presentation of the City's history. The motion carried unanimously by voice vote.

Discussion continued regarding Commission discussion.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Klinkhamer adjourned the meeting at 6:11 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, March 12, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Chair Klinkhamer called the meeting to order at 5:33 p.m.

2. Roll Call

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

Absent 3 - Board Member Godin, Board Member Nowotny and Board Member Accardi

Also Present

Board Specialist Lane, Staff Liaison Abreu, and Real Estate Coordinator Puglise.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Chair Klinkhamer.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [25-2011](#) Approval of the February 12, 2025 Historic and Cultural Advisory Board Meeting Minutes.

A motion was made by Vice Chair Sterner, seconded by Board Member Stearns, 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

Absent: 3 - Board Member Godin, Board Member Nowotny and Board Member Accardi

6. General Business

- A. [25-2015](#) Discussion and Possible action regarding the Significance and Validation of Suspected Historical Sites within the City.

Chair Klinkhamer announced the item.

Discussion took place regarding Unified Land Development Code requirements, Sarasota Historic Board, Vice Chair Sterner's historical sites qualifications, presentations of Historic Markers, potentially seeking outside consultant, legal advice, and Commission

advice.

A motion was made by Vice Chair Sterner, seconded by Board Member Stearns, to continue discussion of Item No. 25-2015 to the April 9, 2025 meeting. The motion carried on the following vote:

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

Absent: 3 - Board Member Godin, Board Member Nowotny and Board Member Accardi

7. Presentations

- A. [25-2016](#) Presentation of the history of North Port, Florida (Presented by Vice Chair Sterner)

Chair Klinkhamer announced the item.

Vice Chair Sterner introduced and provided a presentation regarding archaeological sites within the city, Warm Mineral Springs, Little Salt Springs, Indigenous peoples, Europeans, Seminoles, then American settlers, North Port area's evolving landscape, statehood, the Civil War years 1861-1865, land grab and settlement, early land barons in Northern Charlotte County and North Port area, A.C Frizzell's lands, Warm Mineral Springs in the 20th Century, Tamiami Trail, little known or neglected Historic Sites, and the Architecture of the 1950s.

Discussion took place regarding the turpentine, creek cleanup, historic site that was destroyed, and importance of historic markers.

8. Updates

- A. [25-2017](#) Review and Discussion regarding name tags.

Chair Klinkhamer announced the item.

No discussion took place.

9. Future Agenda Items

Discussion took place regarding updates on proposal to Commission regarding historical site designee, historic markers recommendations, roles and duties of the Advisory Board, and funding source.

10. Public Comment

There was no public comment.

11. Adjournment

Chair Klinkhamer adjourned the meeting at 6:23 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, April 9, 2025

5:30 PM

City Hall Room 244

Amended to Update Attendance

1. Call to Order

Vice Chair Sterner called the meeting to order at 5:32 p.m.

2. Roll Call

Present 5 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Also Present

Board Specialist Lane, Staff Liaison Puglise, and Project Manager Abreu.

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. [25-2076](#) Approve the March 12, 2025 Historic and Cultural; Advisory Board Meeting Minutes.

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

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

Not Present: 1 - Chair Klinkhamer

6. Unfinished Business

- A. [25-2015](#) Discussion and Possible action regarding the Significance and Validation of Suspected Historical Sites with in the City.

Vice Chair Sterner announced the item.

Discussion took place regarding email request to protect the Turpentine Dock,

maintenance plan, citizens addressing the board, rebuilding of the Turpentine Dock, historic marker, ceremony, museum, Warm Mineral Springs, Parks and Recreation, and communication between the departments and the advisory board.

Chair Klinkhamer arrived at 5:50 p.m.

A motion was made by Vice Chair Sterner, seconded by Board Member Stearns, to send a recommendation to City Commission on possible historical sites.

Discussion took place regarding writing the memorandum detailed about the historical sites.

Board Member Stearns withdrew his second and Vice Chair Sterner withdrew his motion.

A motion was made by Vice Chair Sterner, seconded by Board Member Stearns to have the Staff Liaison write a memorandum recommending City Commission to make the Turpentine Dock, Biscayne Plaza, and the Charlotte Harbor Railway a historical site, also to designate Vice Chair Sterner to answer questions about the historical sites to the City Commission. The motion carried on the following vote:

Yes: 5 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

7. Updates

[25-2137](#)

Update on the ULDC and the historic surveyor

Chair Klinkhamer announced the item.

Discussion took place regarding the Unified Land Development Code (ULDC) clarification, the greenway belonging to the city, historical surveyor, developer, and responding to emails.

8. Future Agenda Items

Chair Klinkhamer announced the item.

Discussion took place regarding further research for designating historical sites, historical sites list, historical markers, further steps with possible Commission denial, Advisory Board roles and duties, potential resources, and potential options with Sarasota County.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Klinkhamer adjourned the meeting at 6:51 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, July 9, 2025

5:30 PM

City Hall Room 244

1. Call to Order

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

2. Roll Call

Present 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent 2 - Board Member Stearns and Board Member Accardi

Also Present

City Clerk Faust, Staff Liaison Abreu, Staff Liaison Puglise, and Board Specialist Gray.

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

[25-2455](#)

Approve the April 9, 2025 Historic and Cultural; Advisory Board Meeting Minutes.

Chair Klinkhamer introduced the item and requested a motion.

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

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 2 - Board Member Stearns and Board Member Accardi

6. New Business

A. [25-2457](#)

Update on the July 8, 2025 Commission Discussion Regarding City Commission Approval of Historic Designations and Request for City to Proceed with Necessary Steps for Placement on the National Registry of Historical Sites.

Chair Klinkhamer announced the item.

Staff Liasion Puglise introduced the item.

Discussion took place regarding board requirements, drafting policy, local municipalities, timeline, bench marking, research, and data.

Chair Klinkhamer requested a motion.

A motion was made by Vice Chair Sterner, seconded by Board Member Becket, to initiate a review of any existing draft language or documentation that may have been previously developed regarding a historic preservation policy for the City of North Port. The motion carried on the following vote:

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 2 - Board Member Stearns and Board Member Accardi

Discussion took place regarding the division of research responsibilities among the parties, specifically focusing on gathering information related to historic preservation and historic markers within the City, Sarasota County, and Charlotte County.

Chair Klinkhamer requested a motion.

A motion was made by Vice Chair Sterner, seconded by Board Member Becket, that Chair Klinkhamer research the City of Sarasota and the City of Venice; Board Member Becket research unincorporated Sarasota County; and Vice Chair Sterner research Charlotte County and the City of Punta Gorda, to gather information relevant to the eventual development of a historic preservation policy. The motion carried on the following vote:

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 2 - Board Member Stearns and Board Member Accardi

Discussion and review took place regarding the informational materials Chair Klinkhamer distributed to the board members during the meeting regarding potential historic locations.

7. Future Agenda Items

Chair Klinkhamer announced the item.

Discussion took place regarding creating a historical marker list, archeological sites, inventory, and Historical Research Report.

8. Public Comment

There was no public comment.

9. Adjournment

Chair Klinkhamer adjourned the meeting at 6:01 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, August 13, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Chair Klinkhamer called the meeting to order at 5:30 p.m.

2. Roll Call

Present 5 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Also Present

Staff Liaison Puglise and Board Specialist Gray.

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

[25-2583](#)

Approve the July 9, 2025 Historic and Cultural Advisory Board Meeting Minutes.

Chair Klinkhamer announced the item and requested a motion.

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

Yes: 5 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

6. Updates

[25-2568](#)

Update on the July 8, 2025 Commission Discussion Regarding City Commission Approval of Historic Designations and Request for City to Proceed with Necessary Steps for Placement on the National Registry of Historical Sites.

Chair Klinkhamer announced and introduced the item.

Board discussion took place regarding research, comparable language, document revisions, required professionals, and intent of proposed changes.

Ms. Puglise provided guidance on procedural instructions, legal considerations, and next steps.

Board discussion continued regarding document updates and edits.

Chair Klinkhamer requested a motion.

A motion was made by Board Member Stearns, seconded by Board Member Sterner, to continue Item No. 25-2568 to the next meeting. The motion carried on the following vote:

Yes: 5 - Chair Klinkhamer, Board Member Stearns, Vice Chair Sterner, Board Member Becket and Board Member Accardi

Board discussion continued regarding City Code, historic preservation, property tax incentives, application review, condensing submitted information, Sunshine Law compliance, and Board roles.

7. Future Agenda Items

Chair Klinkhamer announced the item.

Discussion took place regarding Board roles.

8. Public Comment

There was no public comment.

9. Adjournment

Chair Klinkhamer adjourned the meeting at 6:27 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, September 10, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Vice Chair Sterner called the meeting to order at 5:30 p.m.

2. Roll Call

Present 3 - Board Member Stearns, Vice Chair Sterner and Board Member Becket

Absent 1 - Chair Klinkhamer

Also Present

Staff Liaison Abreu, and Administrative Service Specialist Lane.

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. [25-2638](#) Approve the August 13, 2025, Historic and Cultural Advisory Board Meeting Minutes.

Vice Chair Sterner announced the item and requested a motion.

A motion was made by Board Member Stearns, seconded by Board Member Becket, to approve minutes as presented. The motion carried on the following vote:

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

Absent: 1 - Chair Klinkhamer

- B. [25-2662](#) Approve the Amended April 9, 2025 Historic and Cultural Advisory Board Meeting Minutes.

Vice Chair Sterner announced the item and requested a motion.

A motion was made by Board Member Stearns, seconded by Board Member Becket, to approve minutes as presented.

Discussion took place regarding what item was amended.

The motion carried on the following vote:

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

Absent: 1 - Chair Klinkhamer

6. Unfinished Business

- A. [25-2568](#) Update on the July 8, 2025 Commission Discussion Regarding City Commission Approval of Historic Designations and Request for City to Proceed with Necessary Steps for Placement on the National Registry of Historical Sites.

Vice Chair Sterner announced the Item.

Discussion took place regarding designation of historic sites, memorandum, email from City Clerk, board duties, modification of Ordinance, and qualifications.

Recess was taken from 5:56 p.m. through 5:59 p.m.

Discussion continued regarding response from Commission.

There was no public comment.

7. Future Agenda Items

Vice Chair announced the Item.

Discussion took place regarding modifications to sections C through O in Ordinance, and Commission response to memorandum update.

A motion was made by Board Member Stearns, seconded by Board Member Becket, to modify Ordinance sections C through O. The motion carried on the following vote:

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

Absent: 1 - Chair Klinkhamer

8. Public Comment

There was no public comment.

9. Adjournment

Vice Chair Sterner adjourned the meeting at 6:16 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, October 8, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Vice Chair Sterner called the meeting to order at 5:30 p.m.

2. Roll Call

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

Also Present:

Staff Liaison Puglise and Assistant City Clerk Powell

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

[25-2810](#)

Approve the September 10, 2025, Historic and Cultural Advisory Board Meeting Minutes.

Vice Chair Sterner announced the item and requested a motion.

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

Yes: 3 - Board Member Stearns, Vice Chair Sterner and Board Member Becket

Not Present: 1 - Chair Klinkhamer

6. New Business

[25-2848](#)

Discussion and Possible Action Regarding the Development of a Formal City Policy and Ordinance for Designating Historic Sites Within the City of North Port. The Board Will Outline a Process for Research, Review Best Practices from Nearby Municipalities (Such As Sarasota), and Delegate Tasks to Individual Members for the Policy's Initial Drafting. This Action is a Continuation of Previous Board Discussions on the Significance and

Validation of Historic Sites in the City.

Vice Chair Sterner announced the item.

Discussion took place regarding printing copies of draft policy.

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

Recess was taken from 5:33 p.m. to 5:42 p.m.

Discussion continued regarding draft policy revisions, Board qualifications and role, applicable policy references, historic district, site designation process, Sarasota County role, historic marker application, costs, policy incorporation, and next steps.

A motion was made by Board Member Stearns, seconded by Board Member Becket, to submit the historical site designation draft policy to Commission. The motion carried on the following vote:

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

[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.

Discussion took place regarding Unified Land Development Code (ULDC) versus City Code.

A motion was made by Board Member Stearns, seconded by Board Member Becket, to recommend no changes. The motion carried on the following vote:

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

7. Future Agenda Items

Chair Klinkhamer announced the item and queried Board Members regarding items to be placed on a future agenda.

Discussion took place regarding Parks and Recreation role with historic sites and modifying Board power and duties.

8. Public Comment

There was no public comment.

9. Adjournment

Chair Klinkhamer adjourned the meeting at 6:35 p.m.

By: _____
Harry Klinkhamer, Chair



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, December 10, 2025

5:30 PM

City Hall Room 244

1. Call to Order

Chair Klinkhamer called the meeting to order at 5:36 p.m.

2. Roll Call

Present 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent 1 - Board Member Stearns

Also Present

Staff Liaison Puglise 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. [26-0190](#) Approve the October 8, 2025 Historic and Cultural Advisory Board Meeting Minutes.

Chair Klinkhamer announced the item and requested a motion.

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

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 1 - Board Member Stearns

6. New Business

- A. [26-0172](#) Discussion and Possible Action Regarding Presentation of the 2025 Annual Report to the City Commission

Chair Klinkhamer announced the item.

Board discussion took place regarding presentation process and options, previous choices, missed meetings, achievements and recognition of historic sites, past revisions

to City Code, previous meeting information, content of memorandum, codes and policy updates from Public Works, and clarification on the agenda item.

A motion was made by Vice Chair Sterner, seconded by Board Member Becket, to approve the 2025 Annual Report to the City Commission as a written memorandum including goals and accomplishments of the Board. The motion carried on the following vote:

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 1 - Board Member Stearns

B. [26-0176](#)

Discussion and Possible Action Regarding Approving The Historic and Cultural Advisory Committee Meeting Schedule for 2026.

Chair Klinkhamer announced the item.

Board discussion took place regarding the schedule outline.

A motion was made by Board Member Becket, seconded by Vice Chair Sterner, to approve the Historic and Cultural Advisory Board Meeting Schedule for 2026. The motion carried on the following vote:

Yes: 3 - Chair Klinkhamer, Vice Chair Sterner and Board Member Becket

Absent: 1 - Board Member Stearns

C. [26-0198](#)

Discussion and Possible Action Regarding Recommending Modification of Board Responsibilities and Duties.

Chair Klinkhamer announced the item.

Board discussion took place regarding rules and regulations within the City's legislative framework for the Board.

7. Future Agenda Items

Chair Klinkhamer announced the item.

Board discussion took place regarding the draft and approval of annual report, and the incorporation of historical site draft into Article II of the Unified Land Development Code.

8. Public Comment

There was no public comment.

9. Adjournment

Chair Klinkhamer adjourned the meeting at 6:12 p.m.

By: _____
Harry Klinkhamer, Chair