



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Historic and Cultural Advisory Board

Wednesday, July 10, 2024

5:30 PM

City Hall Room 244

1. Call to Order

Mr. Abreu called the meeting to order at 5:30 p.m.

2. Roll Call

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

Also Present:

Staff Liaison Abreu, Police Legal Advisor Coughlin, and City Clerk Faust

3. Pledge of Allegiance

The Pledge of Allegiance we led by Mr. Abreu.

4. Public Comment

There was no public comment.

5. Presentations

[24-0951](#)

Presentation of Sunshine Law Training (Office of the City Attorney)

Ms. Coughlin provided a presentation including public meetings and public records, public meetings definition, open meeting requirements, penalties for violations, penalty examples, public records definition, what is a public record, emails and text messages, public record requests, records retention, penalty examples, ethics, prohibited conduct, prohibited relationships, voting, conflicts of interest, relatives, penalties, meeting procedures including quorum and motions, discussion, alternate members, and requesting information that is not a public record.

[24-0949](#)

Presentation of Advisory Board Training (City Clerk)

Ms. Faust provided a presentation including agenda, board duties per City Code, fundamental principles, chair/vice chair roles and responsibilities, member responsibilities, do's and don'ts, and meeting procedure.

Board members introduced themselves and provided background.

6. New Business

[24-0947](#)

Discussion and Possible Direction Regarding the Election of Chair and

Vice Chair

Mr. Abreu announced the item.

A motion was made by Board Member Godin, seconded by Board Member Stearns, to appoint Board Member Sterner as Chair. The motion carried on the following vote:

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

A motion was made by Board Member Stearns, seconded by Board Member Sterner to appoint Board Member Klinkhamer as Vice Chair. The motion carried on the following vote:

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

[24-0950](#)

Discussion and Possible Action Regarding Approval of 2024 Annual Meeting Schedule

Mr. Abreu introduced the item.

Board discussion took place regarding days and times.

There was consensus to hold meetings on the 2nd Wednesday at 5:30 p.m.

7. Future Agenda Items

Board questions and discussion took place regarding interaction with other advisory boards, temporary suspension of board, prior agenda items, historical markers and identification of historical sites/items.

A motion was made by Board Member Stearns, seconded by Board Member Godin, to include on the next agenda the topic of identifying up to three locations within the city for exploration of installing historical markers. The motion carried on the following vote:

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

Board questions and discussion took place regarding art advisory board agenda items, and process and procedure for marker installation.

A motion was made by Vice Chair Klinkhamer, seconded by Board Member Stearns, to request the staff liaison to provide information regarding policy and procedure to accomplish historic preservation program. The motion carried on the following vote:

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

8. Public Comment

There was no public comment.

9. Adjournment

Chair Sterner adjourned the meeting at 6:26 p.m.

By: _____
Chris Sterner, Chair