

**HISTORIC PRESERVATION ADVISORY BOARD
MEETING
FEBRUARY 28, 2019**

MEMBERS PRESENT: Donna Peterman, Chairman
Martha Bireda, Robert Burns, Sushila Cherian,
Brad Gamblin, Karen Lyons, Julie Price

OTHERS PRESENT: Mitchell Austin, Urban Design Planner
Nancy Johnson

CALL TO ORDER/ANNOUNCEMENTS

A. Roll Call

Note: Item VI. A. Election of Chair and Vice Chair was heard after Item I.A. Roll Call.

B. Next Scheduled Meeting

1. March 28, 2019

CITIZENS COMMENTS ON AGENDA ITEMS ONLY

- There were none.

APPROVAL OF MINUTES

A. January 24, 2019

- Mr. Burns MOVED, Mr. Gamblin SECONDED approval of the January 24, 2019 minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. CA-01-19 – 507 West Marion Avenue – Certificate of Appropriateness – Information Only – Awning

- Mr. Mitchell Austin, Urban Design Planner, reviewed the information considered during staff's evaluation of CA-01-19, as delineated in the agenda material, concluding the request was approved administratively.

Note: Ms. Price arrived at 9:02 a.m.

B. CA-02-19 – 325 Harvey Street – Certificate of Appropriateness – Information Only – Fence and Garage

- Mr. Austin reviewed the information considered during staff's evaluation of CA-02-19, as delineated in the agenda material, concluding the request was approved administratively.

C. CA-04-19 – 511 West Retta Esplanade – Certificate of Appropriateness – Information Only – Roof

- Mr. Austin reviewed the information considered during staff's evaluation of CA-04-19, as delineated in the agenda material, concluding the request was approved administratively.

- D. CA-05-19 – 110 Harvey Street – Certificate of Appropriateness – Information Only – Windows
 - Mr. Austin reviewed the information considered during staff’s evaluation of CA-05-19, as delineated in the agenda material, concluding the request was approved administratively.
- E. CA-06-19 – 212 West Virginia Avenue – Certificate of Appropriateness – Information Only – Windows
 - Mr. Austin reviewed the information considered during staff’s evaluation of CA-06-19, as delineated in the agenda material, concluding the request was approved administratively.
- F. CA-07-19 – 312 Sullivan Street – Certificate of Appropriateness – Action Required – Sign
 - Mr. Austin reviewed the CA-07-19 application, as delineated in the agenda material, concluding staff recommended approval of this request.
 - Mr. Burns MOVED, Ms. Lyons SECONDED to approve CA-07-19. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

- A. County Centennial – Planning Session

Note: A short break was called at 9:10 a.m.

- Ms. Nancy Johnson explained the Board was going to develop an action plan for celebrations related to the Charlotte County Centennial (Centennial) in 2021, noting Board members would each take the lead on one project and recruit citizens to help. She confirmed the Board desired to schedule their celebrations for April 2021.
- Discussion ensued regarding members’ desire for interpretive markers and the process for creation and installation of same, with members voicing preference for installation of at least some markers prior to the Centennial celebrations.
- Ms. Johnson then led members through an event visualization exercise, with members expressing desire for a well-attended event held in a large space which would enhance community engagement and visibility of the historic district. She then asked members to consider the conditions under which they operated.
- Members listed strengths which could assist in the development and organization of Centennial events, such as official recognition of the importance of the City’s history, the engaged community, local historians and organizations, grant opportunities and members’ experience, reviewing the benefits to Centennial celebrations as well as those weaknesses which could complicate the Board’s efforts. They commented their progress could be hindered by lack of focus and coordination, conflicts with other

events, insufficient funds, and the need for consensus of historical organizations regarding highlighted content.

- Ms. Johnson questioned which City staff members were concerned with tourism.
- Mr. Austin replied Ms. Melissa Reichert, Communications Manager.
- Ms. Bireda noted Councilmember Jaha Cummings was on the Tourist Development Council.
- Ms. Price stated an airport representative might be able to provide assistance.
- Ms. Johnson remarked communications and fundraising strategies would be required.
- Mr. Burns questioned if the Board should first seek City Council's support prior to pursuing organization of Centennial celebrations.
- Discussion ensued regarding the process for seeking City Council's support, with consensus of members to first develop a vision and action plan.
- Ms. Peterman recommended the vision and action plan first be presented to Mayor Nancy Prafke.
- Ms. Johnson agreed, suggesting her ideas could be incorporated. She then requested members brainstorm projects for the Centennial celebration.
- Members proposed installation of interpretive markers, preparation of a commemorative booklet and holding various celebratory events. They then suggested current events include the Centennial theme and various organizations be contacted regarding suggested projects.
- Ms. Johnson confirmed members would lead workgroups as follows: Ms. Bireda - content of the markers and booklet; Ms. Price - celebration events; Mr. Gamblin - fundraising; Ms. Cherian - assist with tasks for the workgroups and work with the Charlotte Players.
- Ms. Bireda expressed concern no one had offered to lead a communications workgroup.
- Ms. Johnson suggested Ms. Reichert could attend a meeting to help develop a communications plan.
- Ms. Cherian confirmed she should wait to seek the Charlotte Player's involvement.
- Ms. Johnson requested members determine their next steps, with consensus to recruit a core group of volunteers, develop goals within each workgroup, survey other organization's Centennial plans, define the month of celebration and events, explore ideas for events and projects, hold planning meetings for workgroups in April and seek City Council approval in May. She concluded members would then develop a budget and fundraising plan, committee action plans and a communications plan.

Note: Ms. Lyons left the meeting at 10:44 a.m.

STAFF COMMENTS

Note: Item VI. Election of Chair & Vice Chair was heard following Item I. A. Roll Call.

A. Election of Chair & Vice Chair

- Recording Secretary Welch opened the floor for nominations for Chair.
- Mr. Gamblin NOMINATED Ms. Peterman.
- Recording Secretary Welch called for any other nominations; as there were none, Ms. Peterman was appointed Chair by acclamation. She then opened the floor for nominations for Vice Chair.
- Mr. Gamblin NOMINATED Mr. Burns
- Recording Secretary Welch called for any other nominations; as there were none, Mr. Burns was appointed Vice Chair by acclamation.

COMMITTEE/BOARD COMMENTS

- Ms. Price announced historical photographs of Hotel Punta Gorda were on display in the Punta Gorda Airport.
- Ms. Peterman confirmed pictures of the display could be submitted for inclusion in the Weekly Highlights Report.
- Ms. Price stated the Gilchrist Park Playground mural was progressing well, then noting the property owner had not yet signed a hold harmless agreement for relocation of the Ice House foundation rock.
- Mr. Austin announced donation of a 1931 bronze dedication plaque for the Barron G. Collier Bridge had been proposed and would be presented for the Donation Review Committee's consideration once associated paperwork was completed.

ADJOURNMENT

- Meeting Adjourned: 10:58 a.m.

Donna Peterman, Chairman

Sara Welch, Recording Secretary