



**ORANGE CITY
HISTORIC PRESERVATION BOARD
THURSDAY, APRIL 20, 2017
6:00 P.M.**

**OFF-SITE LOCATION
ORANGE CITY – ALBERTUS COTTAGE
200 E. ROSE AVENUE**

Board Members

Kerry Donaway, Chair
Ted Marsolek, Vice Chair
Sarah Mazzie
Deneen Temperly-Jones
Donna Cobb

Staff Liaison

Becky Mendez, Development Services Director
Kimberly Reading, Planner 1

1. **CALL TO ORDER**
2. **ROLL-CALL**
3. **APPROVAL OF MINUTES**
Dated March 23, 2017
4. **OLD BUSINESS**
 - A. Historic Property Demolition Ordinance Update
 - B. VIA Dickinson Park 100th Celebration Update
 - C. 2017 Budget Discussion
5. **NEW BUSINESS**
 - A. Discuss possible plan for Orange City 135th Birthday Celebration on Aug 26th
 - B. Discuss possible post card book project
6. **STAFF/BOARD COMMENTS**
7. **CITIZEN COMMENTS**
8. **ADJOURNMENT**

Next Meeting: May 18, 2017

If any person decides to appeal any decision made the Historic Preservation Board with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings for such purpose he/she may need to insure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is based. (FS 286.0105.) Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least three (3) working in advance of the meeting date and time at (386) 775-5403.

Public comment will be allowed consistent with Senate Bill 50, codified at the laws of Florida, 2013-227, creating Section 286.0114, Fla. Stat. (with an effective date of October 1, 2013). The public will be given a reasonable opportunity to be heard on a proposition before the City's Planning Commission, subject to the exceptions provided in §286.0114(3), Fla. Stat.

1 **MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION**
2 **BOARD MEETING**, held on Thursday, March 23, 2017 at 6:00 p.m. in
3 Development Services Conference Room, 205 E. Graves Avenue, Orange City,
4 Florida.

5
6 **1. CALL TO ORDER**

7 Chairman Marsolek called the meeting to order at 6:00 p.m., and roll call was
8 taken.

9
10 **2. ROLL CALL**

11 **PRESENT:** Chairman Kerry Donaway, Vice–Chair Ted Marsolek, Deneen
12 Temperly-Jones and Donna Cobb; City Staff: Becky Mendez, Development
13 Services Director; Kimberly Reading, Planner, 1 **ABSENT:** Sarah Mazzie
14 **GUESTS:** None

15
16 **3. APPROVAL OF MINUTES**

17 A. Minutes dated January 19, 2017

18 **Member Cobb moved to approve the January 19, 2017 minutes, as**
19 **presented, seconded by Member Jones and passed by unanimous vote.**

20
21 **4. STAFF PRESENTATION**

22 A. CRA Project Priority List

23 Mrs. Mendez began by explaining what a Community Redevelopment Agency
24 (CRA) is, and why the city has one. She went on to explain that City Council is
25 the city’s CRA Board and summarized the boundary associated with Orange
26 City’s CRA. She noted that a priority list was needed to present to City Council at
27 the March CRA meeting for funding approval. Mrs. Mendez distributed a handout
28 for the seven proposed projects. She gave a detailed description of each project
29 under consideration and requested the Board provide a priority list. The Board
30 called out individual rankings for their top three projects.

31 Member Jones voiced her number one priority was to improve the French Ave.
32 intersection to attract the tourists who visit Blue Spring. Her second priority is to
33 pave the City owned parking area on Graves Ave. and Albertus Way, and to
34 extend S. Holly Ave. on-street parking and sidewalk from Mill Lake to Dickinson
35 Park. Her third is to install way-finding.

36 Chair Donaway voiced her number one priority was to improve the French Ave.
37 intersection. Her second priority is to extend S. Holly Ave. on-street parking and
38 sidewalk from Mill Lake to Dickinson Park. Her third priority is to install the trail
39 from Graves Avenue to Mill Lake.

1 Member Cobb voiced her number one priority was to improve the French Ave.
2 intersection. Her second priority is to pave the City owned parking area on Graves
3 Ave. and Albertus Way, and to extend S. Holly Ave. on-street parking and
4 sidewalk from Mill Lake to Dickinson Park. Her third priority is to install way-
5 finding to get people motivated to find the amenities we currently have.

6 Member Marsolek voiced his number one priority was to improve the French
7 Ave. intersection. His second priority is to make improvements to S. Holly
8 Avenue and Albertus Ave. His third priority is to install way-finding.

9 **OLD BUSINESS**

10 *A. 2017 Goals*

11 Mrs. Reading presented the 2017 Goals that include the items discussed in detail
12 at the previous meeting and recommended Board action to approve the list.
13 Chairman Donaway asked staff if there were any items to add to the goals which
14 may result from the implementation of the CRA Project priority list. Mrs. Mendez
15 suggested the Board may want to work on rule making following the adoption of
16 the proposed Demolition of Historic Structures Ordinance. Any input needed
17 from the Board regarding possible CRA projects would be addressed as the
18 projects commence.

19

20 **Member Marsolek made a motion to accept the 2017 Goals as**
21 **presented, seconded by Member Jones. The motioned passed by**
22 **unanimous vote.**

23

24 *B. Discuss response letter to Mt. Zion AME Church (NHR)*

25 Staff reminded the Board that a formal response needs to be issued to the Mt.
26 Zion AME church request for assistance. The Board previously determined that
27 they would not be able to provide technical assistance in researching or writing
28 the application. Staff asked for direction on how to respond to this request for
29 assistance. Chair Donaway asked staff to prepare a letter explaining the Boards
30 position and include a list of resources that may aid Ms. Stafford in preparing her
31 application for the NRH.

32

33 *C. Historic Property Demolition Ordinance update*

34 Mrs. Mendez encouraged the members to attend the City Council meeting on
35 April 11th first reading and the April 25th second reading of the proposed
36 ordinance change.

37

38

1 D. Discuss VIA Dickinson Park 100th Celebration

2 Member Marsolek shared a flyer he created for the Plein Air Paint-Out. He
3 created a temporary Logo for the Board. He also made a registration list, a post
4 card for inviting participation, pages for people to paint/color and a map of
5 suggested sites to paint. Staff discussed the need to encourage participants to stay
6 on the sidewalks or right-of-way. The Board discussed setting up a booth to assist
7 with registration of Plein Air participants. Pieces made during the event
8 potentially may be displayed at Art in Public Places in council chambers. Chair
9 Donaway offered to contact a local musician to perform.

10
11 **5. NEW BUSINESS**

12 A. 2017 Budget Discussion

13 Member Donaway began the discussion with identifying an item she would like to
14 budget for, which is to update the historic district banners. The Board will
15 evaluate the historic district to determine the where to put new banners. Staff will
16 get an estimated cost for 10 – 20 banners for the next meeting. Member Marsolek
17 indicated the board should have some money set aside for office supplies to do
18 printing and mailing of materials for the Board's events. Chair Donaway asked
19 about having money for refreshment during the year's public presentations.
20 Member Cobb asked to have a budget for supplies at the events hosted by the
21 Board. The consensus was that office supplies and refreshments would cover any
22 needed items for events.

23
24 **6. STAFF/BOARD COMMENTS**

25 Mrs. Reading presented a calendar for upcoming meetings that identifies
26 important dates the Board may want to recognize, such as the City's 135th
27 birthday. Chair Donaway asked to add the birthday to the next agenda for
28 discussion. Mrs. Reading asked if the Board would like to have an upcoming
29 meeting at Albertus Cottage with the VIA in attendance. The Board requested to
30 have the April 20th meeting there. Mrs. Reading will get with the VIA to confirm.

31
32 Mrs. Reading shared with the Board a recent donation given to the City, which is
33 a large bound book of February 1946 editions of the New York Times. The
34 donation was donated by former HPB member Gerald Morin. The book has an
35 interesting article about migration to Florida. Mrs. Reading pointed out that the
36 City does not have a collections management policy for receiving items given to
37 the City. She suggested the Board may consider if this is an area the Board would
38 like to make recommendations to the City for creating a collections management
39 policy.

40

1 Member Jones displayed a photograph of a Mrs. Owens, former resident of
 2 Orange City. No one was familiar with her by name, but Mrs. Reading offered to
 3 scan the image and report back to Mrs. Jones if she was able to identify how Mrs.
 4 Owens was involved in the community.

5
 6 Mrs. Reading displayed a copy of an historic map given to her by former Mayor
 7 Harley Strickland of the Dickinson estate that once stood at the intersection of
 8 Dixon St and S. Carpenter Avenue.

9
 10 **7. CITIZEN COMMENTS**

11 None

12
 13 **8. ADJOURNMENT**

14 Chair Donaway called for a motion to adjourn.

15 **Member Cobb made a motion to adjourn, seconded by Member**
 16 **Jones. The motioned passed by unanimous vote. The meeting**
 17 **adjourned at 8:38 pm.**

18
 19 **RESPECTFULLY SUBMITTED:**

APPROVED ON

20
 21
 22 Kimberly Reading
 23 City of Orange City, Planner

24 _____

FY 2017-2018
Orange City Historic Preservation Board
Proposed Budget

EXPENSE BUDGET

4/13/2017

OC HPB

Operating	Budget	Actual	Difference (\$)	Note
Office Supplies	\$ 500.00	\$ 500.00	\$ 500.00	Postage/printing
Historic District Banners	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	25 banners at \$50 each
Refreshments	\$ 400.00	\$ 400.00	\$ 400.00	4 events at \$100 each
Total Expenses	\$ 2,150.00	\$ -	\$ 2,150.00	