

1 **MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD**
2 **REGULAR MEETING**, held on Thursday, September 17, 2020 at 5:00 p.m. in Council Chambers, 201
3 N. Holly Avenue, Orange City, Florida.
4

5 **1. CALL TO ORDER**

6 Chair Donna Cobb called the meeting to order at 5:09 p.m. The Pledge of Allegiance was recited followed
7 by roll call.
8

9 **2. ROLL CALL**

10 **PHYSICALLY PRESENT:** Chair Donna Cobb; Vice Chair Tom Eidel; Members Shawn Pupello and
11 James Nolan; Senior Planner, Kimberly Reading and Development Services Director, Becky Mendez
12 **Absent:** Member Daniel Mendoza
13

14 **3. APPROVAL OF MINUTES**

15 Dated July 16, 2020 and August 20, 2020

16 **Vice Chair Tom Eidel made a motion to approve the minutes dated July 16, 2020**
17 **and August 20, 2020, seconded by Member Shawn Pupello. The motioned passed**
18 **by unanimous vote.**
19

20 **4. NEW BUSINESS**

21 A. New Members

22 Chair Cobb introduced the agenda item. Mrs. Reading welcomed new members Shawn Pupello and
23 James Nolan. Introductions were made by all.
24

25 **5. OLD BUSINESS**

26 A. Historic Marker Program

27 Chair Cobb introduced the agenda item. Mrs. Reading presented a summary of the progress made
28 toward organizing a Historic marker program per the provisions in the Historic Preservation
29 Ordinance. Staff presented updated cost estimates from two vendors for the production of the
30 markers, noting the City Hall image will require a redesign to make compatible with metal casting.
31 A discussion followed regarding art and shipping fees, mounting and specialty options, and city
32 structures eligible for listing on local register.

33 **Vice Chair Tom Eidel made a motion to accept the proposal of Franklin**
34 **Bronze and submit the current marker proposal to City Council, seconded by**
35 **Member Shawn Pupello. The motioned passed by unanimous vote.**
36

37 B. Historic Walking Tour Launch and Future Planning

38 Chair Cobb introduced the agenda item and gave a recap of the soft launch of The Clio Historic
39 Walking Tour, which occurred on September 5, 2020. Chair Cobb reported the tour was well attended
40 by the Mayor, Vice Mayor, City Manager, several current and former members of the Board, as well

1 as members of the public were present. Chair Cobb asked for an update regarding adding new phases
 2 of the walking tour. Mrs. Reading responded that fact checking and researching the properties being
 3 considered for the tour is time consuming, because of the academic nature of The Clio. The current
 4 17 sites are ones which had the most readily available factual information. Director Mendez suggested
 5 using a previously established template to generate data on the proposed sites to be included in the
 6 tour. Staff will create an updated list of properties to be added to the tour, along with a map, for the
 7 Board to discuss at the next meeting. The Board will then prioritize the addition of other properties
 8 to maintain the flow of the tour, and assist in researching the additional properties.

9
 10 **6. STAFF/BOARD COMMENTS**

11 Mrs. Reading shared a small handout created by Ted Marsolek, which includes information about the
 12 tour. Mrs. Reading shared resources for the Board and citizens to use concerning historic preservation,
 13 including ways to encourage historic preservation in the local community, how to find additional
 14 resources for historic preservation projects, and invited the new members to contact her if they have
 15 any questions.

16 Mrs. Reading shared that City Council agreed no special events would be scheduled until after the
 17 mask mandate is lifted. Concern was expressed about canceling the holiday lighting contest. It was
 18 suggested that if the event is allowed that advertising for it be increase.

19 Vice Chair Eidel questioned the recent removal of several oak trees from the right-of-way of Oak
 20 Ave, and the need for maintenance of remaining trees. He suggested distributing a letter to home
 21 owners that identifies historically significant elements in the historic district, like trees and sidewalks,
 22 hosting a fundraiser to benefit tree maintenance, creating a replanting plan, or engaging an arborist to
 23 donate time to help preserve city owned historic trees. Director Mendez offered to forward his
 24 comments to the City Manager for discussion with Public Works, and stated that the Board can draft
 25 an informational letter to provide to residents.

26
 27 **7. CITIZEN COMMENTS**

28
 29 **8. ADJOURNMENT**

30 With there being no further business, Chair Cobb called for a motion to adjourn.

31 **Chair Donna Cobb called for a motion to adjourn, Member James Nolan made**
 32 **a motion to adjourn, seconded by Member Eidel. The motioned passed by**
 33 **unanimous vote. The meeting adjourned at 6:39 pm.**

34
 35 **RESPECTFULLY SUBMITTED:**

APPROVED ON

36
 37 Kimberly Reading
 38 City of Orange City, Senior Planner