MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD
REGULAR MEETING, held on Thursday, July 16, 2020 at 5:06 p.m. in Council Chambers, 201 N. Holly Avenue, Orange City, Florida.

1. CALL TO ORDER
Chair Donna Cobb called the meeting to order at 5:06 p.m. Roll call was taken followed by the Pledge of Allegiance.

2. ROLL CALL
PHYSICALLY PRESENT: Chair Donna Cobb; Board Members Ted Marsolek and Tom Eidel; Senior Planner, Kimberly Reading and Development Services Director, Becky Mendez; ABSENT: Board Member Maribeth (Nicki) Burke

3. APPROVAL OF MINUTES
Dated May 21, 2020
Board Member Tom Eidel made a motion to approve the minutes dated May 21, 2020, seconded by Member Ted Marsolek. The motioned passed by unanimous vote.

4. NEW BUSINESS
A. Interim Elections for Vice Chair
Chair Cobb introduced the agenda item and called for nominations. Member Marsolek nominated Member Eidel for Vice Chair. Member Eidel accepted the nomination.

5. OLD BUSINESS
A. Historic Walking Tour - Launch
Chair Cobb introduced the agenda item. Mrs. Reading confirmed 17 historic sites are included in the Historic Walking Tour. Staff requested Board’s direction on a tour launch. Staff recommended a soft launch at this time. The Board discussed a virtual launch and a variety of media campaigns. Mrs. Reading read an email from Planning Commissioner Gaea Nunez encouraging the Board to wait to have a larger event at a later date. Member Eidel asked when to have the virtual launch. Mrs. Reading answered it would take at least one month to prepare. The Board agreed to launch now, followed by a larger event once gatherings are allowed, because the soft launch provides an opportunity to detect technical issues, showcase “coming soon” sites, and generate public interest. The Board chose September 5, 2020 for the launch of the tour. Mayor Blair was invited to demonstrate the tour.

B. Historic Marker Program
Chair Donna Cobb introduced the agenda item. Mrs. Reading presented a summary of the intent of the program. Preliminary concept designs of the markers were presented for comment and recommendations for the designs. Member Eidel recommended aluminum or bronze be used for
longevity of the markers. Mrs. Reading provided information about two vendors recommended by the National Register of Historic Places. Both vendors offer discount programs for Historic Boards, with additional discounts for establishing a reoccurring marker program. The Board agreed on a 10”x7” oval plaque with Town Hall image in the center, a serial number, date of construction, the words “Orange City” across the top and “Local Historic Register” along the bottom. This layout to be submitted to the City Council for final approval. Mrs. Reading clarified the terms of the program to clearly state how eligibility is obtained. Mrs. Reading noted the current Local Historic Register applications would be modified for the purpose of creating a Historic Marker application. City owned locations to be included in the Historic Marker Program were discussed. The locations determined to be significant and suited for this program include: Town Hall, City Clerk’s office, Shuffleboard Courts and Club house, Orange City Utility Building and the Albertus Cottage.

Chair Donna Cobb made a motion to recommend to City Council that the owner should be responsible for purchasing the plaque once approved for the Historic Marker Program, seconded by Member Ted Marsolek. The motioned passed by unanimous vote.

6. STAFF/BOARD COMMENTS

After eight years of continuous service, Member Ted Marsolek submitted his resignation from the Orange City Historic Preservation Board. He read a prepared statement thanking the Board for the opportunities presented to him during his tenure and wished the Board longevity and success. Mrs. Mendez presented Ted Marsolek with a framed certificate of appreciation. The Board, Mayor Gary Blair and staff expressed their sincere appreciation for Mr. Marsolek’s contributions, time and dedication to the preservation of Orange City history and wished him well.

7. CITIZEN COMMENTS

Former Board member, Kerry Donaway, expressed gratitude for Member Marsolek’s work and the support he has offered to the community to preserve the history of Orange City.

8. ADJOURNMENT

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

Chair Donna Cobb made a motion to adjourn, seconded by Member Eidel. The motioned passed by unanimous roll call vote. The meeting adjourned at 6:17 pm.

RESPECTFULLY SUBMITTED:                APPROVED ON

Kimberly Reading                          
City of Orange City, Senior Planner

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