MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD
REGULAR MEETING, held on Thursday, September 17, 2020 at 5:00 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 5:09 p.m. The Pledge of Allegiance was recited followed by roll call.

2. ROLL CALL
PHYSICALLY PRESENT: Chair Donna Cobb; Vice Chair Tom Eidel; Members Shawn Pupello and James Nolan; Senior Planner, Kimberly Reading and Development Services Director, Becky Mendez
Absent: Member Daniel Mendoza

3. APPROVAL OF MINUTES
Dated July 16, 2020 and August 20, 2020
Vice Chair Tom Eidel made a motion to approve the minutes dated July 16, 2020 and August 20, 2020, seconded by Member Shawn Pupello. The motioned passed by unanimous vote.

4. NEW BUSINESS
A. New Members
Chair Cobb introduced the agenda item. Mrs. Reading welcomed new members Shawn Pupello and James Nolan. Introductions were made by all.

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

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

B. Historic Walking Tour Launch and Future Planning
Chair Cobb introduced the agenda item and gave a recap of the soft launch of The Clio Historic Walking Tour, which occurred on September 5, 2020. Chair Cobb reported the tour was well attended by the Mayor, Vice Mayor, City Manager, several current and former members of the Board, as well
as members of the public were present. Chair Cobb asked for an update regarding adding new phases of the walking tour. Mrs. Reading responded that fact checking and researching the properties being considered for the tour is time consuming, because of the academic nature of The Clio. The current 17 sites are ones which had the most readily available factual information. Director Mendez suggested using a previously established template to generate data on the proposed sites to be included in the tour. Staff will create an updated list of properties to be added to the tour, along with a map, for the Board to discuss at the next meeting. The Board will then prioritize the addition of other properties to maintain the flow of the tour, and assist in researching the additional properties.

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

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

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

7. CITIZEN COMMENTS

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

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

RESPECTFULLY SUBMITTED:          APPROVED ON
Kimberly Reading                      
City of Orange City, Senior Planner   

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