

# **HISTORIC PRESERVATION TASK FORCE**

Location: **Planning Department Conference Room**

Date: **April 3, 2006**

Time: **9:15 a.m.**

Attendees: Commissioner Ronnie Duncan, Brian Smith, Bob Jeffrey, Wally Clark, Jan Luth, Cynthia Tarapani, Kathleen Monihan, David Walker, Joan Deming, Reggie Hall and Terry Fortner

## **I. Call to Order**

## **II. Minutes – March 3, 2005**

- ◆ Moved to approve - carried

**SIDEBAR:** Commissioner Duncan shared the Planner's Ten Commandments of City Design from Bob Jeffrey with the committee (discussion followed)

## **III. Updates**

- ◆ Historic Programs Chart
  - Updating the Chart and it will be on the website
- ◆ Program Website
  - Checked website this morning and it has the current schedule and we will be adding things to it as we go along
  - Agenda and minutes are posted and seems to have a fairly large number of hits
  - Would like to create a FAQ section
- ◆ State Grant Submittal
  - Recommendations have apparently been finalized on small matching grants-in-aid projects; will see how we fared
  - There is a state conference which we could attend. It is understood that sessions on grants will be conducted.

## **IV. Program Definition**

- ◆ End-product and where we are going ...
  - Most local governments have provided us with their ordinances and statutes or a letter of support from mayors who do not have any and are in support; looking forward to what this committee will do and how they can participate.
  - Criteria – being refined and used for not only county but by the municipalities (report coming up shortly)
  - Sam Casella is working on the whole tax and financial side and we have talked a little about the incentives (has to be financially plausible to work)
  - Question about the Homestead Exemption and how much more when it's historical – in order to get the additional sums, you have to do the restoration to get it. (Discussion

followed regarding this ... Sam is checking this out as part of the financial incentive research and is scheduled to give a detailed report at the next meeting.

- April Meeting focus on Criteria, the financial piece and the Produce piece – with those three and that would make the case for the council to write an ordinance that would incorporate those items and strategies. Remember, there is not a “one piece fits all” so need a well rounded set of ordinances that will help us reach the goal.

**QUESTION:** How do these things, be it an ordinance, education, data base management or whatever it is, carry on, procedurally, after this group is gone? Do you task current county staff, is there an entity ... what happens? What is the format, what is the organization which would keep the focus on historical preservation and see that as their mission countywide in the different areas – encouraging the state to do more, tax programs, education, etc. Probably has to come at the end after we’ve resolved the other parts.

**DISCUSSION** followed ... many bridges can be built with other organizations but would probably come more at the end. We will keep that in the focus as we go forward.

## V. Criteria – Status of Subcommittee Work

- ◆ Cyndi Tarapani led the following discussion:
- ◆ Background and purpose of committee:
  - Members – Cyndi, Joan Deming, Bob Jeffrey, Jan Luth, Ellen Babb (Heritage Village Historian), Becky Neilsen
  - The committee’s research started with reviewing the document presented by Jan Luth which describes the outline of Pinellas peninsula for Heritage Village (the “Village”) – felt like there were specific local issues and places and things that happened here that didn’t elsewhere that we wanted to recognize
  - Part of the criteria is just to collect and pass the widest net possible – collect information on historic places, objects, sites throughout Pinellas County and just know about it! An information gathering process – not a regulatory process – not a competition – merely, what kind of data are we going to collect hopefully with the use of County or grant money. How are we going to collect the information and what are we going to direct a consultant to do.
- ◆ General criteria (see handout)
  - Five basic criteria
- ◆ Local criteria (see handout)
  - Eight listed – done by theme – might be characteristic of the entire state, but some are very specific to Pinellas County – these eight are meant to be more explanatory than characterizing. Some places may fit into several of these themes ... this was not intended as a checklist for qualification.
  - Work Histories are being developed through historical organizations, museums, etc. so these oral histories can be converted to written. Ellen Babb is putting together a countywide meeting to develop a plan as we don’t want to overlap and be redundant. Possibly this meeting will include some training that would allow more research and work histories to be captured. Discussion followed on graduate students being trained versus professionals who know how to conduct oral histories ... very important to understand how to switch from one set of questions to another depending on the

“words” used by those being interviewed, and the trust needed to get personal artifacts – even if just copies.

- Collection of books and data available to the public – historic preservation library and an archive would be part of it.
- Housed in different places around the county – The Village, at municipal archives, museums and perhaps the most important ones are shared and even online.
- Oral history base would be part of the criteria – but only as research material – think of it as books, letters, documents – just research material. Oral histories are more of a vehicle to get you there. No one “thing” will get you on the inventory, but rather the support for why it should be on the inventory, in some cases.

◆ General discussion:

- Excellent job by committee
- What is the next step by the committee?
  - Marching orders need to be developed for the consultant (or whomever is going to do the survey of the sites around Pinellas County)
  - Using this criteria they can develop the inventory and consider something that does not immediately match the criteria and consider it for exception but the “ground rules” are in place
  - Perhaps a couple members of this committee could meet with the group already formed at the Village to review this draft criteria – (this group is made up of representatives from historical museums and historical societies in the County) and representative of some of the historical review boards that do exist and get feedback on this as a draft in the early stages
    - Jan, Cyndi, Terry, Bob and Kathy will serve on this part of the committee. Let’s get it done as soon as possible – early May.
    - Stay after this meeting for a few minutes and work out details of who, when, etc. for this meeting.
    - Give email addresses to Jan.
    - Let’s “piggy-back” this meeting with the next meeting of this committee also. The suggestions from that group could be incorporated into our meeting, then be could possible adopt this at our next meeting – then it’s done.
  - In the future, this work becomes a great outline for some sort of video or PowerPoint presentations that can go out on the public access channels that talk about what is important in our County and try to train the average citizen into recognizing that history exists and why it exists ... and then even get to a marketing committee.
  - Discussion on having Channel 18 present at this joint meeting
    - Not at meeting – general consensus
    - Perhaps as a kickoff – announcing the grant, the survey, who’s doing the survey, asking for the public’s help, looking for archival information, etc.

## VI. Other Business

- ◆ Issue of funding this project
  - Concerned about \$25,000 grant not going very far
  - Budget item on County budget if grant is not awarded? (Note: The grant proposal did not make the list recommended to the Legislature)
  - Commissioner Duncan assured the committee that this was too important to rely only on grant dollars
  - Lobbied money for landmarks?

- Question – the \$25,000 grant has matching funds of \$25,000 to equal a \$50,000 effort? We are doing in kind with the database effort.
- Question – can we look at a longer period of time work – like a year and a half – is there “left over consultant money” in the County or can we put in for consultant money – now is the time that budgeting items are being drafted
- Take the Scope of Work and put it “on the street” and see what you get for a dollar figure – solicit funds? From where? How? Need as RFP?
  - write the Scope, clearly and decisively
  - define roles of County and consultant
  - make it clear up front that it’s a phased program
  - matches from different municipalities and entities
  - develop the Scope by May meeting for review and adoption
    - Joan Deming to chair this sub-committee with Brian, Bob and Cyndi
    - Try to get to entire committee before the next meeting so there is time for review and thought and then at meeting we can discuss, revise, and adopt
- This was originally proposed as a three to four year project
- Perhaps if the County put up a third, all the municipalities put up a third, then we ask the State for a third and it also shows buy-in from local to County to State
- Inventory costs – development (including consultant) through research to database development and upkeep – what is a realistic – would probably cost \$150,000+/- ???
  - Consultant expertise
  - Building the system – by GIS with assistance of consultant expertise
  - Important to take “in kind” services from small communities and municipalities and make them aware that that is just important as cash money and not make that a requirement to participate
- Inventory – have a good start in North County and larger cities, i.e., St. Petersburg, Clearwater, Tarpon Springs – and need to build on that.
- ◆ Sam is working on tax evaluation and exemption – not the regulatory side
- ◆ Model Ordinances, archeological ordinances, etc. – that’s an issue that still needs to be worked on.
  - Currently in the process of pulling up what is in existence today and will have that portfolio by the end of the month – if not sooner
  - Then the next phase can be started – what more do we need
- ◆ Florida Trust for Historic Preservation is having conference in St. Augustine, May 18<sup>th</sup>–21<sup>st</sup> Encourage everyone to go ... also Bob Jeffrey is presenting at that conference
- ◆ Historic Preservation Summit in St. Petersburg on April 29<sup>th</sup> – limited to 100 people, if interested – RSVP as soon as possible. Geared to getting the public to speed as to what preservation is – great program ideas
- ◆ Explanation on duties and responsibilities of Mark Ely. Would he be a good person to go to the Board of Trustees so he gets a good sensitivity of the historic picture.

Next Meeting – first or second week in May – will email – to be coordinated with the sub-committee meeting.

Meeting adjourned at 10:53 a.m..