

# HISTORIC PRESERVATION BOARD (HPB) MEETING MINUTES

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**Date:** June 18, 2014

**Time:** 9:00 a.m.

**Location:** Pinellas County Planning & Development Services  
310 Court Street, Clearwater

**Attendees:** Gina Clayton; Commissioner Charlie Justice; John Barie; Wally Clark; Rae Claire Johnson; Brian Smith; David MacNamee; Ralph Reid; Gordon Beardslee; Joe Morrissey; Chelsea Hardy; Marcel Mohseni; Liz Freeman

- I. Call to Order – Commissioner Charlie Justice called the meeting to order at 9:04 a.m.
- II. The Minutes of May 21st –were approved unanimously. Gordon introduced Liz Freeman, and Joe Morrissey and Chelsea Hardy, Asst. County Attorney were introduced.
- III. Update on Aug. 6<sup>th</sup> HP meeting in St. Pete: As Emily was not present, Rae Claire informed the group that St. Pete Preservation is postponing their meeting to apply for a grant, so there will be no meeting in August.
- IV. Status of Planning for Aug. 20<sup>th</sup> HPB Summit: Rae Claire spoke to the CVB, and they are interested in hosting the Summit. Sept. 17<sup>th</sup> in the afternoon would be the new date, and the CVB will provide refreshments, in addition to hosting it. She asked if the group thought this was acceptable. Details still need to be worked out, and Rae Claire will send the details when they are available. Ralph will distribute information from St. Pete Preservation, once he receives it.
- V. Status of the Certified Local Government Agreement : Marcel stated that a letter was sent to Tallahassee with the signed agreement. They will then submit it with their recommended approval to the Dept. of Interior, National Parks Service. We should hear late July, or early August if the County would then become a CLG. Brian asked if there will be any further requirements, once we are a CLG. Marcel responded that we would need to report monthly, and annually, the number of COAs processed, the number of Landmark Sites designated, number of nominations reviewed, records of meetings, attendance, and members. An annual report is also required. Gordon stated we would need to do an annual report in November. Rae Clair made a recommendation to have a staff member dedicated to Historic Preservation on staff. Cyndi made a motion to have the draft Annual Report be submitted to Board members prior to submittal. The motion was passed. Rae Clair made the motion to have the Chair send a letter to the Administrator and the County Commission requesting increased staffing for Historic Preservation. Brian requested defining what our deficiencies are first, and what that person would do. Rae Claire suggested contacting the City of St. Pete, to see what their job description is for this type of position. Gordon explained that the County Administrator was told that if the County became a CLG, no additional staff resources would be needed. He felt that with additional new staff currently being added to the department, there should be enough staff time to dedicate to historic preservation. Discussion followed on what was needed, and defining the roles and tasks. Rae Claire volunteered to contact the City of St. Petersburg for a job description for their Historic

Preservation positions. Gordon will research how other cities are handling historic preservation programs. Brian suggested spending Aug. 20<sup>th</sup> talking about the annual work plan. Cyndi then made a motion to amend the motion to send the letter after the work program is finalized. Rae Clair suggested tabling the motion. The motion was passed to table the previous motions, until after the work session.

- VI. Follow up on revisions to HP Network/Web pages: John Barie reported that he had no updates to discuss. He gave an update on St. Pete Preservation cancelling their meeting. He does not know when the next meeting will be, but they are usually held on Wednesday or Thursday evenings. He will communicate with Preservation St. Pete as to the Board's wishes to not hold the meeting too close to the September 17<sup>th</sup> Summit.
- VII. Review Annual State grant cycles – Gordon briefly discussed the attached sheet that contained grant cycle information.
- VIII. Consideration of next designation for Landmark & Landmark site: – Gordon reviewed the attached list of potential sites. He has a meeting scheduled with Paul Sacco, of the County's Real Estate Dept for designation of the Old Courthouse. He asked the group how they felt about pursuing Ozona Village Hall, should the Old County Courthouse would take more time. Cyndi suggested doing both of them. Gordon explained about the VA at Bay Pines, the Board's involvement will be to review and comment on the report. The VA is doing studies for expansion and renovations. Their draft will be provided to us later this summer. Gina asked if the letter sent to the VA was asking about local designation. Gordon stated that they can revise the letter and then send it. A motion was approved for a letter being sent to the VA, regarding local designation. Gordon will email a copy of the letter to the Board. Gina asked about the designation for Yat Kitchee, County code had required it to be NR, but Gordon stated that it was amended to remove this restriction and is now eligible for local designation.
- IX. Other Business. Cyndi shared the fact that Clearwater Historical Society has entered a lease with South Ward. She added that the Board could look at how to preserve historical schools. She also shared that the City of Clearwater is holding a ULI advisory panel public presentation next week. She invited anyone interested to attend. Comm. Justice asked about canceling the July meeting. It was agreed to cancel the July meeting.
- X. The meeting was adjourned at 10:10 am