

**HISTORIC PRESERVATION COMMISSION MEETING (HPC)
THURSDAY, JANUARY 11, 2018 - 9:30 A.M.
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

A G E N D A

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A) November 9, 2017
- 3. ELECTION OF OFFICERS**
 - A) Chairman
 - B) Vice Chairman
- 4. PUBLIC COMMENT**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - A) Setting Realistic Attainable Goals for 2018
 - B) February Meeting / A Casual Tableside Discussion - Critique of Our Current Methods and Explore Other Ways to Positively Impact the Community
 - C) Annual Report
- 7. MEMBER'S MATTERS**
- 8. CHAIRMAN'S MATTERS**
- 9. STAFF MATTERS**
- 10. ADJOURNMENT**

This is a public meeting. Should any interested party seek to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings and that, for such purpose he may need to ensure that a record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. Anyone who needs a special accommodation for this meeting may contact the City's Americans with Disabilities Act (ADA) Coordinator at 978-4920 at least 48 hours in advance of the meeting.

**HISTORIC PRESERVATION COMMISSION MINUTES (HPC)
THURSDAY, NOVEMBER 9, 2017 – 9:30 A.M.
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

PRESENT: Vice Chairman, Debra Atwell; Members: Jeffrey Ray, George Childers, Steve Erickson, and Alternate Member #2, Jessica Francis **Also Present:** Kira Honse, Assistant City Attorney; Gayle Lafferty, Planner and Deputy City Clerk, Sherri Philo

Unexcused Absence: Megan Hoots

Excused Absence: Dane Ullian

1. CALL TO ORDER

Ms. Atwell called the meeting to order at 9:33 a.m. She welcomed their new member, Mr. Steven Erickson, to the Commission.

Mr. Steven Erickson briefly went over his Biography with the Commission members.

2. MINUTES

Ms. Atwell said there are two (2) sets of minutes to be approved, which are June 8, 2017 and October 12, 2017.

Mr. Childers made a motion to approve the minutes of the June 8, 2017 Historic Preservation Commission (HPC) meeting. Mr. Ray seconded the motion and it passed unanimously.

A) October 12, 2017

Mr. Ray made a motion to approve the minutes of the October 12, 2017 Historic Preservation Commission (HPC) meeting. Mrs. Francis seconded the motion and it passed unanimously.

3. SUNSHINE LAW & PUBLIC RECORDS PRESENTATION – KIRA HONSE, ASSISTANT CITY ATTORNEY

*Please note that this item was heard after Vice Chairman's Matters.

Ms. Kira Honse, Assistant City Attorney, gave a Power Point presentation on the Sunshine Law and the Public Records Law (attached to the original minutes).

4. PUBLIC COMMENT

None

5. NEW BUSINESS

A) Gifford House

Ms. Atwell said the owners of the Gifford House were not able to attend today's meeting. She hoped that they will be available to attend their next meeting to report on their plans for the home.

6. OLD BUSINESS

A) Diesel Plant History & Update

Ms. Atwell said that she was not going to go over the history of the old Diesel Plant noting that the information is on the City's website. She said the renovation of the Plant is a preservation storybook success. She reported that the ribbon cutting ceremony for American Icon Brewery and the dedication and unveiling of the historic plaque will be held on December 7, 2017. She reported that the Commission members will receive an email as to the time of the event and encouraged them all to be in attendance. She said this is going to be a great opportunity to utilize the media and to promote historic preservation.

7. VICE CHAIRMAN'S MATTERS

Ms. Atwell recognized that the new members on the Commission might not be familiar with the materials they cover and asked that if they have any questions to not be afraid to ask. She asked that they always speak up. She reported that Mrs. Anna Brady is present for today's meeting to cover the Certified Local Government (CLG) Grant. She said that Mrs. Brady's hard work and dedication to the City has accomplished the City becoming a Certified Local Government. She said that unless they have a good grasp on what their historic properties are there is no way they can address them and the CLG Grant will help the City accomplish updating their outdated Historic Survey of 1990. She reported that the Commission members received copy of their Annual Review that is submitted to Tallahassee, which is part of the criteria of being a CLG (on file in the City Clerk's office).

At this time, the Commission members went to item 3) on today's agenda.

8. STAFF MATTERS

A) The GRSurvey Grant Status & the End of Year CLG Report

Mrs. Anna Brady explained to the Commission members that Ms. Gayle Lafferty, Senior Planner, is the Commission's liaison to staff and she (Mrs. Brady) anticipates that she would be a volunteer to staff in that she has a background in historic preservation. She reported that the City received a \$35,000 grant to update the Historic Survey, which would cover the cost for the McAnsh Park Subdivision. She noted that because the City is a CLG they are not required to match the grant. She said that over the past few months she has been working with staff on the language for the Grant Award Agreement and the final step is that it will be going before the City Council for them to accept the grant and to move forward. She reported that the software they will be using is in its development stage and the City will be piloting the next phase of development of the software for the State of Florida. She then briefly went over the process with the Commission members.

Ms. Atwell said their next meeting is in December, which tends to be everyone's busiest month. She asked the Commission members if they wanted to meet or cancel their December meeting.

After a brief discussion, the Commission members agreed to meet in December. Their next meeting will be held on December 14, 2017 at 9:30 a.m.

9. ADJOURNMENT

Today's meeting adjourned at 10:33 a.m.

/sp

Philo, Sherri

From: Debra Atwell [ashwoodgrovepolo@gmail.com]
Sent: Monday, January 08, 2018 3:52 PM
To: Philo, Sherri
Subject: Re: Agenda, HPC

All HPC Members:

Notice

The **Agenda for Thursday** mentions February's meeting and the option of making it a more casually constructive one. We are so grateful and fortunate to have four new members on the Commission and I am looking forward to all the fresh insight each person will bring. In our meeting this week let's discuss and identify projects and then be prepared to develop them as a group next month. (Attendance permitting)

Here for example are the types of projects we have either discussed utilizing in the past or ones that might seem helpful now:

-
Neighborhood Workshops to encourage interest and develop a rapport.

- Comparing our online presence to other materials formatted and in use online in Florida cities with the most robust preservation practices and that are receiving the best responses.
- Creating a powerpoint that individual members could utilize and independently use with organizations that they are familiar with.
- Addressing chronic code violations in a way that encourages better stewardship of those properties that negatively influence new interest and the likelihood of responsible ownership of adjacent properties.

Thank you everyone, for your continued interest and attendance, I could not imagine having a more talented group of individuals to guide the preservation interest in Vero Beach.

See you Thursday !

My gratitude,

Debra Anne Atwell

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