

**HISTORIC PRESERVATION COMMITTEE
POMPAÑO BEACH, FLORIDA**

Commission Chambers Conference Room

June 21, 2016
5:00 P.M.

MEETING MINUTES

A. Call to Order

Chairwoman Judy Knoebel called the meeting to order at 5:00 P.M.

B. Roll Call

Hazel Armbrister
Jerry Bowman
Hib Casselberry
Micah Johnson
Judy Knoebel
Margaret White - *absent*
Tobi Aycock
Colleen Murphy, Alternate #1 - *absent*
Barbara Armbrister Boynton, Alternate #2

Others Present:

Gisla Bush, Committee Secretary
Maggie Barszewski, Planner
Karen Santen, Grants Coordinator
Dirk DeJong, President of Pompano Beach Historical Society
Gwen Leys, Pompano Beach Women's Club
Marie Johnson, Pompano Beach Women's Club
Jodie Leshinky, Creative City Collaborative
Byron Swart, Creative City Collaborative

C. Approval of the Meeting Minutes from May 17, 2016

MOTION by Jerry Bowman and seconded by Micah Johnson that the minutes of May 17, 2016 be approved. All voted in favor of the motion.

E. Old Business

1. Preserve America Historic Designation

Ms. Bush said that she invited Karen Santen, grants coordinator, to discuss with them the Preserve America Historic Designation. She mentioned that she provided all of the members a packet that includes a one-pager that describes the intent of the designation as well as a list of things that need to be completed for the designation. So they will discuss who will be assigned to which particular tasks. She said that she also invited Dirk DeJong to the meeting in regards to this because as a part of the application, they have to feature a project that has historical significance and impact in the community and the Sample-McDougald House would perfectly fit the criteria.

Mr. Bowman asked why they could not use the Blanch Ely Museum as a project. Ms. Bush said because it is not completed as of right now.

Ms. Bush mentioned that there are 8 steps/requirements that need to be completed by December 1st and they have to keep in mind that a resolution will need to be done, so it will need to be completed a few months prior. She read the steps and requirements for the designation. For the first step – Consult with your State Historic Preservation Officer, she said that she will be able to do that, so the committee will not need to get involved. Step 2 would be completed by Ms. Santen which involves the application being signed by the Mayor. Step 3 - Feature a project and provide a written description up to 500

words. Ms. Bush also read the criteria for the project which correlates with the Sample-McDougald House.

Judy Knoebel asked Mr. DeJong if their organization would be interested in working with them for the Preserve America Designation. Mr. DeJong said that they would.

Ms. Bush asked Ms. Santen if she would write the 500 word description for the Sample McDougald House. Ms. Santen said that she would along with the information that Mr. DeJong sends her.

Step 4 – Resolution specific to the Preserve America Communities initiative. Ms. Bush said that Ms. Barszewski and she will be working on this.

Step 5 – Meet at least 5 (1 from each category) of the Criteria and provide a written description of no more than 250 words explain how your community meets the criterion. Ms. Bush said to keep in mind that since they are a Certified Local Government and the criteria with asterisks are givens for them. Ms. Santen said that will still need to cross that particular criteria off the list but they do not have to write the 250 words descriptions pertaining to each.

Ms. Bush aid that two of the criteria from Category 1 would apply to the Sample-McDougald House and Karen and Dirk will be working on the descriptions for that together.

Ms. Bush said that one of the criteria in Category 2 will apply to the trolley and walking tour that the City has and the other criteria would apply to both the Rock Road Historical Group Black History Program and the Pioneer Days Sample-McDougald House. Ms. Knoebel and Mr. Bowman volunteered to work on the 250 word description for both the walking and trolley tours. Ms. Armbrister volunteered to work on the description for the black history program and Mr. DeJong will do the same for the Pioneers Days event.

Step 6 – Submit 3-5 photos showing the community's character and people using local historic resources. Mr. DeJong said that he will provide the photos from the Sample-McDougald House.

Step 7 – Provide approximately 100-200 words on the history of your community. Ms. Bush mentioned that Dan Hobby would be the best person to write the description. Ms. Knoebel said that she will get in contact with Mr. Hobby regarding it.

Step 7 – Additional requirements: letters of endorsements and illustrative materials/brochures. Ms. Bush said that the letters of endorsements could come from state representatives, or even the Rock Road Historical Group, the Pompano Beach Historical Society or the Sample McDougald Historical Society. Hazel Armbrister said that she will get be able to possibly get 2 letters of endorsement one of which would be State Representative Gwen Clark-Reed, Micah Johnson said that he can get 1, and Mr. Bowman said that he can get 2 one of which would be from County Commissioner Chip LaMarca.

Micah Johnson asked how many letters do they need? Ms. Santen said that a minimum of at least 5 is impressive.

Ms. Santen said that she can come up with a draft of a letter and pass along to Ms. Bush for her to send it to all of the committee members.

Ms. Bush said that she has a lot of brochures that she can compile together for the second portion of step 7.

Ms. Santen said that she would like for everything to be sent to her by November 1st and every month the committee should have an update as to what information they have collected thus far.

Ms. Knoebel said that this should be an item on the agenda and they should review where they are every month.

Ms. Santen said that she thinks that they would have a strong application.

H. Adjournment

There being no further business the meeting was adjourned at 6:46 P.M.

**NEXT MEETING
July 19, 2016 @ 5:00 P.M.
Commission Chambers Conference Room
100 West Atlantic Blvd., Pompano Beach, FL**