

## Cultural Resources Review Board Minutes

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**Committee/Board/Agency:** Cultural Resources Review Board

**Date/Time of Meeting:** Monday, August 14, 2023 at 1:30 P.M.

**Location/Address:** St. Johns County Permit Building, Conference Room 1  
4040 Lewis Speedway, St. Augustine, FL

**Members Present:** Robert Olson, Janet Jordan, Christine Newman, Nick Jonihakis, Susan Schjelderup

**Members Absent:** Blair Knighting

**Commission Liaison:** Commissioner Joseph

**Staff Present:** Ryan Mauch, Hali Barkley, Kyrsten Gage, Kealey West (OCA)

**Public Attendees:** Ed Slavin (phone, edslavin.com), Leslee Keys (Keys and Associates), Sallie O'Hara (Hastings Main Street)

- Mr. Jonihakis brought the meeting to order at 1:30pm.
- Mr. Jonihakis opened Public Comment for items not on the current agenda.
- Public Comment: Sallie O'Hara thanked Commissioner Joseph to attending the Hastings presentation and invited attendees to the next Hastings Main Street group. She mentioned her presentation at the 08/15 Board of County Commissioners (BCC) meeting to gain support of their Florida Historic Main Street Application.
- Public Comment: Ed Slavin mentioned the Interim County Administrator and the Nation-Wide Search being held. He mentioned the Canright House Agenda Item on the 08/15 BCC meeting and expressed his support of the preservation of the structure. He encouraged the board members to stand up for what is right and call him with any questions.
- Motion by Mr. Olson and seconded by Ms. Schjelderup to approve the minutes from the June 12<sup>th</sup> 2023 CRRB meeting. Board approved unanimously.
- Motion by Mr. Jonihakis and seconded by Ms. Newman to approve the current agenda. Board approved unanimously.
- **Item 1:** Kealey West described the process to the board members mentioning that the rules are set in place by the BCC, not the CRRB and an interview process would be outside of the rules and policies set by the BCC. She encouraged the board members to reach out and speak to each candidate separately. Commissioner Joseph spoke to the interview process potentially discouraging members of the community from volunteering. Ms. Schjelderup responded with her proposal of interviewing the top two applicants would help to identify the most qualified persons for the CRRB. Kealey West advised to stick to the process that is in place. Ms. Schjelderup asked how new processes are initiated and Kealey West answered that the CRRB members may engage Commissioners to change the rules. Commissioner Joseph explained the process of meeting with all Commissioners to get consensus from 3 or more on the proposed interview process. Mr. Olson asked where the detail on how the CRRB makes recommendations and Kealey West explained that those details are in the BCC Rules and Policies. Ms. Schjelderup asked the best way to meet with applicants and Kealey West explained each board member may meet with applicants separately in person or call them. Commissioner Joseph asked if the board can request the applicants come to the meetings when they are voting and Kealey West answered they may, however, whether the applicants attend or not may not influence the vote because it is not part of the required process. She emphasized the importance of timing and not

holding up getting new members on the board when needed. Ms. Schjelderup explained her understanding of going forward with the current process and asked if the applicants go through any overview before the board members receive them. Kealey West explained the process of the BCC Office looking through the applications to confirm they meet the qualifications set aside in the LDC. Ms. Schjelderup voiced her concern that this process did not appear to happen for this round of applicants. Kealey West read through the requirements listed in the LDC and Hali Barkley explained that all applications were made available for the board members, however, there was a second document provided that had only the 6 qualified applicants included. Ms. Schjelderup asked about the process of selecting a candidate. Kealey West explained it is a majority vote and that at-large members may only vote if regular members are absent. Ms. Jordan asked if the qualifications take priority over which district an applicant is from and Kealey West explained that for the CRRB, it is preferred to have representation from each district but it is not a requirement.

- **Item 2:** Staff explained the members will make two recommendations, one to fill vacancy and one seat for reappointment. Staff explained the document sent out of qualifying applicants and that one application had expired, Amber Reeder, and should not be considered. Mr. Jonihakis asked Dr. Keys about her representation for certain applications and she explained she would recuse herself in those cases.
- Public Comment: Ed Slavin endorsed Dr. Keys and expressed his knowledge of Dr. Keys background.
- Public Comment: Dr. Keys explained her educational and professional background including the resiliency training she leads at various conferences across the state.
- Motion by Ms. Newman seconded by Ms. Jordan to recommend Dr. Leslee Keys for the vacancy. Mr. Olson and Ms. Schjelderup expressed their support due to the detail of her application and Ms. Newman mentioned that she will represent district 2 which is not currently represented. Motion was unanimously approved.
- Mr. Olson asked about the history of Blair Knightings term and Kealey West explained that she is serving a partial term and would be reappointed for her first full term. Mr. Jonihakis asked for her total absences and staff explained that the current and previous meeting were her only two absences. Motion by Ms. Newman seconded by Ms. Schjelderup to reappoint Ms. Knighting. Motion was unanimously approved. Ms. Newman explained that the contribution to the meetings she has attended was valuable.
- **Item 3:** Ms. Schjelderup mentioned that October 9<sup>th</sup> is Columbus Day but staff confirmed that County offices are open. General consensus confirmed these dates were ready for advertisement.
- **Item 4:** Staff provided an update on the Canright House and explained that the funding for the relocation of the structure has been approved and county staff and the Park Foundation are working together to form agreements and figure out next steps. The accepting of the Canright House and relocation is scheduled for BCC 08/15. A timeline has not been decided but staff will keep the board informed on any updates. Mr. Olson asked how the county is involved in the relocation. Staff explained that the Park Foundation is receiving the funding and hiring relocation experts to handle the move. Kealey West reminded the board the association with the event that happened at the Canright House is where the significance comes from and reiterated that the Park Foundation will be handling the coordination with contractors for the move. Dr. Keys mentioned there are some local contractors who handle relocation of historic structures. Kealey West explained that the county will not be coordinating the move and the Park Foundation has someone lined up to do the move. She mentioned that the county's role is to provide the landing place of the structure at Windswept Acres.

- **Item 5:** Mr. Olson explained a resident came to him with information about Vermont Heights and discussed the history of the area and would like a presentation on the area. He explained that it has industrial connections. Staff explained their role of development review. Ms. Schjelderup mentioned the Pulte development that has been approved near Vermont Heights and expressed concerns. Commissioner Joseph mentioned Greg Leonard's presentation of the Hastings and Elkton area and recommended him present at a future CRRB meeting. Mr. Olson expressed support of this presentation and requested Mr. Leonard speaks to Vermont Heights as well. Mr. Jonihakis asked if the development has already been permitted and staff explained that Growth Management has a development tracker and explained that within Vermont Heights there are a few structures with Florida Master Site Files (FMSF) and Commissioner Joseph explained that this development is likely already approved. Ms. Newman asked if staff could prepare a map of Vermont Heights with all of the FMSF points and staff agreed.

#### Board Reports

- Mr. Olson asked for an update on the Hastings Community Center. Ms. O'Hara stated the deadline for public feedback was July 31<sup>st</sup> and the architects are redoing the exterior façade and by the end of August there should be new drawings published and the buildout is projected for June 2024. She explained she will spread the word when the next meeting to discuss the drawings is set.

#### Staff Reports

- Staff reiterated that the Hastings Main Street group will be looking for support from the BCC at the 08/15 meeting for their Florida Historic Main Street Designation.
- Staff mentioned the effort to replicate the fort at Fort Mose State Park and the Park Foundation has secured the majority of the funding to move forward with the build. Ground breaking is projected for January of 2024 and explained that Julia Woodard met with each Commissioner to gain further funding, however, it is within St. Augustine City Limits so the county will not have an official review process but staff will keep the board informed on the project.
- Commissioner Joseph expressed her support of Fort Mose and mentioned that she is paying attention to the movement happening at the Switzerland Community Center and the possibility for restoring the structure.
- Mr. Jonihakis called the meeting to a close at 2:31 PM
- **Meeting Chair:** Nick Jonihakis **Staff Recorder:** Hali Barkley