



UNIVERSITY *of* WEST FLORIDA

# HISTORIC TRUST

BRINGING HISTORY TO LIFE

**Monday**

**January 23, 2023**

**MEETING OF THE  
BOARD OF DIRECTORS**



UNIVERSITY *of* WEST FLORIDA  
**HISTORIC TRUST**

**AGENDA**

January 23, 2023 - Noon

1. Opening of Meeting/Introductions
  - a. Attendance Roll
2. Public Comments
3. Approval of Minutes
  - a. Board of Directors Meeting: November 28, 2022
4. Additions to the Agenda
5. Adoption of the Agenda
6. Advancement Report – Mr. Howard Reddy
7. Executive Director Report – Mr. Robert Overton
8. Treasurer’s Report – Mr. Charlie Switzer
9. Committee Reports and Recommendation
  - a. PMA Board Report - Mr. Chris Heaney and Mr. Nick Croghan
  - b. Property and Collections Committee – Mr. Dave Luttrell
    - a. ARB update - Ross Pristera
10. Old Business
  - a. Bootleg Ball Update - Teri Levin / Wendi Davis
11. New Business
12. Chair’s Comments
13. Adjournment
  - a. Next meeting: March 27, 2023

## Minutes of the Meeting of November 28th, 2022

**DIRECTORS PRESENT:** Mr. Collier Merrill, Dr. Della Scott-Ireton, Mr. Charlie Switzer, Mrs. Suzanne Lewis, Dr. Amy Mitchell-Cook, Mr. John Peacock, Mr. Scott Barrow, Mr. Edward Tisdale, and Mrs. Pam Schwartz.

**DIRECTORS ABSENT:** Dr. Martha Saunders, Mrs. Teri Levin, Dr. Lornetta Epps, and Mr. David Luttrell.

**STAFF PRESENT:** Mr. Robert Overton, Mr. Howard Reddy, Mr. Nicholas Croghan, Mr. Ross Pristera, Ms. Claire Stewart, Mrs. Wendi Davis, and Ms. Amy Eve.

**INVITED GUESTS PRESENT:** Jessica Scholl, Logan Devries

**PUBLIC PRESENT:** None

1. **Opening of Meeting:** Mr. Merrill called the meeting to order at 12:06 p.m. The presence of a quorum was noted.
2. **Public Comments / Questions:** None
3. **Approval of Minutes:** The board reviewed the minutes from the meeting on September 26th, 2022. They approved the minutes unanimously.
4. **Additions to the Agenda:** Mr. Overton asked that we add two items to New Business
  - a. Conflict of Interest Disclosure Forms
  - b. End of Year DonationsMr. Switzer mad the motion and Mrs. Swartz seconded. The motion carried
5. **Adoption of the Agenda:** The amended agenda was adopted unanimously.
6. **Advancement Update:** VP Howard Reddy shared informational highlights. He announced that the UWF Football team had an impressive win last week. The next game is next Saturday at 1pm. UWF is in the middle of a Provost search. This is the last week of classes for the semester. He also reported that a little over \$5.8 million has been raised so far this year including \$100,000 for the Historic Trust from Ted and Kathy Brown. So far this fiscal year Board giving is at 50% but ongoing.
7. **Executive Director Report:** Mr. Robert Overton shared his report. He shared that during the Great Gulf Coast Arts Festival we served as a rain backup for their Bela Fleck concert and that because of this the GGCAF donated \$1,000 to us. There is still no news regarding our legislative grant request for \$500,000 for this FY. In partnership with Visit Pensacola we hosted a pre-screening of the Emmy Award winning PBS show *A Taste of History: Pensacola* on Thursday September 29<sup>th</sup> at

the Museum of Commerce. The event was a fundraiser for the Historic Trust and brought in over \$10,000. On Monday we unveiled a new historic Marker in front of the Pensacola Museum of History that celebrates Pensacola's involvement in the Women's Suffrage Movement between 1914 and 1919. The marker is part of the National Woman's Suffrage Movement Trail sponsored by the William G. Pomroy Foundation of Syracuse NY. In January we will be increasing our unified admission ticket price. To compensate for the rising cost of operations, a nominal ticket price increase of \$2.00 could assist in covering potential budgetary deficits. On January 5<sup>th</sup> from 5-7 the PMA will be hosting a VIP Closing reception for the From Vandals to Vanguarders exhibit and talk with the collector's event featuring Lewis Bear Jr., Maria Goldberg and David Bear. 154% increase in site visitation YTD vs last year. 2023 Bootleg Ball – Friday January 13<sup>th</sup> 7-10 pm. Tickets are 100-200. John Peacock asks for an update on the Interpretive Master Plan and asks about more connection/collaboration with the city. Suzanne Lewis added that it was a shame that we aren't receiving more TDC funding.

8. Treasurer's Report: Total Income October: \$ 86,237.42 Total Expense October: \$65,958.32 The UWFHT had a monthly income over expense of \$20,279.10 and a year to date income over expense of \$74,223.32. We had an extremely busy month due to our new exhibitions and special programs. The UWFHT's Annual Haunted Tours and PMA's Spooktacular was very well attended. Our expenses this month reflect the costs associated with those programs and our exhibition installs, as well as our annual audit expense. You will also see some activity relating to grant expenses that relates to PMA's Foo Foo Festival exhibit and event Vandals to Vanguarders which will continue into November's financials as well. Mr. Switzer motioned to approve. Mrs. Schwartz seconded and it carried unanimously.
9. Committee Reports and Recommendations:
  - a. PMA Board Report: PMA board chair Chris Heaney reported to the board that the PMA Curator vacancy would hopefully be posted soon. He also shared that we currently had the Séance exhibit and the Vandals to Vanguarders exhibit on display at PMA through the holidays. During Foo Foo Fest artist Jeremy Novy was commissioned to paint Coy Fish on the street in front of PMA and that we also held an Art Factory Night at Vinyl Music Hall which attracted 250 people. Please be on the lookout for invitations to the Jan 5th closing reception of From Vandals to Vanguarders. We will open the New Year with the Steam 2023 show at the Museum. It will be on display thru April. This exhibit focuses on local ecologies and human interactions.
  - b. Property and Collections Committee (PCC) Report: Mr. Overton provided the Property and Collections Committee (PCC) Report from their last meeting. He stated that there were no Gifts and loans to approve this month and then he asked Ross to update the board on a number of facility issues including the progress made repairing the OCC HVAC system and Dorr House wood rot issue under the bay window.
    - i. ARB - There has been lots of activity. We were able to receive a variance for new signage at the Bowden Building. The Train covering will go to the ARB for review in January, 2023.
    - ii. Parking Lots - Rob recommended to the board that we discuss with Premium Parking the possibility of amending our current parking agreement. Since entering into the current agreement Premium sent in an

unsolicited proposal. Premium is interested in managing three more of the lots owned by the Trust. The proposal suggests a 50/50 revenue share, after fees. The three lots are the PMA lot, Fountain Park Lot and the Lot behind the Tivoli High House. Mr. Overton thinks that this would be a good idea and would generate additional income for the Trust. He asked the board for approval to negotiate with Premium for the best deal and allow him to insist the Premium amend our current agreement on the Tarragona Street Lot to be included in the new agreement. Mr. Switzer made a motion to allow Mr. Overton and Board Chair Collier Merrill to move forward with an agreement with Premium that is favorable to the Historic Trust for parking management for the three new lots and the existing Tarragona Street lot pending staff and legal review. Pam Swartz seconded. John Peacock wants to see the data so we can make a more consistent experience for visitors across the city. The motion carried with Mr. Peacock voting no.

10. New Business:

- a. Conflict of Interest Disclosure Forms: These were sent out via DocuSign last week. We have a few who haven't submitted and have printed copies today.
- b. End of Year Donations: We ask for authority for Mr. Overton to approve donation accepted into the museum collection in December. Mrs. Lewis motioned and Dr. Scott-Ireton seconded. The motion was unanimous.

11. Chair's Comments: Mr. Merrill thanked the board and wished everyone a great holiday.

12. Adjournment: The meeting was adjourned at 1:23 p.m.

<b>December, 2022</b>			
<b>Historic Pensacola</b>	<b>Current Month December 2022</b>	<b>YTD 2021/22</b>	<b>YTD 2022/23</b>
Schoolchildren	228	853	1756
Birthday Parties Attendees	275	120	550
Special Programs Attendees	0	0	191
Private Tour Attendees	0	14	56
Special Event Attendees	3470	40892	90677
Admissions ONSITE sales	3216	15208	24630
<b>TOTAL</b>	<b>7189</b>	<b>57087</b>	<b>117860</b>
<b>Online Admissions Total</b>			
	<b>178</b>	<b>1444</b>	<b>1966</b>
<b>Pensacola Museum of Art</b>			
Schoolchildren	43	17	840
Birthday Parties Attendees	0	0	0
Special Programs Attendees	25	364	240
Special Event Attendees	228	815	2294
Admissions ONSITE SALES	615	3233	5142
<b>TOTAL</b>	<b>911</b>	<b>4429</b>	<b>8516</b>
<b>Arcadia Mill</b>			
Scheduled Tour Attendees	0	36	0
Site Visitors (Mill & Homestead)	0	5507	0
Special Program Attendees	0	62	0
Tickets Sold	28	422	337
<b>TOTAL</b>	<b>28</b>	<b>6,027</b>	<b>337</b>
<b>GRAND TOTAL</b>			
	<b>8306</b>	<b>68,987</b>	<b>128,679</b>

# Treasurer's Report

## MEMORANDUM

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**TO:** UWF Historic Trust Board of Directors

**FROM:** Charlie Switzer, Treasurer

**SUBJ:** Treasurer's Report

**DATE:** January 23, 2023

Following this Memo are the December Financial Reports for the UWF Historic Trust.

Total Income December: \$ 64,007.92  
Total Expense December: \$ 41,139.39

The UWFHT had a monthly income over expense of \$22,868.53 and a year to date income over expense of \$59,647.34. The biggest expense we had this month was due to the final payment on the PMA elevator for 38k. Some of our budget shortfalls this month can be attributed delayed processing over the holidays but everything is on track and projections are within expected ranges.

UWF Historic Trust  
**Balance Sheet**  
 December 31, 2022 and 2021

	Dec 31, 22	Dec 31, 21
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
102000 · CASH/MUSEUM CHANGE FUND	1,385.00	1,385.00
103000 · OPERATING ACCOUNT - REGIONS	405,064.82	353,614.51
103100 · SAVINGS/RESERVES - REGIONS	200,632.94	50,496.52
103300 · PMA TEMP RESTRICTED - REGIONS	33,996.61	33,996.61
103700 · ST. MICHAEL'S - REGIONS	206.00	88.43
106200 · HANCOCK BANK CD/OCC REPAIRS	140,873.07	140,732.28
106601 · PNC CD/VEAL AWARD	38,782.20	38,774.44
108000 · FOUNDATION INVSTMNT ACCNT-EN...	1,035,445.65	1,280,022.65
108249 · PMA Collections Endowment - UWF	50,000.00	50,000.00
<b>Total Checking/Savings</b>	<b>1,906,386.29</b>	<b>1,949,110.44</b>
<b>Accounts Receivable</b>		
11000 · ACCOUNTS RECEIVABLE	-130.00	980.00
11001 · AR - Short Term Rentals	-14,880.80	20,955.88
117000 · ACCOUNTS RECEIVABLE-INTEREST	111.09	131.25
<b>Total Accounts Receivable</b>	<b>-14,899.71</b>	<b>22,067.13</b>
<b>Other Current Assets</b>		
112000 · DUE FROM UNIVERSITY	0.00	50,386.00
113001 · DUE FROM UWF FDN DONOR/MEMB...	-1,818.00	-625.00
113008 · Due from Arcadia Mill	0.00	-50.00
113009 · Due from UWF FDN - PMA Member	-35.00	-250.00
116000 · OTHER RECEIVABLE-NAI HALFORD	12,139.88	15,227.08
118000 · PRE-PAID INSURANCE	11,773.82	11,306.64
122000 · INVENTORY - ARCADIA MILL	1,960.75	2,277.81
125000 · INVENTORY OF STORES (HPV)	66,295.10	97,982.63
129000 · INVENTORY - PMA	7,230.45	6,219.08
<b>Total Other Current Assets</b>	<b>97,547.00</b>	<b>182,474.24</b>
<b>Total Current Assets</b>	<b>1,989,033.58</b>	<b>2,153,651.81</b>
<b>Fixed Assets</b>		
130000 · LAND	1,010,660.00	1,010,660.00
131000 · BUILDINGS	5,222,917.59	5,222,917.59
132000 · FURNITURE AND EQUIPMENT	418,461.47	419,139.80
133000 · FURNITURE, FIXTURES & EQUIP-PHS	9,085.00	9,085.00
134000 · FURNITURE & EQUIPMENT/TTW	4,921.61	8,011.48
134500 · FURNITURE & EQUIPMENT-BARKLEY	17,488.92	17,488.92
134900 · FURNITURE, FIXTURES & EQUIP-PMA	63,973.79	63,973.79
135000 · ACCUMULATED DEPRECIATION	-2,937,624.62	-2,614,034.42
<b>Total Fixed Assets</b>	<b>3,809,883.76</b>	<b>4,137,242.16</b>
<b>Other Assets</b>		
141000 · HISTORICAL PROP/ANTIQUES	125,247.59	125,247.59
149000 · PMA Collection	123,966.27	123,966.27
151000 · Utilities Deposits	834.47	834.47
<b>Total Other Assets</b>	<b>250,048.33</b>	<b>250,048.33</b>
<b>TOTAL ASSETS</b>	<b>6,048,965.67</b>	<b>6,540,942.30</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Credit Cards</b>		
110003 · Regions Credit Card	2,033.93	4,099.20
<b>Total Credit Cards</b>	<b>2,033.93</b>	<b>4,099.20</b>



UWF Historic Trust  
**Balance Sheet**  
December 31, 2022 and 2021

	<u>Dec 31, 22</u>	<u>Dec 31, 21</u>
<b>Other Current Liabilities</b>		
201500 · DEFERRED GRANT	0.00	10,000.00
201551 · Holding - AME Zion Mag Cem	3,115.69	3,115.69
201560 · Due to - Cemeteries Spc Prjcts	12,000.00	7,000.00
201700 · SALES TAX PAYABLE	-763.87	2,681.65
216100 · PPP Loan	0.00	278,690.00
221000 · RENTAL DEPOSITS	82,266.50	69,670.13
221200 · Deposit - Parties and Tours	1,000.00	-300.00
221500 · RENTAL DEPOSITS-LONG-TERM L...	14,457.28	15,754.42
<b>Total Other Current Liabilities</b>	<u>112,075.60</u>	<u>386,611.89</u>
<b>Total Current Liabilities</b>	<u>114,109.53</u>	<u>390,711.09</u>
<b>Total Liabilities</b>	114,109.53	390,711.09
<b>Equity</b>		
Opening Bal Equity	199,222.40	199,222.40
Retained Earnings	2,745,167.95	2,854,172.75
296000 · FUND BALANCE/UNRESTRICTED	2,697,402.35	2,671,237.35
297000 · FUND BALANCE/TEMP. RESTRICTED	151,929.00	143,788.00
297550 · Fund Balance/Temp Rest/PMA Acc	0.00	24,872.00
298000 · Fund Balance/Perm Restricted	57,500.00	57,500.00
299550 · Fund Balance/Brd Des/PMA Collec	33,996.00	43,430.00
Net Income	49,638.44	156,008.71
<b>Total Equity</b>	<u>5,934,856.14</u>	<u>6,150,231.21</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>6,048,965.67</b></u>	<u><b>6,540,942.30</b></u>

UWF Historic Trust  
Profit & Loss

For the twelve months ended December 31, 2022 and 2021

	Jul - Dec 22	Jul - Dec 21	% Change
Ordinary Income/Expense			
Income			
3005 · ADMISSIONS	184,633.36	123,968.16	48.9%
3006 · BIRTHDAY PARTIES	4,423.50	2,675.00	65.4%
3200 · EDUCATION PROGRAMS	21,515.83	9,661.50	122.7%
3300 · CITY/COUNTY FUNDING	18,482.95	53,396.26	-65.4%
3320 · Special Programs	36,985.75	24,106.00	53.4%
3350 · GRANTS	26,204.40	67,084.39	-60.9%
3380 · PARKING	24,800.00	12,000.00	106.7%
3400 · MUSEUM STORE	25,158.20	25,458.63	-1.2%
3500 · LEASE/BUILDINGS	93,107.87	92,645.44	0.5%
3510 · RENTALS/SHORT-TERM	89,204.49	124,730.13	-28.5%
3560 · DONATIONS	6,035.93	18,084.80	-66.6%
3600 · EARNED INTEREST	133.91	2.53	5,192.9%
3800 · SHORTAGE/OVERAGE	-15.06	-4.40	-242.3%
Total Income	530,671.13	553,808.44	-4.2%
Gross Profit	530,671.13	553,808.44	-4.2%
Expense			
4110 · CONSULTING SERVICE	5,641.25	4,237.00	33.1%
4113 · Payroll and Benefits	28,000.00	25,000.00	12.0%
4115 · MUSEUM-STAFF	19,650.00	15,454.00	27.2%
4120 · AUTO EXPENSE ALLOWANCE	3,600.00	3,000.00	20.0%
4130 · INSURANCE & SURETY BONDS	10,108.00	8,892.00	13.7%
4133 · PROPERTY MGMT	4,521.99	7,743.28	-41.6%
4135 · AUDITING	13,200.00	13,000.00	1.5%
4136 · PROPERTY TAX	5,534.87	0.00	100.0%
4155 · POSTAGE/FREIGHT/EXP.MAIL	2,778.18	2,934.70	-5.3%
4160 · PRINTING & DUPLICATING	18,120.70	3,383.99	435.5%
4175 · DUES/SUBSCRIPTIONS	6,002.78	2,212.83	171.3%
4176 · MEMORIALS	0.00	80.84	-100.0%
4180 · ADVERTISING/MRKTNG	26,931.97	26,265.14	2.5%
4200 · EDUCATION PROGRAMS-SUPPLIES	19,012.01	9,698.82	96.0%

	Jul - Dec 22	Jul - Dec 21	% Change
4210 · Museum Store Purchases	16,662.66	9,331.27	78.6%
4215 · Special Programs Expenses	4,791.73	1,822.93	162.9%
4225 · AWARDS/OTHER	2,700.00	2,675.00	0.9%
4250 · TELEPHONE	1,605.90	1,230.45	30.5%
4253 · WATER	918.26	401.18	128.9%
4275 · UTILITIES	60,328.41	46,143.40	30.7%
5000 · TRAVEL EXPENSE	3,502.22	737.44	374.9%
5100 · OFFICE / ADMIN EXPENSES	18,440.83	15,501.54	19.0%
5250 · SPECIAL EVENTS	5,426.01	5,941.91	-8.7%
6000 · EXHIBITS/COLLECTIONS/CURATORIAL	28,998.11	40,743.78	-28.8%
6100 · BLDG/MATERIALS & SUPPLIES	34,490.01	25,666.38	34.4%
6135 · LANDSCAPING/GROUNDS	35,255.03	35,924.05	-1.9%
6175 · INDEPENDENT CONTRACTOR	69,899.53	35,866.80	94.9%
7800 · OCO/OTHER CAPITAL OUTLAY	10,417.00	0.00	100.0%
7900 · Grant Expenses	14,486.34	7,337.13	97.4%
<b>Total Expense</b>	<b>471,023.79</b>	<b>351,225.86</b>	<b>34.1%</b>
<b>Net Ordinary Income</b>	<b>59,647.34</b>	<b>202,582.58</b>	<b>-70.6%</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
3950 · Other Grants	15,000.00	15,000.00	0.0%
<b>Total Other Income</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.0%</b>
<b>Other Expense</b>			
5100.20 · 200th Anniversary Celebration	10,124.40	45,049.03	-77.5%
5100.21 · Bruce Beach Project	0.00	1,500.00	-100.0%
6135.11 · Landscaping/Grounds Mtnc-SMC	14,884.50	15,024.84	-0.9%
<b>Total Other Expense</b>	<b>25,008.90</b>	<b>61,573.87</b>	<b>-59.4%</b>
<b>Net Other Income</b>	<b>-10,008.90</b>	<b>-46,573.87</b>	<b>78.5%</b>
<b>Net Income</b>	<b>49,638.44</b>	<b>156,008.71</b>	<b>-68.2%</b>

## Schedule I - Profit &amp; Loss

For the one month ended December 31, 2022 and 2021

	<u>Dec 22</u>	<u>Dec 21</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
3005 · ADMISSIONS	24,026.50	17,244.00	6,782.50
3006 · BIRTHDAY PARTIES	1,774.00	1,362.50	411.50
3200 · EDUCATION PROGRAMS	4,785.50	3,040.00	1,745.50
3320 · Special Programs	6,200.00	3,000.00	3,200.00
3350 · GRANTS	0.00	16,857.00	-16,857.00
3400 · MUSEUM STORE	3,452.57	3,546.25	-93.68
3500 · LEASE/BUILDINGS	17,317.41	15,362.58	1,954.83
3510 · RENTALS/SHORT-TERM	6,450.00	12,910.40	-6,460.40
3560 · DONATIONS	1.94	6,024.73	-6,022.79
3600 · EARNED INTEREST	0.00	0.43	-0.43
3800 · SHORTAGE/OVERAGE	0.00	-0.27	0.27
Total Income	<u>64,007.92</u>	<u>79,347.62</u>	<u>-15,339.70</u>
Gross Profit	64,007.92	79,347.62	-15,339.70
Expense			
4110 · CONSULTING SERVICE	467.50	195.00	272.50
4115 · MUSEUM-STAFF	5,110.00	5,317.00	-207.00
4120 · AUTO EXPENSE ALLOWANCE	600.00	500.00	100.00
4133 · PROPERTY MGMT	0.00	754.60	-754.60
4136 · PROPERTY TAX	27.16	0.00	27.16
4155 · POSTAGE/FREIGHT/EXP.MAIL	520.99	30.72	490.27
4160 · PRINTING & DUPLICATING	667.00	547.00	120.00
4175 · DUES/SUBSCRIPTIONS	1,395.00	173.98	1,221.02
4176 · MEMORIALS	0.00	80.84	-80.84
4180 · ADVERTISING/MRKTNG	5,520.00	4,926.60	593.40

## Schedule I - Profit &amp; Loss

For the one month ended December 31, 2022 and 2021

	<u>Dec 22</u>	<u>Dec 21</u>	<u>\$ Change</u>
4200 · EDUCATION PROGRAMS-SUPPLIES	1,193.29	3,871.96	-2,678.67
4210 · Museum Store Purchases	15.93	550.36	-534.43
4215 · Special Programs Expenses	1,547.31	79.82	1,467.49
4225 · AWARDS/OTHER	2,500.00	2,650.00	-150.00
4250 · TELEPHONE	218.94	226.50	-7.56
4253 · WATER	0.00	25.91	-25.91
4275 · UTILITIES	7,170.19	3,407.82	3,762.37
5100 · OFFICE / ADMIN EXPENSES	812.86	2,098.77	-1,285.91
5250 · SPECIAL EVENTS	1,407.91	1,650.55	-242.64
6000 · EXHIBITS/COLLECTIONS/CURATO...	1,198.86	3,966.59	-2,767.73
6100 · BLDG/MATERIALS & SUPPLIES	1,132.39	2,398.39	-1,266.00
6135 · LANDSCAPING/GROUNDS	5,173.83	6,821.08	-1,647.25
6175 · INDEPENDENT CONTRACTOR	4,460.23	4,723.37	-263.14
<b>Total Expense</b>	<u>41,139.39</u>	<u>44,996.86</u>	<u>-3,857.47</u>
<b>Net Ordinary Income</b>	22,868.53	34,350.76	-11,482.23
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
5100.20 · 200th Anniversary Celebration	0.00	578.36	-578.36
6135.11 · Landscaping/Grounds MtnC-SMC	390.22	2,466.49	-2,076.27
<b>Total Other Expense</b>	<u>390.22</u>	<u>3,044.85</u>	<u>-2,654.63</u>
<b>Net Other Income</b>	<u>-390.22</u>	<u>-3,044.85</u>	<u>2,654.63</u>
<b>Net Income</b>	<u><u>22,478.31</u></u>	<u><u>31,305.91</u></u>	<u><u>-8,827.60</u></u>

UWF Historic Trust  
**Schedule II - Profit & Loss Budget Performance**  
 For the one month and twelve months ended December 31, 2022

	Dec 22	Budget	\$ Over Budget	Jul - Dec 22	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
3005 · ADMISSIONS	24,026.50	20,000.00	4,026.50	184,633.36	120,000.00	64,633.36	240,000.00
3006 · BIRTHDAY PARTIES	1,774.00	416.67	1,357.33	4,423.50	2,283.35	2,140.15	5,600.00
3200 · EDUCATION PROGRAMS	4,785.50	3,833.33	952.17	21,515.83	23,250.02	-1,734.19	46,500.00
3300 · CITY/COUNTY FUNDING	0.00	22,500.00	-22,500.00	18,482.95	67,400.00	-48,917.05	202,400.00
3310 · ESC COUNTY SCHOOL FUNDS	0.00	7,000.00	-7,000.00	0.00	7,000.00	-7,000.00	17,000.00
3320 · Special Programs	6,200.00	4,500.00	1,700.00	36,985.75	24,500.00	12,485.75	35,000.00
3350 · GRANTS	0.00	8,500.00	-8,500.00	26,204.40	16,000.00	10,204.40	31,000.00
3380 · PARKING	0.00	5,500.00	-5,500.00	24,800.00	27,000.00	-2,200.00	60,000.00
3400 · MUSEUM STORE	3,452.57	3,750.00	-297.43	25,158.20	22,500.00	2,658.20	45,000.00
3500 · LEASE/BUILDINGS	17,317.41	13,083.33	4,234.08	93,107.87	78,500.02	14,607.85	157,000.00
3510 · RENTALS/SHORT-TERM	6,450.00	21,000.00	-14,550.00	89,204.49	105,000.00	-15,795.51	210,000.00
3560 · DONATIONS	1.94	2,500.00	-2,498.06	6,035.93	12,500.00	-6,464.07	20,000.00
3570 · RESTRICTED GIFTS	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	8,000.00
3590 · Restricted Interest	0.00	0.00	0.00	0.00	0.00	0.00	225.00
3600 · EARNED INTEREST	0.00	0.00	0.00	133.91	0.00	133.91	100.00
3800 · SHORTAGE/OVERAGE	0.00	0.00	0.00	-15.06	0.00	-15.06	0.00
<b>Total Income</b>	<b>64,007.92</b>	<b>113,583.33</b>	<b>-49,575.41</b>	<b>530,671.13</b>	<b>506,933.39</b>	<b>23,737.74</b>	<b>1,077,825.00</b>
<b>Gross Profit</b>	<b>64,007.92</b>	<b>113,583.33</b>	<b>-49,575.41</b>	<b>530,671.13</b>	<b>506,933.39</b>	<b>23,737.74</b>	<b>1,077,825.00</b>
Expense							
4110 · CONSULTING SERVICE	467.50	2,041.67	-1,574.17	5,641.25	12,249.98	-6,608.73	24,500.00
4113 · Payroll and Benefits	0.00	7,000.00	-7,000.00	28,000.00	42,000.00	-14,000.00	84,000.00
4115 · MUSEUM-STAFF	5,110.00	3,350.00	1,760.00	19,650.00	19,900.00	-250.00	40,000.00
4120 · AUTO EXPENSE ALLOWANCE	600.00	600.00	0.00	3,600.00	3,600.00	0.00	7,200.00
4130 · INSURANCE & SURETY BONDS	0.00	0.00	0.00	10,108.00	9,500.00	608.00	20,000.00
4133 · PROPERTY MGMT	0.00	750.00	-750.00	4,521.99	4,500.00	21.99	12,000.00
4135 · AUDITING	0.00	0.00	0.00	13,200.00	13,000.00	200.00	13,000.00
4136 · PROPERTY TAX	27.16	0.00	27.16	5,534.87	7,800.00	-2,265.13	7,800.00
4155 · POSTAGE/FREIGHT/EXP.MAIL	520.99	416.67	104.32	2,778.18	2,499.98	278.20	5,000.00
4160 · PRINTING & DUPLICATING	667.00	1,833.33	-1,166.33	18,120.70	11,000.02	7,120.68	22,000.00
4175 · DUES/SUBSCRIPTIONS	1,395.00	1,625.00	-230.00	6,002.78	9,750.00	-3,747.22	19,500.00

UWF Historic Trust  
**Schedule II - Profit & Loss Budget Performance**

For the one month and twelve months ended December 31, 2022

	Dec 22	Budget	\$ Over Budget	Jul - Dec 22	YTD Budget	\$ Over Budget	Annual Budget
4176 · MEMORIALS	0.00	250.00	-250.00	0.00	250.00	-250.00	500.00
4180 · ADVERTISING/MRKTNG	5,520.00	5,000.00	520.00	26,931.97	30,000.00	-3,068.03	60,000.00
4200 · EDUCATION PROGRAMS-SUPPLIES	1,193.29	3,485.00	-2,291.71	19,012.01	24,310.00	-5,297.99	42,850.00
4210 · Museum Store Purchases	15.93	1,875.00	-1,859.07	16,662.66	11,250.00	5,412.66	22,500.00
4215 · Special Programs Expenses	1,547.31	2,625.00	-1,077.69	4,791.73	11,000.00	-6,208.27	35,750.00
4225 · AWARDS/OTHER	2,500.00	2,800.00	-300.00	2,700.00	3,100.00	-400.00	3,500.00
4250 · TELEPHONE	218.94	333.33	-114.39	1,605.90	2,000.02	-394.12	4,000.00
4253 · WATER	0.00	250.00	-250.00	918.26	1,500.00	-581.74	3,000.00
4275 · UTILITIES	7,170.19	4,166.67	3,003.52	60,328.41	45,000.02	15,328.39	100,000.00
5000 · TRAVEL EXPENSE	0.00	2,250.00	-2,250.00	3,502.22	11,625.00	-8,122.78	27,000.00
5100 · OFFICE / ADMIN EXPENSES	812.86	1,916.63	-1,103.77	18,440.83	11,499.98	6,940.85	23,000.00
5250 · SPECIAL EVENTS	1,407.91	2,475.00	-1,067.09	5,426.01	11,650.00	-6,223.99	23,500.00
6000 · EXHIBITS/COLLECTIONS/CURATORIAL	1,198.86	15,000.00	-13,801.14	28,998.11	65,000.00	-36,001.89	130,000.00
6100 · BLDG/MATERIALS & SUPPLIES	1,132.39	3,875.00	-2,742.61	34,490.01	24,000.00	10,490.01	48,000.00
6135 · LANDSCAPING/GROUNDS	5,173.83	7,000.00	-1,826.17	35,255.03	28,000.00	7,255.03	70,000.00
6175 · INDEPENDENT CONTRACTOR	4,460.23	12,395.07	-7,934.84	69,899.53	89,683.62	-19,784.09	164,054.00
7800 · OCO/OTHER CAPITAL OUTLAY	0.00	3,000.00	-3,000.00	10,417.00	14,000.00	-3,583.00	20,000.00
7900 · Grant Expenses	0.00	0.00	0.00	14,486.34	0.00	14,486.34	45,171.00
<b>Total Expense</b>	<b>41,139.39</b>	<b>86,313.37</b>	<b>-45,173.98</b>	<b>471,023.79</b>	<b>519,668.62</b>	<b>-48,644.83</b>	<b>1,077,825.00</b>
<b>Net Ordinary Income</b>	<b>22,868.53</b>	<b>27,269.96</b>	<b>-4,401.43</b>	<b>59,647.34</b>	<b>-12,735.23</b>	<b>72,382.57</b>	<b>0.00</b>
<b>Other Income/Expense</b>							
Other Income							
3950 · Other Grants	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>
Other Expense							
5100.20 · 200th Anniversary Celebration	0.00	0.00	0.00	10,124.40	0.00	10,124.40	0.00
6135.11 · Landscaping/Grounds Mtn-SMC	390.22	0.00	390.22	14,884.50	0.00	14,884.50	0.00
<b>Total Other Expense</b>	<b>390.22</b>	<b>0.00</b>	<b>390.22</b>	<b>25,008.90</b>	<b>0.00</b>	<b>25,008.90</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>-390.22</b>	<b>0.00</b>	<b>-390.22</b>	<b>-10,008.90</b>	<b>0.00</b>	<b>-10,008.90</b>	<b>0.00</b>
<b>Net Income</b>	<b>22,478.31</b>	<b>27,269.96</b>	<b>-4,791.65</b>	<b>49,638.44</b>	<b>-12,735.23</b>	<b>62,373.67</b>	<b>0.00</b>

**Pensacola Museum of Art**  
Board of Directors Meeting  
December 15, 2022  
Minutes

**Board Members Present:** Mr. Chris Heaney, Mr. David Earle, Mr. Andrew Spencer, Ms. Connie Crosby, Mr. Edward Tisdale, and Mrs. Tonya Zimmern.

**Board Members Absent:** Mr. John Markowitz, Mrs. Betty Roberts, Mrs. Kathi Gordon, Mrs. Teri Levin, Mrs. Teresa Dos Santos, Mrs. Susan Ragan, Dr. Patrick Rowe, Mrs. Susan Ragan, Mr. Tucker O'Connor, Mrs. Adrienne Maygarden, and Mrs. Sue Sue Sherrill

**Staff Members Present:** Mr. Robert Overton, Mr. Nicholas Croghan, Mrs. Caitlin Rhea, Ms. Amy Eve, and Mrs. Alli Hays.

**Public Present:** None

**Opening of Meeting:** Mr. Chris Heaney called the meeting to order at 4:02 p.m. No Quorum Present, and it was noted that the meeting would move forward as informational.

**Review of Minutes:** Mr. Heaney presented the meeting minutes from October 20, 2022. No corrections were noted.

**Historic Trust's Executive Directors Report:** Mr. Robert Overton shared his report. He updated the PMA's Board with notes from the November UWFHT Board of Directors meeting. Starting in January, the site will increase admission prices by \$2. They are currently \$10 for adults, \$9 for AAA, active military, and seniors, and \$5 for children ages 3 & up. Next year they will be \$12 for adults, \$11 for AAA, active military, and seniors, and \$7 for children ages 3 & up. They will still include a unified admission to all the museums for seven days. Site visitation is up 154% from the same period last year. The Property and Collections Committee met in October to discuss Premium Parking taking over three more of our parking lots: PMA, the Tivoli High House in the Historic Village, and Fountain Park. Premium is offering a 50/50 split on parking fees and lot management. The committee recommended entering the agreement contingent on amending our current contract for the Tarragona Street parking lot. Instead of only renting the lot for \$5,000 monthly, the Board asks that Premium include it with the 50/50 split. The UWFHT Board approved the motion to contract with Premium Parking the management of four lots with a 50/50 fee split contingent on review by staff and the legal counsel. Most of the site will be closed for the Holidays. All museums will close Dec. 24-26 for Christmas and Dec. 31-Jan 2 for New Year. The Historic Village will be closed the entire break, Dec. 24-Jan. 2. From Dec. 27-30, only PMA, PMH, and PCM will be open from 10 am-4 pm. Site operations will return to normal starting Jan. 3, 2023. There are already events planned for January 2023. The VIP closing reception for the *From Vandals to Vanguard* exhibition will be on Jan. 5th. There will be opportunities to talk with some of the exhibition's collectors, Lewis Bear Jr., Maria Goldberg, and David Bear. The second annual Bootleg Ball fundraiser is on Jan. 13th from 7-10 pm at the Museum of Commerce. He presented the event's poster. There are still tickets available: \$200 for VIP, which includes food, an open bar, and access to the VIP room and \$100 for members, \$125 for non-members, which includes food and two drink tickets.



**PMA Directors Report:** Mr. Nicholas Croghan thanked the Board for meeting again at the museum. He wanted everyone to see the *From Vandals to Vanguard*s exhibition one last time before the closing reception on Jan. 5th from 5-7 pm. The event will feature a conversation with Lewis Bear about his love of art and collection. The last day it is open will be Sun. Jan. 8th. PMA's visitation for October was 470 guests, with special events and education programs visitation for November including 2,079 guests. Multiple articles featured the art museum this fall. InWeekly highlighted the museum as their November 10th cover story. *Good Grit* magazine, *Where Y'At* magazine in New Orleans, and Pensacola Expert Panel Radio, also interviewed the staff about the museum. The Provost's office agreed to the *STEAM* exhibition request for additional funding of \$7,500. It will assist with bringing in visiting artists and public workshops. The staff also applied for a Great Gulf Coast Arts Festival grant for \$1,000 to help fund the CUBE Live Mural Painting event scheduled for the first week in March. PMA was awarded *Best Art Gallery/Museum* for InWeekly's Best of the Coast, Pensacola News Journal's Best of the Bay, over \$16,000 in Foo Foo Fest grants, and over \$10,000 in public donations for this fiscal year thus far. Currently, the curatorial staff is installing the *STEAM2023* exhibition downstairs. It will be open to the public during the holidays, but the opening reception will be on Jan. 20th.

Mrs. Caitlin Rhea presented on PMA's education department. In November, 55 high school students toured the museum. A new graffiti mural display was installed in the education hallway. The Foo Foo Fest grant made museum admission free for a week, allowing over 1,100 guests to visit. Mr. Jeremy Novy hosted a stencil workshop for adults that sold out. Mrs. Rhea has built-in sponsorship opportunities with all the classes and workshops to provide financial accessibility to increase membership. The Foo Foo Fest grant also helped purchase silk screens and other educational supplies for future programming. *The 69th Annual Youth Arts Focus* exhibition will open from January through February. Along with the exhibition, there will be a middle school and high school student awards ceremony on Feb. 3rd and a portfolio review day for high school students. UWF art professors will provide feedback for juniors and seniors on their portfolios for college admission. On Feb. 11th will be the second annual Youth Arts Day in association with the Little Theater, the Symphony, and the Opera. March 7-12th will be a spring *STEAM* art camp to connect younger students with the exhibition's robots and nature. The public libraries reached out to connect diversity within the arts and their reading program throughout all seven of their branches next summer. Spring educational programming for 2023 has already surpassed 2022 expectations.

Mr. Croghan plans to have the chief curator position posted at the start of the new year. However, until there is a new hire, he, Mrs. Rhea, interns, and volunteers will continue through the exhibition schedule. In addition to the *Youth Art Focus* exhibition, the *PMA Members Show* is also celebrating its 69th anniversary. It will open on March 10th with a book signing by Carrie Ann Baade, the artist highlighted in last year's show. This year we will also showcase last year's Best in Show winner, Nonney Oddlokken.

The *STEAM2023* exhibition is the fourth iteration that started in 2014. It is a community-centered, educational experience engaging contemporary art with science and new technologies. Artwork on display investigates concepts related to the environment, biology, digital interfaces, and speculative fiction/imagined futures. Exhibiting artists challenge narratives of human ecologies and offer exciting insights into transdisciplinary processes. There will be an interactive bioluminescent display this year and additional correlating workshops.

Towards the end of next year, in September 2023, the *Message from Our Planet: Digital and Media Art* exhibition will open. It is organized like an interstellar time capsule, inspired by NASA's Golden Record (an LP curated with human achievements like math and Mozart), beamed to outer space on Voyager I in 1977. The curators imagined a digital future where art communicates beyond our common era through computer code. The exhibition brings together 20 software, video, and light-technology artworks from 19 international artists.

Mr. Croghan shared thanks to Mr. Edward Tisdale for his work as Chair this past year and thanked the rest of the Board for attending the year's events

**Treasurer's Report:** Mr. David Earle presented the Treasurer's report. The site is up to \$40,000 for the year. The Foo Foo Fest grant funding and preparations for the Bootleg Ball fundraiser make the numbers for the month look out of place, with total expenses being about \$30,000 over income. Even though it looks like a decline, the overall trajectory is highly positive, especially because visitation has significantly increased.

**Collections Committee Report:** The Collections Committee has not met due to the multiple Foo Foo Fest events. Nothing new to report.

**Executive Committee Report:** Mr. Heaney shared the Executive Committee report from the November meeting. They discussed hosting an event in February to recognize Don Partington and his partner's gift of the Lincoln sculpture (and recent film). Mrs. Betty Roberts, Mrs. Tonya Zimmern, Mr. Andrew Spencer, and Mr. Heaney are currently working on planning this event.

**New Business:** No New Business

**Chair's comments:** Mr. Heaney wants the Board to host a casual New Year orientation and reception one evening to welcome new Board members and reconnect with current ones.

Ms. Connie Crosby reminded the Board about the annual Bootleg Ball fundraiser on Friday, Jan. 13th, from 7-10 pm at the Museum of Commerce. The theme is Molls and Mugshots, so dress like a 1920s gangster, mobster, politician, or moll. There are a few tickets still available and plenty of sponsorship opportunities. The PMA Guild is assisting with this fundraiser.

**Adjournment:** The meeting was adjourned at 4:45 pm. The next meeting is February 16, 2023.



FLORIDA'S FIRST & FUTURE

## **MINUTES OF THE ARCHITECTURAL REVIEW BOARD**

**November 17, 2022**

**MEMBERS PRESENT:** Chairperson Salter, Board Member McCorvey, Board Member Ramos, Board Member Yee, Board Member Fogarty, Board Member Courtney, Advisor Pristera

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Assistant Planning & Zoning Division Manager Harding, Development Services Coordinator Statler, Assistant City Attorney Lindsay, Digital Media Specialist Russo, Cultural Resources Coordinator Walker

**STAFF VIRTUAL:** Development Services Director Morris, Planning and Zoning Division Manager Cannon

**OTHERS PRESENT:** Blanding Fowler, Ben Townes, Mike Hayse, Steve Flugge, Bridget Flugge, Carter Quina, Michael Guy, James Gulley, Helen Counsell, Esteban Vargas, Casie Harris, Robert Goodspeed, Eniko Ujj, Dan Fritts, Eric MacInerney, Isaae Glahn, Carl Klimek

### **CALL TO ORDER / QUORUM PRESENT**

Chairperson Salter called the meeting to order at 2:00 p.m. with a quorum present.

### **APPROVAL OF MINUTES**

Board Member Fogarty made a motion to approve the October 20, 2022, minutes, seconded by Board Member McCorvey, and it carried unanimously.

### **OPEN FORUM**

### **NEW BUSINESS**

Item 4      125 Calle de Santiago      PHD / Zone SSD, City Council District 6  
Replacement Siding at a Non-Contributing Structure

**Action Taken: Approve with comments**

David Gilbert is seeking approval to replace exiting masonite siding with fiber cement siding at a

222 West Main Street, Pensacola, Florida 32502

[www.cityofpensacola.com](http://www.cityofpensacola.com)

noncontributing structure. If approved, board and batten siding will be installed on the front, while lap siding will be installed on the sides and rear. All doors and windows will also be trimmed with fiber cement materials. Since the use of fiber cement is often a point of discussion, staff has included ARB's policy on the use of alternative building materials. Although the policy mostly pertains to historic structures, the application of alternative building materials on noncontributing property still requires Board consideration.

Mr. Gilbert presented to the board. Chairperson Salter asked why there were two different patterns proposed for the project: board and batten and lap siding. Mr. Gilbert clarified that the two patterns is what the homeowners requested. Board Member Fogarty stated that she would prefer that the same material and pattern be used on the front and sides. Board Member Courtney agreed with Board Member Fogarty's comment. Chairperson Salter comments that it is a-typical of buildings to have different siding styles on the sides and it is more common that different sidings are used per floor. He then asked Advisor Pristera if there were any examples of the change of materials on the side. Advisor Pristera commented that the only example he can think of is flush board siding or stucco from with lap siding on the sides and gave the Dorr house as an example, he further stated that he has never seen a board and batten/lap siding combination. Chairperson Salter commented that the change in siding orientation is too much of a contrast on that structure. He further stated that the lap siding is more appropriate for the house style. Mr. Gilbert commented that due to the close proximity of the trees and fence on the property, the harsh transition between the two styles would not be very apparent from the street view and that may have been part of the reasoning into the owner's initial decision of the two sidings. He further clarified that the backside is only visible from street behind it. Board Member Ramos did not have an issue with what was being proposed. He further asked what color will be used and Mr. Gilbert replied that it would be "Alabaster". Board Member Yee asked how it would appear in comparison to the current color and Mr. Gilbert clarified it as an off cream-white. Board Member Courtney suggested to decrease the lap siding reveal from 7" to ideally 6" and Mr. Gilbert agreed. Board Member Courtney asked what the reveal of the existing siding is and Assistant Planning & Zoning Division Manager Harding responded that it was relatively 7" but it was really all over the place. Board Member Ramos asked Assistant Planning & Zoning Division Manager Harding if there were any restrictions on this SSD. Assistant Planning & Zoning Division Manager Harding responded that there was not anything specific, just that the aesthetics compliment the district. Board Member Ramos asked if the neighborhood had any approval system for instances such as this renovation. Assistant Planning & Zoning Division Manager Harding replied that he has never received anything from an HOA for this neighborhood. Board Member McCorvey commented that he did not see too much of a difference for which material is used on the front due to the front being busy with the windows. Chairperson Salter commented that he saw the appropriateness of the lap siding and that he understood Board Member Ramos and McCorvey's comments. He further stated that if the board and batten is introduced to this property, then there will be three different veneer styles which is excessive. He further asked Mr. Gilbert whether approving the application with the condition that it all be lap siding is an acceptable resolution for the day. Mr. Gilbert replied that that resolution is a possibility, he further asked if the board and batten all the way around could be a possibility. Board Member Yee commented that this would be the only structure with the board and batten, and he encouraged the horizontal lap for this project to mitigate the structure standing out too much from the rest of the neighborhood. Chairperson Salter commented that though the board and batten is not common it is still a traditional cladding, and though the house would stand out it would still be in harmony with the intent of the district and that is something he could support.

**Board Member Ramos made the motion to approve the application with the condition that either all of the replacement siding be lap siding, or that all of the replacement siding be board and batten. If lap siding is chosen, the siding is required to have a 6" reveal / exposure. Board**

**Member Courtney seconded the motion and it carried 6-0.**

**Item 5          615 E. Belmont Street          OEHPD / Zone OEHR-2, City Council District 6  
Expansion of a Porch and Other Alterations at a Contributing Structure**

**Action Taken: Approved with comments**

Carl Klimek is requesting approval to expand and cover an existing side porch, to add a paver ribbon drive, and to change out the front gable vent. The porch expansion will use and duplicate all existing materials with wood decking, matching wood rails, matching wood lattice, and matching paint. The 3/12 new roof will rest atop rafter ends which will be exposed at the end, and it will be covered with a corrugated metal roof panel. Additionally, the existing front gable vent will be changed to a square and painted to match the trim.

Mr. Klimek presented to the board and Chairperson Salter read Old East Hill's comments. Mr. Klimek agreed that the porch handrails could be rounded with spindles and that the deck boards could be perpendicular to the house. Board Member Yee asked if the handrails could be eliminated to simulate the front porch. Something would have to be on the stairs, but if the porch was not more than 30" above grade, they could be left off per the Florida Building Code. Doing so would make the porch feel larger and the neighborhood shouldn't have a problem with it. Mr. Klimek asked if the handrails on the stairs could be wrought iron, like the front, and Advisor Pristera thought that would be appropriate. Board Member Courtney suggested that the gable vent could be square, turned as a diamond, or a vertical rectangle. More verticality would be fine, and the neighbor's house was shown as an example.

**Board Member Courtney made the motion to approve with the condition that the porch handrails be rounded with spindles (either turned or square), or that the handrails be left off completely. If left off, the handrails on the stairs can be wrought iron as discussed. Also, the deck boards must be installed perpendicular to the house. Board Member Yee seconded the motion and it carried 6-0.**

**Item 6          823 E. Jackson Street          OEHPD / Zone OEHC-1, City Council District 6  
Installation of a Shed at a Contributing Structure**

**Action Taken: Approved as submitted**

Chris Simon is seeking approval to install a site-built shed at the rear of a contributing structure. The 12' x 12' accessory structure will be built to resemble the home with matching lap siding, an asphalt shingle roof, and a similar paint palette. The right and left sides will have a vinyl window each and the steel door is proposed to have simulated divide lites. A small pressure treated ramp will be attached to the front entry and the shed will be surrounded by planted boxwood ferns so that the building does not appear to float.

Mr. Simon presented to the board. Assistant Planning Manager Harding clarified that comments regarding the fence would be taken care of outside of this meeting since it was not a part of the item's review. Board Member Yee asked for clarification on the setbacks and staff confirmed that the minimum setbacks for the shed would be 3' from the rear and 3' from the side. The proposed location was acceptable.

**Board Member Yee made the motion to approve as submitted. Board Member Fogarty seconded, and it carried 6-0.**

**Item 7          509 E. Belmont Street          OEHPD / Zone OEHR-2, City Council District 6**  
**Alterations to a Non-Contributing Structure**

**Action Taken: Approved with comments**

Karen Penn is seeking approval to renovate a noncontributing building. The scope of work will include replacing the existing siding with new Hardie lap siding, replace all windows with new vinyl windows, replace the front door with a new fiberglass door, replace the roof with new asphalt shingles, and to add new columns to the front porch. Except for the front windows which will be larger than the existing, all new windows will be sized to match the current openings with new fiber cement trim. Additionally, the side porch stairs will be replaced board for board with matching pressure treated wood.

Mr. Vargas presented to the board. Chairperson Salter read comments from Old East Hill and Mr. Vargas agreed that new siding exposure / reveal could be 6", that the front columns could be 4"x4" and that the side railing could be rounded with pickets. The applicant would like to keep the front door with the smaller panes of glass rather than larger for safety purposes. Chairperson Salter was too concerns with the proposed door panels since there were a number of examples in the neighborhood and since this property was noncontributing. He thought the overall improvements would be a great benefit. Board Member Yee asked is the windows should be 2/2 with a vertical muntin / grille. Chairperson Salter stated that a 2/2, 2/1, or a 1/1 would be appropriate for this house.

**Board Member Courtney made the motion to approve with the clarification that the front windows are to be two individual windows, all windows be 2/2 (with a vertical muntin / grille) or 1/1 (no vertical muntin / grille), that the rails on the side porch be rounded with turned pickets or spindles (as opposed to a prefab railing), that the lap siding be installed to have 6" exposure / reveal, and that the front columns be 4"x4" (and not 6"x6"). Board Member Fogarty seconded the motion and it carried 6-0.**

**Item 8          226 E. Government Street          PHD / Zone HC-1, City Council District 6**  
**Exterior Alterations to a Contributing Structure**

**Action Taken: Approved as submitted**

Ashley King is requesting final review for work to the exterior façade of a contributing structure, along with some exterior details and some exterior materials. For this application, the following is requested for review:

1. Final approval on the replaced rear addition;
2. Final approval on the proposed new openings;
3. Final approval on a new standing seam metal roof;
4. Final approval to replace the existing siding and trim elements with a new composite material matching the profile and thickness of the existing; and
5. Final approval for work to the porch and balcony elements.

Further information on colors, specific materials (such as shutters, porch screening, lighting, etc.), and the overall site plan, hardscapes, and accessory structures will be submitted in a future application. Conceptual review of this application was approved in March 2022 and, at that time, the use of the proposed composite siding was also approved with the board determining that it was visually above and beyond a typical Hardie application.

Ms. King presented to the board. Chairperson Salter reiterated previous concerns about the siding materials and asked for clarification that the other exterior elements would remain wood. Ms. King confirmed that all other elements will remain wood. Board Member Yee asked if there would be sheathing on the structure and Ms. King confirmed that they will be placing sheathing, insulation, weather barrier and new siding. Board Member Yee also asked if the new trim elements were to be

composite and Ms. King clarified that the only composite trim will be the flat trim that had direct relation to the weather proofing of the structure. Ms. King spoke briefly about the conceptual site plan. Chairperson Salter asked about the details of the solar paneling that will be added to the property. Ms. King clarified that there are no elevations as of now, but further details will be formally submitted at a later date. Assistant Planning & Zoning Division Manager Harding stated that planning did not have any issues from a general zoning perspective such as setbacks or coverage and that it will come down to the historic district requirements and details as a new accessory structure. It will have to be compatible with the main structure.

**Board Member Ramos made the motion to approve the five items that were outlined in the package as submitted. Board Member Courtney seconded the motion and it carried 6-0.**

**Item 9            812 N. Barcelona Street            NHPD / Zone PR-2, City Council District 6  
Removal of Chimneys at a Contributing Structure**

**Action Taken: Approved as submitted**

On November 8, 2022, Inspection Services issued a stop work order on permit 22-10-8014. The permit covered work to reroof the house with matching color asphalt shingles which was approved through an ARB board for board application in October 2022. During the project, two brick chimneys were removed. Both chimneys are reported to have been unsafe and with broken and degraded bricks. It was also reported that the homeowner received information from at least one contractor that restoring the chimneys would be very costly. Since the chimneys were completely removed and the reroof work was nearly completed, Inspection Services (in coordination with Planning Services) instructed the company to continue with the project but advised ARB input and review would be required before the permit could be closed. During consultation with the company, staff advised the chimneys could either be replaced and rebuilt in-kind or they could request ARB's approval to leave the chimneys off. Per the North Hill ordinance (sec. 12-3-10(2)), every application for a building permit to alter an exterior of a building requires ARB approval. The applicants have provided photographs of the chimneys can speak further on the condition of structures.

Mr. Guy presented to the board. Chairperson Salter read the North Hill comments and then commented on the position of the chimneys and how they were not necessarily visible from the street view. He continued that neither one of the chimneys represented a major feature to the overall architecture of the house. Advisor Pristera reflected Chairperson Salter's comments and reiterated that they are not a predominate architectural feature. He continued that it is a shame that more chimneys are not being cared for and that the board could possibly advocate better for historic chimneys. Assistant Planning & Zoning Division Manager Harding commented that staff was conflicted with how to handle this situation, he clarified that this item was presented so that the project could be finished, and the permit could be closed out. Advisor Pristera asked Assistant Planning & Zoning Division Manager Harding for clarification on whether or not the board has the ability to have replacement features added back onto structures for future applications that are similar to this situation. Assistant Planning & Zoning Division Manager Harding replied that in North Hill, if the project requires a permit, then based on his interpretation of the historic district ordinance, the board has the power to request the removed feature to be added back according to Sec. 12-3-10(2). Board Member Ramos asked if the chimneys were addressed in the ARB board for board application. Assistant Planning & Zoning Division Manager Harding responded that the chimneys were not addressed in the board for board nor the permit application. Board Member Courtney asked whether in the future chimneys can be flagged for further review for future board for board or permit applications. Assistant Planning & Zoning Division Manager Harding clarified that this situation was likely caused by various avenues of miscommunication. Otherwise, if a permit comes in and if the

chimneys are in with the scope of work, the application process and projects are sent to ARB for review if in the historic districts. Board Member Courtney suggested the possibility of adding more questions to screen the project and to prevent future miscommunications. Assistant Planning & Zoning Division Manager Harding clarified that this is the first time since he has been with the city that this situation has occurred. Projects cannot receive permits in historic districts without gaining ARB approval first and he briefly spoke of the process of ARB approvals after meetings. Board Member Yee asked whether there is a list of ARB requirements or comments that go along with the approval letters. Assistant Planning & Zoning Division Manager Harding replied that there is a general list that states if there is deviation to the project, then the project must come back through ARB review. He continues that staff can look into adding a roof specific section that could help protect chimney elements in the future.

**Board Member Yee made the motion to approve the application. Board Member Fogarty seconded the motion and it carried 5-1 with Board Member Ramos dissenting.**

**Item 10      18 W. Wright Street      PHBD / Zone C-2A, City Council District 6  
Conceptual Additions and Alterations to a Contributing Structure**

**Action Taken: Approved as submitted**

Townes Plus Architects is seeking *conceptual* review for additions and alterations to a contributing structure. The proposed scope of work will be to add a kitchen addition and a new porte cochere at the interior of the campus, and to enclose the central entryway with storefronts and to add new stairs and a ramp. All work will be done with in-kind materials as to match the existing building elements. Since this is for conceptual review, further plans and all materials will be provided at a later date. This review is meant to provide the applicants with feedback before final plans are drawn.

Mr. Townes presented to the board. Advisor Pristera asked how deep the storefront would be placed within the south cloister in relation to the front of the arches. Mr. Townes replied that the project is not that far developed, and they are still reviewing various systems for that feature. He further stated that he would prefer the glass to be flush with the building and ideally, they would like the storefront to be as minimal as possible. Chairperson Salter reiterated Advisor Pristera's comment and recommended that as they move forward with the project, to keep in mind that the south cloister is an important feature and make sure to work to keep the current space to the best of their ability. He further commented on the rear portion of the project. Board Member Ramos asked for clarification on the fascia and whether the new porte cochere will match the rest of the building. Mr. Townes replied that it will match.

**Board Member Fogarty made the motion to approve as submitted. Board Member Ramos seconded the motion and it carried 6-0.**

Board Member Courtney left the meeting resulting in 5 members present and with keeping a required quorum.

**Item 11      117 W. Garden Street      PHBD / Zone C-2A, City Council District 6  
Conceptual Review for Façade Alterations and a Rooftop Addition**

**Action Taken: Conceptually approved with Comments**

Casie Harris is requesting conceptual review to modify the elevations and to add a rooftop addition at a contributing structure. The proposed work will replace the existing storefronts and windows with new, it will add second-floor balconies to the front, and an occupiable third floor will be constructed for a lounge and bar. Since this is for conceptual review, details on all exterior materials and products will follow at a later date.



Ms. Harris presented to the board. Chairperson Salter asked Assistant Planning & Zoning Division Manager Harding whether this a contributing structure. Assistant Planning & Zoning Division Manager Harding confirmed that this building is a contributing structure to the best of his knowledge but can research further while the board discussed. Chairperson Salter asked if any of the other openings will be modified other than the portal openings. Ms. Harris responded that the windows on the sides, both first and second floor, have been previously closed, and she would like to re-open them along with some on the back. Chairperson Salter clarified that the modifications on the Garden Street façade were going to be the portal openings, addition of balconies, and the second floor awnings over the balconies. Ms. Harris confirmed that those would be the only changes and that the original white brick will remain. Assistant Planning & Zoning Division Manager Harding confirmed that the structure is a contributing structure per the Palafox National Register nomination packet. Advisor Pristera commented that based on the packet, a brick corbelling above the second-floor windows where the new awnings are proposed appeared to be the main loss of architectural feature. However, the application does a good job of respecting the historic façade. Board Member Yee commented that he liked how the applicant wanted to open the bricked in windows, he further encouraged them to open up the second-floor openings to a width that matches with the first-floor openings (second and fourth bay). He also suggested that the balconies could sit right inside the brick versus being wider than the brick, similarly, the awnings should also sit within the bays. He also states that it would be a shame to lose the corbelling details above the second floor bays and there could be some options that can mitigate that. He further commended the application, specifically the retail bottom floor and the rooftop space. Board Member Ramos asked about the placement of the rooftop columns, and why the left was closer than the right-side columns. Ms. Harris replied that she was not sure, and that the project has not reached that level of detail. Board Member Ramos recommended that they keep that symmetry in the design. He further asks Advisor Pristera what style is recorded for the building. Advisor Pristera states that it is mid-century commercial. Ms. Harris asked Board Member Yee for clarification of his earlier comment in regards to the width of the openings on the second floor matching those of the first in bay two and four. Chairperson Salter stated that he agreed with Board Member Yee regarding the width of bay two and four. He further stated that he is not convinced that the portal windows are not original, and those portal windows have been a significant feature for a long time. He encouraged moving forward to preserve those and possibly incorporating some aspect of them into the design. He further questioned the necessity of the canopy roof over the balconies due to the limited protection that they would give and the obstruction of the architectural corbelling feature and suggested reworking that element. Ms. Harris stated that the circular windows are marble circles that reflect statues on the ground floor. Chairperson Salter replied that whether they are windows or marble, the circular features are a significant part of the façade and he would like to see it incorporated into the design. Chairperson Salter asked Advisor Pristera whether he had the chance to research the building and find any other historic photos. Advisor Pristera said he investigated it and what is in the package is what he also found. Board Member Ramos asked the board how they felt about losing the divided lights as a characteristic. He would like to continue to see the industrial style divided lights on the windows which goes well with the simple structure of the building. Board Member Yee agreed with Board Member Ramos's comment.

**Board Member Yee made the motion to grant conceptual approval and to have the applicant note the comments and concerns regarding the canopies, the round window medallion details, and the comments on the windows and that the existing grid patterns ought to be maintained in some way. Board Member McCorvey seconded and the motion carried 5-0.**

**Item 12      315 N. Tarragona Street      PHBD / Zone C-2A, City Council District 6**  
**Signage and Mural on a Fence at a Non-Contributing Structure**

**Action Taken: Approved as submitted**

The Handlebar, on behalf of First United Methodist Church, is requesting approval for a new fence-painted sign and mural. Since murals cannot contain any signage, the applicants are proposing to separate the sign from the mural with a white painted fence picket. The sign is planned to be 46 square feet in size and the mural will be 480 square feet in size and will fully cover the fence façade. Staff has determined that so long as the sign is kept separate from the mural, there is no conflict with the sign ordinance. The method of how the two are separated and the aesthetics of both are, however, subject to ARB review.

Mr. Goodspeed and Ms. Ujj presented to the board. Chairperson Salter confirmed with Assistant Planning & Zoning Division Manager Harding that the application is an aesthetic review, to which Assistant Planning & Zoning Division Manager Harding confirmed. Board Member McCorvey asked whether if this project is part of the Handlebar establishment. Mr. Goodspeed clarified that this is a fence for the business next door to the Handlebar, but the fence was replaced by the Handlebar and the bar is wanting to make it more visually appealing for the church while retaining the other business' information. Board Member McCorvey asked for clarification that the proposed signage is just information and whether it was for the church. Mr. Goodspeed confirmed that Serving the Hungry was a church entity and that the sign would be used only for information. Board Member Ramos commented that he is not bothered with the signage being part of the mural and that this is a service something the city would want to advertise, he liked the mural overall, and the white band would be appropriate for this application. He further asked where people would enter and if it was through the fence. Mr. Goodspeed confirmed that there was a gate and driveway that the organization entered through. Board Member Yee asked who owned the property and fence and why the Handlebar submitted the application. Mr. Goodspeed confirmed that the church owns that property and the fence and that he is here as a service he is doing for the church. Assistant Planning & Zoning Division Manager Harding commented that the white dividing portion of the mural is staff taking precaution against the possibility of neighborhood complaints or code enforcement. Board Member Fogarty asked if the mural will be painted directly on the fence. Ms. Ujj confirmed that it would be. Chairperson Salter commented that he is in full support of the mural and signage and he thinks it will be a great addition to the neighborhood.

**Board Member Fogarty motioned to approve as submitted. Board Member McCorvey seconded and the motion carried 5-0.**

Board Member Yee left the meeting resulting in 4 members present and with keeping a required quorum.

**Item 13      100 Blk E. Garden Street      PHBD / Zone C-2A, City Council District 6**  
**Demolition of Contributing Structures**

**Action Taken: Approved as submitted**

STOA Group is seeking approval to demolish four (4) contributing structures at 90-100 E. Garden (one building), 102 E. Garden, 118 E. Garden, and 17 N. Tarragona. The application includes a narrative which advocates unusual and compelling circumstances and six considerations the board should consider justifying approval of the demolitions. These criteria are required when economic hardship cannot be shown. As part of the demolition request, the applicants must also seek at least conceptual review of replacement plans. Conceptual review of the new development will follow as the next agenda item.

Mr. Fritz and Mr. MacInerney presented to the board. Chairperson Salter ask Assistant Planning & Zoning Division Manager Harding for the demolition criteria and he clarified demolition is considered in cases of economic hardship or unusual and compelling circumstances. The criteria for the board to consider are as follows: 1- historic/architectural significances of the structure, 2- importance of the structure to the integrity of the historic district, 3- difficulty or impossibility of reproducing such a structure through its design, structure, material, or unique location, 4- whether the structures are last remaining of their kind in the historic district, 5- whether there are future plans to reuse if demolition is approve and how those plans will affect the overall surrounding area (architecturally, archaeologically, historically, socially, culturally, aesthetically, and environmentally), 6- whether reasonable measures can be taken to protect or preserve the existing structure. Staff further clarified that no demolition permits may be issued until the final plans of the new structure(s) are approved. Chairperson Salter asked staff whether it would be appropriate for the board to look at the proposed plans of the new structure prior to deciding on the demolition since some criteria is dependent on the proposed plans of reusing the properties. Assistant Planning & Zoning Division Manager Harding agreed that looking at the proposed plans first would be appropriate if the board wished to do that. Advisor Pristera asked for clarification as to how these buildings are determined to be contributing and staff clarified that it is driven by the most recent records on file with the state Division of Historical Resources and if the structure is significant to the district. He further stated that the state's records do not list the subject structures as independently significant on their own merits but that they are significant to the district. He suggested a review of the original National Register application to see if the structures were originally considered contributing when the district was created. Chairperson Salter asked the board if anyone had an issue with looking at the proposed plans before the demolition and no one had issue. Board Member Ramos commented that as the buildings stand now, he has no issue with the demolition. Board Member Fogarty asked Advisor Pristera whether there were any significant aspects of these buildings that should be noted. Advisor Pristera replied that nothing was found to be significant. The board moved to the next item.

**Item 14      110 E. Garden Street                      PHBD / Zone C-2A, City Council District 6**  
**Conceptual Review for a New Mixed-Use Development**

**Action Taken: Denied without prejudice**

STOA Group is seeking conceptual approval for a new six-story mixed-use building with parking, retail, and amenities. The current plans show a zero-lot line development where retail space will be provided at the ground level, parking on floors one and two, and residential units on floors three through six. The primary façade elements will be masonry with metal awnings along Garden and Tarragona. The conceptual west elevation will tie into the future developments to the west with murals and masonry relief. Since this is for conceptual review, a final review will be required at a later date. Mr. Fritz and Mr. MacInerney presented to the board. Mr. Fritz commented that the overall project is open to however the city would like the structure to contribute to the district and they are open to any and all suggestions. Chairperson Salter commented he does not think this proposed project would not have a significant impact on the area, just weighing what is there versus what is proposed. Mr. Fritz spoke on the overall project details. Chairperson Salter commented his concerns on the size and mass of the structure and how it is right up to the sidewalk. He further mentioned Southtowne Apartments on Romana Street and how they incorporated a large structure into downtown while also stepping it back from the sidewalk with various landscaping and walkway details. He thought the large structure of the proposed project in addition to the disguised parking garage façade will have a negative effect of the sidewalk. The garage openings, especially the Garden Street entrance, have

become the dominating features of those facades and re-working those elements were recommended. Mr. Fritz noted that the garage entrance came to his attention the other day and he was already planning to re-visit that feature of the building. He further commented that pulling back the parking on Tarragona Street would be difficult due to the parking plans and pulling back would cause them to lose almost an entire row of parking. Chairperson Salter replied that the applicant has the opportunity to create a rhythm or pattern that could be a compromise to the pedestrian experience. He further questioned the disguising of the parking garage to look like a store front and commented that the false storefront façade might not be an appropriate option for this project and to possibly look at different materials for that space. Mr. Fitz stated that they will explore other options for that. With regard to the west and north elevations, Chairperson Salter suggested that instead of using a cmu smooth surface, he recommended a veneer façade such as brick or something that would match the rest of the building. Board Member Fogarty echoed Chairperson Salter's comments about the false store front garage screening. She further commented that she liked the overall look of it. Mr. Fritz asked if the board had any suggestions on the Tarragona façade instead of the store front imitation. Board Member Ramos commented that these were good ideas but recommended to pick similar materials that are seen elsewhere downtown, but no specific style is strictly preferred. He further commented that his concerns greatly reflected Chairperson Salter's previously stated comments, and that he appreciated the effort that has been put into this development plan. He continued to say that it breaks the scale of Garden Street, and the parking garage entrance obstructs the flow of the street view. He recommended a different location to the parking garage. Mr. Belsinger responded that FDOT gave suggestions to the placement of the parking garage entrance and that guided the development decision. Mr. MacInerney further commented that the position of the garage entry/exit lines up with the Garden Street turn way and they placed it there to give the option of turning both ways. Board Member Ramos further commented that he understood the development team's concerns, but he looked forward to seeing what they can develop to make the pedestrian experience more fulfilling. He lastly echoed Chairperson Salter's comment about the mural façade working as their own feature and not depending solely on the mural. Chairperson Salter asked staff if the conceptual design needed to be approved before the demolition can be approved. Staff confirmed that the developer only has to present conceptual construction plans in order for staff to consider approving a demolition, but that final approval of construction-ready plans would be required for a demolition permit to be pulled for contributing structures.

With no further discussion, the board revisited the previous review item for the demolition of contributing structures.

**Board Member Ramos motioned to approve the demolition of the existing structures. Board Member Fogarty seconded, and it carried 4-0.**

With the demolition of the contributing structures approved, the board continued with the current item. **Chairperson Salter offered a motion of denial without prejudice, simply because there were a lot of factors that were needed to be addressed. He further commented that he believes the project will get there eventually, but based on the application versus what was discussed, he does not believe there is enough to grant conceptual approval. Conceptual approval implies a general acceptance of the project as presented. Board Member Ramos seconded the motion and commented that it is a great project, and he is excited to see what the applicants can develop from the board's comments. He hoped that when the applicants do come back, that the full board be present so there can be a full conversation. He asked if the intention was to come back with another conceptual review, or for final, and the applicants preferred to come with another conceptual review, though they would need to consult with their clients. The motion carried**

4-0.

**Item 15      211 N. Palafox Street                      PHBD / Zone C-2A, City Council District 6  
Demolition of a Non-Contributing Structure**

**Action Taken: Approved as submitted.**

Carter Quina is requesting approval to demolish a noncontributing structure. The building in question is the Dennison Building, which was built in 1923, but has been significantly altered along the west façade. The applicant has submitted an inspection report to speak to the building's condition as well as a report of the building's history. A conceptual review of what will replace the building will be considered in the next agenda item.

Staff confirmed that they had originally thought the building to be contributing, but after further research and after consulting UWF Historic Trust staff and the original National Register of Historic Places packet which the district is based on, the building was actually shown to be noncontributing. Mr. Fowler and Mr. Quina presented to the board. Chairperson Salter commended the application for the efforts that have been shown in terms of discussing how the building is completely deteriorated and the efforts that went into trying to find historic elements within the structure.

**Board Member Ramos motioned to approve the demolition. Board Member McCorvey seconded, and it carried 4-0.**

**Item 16      211 N. Palafox Street                      PHBD / Zone C-2A, City Council District 6  
Conceptual Review for a New Construction**

**Action Taken: Approved as submitted.**

Carter Quina is requesting conceptual review for new site improvements where the Dennison Building currently sits. These include new fencing, landscaping, and a new pavilion. The south wall of the Dennison Building is planned to remain, and the proposed pavilion will be designed to complement the surrounding structures on the site. The applicant is also proposing to add interpretive panels along the street front which highlight the history of the site and of the Dennison Building before it was heavily modified. Those items, along with final plans and details on all materials will follow at a later date.

Mr. Quina presented to the board. Board Member Ramos asked if the track material is the same as the playground safe rubberized material and Mr. Quina confirmed that it was. Board Member Ramos commented that he is excited to see the interpretive panels. Mr. Quina clarified that the tall fencing bordering the playing field will be a nylon netting and that they will be testing different materials and colors. Chairperson Salter commented that he appreciates the historic markers, and it would work to enhance the history of north Palafox. He continued that he is concerned with the proposed design of the pavilion due to the Spanish style not being prevalent along this portion of Palafox Street. Mr. Quina clarified that he was keeping with the arcade design from the gym façade and the courtyard façade on the corner of Palafox Street and Wright Street. Board Member Fogarty commented that if the roof from the gym would be visible through the fence it may tie the pavilion style into the site. She did not mind the structure as proposed. Board Member Ramos stated that he also didn't mind the pavilion style.

With no further discussion, **Board Member Fogarty motioned to approve the conceptual design as submitted. Board Member Ramos seconded, and it carried 4-0.**

**Item 17      120 Church Street                      PHD / Zone HC-2, City Council District 6  
Variance for Signage  
Action Taken: Approved as submitted**

UWF Historic Trust is seeking a variance to the requirements of Sec. 12-3-10(1)e.4.i.(b)(1). of the land development code. The variance request is to increase the allowable size for an attached wall sign from twelve (12) square feet to 31.5 square feet (an increase of 19.5 sf). The existing sign is currently 33.0 square feet. Although the old was likely approved in the mid-1990's, staff was not able to find records of the original approval nor an approved variance. The proposed "J. Earle Bowden Building" sign is the only sign for review since the smaller wall-mounted signs are exempt from the size requirements. Municipal or state signs of a general public interest and one non-illuminated nameplate are allowed by right by Sec. 12-3-10(1)e.4.i.b.(2) and (3).

Mr. Pristera presented to the board. Chairperson Salter questioned painting the sign versus the applied lettering. Mr. Pristera stated that the option chosen stands up better in the long run versus painted lettering. Chairperson Salter stated that the application did well to respect the historic space for signage and he saw no issues. Board Member Fogarty asked if there was precedence for this type of application in this district and staff suggested that a previous sign variance for the Juan's Flying Burrito building was approved. Since this is a Variance, however, the board must review these on a case-by-case basis. Board Member McCorvey asked whether "J. Earle Bowden" is getting smaller, and Mr. Pristera confirmed that it will be slightly smaller to allow room for the second line.

**Board Member Fogarty motioned to approve the variance. Board Member Ramos seconded the motion.** Chairperson Salter clarified that all seven criteria for granting a variance were found based on the application and the board's discussion, including the two extra variance criteria specifically required for the historic districts. **The motion carried 4-0.**

**Item 18      120 Church Street      PHD / Zone HC-2, City Council District 6**  
**Signage**

**Action Taken: Approved as submitted**

UWF Historic Trust is requesting approval for new signage and paint colors for the Bowden Building. The new signs will replace the main building name sign and a smaller directional sign. The current address letters and numbers will be removed and only numbers will be placed above the entrance alcove. The exterior of the building will be painted using a similar body color, with the addition of an accent color. The balcony will be repainted in the same UWF blue.

Mr. Pristera presented to the board. Board Member Fogarty commented that she liked that they were proposing to paint the details back to what is was in the '50s. Board Member Ramos asked if they were going to replace the window panels on the West elevation. Mr. Pristera confirmed that they will be updating them to reflect previously approved panels that have faded.

**Board Member Fogarty motioned to approve as submitted. Board Member McCorvey seconded, and it carried 4-0.**

**ADJOURNMENT**

With no further business, the meeting adjourned at 5:48 p.m.

Respectfully Submitted,



Assistant Planning & Zoning Division Manager Harding  
Secretary to the Board



# Escambia Sun Press

PUBLISHED WEEKLY SINCE 1948  
(Warrington) Pensacola, Escambia County, Florida

## STATE OF FLORIDA

County of Escambia

Before the undersigned authority personally appeared Michael P. Driver who is personally known to me and who on oath says that he is Publisher of The Escambia Sun Press, a weekly newspaper published at (Warrington) Pensacola in Escambia County, Florida; that the attached copy of advertisement, being a

NOTICE in the matter of MEETING

DATE 01-23-2023 - BOARD OF DIRECTORS

in the Court

was published in said newspaper in the issues of

JANUARY 19, 2023

Affiant further says that the said Escambia Sun-Press is a newspaper published at (Warrington) Pensacola, in said Escambia County, Florida, and that the said newspaper has heretofore been continuously published in said Escambia County, Florida each week and has been entered as second class mail matter at the post office in Pensacola, in said Escambia and Santa Rosa Counties, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Digitally signed by Michael P Driver  
DN: c=US, o=The Escambia Sun Press LLC,  
dnQualifier=A01410D00000181FD1A68F30006C09B, cn=Michael P  
Driver  
Date: 2023.01.19 13:27:55 -06'00'

PUBLISHER

Sworn to and subscribed before me this 19TH day of JANUARY  
A.D., 2023

Digitally signed by Heather Tuttle  
DN: c=US, o=The Escambia Sun Press LLC,  
dnQualifier=A01410D00000181F3C90F20000659C7, cn=Heather Tuttle  
Date: 2023.01.19 13:30:16 -06'00'

HEATHER TUTTLE  
NOTARY PUBLIC



HEATHER TUTTLE  
Notary Public, State of Florida  
My Comm. Expires June 24, 2024  
Commission No. HH4627

### PUBLIC NOTICE OF MEETING UWF Historic Trust Board Meeting

UWF Historic Trust announces the following public meeting to which all persons are invited.

DATE & TIME: Monday, January 23, 2023  
at Noon  
PLACE: Bowden Building, Classroom 1 -  
120 Church Street Pensacola, FL 32502  
PURPOSE: Regular meeting for the Board  
of Directors of UWF Historic Trust

For additional information or a copy of the agenda prior to the meeting, contact Amy Eve at 850-595-5985 or email [aeve@uwf.edu](mailto:aeve@uwf.edu).

Pursuant to the provisions of the Americans with Disabilities Act, any persons requiring special accommodations to attend these meetings is requested to advise UWF by contacting the UWF ADA Office at 1-850-857-6114 (TTY) at least 48 hours before each meeting.

oaw-1w-01-19-2023