



Cultural Resources Review Board

CULTURAL RESOURCES REVIEW BOARD

Dr. Leslee Keys
Susan Schjelderup
Robert Olson
Janet Jordan

Blair Knighting
Christine Newman (V. Chair)
Nick Jonihakis (Chair)

REGULAR MEETING MINUTES

4040 Lewis Speedway
Conference Room 1
Commissioner Sarah Arnold, BCC Liaison
Megan Wright, Staff Liaison

Monday, December 9th, 2024, 1:30 PM

For more detailed minutes, please visit the St. Johns County YouTube page for meeting audio recording under St. Johns County Cultural Resource Review Board (CRRB)
[\(1\) CRRB 12 09 2024 - YouTube](#)

MEMBERS PRESENT:

Nick Jonihakis, Chair
Christine Newman, Vice Chair
Dr. Leslee Keys
Janet Jordan
Robert Olson
Susan Schjelderup

MEMBERS ABSENT:

Blair Knighting

STAFF PRESENT:

Megan Wright, Environmental Specialist
Ryan Mauch, Environmental Supervisor
Michael Lagassé, Environmental Manager
Kealey West, County Attorney

PUBLIC PRESENT:

Sallie O'Hara, Hastings Main Street, Inc
Ally Hartnett
Kyrsten Gage

- ❖ Chair Jonihakis called the meeting to order at 1:30pm.
- ❖ Chair Jonihakis read the Civility Clause.
- ❖ General public comment was held for items not on the agenda, with three minutes per speaker.
 - Ms. Schjelderup requested from the staff to provide an annual report at the January meeting. More routinely, a staff report or update on agenda items every meeting such as Cultural Resources Review Board (CRRB) member contributions to Inspire, the consultant working on the St. Johns County (County) Comprehensive Plan update. Ms. Schjelderup requested staff to include in Staff Member Reports a tally of CRRB recommendations to the Board of County Commissioners or the County Administrator and their decision as to whether to approve, approve with conditions, or not approve.



- ❖ Approval of Meeting Minutes from November 12th
 - Two edits were provided by Dr. Keys: Add a into the spelling of archeological to be spelled archaeological and to spell out the acronym CRAS as Cultural Resource Assessment Survey.
 - Motion to approve made by Chair Jonihakis, second by Susan Schjelderup. Vote of 6-0.
- ❖ Addition of third agenda item of Dr. Keys' Florida Division of Historical Resources: Special Category and Small Matching Grants Update
 - Motion to add amendment to agenda made by Dr. Keys, second by Vice Chair Christine Newman. Vote of 6-0.
- ❖ Approval of Agenda as amended
 - Motion by Dr. Keys, second by Susan Schjelderup. Vote of 6-0.

AGENDA ITEMS

1. Office of County Attorney Updates

County Attorney Kealey West presented on the topics of the Sunshine Law, Public Records, and Ethics. CRRB Bylaws were handed out and discussed briefly. She may be reached if any questions arise at (904) 209-0817.

2. Officer Elections

Ms. Newman nominated Dr. Leslee Keys as Chair, second by Ms. Schjelderup. Dr. Keys was elected Chair with a vote of 6 – 0. Mr. Olson nominated Ms. Newman as Vice Chair, seconded by Chair Jonihakis. This was declined by Ms. Newman. Mr. Olson nominated Ms. Schjelderup as Vice Chair, seconded by Ms. Jordan. Ms. Schjelderup was elected Vice Chair with a vote of 6 – 0, one member absent.

3. Florida Division of Historical Resources - Special Category and Small Matching Grants Update

Dr. Keys presented a list of eight grants that were recommended to be funded to various entities in St. Johns County through the Florida Department of State. Florida Historical Commission rankings took place on November 20th and 21st, 2024. Two grants were written by County staff, which were the Historic Property Survey of A1A and the Town of Hastings Official Records Archives.

The cultural resource mitigation efforts that have taken place in regard to Magic Beach Hotel were discussed briefly. Citizens inquired about enforcement for demolition in which LDC 3.01.06 will be used for regulatory protocol and review.

- ❖ Motion made by Chair Jonihakis to approve the edited meeting minutes from October 14th, 2024. Passed with 6-0 vote, one member absent.

4. Staff Cultural Resource Review Refresher

Ms. Wright presented on the day-to-day responsibilities of her role, the Land Development Code (Section 3), Development Review Manual (Section 9), various types of development review, resources that staff use to review development applications, as well as incentives for rehabilitation, preservation and reuse. Also discussed were County cultural resources, different



grant and training sources, and lastly, the community contacts that Ms. Wright has met with to understand her role more extensively.

❖ **Board Member Reports**

- Dr. Keys dispersed a job description from the former position of Cultural Resource Coordinator and Wright's current role of Environmental Specialist for review from CRRB members. The changes in the position title were discussed.

❖ **Staff Member Reports**

- Meeting dates for CRRB in 2025 are as follows: February 10th, April 14th, June 9th, August 11th, October 13th, and December 8th.
- Ms. Wright attended the Florida Planning and Zoning Association awards banquet on November 7th. Hastings Main Street was awarded "Outstanding Public Impact Award". Canright House was awarded "In its Time/Stood the Test of Time".
- DHR Update on County grant application standings are as follows: 1. A1A South Historic properties survey: 90.5 points, ranked #39 out of 60 with \$50k to be awarded. 2. Former Town of Hastings Historic Records Digitization: 90 points, ranked #44 out of 60, \$50k to be awarded.
- The O'Brien Estate was officially listed on the National Register of Historic Places on October 25th, 2024.
- Ms. Wright shared important development reviews seen by county staff.
- Ms. Wright attended an end-of-year CLG training on December 4th.
- The CLG Annual Report was due in December 2024. Required documentation of meetings held and accomplishments such as applications reviewed, trainings, historic structures entered to registers/districts/landmark status, etc. Staff will provide copy to CRRB members.
- Staff will be working with Parks and Recreation on designation of the Canright House as a County Landmark. The FMSF form will need to be updated with the new location of the structure.
- Wetumpka Fruit Company State Historic Marker is to be installed in coordination with SJC Public Works south of Hastings, at the intersection of Hastings Blvd and Leonard Rd.

Adjourned at 3:47 pm

Minutes approved on the _____ day of _____, 2025.

Chair
Cultural Resources Review Board