



City of Keystone Heights
555 South Lawrence Blvd Keystone Heights, Florida 32656
352.473.4807 Office 352.473.5101 Fax
Heritage Commission Agenda
April 21, 2024 10:00 AM



- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Old Business**
 - a. Approval of previous meeting minutes: 3/26/24 and 4/16/24
 - b. Update on Women's Club take over ticket sales for Tour of Homes in December
 - i. Discuss progress and any challenges encountered
 - c. Update on City of Keystone Heights and Fort 11 markers
 - i. Receive updates on the status of marker installations and any pending issues
- 5. New Business**
 - a. Three new plaque application for Historic homes
 - i. Review and discuss applications for plaque placement on Historic homes
 - b. Discussion on 4th of July Pie Baking contest
 - i. Brainstorm ideas and logistics for organizing the contest
 - c. Ordering a replica of the Keystone Stamp
 - i. Explore options for ordering a replica of the Keystone stamp for commemorative purposes
 - d. Ideas for the Centennial Celebration
 - i. Share and discuss ideas for celebrating the upcoming Centennial milestone
 - e. Memorial for Keystone Heights Police Department and Volunteer Fire Department
 - i. Discuss plans for honoring the service and sacrifice of the police department and volunteer fire department
 - f. Tour of Homes for Mother's Day in 2025
 - i. Plan and coordinate details for the Tour of Homes event scheduled for Mother's Day in 2025
- 6. Other Business**
 - a. Announcements
 - b. Additional Topic
 - c. Next Meeting Date: June 18, 2024, at 10:00 AM
- 7. Adjournment**



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Heritage Commission Agenda
March 26, 2024 10:00 AM



Due to there being no quorum, there are no minutes to be produced.

The next Heritage Commission Meeting will be held 4/16/2024 at 10:00 AM.



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555 South Lawrence Blvd
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Heritage Commission Minutes
April 16, 2024 10:00 AM



1. Call to Order

Chair Arnold called the meeting to order at 10:01 AM.

2. Roll Call

Present: Chair Christine Arnold, Co-Chair Kerry Collins, Karen Nagel and Helen Hersey

Not Present: Co-Chair Deidra Murphy

3. Pledge of Allegiance

4. Old Business

a. ~~Historic Oak Designation Update~~

b. Plaque for Fort 11/City of Keystone Heights Update

President Arnold stated that she knows they are moving forward with the plaque for the city so it is ready for the centennial and the Fort 11 plaque will come after. This can be discussed further when Co-Chair Murphy is present.

c. 4th Grade Field Trip & Workshop; April 19, 2024 All Day Update

Co-Chair Collins spoke about the upcoming 4th Grade field trip, the purpose of this event is to build community and it matches the mission of the Heritage Commission which is about education and preservation. The Heritage Commission hopes that this event will teach students about the history of their City and they will learn to appreciate and care for it through these educational events.

Co-Chair Collins stated there will be approximately one hundred students participating and they should arrive to the Historic Pavilion at 9:00 AM. There will be twenty-three parent chaperones present to help with the safety of students. There will be four stations for students to visit in groups: Beach Pavilion, City Hall, Moon Tree and Fort 11 and the starting time will be approximately 9:30 to 9:45 AM. The end of each session will be signaled by the firing of a mini cannon at the Fort 11 station.

Co-Chair Collins spoke about the high temperatures expected on April 19th and asked that water and ice be provided so that students do not overheat. She also stated that each student will receive a souvenir bag when they return to class after their field trip.

d. Christmas Tour of Homes; December 21, 2024, 10-3, Update

Chair Arnold stated the Woman's Club is now sponsoring this event and this can be discussed further when Co-Chair Murphy is present.

5. New Business

a. ~~Centennial Events and Discussion~~

b. Make-up Meeting for March

The Heritage Commission agreed to hold a make-up meeting for March 26, 2024 on May 21, 2024 beginning at 11:00 AM.

c. Chautauqua Circle

Chair Arnold spoke about the Chautauqua Circle and informed the Commission that this not within the city limits however she will be perusing this further through Clay County.

d. Plaque Applications for Homes

Chair Arnold stated that there are currently three applications in progress.

Chair Arnold spoke to the Commission about adding the Memorial for the Keystone Police and Fire Department on the upcoming agenda.

Co-Chair Collins spoke about the Commission thinking about 2025 and the events they would like to continue and if any events should be added.

6. Announcements

a. Next Meeting Date: May 21, 2024, at 10:00 AM

Chair Arnold adjourned the meeting at 10:50 AM.

*Field Trip Workshop to immediately follow meeting at Historic Beach Pavilions