

MINUTES  
TOWN OF JUNO BEACH  
**LANDMARKS ADVISORY COMMITTEE MEETING**

**Date: September 24, 2020**

Time: 4:00 pm

Location: Council Chambers and Via Facetime  
340 Ocean Drive

PRESENT: KATHY FAHY, COMMITTEE MEMBER  
MATTHEW PAZANSKI, COMMITTEE MEMBER  
JIM FERGUSON, COMMITTEE MEMBER  
DD HALPERN, COMMITTEE MEMBER  
PEGGY WHEELER, COMMITTEE MEMBER (VIA FACETIME)  
BRUCE FRANSON, COMMITTEE MEMBER

ALSO PRESENT: KAREN LEAHEY, ADMINISTRATIVE SECRETARY

ABSENT: SOFIA GILL, COMMITTEE MEMBER  
ROGER BUCKWALTER, COMMITTEE MEMBER

Committee Member Pazanski called the Landmarks Advisory Committee meeting to order at 4:03pm

Audience: 0

~ CALL TO ORDER

~ ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

1. **COMMENTS FROM THE PUBLIC**

2. **MINUTES**

*Ferguson/Halpern made a motion to approve the Landmarks Committee minutes of August 28, 2020.*

*The motion passed unanimously.*

*Ferguson/Halpern made a motion to approve the Landmarks Committee minutes of September 10, 2020.*

*The motion passed unanimously.*

3. **REVIEW OF INTERPRETIVE SIGNS AND COMMITTEE MEMBER HALPERN'S NOTES FROM THE SEPTEMBER 10<sup>TH</sup> MEETING**

Committee Member Halpern's notes were copied and distributed to the members for reference while viewing the photos.

Committee Member Pazanski laid all the photos down on tables in the council chambers, with each table representing an interpretive sign.

The Committee Members walked to each table collectively and discussed which pictures and items should be included in each interpretive sign.

4. **REVIEW OF PROPOSED PROJECT TIMELINE FOR SUBMISSION TO STATE**

Committee Member Pazanski shared the Proposed Project Timeline with the committee and they discussed completion dates. Changes were made to some of the dates to give the committee more time to complete the individual tasks.

The following are the dates that were approved by the committee for each individual task:

**Scope of Work:**

Design, Fabrication and Installation of a minimum of six (6) Interpretive Signs

Start date:	Completion Date:
July 1, 2020	January 31, 2020

Design and Printing of a minimum of five thousand (5,000) Maps/Brochures of the walking tour

Start date:	Completion Date:
July 1, 2020	March 31, 2021

Development of Website Pages

Start date:	Completion Date:
July 1, 2020	May 31, 2021

Development of a Mobile App; and production of audio and video media for the walking tour with a minimum total runtime of thirty (30) minutes

Start date:	Completion Date:
July 1, 2020	May 31, 2021

5. **COMMENTS FROM THE COMMITTEE**

None

6. **SET NEXT MEETING DATE**

The next meeting will be Thursday, October 8, 2020 at 4:00pm in Council Chambers and via Zoom.

**ADJOURNMENT**

Committee Member Pazanski adjourned the meeting at 5:35pm

*Minutes approved on October 8, 2020.*