



Ocala

110 SE Watula Avenue
Ocala, FL 34471

Historic Preservation Advisory Board Minutes

Thursday, December 4, 2025

4:00 PM

1. Call To Order

a. Roll Call

Present

Jane Cosand
Holland Drake
Noelle Smith
Rick Hugli
Chairperson Tom McCullough

Absent

Carol Barber

Excused

Vice Chair Melissa Townsend
Joshua DeMonte

2. Public Meeting Notice Acknowledgement

The public notice for the Ocala Historic Preservation Board was posted on November 18, 2025.

3. Approval of Minutes

a. November 6, 2025 Meeting Minutes

Attachments: [November 6, 2025 Final Meeting Minutes](#)

MOVER: Rick Hugli

SECONDER: Jane Cosand

4. Certificates of Appropriateness

a. Case File # 22; COA25-0039; 1006 E Fort King - Fence.

Attachments: [COA25- 0039 Staff Report](#)
[COA25-0039 Application](#)
[COA25- 0039 Master Site File](#)
[COA25- 0039 Fencing](#)
[COA25-0039 Gate](#)

Economic Development Coordinator, Charlita Whitehead, provided a brief overview of COA25-0039 a request to install a 4-foot-tall, Emily style, aluminum fence including two gates.

Jill Conkrite 1006 E Fort King Street, Ocala, FL, stated the purpose of the request is to install a fence similar to others in the surrounding area. The fence is intended to contain dogs and to address concerns about people frequently walking through the property.

Motion to approve COA25-0039.

RESULT: APPROVED
MOVER: Holland Drake
SECONDER: Jane Cosand

5. Affirmative Maintenance

None.

6. Public Comments

None.

7. Staff Comments

Economic Development Coordinator, Charlita Whitehead stated there are two vacancies on the board and noted the need for an architect.

Planning Director, Aubrey Hale discussed the extension of the CRAs for an additional ten years. The East Ocala CRA specifically impacts the downtown and historic district. One reason for involving Charlita is her extensive involvement in CRA projects. She CRA provides incentives and grant opportunities for those within the CRA boundaries that include the historic districts, including residential improvement grants and commercial grants. She further advised that this extension has been approved and that there is approximately a ten-day period following the hearing for it to be finalized.

Associate Planner, JaNiece Lucky provided alternative dates for the next board meeting, as the regularly scheduled meeting falls on New Year's Day. The board decided that the next scheduled meeting will be held on January 8, 2026.

8. Board Comments

Economic Development Coordinator, Charlita Whitehead, stated that there are two vacancies on the board and noted the need for an architect.

Planning Director, Aubrey Hale, discussed the extension of the CRAs for an additional ten years. The East Ocala CRA specifically impacts the downtown and historic district. One reason for involving Charlita is her extensive involvement in CRA projects. She also noted that the CRA provides incentives and grant opportunities for those within the CRA boundaries that include the historic districts, including residential improvement grants and commercial grants. She further advised that this extension has been approved and that there is approximately a ten-day period following the hearing for it to be finalized.

9. Next Meeting Date: TBD

Associate Planner, JaNiece Lucky, provided alternative dates for the next board meeting, as the regularly scheduled meeting falls on New Year's Day. The board decided that the next scheduled meeting will be held on January 8, 2026.

10. Adjournment

Meeting adjourned at 4:18PM.