



HISTORIC PRESERVATION BOARD

October 2, 2025

5:30 PM

Administration Building,
4th Floor, BCC Meeting Room, 477 Houston Street,
Green Cove Springs, FL 32043

Call to Order

Approval of Minutes

Minutes from the September 4, 2025 Historic Preservation Board Meeting

Public Comment

Old Business

1. Update on Historic Marker Progress
Historic Preservation Board Members will provide progress updates on the historic marker projects.
 - A. Fort 11 - Gerard Casale
 - B. Middleburg Museum/Civic Center - Gerard Casale
2. County Historic Signage Discussion
Discussion of draft county signage and application process for historic sites.

Public Comment

Staff Comments

Board Member's Comments

Adjournment

In accordance with the Americans with Disabilities Act, any person needing a special accommodation to participate in this matter should contact the Clay County ADA Coordinator by mail at Post Office Box 1366, Green Cove Springs, FL 32043, or by telephone at number (904) 269-6347 no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Hearing impaired persons can access the foregoing telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice), or 1-800-955-8771 (TDD).



Agenda Item
HISTORIC PRESERVATION BOARD

Clay County Administration Building
Thursday, October 2 5:30 PM

TO: Historic Preservation
Board

DATE: 8/27/2025

FROM: Beth Carson,
Director, Planning and
Zoning

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Minutes_from_September_4,_2025_Historic_Preservation_Board_Meeting	Backup Material	9/26/2025	Historic_Preservation_Board_Meeting_Minutes_and_Attachr



**HISTORIC PRESERVATION BOARD
MEETING MINUTES**
September 4, 2025
5:30 PM
Administration Building
4th Floor, BCC Meeting Room
477 Houston Street
Green Cove Springs, FL 32043

Call to Order

Present: Billy Gould, Chairman
Melissa Clearman
Kathy Kass
Steven Griffith
Gerard Casale

Absent: Randy Harris
Shawn Atwell
Terry Knight

Staff Present: Beth Carson, Director of Planning and Zoning

Chairman Billy Gould called the meeting to order at 5:30 pm.

Approval of Minutes

Minutes from the August 7, 2025 Historic Preservation Board Meeting

Kathy Kass made a motion for approval of the August 7, 2025, HPB Meeting, seconded by Steven Griffith, which carried unanimously.

Public Comment

Chairman Billy Gould opened the floor for public comment at 5:31 pm.

Hearing no comments, Chairman Billy Gould closed public comment at 5:31 pm.

Old Business

1. Cemetery Work Update

This item will be an update on cemetery preservation and restoration progress - Kathy Kass

Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic Preservation Board/September 4, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic%20Preservation%20Board/September%204,%202025), beginning at 1:13 and ending at 17:38. Below is a summary of the discussion.

Kathy Kass addressed the Board to provide details and information for the cemetery work update. See Attachment A.

Topics Discussed:

- Florida Trust for Historic Preservation - www.floridatrust.org
 - Lunch and Learn - Emerging Trends in Preservation - September 25, 2025
 - Preservation Partners: Membership Required
 - CC Preservation Board (Not Listed)
 - CC Historical Societies (Not Listed)

Cemeteries Highlighted:

- TANG07-D
- Old Conway Cemetery
- Unable to Locate:
 - Maryland Avenue
 - Green Cove Catholic
 - Glisson Cemetery
 - Garner Lige Cemetery
 - Highridge Cemetery
 - Wolf Branch Cemetery
 - Taylors Landing
 - Summerlin Cemetery
 - Rosemary Hill Cemetery
 - Lake Geneva Cemetery
- Still Researching:
 - Bardin Cemetery
 - Bellamy Road
 - Browns Old Field
 - Geiger Hammock Cemetery
 - Hall Cemetery
 - Hatcherville Cemetery Station Pond
 - Unnamed Cemetery located on Camp Blanding - Visit TBD
- Preservation of Old Hickory Grove Cemetery
- McKendre - Doctors Lake
- Johns Youngblood Cemetery
- GIS Information Needed

There were questions, discussions, and comments regarding obtaining information from the Church in the area for Brown Field Cemetery, contact at Camp Blanding, the location of the McKendre cemetery, the Catholic Cemetery in Middleburg, updating information for cemeteries at the Clay County Historical Archives, clarification for Florida Trust affiliation and how to attend/view meetings, and contact for Old Hickory Grove.

2. Update on Historic Marker Progress

Historic Preservation Board Members will provide progress updates on the historic marker projects.

- A. Fort 11 - Gerard Casale
- B. Branan Field OLF - Beth Carson
- C. Middleburg Museum/Civic Center - Gerard Casale

Item Two (2) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic Preservation Board/September 4, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic%20Preservation%20Board/September%204,%202025), beginning at 17:40 and ending at 28:43. Below is a summary of the discussion.

Branan Field OLF:

Beth Carson, Director of Planning and Zoning, addressed the Board to provide details and information for the BF - OLF update. The State Council heard the item on August 19, 2025, and it was approved with minimal revisions. Production could take 7-8 months. Ms. Carson also provided an update on St. Mary's Episcopal Marker, and noted that staff mentioned that it could be next spring due to the back log.

Fort 11:

Billy Gould, Chairman, addressed the Board to open the floor for discussion on the status of the application and language regarding Fort 11.

There were questions, discussions, and clarifications regarding the application submitted, the text/language agreed on, the location of the Fort, and how to move forward.

Mr. Casale addressed the Board to provide details and information regarding the update for Fort 11, following a phone call taken just before the meeting to discuss the site/location of Fort 11.

Further discussion took place regarding a map that shows the location, and it can be tied to modern-day maps for a more precise location and application submission.

Middleburg Museum/Civic Center:

Gerard Casale addressed the Board to provide the details and information for the update regarding Middleburg Museum/Civic Center. Recently there was a decision to revisit the text/language for the marker and will take place Sunday.

There were questions and discussions regarding submitting the language timeline, back-up information for the language, and finalizing the information.

3. County Historic Signage Discussion

Continued discussion of draft county signage and application process for historic sites.

Item Three (3) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic Preservation Board/September 4, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic%20Preservation%20Board/September%204,%202025), beginning at 28:45 and ending at 38:39. Below is a summary of the discussion.

Chairman Billy Gould opened the floor to discuss the county historic signage. A replica of a county sign was displayed for reference during the discussion, along with the application and approval process.

There were questions and discussions regarding the design, size, inclusion of sponsorship language, character count, the process/procedure for submitting applications for county signage, and the uses for the signs (i.e., historical, cultural, event, archaeological, or all), as well as the placement/location of the signs, state markers vs county, and the missing marker for Fort San Francisco de Pupo and location for replacing the sign.

New Business

New Business can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic Preservation Board/September 4, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic%20Preservation%20Board/September%204,%202025), beginning at 38:40 and ending at 41:26. Below is a summary of the discussion.

Steven Griffith mentioned the sign at Pleasant Point is still a work in progress. Mr. Griffith requested information regarding the directional signage for the cemetery located on CR209.

There were questions and discussions regarding the implementation of directional signage placement and design, as well as more details regarding the status of Pleasant Point Cemetery and clarification on the turnaround time for distributing county signs.

Certificates of Approval

No Certificates of Approval presented.

Public Comment

Chairman Billy Gould opened the floor for public comment at 6:11 pm.

Hearing no comments, Chairman Billy Gould closed public comment at 6:11 pm.

Staff Comments

There were no staff comments.

Board Member's Comments

Board Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic Preservation Board/September 4, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/Historic%20Preservation%20Board/September%204,%202025), beginning at 41:59 and ending at 48:33. Below is a summary of the discussion.

Kathy Kass addressed the Board to request information for the historic preservation of Historic Buildings around the county, for example, The Rivers House.

There were discussions and comments from the Board and staff regarding the location and jurisdiction of The Rivers House, the process/procedure for designating properties/buildings as a historical site in Clay County, a historical house in Middleburg with a marker and in need of renovations, and the historical district located in the county, establishing rules for designating districts as historical, artifacts acquired for Lynyrd Skynyrd and Fort 11.

Adjournment

Hearing no further business, Chairman Billy Gould adjourned the meeting at 6:18 pm.

Attest:

Committee Chairman

Recording Deputy Clerk

Attachment

“A”

Cemetery Update

4 Sep 2025 - Board Meeting

Thursday, September 4, 2025
8:19 AM

- Florida Trust for Historic Preservation - www.floridatrust.org
 - Preservation Toolkit docs
 - Education Programs
 - Lunch & Learns
 - ◻ Emerging Trends in Preservation - Sep 25 11:30am EST
 - Preservation Partners - membership required
 - CC Preservation Board not listed
 - CC Historical Societies not listed
- Cemetery Update
 - TANG07-D is officially Lee Cemetery, AKA Sandhill/Lakeside Cemetery (on Camp
 - * ◦ Old Conway Cemetery -
 - Unable to locate:
 - * ▪ Maryland Ave grave
 - Green Cove Catholic Cemetery - believe it is no longer in existence
 - Glisson Cemetery (GCS) - supposedly has 12+ graves
 - * ▪ Garner Lige Cemetery - (S19 T6 R26) off Springbank Road
 - * ▪ Highridge Estates Cemetery (Keystone)
 - Wolf Branch Cemetery (S22 T6 R24)
 - * ▪ Taylors Landing - (S22 T6 R24) off Old Hard Road (Fleming Island)
 - ◻ Supposedly across Black Creek from the Taylor Cemetery on Doctor Ira
 - Summerlin Cemetery -(S12 T5 R24) supposedly on Middleburg Point across from Fort Heilman
 - Rosemary Hill Cemetery -(S12 T6 R25) supposedly some Indian graves near Bordenville
 - Lake Geneva Cemetery -(T8 R23) no section listed (Keystone)
 - Still Investigating
 - Bardin Cemetery - near McKendre Cemetery (Middleburg)
 - Bellamy Road (Mt Zion) Cemetery (Keystone)
 - Brown's Old Field Cemetery - where Bryan Jennings bridge was located
 - ◻ In field east of First Baptist Church of Middleburg on Parsonage Street?
 - Geiger Hammock Cemetery - off 209 near Meadowbrook Farms Road?
 - Hall Cemetery (Orange Park) - supposedly was located not far from Souter
 - Hatcherville Cemetery - north end of Hatcherville Rd just before you come to the branch
 - ◻ N of Old Jennings, west of Live Oak Lane?
 - Station Pond (Keystone)
 - * ▪ Unnamed Cemetery on Camp Blanding (south of Blue Pond and SW of Lee)
 - Camp Blanding Cemetery visit - TBD ^{Conservation}
 - Coordinating with Conservation Program Mgr at Camp Blanding
 - Preservation of Old Hickory Grove Cemetery
 - McKendre (Doctors Inlet) - abandoned, seriously in danger of loss
 - Johns Youngblood Cemetery - stones off their base

* need more info from GIS on locations



Agenda Item
HISTORIC PRESERVATION BOARD

Clay County Administration Building
Thursday, October 2 5:30 PM

TO: Historic Preservation Board

DATE: 9/25/2025

FROM: Beth Carson, Director,
Planning and Zoning

SUBJECT:

Historic Preservation Board Members will provide progress updates on the historic marker projects.

- A. Fort 11 - Gerard Casale
- B. Middleburg Museum/Civic Center - Gerard Casale

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Budington Deed	Backup Material	9/26/2025	April_19__1937_Budington_Deed_to_the_Clay_County_Commissioners__pp._490-491_(1)adads.pdf
Proposed Location for Middleburg Civic Marker Draft Marker Text	Backup Material	9/26/2025	9.8.25_Proposed_Middleburg_Civic_AssociationMuseum_Marker_Location.pdf
▢ Middleburg Civic Association	Backup Material	9/26/2025	Historic_Middleburg_Civic_Association_and_Museum_2025_09_07__(1)adads.pdf

This Indenture, made this 19th day of April A. D. 1937, between F. W. Budington and his wife, Callie Budington, of the County of Clay and State of Florida, parties of the first part and The County Commissioners of Clay County, Florida, and their successors in office, whose permanent address is Clay County, Florida, of the County of Clay and State of Florida, party of the second part, Witnesseth, that the said parties of the first part, for and in consideration of the sum of One Dollar, to them in hand paid, the receipt whereof is hereby acknowledged, have granted, bargained, sold and transferred, and by these presents do grant, bargain, sell and transfer unto the said party of the second part and its successors and assigns forever, all that certain parcel of land lying and being in the County of Clay, and State of Florida, more particularly described as follows:

Being in the Town of Middleburg, Clay County, Florida, and described as:

Beginning at the Northeast corner of Mrs. M. A. Chalker's properties and running North $28^{\circ} 30'$ West, 162.5 feet for a point of beginning; thence running South $73^{\circ} 35'$ West 200.0 feet, thence North $28^{\circ} 30'$ West 150.0 feet; thence South $73^{\circ} 35'$ East 200.0 feet; thence South $28^{\circ} 30'$ East 150.0 feet to the point of beginning and being a part of Lot Two, Section Twelve, Township Five South, Range Twenty-four East.

This property above described is to be used for the ground upon which a Canning Center and Recreation Hall are to be erected for the citizens of the Town of Middleburg, and for no other purpose. The property is not to be used for any school purposes whatsoever.

This deed is given to correct defects in that certain deed as of record on page 229 of Deed Record 34, Clay County Records.

Together with all the tenements, hereditaments and appurtenances, with every privilege, right, title, interest and estate, dower and right of dower, reversion, remainder and easement thereto belonging or in anywise appertaining; To have and to hold the same in fee simple forever.

And the said parties of the first part do covenant with the said party of the second part that they are lawfully seized of the said premises, that they are free from all incumbrances and that they have good right and lawful authority to sell the same; and the said parties of the first part do hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

In witness whereof, the said parties of the first part have hereunto set their hands and seals the day and year above written.

Signed, sealed and delivered in our presence:

Mary B. Ivey.

F. W. Budington. (Seal.)

Frances L. Bardin.

Callie Budington. (Seal.)

State of Florida,

County of Clay

I hereby certify, that on this 19th day of April A. D. 1937 before me personally appeared F. W. Budington and his wife, Callie Budington, to me known to be the persons described in and who executed the foregoing conveyance to County Commissioners of Clay County, and severally acknowledged the execution thereof to be their free act and deed for the uses and purposes therein mentioned; and the said Callie Budington, the wife of the said F. W. Budington, on a separate and private examination, taken and made by and before me, and separately and apart from her said husband, did acknowledge that she made herself a party to the said deed of Conveyance for the purpose of renouncing, relinquishing and conveying all her right, title and interest, whether of dower or of separate property, statutory or equitable, in and to the lands therein described, and that she executed said deed freely and voluntarily, and without any constraint, fear, apprehension or compulsion of or from her said husband.

Witness my signature and official seal at Green Cove Springs, in the County of Clay and State of Florida, the day and year last aforesaid.

Frances L. Bardin, (Seal.)

Notarial
Seal.

Notary Public, State of Florida.

My Commission expires June 6th, 1940

Filed and recorded in Deed Record 35, page 490 this 19th day of April A. D. 1937

L. T. Ivey, Clerk.

Proposed Location for Middleburg Civic Association / Museum Historic Marker

The red x in the photo below indicates the location where we would like the marker placed. It should be inline with the existing “time capsule” structure that is facing Palmetto Street at a slight angle.



HISTORIC MIDDLEBURG CIVIC ASSOCIATION AND MUSEUM

In 1935 Works Progress Administration (WPA) approved federal government funding for a Recreation Hall and a Canning Center to be erected in Middleburg for citizens of Clay County. By April 19, 1937, Mr. and Mrs. Frosard W. Budington deeded a parcel of land on Palmetto Street to the Clay County Commissioners for that purpose. By 1938, work on both structures was completed, and in November of that year the Middleburg Community Home was formed to oversee activities and maintain the Hall. In 1941 the name changed to the Middleburg Civic Association, with a charter and set of bylaws to promote worthy social and civic projects and organizations for the benefit of the Middleburg Community. The Canning Center was never used for canning, but served successively as a County Public Health Center, a Loan Closet for Medical Equipment and Supplies, a Clothes Closet, and a Food Bank. In 1989 the building became the home of the Middleburg Historical Museum. The Museum was reincorporated in 2020 as The Middleburg Museum, Inc., and continues its mission to educate, preserve, and promote the history of Middleburg with artifacts donated by local families and others.



Agenda Item
HISTORIC PRESERVATION BOARD

Clay County Administration Building
Thursday, October 2 5:30 PM

TO: Historic Preservation Board

DATE: 9/25/2025

FROM: Beth Carson, Director,
Planning and Zoning

SUBJECT: Discussion of draft county signage and application process for historic sites.

AGENDA ITEM TYPE:
