



HISTORIC PRESERVATION BOARD

Chair: Kim Head

Co-Chair: Hannah Ammar

Secretary:

Treasurer: Jangi Borhi

Mary Frances Howard

Joan Foglia

Liz Andert

Donna Steele

Frank Krens

Town Council Liaison: Tony Davit

Agenda

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February 5, 2024

5:00 PM

COMMUNITY CONFERENCE ROOM

614 MAIN STREET, BUILDING 100

WINDERMERE, FL 34786

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Historic Preservation Board:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Historic Preservation Board meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Historic Preservation Board meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the

AGENDA

1. CALL TO ORDER

2. OPEN FORUM / PUBLIC COMMENT (3-Minute limit)

3. MINUTES

- a. January 8, 2024, Meeting Minutes

4. UNFINISHED BUSINESS

- a. Review Town Hall public forum meeting.
- b. Jackie Rapport bench status report
- c. HPB Charter
 - i. Create a subcommittee? Or make a board action item to tackle within a agreed upon time-frame?
- d. Inspection List: Report from Liz Andert (specify all historic buildings in the proposed maintenance plan for Town historic properties.)
- e. **VOTE: Vote on updated consultant proposal for assistance on maintenance plan**
- f. Immediate maintenance

5. NEW BUSINESS

- a. Clean-up/removal of construction debris and plant overgrowth in the areas adjacent to the historic schoolhouse. (Historic Building town cleanup?)
- b. Windermere Elementary lobby re-design Needs PHOTOGRAPHS and/or town historical artifacts (contact person Erin Hudson evisconti@gmail.com)
- c. Brick fundraiser (do we tie this in with the 100th Celebration or do it on our own??)

d. 100 Year Celebration NOTE: CT Allen will speak to our board regarding 100 Year Celebration AFTER Wine & Dine (April/May)

6. LIASON REPORT

7. ANNOUNCEMENTS

8. ADJOURN



Historic Preservation Board

Meeting Minutes • 6 pm Monday, January 8, 2024

[614 Main Street Windermere, FL 34786](https://www.windermerefl.com/614-Main-Street-Windermere-FL-34786)

Call to order: 6:06 pm

Attendees Included:

HPB members Hannah Ammar, Joan Foglia, Kim Hawkins-Head, Mary Fran Howard, Jangi Borhi, Frank Krens, Liz Andert

Town council member Brandi Haines was present, Town Council liaison Tony Davit attended via Zoom.

Town Engineer John Fitzgibbon and Wade Trim representative Doug Dierlich made presentations, using materials that had been distributed along with the agenda on the Town website.

Town Manager Robert Smith attended.

Approval of minutes from Oct 5, 2023: Motion by Joan Foglia seconded by Liz Andert • Members approved

Public Comment: None present

OLD BUSINESS:

Town Hall Renovations Review:

John Fitzgibbon presented a high-level concept aligning with the Healthy West Orange programmatic funding requirements. Doug Dierlich and Wade Trim provided details on HPB's role and authority, along with an overview of responses to comments from SHPO. Following committee discussion, Jangi Borhi motioned to reject the addition of a gazebo, seconded by Kim Head. However, this motion failed 4 to 2 to gain a majority vote.

Joan Foglia then motioned to approve the presented concept as being appropriate from historical and functional perspectives while allowing open conversation on the dimensions of the proposed gazebo. The motion also sought to explore the inclusion of the bridal suite/multi-purpose room option and collaborate with SHPO on a more efficient and feasible bathroom bump-out. Frank Krens seconded this motion, which garnered a majority vote from the committee and will be conveyed to the Town Council.

Inspection List:

In October's committee meeting, Liz Andert agreed to lead the maintenance and inspection of historic properties. Staff Liaison Elliott Moore offered to identify a firm specializing in historic properties to assess and create a maintenance plan for town historic properties. Wade Trim noted that their historic architect was not certified in Florida. KMF Architects provided a quote of \$10,748.76, showcasing expertise in historic architecture and serving on state boards for historic preservation. The committee decided to forward this proposal to Town Council for approval at their February meeting, as it exceeds the Town Manager's approval threshold.

Donna Steel Resignation:

Jangi Borhi motioned to approve Donna's resignation, with a second from Hannah Ammar. The board unanimously approved the resignation.

New Meeting Time: 5 pm, First Monday of the Month:

Liz Andert motioned for a new meeting time at 5 pm on the first Monday of each month, seconded by Jangi Borhi. The motion passed unanimously.

Adjournment: 7:40 pm

Board Chair

Date