



**HISTORIC PRESERVATION BOARD**

**Chair: Kim Head**

**Co-Chair: Hannah Ammar**

**Secretary:**

**Treasurer: Jangi Borhi**

**Mary Frances Howard**

**Joan Foglia**

**Liz Andert**

**FrankKrens**

**Town Council Liaison: Tony Davit**

***Agenda***

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**May 6, 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/READ MISSION STATEMENT**

### **2. OPEN FORUM/PUBLIC COMMENT (3-minute limit)**

### **3. MINUTES**

- a. Meeting Minutes from March 4, 2024**

### **4. UNFINISHED BUSINESS**

- a. Review/Update Town Hall renovations**
- b. Strategic Planning/HPB Charter: Report (plus schedule second meeting)**
- c. Historic Facility Maintenance Plan Update and Inspection: Report from Liz Andert.**
- d. 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. Hannah/MaryFran report on: Windermere Elementary lobby re-design Needs PHOTOGRAPHS and/or town historical artifacts (contact person Erin Hudson [evisconti@gmail.com](mailto:evisconti@gmail.com) )**
- c. Town Centennial ideas**

### **6. LIASON REPORT**

### **7. ANNOUNCEMENTS**

### **8. ADJOURN**



# Historic Preservation Board

Meeting Minutes • 5 pm Monday, March 4, 2024  
[520 Main Street Windermere, FL 34786](#)

Call to order: 5:02pm

**Attendees Included:**

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

Town council member Brandi Haines was present, Town Council liaison Tony Davit

Approval of minutes from Feb 6, 2024: Motion by Hannah Ammar seconded by Liz Andert • Members approved.

Public Comment: None present

**OLD BUSINESS:**

**Town Hall Renovations Review:** Tony Davit reported from Town Council: revised plan (no gazebo, no bumpout, smaller porch), determining cost prior to seeking out funding.

**HPB Charter:** will work on with strategic planner, Thomas Kohler.

**Inspection List:** Report from Liz Andert: KMF Architects. will conduct full assessment, provide reports: maintenance: short/long-term. There is no immediate maintenance need for these two structures.

**Windermere Elementary lobby re-design** Hannah Ammar retrieved historic digital images and will contact Erin Hudson ([evisconti@gmail.com](mailto:evisconti@gmail.com))

**NEW BUSINESS:**

**Strategic planning:** HPB will hire Thomas Kohler to lead strategic planning workshop. date: TBD

**Historic Town Walk: (IDEA)** Partner with town library and tree board for historic town walk (similar to Winter Garden)

**Adjournment:** 5:54 pm

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Board Chair

March 05, 2024  
Date

**From:** [Tonya Elliott-Moore](#)  
**To:** [Tonya Elliott-Moore](#)  
**Subject:** Update for HPB re maintenance consultants  
**Date:** Tuesday, March 26, 2024 10:42:33 AM

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Good morning Liz,

I'll be covering for Lex while she's on leave.

We're scheduled to perform our comprehensive onsite observation on Friday 4/12.

Let's plan to meet via Teams/Zoom the following week (week of 4/15) to discuss our preliminary observations and next steps.

I'll touch base with you to schedule about a week out.

Thank you,

**Dory Bortman**, AIA

[407.298.1988](tel:407.298.1988) | [KMFArchitects.com](http://KMFArchitects.com)

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