

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY**

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**Meeting Date:** June 4, 2019

**Department:** Planning, Zoning and Building

**Submitted By:** Planning Division

**Advisory Board:** Historic Resources Review Board (HRRB)

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**I. EXECUTIVE BRIEF**

**Motion and Title:** **Staff recommends motion to approve:** The reappointment of two (2) current members and the appointment of one new member to the Historic Resources Review Board (HRRB).

<u>Re-appoint</u>	<u>Seat</u>	<u>Requirement</u>	<u>Term</u>	<u>Nominated by</u>
Friederike Mittner	4	Historic Preservation Planner	6/04/2019 – 6/10/2022	Commissioner Weiss Commissioner Valeche
Arlene Fradkin	6	Archaeologist	6/04/2019 – 6/10/2022	Commissioner Weiss Commissioner Valeche
<u>Appointment</u>	<u>Seat</u>	<u>Requirement</u>	<u>Term</u>	<u>Nominated by</u>
Aimee Sunny	1	Interested in History	6/04/2019 – 6/10/2022	Vice Mayor Kerner Commissioner Weinroth Commissioner Weiss Commissioner McKinlay Commissioner Valeche

**Summary:** The Unified Land Development Code (ULDC) Article 2.G.3.H provides for the membership of the Historic Resources Review Board (Board). The term of office of each member is for three years. The Board seats are at-large positions to be appointed by the Board of County Commissioners (BCC). On March 20<sup>th</sup> and April 4<sup>th</sup>, 2019, the Planning Division forwarded memos and forms to the BCC notifying them of the vacancies, and requesting nominations. The Board has a membership of 9 seats, 7 currently filled, with a diversity count of Caucasian: 6 (90%) and Hispanic: 1 (10%). The gender ratio (male: female) is 3:4. Ms. Mittner, Ms. Fradkin and Ms. Sunny are all Caucasian females. Staff will continue to address the need to increase diversity on our boards. Unincorporated (RPB)

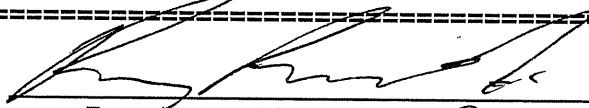
**Background and Justification:** The Board was established by the Historic Preservation Ordinance adopted on February 2, 1993, to make recommendations to the BCC regarding historic designations and related matters. The ULDC provides for the Board to be composed of nine members. The code provides that five members must be from among ten specific historic preservation related disciplines.


There shall be a sixth person with a demonstrated interest, degree or experience in one of the above professional disciplines who is also a resident of the area of PBC West of Twenty Mile Bend, including any of the incorporated or unincorporated communities in proximity to Lake Okeechobee. There are no specific requirements for the other three positions as a prerequisite to appointment but consideration shall be given to the following with a demonstration interest in history, landscape architect, urban planner, attorney, and resident of areas identified by 1990 PBC Historic Sites Survey as containing 25 or more structures with potential for historic preservation.

**Attachments:**

1. Boards/Committees Applications
2. Resumes of Nominees
3. List of Current Historic Resources Review Board (HRRB) Members
4. Memorandums to the Board of County Commissioners, March 20<sup>th</sup> and April 4, 2019
5. Unified Land Development Code (ULDC) Article 2.G.3.H

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**Recommended By:**  5/13/19  
Department Director Date

**Legal Sufficiency:**  5/15/19  
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

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Department Director

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

**Section I (Department):** (PZ&B / Planning Division)

Board Name: HISTORIC RESOURCES REVIEW BOARD (HRRB) Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: June 04, 2019 To: June 10, 2022

Seat Requirement: Historic Preservation Professional Seat #: 4

\*Reappointment or  New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: No Conflicts

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Mittner Friederike  
Last First Middle

Occupation/Affiliation: Historic Preservation Planner / City of West Palm Beach  
Owner  Employee  Officer

Business Name: City of West Palm Beach

Business Address: 401 Clematis Street

City & State: West Palm Beach, Florida Zip Code: 33401

Residence Address: 909 South Palmway

City & State: Lake Worth, FL Zip Code: 33460

Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (561) 358-3339 Fax: ( )

Email Address: \_\_\_\_\_

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No x

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

X  By watching the training program on the Web, DVD or VHS on  4-2  20  19   
    By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_\_

**AND**

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature:  [Signature]  Printed Name:  Frederike Mithras  Date:  4/2/19

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
 Nora Acord  
 Planning, Building and Zoning / Planning Division  
 2300 North Jog Road  
 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

June 4, 2019

Commissioner's Signature:

[Signature]

Date:  4/30/19

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

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BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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Last First Middle

Occupation/Affiliation: Historic Preservation Planner / City of West Palm Beach  
Owner  Employee  Officer

Business Name: City of West Palm Beach

Business Address: 401 Clematis Street

City & State: West Palm Beach, Florida Zip Code: 33401

Residence Address: 909 South Palmway

City & State: Lake Worth, FL Zip Code: 33460

Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (561) 358-3339 Fax: ( )

Email Address: \_\_\_\_\_

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No x \_\_\_\_\_

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE  NOT APPLICABLE/ (Governmental Entity)

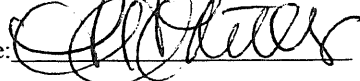
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**AND**

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature:  Printed Name: Frederike Mittner Date: 4/2/19

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Return this FORM to:  
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 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BOC Meeting on: June 4, 2019

Commissioner's Signature:  Date: 4/30/19

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Revised 02/01/2016

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BOARD OF COUNTY COMMISSIONERS  
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**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Fradkin Arlene  
Last First Middle

Occupation/Affiliation: Archaeology Professor / Florida Atlantic University

Owner  Employee  Officer

Business Name: Florida Atlantic University

Business Address: 777 Glades Road

City & State Boca Raton, Florida Zip Code: 33431

Residence Address: 665 Enfield Street #B-3

City & State Boca Raton, FL Zip Code: 33487

Home Phone: 561 893-0412 Business Phone: (561) 297-3231 Ext.

Cell Phone: ( ) Fax: ( )

Email Address: aradkin@fau.edu

Mailing Address Preference:  Business  Residence

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\*Applicant's Signature: Arlene Fradkin Printed Name: Arlene Fradkin Date: 3/22/19

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June 4, 2019

Commissioner's Signature: \_\_\_\_\_

Date: 4/30/19

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Revised 02/01/2016



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BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**Section II (Applicant):** (Please Print)

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Name: Fradkin Arlene  
Last First Middle

Occupation/Affiliation: Archaeology Professor / Florida Atlantic University  
Owner  Employee  Officer

**Business Name:** Florida Atlantic University

**Business Address:** 777 Glades Road

City & State Boca Raton, Florida Zip Code: 33431

**Residence Address:** 665 Enfield Street #B-3

City & State Boca Raton, FL Zip Code: 33487

Home Phone: 561 893-0412 Business Phone: 561 297-3231 Ext.

Cell Phone: ( ) Fax: ( )

Email Address: aradkin@fau.edu

Mailing Address Preference:  Business  Residence

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_____	_____	_____	_____
_____	_____	_____	_____

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NOT APPLICABLE/  
(Governmental Entity)



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**AND**

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\*Applicant's Signature: Arlene Fradkin Printed Name: Arlene Fradkin Date: 3/22/19

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Nora Acord  
 Planning Building and Zoning/Planning Division  
 2300 North Jog Road  
 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Jair R. Valerho Date: June 4, 2019  
4/30/19

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Revised 02/01/2016

RECEIVED  
APR - 1 2019  
PLANNING DIVISION

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION

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Seat Requirement: No requirement Seat #: 1

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Sunny Aimee Nicole  
Last First Middle

Occupation/Affiliation: Preservation Foundation of Palm Beach, Director of Education  
Owner  Employee  Officer

Business Name: Preservation Foundation of Palm Beach

Business Address: 311 Peruvian Ave

City & State: Palm Beach, FL Zip Code: 33480

Residence Address: 325 35th Street

City & State: West Palm Beach, FL Zip Code: 33407

Home Phone: (24) 718-5004 Business Phone: (407) 832-0731 Ext. 106

Cell Phone: (24) 718-5004 Fax: ( )

Email Address: aimeesunny@gmail.com or asunny@palmbeachpreservation.org

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes  No   
If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

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\*Applicant's Signature: Aimee N. Sunny Printed Name: Aimee N. Sunny Date: March 4, 2019

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
 Christian Davenport or Nora Acord  
 Planning Building and Zoning/ Planning Division  
 2300 North Jog Road  
 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

June 4, 2019

Commissioner's Signature: \_\_\_\_\_

Date: 03/20/19

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**Section I (Department):** (Please Print)

Board Name: Historic Resource Review Board <sup>(HRRB)</sup> Advisory  Not Advisory

At Large Appointment or  District Appointment / District #: NA

Term of Appointment: 3 Years. From: June 4, 2019 To: June 10, 2022

Seat Requirement: No requirement Seat #: 1

\*Reappointment or  New Appointment

or  to complete the term of Not applicable Due to:  resignation  other  
Completion of term to expire on: Not applicable

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: NA

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Sunny Aimee Nicole  
Last First Middle

Occupation/Affiliation: Preservation Foundation of Palm Beach, Director of Education  
Owner  Employee  Officer

Business Name: Preservation Foundation of Palm Beach

Business Address: 311 Peruvian Ave

City & State: Palm Beach, FL Zip Code: 33480

Residence Address: 325 35th Street

City & State: West Palm Beach, FL Zip Code: 33407

Home Phone: (248) 718-5004 Business Phone: (609) 832-0731 Ext. 106

Cell Phone: (248) 718-5004 Fax: ( )

Email Address: aimeesunny@gmail.com or asunny@palmbeachpreservation.org

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes  No

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

Section II Continued:

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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 By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

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 Planning Building and Zoning/ Planning Division  
 2300 North Jog Road  
 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

R. Wempeoth 15

Date:

June 4, 2019  
3/05/19 (16)

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

**Section I (Department):** (Please Print)

Board Name: Historic Resource Review Board <sup>(HRRB)</sup> Advisory  Not Advisory

At Large Appointment or  District Appointment / District #: NA

Term of Appointment: 3 Years. From: June 4, 2019 To: June 10, 2022

Seat Requirement: No requirement Seat #: 1

\*Reappointment or  New Appointment

or  to complete the term of Not applicable Due to:  resignation  other  
Completion of term to expire on: Not applicable

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**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Sunny Aimee Nicole  
Last First Middle

Occupation/Affiliation: Preservation Foundation of Palm Beach, Director of Education  
Owner  Employee  Officer

Business Name: Preservation Foundation of Palm Beach

Business Address: 311 Peruvian Ave

City & State: Palm Beach, FL Zip Code: 33480

Residence Address: 325 25th Street

City & State: West Palm Beach, FL Zip Code: 33407

Home Phone: (249) 718-5004 Business Phone: (407) 832-0731 Ext. 106

Cell Phone: (249) 718-5004 Fax: ( )

Email Address: aimeesunny@gmail.com or asunny@palmbeachpreservation.org

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes  No

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

Section II Continued:

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



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**AND**

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Aimee N. Sunny Printed Name: Aimee N. Sunny Date: March 4, 2019

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Planning Building and Zoning/ Planning Division  
2300 North Jog Road  
West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: June 4, 2019

Commissioner's Signature: [Signature] Date: 3/22/19

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016



**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**Section I (Department):** (Please Print)

Board Name: Historic Resource Review Board (HRRB) Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: NA

Term of Appointment: 3 Years. From: June 4, 2019 To: June 10, 2022

Seat Requirement: No requirement Seat #: 1

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Mailing Address Preference:  Business  Residence

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 2300 North Jog Road  
 West Palm Beach, FL 33411

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on:

June 4, 2019

Commissioner's Signature:

Michelle McKinley

Date:

3/25/19

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BOARD OF COUNTY COMMISSIONERS  
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**West Palm Beach, FL 33411**

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Appointment to be made at BCC Meeting on:

Commissioner's Signature:

June 4, 2019

Date: 3/25/19

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

# FRIEDERIKE H. MITTNER, AICP

## WORK EXPERIENCE

---

March 2005 – Present: City of West Palm Beach

*City Historic Preservation Planner*

- West Palm Beach, Florida. Duties include managing the Historic Preservation Section of the Planning Division, preservation planning, design and site plan review, supervision of one planner, intern and Board secretary, case preparation, staff support for the Historic Preservation Board

February 2001 – March 2005: City of Lake Worth

*Urban Designer*

- Lake Worth, Florida. Duties include preservation planning, design and site plan review, staff support for the Planning & Zoning and Historic Resources Preservation Board and Community Redevelopment Agency

Spring Semester 2001: Palm Beach Community College

*Adjunct Architecture Instructor*

- Central Campus, adjunct instructor of Architectural Theory.

September 1999 - February 2001: E-Cott Construction Services

*Project Engineer and Safety Coordinator*

- Abacoa Town Center Jupiter, Florida. Duties included plan and shop drawing coordination, procurement, and execution of change orders and back charges. Duties also included safety management for all company job sites.

November 1998 - September 1999: Renaissance Partners, Real Estate Development

*Project Management Assistant*

- West Palm Beach, Florida. Duties included lease exhibits, construction management, signage, store front displays, marketing and interior design.

## EDUCATION

---

August 2001 - December 2002: Florida Atlantic University

*Graduate and Doctoral Level Coursework in Public Administration*

Ft. Lauderdale, Florida

August 1998: University of Florida

*Master of Science in Architectural Studies- Historic Preservation*

Gainesville, Florida

909 SOUTH PALMWAY • LAKE WORTH FLORIDA 33460  
PHONE (561) 358-3339 • E-MAIL FHMITTNER@YAHOO.COM

FRIEDERIKE H. MITTNER, AICP, RESUME CONTINUED

Summer 1998: Preservation Institute: Nantucket  
Nantucket, Massachusetts

August 1997: University of Florida  
*BA Liberal Arts and Sciences-Sociology*  
■ Graduated with honors  
Gainesville, Florida

PROFESSIONAL AFFILIATIONS/SPEAKING ENGAGEMENTS

---

2015-Present: CAMP Trainer  
*National Alliance of preservation Commissions*

2005-Present: Member (Speaker FAPA 2009)  
*AICP and American Planning Association*

May 2002 - Present: Board Member  
*Palm Beach County Historic Resources Review Board*

2000-Present: Currently President (Speaker for CLG Training 2013)  
*Florida Trust for Historic Preservation*

2000-Present: Member  
*National Trust for Historic Preservation*

## ARLENE FRADKIN

### Address

Department of Anthropology  
Florida Atlantic University  
777 Glades Road SO 171  
Boca Raton, FL 33431

Tel: (561) 297-3231  
Fax: (561) 297-0084  
E-mail: afradkin@fau.edu

### Professional Preparation

State University of New York at Albany	Anthropology	B.A., 1973
University of Florida	Anthropology	M.A., 1976
University of Florida	Anthropology	Ph.D., 1988

### Appointments

2017-present: Professor, Department of Anthropology, Florida Atlantic University  
2004-2017: Associate Professor, Department of Anthropology, Florida Atlantic University  
1998-2004: Assistant Professor, Department of Anthropology, Florida Atlantic University  
1997-1998: Visiting Assistant Professor, Department of Anthropology, Florida Atlantic University  
1992-1997: Adjunct Assistant Professor, University of Central Florida, Rollins College,  
University of South Florida, University of North Florida  
1991-1997: Contract Zooarchaeologist, Environmental Archaeology, Florida Museum of  
Natural History, University of Florida  
1989-1990: Postdoctoral Fellowship--Research Associate/Exhibit Preparator, *THE YEAR  
OF THE INDIAN: Archaeology of the Calusa People* grant project,  
Florida Museum of Natural History, University of Florida

### Research Grants

2015-2016 Florida Humanities Council grant (\$15,000)■exhibition/public programs, *A.E. Backus and Florida's Highwaymen: History, Commerce and Art*, Co-Principal Investigator (Co-PI) (with Rod Faulds, Director, University Art Galleries, and Brian McConnell, Professor, Visual Arts & Art History, as Project Co-Curators).  
2011 Florida Humanities Council grant (\$1,900)■Florida Public Archaeology (FPAN) exhibition, *Then and Now: Life Along Ft. Lauderdale's New River*, Principal Investigator (PI).  
2007-present State of Florida, Public Archaeology Network Grant (\$335,000)■*Southeast/Southwest Regional Public Archaeology Center of the Florida Public Archaeology Network*, Co-Principal Investigator (Co-PI) (with Michael Harris, PI, and Clifford Brown, Co-PI, Department of Anthropology, Florida Atlantic University). Funded at \$335,000 for the first 18 months of operation and currently at \$315,000 for annual continuing operations. Total funds to date \$2,759,567.  
2002 City of Boca Raton grant (\$2,495)■archaeological project, *Archaeological Investigations at the Gumbo Limbo Environmental Education Center, Boca Raton, Florida*, Principal Investigator (PI).  
2000-2002 Florida Humanities Council grant (\$20,600)■traveling exhibition/public programs, *Opening the Door to a New World: Mark Catesby's Travels in La Florida 1722-1726*, Co-Principal Investigator (Co-PI) (with Rod Faulds, Co-PI, Director, University Art Galleries, Florida Atlantic University).  
2001 American Express grant (\$11,000)■exhibition, *Opening the Door to a New World: Mark Catesby's Travels in La Florida 1722-1726*, Co-Principal Investigator (Co-PI) (with Laurie Carney, Co-PI, Development Officer, Dorothy F. Schmidt College of Arts & Letters, Florida Atlantic University).

## Publications

### -Relevant Publications

- 2018 **Fradkin, Arlene**, and Tamra Walter. Foodways at a Colonial Military Frontier Outpost in Northern New Spain: The Faunal Assemblage from Presidio San Sabá, 1757-1772. *Historical Archaeology* 52(2):397-419.
- 2016 **Fradkin, Arlene**. Pre-Columbian Estuarine Fishing along the Lower St. Johns River, Florida, USA. *Environmental Archaeology: The Journal of Human Palaeoecology* 21(2):161-171.
- 2016 **Fradkin, Arlene**. Early Human Settlement and Natural Formation of the Florida Everglades, USA: The Ichthyoarchaeological Evidence. *Journal of Archaeological Science: Reports* 8(2016):463-469.
- 2013 **Fradkin, Arlene**. Fishing to Survive: Minorcans in Britain's Smyrnéa Settlement, Florida, North America, 1766-1777. *Archaeofauna: International Journal of Archaeozoology* 22:179-188.
- 2012 **Fradkin, Arlene**, Roger T. Grange, Jr., and Dorothy L. Moore. ■Minorcan• Ethnogenesis and Foodways in Britain's Smyrnéa Settlement, Florida, 1766-1777. *Historical Archaeology* 46(1):28-48.
- 2008 **Fradkin, Arlene**. Applying a Measure for Determining Season of Oyster Harvesting: A Case Study of a Pre-Columbian Florida Site, USA. *Archaeofauna: International Journal of Archaeozoology* 17:147-156.
- 2008 Carr, H. Sorayya, and **Arlene Fradkin**. Animal Resource Use in Ecological and Economic Context at Formative Period Cuello, Belize. *Quaternary International: The Journal of the International Union for Quaternary Research* 191(2008):144-153.
- 2008 **Fradkin, Arlene**, and H. Sorayya Carr. Middle Formative Fishing at Cuello, Belize. In *Archéologie du Poisson. 30 Ans d'Archéo-ichtyologie au CNRS. Hommage aux travaux de Jean Desse et Nathalie Desse-Berset*, edited by Phillippe Béarez, Sandrine Grouard, and Benoît Clavel, pp. 151-160. Éditions APDCA, Antibes, France.
- 2003 **Fradkin, Arlene**, and H. Sorayya Carr. Middle Preclassic Landscapes and Aquatic Resource Use at Cuello, Belize. In *Zooarchaeology: Papers to Honor Elizabeth S. Wing*, edited by F. Wayne King and Charlotte M. Porter. *Bulletin of the Florida Museum of Natural History* 44(1):35-42.
- 1999 Williams, James, and **Arlene Fradkin**. *Fusconaia apalachicola*, A New Species of Freshwater Mussel (Bivalvia:Unionidae) From Precolumbian Archaeological Sites in the Apalachicola Basin of Alabama, Florida, and Georgia. *Tulane Studies in Zoology and Botany* 31(1):51-62.



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- 2010 **Fradkin, Arlene**, and Mallory McCane O'Connor. Before Bartram: Artist-Naturalist Mark Catesby. In *Fields of Vision: Essays on the Travels of William Bartram*, edited by Kathryn E. Holland Braund and Charlotte M. Porter, pp. 91-114. The University of Alabama Press, Tuscaloosa.
- 2008 **Fradkin, Arlene**, and Omri Lernau. The Fishing Economy at Caesarea. In *Caesarea Reports and Studies: Excavations 1995-2007 Within the Old City and the Ancient Harbor*, edited by Kenneth G. Holum, Jennifer A. Stabler, and Eduard G. Reinhardt, pp. 189-200. BAR International Series 1784. British Archaeological Reports, Archaeopress, Oxford, England.
- 2007 **Fradkin, Arlene**. Pre-Columbian Fishing in the Florida Everglades. In *The Role of Fish in Ancient Time*. Proceedings of the 13<sup>th</sup> Meeting of the International Council for Archaeozoology (ICAZ) Fish Remains Working Group in October 4th-9th, Basel/Augst 2005, edited by Heidemarie Hüster Plogmann, pp. 37-48. Verlag Marie Leidorf GmbH, Rahden/Westf.
- 2006 **Fradkin, Arlene**, and Omri Lernau. The Fish Bone Remains. In *Tel Tanninim. Excavations at Krokodeilon Polis, 1996-1999*, edited by Robert R. Stieglitz, pp. 211-222. American Schools of Oriental Research Archaeological Reports 10. The American Schools of Oriental Research, Boston, MA.
- 2004 **Fradkin, Arlene**. Snake Consumption among Early Inhabitants of the *River of Grass*, South Florida, USA. *Archaeofauna: International Journal of Archaeozoology* 13: 57-69.
- 1999 **Fradkin, Arlene**. Animal Figures in the Basilical Building Mosaics at Roman Sepphoris, Lower Galilee, Israel. *Near Eastern Archaeology* 62(4):233-239.
- 1997 **Fradkin, Arlene**. Long-Distance Trade in the Lower Galilee: New Evidence From Sepphoris. In *Archaeology and the Galilee: Texts and Contexts in the Graeco-Roman and Byzantine Periods*, edited by Douglas R. Edwards and C. Thomas McCollough, pp. 107-116. South Florida Studies in the History of Judaism 143. Scholars Press, Atlanta, Georgia.

#### **Edited Works**

- 2016 **Fradkin, Arlene**, and Lembi Lõugas (editors). *A Fish Story or History? Evidence from the Past*. Proceedings of the 17<sup>th</sup> Meeting of the International Council for Archaeozoology (ICAZ) Fish Remains Working Group (FRWG), September 16-21, 2013, Tallinn, Estonia. *Environmental Archaeology: The Journal of Human Palaeoecology* 21(4).
- 2016 **Fradkin, Arlene**, and Lembi Lõugas (editors). *A Fish Story or History? Evidence from the Past*. Proceedings of the 17<sup>th</sup> Meeting of the International Council for Archaeozoology (ICAZ) Fish Remains Working Group (FRWG), September 16-21, 2013, Tallinn, Estonia. *Environmental Archaeology: The Journal of Human Palaeoecology* 21(2).
- 2013 Zohar, Irit, and **Arlene Fradkin** (editors). *Fish and Fishing: Archaeological, Anthropological, Taphonomical and Ecological Perspectives*. Proceedings of the 16<sup>th</sup> Meeting of the International Council for Archaeozoology (ICAZ) Fish Remains Working Group (FRWG), October 26-30, 2011, Israel. *Archaeofauna: International Journal of Archaeozoology* 22.

# Aimée N. Sunny

*Current Address:*  
325 35th Street  
West Palm Beach, FL 33407

*Contact Information:*  
aimeesunny@gmail.com  
(219)718-5004

<b>EDUCATION</b>	<b>BALL STATE UNIVERSITY</b> <i>Muncie, Indiana</i> <b>Master of Science in Historic Preservation</b> <i>July 2014</i> <i>Australia Centre Study Abroad Program, Lennox Head, Australia</i> <i>Spring 2012</i> Completed Thesis: Accomplishing the Impossible: Creative Solutions for Preserving and Restoring America's Heritage. A Study of the LaSalle Hotel, South Bend, Indiana
	<b>UNIVERSITY OF NOTRE DAME</b> <i>Notre Dame, Indiana</i> <b>Bachelor of Architecture, Concentration in Historic Preservation</b> <i>May 2010</i> <i>Rome Studies Program, Rome, Italy</i> <i>2007-2008</i> Completed Thesis: An Indiana Limestone Institute, Indianapolis, Indiana
<i>Travel Opportunities</i>	Lived in Rome, Italy for 9 months studying architecture, urbanism, building typologies, and culture. Documented Saxon villages in Transylvania, Romania. Architecture Summer Program in China.
	<b>ADVISORY COUNCIL ON HISTORIC PRESERVATION</b> <b>Section 106 Essentials Training Course</b> <i>October 2010</i>
<b>EXPERIENCE</b> <i>Historic Preservation</i>	<b>PRESERVATION FOUNDATION OF PALM BEACH</b> <i>Palm Beach, Florida</i> <i>August 2018-Present</i> <i>Director of Education</i> <ul style="list-style-type: none"><li>• Oversee the Foundation's educational programs and activities including Heritage Education, the Little Red Schoolhouse, internships, and other student activities and events.</li><li>• Conduct training sessions and public outreach; advocate for Palm Beach's architectural heritage.</li><li>• Research and develop new educational programs to complement the existing curriculum.</li></ul>
	<b>CITY OF LAKE WORTH</b> <i>Lake Worth, Florida</i> <i>August 2014-July 2018</i> <i>Senior Preservation Coordinator (March 2016 -July 2018)</i> <i>Preservation Planning Coordinator (August 2014 - March 2016)</i> <ul style="list-style-type: none"><li>• Implemented all aspects of the City's Historic Preservation program.</li><li>• Reviewed over 300 Certificates of Appropriateness and building permits annually. Served as Staff for the Historic Resources Preservation Board; conducted site visits, responded to public inquiries regarding historic preservation, conducted/presented at public meetings/workshops.</li><li>• Researched/documented historic properties, prepared written reports for Board/public review.</li><li>• Performed site plan and architectural design reviews of small and large scale projects, ensured project compliance with the Municipal Code, coordinated with all necessary City Departments.</li><li>• Reviewed ongoing updates to the Land Development Regulations and Comprehensive Plan.</li><li>• Prepared grant applications; oversaw awarded grants for two phases of historic resources survey updates totaling over 1200 properties and the creation of City-specific design guidelines.</li><li>• Administered the City's Certified Local Government program, coordinated with SHPO/NPS.</li><li>• Created Inaugural Preservation Awards, Historic Marker, and District Signage programs.</li></ul>
<i>Architecture/Design</i>	<b>FAIRFAX, SAMMONS &amp; PARTNERS</b> <i>Palm Beach, Florida</i> <i>January 2013-August 2014</i> <i>Consultant: Architectural Designer and Project Coordinator</i> <ul style="list-style-type: none"><li>• Worked with Project Manager and Principal Architects on many aspects of new construction and renovation projects, including: bidding, schematic design, design development, construction documents, construction administration, design review presentations, and client meetings.</li><li>• Managed two renovation projects: a two-bedroom condominium, and the office, pantry, and patio of a private residence. Completed all tasks from project conception to completion.</li><li>• Worked closely with clients for large new construction residences; advised on lighting design, electrical layout, plumbing fixtures, hardware, flooring materials, interior architecture/design.</li></ul>
<i>Historic Preservation</i>	<b>CENTER FOR HISTORIC PRESERVATION, BALL STATE UNIVERSITY</b> <i>Muncie, Indiana</i> <i>Fall 2011</i> <i>Graduate Assistant and Project Coordinator</i> <ul style="list-style-type: none"><li>• Organized and coordinated information and research from several contributors to create updated <i>Interim Report</i> survey publications for Bartholomew and Warren Counties in Indiana.</li><li>• Produced maps using ArcView, wrote county and township histories, entered information from survey cards, and surveyed/photographed properties in Bartholomew County.</li></ul>

# Aimée N. Sunny

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Historic Preservation	<b>CITY OF CHICAGO, HISTORIC PRESERVATION DIVISION</b> Chicago, Illinois <i>Intern - Landmark Permit Review Division</i> <ul style="list-style-type: none"><li>Assisted office staff with permit reviews regarding changes to Chicago's landmark buildings; performed research tasks related to drawings, reviews, permits, and historic status.</li><li>Accompanied staff members on site visits, design review meetings, and court hearings.</li></ul>	Summer 2011
	<b>INDIANA LANDMARKS</b> Hobart, Indiana <i>Intern Preservationist</i> <ul style="list-style-type: none"><li>Created historic walking tours for multiple streets and districts in Valparaiso, Indiana.</li><li>Produced design guidelines for the 54 Main Street Single Site Historic District in Hobart, Indiana.</li></ul>	Summer 2011
Teaching	<b>BALL STATE UNIVERSITY</b> Muncie, Indiana <i>Graduate Teaching and Research Assistant for Architecture Studio</i> <ul style="list-style-type: none"><li>Reviewed undergraduate architecture projects through desk critiques and design reviews.</li><li>Prepared project information and instructed students on methods of research, design problem analysis, site and contextual analysis, and development of designs. Reviewed conference papers.</li></ul>	2010-2011
Research	<b>INDEPENDENT HISTORIC BUILDING ANALYSIS</b> Gjirokaster, Albania <i>Independent Researcher</i> <ul style="list-style-type: none"><li>Worked with city officials, Peace Corps volunteers, and Cultural Heritage Without Borders architects to perform on-site research, documentation, analysis, and surveying of twenty historic buildings for a grant-funded study to best allocate restoration and preservation funds.</li></ul>	Summer 2009
Urban Design	<b>BATH SUMMER STUDIO</b> Bath, England <i>Design Team Member</i> <ul style="list-style-type: none"><li>Proposed a new traditional urban design scheme for the Western Riverside area of Bath.</li></ul>	Summer 2009
<b>LEADERSHIP POSITIONS</b> <i>Volunteer Work</i>	President (Current) & Vice President (2015-16) of Notre Dame Alumni Club of the Palm Beaches Board Member for the Northwood Shores Neighborhood Association, 2015-Present Co-Chairperson and Committee Member for the Institute of Classical Architecture and Art, Chicago-Midwest Chapter, Membership and Young ICA&A Committees, 2010-2012 Co-President for the Ball State Associated Students for Historic Preservation, 2011 President for the Notre Dame Student Association for Women in Architecture, 2009-2010	
<b>PUBLICATIONS</b>	<i>Rediscovering the Hindu Temple</i> (Published Temple Analysis Drawings), 2012 Berkeley Prize International Essay Competition, Published "A High Price for Grandeur," 2010 Institute of Classical Architecture & Art, <i>The Classicist No. 8</i> (Published Project), 2010 Dallas Dream Home Design Competition Pattern Book (Published Group Project), 2010 University of Notre Dame Acroterion (Published Project), 2007-2008 Documentation for the Revitalization of Downtown South Bend Report, U. of Notre Dame, 2007	
<b>AWARDS</b>	Association of Licensed Architects Student Merit Award, 2010 Berkeley Prize International Essay Competition, Third Prize, 2010 Congress for the New Urbanism Charter Awards Honorable Mention (Bath Group Project), 2010 Indiana Architectural Foundation Scholarship, 2008-2010 Nanovic Institute for European Studies, Two Grants for Travel, Research, and Service, 2008-2009	
<b>SKILLS</b> <i>Architecture/ Historic Preservation</i>	Certificate of Appropriateness/Building Permit Review, Site Plan Analysis, Public and Advisory Board Presentations, Grant Writing, Building Documentation/Research, Measured Drawings, Preparation of National Register Nominations, Basic Section 106 Knowledge, Design Guideline Preparation, Revitalization/Redevelopment/Adaptive Re-use Studies, Urban Planning/Design, Infill in Historic Districts, Reading/Drafting Architectural Drawings, Photography, AutoCad, SD/DD/CD Preparation, Adobe Creative Suite, Classical Architecture, History, and Theory	
<i>Presentation/ Office</i>	Public Speaking and Presenting, Presentation Layout/Design, Project Coordination/Management, Watercolor Rendering, Hand Drafting/Sketching, MS Office, Excellent Computer/Writing Skills	
<b>ASSOCIATIONS</b>	NCARB/IDP Licensure Candidate, National Alliance of Preservation Commissions Member and CAMP Trainer, NTHP Member, Florida Trust for Historic Preservation Member	

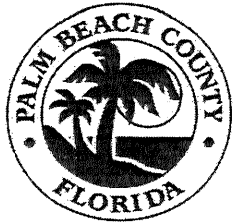
## Historic Resources Review Board Appointments

Updated 04/04/2019

District	Seat	Member Name	Expiration	Latest-Appt	Original-Appt	Title
At Large	1	VACANT				
At Large	2	Helen Vogt Greene	11/15/2021	11/20/2018	6/1/2002	
At Large	3	Amy Alvarez	11/15/2021	11/20/2018	6/6/2006	Chair
At Large	4	Friederike Mittner	6/07/2019	6/7/2016	5/18/2002	
At Large	5	Clifford Brown	11/15/2021	11/20/2018	6/6/2006	
At Large	6	Arlene Fradkin	6/07/2019	6/7/2016	8/14/2012	
At Large	7	Odlanyer Hernandez De Lara	07/10/2020	7/11/2017	7/11/2017	Vice Chair
At Large	8	Steve Weeks	11/15/2021	11/20/2018	10/18/2012	
At Large	9	VACANT				

**Notes:**

1. The term of office of each member shall be three (3) years.
2. When a new member is appointed to fill the vacancy of a departing member, the new member's term shall end at the expiration date of the departing member.
3. Members shall hold office until the first Tuesday after the first Monday in June of expiration year.



MEMORANDUM

To: The Honorable Mayor Mack Bernard, and the  
Members of the Board of County Commissioners

From: Patricia Behn, Interim Director *PB*  
Planning Division

Date: March 20, 2019

Re: **At-Large Nomination to Historic Resources Review  
Board (HRRB)**

Department of Planning,  
Zoning & Building  
2500 North Jog Road  
West Palm Beach, FL 33411-2741  
(561) 233-5000

Planning Division 233-5500  
Zoning Division 233-5200  
Building Division 233-5100  
Code Enforcement 233-5500  
Contractors Certification 233-5525  
Administration Office 233-5005  
Executive Office 233-5228  
www.pbcgov.com/pzb



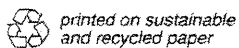
**Palm Beach County  
Board of County  
Commissioners**

- Mack Bernard, Mayor
- Dave Kerner, Vice Mayor
- Hal R. Valeche
- Gregg K. Weiss
- Robert S. Weinroth
- Mary Lou Berger
- Melissa McKinlay

**County Administrator**

Verdenia C. Baker

"An Equal Opportunity  
Affirmative Action Employer"



**ITEM:** The purpose of this memo is to request a nomination for the Historic Resources Review Board. The appointment is an at large position that is currently vacant.

**BACKGROUND:** The primary function of the Historic Resources Review Board (HRRB) is to make recommendations to the Board of County Commissioners (BCC) regarding historic and archaeological resources. The board fulfills the requirements of the Certified Local Government (CLG) program set forth by the State of Florida and the National Preservation Act (NHPA) Section 1019(a.) The CLG program requires nine members to serve on the HRRB. The HRRB currently consists of seven members, all are appointed by the BCC there are no non-voting representatives. The term of office of each member is 3 years, with 3 consecutive year terms. The boards meetings are held four times a year. The qualifications for this board appointment are, five with professional experience, three with an interest in historic preservation and one Palm Beach County resident living west of 20-Mile Bend. The following candidate has expressed an interest, Ms. Aimee Sunny.

**DISPOSITION:** The application and résumé for the candidate is attached for your review and signature. If you would like to nominate a different candidate, please provide us with the candidates contact information. Please return your nomination to the Planning Division, Nora Acord, HRRB recording secretary by mail or fax, 233-5365, on or before April 17, 2019. Staff will prepare an agenda item for the May 07, 2019 BCC meeting.

Should you have any questions regarding this appointment or nomination, please contact me Christian Davenport, Palm Beach County Archaeologist, 233-5331, cdavenpo@pbcgov.org.

**Attachments:** *PBC BOCC Boards/Committees Application and Resume*

- cc: Patrick W. Rutter, Assistant County Administrator  
Ramsay J. Bulkeley, Esq., Executive Director, PZB  
Robert P. Banks, Chief Land Use County Attorney  
Christian Davenport, PBC Archaeologist, Historic Preservation Officer  
Cindy Beaudreau, Agenda Coordinator

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**Department of Planning,  
Zoning & Building**

2300 North Jog Road  
West Palm Beach, FL 33411-2741  
(561) 233-5000

Planning Division 233-5300  
Zoning Division 233-5200  
Building Division 233-5100  
Code Enforcement 233-5500  
Contractors Certification 233-5525  
Administration Office 233-5005  
Executive Office 233-5228  
www.pbcgov.com/pzb

**Palm Beach County  
Board of County  
Commissioners**

Mack Bernard, Mayor

Dave Kerner, Vice Mayor

Hal R. Valeche

Gregg K. Weiss

Robert S. Weinroth


Mary Lou Berger

Melissa McKinlay

**County Administrator**


Verdenia C. Baker

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and recycled paper

## MEMORANDUM

**To:** The Honorable Mack Bernard, Mayor, and the Members of the Board of County Commissioners

**From:** Patricia Behn, Interim-Director   
Planning Division

**Date:** April 4, 2019

**Re:** Board Appointments and Reappointments to the Historic Resources Review Board (HRRB)

**ITEM:** This memo is to request two reappointments, and inform of two vacancies to the Historic Resources Review Board. The appointments will expire on June 7, 2019, they are currently held by HRRB board members who are eligible for reappointment.

**BACKGROUND:** The primary function of the Historic Resources Review Board (HRRB) is to make recommendations to the Board of County Commissioners (BCC) regarding historic and archaeological resources. The board fulfills the requirements of the Certified Local Government (CLG) program set forth by the State of Florida and the National Historic Preservation Act (NHPA). The CLG program requires nine members to serve on the HRRB. The term of office of each member is 3 years, with 3 consecutive year terms. The qualifications for this board appointment are, five with professional experience, three with an interest in historic preservation and one Palm Beach County resident living west of 20-Mile Bend.

**DISPOSITION:** The applications and résumés for the candidates are attached for your review and signature. If you would like to nominate a different candidate, or for individuals who are interested in historic preservation please provide us with the candidate's contact information. Please return your nominations to the Planning Division, Nora Acord (561) 233-5326 HRRB recording secretary by mail or fax, 233-5365, on or before April 19, 2019. Staff will prepare an agenda item for the June 4, 2019 BCC meeting.

**Attachments:** PBC BOCC Boards/Committees Applications and Resumes

cc: Patrick W. Rutter, Assistant County Administrator  
Ramsay J. Bulkeley, Esq., Executive Director, PZB  
Robert Banks, Esq., Chief Land Use County Attorney  
Bryan Davis, Principal Planner, Planning  
Christian Davenport, PBC Archaeologist, Historic Preservation Officer  
Cindy Beaudreau, Agenda Coordinator

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**H. Historic Resources Review Board****1. Establishment**

There is hereby established a Historic Resources Review Board (HRRB).

**2. Powers and Duties**

The HRRB shall have the following powers and duties under the provisions of this Code:

- a. develop, administer and update an accurate inventory of historic resources in unincorporated PBC and on PBC owned property in municipalities. The inventory shall be used to formulate a map of historic district boundaries and historically significant properties meriting protection to be incorporated into the land use element of the Plan;
- b. pursuant to Art. 9.B, Historic Preservation Procedures, nominate and accept nominations for public and private properties for designation and regulate and administer such properties, structures, buildings, sites, districts, etc. so designated as historic sites and/or districts. The Department, in conjunction with the HRRB, shall establish a schedule for nominations for public and private properties for designation;
- c. participate in the National Register program in Florida to the greatest possible extent, as defined by the 1981 and subsequent amendments to the Historic Preservation Act of 1966 and regulations and rules drafted pursuant to those amendments by the National Park Service and the Florida State Bureau of Historic Preservation;
- d. act as a regulatory body to approve, deny or modify Certificates of Appropriateness as specified by Article 9, Archaeological and Historic Preservation;
- e. make recommendations concerning amendments to the Plan, this Code, Building and other development related codes as they relate to the preservation of Historic Resources;
- f. make recommendations regarding historic and archeological resources on property owned by PBC;
- g. pursuant to Art. 9.B.4.B, Waiver of the Code Provisions, review and comment to the BCC concerning waiver of Code provisions for properties within historic districts and for properties designated as historic or archaeological sites or listed on the PBC Register of Historic Places; **[Ord. 2012-027]**
- h. develop, establish, and administer guidelines concerning contemporaneous architectural styles, colors, building materials and so forth for historic sites and historic districts. Such guidelines will be subject to approval by the BCC;
- i. coordinate with other entities to support increased public awareness of the value of historic preservation;
- j. after PBC qualifies as a Certified Local Government, make recommendations to PBC Commission concerning the use of grants from Federal and State agencies, to augment PBC funding in order to promote the preservation and conservation of archaeological sites of historic significance, historic sites and historic districts;
- k. cooperate and coordinate with property owners, public and private organizations, businesses and other individuals to help ensure the conservation and preservation of archaeological sites, contents within said sites, buildings, structures and districts of historic significance, especially those for which demolition or destruction is proposed;
- l. create and approve the design of standardized historic markers and plaques and issue recognition to designated historic sites and historic districts within PBC;
- m. execute any other needed and appropriate historic resource preservation functions which may be approved by the BCC;
- n. develop and administer a Historic Preservation Manual for PBC to help property owners fulfill the regulations and requirements of this ordinance;
- o. hear, consider and approve, approve with conditions or deny applications for Certificate to Dig;
- p. make recommendations to the BCC regarding proposed amendments to the map of known archeological sites;
- q. initial resources shall be dedicated to those functions which shall qualify PBC as a Certified Local Government;
- r. make every effort to be represented at meetings, conferences and workshops pertaining to the functions of the HRRB scheduled by the State Historic Preservation offices or the Florida Conference of Preservation Boards and Commissions;
- s. seek expertise or proposals of matters requiring evaluation by a professional of a discipline not represented on the HRRB; and,
- t. the HRRB's responsibilities shall be complementary to the powers of the State Historic Preservation Office.

**3. Board Membership**

**a. Qualifications**

There shall be nine members of the HRRB. Members of the HRRB shall be residents of PBC, Florida and demonstrate an interest in local history. One member with professional experience shall be appointed from each of the following five professional disciplines: history, architecture, archeology, architectural history and historic architecture. Other historic preservation related disciplines, such as Urban Planning, American Studies, American Civilization, Cultural Geography or Cultural Anthropology shall be considered when choosing appointments for these five of the nine members of the HRRB. Each of these five positions shall meet the requirements outlined in the Professional Qualifications Standards of the Florida Certified Local Government Guidelines. In addition to the above five positions, there shall be a sixth person with a demonstrated interest, degree or experience in one of the above professional disciplines who is also a resident of the area of PBC West of Twenty Mile Bend, including any of the incorporated or unincorporated communities in proximity to Lake Okeechobee. There are no specific requirements for the other three positions as a prerequisite to appointment but consideration shall be given to the following with a demonstrated interest in history, architecture or related disciplines: business person, engineer, contractor in a construction trade, landscape architect, urban planner, attorney, and resident of areas identified by 1990 PBC Historic Sites Survey as containing 25 or more structures with potential for historic preservation. Persons seeking appointment to the HRRB shall be willing to invest time to assist staff in site evaluations, establishing priorities, public education efforts, survey and planning activities of the Certified Local Government Program and the other responsibilities of the HRRB. Board members shall attend pertinent educational conferences and seminars.

**b. Appointment**

The members of the HRRB shall be appointed at large by the BCC.

**c. Terms of Office**

Each appointment shall be made for a term of three years. Any member may be reappointed upon approval of the BCC as provided for herein. [Ord. 2013-001]

**4. Secretary and Staff**

**a. Secretary**

The Planning Director of the PZB shall serve as Secretary to the HRRB.

**b. Staff**

The Planning Division shall be the professional staff of the HRRB. The Board shall make every effort to minimize demands on staffing in consideration of budgetary constraints.

**5. Meetings**

**a. General**

General meetings of the HRRB shall be held at least quarterly. Special meetings may be called by the Chair of the HRRB, or in writing by a majority of the members of the Board. Staff shall provide 24-hours written notice to each Board member prior to a special meeting.

**I. Impact Fee Review Committee**

**1. Establishment**

There is hereby created an Impact Fee Review Committee (IFRC).

**2. Powers and Duties**

The IFRC shall have the following powers and duties under the provisions of this Code:

- a. submit a Report to the BCC whenever PBC conducts a full review or update of the impact fee system relating to:
  - 1) the implementation of Art. 13, Impact Fees;
  - 2) actual levels of service for the impact fees exacted in Art. 13, Impact Fees;
  - 3) the collection, encumbrance, and expenditure of all impact fees collected pursuant to Art. 13, Impact Fees;
  - 4) the validity and assumptions in the technical memoranda used to support the impact fee schedules in Art. 13, Impact Fees; and,
  - 5) any recommended amendment to Art. 13, Impact Fees.
- b. review amendments to Art. 13, Impact Fees prior to their consideration by the BCC; and,
- c. perform such other duties as the BCC deems appropriate.

**3. Board Membership**

**a. Qualifications**

The IFRC shall be composed of seven members and three alternate members appointed by the BCC. The membership of the IFRC shall include three representatives from municipalities within