

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

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Meeting Date: October 5, 2021

Department: Planning, Zoning & Building Department

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: Reappointment of two members to the Historic Resources Review Board (HRRB).

<u>Appointment</u>	<u>Seat</u>	<u>Requirement</u>	<u>Recommended By</u>	<u>Term</u>
Helen Vogt Greene	2	Interested in History	Mayor Kerner Commissioner McKinlay Commissioner Marino Commissioner Weiss Commissioner Bernard Commissioner Sachs	10/5/2021 – 10/7/2024
Jeffrey Weeks	8	Interested in History	Mayor Kerner Vice Mayor Weinroth Commissioner McKinlay Commissioner Marino Commissioner Weiss Commissioner Sachs	10/5/2021 – 10/7/2024

Summary: The Unified Land Development Code (ULDC) Article 2.G.3.H provides for the membership of the HRRB. The term of office of each member is for three years. HRRB seats are at-large positions appointed by the Board of County Commissioners (BCC). The Planning Division forwarded a memo (dated July 21, 2021) and forms to the BCC notifying the Board of the vacancies, and requesting nominations.

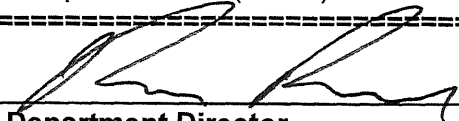
The advisory board (HRRB) has 9 seats, 8 currently filled, and 1 vacancy, and a diversity count of Caucasian: 8 (100%). The gender ratio (male: female) is 2:6. The nominees are Helen Vogt Greene, who is a Caucasian female, and Jeffrey Weeks, who is a Caucasian male. Staff has addressed the need to increase diversity within our boards and will continue to encourage this in an effort to expand this Board's diversity. Unincorporated (RPB)

Background and Justification: The HRRB 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 HRRB to be composed of nine members. However, the HRRB has five seats with specific professional requirements per the Certified Local Government Program, and one seat designated by the BCC for a resident living west of Twenty-mile Bend. All professional and the BCC required seats on the HRRB are currently filled. The remaining seats are among those with no specific professional requirements, but consideration is to be given to individuals with a demonstrated interest in history, architecture, or the following related disciplines: business person, engineer, contractor in a construction trade, landscape architect, urban planner, and/or attorney.

Attachments:

1. Boards/Committees Applications
2. Resumes/Biographies
3. List of Current Historic Resources Review Board (HRRB) Members
4. Memorandum to the Board of County Commissioners, July 21, 2021
5. Unified Land Development Code (ULDC) Article 2.G.3.H

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Recommended By:  8/31/2021
 Department Director Date

Legal Sufficiency:  9/3/2021
 Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

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

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: October 5, 2021 To: October 7, 2024

Seat Requirement: No requirement Seat #: 2

*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 Conflict**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Greene Helen Vogt
Last First Middle

Occupation/Affiliation: Historian / None

Owner Employee Officer

Business Name: Not applicable

Business Address: Not applicable

City & State Not applicable Zip Code: _____

Residence Address: 215 No. "M" Street

City & State Lake Worth, ^{Beach} Florida Zip Code: 33460

Home Phone: (561) 585-7465 Business Phone: ()

Cell Phone: () Fax: ()

Email Address: Hgreene561@gmail.com

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

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>
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)

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):

- By watching the training program on the Web, DVD or VHS on March 13, 2021
- 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: Kelen Vogt Green Date: April 27, 2021

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 or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

Return this FORM to:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 7-27-21

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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Last First Middle

Occupation/Affiliation: Historian / None
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Business Address: Not applicable

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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: Melen Vogt Greene Date: April 27, 2021

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[Signature]

Date:

08/04/2021

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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):

- By watching the training program on the Web, DVD or VHS on March 13, 2021
- 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: Kelen Vogt Green Date: April 27, 2021

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 or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

Return this FORM to:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 9/27/21

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**

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: October 5, 2021 To: October 7, 2024

Seat Requirement: Must live west of 20 mile Bend Seat #: 8

*Reappointment or New Appointment

or to complete the term of N/A Due to: resignation other

Completion of term to expire on: N/A

*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: Weeks Jeffrey Stephen
Last First Middle

Occupation/Affiliation: Interest in Glades History

Owner Employee Officer

Business Name: _____

Business Address: _____

City & State _____ Zip Code: _____

Residence Address: 1908 SE Ave K Pl

City & State Belle Glade, FL Zip Code: 33430

Home Phone: (561) 996-2649 Business Phone: () Ext.

Cell Phone: (561) 261-9989 Fax: ()

Email Address: Weeks943@bellsouth.net

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:

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>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

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

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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: [Signature] Printed Name: JEFFREY S. WEEKS Date: 26 APR 2021

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2300 N. Jog Road, West Palm Beach, FL 33411

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Commissioner's Signature: [Signature] Date: 7-27-21

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Revised 02/01/2016

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

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Term of Appointment: 3 Years. From: October 5, 2021 To: October 7, 2024

Seat Requirement: Must live west of 20 mile Bend Seat #: 8

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Completion of term to expire on: N/A

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Last First Middle

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City & State _____ Zip Code: _____

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Mailing Address Preference: Business Residence

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Minority Identification Code: Male Female
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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
_____	_____	_____	_____
_____	_____	_____	_____

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 7/27/21

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Revised 02/01/2016

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

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

Board Name: Historic Resources Review Board / HRRB Advisory Not Advisory

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Term of Appointment: 3 Years. From: October 5, 2021 To: October 7, 2024

Seat Requirement: Must live west of 20 mile Bend Seat #: 8

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Last First Middle

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Business Address: _____

City & State _____ Zip Code: _____

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City & State Belle Glade, FL Zip Code: 33430

Home Phone: (561) 996-2649 Business Phone: () Ext. _____

Cell Phone: (561) 261-9989 Fax: ()

Email Address: Weeks943@bellsouth.net

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:

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.

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 7/27/21

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Revised 02/01/2016

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
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2300 N. Jog Road, West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 1/27/21

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Revised 02/01/2016

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Commissioner's Signature: [Signature]

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_____	_____	_____	_____
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(Attach Additional Sheet(s), if necessary)
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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: JEFFREY S. WEEKS Date: 26 APR 2021

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 or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

Return this FORM to:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: October 5, 2021

Commissioner's Signature: [Signature] Date: 7-28-2021

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

Revised 02/01/2016

HELEN VOGT GREENE
 215 North "M" Street
 Lake Worth Beach, Florida. 33460
 561-585-7465
Hgreene561@gmail.com
 May 7, 2021

Highlights of Qualifications

63+ years as an active resident of Palm Beach County. 53 years of service to the City of Lake Worth, now Beach.

Daughter of Morton S. and Blanche Vogt who came to Florida in 1942. Lived in North Palm Beach. Vogt Electric was located in Riviera Beach, Fl.

County and City Appointed Boards:

Member of Planning, Zoning and Historic Resources Preservation Board of Lake Worth (as of 2019) Lake Worth Beach. Before the Boards were divided

Member for Twenty-three (23) years for the Palm Beach Historic Resources Review Board (HRRB) (Chair for 5 years). I am seeking reappointment for 2021-2024.

Museum of the City of Lake Worth:

June 1979, Requested to establish the Museum for the residents by the City Commission to preserve the history for future generations.

May, 1989, with the help of 3,500 letters of support from the citizens of Lake Worth, We completed the application work, placing the City Hall Annex, 2nd school and 'Old City Hall on the National Register of Historic Places.

September, 1992, Museum of the City of Lake Worth was awarded the "National Certificate of Commendation" for it's preservation of the Lake Worth area. Award Presented by the American Association of State and Local History, Nashville, Tenn.

October, 1992 Palm Beach County Board of Country Commissioners Award me a "Certificate of Appreciation" for our efforts in preservation.

1994 Retired as Curator but continued to do historical programming

2009 until present with title of Historian ... I act as a Docent and historical consultant. Continue to present historical programs in the community.

City Appointed Committees:

200th Anniversary of the United States of America

Lake Worth Bicentennial Commission

Evening on the Avenues

July 4th...80th Jubilee

9-11 Memorial Service. Mistress of Ceremonies 2002

Organizations (current): has

52 years and current (by marriage) Secretary of the inactive Pioneers of the City of Lake Worth. (Families here prior to May 18, 1914.)

30 year member, Past President and current Treasurer of the 107 year old Women's Club of Lake Worth.

24 year member and Past Chair of the Lake Worth Corps of the Salvation Army

50 (as of Nov.2021) year member (holdings all offices, including Honorary Regent and presently Chaplain) of the Garcilaso de la Vega Chapter of the Daughters of the American Revolution. At this time, only member to be honored with "The National Service Award" for historic preservation and community service.

56 year, active in all areas, of the First Congregational Church, Lake Worth's oldest church, 1912, including: Historian, Church Council, Diaconate, Choir, etc. Was awarded the State Lay Woman of the Year In 2010.

Publications:

"Pictorial History...75th Anniversary of the City of Lake Worth."

Contributor...: "The Municipal Cemeteries of Lake Worth" compiled by the PBC Genealogical Society.

Contributor: "Lake Worth Jewell of the Gold Coast" by Jonathan W. Koontz, Editor

Weekly writer "Lake Worth Herald" as a volunteer.

Awards: other than those given

Awarded the Fannie James Pioneer Achievement Award In 2015 by the Historical Society of the Palm Beaches.

Awarded "Women in History" Garcilaso de la Vega, NSDAR

Classes: Florida Atlantic University,

Palm Beach Community College,

Graduated with Bachelor of Science: Bob Jones University, Greenville, S.C.

Advances Studies: University of Houston, Houston, Texas

Educational Background:

Bob Jones University, Greenville, S.C. Graduate and Instructor University of Houston, Houston, Texas, Graduate Assistant Palm Beach County Teacher, Lake Worth and Palm Beach Garden. Fields of instruction: Biology, Earth Science, Environmental Sciences, Adult United States Citizenship

Personal Note:

I am married to Elvin E. "Bud" Greene, III for 56 years, Speech Pathologist for the Palm Beach County schools and Pioneer of the City of all Lake Worth. The Greene Family arrived in Lake Worth in 1912.

Thank you for allowing me to serve and protect one of our most valued treasures, our history.

Honored to serve,

Helen Vogt Greene

561-585-7465

Hgreene561@gmail.com

Graduated Belle Glade High School 1961

Graduated FSU 1967

Drafted into Army 1968, Attended OCS, Commissioned 1969. Served 7 yrs active duty, 15 yrs reserved. retired as a Captain.

Owned and operated family business, Seminole Supply 1976-2010.

Served on Belle Glade City Commission 1989-2004, Served as Mayor 5 yrs

Member of FBC Belle Glade

Community Service that I have performed

Glades Day School Board

Belle Glade Chamber of Commerce several terms

Western Palm Beach County Mental Health

Boy Scouts of America

Community Service Currently

Glades ARC

Glades Historical Society

Gideons International

Historic Resources Review Board Appointments

Pending Updated 8/16/2021

District	Seat	Member Name	Expiration	Latest-Appt	Original-Appt	Title
At Large	1	Aimee Sunny	06/10/2022	06/04/2019	06/04/2019	Chair 4-16-2021
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	
At Large	4	Friederike Mittner	6/10/2022	6/4/2019	5/18/2002	
At Large	5	Clifford Brown	11/15/2021	11/20/2018	6/6/2006	
At Large	6	Meredith Ellis	06/10/2022	7/13/2021	AF term 6/4/2019	To complete Dr. Fradkin's term
At Large	7	Rose Guerrero	7/15/2024	7/13/2021	07/13/2021	
At Large	8	Steve Weeks	11/15/2021	11/20/2018	10/18/2012	Vice Chair 4-16-2021
At Large	9	VACANT				

Notes:

1. The term of office of each member shall be three (3) years.
2. The appointment of a new member 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.

T: /Planning/Archaeology/County Departments/HRRB/HRRB Appointments/4-2021



**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**

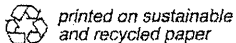
Dave Kerner, Mayor
Robert S. Weinroth, Vice Mayor

Maria G. Marino
Gregg K. Weiss
Maria Sachs
Melissa McKinlay
Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"



MEMORANDUM

TO: The Honorable Mayor David Kerner, and the
Members of the Board of County Commissioners

FROM: Patricia Behn, Planning Director *PB*
Planning Division

DATE: July 21, 2021

RE: **At-Large Reappointment Nominations to the Historic
Resources Review Board**

ITEM: The purpose of this memo is to request two At-Large Reappointment nominations for the Historic Resources Review Board.

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 HRRB fulfills the requirements of the Certified Local Government (CLG) program set forth by the State of Florida and the National Preservation Act Section 1019(a.) The CLG program requires nine members to serve on the HRRB. The HRRB currently consists of six members with three vacancies. All members are appointed by the BCC, and there are no non-voting representatives. The term of office of each member is three years, with three consecutive year terms. The boards meetings are held four times per 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.

DISPOSITION: The following candidates have expressed an interest in continuing to serve on the HRRB: Ms. Helen Vogt Greene and Mr. Steve Weeks. The applications and résumés for the candidates are attached for your review and signature. If you would like to nominate a different candidate, please provide us with the candidate(s) contact information. Please return your nomination to the Planning Division, Nora Acord, HRRB recording secretary by email or inter-office mail on or before August 13, 2021. Staff will prepare an agenda item for the October 5, 2021 BCC meeting.

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

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

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

T:\Planning\Archaeology\County Departments\Planning\HRRB\HRRBReappointments\2021\HRRB_2021_Nominations
BCCmemo.doc

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 Art. 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 archeological 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 four times per year. 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-hour written notice to each Board member prior to a special meeting. **[Ord. 2020-001]**
 - b. **Quorum**

The presence of a majority of the appointed members of the HRRB shall constitute a quorum necessary to take action and transact business. **[Ord. 2020-001]**
- 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.