

**Florida Historical Commission Meeting  
R.A. Gray Building Heritage Hall Auditorium  
Tallahassee, Florida  
December 15, 2014**

**Meeting Minutes**

**Commission Members Present:** Mrs. Marion M. Almy, Chair; Mr. Rick Gonzalez, Vice Chair; Mr. Del Acosta; Ms. Kathy A. Fleming; Ms. Mimi Reid Hardman; Mrs. Malinda J. Horton; Mr. John B. Phelps; and Dr. Clifford E. Smith, Jr.

**Commission Members Unable to Attend:** Dr. Adam J. Hirsch, Ms. Judy Kane, and Ms. Ellen J. Uguccioni.

**Division of Historical Resources Staff Present:** Mr. Robert F. Bendus, State Historic Preservation Officer and Division Director; Ms. Alissa Lotane, Chief, Bureau of Historic Preservation; Mr. Grant Gelhardt, Historic Preservation Grants Supervisor; Ms. Celeste Ivory, Operations Administrator; Mr. Andrew Waber, Museum Education Program Representative/The Grove; Ms. Beverly McGriff, Administrative Assistant; Ms. Robyn Bertram, Historic Preservation Grants Specialist; Ms. Stacey Cahan, Historic Preservation Grants Specialist; Ms. Kechia Herring, Historic Preservation Grants Specialist; Dr. Kathaleen Boche, Historic Preservation Grants Specialist; Mr. Ken Cureton, Senior Architect; Mr. Rick Hilburn, Senior Architect; and Mr. Michael Hart, Historic Sites Specialist.

**I. Call to Order and Roll Call**

The meeting was called to order by Chair Almy at 9:02 a.m.

**II. Introduction of Commission, Staff & Guests**

Commission members and Division of Historical Resources staff introduced themselves.

**III. Adoption of Agenda**

**Chair Almy called for a motion to adopt the agenda as emailed. Vice Chair Gonzalez so moved. The motion was seconded by Commissioner Fleming and approved unanimously.**

**IV. Remarks by Chairperson on Purpose of Meeting**

Chair Almy discussed that this is a public meeting of the Florida Historical Commission for the purpose of reviewing and ranking the 2016 Historic Preservation Special Category Grant Applications and thanked the applicants for joining the meeting.

Chair Almy asked that Ms. Alissa Lotane go over the webinar conduct and housekeeping. Ms. Lotane gave the webinar address and ID and explained how the webinar would be run throughout the day. Some applicants are present in person and others are present by webinar.

Grant applications will be reviewed in the order of the list provided with the agenda. The order of review begins with projects in the Northwest Florida, and moves east and then south, ending with projects in Miami-Dade and Monroe Counties. The agenda information and webinar information is available on the Division website.

For each project, staff will read their recommendations into the record, and we will call for representatives of each project. Applicant representatives should introduce themselves to the panel and be prepared to answer only those questions posed by Panel members. Presentations are not allowed.

Application reviews will likely continue tomorrow morning, with voting following the end of the application reviews. Following voting and formal approval of the ranked list, there will be a Business Meeting of the Florida Historical Commission.

#### V. Overview of Applications Received for Grant Assistance in Current Cycle

Chair Almy asked that Mr. Bendus give an overview of the applications received during this grant cycle.

Mr. Bendus stated that applications were solicited between September 1 and October 31, 2014, with an announcement published in the Florida Administrative Register on August 11, 2014. During the application solicitation period, 66 applications were received, representing funding assistance requests totaling \$16,956,050 and match totaling \$10,591,044.

The breakdown of these applications is as follows:

There were three applications for Acquisition totaling \$1,050,000.00; 59 applications for Development totaling \$14,786,250.00; one archaeological project application requesting \$350,000; and three museum applications requesting \$769,800.00.

Upon submission, each application is checked for completeness, eligibility and sufficiency, and, if needed, staff has requested additional documentation and clarification. Staff has reviewed each application and provided a synopsis of each project to the Commission which will be read into the meeting record. This information is available to the public on our front table in the lobby, and has been posted online with the meeting agenda on our website.

BHP staff has assigned one of the following designations to each application in preparation for the public review meeting:

- Withdrawn by Applicant - No further consideration will be given to withdrawn projects.
- Ineligible - No further consideration will be given to ineligible projects.
- Full Funding - If Commission desires to reduce recommended funding level, a motion and Commission action is required.
- Reduced Funding - If Commission desires to alter the staff-recommended funding level, or put the recommendation back to the original amount, a motion and Commission action is required.
- Zero Funding - If the Commission agrees with the staff recommendation of zero funding, they may make a motion to remove the application from consideration, take no action and vote the application in the first round of voting. If the Commission does not

agree with the staff recommendation, the Commission may make a motion and increase the funding to full funding or to any portion of the requested funding.

Two applications on the list were withdrawn by the applicants.

Application #45, Historic Train Village, City of Fellsmere

Application #48, Historic Sunset Lounge Restoration, City of West Palm Beach

Two applications have been determined ineligible by staff.

Application #19, Baker County Historical Jail, Baker County Board of County Commissioners

Application #41, True Love Missionary Baptist Church Renovation, True Love Missionary Baptist Church

These four applications are removed from consideration and were removed from the online grant review system prior to today. This leaves 62 applications to consider, with a total request of \$15,732,050 and a match of \$10,078,644.

Other applications may also be declared ineligible during the course of the meeting due to appropriateness of the project or pursuant to Commission recommendations. Projects with zero or reduced funding recommendations due to the nature of the project will be heard today. Representatives of each project will have the opportunity to answer your questions, and the Commission may reverse or revise that staff recommendations or vote to remove these projects.

#### VI. Discussion of Conduct of Grant Review Panel Meeting including Method of Ranking Applications and Recommended Funding Levels

The basis for the Division staff and Panel reviews are the criteria which are specified in 1A-39, *Florida Administrative Code*. Application criteria judged include:

- 1) the historic significance of the property
- 2) endangerment
- 3) appropriateness of the proposed work
- 4) administrative capabilities of the applicant
- 5) adequate financial resources (or adequate local match)
- 6) availability of technical services
- 7) compatibility with statewide historic preservation priorities
- 8) educational potential
- 9) economic benefit
- 10) public use or benefit

#### Match Requirements

Section 288.06561, *Florida Statutes* states that each state agency shall waive or reduce the match requirement for projects in rural counties and communities which meet an established set of economic distress factors. This program is the Rural Economic Development Initiative (REDI). REDI applicants are eligible to have their match reduced to only 10% of their grant request amount. Other applicants must provide match of 50% of the grant amount.

### Voting

All of the Commissioners have computers in front of them and are connected to the online grants system. Commissioners have entered preliminary comments in the electronic system prior to this meeting today. During the Voting Process, each Panel member completes an online evaluation form with two components: the Preliminary Scoring Mode already begun by panel members in advance of this meeting, and the Final Evaluation and Rank which is done at the conclusion of the meeting.

Commission members can change their preliminary scores during the meeting. There will also be time allotted at the end of our discussions for Commissioners to change their preliminary scores. All evaluation comments will become part of the public record and will be available to applicants upon request.

After panelists have completed their online preliminary scoring and comments, the preliminary scoring will be closed, and the scores will be locked and cannot be changed. Applications with an overall preliminary average score of 2 or less will not move on to the final ranking process.

During the Final Ranking process, each Commissioner will rank the projects. Commissioners should rank their top project as #1, then 2, 3, 4 and so on. Commission member rankings will be averaged to determine the final placement of each project on the priority list. Any ties on the final ranked list will require Commission action to decide priority order.

The Commission will then determine if the full list should be funded. This will also bring into discussion the total funding amount to be requested by the Commission. This amount has not been predetermined.

Following the Commission's recommendations, staff will submit the final list of recommended projects and the recommended funding level to the Secretary of State for approval. The list will also be forwarded to the Florida Legislature, for consideration during the spring 2015 Legislative Session. Final funding will be contingent on allocations from the Legislature. For those projects receiving funding, the funds become available July 1, 2015. Project work must be completed within 2 years, by June 30, 2017.

At the end of our meeting, copies of the final ranked list, showing the Commission's recommended funding levels, will be available to the audience and will be posted on the Division's website.

### Conflict of Interest

Commission members were not to discuss application matters with other Commission members prior to this meeting. Such discussion would violate Florida's Government in the Sunshine Law found in Section 286.011, *Florida Statutes*.

If you have any Conflict of Interest with a project that is up for review, the Panel member must abstain from any discussion of the project and later abstain from voting on that project during both the Preliminary Scoring and the Final Ranking of the Applications. Panelists with a conflict must fill out and sign Form 8A and turn it in to staff. Commissioners will enter a vote of "abstain" for any projects with which they have a previously declared conflict of interest.

## VII. Technical Discussion of Grant Applications

Chair Almy called on Mr. Kenneth Cureton to present the North Florida projects. Each project is presented as follows and discussed by the Commission.

1. Basilica Restoration and Preservation Project – The building is a Gothic Revival church built in 1886 will continue to be used as a church. Representatives present are Ms. Nancy Fetterman, Father Joseph Calipero, Ms. Nancy Halford, and Mr. Robert Pappas. Chair Almy questioned if it was listed in the National Register. Representative answered that it is part of a district. Mr. Cureton recommends full funding with concerns of installation of sealant and changes in the Scope of Work to delete application of the sealant to the stucco. Work should be conducted under the direct supervision of a professional stained glass conservator.
2. Pensacola Lighthouse Lantern Room Restoration – This is a masonry lighthouse built in 1859 now being used as a museum. Mr. John Hill is present to represent the project. Mr. Cureton recommends full funding with no change to the Scope of Work. Professional Architectural/Engineering (A/E) services are required and included.
3. Historic Pensacola Restoration and Preservation Project – This project includes multiple buildings at the UWF Historic Trust Downtown Campus. Current and future uses are as a public museum and commercial. The project is represented by Mr. Robert Elton. Mr. Cureton recommends full funding with no change in the Scope of Work.
4. “Save Great Oaks” – Mr. Grant Gelhardt came to the podium to present the staff recommendations for this project. This is a National Register property, listed 1972 with a proposed use to archive memorabilia for weddings, meetings, and other community uses. The project representative present is Mr. Bill Stanton. Mr. Gelhardt recommends full funding with no change in the Scope of Work.
5. Phase II Cape San Blas Lighthouse Relocation – Mr. Cureton came back to the podium to present the project. The Keepers Cottages and Oil House were built in 1883 and will continue to be used as an interpretive exhibit, museum and gift shop. The project representatives present are Mr. J.J. Scott, Mr. Randy Lewis, and Ms. Charlotte Pierce. Staff recommends full funding with concerns of window replacement and the addition of ramps and bathrooms. Mr. Cureton recommends a change to the Scope of Work requiring documentation of damaged windows and to substantiate that the ones designated for replacement cannot be repaired. Professional A/E services are required and included.
6. Historic Port Theatre Acquisition – This project is presented by Mr. Gelhardt. This National Register property, listed in 2003 will provide an entertainment center and arts education venue. Representatives present are Ms. Gail Alsobrook, Mr. David Warriner, and Ms. Trisch Warriner. The proposal requests funding to purchase the property. Mr. Gelhardt recommends full funding with no change in the Scope of Work.
7. Raney House Preservation and Restoration – Mr. Cureton returns to the podium to present staff recommendations. This project is for a residence built in 1838 that will

continue to be used as a museum. The project representative is Ms. Lois Swoboda. Vice Chair Gonzalez questioned the 19% vs. 9%. Mr. Cureton recommends a funding reduction of \$31,614 to account for fees in excess of Department of Management Services (DMS) fee curve and changes to the Scope of Work. Professional A/E services are required and will be provided.

8. Marshall House – This project is for a wood framed vernacular structure built in 1945. The project representative is Ms. Kim Wren. Mr. Cureton recommends full funding with no change in the Scope of Work. Professional A/E services are required and will be provided.
9. Moore House Relocation/Restoration and McLaughlin House Restoration – This project is for a wood framed single family residence built between 1892 and 1900. The project representatives are Ms. Rita Sparkman, Mr. Doug Jones, Ms. Jane Jones, Ms. Helen Strickland, Ms. Sarah Strickland, Mr. Murray McLaughlin, Mr. Randy Lewis, and Mr. J.J. Scott. Mr. Cureton recommends funding of \$331,900, which includes a \$7,500 combined reduction for \$6,000 roof scope overlap and \$1,500 budget item 9, with no change in Scope of Work. Professional A/E services are required and have been included.
10. Sopchoppy High School – This vernacular masonry building will continue to be used as a school. Representatives present are Mr. J.J. Scott, Mr. Randy Lewis, and Ms. Callie Quigg. Vice Chair Gonzalez questioned if they have an architect on board. Mr. Cureton recommends full funding with a change in the Scope of Work associated with installation of new partition walls and doors should be modified in compliance with the Secretary's guidelines. Professional A/E Services are required and have been included.
11. Jefferson County Historic Monticello High School Restoration Project – This is a masonry/wood framed school built in 1852 which is currently vacant, and will be used as a community meeting, office and museum space. Project representatives present are Mr. Kirk Reams, Mr. J. J. Scott, and Mr. Randy Lewis. Mr. Cureton recommends full funding with no change in the Scope of Work. Professional A/E services are required and will be provided.
12. Monticello Opera House – This masonry structure was built in 1890 and will be used as a meeting hall and performing arts theater. Representatives present are Mr. Tom Dunn, Mr. Randy Lewis, and Mr. J.J. Scott. Mr. Cureton recommends full funding with a modification to the Scope of Work to clarify that waterproofing for the envelope of the building does not include application of coatings to the brick exterior surfaces. Chair Almy questioned staff if they thought the concerns would be handled. Staff answered yes.
13. Dixie Plantation Main House – This brick masonry structure was built in 1939 and will continue to be used as a conference, meeting and guest house. Representatives present are Mr. Kevin McGorty and Mr. Bill Palmer. Mr. Cureton recommends full funding with changes to the Scope of Work to change the parapet cap flashing to bed flashing, and to delete the water repellent coating of the brick. Professional A/E services are required and will be provided.

14. Phase II Jerkins Community Revitalization Project – This school built in 1950 will continue to be used as a community center. No project representatives are present. Mr. Cureton recommends revising Scope of Work as indicated in concerns section. \$0 (zero) funding is recommended for the current Scope of Work and budget as presented. Professional A/E services are required, but have not been included in this project.
15. Douglass High School Rehabilitation – This concrete block building built in 1954 was originally used as a school cafeteria, and will be used as a community center. No representative is present for this project. Mr. Cureton recommends that changes in the Scope of Work and photographic documentation provided in the application are insufficient to make a determination on whether or not this project will comply with the Secretary of Interior’s Standards for Rehabilitation. Zero funding is recommended for the current Scope of Work and budget as presented. Professional A/E services are required and will be provided. Mr. Gelhardt stated that he contacted the applicant and suggested they apply again next year.
16. Matheson Museum Meeting Hall and Archives – This brick masonry church was built in 1933 as a church, was remodeled as a restaurant, and will be rehabilitated for use as a museum meeting hall and archive. No representatives of the project are present. Mr. Cureton recommends full funding with no change to the Scope of Work. Professional Architectural services are required and will be provided.
17. Historic Thomas Center Fountain Restoration - The fountain was built in 1906. Project representatives present are Ms. Alicia Antone and Ms. Erica Chatman. Mr. Cureton recommends full funding with no change in the Scope of Work. Professional Conservation services are required.
18. Exploring Florida’s Heritage: The Florida Museum’s Discovery Room – Ms. Robyn Bertram presents this project. Representatives present were Ms. Gail Johnson and Ms. Betty Dunckel. The exhibition will combine elements of science and culture. Ms. Bertram recommends full funding with no change to the Scope of Work.
19. Baker County Historical Jail – Ms. Lotane announced that the project has been withdrawn by the applicant. It has already been removed from consideration in the online grant application system.
20. Fort Clinch State Park Bastion Restoration – Mr. Cureton returns to present the project. This is a brick masonry fort built in 1847 and located at Fort Clinch State Park. The structure will continue to be used as an interpretive historic site. The representative present via phone is Mr. Benjamin Faure. Mr. Cureton recommends full funding with no change in the Scope of Work. Professional A/E services are required and will be provided.
21. Historic Central Academy – This wood framed School built in 1936 will be used as a School/Museum and community center. Representatives present are Mr. John Nelson, Mr. Aaron Robinson, and Ms. Felicia Nelson. Mr. Cureton recommends funding \$270,786 (\$350,000 request less \$79,214 overage in Contingency and General Conditions) with no change to the Scope of Work. Professional A/E services are required.

22. St. Augustine Waterworks Structural Restoration – This brick masonry structure built in 1897 would be used as a regional archaeological research and educational facility. Chair Almy and Vice Chair Gonzalez left the room due to a conflict of interest. Project representatives present were Ms. Jenny Wolfe and Ms. Nancy Sikes-Kline. Mr. Cureton recommends full funding with no change in Scope of Work. Professional A/E services are required and will be provided.
23. Historic Hamblen House Restoration – This wood frame residential structure built in 1904 will continue to be used as an American Legion headquarters, public space and restaurant. Project representatives present are Ms. Nancy Birchall and Mr. Ron Birchall. Mr. Cureton recommends full funding with no change in Scope of Work. Professional A/E services are required and will be provided.
24. Roof, Stain Glass Window Repair, Villa Flora – This brick/coquina masonry residence built in 1898 will continue to be used as a facility for education and as a library. Representatives present are Mr. Paul Weaver, Ms. Cheryl Sansone, and Mr. Don Ralph. In his staff presentation, Mr. Cureton voiced concerns were project budget list repairs and replacement of doors. If funded, the applicant should substantiate and document in-kind replacement of doors rather if they cannot be repaired. Professional A/E services are required and will be provided for this project. Mr. Cureton recommends full funding of the project.
25. Trinity Episcopal Church Building Exterior Restoration Project – This church built in 1831 will continue to be used as a church. The project is represented via phone by, Mr. David Whitmore. Mr. Cureton recommends full funding with a change in Scope of Work to delete a waterproof coating system. A professional conservator is required for the restoration of the exterior walls.
26. Fort King Reconstruction Project – The fort consists of a proposed 40,000 foot replica palisade and blockhouses. The proposed use would be as a commemorative historic park. No representatives are present for this project. Mr. Cureton recommends no change in the Scope of Work. A draft a Scope of Work for archaeological design must be submitted to the Division of Historical Resources (DHR) prior to commencement of work. Professional A/E services are required and will be provided. Mr. Cureton recommends full funding for the project.
27. Seminole State Forest Carter House Restoration – This is a residence built in 1938. The proposed use would be as a visitor center and administrative office. The project representative present via phone is, Mr. Joseph Bishop. Vice Chair Gonzalez questioned whether they have an architect. Mr. Bishop stated they would use an in-house architect and hire a professional architect. Mr. Cureton presented a concern that the photographs documenting the need for chimney replacement were not provided. The chimney should be evaluated for repair rather than replacement. The staff recommends a change in the Scope of Work to evaluate the chimney for repair. Professional A/E services are required and will be provided. Full funding of the project is recommended by Mr. Cureton.



Chair Almy called a recess for lunch at 12:01 p.m.

Chair Almy reconvened the meeting at 12:53 p.m. Mr. Cureton returned to present his remaining staff reviews.

28. Bandshell Rehabilitation – The bandshell and adjacent structures were built in 1936 and will continue to be used as a bandshell. The project representative present is Ms. Beth Lemke. Mr. Cureton recommends full funding for the project with no change in Scope of Work. Professional A/E services are required and will be provided.
29. Conrad, Flagler & Sampson Halls Roof Replacements – These academic halls built between 1902 and 1909 will continue to be used as academic facilities. Representatives present are Mr. Sidney Johnston and Mr. Al Allen. Mr. Curton recommends that the applicant provide further evidence of historic roof system for Flagler Hall before final approval of re-roof system. Professional A/E services are not required but are recommended. Mr. Cureton recommends full funding for the project.
30. The Leon & Jewel Collins African-American Heritage Museum at The Harry T. Moore Center Restoration Project – The school building built in 1924 is currently vacant, and proposed use would be as a community center. Representatives present are Ms. Charlene Neuterman, Mr. Gary Palmer, Mr. Jerry Sansom, and Ms. Dixie Sansom. Mr. Bendus informs the Commission that a letter of support was received from Senator Altman. Mr. Cureton recommends a change in the Scope of Work; Professional A/E services are required and will be provided for this project. Mr. Cureton recommends a \$19,744 reduction to account for fees in excess of DMS fee curve, for a recommended funding amount of \$230,256. Vice Chair Gonzalez questioned if there were any historical photos. The representative responded that they are in the process of trying to obtain photos.
31. Old St. Mary's Restoration – This wood framed structure built in 1917 was originally a Catholic church and will be used as a community center. Representatives present were Ms. Alexandra Bernard, Mr. Jerry Samson, and Ms. Dixie Samson. Mr. Curton recommends full funding with no change in the Scope of Work.

Mr. Cureton has concluded his staff presentations, and Mr. Rick Hilburn will present the remaining projects in South Florida.

32. Polk Theatre Interior & Marquee Restoration – This Italian Renaissance style building was constructed in 1927 and will continue to be used as a theatre/office complex. Representatives present via phone are Ms. Hope Bogel and Ms. Leslie Chicora. Vice Chair Gonzalez suggests that the applicant hire a professional architect. Mr. Hilburn recommends full funding with revised budget to include A/E fees.
33. Old Arcadia City Hall Plan Development – This Mediterranean Revival structure was built in 1926. The proposed use will be an arcade civic complex. No project representatives are present. Mr. Hilburn recommends full funding with a change in the Scope of Work to have A/E services include construction contract administration fees.

Mr. Hilburn also recommends revising the budget to allow A/E services and construction administration fees.

34. Dunedin Golf Club Course Restoration – The golf course was built in 1926. A project representative is present via phone, Mr. Ron Randolph. Commissioner Fleming asked Mr. Randolph to discuss the issue of landscaping. Chair Almy questioned if the property was listed on the National Register. Mr. Randolph stated that the property is registered on the National Register for both State and National significance. Mr. Hilburn recommends full funding of the project with no change in the Scope of Work.

**Commissioner Phelps made a motion that the project utilize the historic drainage pattern of the golf course to comply with National Register regulations. Commissioner Fleming seconded. The motion passed unanimously.**

35. Tampa Union Station Window Replacement – This Italian Renaissance style building dating to 1912 would continue to serve as a major transportation hub. A representative was present via phone, Ms. Cherrise Wilks. Mr. Hilburn recommends full funding to allow for a window study to be performed.

**Commissioner Smith made a motion to have a window study submitted as part of the project to meet the requirements of the Secretary of the Interior Standards. Vice Chair Gonzalez seconded. Motion passed unanimously.**

36. Historic Cuscaden Pool – This Art Deco style facility built in 1938 will continue to be used as a public swimming pool. A representative is present via phone, Ms. Cherrise Wilks. Mr. Hilburn recommends full funding with revision to the budget to include A/E services and fees and construction administration fees in Scope of Work.
37. Woodmont Clubhouse Rehabilitation – This frame vernacular structure built in 1914 would be used as a community center. The representative present for the project is Mr. Charles Stephenson. Mr. Hilburn recommends full funding with a change to Scope of Work to reflect framing/demolition to be reviewed by the Division before construction takes place.
38. Cuban Club Centennial Renovation – This Neo-classical building will continue its current use as the Cuban Club. The representative present is Mr. Rolando Perez-Pedrero. Mr. Hilburn recommends full funding with a change in the Scope of Work to allow for design professional services.

**Vice Chair Gonzalez made a motion that if this project is of significant structure the applicant should proceed with an architect/mechanical engineer being involved and that the applicant should work with architect Rick Hilburn to have a small master plan for a grant to add a line item into the budget. Commissioner Hardman seconded. Mr. Bendus stated that the recommendation is entirely appropriate. The motion passed unanimously.**

39. Tampa JCC South – Art Deco style building built in 1941 proposed use would be a multi-purpose community center. Project presented by Mr. Rick Hilburn.

Representatives present via phone were Ms. Emilie Socash, Mr. Jack Ross, and Mr. Jonathan Morton. Staff recommends full funding with no change in the Scope of Work.

40. Sealing the Envelope – The Moorish Revival building will continue in the use of the University of Tampa and the H.B. Plant Museum. Representatives present via phone are Ms. Vilma Zalupski, Ms. Barbara Pennington, and Ms. Gina Almerico. Mr. Hilburn recommends full funding with change in the Scope of Work by deleting non-oak flooring from Scope of Work, and to replace all flooring with in-kind wood and stain/seal it to match the color of the existing wood.
41. True Love Missionary Baptist Church Renovation – Staff indicated that the project has been withdrawn by the applicant, and has already been removed from consideration in the online grant application system.
42. Myakka City Schoolhouse Rehabilitation – This 1914 vernacular building will be used as a community center, library and museum. Representatives present are Ms. Marilyn Coker and Ms. Marie Jones. Mr. Hilburn recommends full funding with no change to the Scope of Work.
43. Curry Houses Complex: Rehabilitation Project – These frame vernacular structures would be used as a historic house museum and education complex. The representative present via phone is Ms. Cherry Robinson. Staff recommends full funding with no change to the Scope of Work.
44. Old Hendry County Courthouse Façade Preservation, Phase I – The 1927 building was originally built as a courthouse. Proposed use is for the offices of the Hendry County School Board. No representatives are present for this project. Mr. Hilburn recommends full funding with no change to the Scope of Work. Per Chair Almy this project will be revisited due to the issue of whether they have a match.
45. Historic Train Village – Staff indicated that this project is ineligible and applicant and has already been removed from consideration in the online grant application system.
46. Continued Excavation, Documentation, and Analysis of Materials from the Old Vero Ice Age Site – The project is presented by Mr. Grant Gelhardt. Project representatives present are Dr. Randy Old and Dr. Andy Hemmings. Mr. Gelhardt recommends full funding with no change to the Scope of Work.
47. Window and Door Repair and Restoration, Boynton Woman’s Club – Mr. Hilburn returns to present this project. This Mediterranean Revival style building built in 1912 will continue to be used as a meeting place for civic and cultural organizations, and for rental to the public for private events. A project representative is present via phone, Mr. Warren Adams. Mr. Hilburn recommends full funding for the project with a change to the Scope of Work to include A/E services and fees.
48. Historic Sunset Lounge Restoration and Rehabilitation – Staff indicated that this application is ineligible and has already been removed from the online grant application system.

49. Jupiter Inlet Lighthouse Keepers Exhibit -Ms. Robyn Bertram presents this project. The exhibit will interpret the daily lives, work, and impact of early lighthouse keepers and their families. A representative is present via phone, Ms. Jamie Stuve. Ms. Bertram recommends full funding for the project with no change in the Scope of Work.
50. Bonnet House Seawall and River Patio - Mr. Hilburn returns to present the project. This 1920 multiple building campus would continue to be a museum. Vice Chair Gonzalez left the room due to a conflict of interest. The project was represented by Mr. Patrick Shavloske. Mr. Hilburn recommends full funding with no change in the Scope of Work.
51. Stranahan House Seawall and River Patio - Representatives of this project asked that the project be delayed until the following day when their project architect is present.
52. Preserving Cor Jesu Chapel in Miami Shores - This chapel is a blend of Neoclassical and Arts and Crafts architecture built in 1940. It is now being used and will continue to be used as a Chapel and community center. Representatives present via phone are Ms. Sandra Mancuso and Ms. Emily Betz. Mr. Hilburn recommends full funding with no change in Scope of Work.
53. Coral Gables Merrick House Restoration - This house is an example of the community's early vernacular architecture native coral rock structures and was built in 1910. Originally built as a residence and plantation, it is now being used as a Museum. A representative is present via phone, Ms. Emily Ahouse. Mr. Hilburn recommends full funding for this project with no change in the Scope of Work.
54. Seminole Theatre - This moderne style building was constructed in 1921, and the proposed use would be as a performing arts theater. No project representative is present. Mr. Hilburn recommends revision of the project budget to allow for a window study to be performed.

A business discussion ensued regarding voting, grant application specifics, types of architects, requirements of the applicant, etc. Commission questioned if it is possible to see the completed project or a project in progress.

**Commissioner Phelps motioned to place a requirement upon municipal and county governments and state agencies to explain why the facility has deteriorated and what would they do to maintain the property if restored in the future. Commissioner Smith seconded with no further discussion. The motion passed unanimously.**

The meeting adjourned for the day at 4:38 p.m. The meeting is scheduled to reconvene the following morning.

The meeting is called to order by Chair Almy at 8:55 a.m. on December 16, 2014.

Commissioner Almy asked Mr. Grant Gelhardt to revisit project #44, Old Hendry County Courthouse and the issue required match. Mr. Gelhardt reported that staff had revisited the project and there is not sufficient documentation of match. The applicant has been contacted for

this information multiple times leading up to the meeting. He tried to contact the applicant again yesterday afternoon, but has not heard from the applicant. Therefore, the project is ineligible, and will be removed from further consideration.

Commissioner Almy asked that Commissioners and Staff again introduce themselves.

**Commission Members Present:** Mrs. Marion M. Almy, Chair; Mr. Del Acosta; Ms. Kathy A. Fleming; Mr. Rick Gonzalez, Vice Chair; Ms. Mimi Reid Hardman; Ms. Malinda J. Horton; Mr. John B. Phelps; and Dr. Clifford E. Smith

**Commission Members Unable to Attend:** Dr. Adam J. Hirsch, Ms. Judy Kane and Ms. Ellen J. Uguccioni.

**Division of Historical Resources Staff Present:** Mr. Robert F. Bendus, State Historic Preservation Officer and Division Director; Ms. Alissa Lotane, Chief, Bureau of Historic Preservation; Mr. Grant Gelhardt, Historic Preservation Grants Supervisor; Ms. Beverly McGriff, Administrative Assistant; Ms. Robyn Bertram, Historic Preservation Grants Specialist; Ms. Stacey Cahan, Historic Preservation Grants Specialist; Ms. Kechia Herring, Historic Preservation Grants Specialist; Dr. Kathaleen Boche, Historic Preservation Grants Specialist; Mr. Rick Hilburn, Senior Architect; Mr. Michael Hart, Historic Sites Specialist; and Ms. Desiree Estabrook, National Register Supervisor.

## VII. Technical Discussion of Grant Applications (cont.)

Mr. Hilburn returned to the podium to present his remaining project reviews.

At the request of the applicant, Project #51 was delayed the previous day. The Commission revisits the project. The Stranahan House is a vernacular house built in 1901. It was originally built as a trading post, post office and community meeting hall is now used as a historic house museum. The project is represented by Mr. Leo Hansen and Ms. April Kirk. Mr. Hilburn recommends full funding with no change to the Scope of Work.

55. The 28<sup>th</sup> Street Obelisk Restoration Project – This is an approximately 40 foot tall concrete obelisk set atop an octagonal base. Representatives present via phone are Mr. Luz Dominguez and Ms. Judy Hoanshelt. Vice Chair Gonzalez stated that the applicant would need to submit updated plans. Commissioner Fleming asked who the architect is for the project and if the architect has advised the applicant on the historic aspects of the project. The representatives responded that the architect is Douglas Wood & Associates and yes they have been advised. Mr. Hilburn recommends a change in the Scope of Work to delete landscape costs from project budget and to revise the budget to account for the landscape cost deletion.
56. Bass Museum of Art Internal Expansion: Russell Pancoast Building Restoration – This Art Deco project built in 1934 originally opened as the Miami Beach Public Library and Art Center and is now being used and will continue to be used as an art museum. A project representative present via phone is Mr. T.J. Black. Mr. Hilburn recommends full funding with no changes to the Scope of Work.

**Vice Chair Gonzalez motioned to remove the Courtyard Glass Enclosure and deduct \$100,000 from the original \$350,000 requested, reducing the grant award amount to \$250,000. Commissioner Phelps seconded, Commission discussed. The motion passed unanimously.**

57. Sanctuary Façade Restoration/Preservation – This mission style church built in 1921 continues to be used as a church. A representative present via phone is Mr. George Hernandez. Mr. Hilburn recommends full funding with a complete structural analysis of façade and develop plan to stabilize building elements before proceeding to restoration of remainder of façade or building. Delete new landscaping from proposed budget & Scope of Work. Vice Chair Gonzalez recommends that the project should not be funded. He states that there are not historic photos in the application to tell whether the project is appropriate [the grant request is for structural assessment and planning only], and he states that the applicant has recently sold their historic courtyard for \$50 Million adjacent to the property. He does not feel that this is an appropriate project and that the applicant should not be rewarded for the sale of the courtyard which will have an adverse effect on the historic building. Discussion ensued, including discussion of Restrictive Covenants. The Commission would like to revisit the application if staff can reach a project representative by phone [no applicant could be contacted during the course of the meeting].
58. Courthouse Electrical Restoration Project – This Neo-classical building constructed in 1928 was originally used as City Hall, and is now being used as a Courthouse. The representatives present via phone are Mr. Cary Barker, Ms. Arlene Batch, and Mr. Ivan Vega. Mr. Hilburn recommends full funding for the project with no change in the Scope of Work. Vice Chair Gonzalez recommended that the project should not be funded because the project is more for electrical work than for historic restoration and the electrical should be the responsibility of the local government. Dr. Smith stated that this is a maintenance issue. Discussion ensued. [Though the Commission discussed the appropriateness of funding this project, no motion was made. It was not removed from consideration. Electrical work is an eligible item under the current grant program.]
59. Hurt Building Restoration – This Moorish Revival building built in 1926 was constructed as a gas station, hotel, and stores. It is now being used as offices. Representatives present for the project via phone are Mr. Willie Logan and Ms. Mary Means. Mr. Hilburn recommends full funding with no change to the Scope of Work.
60. Fulford-by-the-Sea Monument Restoration – This monument built in 1924 was originally used as a marquee entrance to the City and is now an historical monument. The project representative present via phone is Mr. Richard Lorber. Mr. Hilburn recommends full funding with no change to the Scope of Work. Vice Chair Gonzalez commented, this is a well done application.
61. Restoration of the Fairchild-Sweeney Home – This Spanish Revival style house built in 1928 was originally built as a residence and is now being used as a public venue. No project representatives are present. Mr. Hilburn recommends full funding with no change in the Scope of Work. Vice Chair Gonzalez commented, this is a well written application.

62. Biscayne Park Log Cabin Restoration Project Phase 2 – The log cabin built in 1933 will continue to be used as a Village Hall and for community & government meetings. The project representative present via phone is, Ms. Heidi Shafran. Mr. Hilburn recommends full funding with no change in the Scope of Work.
63. Restoration and Protection of Historic Key West Armory – This Renaissance Revival, Baroque, and Victorian Gothic building originally built in 1903 as a National Guard Armory is now being used as Artist Studios. The project representative present via phone is Ms. Diane Silvia. Mr. Hilburn recommends full funding with no change in the Scope of Work.
64. Key West Custom Home Preservation Project – This Richardsonian Romanesque building built in 1891 was originally used as the Key West Custom House and other government offices. It is now being used and will continue to be used as the Key West of Art and History at the Custom House. No project representative is present. Mr. Hilburn recommends full funding with no change in the Scope of Work.
65. Structural Stabilization of the Waterfront Playhouse – This Key West vernacular structure was built ca. 1889. It was originally constructed as a warehouse and is now being used as a theater. No project representative is present. Mr. Hilburn recommends full funding of the project with no change in the Scope of Work.
66. Scottish Rite Masonic Temple Rehabilitation – This Moderne style structure built in 1951 originally served as a Masonic Lodge and is currently under renovation. The proposed use would be an Arts Center with classrooms. The project representative present via phone is Mr. Jed Dobbs. Mr. Hilburn recommends full funding with a revised budget to account for A/E services and fees. He also recommends a change to the Scope of Work to include A/E services and fees.

Chair Almy recognized that the project reviews were completed.

Bureau Chief, Ms. Alissa Lotane read over the list applications to be removed from the voting process.

#14 Phase II Jerkins Community Revitalization Project – Removed \$0 Funding

#15 Douglass High School Rehabilitation – Removed \$0 Funding

**Vice Chair Gonzalez motioned to remove \$0 funded project #14: Phase II Jerkins Community Revitalization Project and project #15: Douglass High School Rehabilitation and encourage project #14 refine their application and apply next year. Commissioner Phelps seconded. The motion passed unanimously.**

#19 Baker County Historical Jail – Withdrawn Ineligible

#41 True Love Missionary Baptist Church Renovation – Withdrawn Ineligible

#44 Old Hendry County Courthouse Façade Preservation, Phase I

Staff confirmed that the applicant did not submit sufficient match documentation. The match they submitted was all in-kind and needed to be at least 25% cash. The application is therefore ineligible and is removed from further consideration due to lack of required match.

#45 Historic Train Village – Withdrawn

#48 Historic Sunset Lounge Restoration and Rehabilitation – Withdrawn

These projects will be removed from further consideration and will be removed from the online voting system.

#56 Bass Museum of Art Internal Expansion: Russell Pancoast Building Restoration

By a vote of the Commission, the grant request was reduced from \$350,000 to \$250,000 due to removal of the courtyard window replacement from the application

Ms. Lotane discussed voting procedures. Mr. Gelhardt further explained the voting and ranking process. Projects will be ranked from 1 to 59, with 1 being the highest score, and 59 being the lowest score. There is an “abstain” button in the online system for those projects where a Commissioner has abstained.

Commissioners finalized preliminary scores.

The meeting adjourned for lunch at 11:45 a.m.

The meeting is called back to order by Chair Almy at 12:56 p.m. for the Business Meeting portion of the agenda.

#### **IX. Commission Approval of Recommended Funding List**

Chair Almy read the preliminary project rankings and announced that there were three ties that the FHC, by motion of a member and a vote, will break.

Chair Almy asked for a motion ranking the first set of tied projects:

#21: Bandshell Rehabilitation – City of Daytona Beach

#22: Polk Theatre Interior & Marquee Restoration – The Polk Theatre, Inc.

#23: Fort King Reconstruction Project –City of Ocala

**Vice Chair Gonzalez motioned to place the Polk Theatre project #21, the Bandshell Rehabilitation project #22, and the Fort King Reconstruction project #23. Commissioner Fleming seconded, Commission discussed. Dr. Smith motioned to move Fort King to #22 and Polk Theatre to #23. Maker and second do not move. Vice Chair Gonzalez’s motion passed with one opposition vote from Dr. Smith.**

Ms. Lotane confirmed new ranking of projects #21-23. Chair Almy asked for a motion ranking the second set of tied projects:

#28: Window and Door Repair and Restoration – Boynton Woman’s Club

#29: Roof, Stained Glass Window Repair, Villa Flora – Sisters of St. Joseph, Inc.



Commissioner Fleming motioned to place the Sisters of St. Joseph project #28 and the Boynton Woman's Club project #29. Chair Acosta seconded, no discussion. The motion passed with one opposition vote from Vice Chair Gonzalez.

Ms. Lotane confirmed new ranking of projects #28-29. Chair Almy asked for a motion ranking the third set of tied projects:

#44: Sopchoppy High School – Wakulla County School Board

#45: Fulford-by-the-Sea Monument Restoration – City of North Miami Beach

**Dr. Smith motion to keep the ranking as is (#44: Sopchoppy and #45 Fulford-by-the-Sea). Chair Horton seconded, no discussion. The motion passed unanimously.**

Ms. Lotane announced that the FHC has the ability to recommend the entire ranked list to the Secretary of State for funding, or has the ability to recommend any portion of the list.

Chair Almy stated that the total for all 59 projects is \$14,396,082.28. Mr. Bendus indicated that the Florida Legislature fully funded the list last year, as well as several member projects; there is no indication of a deficit this year. Mr. Bendus reiterated that it is up to the Commission to decide whether to recommend the entire list for recommended funding, or cut off at a point that can be agreed upon.

Chair Almy asks Commissioners to individually look over the list and then have a motion to either drop projects from the list or recommend funding to all projects.

**Vice Chair Gonzalez motioned to recommend funding for projects #1-55, and to remove projects #56-59 from the list. Chair Fleming seconded, no discussion. The motion passed unanimously.**

Chair Almy announced the conclusion of the Special Category Grants review process. Commission members thanked the staff.

### **Business Meeting**

- X. Approval of Minutes from September 5, 2014 Meeting.

**Chairman Almy called for a motion to approve the minutes as emailed. Commissioner Smith so moved. Motion was seconded by Commissioner Phelps and approved unanimously.**

- XI. Director's Comments

Director Bendus thanked the Commission for their preparation and involvement in the review and ranking process, and for the time they made to travel and assist the Division. Director Bendus advised the Commission that the Historic Preservation Grant Programs Administrative Rule will be updated through the rule making process. He also announced his sadness to receive notice of the replacement of Commissioners Horton and Acosta on the Commission, and thanked them both for their service and hard work.

## XII. Annual Election of the Assistant Presiding Officer

Chairman Almy opened the floor for the annual election of the assistant presiding officer. **Commissioner Phelps moved to recommend Vice Chair Gonzalez remain as Assisting Presiding Officer. Motion was seconded by Commissioner Fleming and approved unanimously.**

## XIII. Recommendation of Historic Preservation Awards

The nominating committee put forth the names of Dr. Della Ireton-Scott for the Senator Bob Williams Public Employee Award, and Ms. Becky Roper Matkov for the Mary Call Darby Collins Volunteer Award. **The subcommittee report served as a motion. Motion was seconded by Commissioner Fleming and approved unanimously.**

## XIV. Capitol Complex Memorials

Director Bendus provided background on the recent legislative amendment which provides that the Commission shall now collaborate on the creation of a memorial garden on the Capitol Complex grounds. Director Bendus recommended that the Commission give authority to the Division to work with the Department of Management Services (DMS) to develop a proposed procedure for the Commission to review on the design and placement of memorials, which will be presented to the Commission for approval.

**Commissioner Phelps moved that the Commission empower the Division to work directly with the DMS to resolve the process to review these projects. Motion was seconded by Commissioner Fleming seconded and approved unanimously.**

Ms. Roz Ingram, Bureau Chief of Business Support within DMS joined the meeting at 1:55 p.m. Ms. Ingram advised that DMS would like to determine the level of interest from the Commission on their input. Commissioner Phelps advised that the legislation was created to give a sense of order and ensure the memorials are historically accurate on the plaza, and requested a proposed memorial plan at the next meeting in March 2015. Director Bendus suggested that DMS present the Commission with the overall schematic plan of the Capitol Complex to help define and design the memorial garden area as how it exists, as the first step in implementation, then work together in collaboration on the design, accuracy and placement issues. Ms. Ingram advised that DMS will provide the Commission with a high-level draft at the Commission's March 2015 meeting.

## XV. Other Business

Director Bendus discussed the status of commission members' term dates and appointments, and encouraged commission members to reach out to their respective appointing authorities should they seek reappointment.

Florida Heritage Month meeting dates were announced, to coincide with the Florida Heritage Awards Ceremony on March 11, 2015. The Florida Historical Commission will meet on Wednesday, March 11, 2015, 1:00 p.m. to conclusion, and the Florida National Register Review Board will meet on Thursday, March 12, 2015, 9 a.m. to conclusion.

Director Bendus spoke about the upcoming 50<sup>th</sup> anniversary of the passing of the National Historic Preservation Act in 2016, and how the Division is gearing up to celebrate that significant event. He requested a dialogue start with the Commission regarding advice on planning.

Chairman Almy thanked all, especially the presenters for their hard work over the two-day meeting. Director Bendus thanked staff for the countless hours of preparation put in to the meeting, and for the continued technological improvement of the Division's public meetings.

XVI. Public Comment

Mr. Patrick Shavloske, Bonnet House Director of Development, noted that one of the questions on the grant application regarding 'all previous grants received' could be furthered clarified to explain if the organization's history of grants or grants relating to the preservation of the building was needed.

XVII. Adjourn

**Chair Almy called for a motion to adjourn. Commissioner Fleming moved. Motion was seconded by Commission members and approved unanimously.**

Meeting adjourned at 2:02 p.m.

\_\_\_\_\_ Presiding Officer

 \_\_\_\_\_ State Historic Preservation Officer and  
Director, Division of Historical Resources

Approved:  \_\_\_\_\_

3-12-2015