



**HISTORIC PRESERVATION BOARD
AGENDA
October 9, 2025
6:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**
 - A. SEPTEMBER 11, 2025 HISTORIC PRESERVATION BOARD MEETING MINUTES
- 4. NEW BUSINESS**
- 5. OLD BUSINESS**
 - A. DISCUSSION REGARDING RECOGNITION OF RESIDENTS 85 YEARS OLD AND OVER
 - B. DISCUSSION REGARDING THE PROCESS OF DIGITIZING THE CITY'S HISTORICAL ARTIFACTS FROM THE SAMUEL S. BROWN ROOM
 - C. UPDATE REGARDING THE BROWARD COUNTY HISTORIC PRESERVATION BOARD'S APPROVAL OF VICE MAYOR TYCIE CAUSWELL AS A 2025 BROWARD COUNTY PIONEER
- 6. OTHER BUSINESS**
- 7. ANNOUNCEMENTS**
- 8. PETITIONS FROM THE PUBLIC**
- 9. FUTURE AGENDA ITEMS**
 - A. FUTURE MEETINGS

The next scheduled Historic Preservation Board meeting is on November 13, 2025 at 6 p.m.
- 10. ADJOURNMENT**

If a person decides to appeal any decision made by the Board, Agency, or Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (FS 286.0105)

Any person requiring auxiliary aids and services at this meeting may contact the City Clerk's Office at (954) 535-2705 at least 24 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by using the following numbers: 1-800-955-8770 or 1-800-955-8771.

CITY OF LAUDERDALE LAKES

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Fiscal Impact:

Contract Requirement:

Title
SEPTEMBER 11, 2025 HISTORIC PRESERVATION BOARD MEETING MINUTES
Summary
Staff Recommendation

Background:

Funding Source:

Fiscal Impact:

Sponsor Name/Department:

Meeting Date: 10/9/2025

ATTACHMENTS:

Description	Type
<input type="checkbox"/> September 11, 2025 HPB Meeting Minutes	Minutes



**HISTORIC PRESERVATION BOARD
MINUTES
September 11, 2025
6:00 PM**

1. CALL TO ORDER

Chairperson Fyffe called the September 11, 2025 Historic Preservation Board meeting to order at 6:05 p.m.

2. ROLL CALL

PRESENT

Chairperson Caroline Fyffe
Secretary Simone Shepherd
Board Member Nicole Hall
Board Member James Etta Warner

ABSENT

Board Member Celeste Humphrey

ALSO PRESENT

Advisory Board Liaison Pav Benasrie-Watson, City Clerk's Office

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A. JUNE 12, 2025 HISTORIC PRESERVATION BOARD MEETING MINUTES

Vice Chair Hall made a motion to approve the June 12, 2025, Historic Preservation Board meeting minutes. Board member Warner seconded the motion. The minutes were approved unanimously.

4. NEW BUSINESS

A. TOUR OF THE SAMUEL S. BROWN ROOM

This item was moved to the next Historic Preservation Board meeting.

B. TRANSITIONING THE HISTORIC PRESERVATION BOARD FROM THE CITY CLERK'S OFFICE TO DEVELOPMENT SERVICES

Tanja McCoy, Development Services Director and Lauren Pruss, Development Services Assistant Director introduced themselves to the Board as they will be the liaisons for the Historical Preservation Board starting January 2026.

Discussion ensued amongst the Board regarding the City Commission's desire to designate historical sites within the City. The Development Services department will assist with this initiative and the City Clerk's Office will continue to assist the Board with the opening of the Sam Brown Room for visitors once per month.

Ms. McCoy informed the Board about the designation of the historical sites process which included doing an inventory of the city's properties and coming up with sites that meet the criteria and standards relative to the codes.

C. DISCUSSION REGARDING THE BROWARD COUNTY HISTORIC PRESERVATION BOARD'S APPROVAL OF VICE MAYOR TYCIE CAUSWELL AS A 2025 BROWARD COUNTY PIONEER

The Board stated they would like to do a small celebration for Vice Mayor Causwell. Board Liaison Benasrie-Watson stated she would speak to the Acting City Manager regarding the celebration.

5. OLD BUSINESS

A. DISCUSSION REGARDING RECOGNITION OF RESIDENTS 85 YEARS OLD AND OVER

Board member Warner stated that she will continue to reach out to former Commissioners to see if they can recommend anyone for this recognition.

Vice Chair Hall suggested reaching out to former recipients who received this recognition to see if they have any recommendations.

B. DISCUSSION REGARDING THE PROCESS OF DIGITIZING THE CITY'S HISTORICAL ARTIFACTS FROM THE SAMUEL S. BROWN ROOM

Vice Chair Hall stated she would like to focus on the Board's goal of digitizing 25% of the Sam Brown Room's artifacts. The Board stated that they would like to meet with the Public Information Office at the next meeting to discuss what is needed to get the project start.

6. OTHER BUSINESS

7. ANNOUNCEMENTS

8. PETITIONS FROM THE PUBLIC

9. FUTURE AGENDA ITEMS

A. FUTURE MEETINGS

The next scheduled Historic Preservation Board meeting is on October 9, 2025 at 6 p.m.

10. ADJOURNMENT

Chairperson Fyffe adjourned the Historic Preservation Board meeting at 7:00 p.m.

SIMONE SHEPHERD, SECRETARY

ATTEST:

PAV BENASRIE-WATSON, HPB LIAISON

CITY OF LAUDERDALE LAKES

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