



HISTORIC TOWN OF EATONVILLE, FLORIDA

HISTORIC PRESERVATION BOARD AGENDA

Thursday, November 14, 2024, at 1:00 PM

Town Hall - 307 E Kennedy Blvd

Please note that the HTML versions of the agenda and agenda packet may not reflect changes or amendments made to the agenda.

I. CALL TO ORDER

II. ROLL CALL

III. INVOCATION AND PLEDGE OF ALLEGIANCE

IV. CITIZEN PARTICIPATION (Three minutes strictly enforced)

V. APPROVAL OF MINUTES

1. Meeting Minutes July 14, 2022
2. Meeting Minutes September 12, 2024

VI. BOARD PRESENTATION/DISCUSSIONS

3. National Trust/African American Cultural Heritage Action Fund (AACHAF) Presentation Overview and Status of Historic Preservation Planning Support to the Town of Eatonville Accepted By The Town In March 2024.

VII. COMMENTS

4. Staff Comments

VIII. ADJOURNMENT

The Town of Eatonville is subject to the Public Records Law. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

****PUBLIC NOTICE****

This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26



HISTORIC TOWN OF EATONVILLE, FLORIDA HISTORIC PRESERVATION BOARD MEETING MEETING MINUTES

Thursday, July 14, 2022, at 1:00 PM

Town Hall (Council Chamber) - 307 E Kennedy Blvd. 32751

SPECIAL NOTICE: These meeting minutes are presented in an abbreviated format intended as a public record discussion of stated meeting according to the Florida's Government-in-the-Sunshine law. Meetings are opened to the public, noticed within reasonable advance notice, and transcribed into minutes for public record. ***Audio Recording are available through the Town's website on the Council Agenda Page.*

CALL TO ORDER AND VERIFICATION OF QUORUM: Interim Chair Rosa Pickett called the meeting to order at 1:01 p.m. and confirmed that the board should have their packages and agenda. Quorum was established by roll call through Mrs. Veronica King asking each board member to state their names.

PRESENT: (4) Interim Chair Rosa Pickett; **Board Members:** Timothy Hudson; Laverne Bellamy Williams; Cynthia Haywood (**Absent:** Mae St. Julien)

STAFF: (2) Veronica King, **Interim Town Clerk;** Cathy Williams, **Interim CAO**

INVOCATION AND PLEDGE OF ALLEGIANCE: Interim Chair Rosa Pickett asked Cynthia Haywood to give the invocation followed by the Pledge of Allegiance.

APPROVAL OF MINUTES: The wrong meeting minutes were provided to the board. The clerk read the correct meeting minutes into the record while Cathy Williams provided copies of the correct meeting minutes. **Motion made to Approve** meeting minutes for April 29, 202; **moved** by Timothy Hudson; **second** by Lavern Williams; **AYE: ALL, MOTION PASSES.**

PUBLIC HEARING-ACTION ITMES:

Certificate of Appropriateness for new construction within the Historic District address 339 Clark Street.

Applicant Althea Montgomery, property owner for 339 Clark Street (Eatonville); currently reside 4647 Raleigh Street in Orlando 32811. The contractor/engineer was present. The drawings were provided in the May's board package. **Comments:** Applicant is requesting for a Single-family home and for the property to be returned back to one lot (Currently two lots); because of a change in the plan, applicant had to come back before the historic preservation board a second time; Cathy Williams verified for the record that the proper advertisement was noticed in the newspaper, the required mailouts to residents who live within a 200 ft radius of the property was completed, and the notice board was also placed on the property. **Public Comments:** Gloria Jones – Inquired about why there is a need to have plans and drawings, how is the property historic (it is within the historic district); what are the historic areas, should be able to build. **Comments/responses by the board:** The board will not prevent the applicant from building; when changing the use of the property there is a process and formalities to follow; there is specific areas designate as the historic preservation district; a schematic of the historic properties can be provided; the historic homes on Clark are properties at 251, 337, and 339 (Clark Street). Ms. Jones believes that the addresses listed are wrong. Wayne Scantling (7273 Branch tree Drive, Orlando) the applicant's engineer and contractor brought and referenced drawings; on the town website, the historic map does not indicate the property within the historic district; inquired if the document on the website is outdated; it is not in the Orange County records that the property had been sub divided; it appears that the request to divide the property was presented but approved; believes it is still one large property. The applicant did not subdivide the

property because she did not want the easement included; the design was based on the house that was there previously; is concrete block, separate garage with a breezeway between the house and the garage; approximate sq.ft. is 1218 under air and 1542 total sq.ft., will meet the required codes.

Motion made to **Approve** the request for Certificate of Appropriateness for new construction within the Historic District address 339 Clark Street (COA 2022-02); **moved** by Timothy Hudson; **second** by Cynthia Haywood; AYE: ALL, **MOTION PASSES.**

Comments: The intent is to maintain the integrity of the historic district; there are guidelines that have to be followed.

MEMBER COMMENTS: None.

STAFF COMMENTS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT Interim Chair Rosa Pickett adjourns meeting. **Meeting Adjourned at 1:47 P.M.**

Respectfully Submitted by:

Veronica L King, Interim Town Clerk



HISTORIC TOWN OF EATONVILLE, FLORIDA HISTORIC PRESERVATION BOARD MEETING MEETING MINUTES

Thursday, September 12, 2024, at 1:00 PM

Town Hall (Council Chamber) - 307 E Kennedy Blvd. 32751

SPECIAL NOTICE: These meeting minutes are presented in an abbreviated format intended as a public record discussion of stated meeting according to the Florida’s Government-in-the-Sunshine law. Meetings are opened to the public, noticed within reasonable advance notice, and transcribed into minutes for public record. ***Audio Recording are available through the Town’s website on the Council Agenda Page.*

CALL TO ORDER AND VERIFICATION OF QUORUM: Interim Chair Rosa Pickett called the meeting to order at 1:07 p.m. and quorum was established by roll call through Mrs. Veronica King asking each board member to state their names.

PRESENT: (4) Chair Rosa Pickett; **Board Members:** LaDwyana Jordan (Vice-Chair); Laverne Bellamy Williams; Jane Turner (**Absent:** Ann Dawkins)

STAFF: (2) Veronica King, **Town Clerk;** Cobbin McGee, **Planner 1**

INVOCATION AND PLEDGE OF ALLEGIANCE: Interim Chair Rosa Pickett led a moment of silence followed by the Pledge of Allegiance.

PUBLIC PARTICIPATION:

N.Y. Nathiri – (Provided Handout) – read a letter expressing concerns on behalf of the Association to Preserve the Eatonville Community, about the Historic Preservation Board, being newly-reconstituted needing orientation and training; has concerns about the Club Eaton structure having no protection from the rain which can led to Demolition by Neglect; discussed the need for public transparency and process when conducting the business of the people of Eatonville; shared opportunities for the best, on-going training, Club Eaton will provide a case study in how a restoration project should be conducted, and PEC is offering at no cost their expertise and experience as a recognized professional by the State of Florida, Division of Historical Resources; have a volunteer with family ties to Eatonville (Innis Davis). The board are the gatekeepers and responsible for making certain that the ordinance as it was written is followed. The historic preservation is what they call quasi legal with lots of requirements. **Board Discussion:** Newly reconstituted board in need of orientation and training. The town clerk recognizes that this is a newly instituted board for the historical preservation. Last year there was an initial training dealing with the Florida state statue requirements for the board and how it will run, training was facilitated by our attorney. Research on specific training for the historical preservation will be done. The board is back active and this being the first meeting will provide an update to where we are now and where we need to go. There are no decisions to be made about any project. We are in a good place in terms of reestablishing this board and getting the qualified training needed to be efficient and proficient in some of the decisions that will be made. The only decision to be made today is determining who would be the chair and vice chair. There is a full board of five members in which Ann Dawkins is not present. Board request a list of board members and contact information. Would like to see youth involved, raise historic preservationists. Reasons why there were

no active meetings in the last year because there were some discrepancies in how the historical preservation board was functioning and legal had to get involved. We are ready to move forward with a full board, the board can implement desired ideas, the opportunities are open and are available.

David Barany – (Owner of Club Eaton) Gave an update on the restoration/renovations of the Club Eaton. The building has been sitting without a roof for seven years and the emergency partial demolition came as a result of asbestos panels determined from an asbestos study, legally obligated to do the partial demolition under the approval by the CRA Director (Shan Rose). Barany has good intentions in proceeding forward with caution, have respect for history and is here to answer any questions. The board wants to maintain the historical ambience of the building. Mr. Cobbin McGee is the planner and liaison to the board, the clerk will notice the meeting, prepare the meeting, make sure the board has their materials needed for the meeting. Mr. McGee is the point of contact as well as the clerk.

BOARD DECISION:

Appointment of Chair and Vice Chair - Interim Chair Rosa Pickett gave history of her role on the board. Assumed the role a chair by Mr. Benderson when the former chair Ms. St. Julian became ill, need to officially appoint a chair and vice-chair. Nominations for the Chair was Rosa Pickett and Jane Turner for Vice-Chair (declined). LaDwyana Jordan was the second nominee for the Vice-Chair.

- **MOTION (By the Clerk)** was made for Rosa Pickett to be the official chair for the Historical Preservation board; **second** by Laverne Bellamy Williams; **AYE: ALL, MOTION PASSES. Comments:** Reference was made to a notebook with pictures of everything in the historic district, with provisions would be a starting point, was helpful as the citizens would come and speak to properties that could be located and seen. The clerk has the notebook in both physical and electronic copy. Mr. McGee will give some updates on the steps that is being taken to re-survey, the notebook is outdated and needs updates.
- **MOTION (By Jane Turner)** was made for LaDwyana Jordan to be Vice Chair; **second** by Laverne Bellamy Williams; **AYE: ALL, MOTION PASSES. Comments:** LaDwyana Jordan stated that she needed training.

BOARD UPDATES/DECISIONS:

Introductions: Mr. McGee gave an overview of his background, experience, and role to the historic preservation as well as the other responsibilities he has to include the support staff and planner consultant within his department as the Planner 1.

FEMA Grant Update: The grant is about 24 historic buildings and district assessment project for the Department of Emergency Management. The town has granted an application and given awarding assistance through the Florida Department of Emergency Management. The town will be able to award assistance from FEMA's DR 4673 Community Assistance Recovery Support Function to update the historic survey as required by the town's land development code. There are four tasks currently underway, the identification of historic properties, the archaeological site data collection, preliminary history and architecture preservation strategies, and historic preservation officer training. Have received the archaeological task to archaeological site data collection draft, Mr. Cobbin along with NY Nithiri and Ms. Melissa Jess of the National Trust for Historic Preservation, the African American Cultural Action Fund who is assisting along with Mr. Everett Fly (a nationally recognized historic preservation expert) with whom he was involved with the 1998 survey for Eatonville. Jacobs Engineering is the name of the firm working with FEMA will revise, draft survey to address the comments and critique that's been provided to them, they also provided the identification of historic properties which is currently being critique, we will provide comments for them to address. The Historic Preservation Officer Training is scheduled for September 25th; will provide the historic preservation board by the end of the year all final deliverables as a result of the survey and seek to formally update the necessary historic boundaries and new areas as recommended. On the State Historic Preservation Office (the Registry and the National Register

of Historic Places), there are 15 properties listed in the book, Mr. Cobbin will ensure that the board get a copy of the historic preservation manual which has the map, the current listing, with extensive historic preservation architectural design guidelines and architectural features that have to be preserved and incorporated into the design when there is new construction in the historic district. **Comments:** As a new established board, what support you have is Mr. Cobbin representing administrative staff, a certified planner (Tara Salmieri), and the town attorney. Anytime something comes before this board it will be vetted through our planner one, a certified planner and our attorney. Training could be recommended from the clerk’s office, Mr. McGee’s office, from the attorney as well as the certified planner. If the board members are informed about training, send to the clerk for distribution to the other board members, due the sunshine law, board members cannot communicate together. The clerk had to fill vacancies in which we currently have a full board. If you would like to add alternates, recommendations can be made to the town council, according to the town code, the historical preservation board calls for five regular members. If there is an alternate, the alternate does not have any voting rights until one of the regular board members are absent. The board has support to ensure that you are qualified, and educated when addressing future projects. This board is in transition and things are being put in place. I identifying training consider training through the State of Florida, Orange County, in-house training with staff and the attorney, and information session to go over the historic preservation manual and code updates.

Nightclub Site Redevelopment Update: There was a partial demolition permit issued without a review by the Historic Preservation Board for reason due to the asbestos mitigation and pieces of the building were falling down onto the sidewalks which imposed danger to the people of the town public and attracted nuisance that the code enforcement officer can attest that the police had to go in to remove a transient, it was attracting children wanting to explore the building, the building is more stabilized than before the demolition. There has not been an official pre-application meeting for pre-development that would take place with the certified planner (Tara Salmieri) and the owner, to take place prior to applying for the redevelopment (build out permit). Mr. Barany and the architect are present to learn of the expectations and desires for the building. A floor plan of the nightclub has been located that may assist in the developing concepts. Looking for plans that have infrastructure drawing to help avoid water breaks due to digging and installing fiber optic lines in town. Malcolm Jones, the principal architect is working with the owner, Mr. Barany and present to introduce himself, provide updates, ask questions, or give feedback or ideas. Malcolm Jones is excited about the openness to being trained properly so all can learn and do this process properly together, the purpose is not step in and enforce anything against anyone’s will of design, want to know the town better, have been involved in town through a nonprofit called Black Architects in the Making Orlando, having worked with the Boys and Girls Club, been ingrained in the town for a couple years. The goal as the designer is to help navigate conversations and come up with a design beneficial for the greater good that tries to hit as many of the points expressed by the people involved, would love to hear from anybody who has experience, can schedule another time and will submit through the process of the historic preservation regulations to include ordinances specific to the Town of Eatonville's Historic Overlay District, then submitting, concepts, and drafts, to assist Mr. Cobbin in writing a staff report to present to the board for the final presentation. Plan to use the stories and feedback provided as design drivers to help set the stage for what the building will become and/or restoring it back to what it was before, incorporating today's modern age for it to be an impactful project; community input is important and needed, looking to schedule visioning sessions to focus on conversation about the project in the building, listening, taking data and information, looking at the current state of the building, researching the history, looking at old photos, looking at the former use to include the addition put on at some point to the rear, having enough historic documentation such as the floor plan would be good to have, would like to see a building that keeps up to date in its general current form, brought to code bringing it into a palatable timeline for today's age and would work with the fabric of Eatonville, finding opportunities to reintroduce some of the history that was present, such as the ice block, the diamond shaped windows that clearly indicates important parts of the history of this building. Creating community engagement as discussed with Mr. Barany to the possibilities of having a performance arts center providing stage for performances of different types, a gallery space. Estimate going

into October with a conceptual design to be ready to present after following the steps of meeting with Mr. Cobbin, and doing a visiting session. Mr. Cobbin stating that the prior use of the building was a nightclub, which is currently an allowable use. In the zoning district, the intended use of the performing arts is not presently an allowable use, in the process of creating a consolidated land use table and code, which will be an update adding uses that will include a performance hall, townhouses, accessory dwelling units, among other uses. The timing should work out fine by the time a build out permit is needed. The acting executive director, who is Councilwoman Randolph was the advocate for getting this meeting established desiring the board to be updated on the efforts that is being done at Club Koha (Eaton) because of it being a historical icon in the town. This is one of many meetings that will take place whether or not a decision is required, to provide information to keep the board informed.

COMMENTS (Staff/Board):

Board Member Jane Turner: Looking forward to the training and education so the board can function at the highest level

Board Vice Chair LaDwyana Jordan: Agreed to a need for training

Board Member Laverne Bellamy Williams: No Comments

Chair Rosa Pickett: Provided updates on the Moseley House, replacing boards with the same boards, and replacing shingle roof with a shingle roof, when the contractor submits for a permit to do the alteration, it will come before the board for consideration. There is specific guidelines for painting and details for the cornices that will need to come before the board.

STAFF COMMENTS:

Planner Cobbin McGee – No Comments

Town Clerk – Board has agreed by consensus to have regular meetings every month as a newly established board whether or not there are actions items, next meeting is Thursday, October 10th. Another reason why the board has not met because of the moratorium that have been in place for over a year, developments any permitting came to a halt. Stakeholder meeting is 4th Mondays at 5:30 p.m.; Training opportunity on September 25th, Board Vacancy for an alternate

Acting Interim Executive Director Wanda Randolph – Inquired and encouraged anyone who may have pictures to share about Club Eaton that could assist towards the design of the building.

ADJOURNMENT:

ADJOURNMENT Chair Rosa Pickett adjourns meeting. **Meeting Adjourned at 2:17 P.M.**

Respectfully Submitted by:

Veronica L King, Town Clerk



National Trust for Historic Preservation®

March 15, 2024

Hon. Angie Gardner
Town of Eatonville
307 E Kennedy Blvd
Eatonville, FL 32751

Re: Master Planning Support from the National Trust for Historic Preservation’s African American Cultural Heritage Action Fund

Dear Mayor Gardner,

The National Trust for Historic Preservation (“National Trust”) would like to support and assist the Town of Eatonville’s historic preservation efforts through its African American Cultural Heritage Action Fund because Eatonville’s history is nationally significant and worthy of preservation. The National Trust would be honored to help preserve its unique heritage and historic character – a legacy imbued in the history of Black Towns, literary arts, racial equality, and citizenship. With this letter, we aim to begin formalizing a supportive relationship between the National Trust and the Town of Eatonville, and we look forward to working with you to identify how our commitment can benefit and positively impact your planning efforts.

The National Trust’s engagement with Eatonville began on October 25th-26th, 2023, when staff from the National Trust’s African American Cultural Heritage Action Fund (“AACHAF”) and Law Division visited Eatonville at the invitation of the Association to Preserve the Eatonville Community (PEC). That visit, organized by N.Y. Nathiri of PEC, showcased the tremendous community spirit and rich cultural heritage of Eatonville. The National Trust is convinced that our engagement with Eatonville is both warranted and urgent, and our positive interactions with the Town of Eatonville’s staff both during our visit and subsequently have encouraged us to seek a more direct partnership with the Town of Eatonville.

During our conversations with the Town of Eatonville’s Chief Administrator, Demetris Pressley and staff, Brent Leggs, Executive Director of the AACHAF and Senior Vice President of the National Trust, shared the opportunity for the Town of Eatonville to receive a grant, through the Descendent and Family Stewardship Initiative, to support its master planning process in partnership with community stakeholders. This letter re-affirms that offer. As part of the direct partnership with the Town of Eatonville, the AACHAF proposes the following:

- The AACHAF will fund a preservation consultant to work in tandem with the Town’s selected planning contractor (Baker Barrios Architects,

Orlando, FL) to develop and implement an integrated scope that embeds historic preservation into the Eatonville Master Plan. The consultant will assist the firm with historical documentation and interpretation of findings to deeply inform the Master Plan. As part of this process, the consultant would be tasked with:

- Updating Eatonville's historic resources and landscape surveys and reviewing existing historic preservation plans, ordinances, and practices to devise policies that ensure the integrity of authentic historic and cultural resources are maintained using ordinances that support the preservation of cultural landscapes through sensitive development processes for the Town of Eatonville's contributing buildings and vacant lots.
- Producing a written methodology to identify descendant-and-family-owned or occupied properties with developing local strategies to assist descendant residents and family stewards in sustaining ownership and building capacity.
- Drafting an outline for amending the existing Eatonville Historic District National Register of Historic Places nomination (1998) to include an illustrated historic and cultural landscape report and to identify endangered historic sites for direct preservation action.
- The AACHAF will provide an initial \$25,000 in grant support to the Town of Eatonville to engage a consultant to reinforce the selected planning contractor's community engagement of Eatonville residents, the African American community, and descendant leadership in the master planning process. The selected consultant will be determined in consultation with the AACHAF.
- The AACHAF will make available \$125,000 in grant funding to support the comprehensive field survey of built and natural resources and landscapes under the master planning process to supplement any remaining scope parameters identified by the Town of Eatonville in consultation with the AACHAF, the selected planning contractor and technical preservation consultant.

The National Trust's AACHAF will also commit significant staff time to assist the Town of Eatonville. Our staff possesses expertise in historic preservation, community engagement, planning, and law. They will support the successful stewardship of the AACHAF's financial commitment to the Town of Eatonville and nurture the vital partnership between the National Trust and the Town of Eatonville. In this regard, we want to meet with representatives from the Town of Eatonville as soon as possible to discuss this grant opportunity and to arrange an introduction to your planning contractor, Baker Barrios firm, in Orlando, FL, to identify specific parameters for our pending assistance.

In addition, our organization is aware of the challenges that the Town of Eatonville currently faces with the Hungerford Tract. We want to assist in resolving that matter, independent of the abovementioned opportunity. We have expertise in resolving complex situations involving cultural resources and historic communities, and we believe that we can help ensure that the Hungerford Tract's potential to benefit the community of Eatonville is fully realized.

We appreciate your consideration of these offers. If you are agreeable to these terms, we will initiate our grant award process. We hope this letter is the first step in a long and fruitful relationship between the Town of Eatonville, the National Trust, and the AACHAF. We reiterate that it would be an honor to assist with the preservation of your community's unique and nationally significant heritage. As the next step, please email our colleague, Tiffany Tolbert, Senior Director of Preservation for the African American Cultural Heritage Action Fund, at ttolbert@savingplaces.org.

Sincerely,



Brent Leggs
Executive Director, African American Cultural Heritage Action Fund, and Senior Vice President, National Trust for Historic Preservation



Chris Cody
Associate General Counsel

cc: Demetrius Pressley, Town of Eatonville Chief Administrator
NY Nathiri, Association to Preserve the Eatonville Community
Kirsten Andersen, Southern Poverty Law Center



From: Demetris Pressley <dpressley@townofeatonville.org>
Sent: Friday, March 22, 2024 8:40 AM
To: Christopher Cody <CCody@savingplaces.org>
Cc: agardner@townofeatonville.org; NY Nathiri <ny@preserveeatonville.org>; “Kirsten Anderson” <kirsten.anderson@splcenter.org>; Tiffany Tolbert <TTolbert@savingplaces.org>; Melissa Jest <MJest@savingplaces.org>; Brent Leggs <BLeggs@savingplaces.org>; Brittani Gragg <brittani@townofeatonville.org>
Subject: Re: Support from the National Trust for Historic Preservation

[CAUTION: External Sender. Please do not click on links or open attachments from senders you do not trust.]

Good morning Mr. Cody,

On behalf of the Mayor and Town Councils:

Thank you so much for the attached letter confirming the National Trust for Historic Preservation's African American Cultural Heritage Action Fund's generous offer of financial support to the Town of Eatonville.

We are incredibly grateful for your commitment to preserving Eatonville's nationally significant historic community. We look forward to continuing our collaboration with BBA and NTHP and the Town of Eatonville's staff to ensure Eatonville's rich heritage is protected and celebrated for generations to come.

Please don't hesitate to reach out if there's any information we can provide to facilitate a smooth grant application process. Let me know when we can schedule a meeting to move forward with the next steps.

Thank you again for your invaluable partnership.

--

Demetris Pressley, *CSM*

Chief Administrative Officer



Historic Eatonville | 307 E. Kennedy Blvd. | 407.623.8913

<https://www.townofeatonville.org/>

HISTORICAL PRESERVATION BOARD

Historical Preservation Board Members

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