WINDERMERE
-HISTORIC-
PRESERVATION
—BOARD—

HISTORIC PRESERVATION BOARD

Chair: Joan Foglia
Co-Chair: Hannah Ammar
Mary Frances Howard
Liz Andert
Frank Krens
Town Council Liaison: Tony Davit

Agenda ***Agenda***

October 27, 2025
5:00 PM

COMMUNITY CONFERENCE ROOM
614 MAIN STREET, BUILDING 100
WINDERMERE, FL 34786

PLEASE TURN OFF ALL CELL PHONES

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all procedings before the Town of Windermere Historic Preservation Board:

1. All electronic devices, including cell phones, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Historic Preservation Board meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Historic Preservation Board meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

AGENDA

1. CALL TO ORDER

2. OPEN FORUM / PUBLIC COMMENT (3-Minute limit)

3. OLD BUSINESS

a. Follow-up on Geocaching request at School House-Frank Krens

b. Report on success of Historic Board 1st annual pumpkin carving event

c. Follow-up with Tonya Elliott-Moore on the status of the Wine and Dine move from the Cal Palmer Building

d. Follow-up with Tonya Elliott-Moore on the status of the rehabilitation of the 1880's Schoolhouse and the Cal Palmer Building.

e. We will defer Strategic Plan until new members on voted in by Town Council.

f. Follow-up with Liz Andert on the turnover of the Town's Audio History to the Historic Board utilizing students from Dr. Phillip's High School's Film and Television Program.

g. Follow-up on ways to showcase Historic Homes in Windermere.

h. Follow-up on Town Square Improvement Plan-Walk Town Square

i. Follow-up on clean-up at the 1880's schoolhouse.

4. NEW BUSINESS

a. Minutes of September 08, 2025, to be approved.

b. Vote on new member application for Tracy Mitchell

c. Discuss ways to attract qualified members to serve on board.

d. Town Hall Improvements

i. Discuss anticipated costs

ii. Discuss Fundraising for improvements to Town Hall

e. Discuss adapting social media platforms to keep residents informed of

Historic Board activities and Town's improvements to Historic Structures

f. Obtain database of all town residents and addresses for mailing publications.

5. LIAISON REPORTS

6. OTHER ITEMS FOR CONSIDERATION

a. HPB Meetings' Schedule

i. Keep meetings on the 1st Monday of every month or change meetings to the 3rd Monday of every month.

ii. Next meeting date and time.

7. ADJOURN

Historic Preservation Board

Meeting Minutes (DRAFT)

September 8, 2025

Mission Statement: As advisors to the Town Council, the Historic Preservation Board heightens awareness and safeguards our historic buildings, natural, and cultural resources. We strengthen the historic bond between the resident community and our Town's heritage.

Board Members: Hanna Ammar (Co-Chair), Mary Frances Howard, Joan Foglia, Liz Andert, Frank Krens

1. **CALL TO ORDER –** The meeting was called to order at 5:00pm in the Community Conference Room by Joan Foglia, acting as Chair as the position of Committee Chair is currently vacant and Co-Chair Hannah Ammar was not present.
    a. **Board Members prese**nt: **Mary Frances Howard, Joan Foglia, Liz Andert, Frank Krens**
    b. **Town Council Liaison Tony Davit**
    c. Town Council member Brandi Haines
    d. PW Administrative Assistant Peter Balgobin

2. **OPEN FORUM / PUBLIC COMMENT (3-Minute limit) –** Town resident Laurie Bailes of 5 First Court requested approval to place a geocaching box under the Historic Schoolhouse. She described geocaching as follows: Geocaching is an outdoor recreational activity, in which participants use a Global Positioning System receiver or mobile device and other navigational techniques to hide and seek containers, called geocaches or caches, at specific locations marked by coordinates all over the world. Councilman Tony Davit stated that approval authority for such probably resides in Town Manager or Public Works Director purview and agreed to take our recommendation to them. Frank Krens made a motion to approve, Liz Andert seconded and the motion passed unanimously. Ms Bailes can be notified of approval via phone at 407-758-1765.

3. **OLD BUSINESS**
    a. Review Strategic Plan – deferred to next meeting
    b. Immediate maintenance – Joan Foglia asked Public Works representative Peter Balgobin whether the Wine & Dine materials had been removed from the Cal Palmer building so that repairs can begin. Peter stated lead paint has been discovered in the historic schoolhouse and that no work will be done on any or the three historical buildings until a contractor with appropriate certifications, including for lead paint remediation is selected to work on all three buildings. Joan Foglia asked that Public Works Director, Tonya Elliott-Moore provide an update at the October HPB meeting.

4. NEW BUSINESS

a. Status Audio History from town residents (takeover from Centennial committee) – Liz Andert said that she and Kim Hawkins will take over scheduling of interviews and that they plan to set up an interview with BG Jay Garner in the near future.

b. Feature Windermere homes that were built in 1920's for the centennial – Joan Foglia said that she had a list of three homes whose owners were interested and that she

was exploring various ideas of how to proceed – possibly as a fundraiser with a walkabout to the three houses and ending at Town Hall.

c. Fundraiser ideas – Joan recommended we put the idea of selling bricks on hold for now.

Joan offered to plan a pumpkin-carving event, not a fundraiser, but a fun community-building event that she has done with family and neighbors. After discussion, there was consensus that it would be appropriate to spend HPB Board funds on this. Liz Andert made a motion to commit up to $3000 to fund materials and food for a public pumpkin-carving event. Frank Krens seconded and the motion passed unanimously.

d. Opine on bathrooms/Charette items Town Square – With the bathroom issue settled, there was discussion about other aspects of the Town Square improvement plan. Frank Krens mentioned that Tree Board had walked the Town Square with a representative of Wade Trim and made recommendations that were well received. Frank suggested that HPB members may want to do the same thing, and if so, it should be on the agenda for the next meeting.

e. Landscaping plans and cleanup at School House and Citrus Grove – Several members noted the improvements to the grove. Frank said that Tree Board has begun planning further improvements and intends to develop an overall plan for the property. There was discussion about potential better use of the large open space between the schoolhouse and Brick Main. Brandi Haines stated that the space will continue to be used as a staging area for Town stormwater and potentially other projects for the near future. Joan asked that we all come up with ideas on how to improve the historic schoolhouse/grove area and present them at the next meeting.

f. Historical Society concept—HPB restructuring – Liz Andert proferred the idea of replacing the Historic Preservation Board with a Historical Society structured as a 501c(3) organization. There was discussion of the pros and cons and Liz offered to provide information on how this has worked elsewhere.

5. **LIAISON REPORTS** – Councilman Tony Davit provided notes on the status of the Town Budget.

6. **OTHER ITEMS FOR CONSIDERATION**
   a. MINUTES of May 5, 2025, meeting – The minutes were not available to review.

6. **ADJOURN** – The meeting was adjourned at 5:57pm, and then reopened at 5:58 to hear Mary Frances Howard's resignation from her long and dedicated tenure on the Board. Joan voice her appreciation and thanks for her contribution.
   The meeting was adjourned again at 6:00pm