

TOWN OF WINDERMERE

Town Council Meeting Minutes

October 8, 2019

CALL TO ORDER:

Present were Mayor Jim O'Brien, Council Members Bill Martini, Bob McKinley, Andy Williams, Chris Sapp, and Liz Andert. Town Attorney Tom Wilkes, Town Manager Robert Smith, Police Chief Dave Ogden, and Public Works Director Scott Brown were also present. Town Clerk Dorothy Burkhalter was absent.

Mayor O'Brien called the meeting to order at 6:00pm and stated all Council members were present.

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

Mayor O'Brien opened the floor for public comments. Mr. Mike Hargreaves of Ridgewood Drive introduced himself. He commented on traffic issues on Ridgewood Drive and the proposed road changes. He suggested using barricades.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS:

a. Week of the Family November 2-9, 2019

Mayor O'Brien read and proclaimed November 2-9, 2019 as Week of the Family in the Town of Windermere.

3. NEW BUSINESS:

a. Minutes: None

b. Resolutions/Ordinances for Approval/First Reading

i. ORDINANCE 2019-06

**AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA
PERTAINING TO SAFETY; DESIGNATING RIDGEWOOD DRIVE FOR
ONE-WAY TRAFFIC AND PROVIDING AUTHORITY TO THE TOWN
MANAGER TO INSTALL OFFICIAL TRAFFIC CONTROL DEVICES;
PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.**

Mayor O'Brien read the title of proposed Ordinance 2019-06 for the record. He then stated that the second reading/public hearing will be at the November Town Council meeting. Mayor O'Brien commented that the Ordinance does include from Lake Street to 6th Avenue as one-way. Member McKinley commented that he thought the area was from Lake Street to Lee Street. Manager Smith stated that he will have an exhibit attached to the Ordinance which will indicate Lake Street to Lee Street.

c. Boards & Committee Appointments

i. Establish New Committee: Windermere's Active Youth "The W.A.Y Forward":

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ii. Windermere's Active Youth Appointees:

Mayor O'Brien introduced this item. He then read the proposed committee's Mission Statement. Mayor O'Brien turned the floor over to Manager Smith. Manager Smith commented on the proposed committee. He then introduced Ms. Grace Foglia. Ms. Foglia introduced herself. She stated that the purpose of this committee is to get the youth more involved in the Town. Manager Smith commented on the committee, its responsibilities, the youth involved, and the knowledge they will gain. He then stated that Council Member Liz Andert has volunteered to be the liaison for this committee. Manager Smith then stated that staff recommends approval of the new committee and its members. He also stated that this committee will be funded by the Wine and Dine. Member Andert made a motion to approve the new committee. Member Martini seconded the motion. Member McKinley questioned the numbers of members and if the Town Council will need to waive the current limit of seven. Manager Smith explained that at their first meeting, the numbers can be worked out. Roll call vote was as follows: Andert – yes, Sapp – yes, Williams – yes, McKinley – yes, and Martini - yes. Motion carried 5-0. Mayor O'Brien named the following appointees; Grace Foglia, Alec Alligood, Rainey Carter, Haley Martini, Quinn Matheison, Raeland Mitchell, Sarah Myers, Darby Regan, Carson Montgomery, Maddie Jacob, Anna Lee McGhee, and Mack Foster. Member McKinley made a motion to approve the appointees. Member Sapp seconded the motion. Roll call vote as follows: Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

d. Contracts and Agreements

i. Central Park Exercise Equipment Not to Exceed \$31,000.00

Mayor O'Brien introduced this item. He then turned the floor over to Public Works Director Scott Brown. Director Brown commented on the executive summary. He stated that the Parks and Recreation Committee, after review of the IDG plan, decided to switch the wood material for a metal powered coated material. Director Brown stated that two picnic tables will be included. He stated that bids were received, with Swartz Associates, Inc being recommended by staff in the amount of \$29,980.15. Member McKinley commented on the work with FRDAP and the improvements to the parks. He stated that \$50,00000 grants have been received for Central and Fernwood Parks. Mayor O'Brien questioned the ground cover. Director Brown commented that safety wood chips will be utilized. Member McKinley made a motion to approve the Central Park exercise equipment not to exceed \$31,000.00. Member Williams seconded the motion. Member Andert questioned if the installation costs were included due to the significant difference in the price submittals. Director Brown stated yes, the installation is included. Member Andert then commented on the use of the wood chips and wheelchair access. Director Brown stated that ADA will be met. Member Andert then questioned if one of the trash bins could be utilized as a recycle bin? Director Brown stated that he will look into it. There being no further discussion, the roll call vote was as follows: Andert – yes, Sapp -yes, Williams – yes, McKinley – yes, and Martini – yes. Motion carried 5-0.

ii. Central Park Drinking Fountain Not to Exceed \$14,000.00

Mayor O'Brien introduced this item. Director Brown commented on the enhancements currently at Central Park. He stated that the Parks and Recreation Committee felt there is a need for a drinking water fountain at Central Park. Director Brown gave a description of the drinking fountain. He then commented on the bids received and the recommendation of Faden Builders, Inc. Director Brown then explained that an additional \$2,700.00 will be needed for the installation of the Orange County Public Utilities meter and the water line to the drinking fountain. Some discussion followed. Member McKinley

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made a motion to approve the drinking fountain at Central Park not to exceed \$14,000.00. Member Andert seconded the motion. Roll call vote was as follows: Martini – yes, McKinley – yes, Williams – yes, Sapp – yes, and Andert – yes. Motion carried 5-0.

iii. Construction Manager at Risk Agreement

Mayor O'Brien introduced this item. Manager Smith recapped the past discussions regarding the Construction Manager at Risk and the need for one. He then stated that staff recommends approval. Discussion followed. Member Sapp made a motion to approve the final selection of H. J. High Construction. Member McKinley seconded the motion. Roll call vote was as follows: Andert – yes, Sapp – yes, Williams – yes, McKinley – yes, and Martini – yes. Motion carried 5-0.

4. MAYOR & COUNCIL LIAISON REPORTS:


Mayor O'Brien stated that the reports are attached to the packet. He then commented on upcoming events. Some discussion followed. Member McKinley reported on the past Elders Luncheon and attending members. He then stated that next luncheon is December 10th.


5. STAFF REPORTS:

- a. **TOWN MANAGER ROBERT SMITH** – Mr. Smith reported on past and upcoming events. He further reported on the proposed 1 cent sales tax meetings and discussions.
- b. **TOWN ATTORNEY TOM WILKES** – No report.
- c. **CHIEF DAVE OGDEN** – Chief Ogden reported on past events, trainings, audits, and upcoming events.
- d. **PUBLIC WORKS DIRECTOR SCOTT BROWN** – Mr. Brown reported that the busy holiday season is approaching. He then reported on upcoming and ongoing projects. Some discussion followed.

8. ADJOURN:

Mayor O'Brien adjourned the meeting at 7:04pm.


 Dorothy Burkhalter, MMC.FCRM
 Town Clerk


 Jim O'Brien, Mayor