

Downtown Business Committee

Chair: Anne McDonough

Vice Chair: Amy Cadwell

Secretary:

Matt Matin

Agenda

Agenda

Council Liaison: Chris Sapp

April 3rd 2019

6:00 PM

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceeding should contact the Office of the Town 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 proceedings before the Town of Windermere Town Council:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversations 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 Town Council 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 Town Council 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 proceeding is made which includes the testimony and evidence upon which the appeal is to be based.

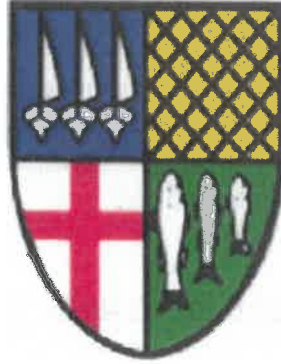
AGENDA

- THE MEETING IS CALLED TO ORDER BY THE CHAIRMAN
 - 1. **OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)**
 - 2. **OLD BUSINESS:**
 - a. **MINUTES**
 - i. **DBC Meeting Minutes (Attached)**
February 6, 2019
 - b. **Food Truck Night:**
 - i. **Review Recap**
 - ii. **Food Truck Selection Committee Comments/Updates**
 - c. **Windermere Farmer's Market**
 - i. **Review Recap Markets**
 - ii. **Farmer's Market Selection Committee Comments/Updates**
 - d. **Sub-Committee Updates**
 - e. **Art Show**
 - f. **DBC Project/Money Contributions**
 - i. **Landscaping (update) Scott Brown-bid**
 - ii. **Pavilion update**
 - 3. **NEW BUSINESS**
 - a. **Mark Keller-DBC application attached**
 - 4. **ADJOURN**
-

- **IMPORTANT DATES**

Mission Statement:

The Windermere Downtown Business Committee is a group of local business professionals committed to fostering and promoting a healthy and vibrant business community in the downtown Windermere area by hosting and promoting family friendly community events, lending a charitable hand to other community organizations, and dedicated to the historic beautification of the downtown business district. All events, proceeds, and practices are dedicated to these ideals



Downtown Business Committee

Chair: Anne McDonough

Vice Chair: Amy Cadwell

Secretary:

Matt Matin

Council Liaison: Chris Sapp

Minutes

Minutes

February 6, 2019

6:00 PM

Town Hall

520 Main St

WINDERMERE, FL 34786

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Minutes

- **THE MEETING IS CALLED TO ORDER BY THE CHAIRMAN: 6:03pm**
Present was: Anne McDonough, Matthew Matin, Amy Cadwell, TC Chris Sapp
 - **Other attendees:** Scott Brown (Public Works), Albert Riddle (Canin), Robert Smith (Town of Windermere), Allen Bradley (public)
 - **Absent:** None

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

2. OLD BUSINESS:

a. MINUTES

- i. **DBC Meeting Minutes November 7, 2018**
Approved 3/0 (Motion: Matin, Second: Cadwell)

b. Food Truck Night:

- **January event went well**
- **5-6 Times per year band/DJ**
 - **Not in summer (rain chance)**
- **Motion: DBC to delegate booking of entertainment to Food Truck Subcommittee not to exceed \$5,000 (Duke Energy Sponsorship) – Motion: Cadwell, Second: McDonough -- Approved 3/0**

c. Windermere Farmer's Market

- **Been light vendor participation**

d. Sub-Committee Updates

i. Art Show (Anne)

- **So Far 85+ paid, registered artists**
- **20 more than last year**
- **Advertising around area, billboard.**
- **Event is March 2-3rd.**

e. DBC Project – Landscape Plan-Final Review (Scott Brown/Canin)

- i. **Albert Riddle shared the plan to the committee**
 - **Showed Different Layouts for Events**
- ii. **Motion to Approve Landscape Plan (McDonough, Second: Cadwell) – Approved 3/0**

f. Multi-use Pavilion

- **Matt to Meet with Subcommittee and report back at next DBC Meeting**
- **Possible Rotary partnership**

g. Cal Palmer Building

- **Cleared Up**
- **Looks Nice**
- **Using as Storage**

3. NEW BUSINESS

- **Town Facilities Plan**
 - **Robert presented options to the DBC Committee to review**
 - **Motion: Recommend Approval of Option 1 in it's proposed location and cost (\$5.2M) – (Motion: McDonough, Second: Cadwell) – Passed 3/0**

4. ADJOURN (7:17PM)

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DOBSON'S WOODS & WATER Inc.

851 Maguire Rd Ocoee, FL 34761-2915
(Office) 407-841-0030 (Fax) 407-843-7546

BID PROPOSAL

TOTAL PAGES	1	FROM:	Jake Coleman
ADDENDUM INCLUDED	0	DATE	February 19, 2019
PROJECT NAME:	Windermere Town Hall Renovation		

LANDSCAPE PER PLAN **\$22,500.00**

(Landscape Number Does NOT Include Turf)

- GC to Provide Final Grade with in 1/10 of a foot and Shall be Vegetation/Weed Free
- Dobson's WW is Not Responsible for Removal of any Debris or Building materials found below the soil
- Hardscape Not Included
- Davis Bacon Wage Not Included
- Tree & Planter Pits Not Included (If Soil has Poor Drainage, Amending it will be an Extra charge)
- Tree Barrier & Root Barrier Not Included
- 1- Day of Demo Included for Removal of Existing Plant Material
- Planting Mix or Soil Amendments Not Included (Existing Onsite Soil to be Used for Plantings)
- All Taxes Included
- Tree Staking Included
- Fertilizer Included
- Mulch Included

TURF PER PLAN

(Turf is Additional to Landscape Number Above)

- Sod quantities are estimates, Dobson's will **NOT** be Liable for Any Quantity Discrepancies
- No Turf Shown \$0.00

IRRIGATION PER (Dobson's Design) **\$5,000.00**

- Power to Clock and Well by Owner
- Direct Bore, Concrete Cutting & Asphalt Cutting Not Included
- 4" Well, Wet Tap & Water Meter Not Included (Owner to provide POC)
- Backflow Not Included
- Irrigation Mainline & Valves Not Included (Use Existing)
- Irrigation Spray Heads Included
- All Taxes Included
- Irrigation Controller Not Included (Use Existing)
- Dobson's will update the Existing System to create uniform coverage
- Any unforeseen damages to the system will be billed as T&M
- Sleeves Not Included

GRAND TOTAL FOR ALL ABOVE WORK **\$27,500.00**

Bid Prices are Good for 30 Days from Bid Date. Our Contracted Price is only good for Installation during the Calendar Year.

Thank You
Jake Coleman
Dobson's Woods and Water
Jake@dobsonsw.com
407-841-0030 Ext 135