

WINDERMERE PARKS & RECREATION COMMITTEE
March 11, 2021 AGENDA

In order to maintain a 1hour time schedule, the committee will address the monthly agenda items only unless time remains for New Business discussion at the end. Agenda items should always be submitted in advance for committee consideration.

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit):
2. New Committee Members
 - a. Cindy Hunter application for membership attached
3. OLD BUSINESS:
 - a. Events:
 - i. Windermere Pet Fest
 1. Create subcommittee for next year's event – On hold pending covid
 - ii. 19th Annual UMC Run Among the Lakes
 1. Race date October 16, 2021
 2. Need subcommittee for race
 - iii. Halloween Costume Parade and Hayride Saturday, October 30,2021
 1. Tracy will take over as event manager
 - b. Tennis
 - i.Tennis
 1. Summer Camp Dates @ WRC, 9AM – 11:30AM
 - Week 1 – 6/8-6/12
 - Week 2 – 6/15-6/19
 - Week 3 – 6/26-6/26
 - Week 4 – 7/13-7/17
 2. Report from Tennis Subcommittee (Doug, Tracy, Sherry, Dena)

Tennis Subcommittee 2/18/21 Zoom Meeting Topics and notes:

1. Main Street Court Resurfacing - Verify for town's 2021-2022 CIP budget; Feedback from vendors (Varsity Courts) if there are any new products to mitigate cracking and prolong court surface and/or upgrades available for holding color after 3 years; Color surface choices?2. Main Street Court Resurfacing - What is the optimal voluntary timing for the 2-3 week requested resurfacing period?

It appears that the town's budget required P&R to wait until after June to do the resurfacing. The subcommittee would like to use the time prior to June to do research on new technology in resurfacing and to get bids in place so we can move quickly to get the resurfacing done one the new CIP budget begins.

Our goal is to get the board to agree to start collecting bids after the March meeting. History shows that we should expect the courts to be shut down for 3 weeks when resurfacing. Doug suggested that we talk to Marcello about talking to some reps about then new technology (something about using mesh to help slow the cracks).

Follow up: Tracy is going to reach out to Marcello to find out more about the technology and see who we can reach out to about having a rep come out to see the courts. While we learn about technology advancements in resurfacing, we should ask about having them repair court 1 and 3 of Butler Bay at the same time.

2. Main Street Courts - As an add on to resurfacing, should we plan for Pickleball lines on 1 Main Street court? Will noise create any surrounding home resident issues?

We think Pickle Ball is definitely an up and coming sport and we want to encourage it in our community. However, the subcommittee discussed this option and we think that it is a better choice to encourage Pickle Ball at the Windermere Rec courts vs Downtown. We think that because of the homes being in such close proximity to the DT courts, there is a great potential for complaints if pickle ball becomes regular at those courts. Butler Bay has a distance buffer so complaints will likely be minimized

3. Additional Public Works Items - Main Street Court Nets (2 replacements nets needed) + Fence repair needed at Butler Bay + Update on court 3 Butler Bay tree trimming

It was determined that we now have new nets on all 3 courts on Main Street. A punch list of minor repairs was determined and Dena will talk with Travis about them. (see punch list at bottom of this page.

4. Promoting resident member court use while discouraging non-resident usage - Travis is researching cost and feasibility for interior court locking mechanisms; Progressive other cost ideas include tennis court reservations software and cameras to mitigate non-resident usage. Other thoughts and ideas?

The subcommittee feels that self-locking door handles will solve a major part of this issue. We would like to focus on this solution first before we spend a lot of time researching software and cameras.

5. Court/Facility Amenities Improvement Ideas - Are the costs of wind screen replacements worthwhile as a priority? If we get new windscreens, is the Town Public Works dept capable of pulling them down in advance of a known future wind event? Are potential court lighting upgrades (fixture/bulb/pole) replacements worthwhile or continue as is? Other improvement ideas including shaded court stations, and do we have enough court space at either facility? All of these ideas come at a cost for prioritization and are these worthwhile

WINDERMERE REC CENTER COURTS (listed by priority):

- New middle net strap on court 3
- Fence repair at around bottom of all courts as well as repair the few holes on court 1 and court 3
- Tree Trimming on court 3
- Score Keeper options (fix vs replace)
- Self-locking doors for courts
- Sign that notes that the area is monitored by surveillance cameras (even if the camera is all the way up at the parking lot)
- Quote for paver walk way to tennis courts
- Box built around the lights control panels
- Painting light posts when we have a lift to fix 2 of the bulb

MAIN STREET COURTS

- Lowering the dedication sign above entry door so it is more visible
- Score Keeper options

- Look into the option to repaint the light polls and touch up the backboard on court 3... maybe just prior to resurfacing so any accidental paint drips don't matter on the surface that is about to be changed.

c. Parks

1. Central Park

- New swings installed
- Tree plan approved – waiting for pricing on irrigation
- Statue to be installed Tuesday, 3/16

2. WRC

- Playground Equipment
 - Quote from Swartz for \$3,398.00 for swings attached
 - Fencing?
 - Other playground equipment?
- Pickleball
- Discuss Workshop
- Kayak Launcher – see attached
- Kayak/Canoe storage

3. Doggy Dooleys at all parks

- See attached – 10 stations @ \$167/each = \$1,670.00
 - i. 2 @ CP, PP, WRC, Lake Down

4. Fernwood and Lake Bessie Parks –

- On hold until stormwater repairs are complete – probably early 2022

d. Elections for officers in March

- Chair
- Vice Chair
- Treasurer
 - Receive and monitor reports from TOW
 - Maintain event budgets & payables
- Secretary
 - Minutes
 - Communication with committee members

e. P&R Website – www.WindermereParksandRecreation.com

- Work with Steve Tayman on site
- Update all pics/parks/event
- Maintain events – dates, pics, etc

4. NEW BUSINESS

a. MINUTES

- Approval January, February and Workshop Meeting Minutes (Attached-Committee Option)

b. Liaison Reports

- Councilman McKinley
- Robert Smith
- Travis Mathias

5. NEXT MEETING DATE – Thursday April 8, 2021

5. ADJOURN



Town of Windermere
 P. O. Drawer 669
 614 Main Street
 Windermere, FL 34786

COMMITTEE APPLICATION FORM

1. Name: Cynthia Hunter Home Phone: 407-363-9236
 2. Home Address: 416 Butler St, Windermere
 3. Business: N/A Business Phone: _____
 4. Business Address: _____
 5. Email: CLHUNTER1@yahoo.com

6. Brief Summary of Education and Experience:
I have my masters in Accounting, owned my own CPA practice for the last 20 years

- 7. Are you a U.S. Citizen? Yes No
- 8. Are you a registered voter? Yes No
- 9. Resident of the Town for 6 Months or longer? Yes No
- 10. Do you hold public office? Yes No
- 11. Are you employed by the Town? Yes No
- 12. Do you now serve on a Town Board or Committee? Yes No

13. Indicate which Board(s) or Committee(s) you are interested in:

Code Enforcement Board <input type="checkbox"/>	Development Review Board <input type="checkbox"/>
Downtown Business Committee <input checked="" type="checkbox"/>	Elder's Committee <input type="checkbox"/>
Historical Preservation Committee <input type="checkbox"/>	Long Range Planning Committee <input type="checkbox"/>
Parks and Recreation Committee <input checked="" type="checkbox"/>	Traffic Committee <input type="checkbox"/>
Tree Board Committee <input type="checkbox"/>	

14. Why do you think you are qualified to serve on this board? I am energetic, organized and LOVE our town. I have served /chaired on many committees

*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT

Signature: [Signature] Date: 2-20-21 for various non-profit organizations.

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 23.

2/18/21 Zoom Tennis Subcommittee Meeting Topics & Notes

Attendees: Dena O'Malley/Tracy Mitchell/Shery Cassidy/Doug Bowman

1. Main Street Court Resurfacing - Verify for town's 2021-2022 CIP budget; Feedback from vendors (Varsity Courts) if there are any new products to mitigate cracking and prolong court surface and/or upgrades available for holding color after 3 years; Color surface choices?
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Marcello suggested that Butler Bay needs windscreens more than the main street courts. We feel that the screens are also aesthetic. If we had windscreens, we would need to work out a plan of rolling them up when hurricanes come to help keep them in good shape. It is a shame to spend money on them if they are going to quickly deteriorate. Either way, wind screens are **low** on the priority list of what needs to get done on our courts.

6. Walkway from Butler Bay cement path over to tennis court

We feel this is a good improvement to consider. It will help to keep the grass of being trampled and it will make the courts cleaner (people will not constantly track in dirt on their shoes). This is added to Dena's punch list per below.

7. Weather Resistant Scorekeeping Systems - Replace or repair at Butler Bay? New scorekeepers for Main Street?

The flip cards at Butler Bay are slowly breaking off. We want to look the option of replacing the broken cards vs new weather proof options. It would be great if both courts had score systems. This is added to Dena's punch list below.

8. Tennis events - Should we try to continue adult event clinics in the Fall with cost attributable to the committee? Other event ideas including International Tennis Day on June 20th?

The committee all like the idea of the tennis events and agreed to look more into this for later in 2021 or early 2022. We also spoke briefly about using these events as

possible fundraisers. For example, doing a tournament or round robin? This topic has been tabled for now.

9. Marcelo Gouts - Invite Marcel to a future meeting for committee to meet him?

At this moment, Tracy is reaching out to him with our specific questions.

Dena's Punch list to review with Travis:

WINDERMERE REC CENTER COURTS: Fence repair at around courts, Tree Trimming on court 3, Score Keeper options (fix or replace), follow up on self locking doors, walk way to tennis courts,

MAIN STREET COURTS: Lowering the dedication sign, Possible to find a time to repaint the light polls and touch up the backboard on court 3... maybe just proper to resurfacing so any accidental paint drips don't matter.



P.O. BOX 112783 · NAPLES, FL 34108
 E-mail: mail@parkplayusa.com
www.parkplayusa.com

Southwest FL Numbers	Orlando Area: 407-412-6156
Naples: 239-597-9500	Southeast FL: 954-903-4650
Ft. Myers: 239-772-4234	Tampa Bay: 813-949-2288

TO: Windermere Public Works
 630 Main Street
 Windermere FL 34786
 407-876-2563 x5325

Attn: Travis Mathias
 tmathias@town.windermere.fl.us

Swing Relocation
QUOTATION # 02091

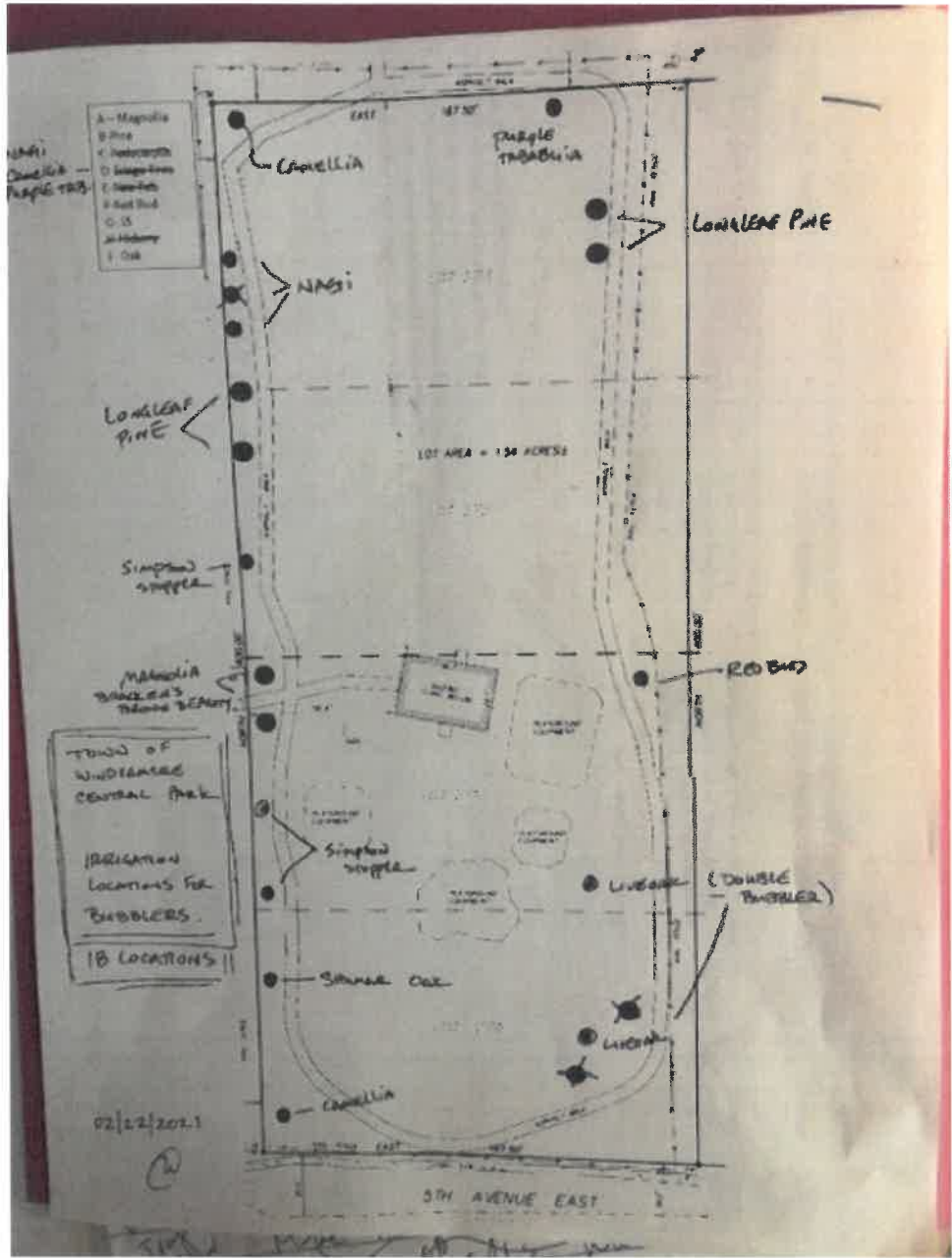
Date:	February 9, 2021
Ship Date:	Approx. 2-3 Weeks ARO
Terms:	Net 30 Days
F.O.B.:	Destination
Salesperson:	Tim Hill 407-412-6156
Shipped Via:	CC

Quantity	Description	Unit Price	Total
Superior Play Components			
4	#S-02 Commercial Belt Seat w/ Steel Core (Black)	\$ 30.00	\$ 120.00
8	#SH-24 Galvanized 3-1/2" O.D. Swing Hanger w/ Clevis	\$ 31.00	\$ 248.00
8	#SH-40 Single Clevis Connector	\$ 5.00	\$ 40.00
2	#SH-41 Clevis Key (wrench)	\$ 2.50	\$ 5.00
48 ft.	#H-40 Galvanized 4/0 Playground Swing Chain	\$ 3.00	\$ 144.00
	Less 5% Discount (per Charlotte Co. S.B. Bid #15/16-602MP-R4)		\$ 57.00
			\$ (27.85)
	Shipping & Handling		\$ 529.15
			\$ 76.48
	Additional Preferred Customer Discount		\$ 605.63
			\$ (26.63)
	Total Delivered Superior		\$ 579.00
Action Play Systems (based on 32' x 36' Area)			
34	#BORDER12 12" High x 4' Playground Border (black) w/ 30" Spike	\$ 35.00	\$ 1,190.00
	Less 10% Discount (per Charlotte Co. S.B. Bid #15/16-602MP-R4)		\$ (119.00)
			\$ 1,071.00
	Shipping & Handling		\$ 248.00
	Total Delivered APS		\$ 1,319.00
Total Delivered Materials			\$ 1,898.00
Installation (includes relocation of swing frame)			\$ 1,500.00
TOTAL PRICE			\$ 3,398.00

Price does not include any permits or associated fees, if applicable.
 Price does not include any wood chip surfacing material. (By owner)
 Price based on standard colors.
 Price valid for 30 days.

Optional Installation by Kennico, Inc. or others.

Thank you.

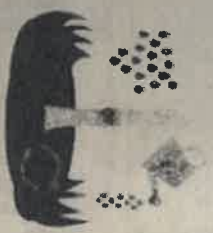
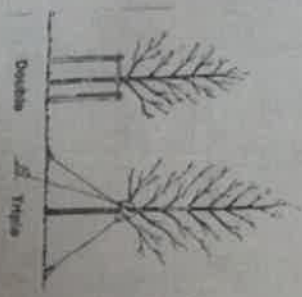


TREES AND MATERIALS FOR THE TOWN OF WINDERMERE CENTRAL PARK

SCIENTIFIC NAME	COMMON NAME	TREE SIZE AND CONTAINER SIZE	Staking	T.D.
1. Camellia hybrid 'Olimpion Cindy'	Cinnamon Cindy Camellia	4' ht x 2' spd, 7 gal	none	24"
2. Cereus canadensis	Eastern Red Bud	Standard multi, 6' ht x 1' spd, 3.5" cal per, 30 gal	double	38"
3. Magnolia grandiflora 'Brocken's Brown Beauty'	Southern Magnolia	Full/Low Branched, 6' ht x 2.5' spd, 2.5in cal, 55gal	Triple	36"
4. Myrsine fragnans	Simpson's Stopper	multi trunk, 5' ht x 2.5' spd, 15 gallon	NO	36"
1. Pinus palustris	Longleaf Pine	5 to 7' ht x 2 to 2.5" spd, 15 gallon	double	36"
2. Quercus virginiana	Live Oak	Standard, 14' ht x 5.6' spd, 3.5 to 6" caliper, 100 gal	Triple	48"
1. Tabebuia impetiginosa	Purple Tabebuia	10' ht x 3' spd, 2 to 2.5" caliper, 45 gallon	Triple	36"

NOTES:

- All trees to be grade Florida #1.
- No B&B trees. Containerized trees only.
- Trees are to be staked as indicated.
- Tree Dispers are to be used on all trees. See size per tree.
- All trees are to be mulched with no less than 3" of TurfMaster Mulch.
- The mulch is to be placed over the Tree Dispers.



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Advanced Plant Hydration System



Kayak Launch Dock

KY-LND – KY-LCD

PLEASE SELECT ITEM BELOW

Our residential Kayak Launch is perfect for mounting beside your floating or stationary dock in order to create an easier and safer way to enter and exit your kayak, canoe, or paddle board. Kayak kit comes with low profile 8" tall float drums, aluminum subframe, aluminum grab rail, wood runners for decking, and sub water plastic roller assembly. Accessories and various mounting hardware options are available.

SHIPPING IS NOT FREE

Product ships by large truck only

Must have access for LTL truck delivery

Each platform is 2 ft. x 8 ft. with a 3 ft. space in between the two platforms to accommodate many different styles of kayaks.

- KY-LND - Kit with no decking - 205 lbs.
- KY-LWD - Kit with pressure-treated wood decking - 325 lbs.
- KY-LCD - Kit with composite decking - 345 lbs.

After adding Launch Dock to shopping cart, please click the following link to add mounting system: [Pipe Holder Connecting Arms](#)

[»» Kayak Launch Instructions](#)

\$1,308.00 KY-LND



DOG WASTE STATION with ROLL BAG SYSTEM - DEPOT-006-B



(5 of 5 bones)

Our CHEAP PRICE: **\$229.99**

DOG WASTE STATION with ROUND CAN

ROLL BAG SYSTEM

COMES WITH EVERYTHING!

- Post
- Sign
- Waste Bag Dispenser
- Round Waste Can w/lid
- 400 ROLL BAGS
- 25 Can Liners
- **Installation Instructions**
- Hardware

OUR UNBEATABLE PRICE:

1-4 Stations \$ 229.99

5-9 Stations \$ 219.99

10+ Stations \$ 167.99

FREE SHIPPING !!!!

100% Aluminum/Metal – not poly plastic!

This is the Roll Bag System. Uses universal ROLL BAGS.

**Town of Windermere
Parks and Recreation Committee
Proposed Meeting Minutes
February 11, 2021**

Members Present: Doug Bowman, Nora Brophy, Shery Cassidy, Lesha Miller, Tracy Mitchell, Dena O' Malley

Others Present: Travis Mathias, Bob McKinley, Scott Stahl, Bill Martini

Call to Order: The meeting was called to order by Nora Brophy. She noted that a quorum was present to approve official business.

Business Agenda

- A. **Open Resident Forum** – Scott Stahl expressed his concern for the condition of the Main Street tennis courts, and asked committee members to immediately place more emphasis on this town amenity.

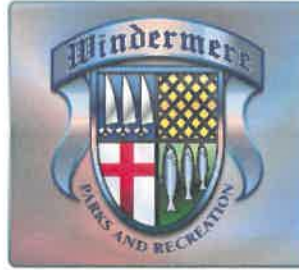
Old Business/Events

- A. 20th Annual Run Among the Lakes – Nora indicated that an add for the Oct. 16th event will be placed in the Gazette, and that Bill Martini will do some of the design work for the marketing campaign. She also indicated support for a new sub-committee to help manage the demands for the event.
- B. Halloween Hayride & Costume Parade Sat, Oct. 30th 2021 – After some discussion, Tracy agreed to manage the event. Doug noted that Diane had booked Town Hall for the event.
- C. Tennis – Travis noted that lights on the Main Street courts had been repaired. He also noted that self-locking gates are being researched. Nora expressed support for a tennis subcommittee to look at additional issues in more detail. Shery, Doug, Dena and Tracy agreed to serve and meet before the next meeting. Subcommittee discussion issues include, but are not limited to tennis management software, self-locking gates, security cameras, 2021-22 tennis events, and pickleball.
- D. Tree Plan – There was brief discussion on the Tree Plan submitted by the Tree Board. A motion was made and seconded to approve this.
- E. Central Park – New swings to be installed in the park by Feb. 21st. No news at this point on irrigation from park funds. The concrete slab for Mr. Nabors' donated statue should be in soon. Once this is in, the statue will be shipped with about 3 weeks lead time. The committee discussed more small repairs/renovations for the park including mulching, sanding and painting. A motion was made and seconded to pay for this week and not to exceed \$4,000.
- F. Fernwood Park – Nora reminded the committee that the committee has to continue to wait for the park stormwater design to be completed which may take up to 12 months. In the meantime, it was noted that the committee can review the IDG plans for Windermere Rec Center (WRC).

- G. Kayak Storage (WRC) – This was tabled for further discussion until the March meeting

New Business/Events

- A. Officer Elections – Nora indicated that officer elections are up for the March 11th meeting. She then reviewed responsibilities for each officer position.
- B. Sunshine Law – Nora outlined responsibilities to avoid conflicts with the State of Florida’s Sunshine Law. Bob added more clarity including a reminder on the prohibition of voting member 2 way communication on relevant issues outside of the approved PR meetings. He also reminded the committee that all sub-committee meetings require a 48 hour posting requirement.
- C. Minutes Approval – Meeting minutes for January 2021 were tabled for the March meeting
- D. Liaison Reports – Bob McKinley mentioned the Council’s approved plans for advance planning and design for Fernwood and Lake Bessie parks; Travis also spoke on 2 matters. This included environmental approval for Central Park and the town is waiting on bids to come in for Fernwood Park.
- E. Adjournment – The meeting was adjourned at approximately 6:00 p.m. The next regular meeting is scheduled for Thursday, February 11th at 5:00 p.m. in Town Hall.



WINDERMERE PARKS & RECREATION COMMITTEE
February 24, 2021 WORKSHOP NOTES

1. WRC

We anticipate working on the park in the coming year. There are many amenities we could add; this workshop is a time to research, price and prioritize how we move forward.

The entryway area (including roundabout) is about 150 feet long X 100 feet wide. A standard basketball court is 94 X 50; a pickleball court is 34 X 64.

Here are my notes on potential projects:

- a. Add childrens playground to grassy area in front of pavilion
 - i. Swings being installed soon
 - ii. Other playground equipment?
 - iii. Fence & landscaping
 - iv. Estimated Total Cost
- b. Add pickleball court to end of parking lot
 - i. Rough cost of building pickleball court - Tracy
 - ii. Cost of ground prep
 - iii. Fence & landscaping
 - iv. Estimated Total Cost
- c. Add kayak storage fixture on island
- d. Rough cost of building storage facility - -- maybe ask OARS?
 1. Size?
 2. Number of kayaks/canoes stored?
 - ii. Cost of ground prep -slab needed or dirt ok?
 - iii. Add kayak launcher? Cost? Attach to walkway on dock?
 - iv. Estimated Total Cost
- e. Repair volleyball court
 - i. Add edging to keep sand in?
- f. Add walkway to tennis courts
 - i. Use pavers to match pavilion?
 1. Cost
- g. Box in electric panel by tennis courts; add timers to lights so people can't keep breaking the lights
- h. Remove oak tree at far end of tennis court
- i. Can we have large cracks filled when we have Main St courts repaved?
- j. Add box cover to water pipes/pump between pavilion and roundabout
- k. Keep spraying/clearing area by the dock – potential wading area or kayak launch site?
- l. Remove one bench from dock for fishing
- m. Refurbish entryway
 - i. Clean/paint bricks
 - ii. New sign
 - iii. Remove old brick gate columns
 - iv. landscaping
- n. Cost of moving entry to end of parking lot

- i. Cost of demo for entryway
- ii. Cost of demo for roundabout
- iii. Cost of adding entrance