

THE TOWN OF
Windermere



TOWN OF WINDERMERE FOOD TRUCK SELECTION COMMITTEE

Committee Members

Town Manager: Robert Smith

FTFM Council Liaison: Mandy David

Food Truck/HPB Liaison: Joan Foglia

Farmers Market/WTB Liaison: Jackie Rapport

Minutes

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Thursday, 7 October 2021 10:00 AM

**Admin Office
501 Forest Street
Windermere FL 34786**

Join Zoom Meeting:

<https://us06web.zoom.us/j/83480373080?pwd=RzJMbVRhUC9vOVREV3hNY04wZDRVUT09>

Meeting ID: 834 8037 3080

Passcode: 794849

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

1. *Meeting is called to order 10:02 AM. Present were Town Manager Robert Smith, Farmers Market/Windermere Tree Board Liaison Jackie Rapport, Farmers Market Coordinator Robert Rinaldo, and Executive Assistant Diane Edwards. Food Truck Coordinator Mark Baratelli was also present via Zoom. Food Truck/Historic Preservation Board Liaison Joan Foglia and Town Council Liaison Mandy David were absent.*
2. **Public Comment (limited to 3 minutes)**
 - a. *None*
3. **Approval of Minutes:**
 - a. **September 2, 2021 FTFM Selection Committee Meeting Minutes (Attached)** *2/0 Approved*
4. **Review of Past Food Truck Events**
 - a. **National Night Out – 9/24/2021** *Great turnout. Some of the Town's outlets need to be (re)labeled and their cases replaced: Public Works to take care of. Wine4Oysters worker had to be reminded several times about the Town's mask policy for trucks. Some complaints regarding their selling of wine. Per the minutes from the September 2019 meeting in which Wine4Oysters was approved as a vendor, no mention of conditions, such as no alcohol, were mentioned. Committee voted 2/0 to table the discussion of alcohol sales until the November 4th meeting when all voting members would be present.*
5. **Future Event Management/Coordination for Food Truck Night:**
 - a. **October 22, 2021**
 - i. *Mad Science make & take stations Diane to coordinate*
 - ii. *DJ or live music? Event Concepts DJ Truck: Diane to coordinate. Reminder to be conscious of volume*
 - b. **Light Up Windermere – 11/18/2021**
 - i. *Start time – 6pm Start at 6pm*
 - ii. *Entertainment Family Church will be providing a choir. Diane will coordinate with FC and Mayor O'Brien*
 - iii. *Bubble vendor (attached) Diane to get quote. Committee in favor if quote is reasonable. Diane will coordinate*
 - c. **Food Truck payment process** *Administrative Assistant, Theresa Syphers, explained the process of requesting payments. Mark Baratelli requested that the Town run payments a month in advance. Town agreed to make the change and Diane will update Food Truck application's payment section. Mark suggested the Town use an online payment system. Diane advised the current website is not compatible with our current merchant vendor's interface, but the Town would research possible alternatives.*
 - d. **Safety**
 - i. *Town Hall – signage stating porch & stairs are closed/rope off? 2/0 Approved. Diane to coordinate with Public Works*
6. **Selection of Trucks for Future Events:**
 - a. **Betta's Pizza** *2/0 Approved*
 - b. **Bowls for Tú** *2/0 Approved*
 - c. **Niccoli's Philly's** *2/0 Approved*

- d. Pasta & Grill *2/0 Approved*
- 7. **Farmers Market**
 - a. Holiday Artisan's Corner *No issue*
- 8. **Selection of Farmers Market Vendors**
 - a. Boho Blossom *2/0 - Robert Rinaldo to speak with Rania at Pistil. If products are unique enough, approved. If products are too similar, denied*
 - b. Craft Me a Candle Co. (temp-approved) *2/0 Approved*
 - c. Flannel Panels (temp-approved) *2/0 Approved*
 - d. Heartsong Cookies (temp-approved) *2/0 Approved*
 - e. Southern Paint Pot Studio (temp-approved) *2/0 Approved*
 - f. Vertrano's Arte Legno (temp-approved) *2/0 Approved*
 - g. Xanipa & Co. (temp-approved) *2/0 Approved*
- 9. **Adjourn** *10:29am*