

**Town of Windermere**  
**Parks and Recreation Committee**

**Meeting Minutes**

**May 12, 2022**

Members Present: Nora Brophy, Dena O'Malley, Doug Bowman, Tracy Mitchell, Cindy Hunter

Others Present: Tonya Elliott-Moore, Mandy David, Sue Ann Reichard, Pacho Sierra, Emily Candelaria

Call to Order: The meeting was called to order by Nora Brophy based on a quorum present to conduct business.

Business Agenda

**Open Forum**

A. Nora recognized resident Emily Candelaria for public comments. Ms. Candelaria asked for permission to pay for procurement of 2 memorial benches in town. 1 was noted for Central Park and 1 was requested for Lake Street Park. She also requested that each bench have a memorial plaque as well. The committee agreed with this request and recommended Ms. Candelaria work with the Town in the procurement and bench selection process.

**Old Business/Items**

Parks & Events Updates

A. 21st Annual UMC Run Among the Lakes – Nora Brophy noted that initial art and graphics had been chosen to match the theming of this year's event. Nora also indicated that she had sent "save the date" letters to all prospective sponsors. The first time sensitive promo is going out on Memorial Day weekend and associated coupons to drive sign-ups. Nora also mentioned that sponsorships start at \$200 if any committee members were aware of interested sponsors.

B. Halloween Costume Parade & Hayride – Tracy Mitchell indicated that the October 29<sup>th</sup> activity would be held mostly outside. Her idea is to possibly add entertainers and

other things like a photo booth. Tracy also mentioned she will need volunteer help the day of and the day before the October 29<sup>th</sup> event.

C. Petfest – Nora noted that a Saturday date in the Spring 2023 needs to be coordinated with the Windermere Animal Clinic and also avoiding Spring timing conflicts.

D. Tennis – The committee approved 3 weeks in June (Monday-Thursday) and 2 weeks in July for kid's tennis summer camps at WRC. These clinics are organized by MG Tennis. Doug Bowman also discussed a proposed contract with MG Tennis and made suggestions for additions to the proposed agreement. These changes were discussed and Doug indicated he would send this along to the Town Manager Smith.

Several repairs for the WRC tennis courts were discussed including nets and fencing from Dena O'Malley. Tonya mentioned that the windscreens for the courts should be available soon. Dena also thanked Tonya and the Public Works department for all their hard work on the many improvements that have been enacted at WRC and at Main Street as well.

E. Parks – Tonya mentioned that WRC has been treated with insect control with a request from the committee. The committee discussed a need for picnic tables in the new playground area. A motion was made and seconded to purchase 2 tables with 1 being ADA compliant with a total price not to exceed \$6,000. This was approved. The committee agreed that black is also the best color choice for these tables.

Tonya also noted that fencing had been installed on the island at WRC. She also referenced the proposed Univ of Florida parks survey, and the fact that this is in process. The need for new trash cans in the park was also discussed. The committee agreed to place a cap on price at 3 trash cans not to exceed \$2500 total. A motion was made and seconded to this end. Finally, procurement of small kid's equipment for WRC was discussed. The committee discussed the various options. A motion was made and seconded to procure small kid's playground items at WRC not to exceed \$6,000.

F. Membership – The committee discussed increasing the committee size and with possible candidates. Both were attending the meeting which included Pacho Sierra and Sue Ann Reichard. Nora mentioned that this will be voted on by the Town Council at a future meeting.

G. Storage – Tonya indicated the Parks/rec committee would have access to new storage capabilities. Materials will be moved to the new facility. This could include seasonal holiday event materials and retail items. Dena also expressed interest in

organizing a Parks/Rec retail merchandise table at the June 17<sup>th</sup> Farmer's Market before Father's Day.

### **New Business/Items**

A. Meeting Minutes – A motion was made and seconded to approve the April 14, 2022 meeting minutes.

B. Liaison Mandy David – Council member Mandy David noted that the Windermere Little League parking area will be paved.

C. Public Works – Tonya had no separate report, but simply noted her input at various places in this meeting discussion.

Adjournment – The meeting was adjourned at approximately 6:00 p.m.

The next regular meeting is scheduled for Thursday, June 16<sup>th</sup> at 5:00 p.m. in Town Hall.