

PARKS AND RECREATION COMMITTEE

Chair: Nora Brophy
Vice Chair: Tracy Mitchell
Secretary: Doug Bowman
Treasurer: Cindy Hunter
Shery Cassidy
Dena O'Malley
Francisco Sierra
Sue Anne Reichard
Jill Ata
Council Liaison: Mandy David

Agenda

Agenda

February 9, 2023
5:00 PM

COMMUNITY CONFERENCE ROOM
614 MAIN STREET, BUILDING 100
WINDERMERE, FL 34786

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 proceedings should contact the Office of the 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 Parks and Recreation Committee:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversation 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 Parks and Recreation Committee 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 Parks and Recreation Committee 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

AGENDA

In order to maintain a 1 hour 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. THE MEETING IS CALLED TO ORDER BY THE CHAIR

2. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit)

3. OLD BUSINESS

a. Events

- i. 22nd Annual Orlando Health Run Among the Lakes: Saturday, October 14, 2023
- ii. Halloween Costume Parade & Hayride: Saturday, October 28, 2023
- iii. PetFest: Saturday, February 25, 2023
 1. Vendors (Nora)
 2. Sponsors
 - 2a. *SOLD OUT! Dena & SueAnn rock!*
 3. Volunteers (Shery)
 4. Poster/Postcard Distribution (Dena, Tracy, ?)
 5. Booth & Merch Sales ?
 6. Best in Fur (Cindy)
 7. Doggie Games (Tracy)
 8. Set Up Friday Afternoon
 - 8a. *Please coordinate with TOW - Friday is Food Truck Night*
 9. Day Of
 - 9a. *Set Up*
 - 9b. *All Day*
 - 9c. *Take Down*
 10. Misc.
 - 10a. *Bandanas (SueAnn)*
 - 10b. *Announcer (SueAnn)*
 - 10c. *Site Map & Set Up Instructions (Nora)*
 - 10d. *Photographer?*

b. Tennis

- i. Report from Tennis Subcommittee
- ii. Pickleball Options (Attachments - Tracy to Present)

c. Parks

- i. Windermere Recreation Center
 - 1. Pickleball - Noise & Parking Study deferred
- ii. Review Park Walkthrough
- iii. Lake Down Park
 - 1. Town of Windermere looking into changes to mitigate problems & privatize the park
 - 2. State of the dock
- iv. Palmer Park
 - 1. Cost for fixes to small kids' playground
 - 1a. Handicapped walkway & ramp - need input from John*
 - 1b. Replace bouncy walking pods with ??*
 - 2. Waiting on Town Council approval for shade structure
 - 3. Have swings & teeter totter been ordered?

d. Financial Report

4. NEW BUSINESS

a. Town of Windermere Email Accounts

- i. Please make this change ASAP and send Nora your TOW email
- ii. If you need assistance with your email and/or password, please contact Diane Edwards 407-876-2563 ext 5321 or dedwards@town.windermere.fl.us

b. New Pavilion

- i. Public walkthrough scheduled for 2/9/2023 at 9am. Nora to report

c. Minutes

- i. January 12, 2023 Parks & Recreation Committee Meeting Minutes (Attachment - Board Option)

d. Liaison Reports

- i. Town Council Liaison Mandy David
- ii. Staff Liaison Public Works Director Tonya Elliott-Moore

5. NEXT MEETING DATE

a. Thursday, March 9, 2023 at 5pm

- i. Agenda items due by 3pm, Thursday, March 2, 2023

6. ADJOURN

Varsity Courts, Inc.

1970-A CORPORATE SQUARE
LONGWOOD, FLORIDA 32750
407-830-8906 • FAX 407-830-7267

PROPOSAL SUBMITTED TO Town of Windermere		PHONE (407) 595-0796	DATE February 2, 2023
STREET 614 Main Street		JOB NAME Stripe for two pickleball on a single court	
CITY, STATE AND ZIP CODE Windermere, Florida 34786		JOB LOCATION Main Street Park – 520 Main Street	
ARCHITECT Attn: Tracy Mitchell	DATE OF PLANS		JOB PHONE

We hereby submit the following specifications and estimates for:

STRIPE FOR TWO (2) PICKLEBALL ON A SINGLE COURT USING PORTABLE EQUIPMENT

Layout and stripe for two (2) Pickleball on an existing Single Tennis Court. Playing lines to be striped two inches (2") wide, accurately located using DynaStripe. Color choices are: Light Green, Dark Green, Handicap Blue, Yellow, Blue, Red, Gray, or Tan, – Please circle your choice.

Supply two (2) Deluxe Portable PickleNet System, see attached spec. These are not to be left outside as they will leave rust on your court.

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

One Thousand Eight Hundred Ninety Seven _____ dollars (\$ 1,897.00)

Payments to be made as specified below:
Upon completion of work

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

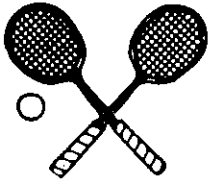
Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

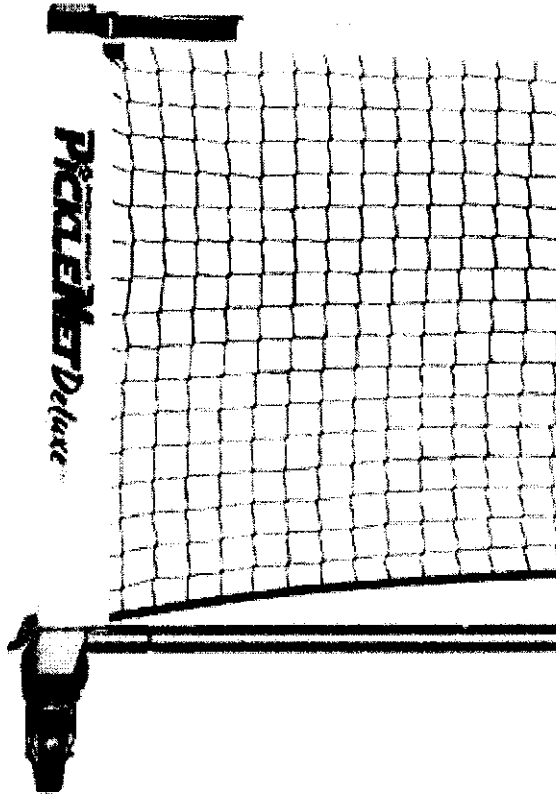
Date of Acceptance: _____

Signature _____



Varsity Courts, Inc.

1970-A Corporate Square, Longwood, Florida 32750-3520 (407) 830-8906 Fax (407) 830-7267



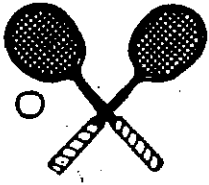
PickleNet Deluxe

Official net height and width (34"H x 22"W)

- Can be used on any flat surface and easily moved
- Powder-coated steel system with 4" locking wheels
- Adjustment straps on net edge for optimal net tension
- Fast and easy assembly; includes carry bag
- Center-strap design for consistent height
- **Center piece is NOT interchangeable with other systems**

** Not designed to be left outdoors, if not stored properly, warranty could be voided

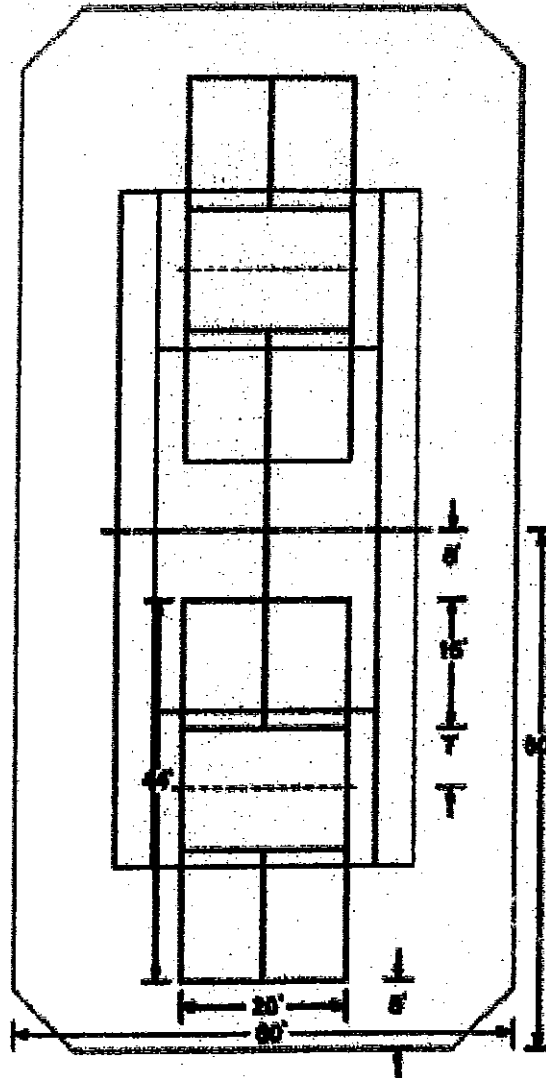




Varsity Courts, Inc.

1970-A Corporate Square, Longwood, Florida 32750-3520 (407) 830-8906 Fax (407) 830-7267

Single Tennis Court striped with two (2) Pickleball











PARKS AND RECREATION COMMITTEE present: Nora Brophy, Tracy Mitchell, Dena O'Malley, Francisco Sierra, Sue Ann Reichard

Council Liaison: Mandy David

Tonya Elliott-Moore

The meeting was called to order by Nora Brophy at 5:00 PM

January 12, 2023 5:00 PM

**COMMUNITY CONFERENCE ROOM 614 MAIN STREET, BUILDING 100
WINDERMERE, FL 34786**

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

2. OLD BUSINESS

a. Thank you to Lesha Miller for 6 years of service!

A short ceremony was held to honor Lesha Miller and all she has done for the committee. Lesha was presented with a personalized gift and cake.

b. Events

i. 22nd Annual Orlando Health Run Among the Lakes - Saturday, October 14, 2023?

Nora confirmed the date has been chosen for the 2023 RATL – October 14, 2023. Nora noted that this is a three-day weekend for OCPS but Sommer Sports could not accommodate other dates in October. Nora also asked that we find a new Race Director for 2023. Francisco Sierra expressed possible interest.

ii. Halloween Costume Parade & Hayride - Saturday, October 28, 2023

No new info.

iii. PetFest - Saturday, February 25, 2023

1. Vendors - Nora Brophy noted we are doing well with vendor sign up. Specific vendors who we need to contact were listed in a handout given to committee members.

2. Sponsors - *Most of our major sponsor levels have been met. Dena O'Malley discussed which sponsors she has contacted and determined who else could be a possible sponsor.*

3. Volunteers - *Dena O'Malley will coordinate volunteers through a digital sign up. Volunteers sign ups will begin at the start of Feb. T-shirts will be given to volunteers this year. Mandy David will volunteer her time again this year and teach sign language. Possible location is at or near the library booth.*

4. Best in Fur - *Cindy Hunter has agreed to coordinate Best in Fur and Dena O'Malley will assist. Artwork has been completed for this event.*

5. Doggie Games - *A schedule has been created for this event. Tracy Mitchell confirmed the games.*

Additional Information - Francisco Sierra will reach out to free local publications to get PetFest included in various the social calendars. Nora Brophy is researching a possible ad in the Orlando Sentinel. Tracy Mitchell commented this could bring in more outsiders to the Town. Postcards and posters will be printed for distribution to local businesses and schools.

c. Tennis

i. Report from Tennis Subcommittee

Tracy Mitchell asked that committee members go look at the tennis courts at Torey Pines in Orlando. This neighborhood has converted one tennis court into temporary two court pickleball courts.

Dena O'Malley reported that the gate on court 3 at WRC has been manipulated so that it can be opened without a key. Public Works will look to correct this issue.

Nora Brophy suggested that we approach TOW Police to have courts monitored on occasion for misuse.

d. Parks

i. WRC

1. Pickleball - noise & parking study deferred

ii. Review Parks Walkthrough

Nora Brophy observed older children playing aggressively with the new octopus equipment at WRC. Mandy David asked if signage would be possible indicating that the playground equipment was intended for younger aged children.

iii. Lake Down Park

1. TOW looking into changes to mitigate problems & privatize the park

2. State of the dock

Tonya Elliott-Moore commented that all information pertaining to dock and park is on hold until we receive more information regarding repairs and lake water level.

iv. Palmer Park

1. Cost for fixes to small kids' playground

1a. Handicapped walkway & ramp - need input from John

1b. Replace bouncy walking pods with...?

Tonya Elliott-Moore commented that John Fitzgibbons has been contacted and has ideas regarding the walkway and ramp.

Mandy David suggested looking into playground equipment which lists sign language letters.

2. Waiting on Town Council approval for shade structure

3. Have swings & teeter-totter been ordered?

Tonya Elliott-Moore commented that she needs the updated bid from Shade America. Sue Ann Reichard obtained the quote and will forward.

e. Financial

3. NEW BUSINESS

a. TOW Email Accounts

i. Please make this change ASAP and send Nora Brophy your new Town email. Majority of committee has obtained their town email accounts.

b. New Pavilion

i. Parks & Recreation recommended the TC review the pavilion plan. CT Allen called a meeting of concerned residents on January 2. All agreed the pavilion is too large and we don't need a concession stand. ~~The pavilion has been pulled from the Jan 10 agenda,~~ and a public input workshop has been scheduled for 1/23. We all need to send emails and attend/zoom the next meeting.

Tonya Elliott-Moore reviewed information pertaining to the pavilion plan. She dispelled rumors that have been circulating and added new information from Robert Smith.

c. Minutes

i. Parks & Recreation Meeting Minutes December 8, 2022 (Attachment - Committee Option)

Sue Ann Reichard approved the minutes and Francisco Sierra seconded.

d. Liaison Reports

i. Town Council Liaison - Council Member Mandy David

Mandy David informed the committee that nothing will be constructed on the TOW site plan on the corner of 5th and Forest due to the septic system. This will remain green space. Basketball courts may not be relocated to this area. It is possible that the ½ court that has a broken hoop maybe removed. P&R would like to look at options to improve the current basketball courts.

ii. Town Staff Liaison - Public Works Director Tonya Elliott-Moore

Tonya Elliott-Moore informed the committee that Town Council will vote on the shade structure at their next meeting.

4. NEXT MEETING DATE

a. Thursday, February 9, 2023

i. January minutes & February agenda items due to Diane by 12pm on Thursday, February 2, 2023

5. ADJOURN

Nora Brophy adjourned the meeting at 6:25 pm.