



PARKS AND RECREATION COMMITTEE

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

Agenda

Agenda

**August 10, 2023
5:00 PM**

****AMENDED AGENDA****

**TOWN HALL
520 MAIN STREET
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 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. THE MEETING IS CALLED TO ORDER BY THE CHAIR

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

3. DOUG BOWMAN

a. Approval for expense reimbursement

b. Memorial for Doug

i. Add bench to Windermere Recreation Center next to the one Doug dedicated to his father?

ii. Name the WRC courts the "Bowman Courts?"

iii. Other ideas?

c. Minutes

- i. See New Business for more information

4. OLD BUSINESS

a. Events

- i. 22nd Annual Orlando Health Run Among the Lakes - Saturday, October 14, 2023
 - 1. Sponsorships
 - 2. Marketing
 - 3. Awards
 - 4. Volunteers

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

- iii. PetFest - Saturday, February 24, 2024

b. Tennis

- i. Report from Tennis Subcommittee
 - 1. Signs (Sue Ann & Tracy) - Need to consolidate and update signage at the courts

- ii. Tennis Social
 - 1. Date
 - 2. Sponsor

- iii. Tennis/Pro Complaints
 - 1. Add more signage to courts with WPD non-emergency number (Sue Ann)
 - 2. Change regulations with regard to pros? (Attachment)

- iv. Pickleball

- ii. Tennis Summer Camps
 - 1. Week 1 - 6/5-6/8; 9am - 11:30am
 - 2. Week 2 - 6/12-6/15; 9am - 11:30am
 - 3. Week 3 - 6/19-6/22; 9am - 11:30am
 - 4. Week 4 - 6/26-6/26; 9am - 11:30am

c. Parks

- i. Windermere Recreation Center
 - 1. Pickleball - Noise & parking study deferred

- ii. Fernwood

1. Timing of entry/exit

iii. Lake Down Park / Lake Street Parks

1. Town will install fencing similar to Fernwood along Lake Street and E 4th Avenue
2. If requested, the Town will look at adding an auto gate similar to Fernwood, at E 4th & Magnolia so that residents can park. This would alleviate the parking issues for the three houses along that street
3. ETA for dock repairs

iv. Palmer Park

1. Fixes to small kids' playground
 - 1a. *Handicapped walkway and ramp - ETA and what is needed from P&R?*
 - 1b. *Replace bouncy walking pods - Jill is looking into new equipment*
2. ETA on Shades and swings

v. Town Square Park

1. Purchase soccer goal to place in field along Forest Street? Sue Ann working on this

vi. Signage

1. We should standardize and consolidate all of the park signs, including the walking trail signs

d. Financial

5. NEW BUSINESS

a. Membership

i. Resignation of Cindy Hunter (Attachment)

ii. New Member Applications

1. Jeanne-Marie Olache (Attachment - Committee Option)
2. Tracy McLaughlin (Attachment - Committee Option)
3. Stephen Dimino (Attachment - Committee Option)

iii. Secretary

iv. Treasurer

b. Minutes

i. June 8, 2023 Parks & Recreation Committee Meeting

1. Committee must recreate minutes based on notes (Attachment)

ii. July 13, 2023 - no official meeting held

c. Liaison Reports

i. Town Council - Council Member Mandy David

ii. Staff - Public Works Director Tonya Elliott-Moore

6. NEXT MEETING DATE

a. Thursday, September 14, 2023 - 5:00pm

i. Items due to Diane Edwards by 3pm on September 7, 2023

7. ADJOURN



614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

TENNIS MEMBER PASS

- 1) Property owners and residents of the Town of Windermere may be Tennis Members. Tennis Members and their guests may use the Town tennis courts, but only for recreational play.
- 2) A Town property owner or Town resident is a Tennis Member only if he, she or his or her family has a current annual tennis court use pass. A per-family tennis court use pass fee in an amount to be set annually by resolution of the Town Council will be paid directly to the Town. Unless and until new fees are established by resolution of the Town Council, the tennis court use pass fee shall be **\$25.00**. The passes shall be renewable each year by a date set by resolution of the Town Council. Unless and until the Town Council adopts a resolution changing the renewal date, tennis court use passes shall be renewable on or before **October 1**.
- 3) The gates to the tennis courts will be locked and a key will be issued with each pass. Replacement keys are available for \$5.00 each. ***Tennis Members are responsible for locking the tennis court gate after use.***
- 4) The following court rules will apply: (i) tennis shoes only, **no black soles**, will be worn while on the courts; (ii) shirts must be worn at all times; (iii) no glass containers or alcoholic beverages allowed on the courts; (iv) no animals, skating, bicycles, skateboards, roller blades etc. on the courts; (v) players are limited one hour if other players are waiting or a maximum of two hours; (vi) a guest must play with a Tennis Member; (vii) a Tennis Member and his or her guest may play on only one court at a time; and (viii) the last Tennis Member exiting the courts must lock the gate to secure the courts.
- 5) **League play is addressed separately in the Town of Windermere League Play Regulation and Agreement.**
- 6) A Tennis Member may have an outside professional coach for individual lessons, provided the above regulations are observed; one Tennis Member per court. The rule of first come, first served, will be observed by all Tennis Members. A Tennis Member cannot reserve a court for their individual tennis lesson. A professional coach must be a Tennis Member to coach a person that is not a property owner or resident of the Town.

TENNIS COURT USE PASSES AND KEYS ARE FOR THE USE OF WINDERMERE RESIDENTS ONLY, AND MAY NOT BE COPIED OR LOANED. VIOLATION OF THE RULES WILL RESULT IN THE FOLLOWING:

PLEASE READ AND INITIAL EACH STATEMENT

____ **VIOLATION 1:** Should a **non-member** of an applicant's household be in possession of the **applicant's** key and/or pass to the tennis courts without prior authorization of the Town, such key and/or pass will be confiscated and the applicant's household will not be eligible for renewal for 1 year from the date of the offense.

____ **VIOLATION 2:** Should a **non-member** of the applicant's household be in possession of **the applicant's** key or pass to the tennis courts without prior authorization of the Town for a second time, such key and/or pass will be confiscated and the applicant's household will not be eligible for renewal for 2 years from the date of the offense.

____ **VIOLATION 3:** Should a **non-member of the applicant's household** possess a forged, counterfeit or duplicate key and/or pass, **the key and/or pass will be confiscated as well as the applicant's key and pass. Furthermore,** that applicant's household will be precluded from obtaining a pass for 2 years from the date of offense, **and the** non-resident will be trespassed from the tennis courts for a period of 1 year.

____ Additionally, any person violating the rules set forth above **may** be punished by a fine not to exceed \$200.00.



614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

PLEASE COMPLETE THE FOLLOWING INFORMATION

NAME: _____

ADDRESS: _____ WINDERMERE, FL 34786

FORM OF PROOF OF RESIDENCY PRESENTED TO TOWN STAFF: _____

EMAIL: _____ PRIMARY PHONE: _____

BY SIGNING BELOW, YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTAND, AND AGREE TO THE TERMS SET FORTH ABOVE, AND YOU CONSENT TO PROVIDE PROOF OF RESIDENCY AND YOUR CURRENT TENNIS COURT USE PASS SHOULD YOU BE ASKED BY WINDERMERE STAFF WHILE USING THE TOWN TENNIS COURTS.

SIGNATURE: _____ DATE: _____

TO BE COMPLETED BY TOWN STAFF

TP # _____ ISSUED BY EMPLOYEE / DATE: _____

\$25 TENNIS COURT USE FEE: _____

Diane Edwards

From: Cindy Hunter <clhunter1@yahoo.com>
Sent: Wednesday, July 19, 2023 8:01 PM
To: Diane Edwards
Cc: Nora Brophy; Nora Brophy
Subject: Resignation from P&R

I am very sorry to have to resign from my position on the Town on Windermere Parks and Recreation committee. My health has taken a serious downhill turn that has resulted in me being housebound.

Thank you, Cynthia Hunter



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

COMMITTEE APPLICATION FORM

1. Name: JEANNE-MARIE OLACHE Home Phone: 407-269-9125

2. Home Address: 425 BUTLER ST Windermere

3. Business: N/A Business Phone: N/A

4. Business Address: N/A

5. Email: JOLACHE3@GMAIL.COM

6. Brief Summary of Education and Experience: B.S. ELECTRICAL ENGINEERING,
B.A. MATHEMATICS; 4 YRS CONSULTING ENGINEER @ BURNS+MCDONNELL

- 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 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? VERY INTERESTED IN PRESERVING THE BEAUTY OF OUR TOWN AND UPDATING OUR PARKS!

*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT
 Signature: [Signature] Date: 7/28/2023

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



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

COMMITTEE APPLICATION FORM

1. Name: Tracy McLaughlin Home Phone: (843) 901.0276
 2. Home Address: 2829 Marquesas Ct. Windermere
 3. Business: Orlando Health Dr. Phillip Business Phone: (321) 842.4693
 4. Business Address: 9401 Turkey Lake Rd. Orlando, FL 32819
 5. Email: Tracy.mclaughlin1@outlook.com

6. Brief Summary of Education and Experience:

I am an acute care occupational therapist.
I provide bedside care in a hospital setting. I have a Masters Degree & 22 years of experience as an OT.

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 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 a tennis player & I love the outdoors. My father is an arborist & my sister is a landscape architect

*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT
 Signature: _____ Date: _____

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



Town of Windermere
P. O. Drawer 669
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COMMITTEE APPLICATION FORM

1. Name: Stephen Dimino Home Phone: 407-461-6606
2. Home Address: 336 Forest St Windermere
3. Business: Maylor Foundation Co. Business Phone: 407-461-6606
4. Business Address: 4700 Millenia Blvd, Orlando, FL 32839
5. Email: sldimino@gmail.com

6. Brief Summary of Education and Experience:

BS in Civil Engineering from Georgia Tech
MBA from Georgia State
Working as a civil engineer for 28 years. I have some environmental experience, but do mostly structural design build work. I've been a coach in Georgia and pop-warner football her in Windermere.

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

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

- | | |
|--|--|
| Code Enforcement Board <u> </u> | Development Review Board <u> </u> |
| Downtown Business Committee <u> </u> | Elder's Committee <u> </u> |
| Historical Preservation Committee <u> </u> | Long Range Planning Committee <u> </u> |
| Parks and Recreation Committee <u>x</u> | Traffic Committee <u> </u> |
| Tree Board Committee <u> </u> | |

14. Why do you think you are qualified to serve on this board? _____ ●

***FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT**

Signature: _____ Date: _____

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

I have been a town resident for 9 years and I absolutely love it here and it's time to get involved. I've been on professional boards and committees as well as community (sports and Boy Scouts) and feel that my level of care and work ethic would be an asset to the committee.

Parks & Recreation Meeting Notes

June 8, 2023

5:00pm

Community Conference Room
614 Main Street
Windermere, FL 34786

Notes taken by P&R Member Sue Ann Reichard

We were joined by a local Boy Scout, Andrew Piatek, from Troop 225 who monitored the meeting for a badge requirement.

Nora will follow up with Orlando Health in regards to the renewal of their contract with RATL

A design was chosen for the 2023 RATL which includes a water skier representing the town's many water activities.

The metal sponsorship for 2023 RATL is \$5000. We need to fill this spot asap.

The committee discussed ideas for awards. An idea was presented by Sue Ann to consider larger, oversized medals for age categories. Nora passed around a custom wood license plate that Frew Sommer provided for consideration as well.

Sue Ann will shadow Nora to coordinate RATL advertising at WO Observer. Iggy Collazzo is out of contact.

It was decided the tennis socials will be held on the first Wednesday of September, October and November. Cost will be \$150. Committee discussed if we should find a company to sponsor the event to cover the cost of a coach and water.

Sue Ann is working on signage for the courts and everyone agreed signs need to be streamlined and more concise.

Tennis camps are in progress. Marcelo has not had a great turnout so far this year.

Doug will organize an online meeting to discuss the current tennis league regulations.

It was decided that only three tennis leagues may play during one season.

We will appropriate money for a soccer goal along Forest Street.

I have written something about FREDP – a grant and something about a swing set.

Meeting was adjourned at 6:20