

THE TOWN OF
Windermere



MAYOR AND COUNCIL OF THE TOWN OF WINDERMERE

Mayor Jim O'Brien

Council Members

Andy Williams

Tony Davit

Mandy David

Molly Rose

Tom Stroup

Agenda

Agenda

August 22, 2023

6:00 PM

****VIRTUAL WORKSHOP****

JOIN ZOOM MEETING (COPY/PASTE INTO BROWSER): [HTTPS://ZOOM.US/](https://zoom.us/)

MEETING ID: 819 3494 1414

PASSCODE: 262970

ONE TAP MOBILE: +1-305-224-1968 // 81934941414#

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 Town Council:

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 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

AGENDA

- **THE MEETING IS CALLED TO ORDER BY THE MAYOR**
- **FLAG SALUTE**

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

2. NEW BUSINESS

a. Town Events

- i. Presentation
- ii. Discussion

b. Town Hall Enhancements

- i. Presentation (Attachment)
- ii. Discussion

3. MAYOR & TOWN COUNCIL LIAISON REPORTS

a. Mayor O'Brien

b. Council Member Williams

c. Council Member David

d. Council Member Davit

e. Council Member Rose

f. Council Member Stroup

4. STAFF REPORTS

a. Town Manager Robert Smith

b. Town Attorney Heather Ramos

c. Police Chief Dave Ogden

d. Public Works Director Tonya Elliott-Moore

e. Clerk Dorothy Burkhalter

5. ADJOURN



**TOWN OF WINDERMERE
EXECUTIVE SUMMARY**

SUBJECT: Town Sponsored Events

REQUESTED ACTION: Board Discussion

Work Session (Report Only)

Regular Meeting

DATE OF MEETING: 8/22/23

Special Meeting

CONTRACT: N/A

Effective Date: _____

Managing Division / Dept: _____

Vendor/Entity: _____

Termination Date: _____

BUDGET IMPACT: \$0

Annual

Capital

N/A

FUNDING SOURCE: _____

EXPENDITURE ACCOUNT: _____

HISTORY/FACTS/ISSUES:

Mayor & Council,

Throughout the pavilion discussion as well as some other public input and Town Council workshops there has been a lot of dialogue as to the frequency and size of the various events held in Town Square and the impact on surrounding residents. The following are some of the concerns raised by those residents:

- Parking
- Noise
- Non-Windermere Residents

In order to assist those surrounding residents, Town Staff has met and are looking for ways to try to minimize those impacts to those households.

- Possibility of reducing the size, frequency, and scale of the Food Truck Events
- Ensuring that the entertainment is strictly adhering to the noise ordinance. (All events)
- Working with Windermere PD on the possibility of adding additional off duty for those nights. (All events)
- Eliminated Food Trucks for the months of June, July, and August. Additional months can be considered.
- Any additional events over 1000 attendees will need to submit a Special Event Permit and have a Public Outreach/Work session prior to going to Town Council for approval.
- Public Works purchased signage to identify areas where no parking is allowed. (All events)

- Staff continues to look for additional areas where parking can be accommodated.

Staff will continue to work with those residents surrounding Town Square but would like some additional guidance from Town Council relative to these events.

Current Events: Underscored = Night Event

- **Food Truck Night** (4th Friday September-May) - *Historic Preservation Board*
 - **National Night Out** (September 4th Friday)
 - **Halloween Activity** (October 4th Friday)
 - **Light Up Windermere** (November 3rd Friday)
 - **Holiday Movie Night** (December 3rd Friday)
- **Elder Luncheons** (February, April, October, and December) – *Elder Affairs Committee*
- **Farmers Market** (every Friday) – *Windermere Tree Board*
- **Craft Beer Fest** (will be resuming in 2024)
- **Arbor Day Tree Giveaway** (annual: January) - *Windermere Tree Board*
- **Windermere Wine & Dine** (annual: late January/early February)
- **Windermere Art Show** (annual, 2-day event: February) – *Special event organized by resident*
- **Windermere PetFest** (annual: late February/early March) – *Parks & Recreation*
- **WPDF Robbie German Memorial Event** (annual: March, June, or October) – *WPD Foundation*
- **Operation Easter Bunny** (annual: March or April) - *WPD Foundation/Town of Windermere*
- **Crazy Card Party** (annual, 2-day event: March or April) – *Windermere Garden Club*
- **Plant Sale** (annual: May or June) – *Windermere Garden Club*
- **Memorial Day Ceremony** (annual: late May) – *Rotary Club of Windermere*
- **Armed Services Day** (annual: late May) - *Town of Windermere*
- **July 4th Pancake Breakfast** (annual: July) - *Town of Windermere*
- **9/11 Ceremony** (annual: September) - *Town of Windermere*
- **Cops & Bobbers** (annual: September) – *WPD Foundation*
- **Sleep in Heavenly Peace Bunk Bed Build** (annual: September or October) - *WPD Foundation*
- **Run Among the Lakes** (annual: mid-October) - *Parks & Recreation*
- **Halloween Costume Parade & Hayride** (annual: late October) - *Parks & Recreation*
- **Music Among the Lakes** (annual: early November)
- **Veterans Day** (annual: mid-November) – *Rotary Club of Windermere*
- **Holiday Hoopla** (annual: early December) - *Town of Windermere*

For Private Town Hall Rentals, Staff is working with WPD to ensure renters are adhering to the noise ordinance.



WINDERMERE TOWN HALL

Windermere began in the mid-1880s when [unclear] built his home in the area, giving it and the [unclear] the name of Windermere. In memory of [unclear] of England. Other settlers followed, and [unclear] 1889, but the community was not formally [unclear]. The town council had no permanent meeting place. Citizens often met at the Windermere Woman's Club, which later became Town Hall. The two-story wood frame building was erected on the shore of nearby Lake Butler. It was moved to its present site in 1938 for use as a community center. It became the seat of local government in 1945. The existing Town Hall is the focus of civic and cultural activities in Windermere. Facilities found there include the Chamber of Commerce, all courts, a municipal office building, a City Hall Building, a small wood frame building [unclear]. Windermere's most prominent early residences were [unclear] served as both the town hall and the Cal Palmer Building are listed as Historic Places.

FLORIDA HERITAGE SITE
THE TOWN OF WINDERMERE AND
DEPARTMENT OF STATE
SECRETARY OF STATE

Windermere Town Hall Renovations

Proposed Enhancements and Modifications



Safety, Accessibility and Functionality

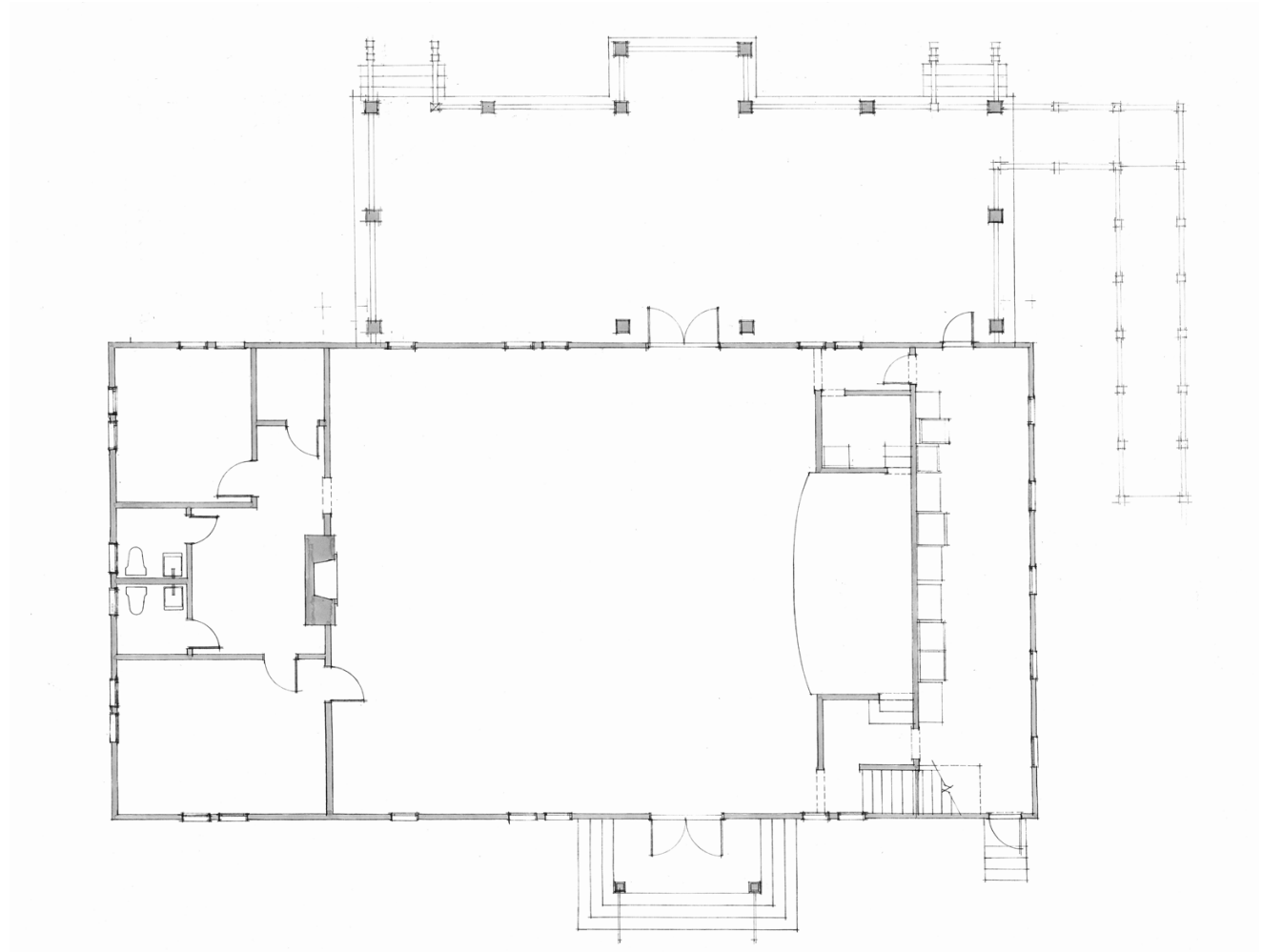
- Provide foundation enhancements for porch columns
- Provide new handicapped ramp on north side
- Improve stage access and add HC lift for accessibility
- Add new exits at west stage area and back Kitchen east side
- Add guard rails at main entry landing
- Remove steps at NE corner of TH
- Provide access from multipurpose room to porch

Historical Aesthetic Improvements

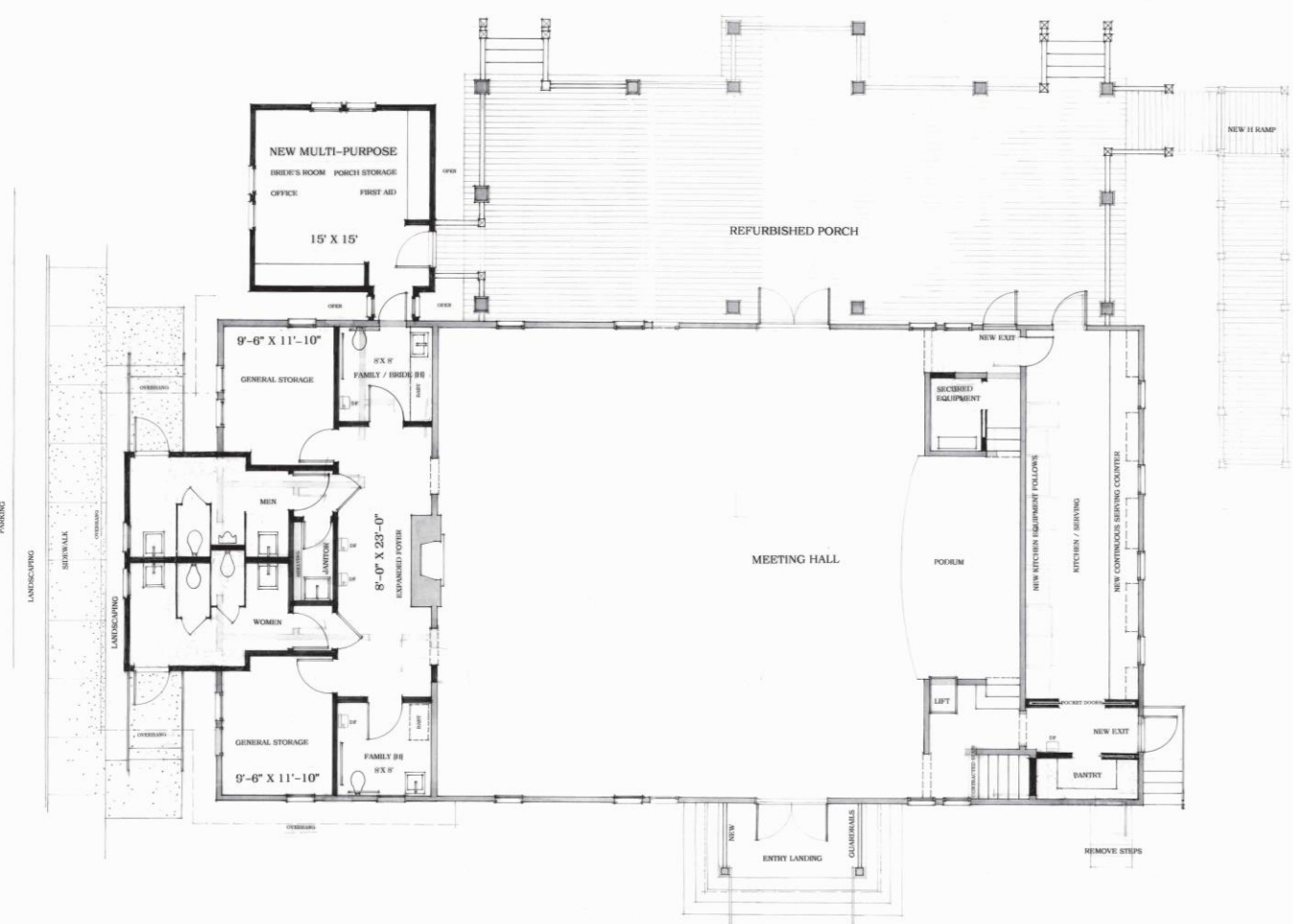
- Improved roof enhancements
- Renovate porch columns/stairs/rails with Hardie board
- Replace rotted wood
- New metal roof for entire facility
- Eliminate flat roofs over Porch and Toilet extensions with pitched 'overbuild' metal roofs, to gutters

Additional Enhancements

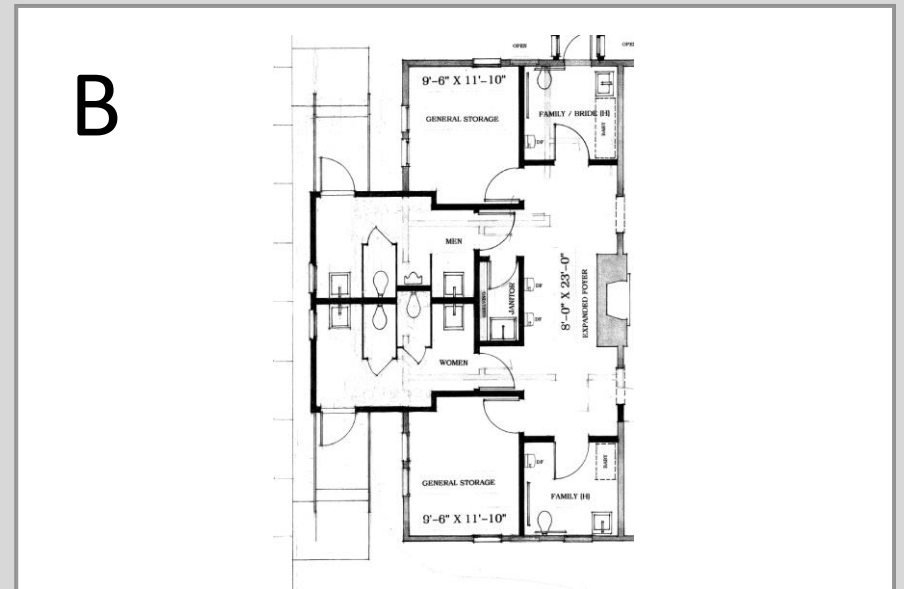
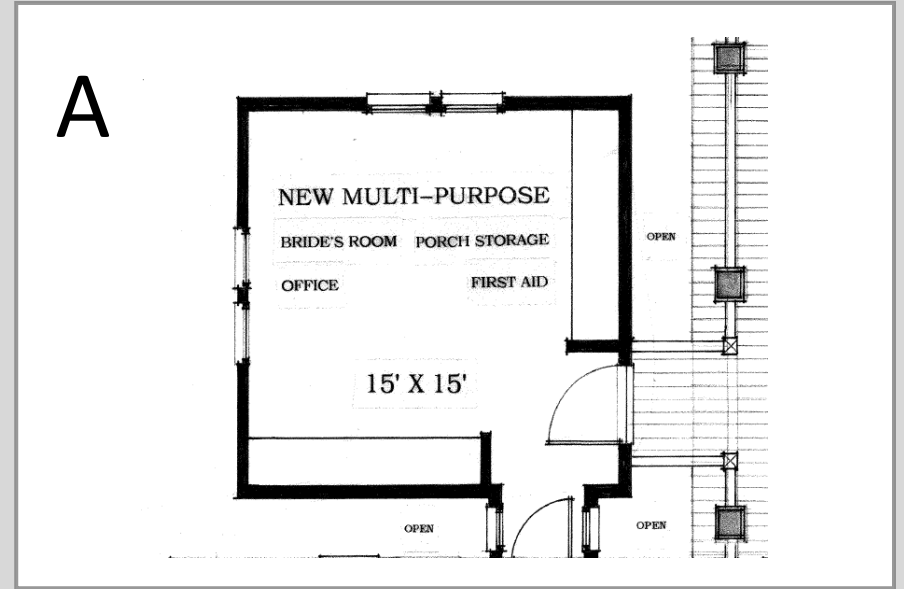
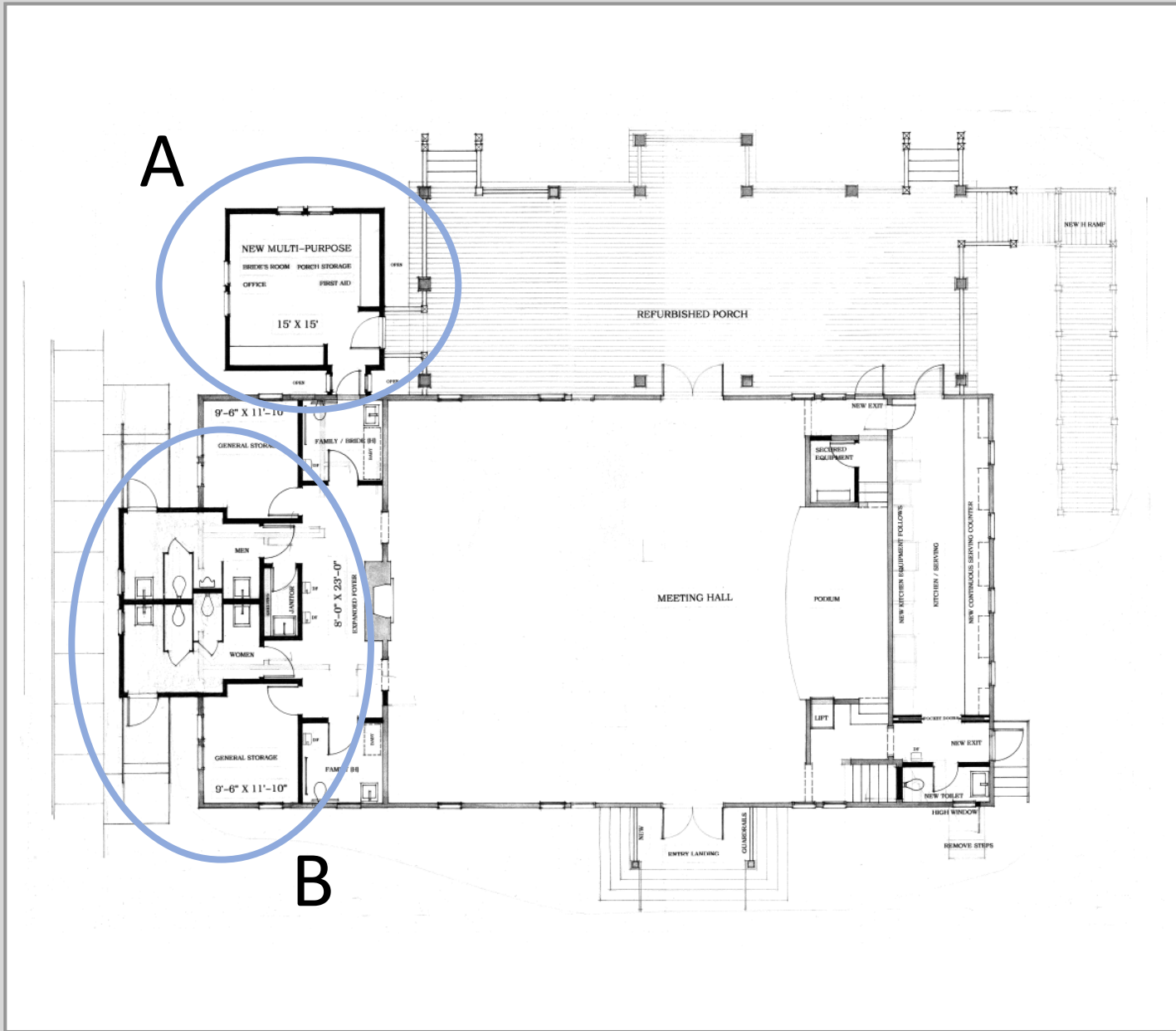
- Multi-purpose room serves also as Bridal Room when engaged with adjacent Family Toilet
- Restroom Expansion
- Addition of two Family/Accessible Restrooms
- Exterior Access to TH Restrooms
- New Kitchen Equipment and Serving Counter with wall cabinets between windows.

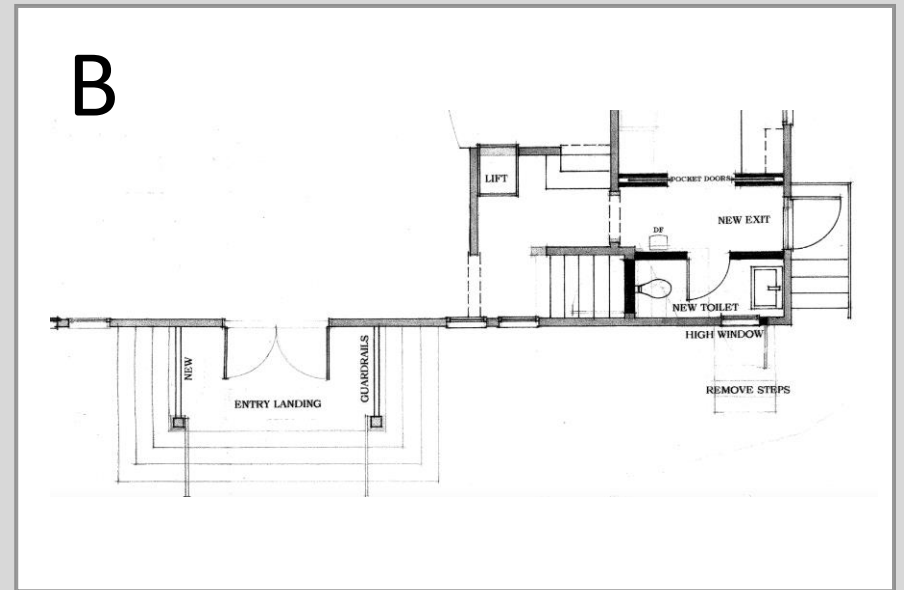
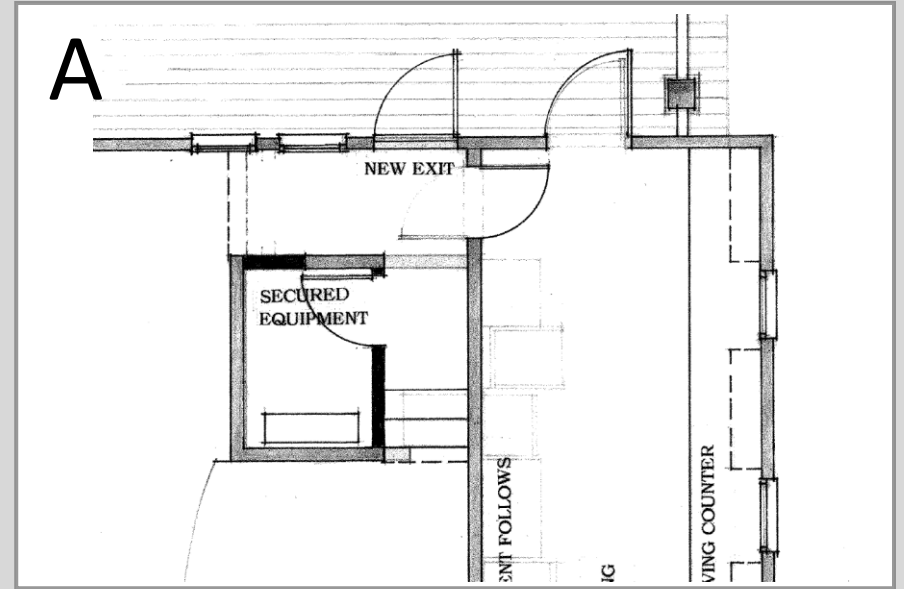
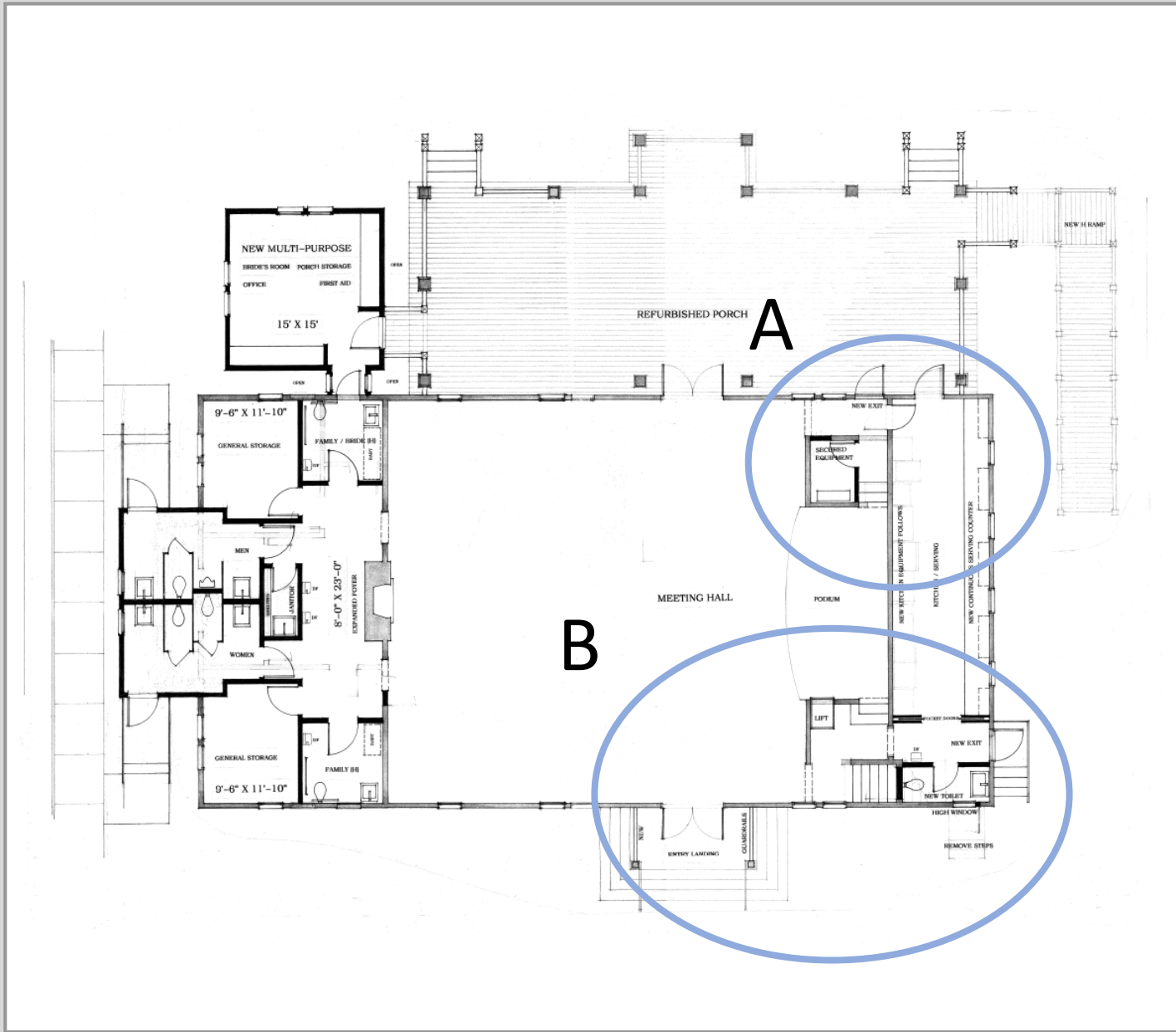


Existing Floor Plan



Revised Floor Plan







SOUTH ELEVATION



WEST ELEVATION