



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

September 12, 2023

6:00 PM

WINDERMERE TOWN HALL

520 MAIN STREET

WINDERMERE, FL 34786

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

MEETING ID: 868 8695 5539

PASSCODE: 473653

ONE TAP MOBILE: +1-305-224-1968 // 86886955539# US

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. SPECIAL PRESENTATION / PROCLAMATION / AWARDS

3. TIMED ITEMS & PUBLIC HEARING

a. Resolution 2023-05 Non-Ad Valorem Assessment Roll for Streetlights for The Willows at Lake Rhea Phases 1, 2, and 3 (Attachment)

4. NEW BUSINESS

a. Minutes

i. July 11, 2023 Town Council Meeting Minutes (Attachment - Staff Recommends Approval)

ii. July 12, 2023 Public Information Workshop – Lake Street Parks (Attachment - Staff Recommends Approval)

iii. July 20, 2023 Town Council Budget Session (Attachment - Staff Recommends Approval)

iv. July 25, 2023 Town Council Workshop – Lake Street Parks (Attachment - Staff Recommends Approval)

v. July 31, 2023 Public Information Workshop – Town Hall Enhancements #1 (Attachment - Staff Recommends Approval)

vi. August 8, 2023 Town Council Meeting (Attachment - Staff Recommends Approval)

vii. August 16, 2023 Public Information Workshop – Town Hall Enhancements #2 (Attachment - Staff Recommends Approval)

b. Consent Items

i. Interlocal Agreement between the City of Apopka and the Town of Windermere - City of Apopka Firearms Range (Attachment - Staff Recommends Approval)

c. Ordinances / Resolutions for Approval / First Reading

i. Ordinance no. 2023-04

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, PERTAINING TO THE OPERATION OF GOLF CARTS ON PUBLIC ROADS OR STREETS IN THE TOWN; PROVIDING FINDINGS; AMENDING ARTICLE III IN CHAPTER 20 OF THE TOWN'S CODE OF ORDINANCES ENTITLED "GOLF CARTS" BY REQUIRING THAT A PERSON OPERATING A GOLF CART ON DESIGNATED TOWN ROADS OR STREETS POSSESS A VALID LEARNER'S DRIVER LICENSE OR VALID DRIVER LICENSE; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE

DATE.

d. Appointments

i. Parks & Recreation Committee

1. Jeanne-Marie Olache (Attachment – P&R Recommends Approval)
2. Tracy McLaughlin (Attachment – P&R Recommends Approval)
3. Stephen Dimino (Attachment – P&R Recommends Approval)

ii. Windermere Tree Board

1. Joan Foglia (Attachment – WTB Recommends Approval)
2. Vicki Hearst (Attachment – WTB Recommends Approval)
3. Bonnie DiCocco (Attachment – WTB Recommends Approval)

e. Contracts

i. Low Level Safety Lighting at Parking Lot at West 5th Avenue (Attachment - Staff Recommends Complete Service Electric)

f. Other Items for Consideration

i. Discussion relative to Fernwood Boat Ramp Hours

ii. Discussion relative to construction work on Sundays and Federal Holidays

5. MAYOR & COUNCIL LIAISON REPORTS

a. Mayor O'Brien

b. Council Member Williams

c. Council Member David (Attachment)

d. Council Member Davit

e. Council Member Rose

f. Council Member Stroup

6. 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

7. ADJOURN

- **REPORTS**
- **OTHER ITEMS**

Resolution 2023-05
of the
Town Council
for the
Town of Windermere, Florida
pertaining to
The Non-Ad Valorem Assessment Roll for Streetlights
for
The Willows at Lake Rhea Phase 1, 2 and 3

Whereas, on December 11, 2012, the Town Council adopted Resolution 2012-15, giving notice of its intent to utilize the Uniform Method of Collection to place the cost and expenses of streetlights, including, without limitation, the cost of installing, operating, and maintaining the streetlights for Phase 1, 2, and 3 of The Willows at Lake Rhea on the tax bill of the residents of Phase 1, 2 and 3 of The Willows at Lake Rhea as a non-ad valorem assessment pursuant to section 197.3632 of the Florida Statutes.

Whereas, in order to impose non-ad valorem assessments, subsection 197.3632(4) of the Florida Statutes requires the Town Council to hold a public hearing to adopt a non-ad valorem assessment roll which establishes the amount of the assessments, with such amendments as the Town Council deems appropriate, after hearing comments, input and objections of all interested parties.

Whereas, Duke Energy has increased its costs associated with the streetlights in The Willows, and those cost increases will be paid by the residents of Phase 1, 2 and 3 of The Willows.

Whereas, the assessment roll for the streetlights for Phase 1, 2, and 3 of The Willows at Lake Rhea has been made available for inspection by the public.

Whereas, notice of the public hearing on the assessment roll has been published in the newspaper and mailed to all interested parties as required by subsection 197.3632(4)(b) of the Florida Statutes, to provide notice to all interested persons of an opportunity to be heard.

Now Therefore, Be It Resolved by the Town Council of the Town of Windermere, Florida:

Section 1. Recitals. The foregoing findings are incorporated herein by reference and made a part hereof.

Section 2. Adoption of the Non-Ad Valorem Assessment Roll. The Town Council of the Town of Windermere hereby approves and adopts the non-ad valorem assessment roll for the cost of installing, operating, and maintaining the streetlights for Phase 1, 2, and 3 of The Willows at Lake Rhea attached hereto as **Attachment A**.

Section 3. Certification of the Assessment Roll. The Town Council authorizes and directs the Town Manager, or his designee, to certify to the Orange County Property Appraiser, on or before September 15, 2023, the non-ad valorem assessment roll attached hereto as **Attachment A.** The assessment roll to be certified shall consist of all adjustments, if any, as authorized by the Town Council.

Resolved this 12th day of September, 2023.

Town of Windermere, Florida

By: Town Council

By: _____
Jim O'Brien, Mayor

Attest:

Dorothy Burkhalter, MMC, FCRM
Town Clerk

ATTACHMENT A

Non-Ad Valorem Assessment Roll for the Streetlights for Phase 1, 2, and 3 of The Willows at Lake Rhea

Parcel	Current Assessment	New Assessment
282306000000007	113.70	116.82
282306932300010	113.70	116.82
282306932300020	113.70	116.82
282306932300030	113.70	116.82
282306932300040	113.70	116.82
282306932300050	113.70	116.82
282306932300060	113.70	116.82
282306932300070	113.70	116.82
282306932300080	113.70	116.82
282306932300090	113.70	116.82
282306932300100	113.70	116.82
282306932300110	113.70	116.82
282306932300120	113.70	116.82
282306932300130	113.70	116.82
282306932300140	113.70	116.82
282306932300150	113.70	116.82
282306932300160	113.70	116.82
282306932300170	113.70	116.82
282306932300180	113.70	116.82
282306932300190	113.70	116.82
282306932300200	113.70	116.82
282306932300210	113.70	116.82
282306932300220	113.70	116.82
282306932300230	113.70	116.82
282306932300240	113.70	116.82
282306932300250	113.70	116.82
282306932300260	113.70	116.82
282306932300270	113.70	116.82
282306932300280	113.70	116.82
282306932300290	113.70	116.82
282306932300300	113.70	116.82
282306932300310	113.70	116.82
282306932300320	113.70	116.82

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Parcel	Current Assessment	New Assessment
282306932300330	113.70	116.82
282306932300340	113.70	116.82
282306932300350	113.70	116.82
282306932300360	113.70	116.82
282306932300370	113.70	116.82
282306932300380	113.70	116.82
282306932300390	113.70	116.82
282306932300400	113.70	116.82
282306932300410	113.70	116.82
282306932900270	113.70	116.82
282306932900280	113.70	116.82
282306934500010	113.70	116.82
282306934500020	113.70	116.82
282306934500030	113.70	116.82
282306934500040	113.70	116.82
282306934500050	113.70	116.82
282306934500060	113.70	116.82
282306934500070	113.70	116.82
282306934500080	113.70	116.82
282306934500090	113.70	116.82
282306934500100	113.70	116.82
282306934500110	113.70	116.82
282306934500120	113.70	116.82
282306934500130	113.70	116.82
282306934500140	113.70	116.82
282306934500150	113.70	116.82
282306934500160	113.70	116.82
282306934500170	113.70	116.82
282306934500180	113.70	116.82
282306934500190	113.70	116.82
282306934500200	113.70	116.82
282306934500210	113.70	116.82
282306934500220	113.70	116.82

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282306934500350	113.70	116.82
282306934500360	113.70	116.82
282306934500370	113.70	116.82
282306934500380	113.70	116.82
282306934500390	113.70	116.82
282306934500400	113.70	116.82
282306934500410	113.70	116.82
282306934500420	113.70	116.82
282306934500430	113.70	116.82
282306934500440	113.70	116.82
282306934500450	113.70	116.82
282306934500460	113.70	116.82
282306934500470	113.70	116.82
282306934500480	113.70	116.82
282306934500490	113.70	116.82
282306934500500	113.70	116.82
282306934500510	113.70	116.82
282306934600010	113.70	116.82
282306934600020	113.70	116.82
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282306934600100	113.70	116.82
282306934600110	113.70	116.82
282306934600120	113.70	116.82
282306934600130	113.70	116.82
282306934600140	113.70	116.82
282306934600150	113.70	116.82
282306934600160	113.70	116.82
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282306934600490	113.70	116.82
282306934600500	113.70	116.82
282306934600510	113.70	116.82

TOWN OF WINDERMERE

Town Council Meeting Minutes

July 11, 2023

CALL TO ORDER:

Present were Mayor Jim O'Brien, Council Members Andy Williams, Mandy David, Tony Davit, and Molly Rose. Town Manager Robert Smith, Public Works Director Tonya Elliott-Moore, Attorney Heather Ramos, Deputy Chief Jayson Bonk, and Zoning/Town Planner Brad Cornelius were also present. Council Member Tom Stroup and Town Clerk Dorothy Burkhalter were present via Zoom.

Mayor O'Brien called the meeting to order at 6:00pm and stated that a quorum was present. He then asked Eagle Scout Jake Carsten to lead everyone in the Pledge of Allegiance.

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

Mayor O'Brien opened the floor to the public. The first to speak was Mr. Frank Krens of 727 Forest Street. Mr. Krens spoke in favor of the proposed Rotary Pavilion project. He then stated that Town committees/boards have rallied against this project. Mrs. Angela Withers of 712 Main St. introduced herself. She commented that all want what is best for the Town and to rethink the plan regarding the pavilion. Mrs. Withers also commented on the proposed Eagle Scout Project and location. Mr. Stephen Withers of 712 Main St. introduced himself. He commented on the 500-Block redevelopment project and that the DRB is pleased with it. Mr. Withers then commented on the proposed pavilion, trees, noise ordinance/control, Healthy West Orange Tax District, and negotiating the pavilion with Healthy West Orange directly.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

a. Jake Carsten Eagle Scout Project Presentation

Mayor O'Brien introduced this item. He then turned the floor over to Mr. Jake Carsten. Mr. Carsten presented a proposed Eagle Scout project that would include a retired American flag receptacle which would have no financial impact on the Town. Mayor O'Brien questioned who would pick up the flags after Mr. Carsten completes the project. Mr. Carsten Stated that the Windermere troop would pick up the flags from the drop box. Some discussion followed regarding the location, future responsibilities of the receptacle, and pick-ups. Manager Smith stated that the Sea Cadets could also get involved. Member Rose made a motion to approve the proposed project. Member Davit seconded the motion. Roll call vote was as follows: Rose – aye, Davit - aye, David – aye, and Williams – aye. Motion carried 4-0.

3. TIMED ITEMS AND PUBLIC HEARING

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, PERTAINING TO HEALTH, SAFETY AND WELFARE; IMPLEMENTING A TRAFFIC CALMING PROGRAM ON OAKDALE STREET BY INSTALLING A DIVERSION BARRIER AT THE INTERSECTION OF 9TH AVENUE EAST AND OAKDALE STREET FOR TRAFFIC HEADING NORTH AND SOUTH ON OAKDALE STREET; REQUIRING VEHICLES TRAVELING NORTH ON OAKDALE STREET TO TURN LEFT ONTO 9TH AVENUE AND VEHICLES TRAVELING SOUTH ON OAKDALE STREET TO TURN LEFT ONTO 9TH AVENUE; PROVIDING FOR SIGNAGE AND

TOWN OF WINDERMERE

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July 11, 2023

**NOTIFICATION TO THE EMERGENCY AGENCIES AND UTILITIES;
PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.**

Mayor O'Brien introduced this item. He then closed the Town Council meeting and opened the Public Hearing at 6:25pm. He read the title of proposed Ordinance 2023-03 for the record. Mr. David Sharpe of 1027 Oakdale St. introduced himself. He thanked the town for listening to residents and thanked the Police Department and Staff for all of their efforts with this project. Mr. Sharpe commented on golf cart width and safety. There being no comments from the public, Mayor O'Brien closed the Public Hearing and reconvened the Town Council meeting at 6:28pm. Member Rose question the golf cart path width. Director Elliott-Moore stated that the engineers have reviewed and suggested a 5 ½' width with a roll-off curb. Member Rose questioned the "water tank." Director Elliott-Moore stated that watering of landscaping will be needed and will be handled with a water tank. Member Rose made a motion to approve Ordinance 2023-03. Member Williams seconded the motion. Member Davit commented on upcoming stormwater projects within the proposed area. Director Elliott-Moore stated that the engineers are aware of this project and there will not be any impact. Roll call vote was as follows: Williams – aye, David – aye, Davit – aye, and Rose -aye. Motion carried 4-0.

4. NEW BUSINESS:

a. MINUTES

- i. June 13, 2023 – Town Council Meeting**
- ii. June 27, 2023 – Town Council Workshop: Pavilion Discussion**

Mayor O'Brien introduced this item. Member Davit made a motion to approve the minutes as presented. Member Williams seconded the motion. Roll call vote was as follows: Rose – aye, Davit - aye, David – aye, and Williams – aye. Motion carried 4-0.

b. CONSENT AGENDA ITEMS

- i. Interlocal Cooperation agreement between Orange County, Florida, and town of Windermere for community development programs under the urban county program**

Mayor O'Brien introduced this item. Member Williams made a motion to approve the agreement. Member Davit seconded the motion. Roll call vote was as follows: Rose – aye, Davit - aye, David – aye, and Williams – aye. Motion carried 4-0.

- ii. Interlocal agreement for permit inspection and review and Fire/EMS services between city of Ocoee and town of Windermere**

Mayor O'Brien introduced this item. Some discussion followed regarding cost, annual increases, and services. Member Rose made a motion to approve the agreement. Member Davit seconded the motion. Roll call vote was as follows: Williams – aye, David – aye, Davit – aye, and Rose -aye. Motion carried 4-0.

c. ORDINANCES/RESOLUTIONS FOR APPROVAL/FIRST READING

- i. First Reading Ordinance 2023-02**

ORDINANCE 2023-02

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, TO APPROVE A DEVELOPMENT AGREEMENT FOR THE FINAL DEVELOPMENT PLAN AND MAJOR DEVELOPMENT SITE PLAN FOR THE WINDERMERE DOWNTOWN PROPERTY PLANNED UNIT DEVELOPMENT ON 2.17 ACRES MORE OR LESS OF REAL PROPERTY LOCATED WITHIN THE TOWN CENTER DISTRICT OVERLAY AT THE NORTHEAST CORNER OF MAIN STREET AND E 6TH AVENUE, AS MORE SPECIFICALLY DESCRIBED HEREIN; PROVIDED FOR APPLICABILITY; SEVERABILITY; CONFLICTS; AND AN EFFECTIVE DATE

Mayor O'Brien introduced this item. He then closed the Town Council meeting at 6:35pm and opened a Public Hearing regarding proposed Ordinance 2023-02. He then read the title of proposed Ordinance 2023-02 for the record. Mayor O'Brien stated that the second reading/public hearing will be held at the August Town Council meeting. There were no public comments made. He then closed the Public Hearing at 6:39pm and reconvened the Town Council meeting.

d. Other Items for Consideration

i. Financial Disclosure for Elected Officials "Form 6"

Mayor O'Brien introduced this item. He then turned the floor over to Attorney Ramos. Attorney Ramos reported on the Municipal Attorneys Association Seminar she attended. She stated that there had not been much positive discussion regarding Form 6. Member Rose commented on her concerns regarding Form 6. Much discussion ensued. (Discussion item only)

ii. Healthy West Orange Pavilion Termination

Mayor O'Brien introduced this item. He then gave a history of past discussions regarding the proposed pavilion. Mayor O'Brien then commented on conversations with Mr. and Mrs. Sutton that have been made since the last meeting regarding other options. Member Davit agreed that both parties need to step back and take a different approach. Member Rose commented on a call she was on with Manager Smith and Rotary/Healthy West Orange regarding the pavilion and other options; nobody was open to the changes. She then stated that Rotary needed to be removed from the equation. Member Rose also stated that she is in favor of cleaning it up, closing it out, and starting again. Mayor O'Brien commented on the binding agreement that is currently in place. After some discussion was made, Member Davit made a motion to table this item for 90 days. Member David seconded the motion. After some discussion was made, roll call vote was as follows: Williams - aye, David - aye, Davit - aye, and Rose - aye. Motion carried 4-0.

iii. Town Sponsored/ Hosted Events

Mayor O'Brien introduced this item. He then stated that a review of events held in Town needed to be discussed at a future workshop. Member Williams stated that changes to the noise ordinance need to be enforceable, as well as in the Town Hall rental agreement. Mayor O'Brien explained the need for an open discussion regarding all events and their effects on the residents/community. All agreed. Mayor O'Brien thanked all for agreement.

6. MAYOR & COUNCIL LIAISON REPORTS:

Mayor O'Brien reported Mr. Chris Sapp has agreed to remain on the West Orange Chamber Board

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Town Council Meeting Minutes

July 11, 2023

unless another Council Member would like to take it over. All agreed to leave Mr. Sapp in place. Member David commented on the passing of Mr. Doug Bowman, and the possibility of naming a park after him. She then commented on the Volunteer of the Year Award be given to the late Ms. Jackie Rapport. Member Davit reported on meetings he has had with Director Elliott-Moore and others regarding traffic, as well as other meetings he attended. Member Rose stated that Music Among the Lakes is scheduled for November 4th, and that Windermere Wine and Dine will be February 3rd.

7. STAFF REPORTS:

a. TOWN MANAGER ROBERT SMITH – Manager Smith reported that Mr. Bowman’s celebration of life will be held in the Town Hall on Saturday. He also reported on upcoming meetings, workshops, the proposed annexation of Chaine du Lac, budget work sessions, and the recently approved appropriation requests.

b. TOWN ATTORNEY HEATHER RAMOS – Attorney Ramos had no report

c. DEPUTY CHIEF JAYSON BONK – Deputy Chief Bonk reported on Chief Ogden’s vacation, past blood drive, internal promotions, SRO training, and officer training.

d. PUBLIC WORKS DIRECTOR TONYA ELLIOTT-MOORE – Director Elliott-Moore reported on upcoming RFPs, shoreline plantings, recent rains, park bench replacements, road repairs, landscaping maintenance maps, park clean-ups, fencing repairs, the irrigation at Central Park, landscaping irrigation at the library, outfall clean outs, the cleaning of sidewalks and the pedestrian bridge, Town events, and tree inspections. Mayor O’Brien commented on buffering of the dumpster near the old community room building.

e. TOWN CLERK DOROTHY BURKHALTER – Clerk Burkhalter – no report

8. ADJOURN:

Mayor O’Brien adjourned the meeting at 7:25pm.

Dorothy Burkhalter, MMC, FCRM
Town Clerk

Jim O’Brien, Mayor

TOWN OF WINDERMERE

Lake Street Park Solution Presentation Public Workshop

July 12, 2023

PRESENT:

Town Manager Robert Smith, Town Council Member Tom Stroup, Public Works Director Tonya Elliott-Moore, Deputy Chief Jayson Bonk, Town Attorney Heather Ramos, and Town Clerk Dorothy Burkhalter.

1. THE WORKSHOP CALLED TO ORDER

Manager Smith called the workshop to order at 6:00pm

2. PRESENTATION – LAKE STREET PARKS SOLUTIONS PRESENTATIONS

Manager Smith commented on past workshops regarding issues at the Lake Street Parks. He commented on DEP discussions, items that the Town Council would like reviewed, and action items such as fencing/gate codes.

3. PUBLIC INPUT

Manager Smith opened the meeting with public comments. A resident from 414 E 5th Avenue agreed with fencing the park and removing the dock roof. Mr. Frank Walters of 535 Ridgewood Drive commented on concerns with jet skis, purchasing key codes, and enforcement. Manager Smith commented on enforcement, the number of non-residents allowed, cost, key codes, and dates and times for park use. Mr. Walters questioned buoys. Manager Smith commented on past buoys the Town had placed which had to have removed. Mr. Paul Eastwood of 323 E 4th Avenue also agreed with fencing the park. He also commented on jet ski issues. Mr. Scott Ross of 305 Magnolia Street questioned why the police weren't more involved with enforcement. Manager Smith commented that positive interactions are needed, not negative, unless something unlawful is occurring. Discussion ensued regarding enforcement. Mr. Scott Hartog questioned the location of the fencing. Director Elliott-Moore explained the location of the fencing. Mr. Hartog questioned what enforcement could be done regarding noise. Manager Smith explained that it was hard to enforce. Discussion followed regarding noise and enforcement. Ms. Kara Barker of 525 Lake Street introduced herself. She agreed with fencing the park. Ms. Barker questioned the timeframe for repairing the dock. Manager Smith explained that the Town is working with FEMA and that it will take time. Ms. Barker commented that a few confrontations with police may help detour some actions. Resident Jeff (?) also agreed with fencing the park. He also questioned if a capacity limit will be placed at the park. Manager Smith commented on the negative enforcement of a capacity limit. Mr. and Mrs. Rick (Tracy) Mitchell stated that the park needed to be utilized by the residents. Mr. Mitchell commented on the consent final agreement and amending it to "residents only." Attorney Ramos stated that the federal funds have requirements to them. Mr. Rick Irwin of 501 Lake Street stated that he is in favor of the fence. He then questioned the location of the fence. Manager Smith explained that the fence would be placed on the Town's right of way. Ms. Amy DuBois of 336 E 5th Avenue introduced herself. She then commented on the number of people at the park and noise. She then questioned if the park could have been privatized if there had not been a grant. Manager Smith stated yes. Discussion followed regarding returning federal funds and making the park private. Mr. Hartog requested clarification regarding using the water but not the dock. Deputy Chief Bonk stated that he will clarify the requirements with his staff. Ms. Jennifer Roper questioned if an age restriction could be utilized when selling the passcodes. Manager Smith commented that clarification will be needed from the State. Ms. Roper questioned if there could be verbiage to the effect of "minors must be accompanied by an adult." Discussion followed regarding jet skis, age requirements, and parent responsibilities/enforcement. Mr. Frank Krens complimented the fence at Fernwood Park. He then questioned if the gate codes would be different from others. Manager Smith stated no; one code will grant access to both gates. Discussion followed regarding fencing and the right of way. Manager Smith then reviewed comments from the chat box (attached). Mr. Hartog questioned the length of the fencing

TOWN OF WINDERMERE

**Lake Street Park Solution Presentation
Public Workshop**

July 12, 2023

from beginning to end. Manager Smith stated that he would work with Director Elliott-Moore regarding the fence length and access points. Mr. Eastwood requested that the roof be removed from the dock for safety reasons. Manager Smith stated he would talk with the Town Council regarding the roof. Mr. and Mrs. Nykamp spoke in favor of the fence and the key code. Mrs. Nykamp questioned the cost of the code for non-residents. Manager Smith stated that he will work with the State on this issue. Mr. Michell commented on “public lands.” Some discussion followed.

4. ADJOURN:

The Public session adjourned at 7:27pm.

Dorothy Burkhalter, Town Clerk

Jim O'Brien, Mayor

DRAFT

July 12, 2023

00:28:40 Amy's iPhone 7+😊 (2): Was the entire dock built with FRDAP funds or just the addition with the roof? I thought it was the addition.

00:29:55 Amy's iPhone 7+😊 (2): Everyone is not enjoying the parks. Mostly non residents.

00:38:53 joanfoglia: What will the repercussions be for jumping off of the roof?

00:41:40 VIDEOGRAPHER Jennifer Roper: since there is no lifeguard, could we require anyone under 18 to be accompanied by an adult?

00:42:49 BE: There Sheriff has a jet ski patrol also that goes on all butler chain lakes along with boats.

00:59:41 joanfoglia: Good question Jennifer. What is the town's liability for minors swimming or getting injured at the park.

01:01:41 Leslie's iPhone 12 Pro😊: We were on our paddle boards in the water, and Windermere police told us we couldn't be there

01:02:37 Irwin: Does it have to be publicly posted that non residents can obtain a code for a fee?

01:36:22 joanfoglia: Thanks!

01:45:32 joanfoglia: I think at some point it became public knowledge that it was public. Many of us were so blessed that we had it to ourselves for our families and children for so long!

01:45:56 Amy's iPhone 7+😊 (2): I knew it was public but the article in the west Orange times and on next door opened the floodgates.

TOWN OF WINDERMERE

Town Council Budget Session Meeting Minutes

July 20, 2023

Meeting was called to order at 6:00pm

Present were Mayor Jim O'Brien, Council Members Andy Williams, Mandy David, Tony Davit, and Molly Rose. Also present were Town Manager Robert Smith, Police Chief Dave Ogden, Public Works Director Tonya Elliott-Moore, and Town Clerk Dorothy Burkhalter. Council Member Tom Stroup was absent.

Mayor O'Brien called the meeting to order at 6:00pm and stated that a quorum was present. He then led everyone in the Pledge of Allegiance.

1. OPEN FORUM/PUBLIC COMMENT

Mayor O'Brien opened the floor to the public. Mr. Frank Krens of 727 Forest Street introduced himself. He then commented on (inaudible).

2. NEW BUSINESS

a. Financial

i. Presentation of Fiscal Year 2023/2024 Budget

Mayor O'Brien turned the floor over to Manager Smith. Manager Smith gave a detailed presentation of revenues and expenses.

b. Council Actions

i. Motion to tentatively adopt proposed millage rate of 3.7425 mills per thousand

Member Rose made a motion to tentatively adopt the proposed millage rate of 3.7425 mills. Member Williams seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, and Williams – aye. Motion carried 4-0.

ii. Motion to consent to balanced proposed budget

1. Revenues - \$16,383,474.09
2. Expenditures - \$16,383,474.09

Member Rose made a motion to consent to the balanced proposed budget of \$16,383,474.09. Member David seconded the motion. Roll call vote was as follows: Williams – aye, David – aye, Davit – aye, and Rose – aye. Motion carried 4-0.

iii. Motion to set date, time, and location of Budget Hearings

1. Tentative Budget Hearing – September 6, 2023 – 6:00pm Town Hall, 520 Main Street, Windermere, FL 34786
2. Final Budget Hearing – September 18, 2023 – 6:00pm Town Hall, 520 Main Street, Windermere, FL 34786

Member Rose made a motion to set the date of the budget hearings as Wednesday, September 6, 2023, at 6:00pm in the Town Hall, 520 Main Street, for the Tentative Budget Hearing, and Monday, September 18, 2023, at 6:00pm in the Town Hall, 520 Main Street, for the Final Budget Hearing. Member David seconded the motion. Roll call vote was as follows: Williams – aye, David – aye, Davit – aye, and

TOWN OF WINDERMERE

**Town Council Budget Session
Meeting Minutes**

July 20, 2023

Rose – aye. Motion carried 4-0.

iv. Motion to approve Solid Waste Assessment: \$391,573.42

Member Rose made a motion to approve the Solid Waste Assessment of \$391,573.42. Member Davit seconded the motion. Roll call vote was as follows: Williams - aye, David – aye, Davit - aye, and Rose - aye. Motion carried 4-0.

v. Motion to approve Stormwater Fund Assessment Roll: \$344,797.40

Member Rose made a motion to approve the Stormwater Fund Assessment Roll of \$344,797.40. Member David seconded the motion. Roll call vote was as follows: Rose - aye, Davit – aye, David – aye, and Williams - aye. Motion carried 4-0.

vi. Motion to approve Fire Assessment: \$810,903.67

Member Rose made a motion to approve the Fire Assessment of \$810,903.67. Member David seconded the motion. Roll call vote was as follows: Williams - aye, David – aye, Davit - aye, and Rose - aye. Motion carried 4-0.

vii. Motion to approve The Willows Light Assessment: \$16,372.80

Member Rose made a motion to tentatively approve The Willows Light Assessment of \$16,372.80. Member David seconded the motion. Roll call vote was as follows: Williams - aye, David – aye, Davit - aye, and Rose - aye. Motion carried 4-0.

There being no further discussion, Mayor O'Brien adjourned the meeting at 6:57 pm.

Dorothy Burkhalter, MMC, FCRM

Jim O'Brien, Mayor

TOWN OF WINDERMERE

Lake Street Park Solution Presentation Workshop

July 25, 2023

PRESENT:

Present were Mayor Jim O'Brien, Council Members Tom Stroup, Mandy David, Tony Davit, and Molly Rose. Town Manager Robert Smith, Public Works Director Tonya Elliott-Moore, Attorney Heather Ramos, Deputy Chief Jayson Bonk, and Clerk Dorothy Burkhalter were also present. Council member Andy Williams was absent.

1. THE WORKSHOP CALLED TO ORDER

Mayor O'Brien called the workshop to order at 6:00pm and stated that a quorum was present. He then led everyone in the Pledge of Allegiance.

2. NEW BUSINESS

a. Other Items for Consideration

i. Lake Street Parks Solutions Presentation

Mayor O'Brien turned the floor over to Manager Smith. Manager Smith commented on the past public workshop regarding the Lake Street parks. He explained that the grant funds are not able to be returned, but that restrictions could be put into place. Manager Smith then commented on items for the Town Council to explore, such as: fencing, the cost for fencing, the dock roof, park access, action items for the Town Council, limited enforcement, FRDAP grant agreements requirements, pass codes, a restriction of the number of people allowed at park at a given time, paid security, the effect on residents, negative law enforcement interactions, opening parks/FEMA repairs, and past buoys. Manager Smith concluded his presentation. Mayor O'Brien opened the floor to the public. First to speak was Ms. Amy DuBois of 336 E 5th Avenue. Ms. DuBois questioned whether the damage to the park could be covered under the Town's insurance, therefore foregoing FEMA and making the park private. Mayor O'Brien commented that he felt the FRDAP grant would remain in place. Manager Smith stated that in the FRDAP agreement, insurance is required so that any damage could be repaired. Mr. Bob McKinley of 536 Magnolia questioned if speakers could be installed with the cameras at the parks. He then stated that he agrees with fencing the parks, and that regulating access will be difficult. Mr. McKinley then stated that the dock roof needed to remain in place as there is sufficient signage for safety. He then questioned the access points within the fencing. Manager Smith explained the locations of the access points. Director Elliott-Moore commented that 3rd Avenue will be completed in the future once the Bessie project is completed. Some discussion followed regarding access, the fencing height and location, enforcement, and the dock roof. Member Rose stated that the roof needed to be removed. Member Stroup agreed with the fence and access code. Member David agreed with Member Stroup. She then questioned if hours the park was open to the public could be limited. Discussion followed regarding restriction with access codes. Member David questioned if parking could be restricted to residents only. Manager Smith commented on enforceability issues. Discussion followed. Mr. James Nykamp of 205 E 5th Avenue stated that a 5' fence could be jumped and suggested motion-activated cameras. He then questioned if designated swim areas could be approved. Mr. Nykamp further stated that the dock roof needed to be metal and steep. Manager Smith commented on motion-activated cameras and issues with animals. Ms. Nora Brophy of 425 Magnolia Street commented on the parking at 4th Avenue. She then suggested a gate like what is at Fernwood Park. Discussion ensued. Mayor O'Brien reviewed the Council Members' discussion: moving forward with the fence and access options. Member Rose questioned fence height. Director Elliott-Moore stated that the fence would match what is currently at Fernwood Park. Member Rose then commented on the roof. Member Davit agreed with moving forward with the fence, but would like to hold off on making changes to the roof to see how the fence may work. Member David and Member Stroup agreed with Member Davit's comment. Mayor

TOWN OF WINDERMERE

**Lake Street Park Solution Presentation
Workshop**

July 25, 2023

O'Brien thanked everyone for their participation.

4. ADJOURN:

Mayor O'Brien adjourned the workshop at 6:54pm.

Dorothy Burkhalter, Town Clerk

Jim O'Brien, Mayor

DRAFT

TOWN OF WINDERMERE

Proposed Town Hall Enhancements Public Information Session

July 31, 2023

PRESENT:

Town Manager Robert Smith, Town Council Member Tom Stroup, Town Council Member Molly Rose, Public Works Director Tonya Elliott-Moore, Mr. John Fitzgibbon, and Town Clerk Dorothy Burkhalter were present.

1. THE WORKSHOP CALLED TO ORDER

Manager Smith called the public information session to order at 6:00pm.

2. REVIEW OF PROPOSED TOWN HALL ENHANCEMENTS

- a. Presentation**
- b. Public Comment & Questions**

Manager Smith turned the floor over to Public Works Director Elliott-Moore. Director Elliott-Moore commented on the proposed project and Historical Architect, Mr. Tom Price. She then turned the floor over to Mr. John Fitzgibbon. Mr. Fitzgibbon reviewed the specifics of the proposed project, which the Historic Preservation Board had reviewed. He reviewed the following areas: safety, accessibility and functionality, historical aesthetic improvements, and additional enhancements. He commented on moving the ADA ramp, kitchen upgrades, wing walls, new entry and storage pantry, stage accessibility, restroom enhancements, addition of a multi-purpose room, security equipment room, and roof modifications. After Mr. Fitzgibbon completed his presentation, Manager Smith opened the floor to the public. First to speak was Member Rose. Member Rose questioned how the historic designation would remain with some of the proposed changes. Mr. Price commented on the Historic Preservation Board's past review and suggestions to make changes that existed originally. Member Rose commented on concerns with the renovations and the historic designation. She then stated that the outer railing on the rear porch needed to be removed for a stage appearance, that the porch on the north side should be a wraparound porch, and that she would like to see the north elevations. Mr. Price stated that no changes were slated for the north side, therefore there was no elevation. Member Rose questioned the attic space. Mr. Fitzgibbon stated nothing was scheduled for the attic space. Member Stroup stated that historic designations need to remain and should not be compromised. Director Elliott-Moore stated that the Secretary of Interior would be involved and went on to explain the process. Mr. Stephen Withers commented on the bathroom ideas, railings, flat roof, front steps at the front door, and 5V quality roof. Ms. Donna Steele commented on concerns regarding losing the building's historic designation, and also regarding grants / hidden strings on grants/donations. Manager Smith stated that discussion with Healthy West Orange has not taken place.

Manager Smith thanked everyone for their input. He stated the next meeting on the issues will be August 16th at 6:00pm and will be virtual.

3. ADJOURN:

The Public session adjourned at 6:35pm.

Dorothy Burkhalter, Town Clerk

Jim O'Brien, Mayor

TOWN OF WINDERMERE

Town Council Meeting Minutes

August 8, 2023

CALL TO ORDER:

Present were Mayor Pro Tem Andy Williams, Council Members Tom Stroup, Mandy David, Tony Davit, and Molly Rose. Town Manager Robert Smith, Attorney Heather Ramos, Chief Dave Ogden, Town Clerk Dorothy Burkhalter, and Zoning/Town Planner Brad Cornelius were also present. Mayor Jim O'Brien and Public Works Director Tonya Elliott-Moore were absent.

Mayor Pro Tem Williams called the meeting to order at 6:01pm and stated that a quorum was present. He then led everyone in the Pledge of Allegiance.

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

Mayor Pro Tem Williams opened the floor to the public. There were no public speakers.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

a. Proclamation of the Town of Windermere Declaring September 15, 2023, as Healthy Selfie Day

Mayor Pro Tem Williams read the Healthy Selfie Proclamation for the record. He then presented the Proclamation to Ms. Ericka Fezell, Community Resource Specialist with Healthy West Orange. She then commented on upcoming events and the annual contest.

3. TIMED ITEMS AND PUBLIC HEARING

a. Second Reading/Public Hearing Ordinance 2023-02

ORDINANCE 2023-02

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, TO APPROVE A DEVELOPMENT AGREEMENT FOR THE FINAL DEVELOPMENT PLAN AND MAJOR DEVELOPMENT SITE PLAN FOR THE WINDERMERE DOWNTOWN PROPERTY PLANNED UNIT DEVELOPMENT ON 2.17 ACRES MORE OR LESS OF REAL PROPERTY LOCATED WITHIN THE TOWN CENTER DISTRICT OVERLAY AT THE NORTHEAST CORNER OF MAIN STREET AND E 6TH AVENUE, AS MORE SPECIFICALLY DESCRIBED HEREIN; PROVIDED FOR APPLICABILITY; SEVERABILITY; CONFLICTS; AND AN EFFECTIVE DATE

Mayor Pro Tem Williams introduced this item. He then closed the Town Council meeting at 6:05pm and opened the Public Hearing regarding proposed Ordinance 2023-02. The first to speak was Mr. Brad Cornelius, Town Planner. He explained that this was for the final approval of the Developer's Agreement and the Downtown Re-Development Plan. Mr. Cornelius gave a brief overview of the proposed project and the process it has been through to the final process. He then gave an overview of the PUD process, the masterplan, the DRB review and comments, and building renderings. Attorney Ramos explained that a quasi-judicial process could take place if needed. Mr. Cornelius then explained that the approved Developer's Agreement runs with the land not the owner. He reviewed a few points of the Developer's Agreement. After his review, he stated that the DRB has recommended approval of the proposed item with two conditions: one being related to buildings, and the other being to continue to work with residents regarding the screen wall. Some discussion followed. Next to speak was the applicant's contractor, Mr. Trey Vic with V-3 Capital Group. Mr. Vick thanked everyone for their support throughout the process. He then addressed the evaluation and the screen walls. Mayor Pro Tem Williams opened the floor to the public. The first to speak was Mr. Stephen Withers of 712 Main Street. Mr. Withers commented that he was pleased with the proposed project and the changes that had been made. He then suggested that he would like to see the actual materials being used instead of just pictures. There being

TOWN OF WINDERMERE

Town Council Meeting Minutes

August 8, 2023

no further comments from the public, Mayor Pro Tem Williams read the title of proposed Ordinance 2023-02 for the record. He then closed the Public Hearing at 6:47pm and reconvened the Town Council meeting. Member Davit had a few clarifying questions. One being if fire suppression will be included with the service from Orange County. Mr. Vic stated "yes." Member Davit questioned if fire hydrants would be installed. Mr. Vic stated that one would be installed. Member Davit then questioned the corner concern from the parking lot onto 5th Avenue. Mr. Vic explained that an adjustment had been made to allow for the turn. Member Davit questioned what had been put in place for cut-thru traffic at 5th Avenue, 6th Avenue onto Main Street, and pedestrian safety. Mr. Vic explained that there will be natural traffic calming (landscaped island). Member Davit then questioned if there were any stamped/certified drawings since a permit from the South Florida Water Manager District was not required. Mr. Vic stated "yes." Member Davit questioned if site lines had been accounted for with the right-hand turn and the wall. Mr. Cornelius explained that the stop bar will be placed accurately. Member Davit suggested that V-3 speak with the architect that is working on Town Hall renovations, Tom Price, for any tie ins. Mr. Vic stated that he would reach out to Mr. Price. Discussion followed regarding proposed tenants, rental spaces, and square footage. Member Rose suggested integral concrete colors instead of stamped concrete. Mr. Vic stated that they would look into it. Member Rose questioned demo/start dates. Mr. Vic stated approximately November, pending permitting. Mayor Pro Tem Williams stated that he will recuse himself from voting, as he has an interest. Member Davit made a motion to approve Ordinance 2023-02. Member Rose seconded the motion. Roll call vote was as follows: Stroup – aye, Williams – abstain, David – aye, Davit – aye, and Rose – aye. Motion carried 4-0-1.

4. NEW BUSINESS:

a. MINUTES

NONE

b. CONTRACTS

i. **RFP 2023-02 Debris Monitoring & Public Assistance Consulting Services**

Mayor Pro Tem Williams introduced this item. Manager Smith explained the need for the individual RFPs for procurement for storm assistance. He stated that the selection committee was comprised of Director Elliott-Moore, Operations Manager Mathias, Public Works Hitchins, and Mr. Fitzgibbon. Manager Smith stated that their recommendation was Rostan. Member Rose made a motion to approve Rostan. Member Davit seconded the motion. Roll call vote was as follows: Rose – aye, Davit -aye, David – aye, Williams – aye, and Stroup – aye. Motion carried 5-0.

ii. **RFP 2023-03 Disaster Debris Removal Services Agreement – Raynor Shine Services LLC**

Mayor Pro Tem Williams introduced this item. Manager Smith explained that this item was for debris hauling. He then referenced past working experiences with Raynor Shine and the recommendation to continue with them. Member Davit made a motion to approve RFP 2023-03. Member David seconded the motion. Roll call vote was as follows: Rose – aye, Davit -aye, David – aye, Williams – aye, and Stroup – aye. Motion carried 5-0.

iii. **RFP 2023-04 Emergency Tree Removal & Maintenance Services T&K Tree Services**

Mayor Pro Tem Williams introduced this item. Manager Smith explained that due to pricing, T & K is the recommended vendor. He then stated that Enviro would be utilized as a back-up. Member Rose made a motion to approve RFP 2023-04. Member Davit seconded the motion. Roll call vote was as follows: Stroup – aye, Williams – aye, David – aye, Davit – aye and Rose – aye. Motion carried 5-0.

6. MAYOR & COUNCIL LIAISON REPORTS:

TOWN OF WINDERMERE

Town Council Meeting Minutes

August 8, 2023

Mayor Pro Tem Williams opened the floor to the Council members. Member Davit reported on the Historic Preservation Board and the 500 Block. Member David reminded everyone of the Run Among the Lakes. Member Davit thanked Chief Ogden for the leadership changes.

7. STAFF REPORTS:

a. TOWN MANAGER ROBERT SMITH – Manager Smith reported on upcoming meetings and workshops, low level lighting at 5th and Forest, Lake Street Park fencing, grants, appropriations, upcoming events, FEMA repayments, and the first day of school. Member Rose questioned if there were any updates on the boathouses. Attorney Ramos commented that there currently were not.

b. TOWN ATTORNEY HEATHER RAMOS – Attorney Ramos commented on the Form 6 and financial reports.

c. CHIEF DAVE OGDEN – Chief Ogden reported on upcoming events and staff transitions.

d. PUBLIC WORKS DIRECTOR TONYA ELLIOTT-MOORE – Director Elliott-Moore no report.

e. TOWN CLERK DOROTHY BURKHALTER – Clerk Burkhalter – no report

8. ADJOURN:

Mayor Pro Tem Williams adjourned the meeting at 7:09pm.

(*** Comments from Member Stroup were inaudible)

Dorothy Burkhalter, MMC, FCRM
Town Clerk

Jim O'Brien, Mayor

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Loren Williams, hereby disclose that on August 8th, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The property contained with-in the development agreement in the Ordinance 2023-02, is adjacent to commercial properties that I own and can be seen upon a a direct conflict whether it is voted for approval or denial.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

8/8/2023

Date Filed

Loren Williams

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

TOWN OF WINDERMERE

Proposed Town Hall Enhancements Public Information Workshop

August 16, 2023

PRESENT:

Town Manager Robert Smith, Town Council Member Tom Stroup, Town Council Member Molly Rose, Public Works Director Tonya Elliott-Moore, Mr. John Fitzgibbon, and Town Clerk Dorothy Burkhalter were present.

1. THE WORKSHOP CALLED TO ORDER

Manager Smith called the public information workshop to order at 6:00pm.

2. REVIEW OF PROPOSED TOWN HALL ENHANCEMENTS

- a. Presentation
- b. Public Comment & Questions

Manager Smith stated that this was the second public workshop regarding Town Hall renovations. He then turned the floor over to Public Works Director Elliott-Moore. Director Elliott-Moore commented on the need for renovations to the Town Hall. She then spoke on Mr. Tom Price, historic preservation, funding, and gave a review of the project. Director Elliott-Moore then turned the floor over to Mr. John Fitzgibbon. Mr. Fitzgibbon reviewed the current and proposed renovation plans. Once Mr. Fitzgibbon completed his presentation, Manager Smith opened the floor to the public. First to speak was Mrs. Brandi Haines. Mrs. Haines questioned if drawings have been shown to the State Historic Preservation Office (SHPO) for review. Director Elliott-Moore explained that the proposed drawings have been reviewed by SHPO, with no negative comments being made. Mr. Fitzgibbon commented that he and Director Elliott-Moore are working closely with the State to ensure that the historical designation will not be lost. Mrs. Haines questioned the funding source, Healthy West Orange. Manager Smith stated that he is scheduled to meet with them and discuss the possibility. Mrs. Haines questioned if the bathrooms would continue to be built. Manager Smith commented that the funds would go toward this project and nothing else if all approved. Some discussion followed. Council Member Stroup questioned if the 90-day extension on the Pavilion is for discussion relative to the Town Hall not the Pavilion. Manager Smith said "yes." Member Stroup stated his concerns regarding protecting the historical designation and controlling noise and traffic with rentals. Manager Smith commented on the 10:00pm noise Ordinance that is in effect. Manager Smith then read the comments from the chat box.

Manager Smith thanked everyone for their input. He stated the next meeting on the issue will be August 22nd at 6:00pm with the Town Council and it will be virtual as well.

3. ADJOURN:

The Public session adjourned at 6:26pm.

Dorothy Burkhalter, Town Clerk

Jim O'Brien, Mayor

01:18:52 Angela Withers: do we have an east elevation?
01:22:19 Angela Withers: has any consideration been given to Molly's idea of
wrapping the porch around the north side as well, with potential use as a "stage"?
01:25:46 StephenWithers: The expansion of the restroom is a great idea.
01:28:22 Angela Withers: My question was about wrapping the porch around the
north side of the building. If the ramp is being moved around to the other side
(excellent idea!) that frees up the north side.
01:29:55 Angela Withers: Overall looks great - thank you Tonya!
01:30:11 Tonya Elliott Moore tmoore@town.windermere.fl.us: you are
welcome.
01:30:57 Kim: Thank you, everyone! I'm thrilled!

**AGREEMENT BETWEEN
CITY OF APOPKA AND THE TOWN OF WINDERMERE
City of Apopka Firearms Range**

THIS AGREEMENT is made and entered into this ____ day of _____, 2023, by and between the **CITY OF APOPKA**, a municipal corporation of the State of Florida (“Apopka”), and the **TOWN OF WINDERMERE**, a municipal corporation of the State of Florida (“Town”) (collectively referred to hereinafter as the “Parties”).

WHEREAS, the Town desires to utilize Apopka’s Firearms Range to provide training and firearm transition classes for its law enforcement officers in accordance with its policies and procedures; and

WHEREAS, the Parties hereto find that entering into this Agreement serves a public purpose and is to the public’s benefit.

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, Apopka and Town hereby agree as follows:

1. *Recitals.* The recitals set forth above are true and correct, and incorporated as part of this Agreement.
2. *Purpose and Intent.* It is the purpose and intent of this Agreement to provide the City of Apopka’s firearms range (“Premises”) to the Town for their use to provide the law enforcement officers of the Windermere Police Department with training and firearm transition classes in accordance with its policies and procedures. Each Party shall retain full authority for and jurisdiction over law enforcement related activities, emergency response services, boundaries, elections, and budgets and all other matters not specifically addressed in this Agreement.
3. *Authority for Agreement.* Apopka represents to Town that the execution and delivery of this Agreement has been duly authorized by all appropriate actions of the governing body of Apopka and constitutes a legal, valid, and binding obligation of the City of Apopka. Town represents to Apopka that the execution and delivery of this Agreement has been duly authorized by all appropriate actions of the governing body of Town and constitutes a legal, valid, and binding obligation of the Town of Windermere.
4. *Parties’ Respective Obligations.*
 - 4.1. City of Apopka Obligations.
 - 4.1.1. Provide access to the Premises to Windermere Police Department law enforcement officers for training and firearm transition classes at mutually agreeable date and times.
 - 4.1.2. Maintain and repairs, if necessary, the Premises, except for those repairs necessary as provided in paragraph 4.2.5 below.
 - 4.1.3. Provide minimum twenty-four (24) hour notice to Town of closure of Premises.
 - 4.1.4. Approve all lesson plans submitted by Town prior to Town use of the Premises.
 - 4.2. Town Obligations.

- 4.2.1. Provide all equipment and personnel necessary for the provision of law enforcement training programs conducted by it on the Premises, and storage of said equipment on the Premises. The set-up and cleaning of the Premises before and after the provision of programs shall be its responsibility, at its sole cost and expense.
 - 4.2.2. During the term of this Agreement, the Town shall procure and maintain policies of fire, extended risk, and liability insurance coverage. The extended risk and fire insurance coverage shall be in an amount equal to the full insurable replacement value of any improvements or fixtures located on the Premises. The liability insurance coverage shall be in amounts not less than \$200,000 per person and \$300,000 per incident or occurrence for personal injury, death, and property damage on the Premises. Such policies of insurance shall name the City of Apopka as additional insured. Town shall submit written evidence of having procured all insurance policies required herein prior to the effective date of this Agreement and shall submit annually thereafter, written evidence of maintaining such insurance to Apopka. Town shall purchase all policies of insurance from a financially-responsible insurer duly authorized to do business in the State of Florida. Town shall be financially responsible for any loss due to failure to obtain adequate insurance coverage and the failure to maintain such policies or certificate in the amounts set forth shall constitute a breach of this Agreement.
 - 4.2.3. Provide Apopka with a “lesson plan” that describes the activities that the Town personnel will be performing no less than fourteen (14) calendar days prior to the date the Town intends to utilize the Premises.
 - 4.2.4. Any damage caused by the negligence or intentional act of Town to the Premises shall be repaired by Town at its sole cost and expense.
- 5. *Modification.* This Agreement may not be modified unless such modifications are in the form of a written amendment, executed by both Parties.
 - 6. *Applicable Law.* This Agreement will be construed and interpreted according to the laws, rules, and regulations of the County and the State of Florida.
 - 7. *Scope of the Agreement.* This Agreement, including any incorporated exhibits or amendments, constitutes the entire Agreement between the Parties and will supersede and control over any or all prior agreements or understandings, either written or oral, relating to matters herein.
 - 8. *Notices.* All notices or demands are deemed to have been given or made when delivered in person or delivered by certified or registered mail, return receipt requested, postage prepaid, United States mail, and addressed to the respective Parties as follows:

As to City of Apopka: City of Apopka
120 East Main Street
Apopka, Florida 32703
Attention: City Administrator

As to Town: Town of Windermere
614 Main St.
Windermere, FL 34786

Attention: Robert Smith, Town Manager

9. *Effective Date.* This Agreement will be effective on the last date it is signed by either Mayor.
10. *Limited Liability.* The Parties agree that, by execution of this Agreement, no Party will be deemed to have waived its statutory defense of sovereign immunity, or have increased its limits of liability under Section 768.28, Florida Statutes, as may be amended from time to time. To the extent allowed by law and subject to the limitations contained in Section 768.28, Florida Statutes, each party assumes responsibility for the negligent or wrongful acts or omissions of its own employees, agents or other representatives while acting within the scope of their employment or otherwise within an authorized capacity, arising from any of the authorized activities under this Agreement. Any claims, lawsuits, judgments, damages, losses and expenses, including attorney's fees, arising from this Agreement shall be governed by Florida law. Except as provided in this Agreement, nothing in this provision shall require either party to indemnify the other for any losses, damages or injuries caused by or otherwise arising from the negligent or wrongful act or omission of its employees, agents or representatives.
11. *Miscellaneous.*
 - 11.1. The drafting of this Agreement has been a joint endeavor between the Parties and will not, solely as a matter of judicial construction, be interpreted more strictly against one Party than the other.
 - 11.2. Except as stated otherwise in this Agreement, in no event will either Party be liable to the other for either consequential or special damages of any kind whatsoever, including, but not limited to, lost revenues, or any other damages of any kind.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the Parties are signing this Agreement on the day and year first written above.

ATTEST:

CITY OF APOPKA

Susan Bone, City Clerk

Bryan Nelson, Mayor

APPROVED AS TO FORM:

Cliff Shepard, City Attorney

ATTEST:

TOWN OF WINDERMERE

Dorothy Burkhalter, MMC, FCRM
Town Clerk

Jim O'Brien, Mayor

APPROVED AS TO FORM:

Heather M. Ramos, Town Attorney

MEMORANDUM

TO: Robert Smith, Town Manager
FROM: GrayRobinson, P.A.
DATE: August 31, 2023
SUBJECT: Ordinance 2023-04 – Revisions to the Town’s Golf Cart Ordinance

During the 2023 session, the Florida Legislature adopted revisions to Section 316.212 of the Florida Statutes – “operation of golf carts on certain roadways.” The revisions require that a person operating a golf cart on public roads or streets possess a valid learner’s driver license or valid driver license, the effect of which raises the minimum age to 15-years-old for driving a golf cart on public roads or streets in the Town.

The code requirements for driving a golf cart on Town sidewalks remain the same – a golf cart cannot be operated on a town sidewalk by any person under the age of 14.

- 43 (d) The town shall post appropriate signs to indicate that golf cart operation is allowed on a
 44 town street.
- 45 (e) Golf carts may be operated upon the sidewalks within the town subject to the following
 46 restrictions and requirements:
- 47 (1) The maximum speed for golf carts on sidewalks is 15 miles per hour.
- 48 (2) Golf carts operated upon sidewalks must meet the equipment requirements of
 49 section 20-80.
- 50 (3) Golf carts may only be operated on sidewalks which are at least eight feet wide.
- 51 (f) A golf cart may not be operated on town ~~streets or~~ sidewalks by any person under the age
 52 of 14.
- 53 (g) A golf cart may not be operated on town roads or streets by any person:
- 54 (1) Who is under 18 years of age unless he or she possesses a valid learner's driver
 55 license or valid driver license.
- 56 (2) Who is 18 years of age or older unless he or she possesses a valid form of
 57 government-issued photographic identification.
- 58 (h) This article is in addition to and not in lieu of the Florida Uniform Traffic Control Law,
 59 F.S. ch. 316. Golf carts shall comply with all applicable state traffic laws and provisions
 60 of this article and may be ticketed for traffic violations in the same manner as motor
 61 vehicles.

62

63 **Sec. 20-84. Violations; penalties.**

- 64 (a) With the exception of section 20-81, violations of this article shall constitute a non-
 65 criminal infraction punishable pursuant to the provisions of F.S. § 316.212(9). The use of
 66 a golf cart resulting in violations of the Florida "Uniform Traffic Control" statute and the
 67 Florida Uniform Disposition of Traffic Infractions Act" are punishable pursuant to F.S.
 68 chs. 316, 318, and 319 as applicable.
- 69 (b) Violations.
- 70 (1) Violations of section 20-78(a) and (e), and section 20-80 shall be a noncriminal
 71 traffic violation, punishable pursuant to F.S. ch. 318 as a moving violation.
- 72 (2) Violations of section 20-79 shall be a noncriminal traffic violation punishable
 73 pursuant to F.S. ch. 318 as a nonmoving violation.
- 74 (3) Violations of sections 20-78(f) and 20-78(g) shall be punishable by a \$100.00
 75 fine.
- 76 (4) Violations of section 20-81 shall be punishable as a Class 2 violation under the
 77 town's code enforcement citation program.
- 78 (c) Any person receiving a civil citation pursuant to this article shall pay the assessed civil
 79 penalty pursuant to instructions or contest the citation pursuant to the procedures set forth
 80 in the citation.

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Section 3. Severability. If any provision or portion of this ordinance is declared by a court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full effect.

Section 4. Codification. The amendments in Section 2 of this Ordinance shall be codified and made part of the official Code of Ordinances of the Town of Windermere.

Section 5. Effective Date. This Ordinance shall become effective immediately upon its enactment.

APPROVED AND ADOPTED by the Town Council of the Town of Windermere on the ____ day of _____, 2023.

Town of Windermere, Florida
By: Town Council

By: _____
Jim O'Brien, Mayor

Attest:

Dorothy Burkhalter, MMC, FCRM
Town Clerk

First Reading: September 12, 2023
Advertised:
Second Reading:



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
 *FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT landscape architect
 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
614 Main Street
Windermere, FL 34786

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.

MAYOR
JIM O'BRIEN

THE TOWN OF
Windermere



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

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

COMMITTEE MEMBER APPLICATION FORM

1. Name: Joan E. Foglia Phone: 407-694-4449
 2. Home Address: 215 Butler St. Windermere, FL 34786
 3. Business: _____ Business Phone: _____
 4. Business Address: _____
 5. Email: joanFoglia@me.com @ _____
 6. Brief Summary of Education and Experience:
BA Mass Communications

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 Development Review Board
 Downtown Business Committee Elders Committee
 Historical Preservation Committee Long Range Planning Committee
 Parks and Recreation Committee Windermere Tree Board

14. Why do you think you are qualified to serve on this board?
I have served on this board in the past
and am interested in serving again to
preserve our tree canopy and plant more
trees!

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

Signature: Date: 7-14-23
 Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323

THE TOWN OF
Windermere

MAYOR
JIM O'BRIEN



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

614 MAIN STREET, WINDERMERE, FL 34786
407-876-2563

COMMITTEE MEMBER APPLICATION FORM

1. Name: Vicki HEARST Phone: 407 739-6150

2. Home Address: 10820 BAYSHORE DR. Windermere, FL 34786

3. Business: _____ Business Phone: _____

4. Business Address: _____

5. Email: vhearst@cel.com

6. Brief Summary of Education and Experience:

I STUDIED ORNAMENTAL HORTICULTURE IN COLLEGE.
I BEGAN WORKING IN THE HORTICULTURE INDUSTRY
IN 1978. IN THE PAST I ~~WAS~~ OWNED MY OWN LANDSCAPE
BUSINESS.

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:

Development Review Board Elder Affairs Committee
Historic Preservation Board Long Range Planning Committee
Parks and Recreation Committee Windermere Tree Board

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

I HAVE A LIFETIME OF EXPERIENCE IN THE HORTICULTURE
INDUSTRY. MY TREE AND PLANT KNOWLEDGE IS VAST.
I AM VERY EXPERIENCED AT BOTH READING AND
DRAWING LANDSCAPE PLANS. I HAVE CONSULTED TO TREE
BOARD AND THE TOWN OF WINDERMERE (WITHOUT CHARGE)
*FINANCIAL DISCLOSURE FORMS MAY BE REQUIRED FOLLOWING APPOINTMENT FOR A NUMBER
OF YEARS.

Signature: [Signature] Date: Aug. 7, 2023

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323

THE TOWN OF
Windermere

MAYOR
JIM O'BRIEN



TOWN MANAGER
ROBERT SMITH

CLERK
DOROTHY BURKHALTER

614 MAIN STREET, WINDERMERE, FL 34786
407-876-2563

COMMITTEE MEMBER APPLICATION FORM

1. Name: Bonnie DiCocco Phone: 770-722-3584
 2. Home Address: 3326 Just A Mere Ct Windermere, FL 34786
 3. Business: _____ Business Phone: _____
 4. Business Address: _____
 5. Email: bonnie @ aqua4pooldesign.com
 6. Brief Summary of Education and Experience:
Aqua 4 Pool Design - Owner - Outdoor Living Designer
Driftwood Market, Winter Garden & College Park - Owner Operator
Georgia College and State University, 2005 - BS - Biology

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:

Development Review Board ___ Elder Affairs Committee ___
 Historic Preservation Board ___ Long Range Planning Committee ___
 Parks and Recreation Committee ___ Windermere Tree Board x

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

I am passionate about safeguarding our beautiful canopy in the Town of Windermere and have a desire to serve this great community in which we live. My experience encompasses native plant design, outdoor landscape consulting as well as urban interior plantscapes. As a local boutique owner, I maintained a stock dealer license with the FL Dept. of Agriculture in order to facilitate the sale of many plant varieties within the store. I also have experience teaching plant-scaping classes, on the Board of the Winter Garden Merchants Association and as a member of the College Park Mainstreet Association.

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

Signature: Bonnie DiCocco Date: 8/10/2023

Note: If you have any questions, please call the Town Clerk at (407) 876-2563 ext. 5323

Staff received three quotes as follows:

Vendor	Amount
Service Complete	\$27,691.00
Maddox	\$35,300.00
Bright Future	\$65,993.00

Recommendation

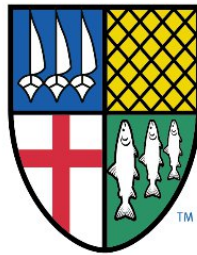
As Service Complete is the lowest quote, even with the Wine and Dine add ons, staff recommends approving them for this work. The Town Budget will pay for \$19,313.00 for the infrastructure needed for the parking lot at West 5th Ave and Wine and Dine will cover the added power and outlets for their Orchestra event and Wine and Dine upgrades as shown below.

Details	Amount	Revenue Source
5th Ave Parking Lot Lighting	\$ 19,313.00	Town Reserves
Spider Box/Temp Power/Orchestra/Wine and Dine	\$ 2,078.00	Wine and Dine
Additional Power W&D Vendors - between Cal Palmer and Town Hall	\$ 6,300.00	Wine and Dine

As materials and supplies are still experiencing long lead times, staff wishes to have this approved so the vendor can immediately order the needed supplies and install this as soon as possible.



THE TOWN OF
Windermere



LOW LEVEL LIGHTING

WEST 5TH AVENUE PARKING LOT

HISTORY/BACKGROUND

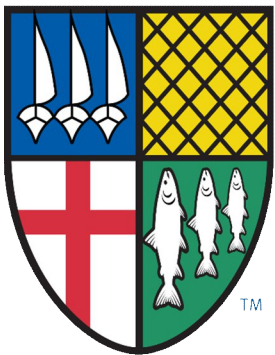
- Windermere and the various Town committees do a fabulous job with events within the Town Square. Some of the most well-attended events occur at night. Parking options within the Town for these events are at a premium.
- Town Administration has received feedback from event attendees who like to use the parking lot at West 5th Ave that it is very dark in the evening and it can be difficult to see.
- Staff looked into receiving proposals to place low-level lighting within this parking lot.
- Area is confined behind a thick, tall hedge this soft, low lighting should not be intrusive to residents near the parking lot.



BOLLARD LIGHTING FACTS

Bollard lights are short outdoor lighting fixtures mounted in the ground, standing between 24 and 52 inches tall.

A light bollard's low profile creates less light intrusion than sconces or standards on nearby buildings.



THE TOWN OF
Windermere

WHY USE LOW-LEVEL BOLLARD LIGHTS?

- Illumination and aesthetic function
 - Soft but not excessive light and guiding the way for people.
- Less lighting pollution
 - Provide ground-level lighting without dazzling or offending visual experience for drivers and pedestrians
- Ensure Safety
 - Act as a barrier to separate pedestrians and drive areas, protecting both pedestrians and drivers.
- Assist in reducing crime
 - Lights emitted by bollard lights can be a deterrent to thieves and looters

LIGHTING MAP – WEST 5TH AVE PARKING LOT



EXAMPLES OF THE LIGHTING



- 50.62 inches high



PARKING LOT – BORDERED BY HIGH HEDGES/FENCE





















?'S



Date: 09/06/2023

Proposal No: P23018 Rev #1
Job: Windermere Public Parking Lot Lighting
To: The Town of Windermere
Attention: Travis Mathias

Addendum(s): None
Drawings: None
Site Visit: 03/06/2023

Service Complete Electric hereby proposes to furnish and install labor and materials to provide (18) bollard lights, (1) 200A electrical panelboard, and (1) temporary power "spider" box located at Windermere Public Parking Lot adjacent to Windermere Brewing Company.

Scope of Work:

- **Utilize existing spare 200A disconnect to feed new 200A/208V/3PH/MLO/N3R/42ckt/10kAIC rated panelboard that will be mounted to the backside of the existing unistrut rack. Panelboard to be provided with the following circuit breakers.**
 - (1) 2P/50A to feed new temporary power "spider box"
 - (1) 1P/20A to feed new bollard lighting branch circuit
 - (1) 1P/20A to feed new GFCI convenience outlet to be installed at new panelboard.
- **Provide and install (10) owner specified bollard lights spaced approximately 15' apart. Propose placing Bollards 12-18" behind parking curbs. Truly Green Solutions Type RBL-26W-40K-U-D-D.**
- **SCE will work with utility locator prior to any trenching or directional boring.**
- **Provide and install (1) 1" PVC with (3) #10 from new panelboard to new in ground box at location shown on provided sketch. Extend conduit and wire from in ground box to new bollard lights.**
- **Provide and install photocell and time clock at new panelboard to control new bollard lighting branch circuit. Shall be wired so photocell turns lights on and time clock turns them off at specified time.**
- **Provide and install (1) 50A temporary power "spider box" CEP 6506GU. Installation to include 100' of SO cord with twist lock connector for portability. A 50A twist lock receptacle will be installed at new panelboard for quick connect/disconnect to spider box. The spider box will include the following receptacle outlets.**
 - (6) 5-20R GFCI type

2781 Wrights Road Oviedo, FL 32765 (407) 679-3500
www.sceflorida.com

FL License # EC-0001453



Exclusions:

- Permits
- Traffic Control
- Moving existing parking lot bumpers or existing pile of asphalt in corner lot
- Replacing damaged sod due to trenching
- Overtime or weekend work

Clarifications:

- Start date dependent on fixture, equipment, and subcontractor lead times.
 - Panelboard estimated lead time – 2 to 3 months
 - Bollard Lights – 4 to 6 weeks

TOTAL: \$21,391.00

Twenty One Thousand Three Hundred Ninety One dollars & 00 /100 cents

Price breakdown for above total:

- Provide and install (1) 50A temporary power “spider box” CEP 6506GU. Installation to include 100’ of SO cord with twist lock connector for portability. A 50A twist lock receptacle will be installed at new panelboard for quick connect/disconnect to spider box. The spider box will include the following receptacle outlets.
 - (6) 5-20R GFCI type **\$2,078.00.00**

- Scope of Work:
 - Utilize existing spare 200A disconnect to feed new 200A/208V/3PH/MLO/N3R/42ckt/10kAIC rated panelboard that will be mounted to the backside of the existing unistrut rack.
 - Panelboard to be provided with the following circuit breakers.
 - (1) 2P/50A to feed new temporary power “spider box”
 - (1) 1P/20A to feed new bollard lighting branch circuit
 - (1) 1P/20A to feed new GFCI convenience outlet to be installed at new panelboard.
 - Provide and install (10) owner specified bollard lights spaced approximately 15’ apart.
 - Propose placing Bollards 12-18” behind parking curbs. Truly Green Solutions Type RBL-26W-40K-U-D-D.
 - SCE will work with utility locator prior to any trenching or directional boring.

2781 Wrights Road Oviedo, FL 32765 (407) 679-3500

www.sceflorida.com

FL License # EC-0001453



- Provide and install (1) 1" PVC with (3) #10 from new panelboard to new in ground box at location shown on provided sketch. Extend conduit and wire from in ground box to new bollard lights.
- Provide and install photocell and time clock at new panelboard to control new bollard lighting branch circuit. Shall be wired so photocell turns lights on and time clock turns them off at specified time.
- **Total Price for the above: \$19,313.00**

Optional Add On #1: \$6,300.00 - which includes repositioning and buying new breakers for existing panel. We would also put in underground conduit and boxes 75" from existing panel so you can plug in the spider box (100 ft cord) from those location.

- Provide and install and additional (2) 50A temporary power "spider box" CEP 6506GU. Installation to include (2) 100' of SO cord with twist lock connector for portability. 2 50A twist lock receptacles will be installed at new panelboard for quick connect/disconnect to spider box. The spider box will include the following receptacle outlets (6) 5-20R GFCI type.
- Upgrade the electrical panel at Cal Palmer Building (502 Main St, Windermere, FL 34786) to accommodate the above spider box. There is an existing panel on this building with 125 AMP service currently. Take the panel to a 200 AMP service. [Informed by Duke this service can handle the two added spider boxes](#) [Not needed based on your response from Duke Energy](#)

2781 Wrights Road Oviedo, FL 32765 (407) 679-3500
www.sceflorida.com

FL License # EC-0001453



We thank you for the opportunity to present this proposal and trust that it meets your approval. Please advise if you have any questions or if we can be of further assistance. You can reach me at (407) 679-3500 ext. 249

Service Complete Electric, Inc.

Eric Diller

Vice President

ediller@sceflorida.com

Client Signature Approval

Date

Print Name

2781 Wrights Road Oviedo, FL 32765 (407) 679-3500

www.sceflorida.com

FL License # EC-0001453

LIAISON REPORT



LIAISON: Mandy David

LIAISON ASSIGNMENT: Parks and Recreation

DATE: 8/10/23

UPDATE:

Events coming up :

22nd Annual Rung Among the Lakes - Saturday, October 14th

Halloween Costume Parade and Hayride- Saturday, October 28th

PetFest- Saturday, February 24,2024

Tennis:

Updating signs on all the courts.

Town Square:

Adding a soccer goal for kids to play in the town square area

Recommendations for Town Council to Consider:

Cindy Hunter resigned from the committee and with Doug's passing we had 2 seats to fill on the committee. Parks and Recreations make the recommendation that Council consider Tracy McLaughlin and Stephen Dimino as new members.

Parks and Recreations also recommends the naming of the WRC courts " Bowman Courts" after Doug. See attached letter of Recommendation.

Parks and Recreations is making a recommendation for council to consider a time change for the gate at Fernwood Boat ramp. The times are dawn to dusk to follow Orange County. The committee has received some feedback and would like council to consider a time of 5am-11pm to be considered.

Doug joined P&R in 2003. Doug was a huge tennis enthusiast, and may have played professionally if not for his eye. Doug has been the head of our Tennis Subcommittee since its inception, and he has been really responsible for getting the kids tennis programs up and running. When we took over WRC in 2012, Doug was thrilled to have three more tennis courts in Town. He was very involved in getting those courts resurfaced and back open to residents. Doug contributed \$5,000 to the WRC rehab, as well as purchasing a bench in honor of his father, which sits on the berm overlooking the courts.

P&R would like to name the tennis courts at WRC The Bowman Courts, in honor of Doug. He served our town and our citizens very well, and I think this would be a real honor to him. We do have some history of naming - the tennis courts on Main St are the Bill Stalls courts, and we have the beautiful Rollie Rae Allen pavilion at WRC.