



FOOD TRUCK / FARMERS MARKET SELECTION COMMITTEE

**Chair: Town Manager Robert
Smith**

Food Truck / Historic Preservation

Board Liaison: Joan Foglia

Farmers Market / Windermere Tree

Board Liaison: Frank Krens

**Town Council Liaison: Mandy
David**

Minutes

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**June 1, 2023
10:00 AM**

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

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Food Truck / Farmers Market Selection Committee:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Food Truck / Farmers Market Selection Committee meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Food Truck / Farmers Market Selection Committee meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the

AGENDA

1. THE MEETING IS CALLED TO ORDER 10:00am – Present were Town Council Liaison Mandy David, Windermere Tree Board/Farmers Market Liaison Frank Krens, Farmers Market Coordinator Robert Rinaldo, Public Works Operations Manager Travis Mathias, Brian Hichens from Public Works, and Communications Director Diane Edwards. Town Manager Robert Smith and Historic Preservation Board/Food Truck Liaison Joan Foglia were absent. Prior to the meeting, Town Manager Robert Smith designated Diane Edwards as a voting member in order to achieve quorum.

2. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit) *None.*

3. MINUTES

a. March 2, 2023 Food Truck / Farmers Market Selection Committee Meeting Minutes (Attachment - Committee Option) *2/0 Approved.*

4. REVIEW OF PAST FOOD TRUCK EVENTS

a. March 24, 2023

i. Average attendance. No major issues aside from parking complaints and event attendees not wanting to leave once the event is over.

b. April 28, 2023

i. Event cancelled due to weather concerns. Trucks supported decision.

c. May 26, 2023

i. Diane to report

5. UPCOMING FOOD TRUCK EVENTS

a. Parking

i. TOW has obtained "no parking" signs that can be placed in ROW to help with resident concerns.

b. September 22, 2023 - National Night Out

i. Propose moving start time for this event from 6pm to 5pm based on historically high attendance. *2/0 Approved.*

ii. Propose increasing truck count from 18 to 20 for this event, if there is space, based on historically high attendance. This will also allow me to reschedule some of the trucks from the cancelled May event sooner. *2/0 Approved.*

iii. Down Brothers are confirmed. *Diane to confirm new start time of 5:00pm with Down Brothers.*

iv. Town Admin, WPD, and Public Works will hold a logistics meeting closer to event date. *Diane to schedule.*

c. October 27, 2023 - Halloween Activity

i. Standard Time 6pm - 9:30pm.

ii. Kids' science make & take stations via Mad Science Labs. *Diane to book Mad Science. Diane to coordinate with Parks & Rec regarding potentially sharing a bounce house.*

iii. DJ Truck *Diane to book.*

d. November 17, 2023 - Light Up Windermere

i. Propose moving start time for this event from 6pm to 5pm based on historically high attendance. *2/0 Approved.*

ii. Propose increasing truck count from 18 to 20 for this event, if there is space, based on historically high attendance. *2/0 Approved.*

iii. DJ Truck *Diane to book.*

iv. TOW Admin will coordinate program with Mayor, Family Church Choirs, and White Swan. Logistics meeting between Admin, WPD, PW, and Mayor will take place closer to event date. *Diane to schedule.*

v. Bubble Bus

vi. Possibility of adding 1-2 bounce houses? 2022 event had over 4,000 attendees. *Revisit closer to event date*

iv. e. December 2023 - Holiday Movie Night

i. Confirm date. 12/22 is 4th Friday, but may be too close to Christmas for good attendance. Propose moving date to 12/15; standard time 6pm - 9:30pm *2/0 Approved.*

ii. Movie TBD *Diane to book.*

iii. Entertainment TBD; light acoustic set to not distract from film *Diane to book.*

6. SELECTION OF TRUCK

a. Carne en Vara (Attachment - Committee Option) *2/0 Approved.*

b. Cloud 9 Berries (Attachment - Committee Option) *2/0 Approved.*

c. Freeze Your Brain Shave Ice (Attachment - Committee Option)
2/0 Approved.

d. Laisla al Gusto (Attachment - Committee Option) *2/0 Approved.*

e. Pho Wheels (Attachment - Committee Option) *2/0 Approved.*

7. REVIEW OF PAST FARMERS MARKETS

8. SELECTION OF MARKET VENDORS

a. Ammonite Coffee (Attachment - Committee Option) *2/0 Approved. Grounds, so no competition with Paloma.*

b. Fletcher Family Farm (Attachment - Committee Option) *2/0 Approved.*

c. Frappino LLC (Attachment - Committee Option) *2/0 Approved.*

9. ADJOURN *Some discussion was made regarding sound from live entertainment and if it could be mitigated by moving band or DJ to a different spot. Diane advised stage and DJ truck are limited as to where they can set up, but will look into options. Meeting adjourned at 10:30am.*