



**PARKS AND RECREATION COMMITTEE**

**Chair: Nora Brophy  
Vice Chair: Tracy Mitchell  
Secretary:**

**Treasurer: Cindy Hunter**

**Shery Cassidy**

**Dena O'Malley**

**Francisco Sierra**

**Sue Anne Reichard**

**Jill Ata**

**Stephen Dimino**

**Tracy McLaughlin**

**Council Liaison: Mandy David**

***Agenda***

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**November 9, 2023**

**5:00 PM**

**TOWN HALL**

**520 MAIN STREET**

**WINDERMERE, FL 34786**

**PLEASE TURN OFF ALL CELL PHONES AND PAGERS**

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

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Parks and Recreation Committee:

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

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

## AGENDA

***In order to maintain a 1hour time schedule, the committee will address the monthly agenda items only unless time remains for New Business discussion at the end. Agenda items should always be submitted in advance for committee consideration.***

1. **OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)**
2. **Doug Bowman**
  - a. **Waiting on TC to discuss and hopefully approve naming WRC tennis courts as Bowman Courts**
3. **OLD BUSINESS**
  - a. **Events**
    - i. **21st Annual UMC Run Among the Lakes Saturday, October 14, 2023**
      1. Incredible Event!
      2. Financial Report
      3. Date for next year – 10/5/2024. Waiting for confirmation from Fred.
      4. Need to purchase sound system for all events – speakers and microphones.
      5. Merchandise sales guru?
    - ii. **Halloween Costume Parade and Hayride Saturday, October 28, 2023**

1. Amazing Event!

**iii. PetFest, Saturday, February 24, 2024**

**b. Tennis**

**i. Report from Tennis Committee**

**ii. Tennis Social**

1. Date
2. Sponsor?

**c. Parks**

**1. WRC**

- Pickleball – noise & parking study deferred

**2. Lake Down Park**

- TOW will install fencing (as per Fernwood) along Lake Street and at 4th.
- I requested TOW look at adding an auto gate (exactly as we have at Fernwood) at 4th & Magnolia so residents only can park there. This would also alleviate the parking issues for the three house on that street.
- Dock repairs complete

**3. Palmer Park**

- Fixes to small kids playground

i. Handicapped walkway & ramp – Ramp received; waiting on installation

ii. Zip line for big kids play area - \$26,718.64 – ETA?

iii. Playset to replace existing small kids' playset - \$42K – ETA?

iv. Shade Structure - E TA on shade – second week in November for installation

**4. Town Hall** – Soccer goal delivered and waiting for installation

**5. Park Signage - Signs**

- Sue Anne/Tracy – need to consolidate and update our signage at the courts
- Adding more signage to courts with PD number – SueAnn

**6. Workshop to discuss future park renovations?**

**d. Financial**

- i. Working on final new financials with Dena and Tara

**4. NEW BUSINESS**

- a. Application from Jeanne Marie Olache

**b. MINUTES**

- i. Approve September Meeting Minutes

**c. Liaison Reports**

- i. Mandy David

- ii. Tonya Elliott-Moore

**5. ADJOURN**

**Town of Windermere  
Parks and Recreation Committee  
Proposed Meeting Minutes  
September 14, 2023  
5:00pm**

Members present: Nora Brophy, Dena O'Malley, Jill Ata, Tracy Mitchell, Sue Ann Reichard, Francisco Sierra, Tracy McLaughlin

Town Council Liaison: Mandy David

Public Works Director: Tonya Elliott-Moore

1. Call to Order: The meeting was called to order by Nora Brophy based on a quorum present to conduct business.

2. Event Updates:

- A. Halloween Costume Parade and Hayride - scheduled for Saturday October 28, 2023

Nora shared examples of tokens and a spreadsheet that will be used to help keep track of hayride groups.

Tracy Mitchell will bring a speaker with a microphone to announce groups.

Dena has been in contact with a vendor that will deliver and set up the bounce house for approximately \$200 (over 50% discount). She is also contacting two additional potential sponsors: BurgerFi and a local preschool.

Time frame for volunteers will be 8:30 to 11:30am.

- B. Windermere Run Among the Lakes (RATL) - scheduled for Saturday October 14, 2023

Discussion took place about marketing and volunteer needs. To date we have 701 runners signed up, very close to the same number of registrations this time last year. Nora provided information on the number of volunteers signed up (22) and gaps that need to be filled.

Tracy Mitchell will secure a parking official, who will also help with the kid's race.

Dena has a plan for one water station and is working on a plan for the other water station.

Sue Ann updated the group with prizes that are being made, small wooden surf boards with sponsors on the back. She presented an example of the decorative wooden license plate.

We have bananas and water for the food table. Considerations for other food items and quantity adjustments based on previous consumption were discussed, including bagels and cream cheese from Panera. Tracy McLaughlin will price out cliff bars as one alternative option.

Francisco will assist with merchandise sales at 7am on race day.

Postcards and posters for RATL have been printed and Dena coordinated distribution, assigning different locations to each member available to help.

Nora reports that video and photography are lined up for RATL.

### 3. Park Updates

Nora provided information about docks that are in the process of being repaired.

Tonya reports that residents will now have 24 hour access to Fernwood with their code.

Jill provided Palmer Park playground updates, including pictures of and descriptions of each (zipline for big kids area and playset replacement for small kid's area). In order to get permits, ramps and bumpers are needed.

Dena made a motion to set aside \$28,000 for the zipline at Palmer Park. Nora and Tracy Mitchell seconded the motion.

Dena made a motion to set aside \$45,000 for the playset at Palmer Park. Pacho seconded the motion.

Deposit was paid for the shade structure and it will be installed in October.

Goal post was purchased and will arrive in a few weeks (9/16), plans were discussed for installation by Travis Mathias with public works.

### 4. Financial

Dena attended a budget workshop and met with Robert. She provided an overview of the current numbers and explanation of the CIP fund.

### 5. New members Tracy McLaughlin and Steve Dimino. An application from Jeanne-Marie Olache will move forward to town council for approval.

Adjournment: The meeting was adjourned at approximately 6:46pm.

