



PARKS AND RECREATION COMMITTEE

Chair: Dena O'Malley

Vice Chair: Sue Ann Reichard

Secretary: Tracy McLaughlin

Jill Ata

Stephen Dimino

Jeanne Marie Olache

Christine Samek-Yonge

Council Liaison: Mandy David

Public Works Director: Tonya

Elliott-Moore

Agenda

Agenda

September 12, 2024

5:30 PM

COMMUNITY 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 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

1. CHAIR WILL CALL THE MEETING TO ORDER BASED ON A QUORUM TO CONDUCT BUSINESS

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

3. REVIEW ACTIONABLE ITEMS FOR VOTE

4. DOUG BOWMAN

a. TOWN COUNCIL APPROVED RENAMING OF COURTS FOR DOUG BOWMAN

b. EVENT SCHEDULED FOR JANUARY 25, 2025, AT 9AM

5. OLD BUSINESS

a. EVENTS

i. 22nd Annual Run Among the Lakes Saturday, October 5, 2024

1. Artwork - awards, banner, poster, finish line

2. Route - planning & updates from Sommer Sports for The Squeeze

3. Planning and advertisement updates

4. T-shirts

5. Medals

6. Sponsors - set up Thank Yous

7. Awards

8. Schedule final planning meetings, Sommer Sports 9/23, others

ii. Halloween Costume Parade and Hayride Saturday, October 26, 2024

b. TENNIS

i. Report from Tennis Committee

1. Maintenance updates - cleaning schedule, weed control, pest control (ants), trash.

2. Main Street: door lock on back court, new roller needed, cleaning estimate (see attached)

3. WRC: Fence repair. The bottom of fence needs to be re-attached to keep balls in

the court. Need crank for net adjustments.

ii. Review policy for court reservations

iii. Pickleball

c. PARKS

i. WRC - bathroom update (currently out of order)

ii. Lake Street Park - Park Among The Lakes

iii. Central Park

1. New walkway around the park

iv. Lake Down Park

1. Discuss fence workshop updates

2. Swing replacement

v. Palmer Park

1. Fixes to small kids playground for safety compliance

2. Discuss swing height

3. Big kid equipment options

4. Soccer goal update for the green space

vi. Park Signage

6. NEW BUSINESS

**a. PARKS & RECREATION NEW MEMBER APPLICANT KELLEY DUELL
APPROVED**

b. TRACY MITCHELL RESIGNATION RECEIVED

c. ADOPT A BENCH CENTENNIAL PROGRAM - \$2,500/bench, 12 for 2024

d. NATIONAL NIGHT OUT - September 27, P&R merchandise sales

e. CONSIDER MUSIC AMONG THE LAKES EVENT

f. DOOGIE DOOLIES

g. FINANCIAL

h. MINUTES

- i. Approve Meeting Minutes - August 1, 2024**

i. LIASION REPORTS

- i. Mandy David**
- ii. Tonya Elliott-Moore**

7. NEXT MEETING DATES

a. RATL PLANNING MEETING WITH SOMMER SPORTS

- i. September 23, 2024 at 1pm - Community Conference Room**

b. RATL LOGISTICS MEETING (PD, PW, SS)

- i. September 27, 2024 at 2pm - PW Conference Room**

8. ADJOURN

Varsity Courts, Inc.

1970-A CORPORATE SQUARE
LONGWOOD, FLORIDA 32750
407-830-8906 • FAX 407-830-7267

PROPOSAL SUBMITTED TO Main St Park		PHONE (407) 929-0740	DATE August 7, 2024
STREET E 3rd Ave		JOB NAME	
CITY, STATE AND ZIP CODE Windermere, FL 34786		JOB LOCATION	
ARCHITECT Dena O'Malley	DATE OF PLANS	JOB PHONE	

We hereby submit the following specifications and estimates for:

Scope of Work

Chemical Wash

\$1,820.00

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

One Thousand Eight Hundred Twenty

dollars (\$ 1,820.00)

Payments to be made as specified below:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date of Acceptance:

Signature

**Town of Windermere
Parks and Recreation Committee
Meeting Minutes
August 1, 2024 5:30pm**

Members present: Dena O'Malley, Sue Ann Reichard, Jill Ata, Tracy Mitchell, Tracy McLaughlin, Christine Samek-Yonge

Public Works Director: Tonya Elliott-Moore

1. Call to Order: The meeting was called to order at 5:39pm by Dena O'Malley based on a quorum present to conduct business.
2. Open Forum/Public Comment (3 minute limit)
Karen Fay at 28 Pine Street is starting a 60+ ladies tennis league Tuesday 9:00 to 11:00am. Karen submitted paperwork to reserve two courts every Tuesday morning from October 1, 2024 to April 15, 2025.
3. Doug Bowman - Town Council approved naming Windermere Recreation Center tennis courts Bowman Courts. A community tennis event to honor Doug will be held on Saturday morning January 25, 2025 at 9am.
4. Event Updates:
 - A. 22nd Annual Run Among The Lakes will be held on Saturday October 5, 2024.
 - Dena finalized the medal and T-shirt graphic designs with changes the committee discussed at the last meeting and shared examples.
 - T-shirt materials and color options were selected. Jill will order by mid-September.
 - Sue Ann provided advertising, communication, and registration updates.
 - The race route map reflects the new Oakdale barricade now labeled "the squeeze" and Healthy West Orange will sponsor this segment of the race.
 - Dena provided additional sponsorship and award updates.
 - B. Halloween Costume Parade and Hayride will be held on October 26, 2024.
 - C. PetFest will have a hiatus for 2025.

5. Tennis:

Ongoing maintenance: cleaning, windscreens, weeds, pests, trash cans, and sprinklers.

- Cleaning is scheduled for next week. Communication will be sent to the community.
- Trash can will need a lid due to filling with rain water.
- Main Street courts need a new roller.
- WRC fence on the first court needs to be attached at the base due to balls rolling into the grass.

6. Parks:

- Windermere Rec Center
- Lake Street and Lake Down: Fencing and access is on agenda for August 13, 2024
- Central Park: Tonya is getting bids for walking trail options. Local FlexiPave installer is putting together a proposal.
- Palmer Park

Park Signage: The signage sub-committee performed an initial assessment.

Tracy made a motion to have Tonya move forward with ordering cohesive trail signs. Sue Ann seconded the motion. All voted in favor to approve the motion.

Jill Ata suggested a sponsorship opportunity for residents to purchase a new bench or swing at the park of their choice with a personalized plaque.

7. New Business:

- a. New Member vacancy: Kelly's application was approved by P&R and has been forwarded to the Town Council.
- b. Liaison Report from Tonya Elliott-Moore: Strategic plan was shared with the Town Manager.
- c. Tracy Mitchell made a motion to approve Meeting Minutes. Jill seconded the motion. All voted in favor to approve the motion.
- d. Upcoming meeting dates:
RATL planning meeting will be August 22, 2024 at 5:30pm
Regular meeting September 12, 2024 at 5:30pm

The meeting was adjourned at 7:15pm.