

THE TOWN OF  
**Windermere**



**LONG RANGE PLANNING COMMITTEE**

**Chair: Gregg Anderson**  
**Vice Chair: John Fitzgibbon**  
**Secretary: Lloyd Woosley**  
**George DuBois**  
**George Roat**  
**Frank Krens**  
**Council Liaison: Tom Stroup**

***Agenda***

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**October 17, 2024**  
**6:00 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 Long Range Planning 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 Long Range Planning 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 Long Range Planning 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 BY THE CHAIR
2. OPEN FORUM / PUBLIC COMMENT (3-Minutes Minimum)
3. NEW BUSINESS
  - a. Long Range Planning New Member Application Approval for Paul M. Pantozzi II (Attachment)
  - b. Comprehensive Plan Update and LRP Involvement - Brad Cornelius, Wade Trim
  - c. Potential Items for Next Meeting
  - d. LRP Meeting Minutes from July 25, 2024 (Attachment)
4. OLD BUSSINES
  - a. LRP Strategic Planning Process Report Out
  - b. Town Square Park Charette Planning
  - c. Miscellaneous Town Updates
5. NEXT MEETING ON OCTOBER 17, 2024
6. ADJOURN

MAYOR  
JIM O'BRIEN



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: Paul M. Pantozzi II Phone: 407-484-5142  
 2. Home Address: 419 W 1st Ave Windermere, FL 34786  
 3. Business: TitleTeam Business Phone: 407-591-3726  
 4. Business Address: 300 S Orange Ave., STE 1000 Orlando, FL 32801  
 5. Email: paul@titleteamfl.com @  
 6. Brief Summary of Education and Experience:  
25+ years of leadership, developement and management across a dozen industries from mom /pop type start-ups to larger scale traditional and regulated corporations; specifically in legal, finance, insurance, real estate and hospitality.

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

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

Successfully operating small businesses requires a carefully curated set of learned skills that simply cannot be taught through traditional measures. I bring a wide range of experience across a variety of industries to the table, with a specific passion for budgets and creative planning.

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

Signature:  Date: 7/3/2024

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

# Long Range Planning Committee

## Meeting Minutes

July 25, 2024

1. THE MEETING IS CALLED TO ORDER BY THE CHAIR - Chair Gregg Anderson called the meeting to order at 6:00 with a quorum in place.

Committee Members Present: Chair Gregg Anderson, John Fitzgibbon, George DuBois, George Roat, and Frank Krens

Town Officials Present: None

2. OPEN FORUM / PUBLIC COMMENT (3-Minute Maximum) – none

Minutes –John Fitzgibbon made a motion to approve the minutes of the June 27, 2024 meeting, George Roat seconded, and they were approved 5/0.

### 3. NEW BUSINESS

- a. Cut Through Traffic Study – John Fitzgibbon stated that he had participated in several cut-through traffic studies over the years. He noted that the diverter approach implemented at the intersection of 9<sup>th</sup> Avenue and Oakdale Street has been proven effective, has been well-accepted, and could be easily replicated at other locations. He also noted that he is not aware of any current complaints. There is no recommendation at this time to do an additional cut through traffic study.
- b. Comprehensive Plan Update – The LRP Committee will review and comment on the draft document when provided by the Town.
- c. Long Range Planning New Member Application Approval for Paul M. Pantozzi – John Fitzgibbon said to check to ensure that the open position has been properly noticed. Committee deferred action on the application pending confirmation.
- d. Potential Items for Net Meeting – none presented

### 4. OLD BUSINESS

- a. Strategic Planning Process for LRP – All Committee members had stated availability for August 28 and 29, with August 29 preferred and August 28 as the backup. The session will be planned for August 29, from 9am to 1pm.
- b. Town Square Park Charette Planning – John Fitzgibbon stated that there has been an informal meeting where he provided information on previous ideas for Town

Square along with details of existing infrastructure. Wade Trim is working to set up a schedule for formal meetings at which time LRP will be involved.

- c. Waste Water Update – John Fitzgibbon stated that the Town is working on details of our plan with Orange County to ensure that the plan will be acceptable. John noted some of the challenges involved in implementation – particularly the need for pumps and lift stations, the need for access/manhole covers in the streets and the issues that presents for maintenance of our dirt roads.
  - d. Miscellaneous Town Updates – John Fitzgibbon reported that the Town Council meeting on Town Hall Renovation Planning made progress but that several issues including the configuration and planned use of the north porch remain open.
5. NEXT MEETING ON SEPTEMBER 26, 2024 – (There will be no meeting in August.)
6. ADJOURN – With no further business, George Roat moved to adjourn, George DuBois seconded, and the meeting was adjourned at approximately 7:35pm.