



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

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November 21, 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

THE MEETING IS CALLED TO ORDER BY THE CHAIR

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

2. NEW BUSINESS

a. MINUTES (Attachments)

i. Minutes from 9/12 meeting - to be approved.

ii, Minutes from 11/14 of " Tree Board Subcommittee Working Session" - to be read only.

b. Tracey Mitchell - celebration for 20+ years of service on 11/21 after P&R meeting

c. Adopt A Bench Centennial Program - \$2500/bench, 12 for 2025

i. Review program

ii. How to sell the benches

iii. Website

iv. Gazette article/story

d. Consider the event "Music Among The Lakes"

e. Pet Fest inquiry

f. Financial

g. Liaison Reports

i. Mandy David

ii. Tonya Elliott-Moore

3. DOUG BOWMAN

a. Town Council approved renaming of courts for Doug Bowman

- i. Event scheduled for January 25, 2025, at 9 am**

4. OLD BUSINESS

a. Events

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

- 1. Recap**

- 2. Discuss next year's date and OH new Title Sponsor contract**

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

- 1. Recap**

b. Tennis

i. Report from Tennis Committee

- 1. Cleaning schedule for DT court**

- 2. Main Street: update on 1 new roller, Court 3 net clip, New Net on court 2, Windscreens to be re-hung**

- 3. WRC: Fence repair. The bottom of fence needs to be re-attached to keep balls in the court. Trash cans with lids on court. Windscreen - update**

ii. Review policy for court reservations

c. Parks

i. Lake Street Park - Park Among The Lakes - signage update

ii. Central Park

- 1. Centennial Walkway (Plus path from cars to pavilion)**

- 2. Swing heights need adjustment**

iii. Lake Down Park

- 1. Swing replacement**

iv. Palmer Park

- 1. Fixes to small kids' playground for safety compliance**
- 2. Discuss swing height**
- 3. Big kid equipment options**

v. WRC

- 1. Need mulch in kids' playground**

vi. Park signage - to be looked at in 2025

vii. Swing Benches - replacement in Lake Street, Lake Down and Palmer

5. NEXT MEETING DATES

- a. Next P&R Meeting 12/12/24**

6. ADJOURN

**Town of Windermere
Parks and Recreation Committee
Meeting Minutes
September 12, 2024 5:30pm**

Members present: Dena O'Malley, Sue Ann Reichard, Jill Ata, Tracy McLaughlin, Kelley Duell, Jeanne Marie Olache, Christine Samek-Yonge

Town Council Liaison: Mandy David

1. Call to Order: The meeting was called to order at 5:31pm by Dena O'Malley based on a quorum present to conduct business.
2. Open Forum/Public Comment (3 minute limit)
3. Actionable items to vote on:
 - a) Tracy Mitchell's resignation was received. Tracy McLaughlin made a motion to spend up to \$300 in appreciation and celebration of her 20 years of service. Sue Ann seconded the motion. All voted in favor to approve the motion. We will plan for November and check with Tracy Mitchell to finalize the date.
 - b) Christine Samek-Yonge made a motion to approve August 1, 2024 meeting minutes. Jill seconded the motion. All voted in favor to approve the motion.
4. 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 January 25, 2025 at 9am. We will discuss details after the race.
5. Tennis:

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

- New trash can needs a lid due to filling with rain water.
- Main Street courts need new rollers.
- WRC fence (first court) needs to be attached at the base to stop balls from rolling outside the courts and into the grass.
- Net heights need to be checked and adjusted.
- Wind screens will be replaced after hurricane season.
- Locks will change 1st week of October. Purchase new keys at the end of September

- WRC courts were cleaned last month. Main Street courts also need to be cleaned. Tonya will post the for cleaning downtown courts; we will review and vote next meeting. All members agree that cleaning the courts regularly will help keep players safe.

6. Parks:

- Windermere Rec Center
- Lake Street and Lake Down
- Central Park: Tonya is getting bids for walking trail options. Local FlexiPave installer is putting together a proposal. We attempted to look at FlexiPave material that was installed a few years ago (to see how it wears over time) but the company needs to supply exact location information.
- Palmer Park

Park Signage: The signage sub-committee performed an initial assessment. We will re-address signage after the race.

7. Event Updates:

A. Halloween Costume Parade and Hayride will be held on October 26, 2024. Preliminary planning discussions initiated. We have 18-20 vendors signed up. Expenses itemized; details will be reviewed next meeting.

B. PetFest will have a hiatus for 2025.

C. 22nd Annual Run Among The Lakes will be held on Saturday October 5, 2024. Logistics and planning underway.

- Sue Ann provided advertising updates
- Sponsors - 49 committed, finalizing details
- **Race Route** - Sommer Sports notified the committee of need for route change as the police department did not approve use of the original route. Sommer Sports' route coordinator provided a new route that avoids the Oakdale Barricade. Committee would like turn by turn directions of the new route as soon as possible for planning purposes. Details will be finalized at the next planning meeting on 09/23.
- We currently have 922 racers signed up: 5K (522) and 10K (355)

- Websites need to be updated with the new shirt image and new route.
- Discussed status of T-shirts, Awards, Photographer/Videographer, Portable toilets (Imperial Restrooms), Volunteers, Packet Pick-up, Set-up, Food, Merch Sales, Pastor Ray (confirmed), DJ, Medical (handled by PD)

8. New Business:

- a. New Member vacancy: Kelley's application was approved by P&R and Town Council.
- b. Liaison Report from Mandy David
- c. Upcoming meeting dates:
 - RATL planning meeting with Sommer Sports will be September 23, 2024 at 1:00pm in the Community Conference Room
 - RATL Logistics meeting with Police Department, Public Works, Sommer Sports will be September 27, 2024 at 2:00pm in the Public Works Conference Room
 - October P&R monthly meeting will be October 10, 2024 at 5:30pm
 - November P&R monthly meeting and proposed celebration for Tracy Mitchell will be November, 21, 2024 at 5:30pm

The meeting was adjourned at 7:06pm.

Tree Board Subcommittee Working Session Minutes:

Date: November 14, 2024

Time: 2:00 PM

Platform: Zoom

Attendees:

- **Tree Board Members:** Frank Krens, Vicki Hearst, Pam Schrimsher, Olga Aleksandrova
- **Town Council:** Councilwoman Brandi Haines
- **Staff:** Tonya Elliott-Moore, Public Works Director
- **Consultants (Wade Trim):** Brad Cornelius, Chris Thompson

Meeting Overview:

The purpose of this session was to review and discuss potential updates to the Town's Tree Ordinance.

Discussion Summary:

Brad Cornelius from Wade Trim opened the session with an outline of the ordinance amendment process, including the role the Tree Board will play in recommending changes.

Key Priorities Identified for the New Draft Ordinance:

1. **Tree Replacement Requirements:** Increase minimum replacement sizes for removed trees.
2. **Mitigation Fees:** Raise mitigation fees and enforce stricter mitigation measures.
3. **Tree and Plant Lists:** Reference IFAS Florida-Friendly species or other reliable sources to ensure lists are current without requiring frequent ordinance amendments.
4. **Tree Protection Measures (including root protections):** Strengthen protections for existing trees.
5. **"Right Tree, Right Place" Requirements:** Ensure tree placement aligns with growth and location standards.

Next Steps:

- To streamline the ordinance update, the subcommittee proposed identifying an existing ordinance from another municipality that closely aligns with their goals and using it as a template.
- Wade Trim will review similar city ordinances to find suitable models that match these priorities and will share their findings with the subcommittee for feedback.
- Given the urgency of updating mitigation fees, Wade Trim suggested addressing this by resolution first, as it could be enacted faster than a full ordinance revision.
- Upcoming Subcommittee work sessions planned for: December 11 and January 8 at 10 am.

Adjournment:

The meeting concluded at approximately 3:15 PM.