

TOWN OF WINDERMERE

Town Council Meeting Minutes

September 10, 2024

CALL TO ORDER:

Present were Mayor Jim O'Brien, Town Council Members Tom Stroup, Andy Williams, Mandy David, Tony Davit, and Brandi Haines. Town Manager Robert Smith, Public Works Director Tonya Elliott-Moore, and Attorney Heather Ramos. Police Chief Dave Ogden and Town Clerk Dorothy Burkhalter were absent.

Mayor O'Brien called the meeting to order at 6:01 pm and stated that a quorum was present. He then led everyone in the Pledge of Allegiance.

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

There were no public speakers.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS:

a. WAYS Committee Presentation

Mayor O'Brien introduced this item. He then turned the floor over to Maija Andert and Anna Andert. They each introduced themselves. They then gave a presentation regarding reactivation of the committee, mission statement, committee description, activities, composition, members, budget and uses, resources and assets, and timeline and activation. Mayor O'Brien thanked Maija and Anna for their presentation. Some discussion was made. Manager Smith suggested a Council liaison to the committee. Ms. Julia (last name inaudible) of 406 Oakdale Street introduced herself. She then commented on including middle schoolers as well.

b. Parks and Recreation Committee Member Recognition – Tracy Mitchell

Mayor O'Brien presented Mrs. Tracy Mitchell with an appreciation plaque for her years of service to the Parks and Recreation Committee. Mrs. Mitchell accepted the plaque and thanked everyone. She also thanked her husband for helping her when she needed help and being there for her while she was volunteering. Ms. Dena O'Malley also thanked Mrs. Mitchell for her assistance and knowledge of the committee.

3. TIMED ITEMS & PUBLIC HEARING

NONE

4. OLD BUSINESS

NONE

5. NEW BUSINESS

a. MINUTES

i. Town Council Regular Meeting Minutes – August 13, 2024

Mayor O'Brien introduced this item. Member David made a motion to approve the minutes of August 13, 2024. Member Davit seconded the motion. Roll call vote was as follows: Stroup - aye, Williams – aye, David – aye, Dvit – aye, and Haines – aye. Motion carried 5-0.

b. RESOLUTIONS/ORDINANCES FOR APPROVAL/FIRST READING

i. Resolution 2024-05 Town of Windermere Emergency and Disaster Readiness Procedures

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Mayor O'Brien introduced this item. Manager Smith commented on the need for the resolution to be in place for natural disasters. Member Williams made a motion to approve Resolution 2024-05. Member David seconded the motion. Roll call vote was as follows: Haines – aye, Davit – aye, David – aye, Williams – aye, and Stroup – aye. Motion carried 5-0.

c. APPOINTMENTS

d. CONTRACTS/AGREEMENTS

i. **Approval of Bid 2023-03 West Second Avenue Roadway, Drainage and Water Utility Improvements – Cathcart Construction \$5,538,687.00**

Mayor O'Brien introduced this item. He then turned the floor over to Director Elliott-Moore. Director Elliott-Moore commented on the past bid for this project and the high cost. She explained that due to the high cost which exceeded the funding, a request for additional funding had to be made to FDEM. As well as confirmation of receiving only one bid. Director Elliott-Moore explained that in conversation with FDEM, they stated that they “recommend that the Engineer move forward with the project as they felt everything would be fine.” She stated that she is not comfortable with that response. Director Elliott-Moore further stated that a verbal approval confirmation from FEMA had been made. She commented that FDEM would like the town to move forward and negotiate the contract. Director Elliott-Moore stated that she is requesting approval to move forward with negotiations and award the bid to Cathcart. She further stated that the FEMA agreement will be brought back to the Town Council at a later time. Director Elliott-Moore commented that she received a letter from Cathcart agreeing to hold to the price that was submitted. Member Davit questioned how this was advertised. Director Elliott-Moore replied Demand Star and in the newspaper. Member Davit made a motion to approve moving forward with the negotiations and awarding the bid to Cathcart. Member Williams seconded the motion. Roll call vote was as follows: Stroup – aye, Williams – aye, David – aye, Davit -aye, and Haines -aye. Motion carried 5-0.

e. FINANCIAL

f. OTHER ITEMS FOR CONSIDERATION

i. **Windermere Vision Zero Report**

Mayor O'Brien introduced this item. Director Elliott-Moore explained that this is a formal request from MetroPlan approving the report. Member Davit made a motion to approve the report. Member Haines seconded the motion. Roll call vote was as follows: Haines – aye, Davit – aye, David – aye, Williams – aye, and Stroup – aye. Motion carried 5-0.

ii. **Interlocal Agreement: Town of Windermere & Orange County School Board: School Resource Officer 1 Year Contract**

Mayor O'Brien introduced this item. Manager Smith stated that this item needed to be tabled due to the costs associated with the contract and the length of the agreement. Some discussion followed.

6. **MAYOR & COUNCIL LIAISON REPORTS:**

Mayor O'Brien reported on the upcoming 911 Memorial. Member Davit reported on continued discussions with Rotary regarding the Pavilion, HPB did not meet, and the upcoming Greater Orlando Aviation Authority event. Member David report on the upcoming Run Among the Lakes and the Farmers Market/Food Truck meeting. Member Haines reported on the SAC meeting, Butler Chain Advisory Committee meeting and Bird Island, and upcoming Tree Board meeting. Discussion was made regarding

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the Bridge and standing water/mud, and the right-of-way swap. Member Stroup reported on the LRP meeting, and the Charette. Member Williams reported on the Hoopla Committee.

7. **STAFF REPORTS:**

a. **TOWN MANAGER ROBERT SMITH** – Manager Smith reported on the upcoming graduation of Deputy Chief Bonk from FBI Academy, postponing of Cops and Bobbers due to lake levels, closing of ramps due to the high lake levels, Town Square Charette, Final Budget Hearing, DRB meeting, Dream Center Open House, and upcoming annexation meetings.

b. **PUBLIC WORKS DIRECTOR TONYA ELLIOTT-MOORE** – Director Elliott-Moore reported on upcoming project 3rd/Magnolia and Bessie, drain clean-outs, road work, and reviewing Oakdale and 9th temporary solutions. Mayor O'Brien commented on the good work by the Public Works team with the roads and all the rain.

c. **TOWN ATTORNEY HEATHER RAMOS** – Ms. Ramos reported on the Dispatch Services agreement which has been reviewed and updated.

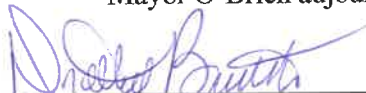
d. **POLICE CHIEF DAVE OGDEN** – Absent

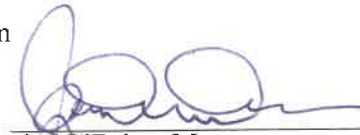
i. **Interlocal Agreement for Police Dispatch Services**

e. **TOWN CLERK DOROTHY BURKHALTER** - Absent

8. **ADJOURN:**

Mayor O'Brien adjourned the meeting at 6:43pm


Dorothy Burkhalter, MMC, FCRM
Town Clerk


Jim O'Brien, Mayor