



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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February 13, 2025

5:00 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. OLD BUSINESS

a. LEGACY BENCH PROGRAM

i. Plan dedication and announcements, locations

ii. Discuss the need to purchase additional benches

iii. Removal of old benches

b. DOUG BOWMAN court dedication January 25, 2025 - recap & feedback

c. EVENTS

i. 23rd Annual Run Among the Lakes Saturday, October 11, 2025

1. Title Contract update

2. Sub-committee updates – race management interviews / recommendation

3. Vote on 2025 race management selection

ii. Halloween Costume Parade and Hayride Saturday, October 25, 2025

iii. Windermere Centennial Country Fair – April 5, 2025

d. TENNIS

i. Report from Tennis Committee

1. Cleaning schedule and maintenance

2. Main Street Downtown needs

3. Windermere Rec Center needs

4. Windscreen – update

5. Lights – update

ii. Review policy for court reservations

e. PARKS

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

ii. Central Park

1. Centennial Walkway (plus path from cars to pavilion) - March 2025 start date

iii. Lake Down Park

1. Swing replacement

iv. Palmer Park

1. Fixes to small kids' playground for safety compliance and swing height

2. Big kid equipment options

3. Repair Swing Set and Missing Swings

v. WRC

3. NEW BUSINESS

a. MINUTES (Attachments)

i. Minutes from January 9th meeting - to be approved.

b. Application for Jennifer Widga-Kirby: update from Town Council meeting

c. Consider the event "Music Among The Lakes"

d. Pet Fest – Hiatus 2025

e. Financial

f. Liaison Reports

i. Mandy David

ii. Tonya Elliott-Moore

4. OTHER ITEMS FOR CONSIDERATION

a. Next P&R Meeting March 13, 2025, at 5:30pm

5. ADJOURN

Town of Windermere
Parks and Recreation Committee
Meeting Minutes
January 9, 2025 5:30pm

Members present: Dena O'Malley, Sue Ann Reichard, Jeanne-Marie Olache, Kelley Duell, Stephen Dimino, Christine Samek-Yonge
Public Works Director: Tonya Elliott-Moore
Community Member: Tiffany Pantozzi

1. Call to Order: The meeting was called to order at 5:32pm by Dena O'Malley based on a quorum present to conduct business.
2. Open Forum/Public Comment (3 minute limit): None
3. The chair requested to change the agenda order for Old Business. Old Business was addressed as follows:
 - a. Parks
 1. Signage update – signs have arrived. Tonya Elliott-Moore is working with staff to begin installation.
 2. Half of the deposit has been put down for the Centennial Walkway – March 2025 start date
 3. Lake Down Park – Tonya Elliott-Moore agreed that committee could assist with obtaining three quotes for swing replacement
 4. Palmer Park – We need to come up with scope of Big Kid equipment options and go from there
 - b. Tennis
 1. Report from Tennis Committee
 1. Tonya Elliott-Moore is checking to see if she requested quotes yet
 2. Strap on Main Street Downtown Court 2 has been fixed, Tonya Elliott-Moore will have team look into sprinkler issue
 3. Windermere Rec Center Needs – no updates. Tonya Elliott-Moore will talk to Travis
 4. Windscreens have been ordered. Working on calendar dates to install. Tonya Elliott-Moore will be in touch with Dena O'Malley to schedule time for Parks and Recreation committee members to assist maintenance team with installation of windscreens.
 - c. Doug Bowman
 1. Court dedication scheduled for January 25, 2025, at 9:00 a.m.
 2. Review program – mayor will say a few words, Gary is working to get a few family members to talk, then open microphone, Sign will be installed by Public Works and have cloth around it, will reveal during dedication, tennis program will begin and then refreshments.
 3. Decorations – Pictures and signs

4. Invites/RSVPs – SueAnn Reichard created invitation and is responsible for distribution
5. Refreshments – chips, oranges, waters, sweet treat
6. Audio – Tracy McLaughlin
- d. Legacy Bench Program Update
 1. Have 12 benches reserved
- e. Events
 1. 23rd Annual Run Among the Lakes is Saturday, October 11, 2025
 1. Will set-up subcommittee – Kelly Duell will chair sub committee
 2. Halloween Costume Parade and Hayride is Saturday, October 25, 2025
4. New Business
 - a. Christine Samek-Yonge made a motion to approve December 12th 2024 meeting minutes. Stephen Dimino seconded the motion. All voted in favor to approve the motion.
 - b. Committee Applications
 1. Committee received two applications for open committee position. Applicants are: Tiffany Pantozzi and Jennifer Widga-Kirby
 2. Kelly Duell motioned to approve Jennifer Widga-Kirby as the new member of our committee, Jeanne Marie Olache seconded the motion. Sue Ann Reichard, Dena O’Malley, and Christine Samek-Yonge voted to approve the motion. Stephen Dimino opposed the motion. Motion was approved.
 3. Tiffany Pantozzi was in attendance at meeting and inquired about the process of adding new members to our committee. Dena O’Malley explained the committee’s process for adding new members to our committee. At this time we only have one available position. She is welcome to resubmit her application when another position becomes available.
 - c. Upcoming events – tabled until next meeting
 - d. Financial – Dena O-Malley updated committee
 - e. Liaison Reports
 1. Mandy David – not present
 2. Tonya Elliott-Moore – no additional updates
 - f. Next meeting is February 13, 2025 at 5:30.

The meeting was adjourned at 6:40.