THE TOWN OF
Windermere

LONG RANGE PLANNING COMMITTEE

Chair: Gregg Anderson
Secretary: Lloyd Woosley
George DuBois
George Roat
Frank Krens
Stephen Lewis
Paul Pantozzi
Council Liaison: Tom Stroup

Agenda ***Agenda***

August 14, 2025
6:00 PM

****SPECIAL MEETING****
ADMINISTRATION CONFERENCE ROOM
614 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 procedings 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-Minute Minimum)

3. NEW BUSINESS

a. Approval of Minutes from July 24, 2025 meeting (Attached)

b. Permanently change the LRP monthly meeting date to the 2nd Thursday of each month from the current 4th Thursday of each month, effective September 11.

c. Reduce the LRP committee size from 7 members to 5 members, effective September 11.

4. OTHER ITEMS FOR CONSIDERATION

a. Next Meeting - Thursday, September 11 @ 6:00pm

5. ADJOURN

Long Range Planning Committee

Meeting Minutes
July 24, 2024

1. **THE MEETING IS CALLED TO ORDER BY THE CHAIR -** Chair Gregg Anderson called the meeting to order at 6:05 pm with a quorum in place.

   Committee Members Present: Chair Gregg Anderson, George DuBois, George Roat, Paul Pantozzi, and Frank Krens

   Town Officials Present: Town of Windermere Engineer, John Fitzgibbon, participated.

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

3. **OLD BUSINESS**

a. Planned/Budgeted Town of Windermere Project Updates (John Fitzgibbon)

John gave an update on the major Town projects:
2nd Ave potable water, 10th Ave, 8th Ave and Bessie, Forest St. from 6th to 7th, and shifting of the entrance to the Fernwood boat dock

4. NEW BUSINESS

a. Approval of Minutes from June, 2025 meeting - The minutes from the previous meeting were approved.

b. Tree Board Update on Town Square Improvements Plan and Fieldtrip – Frank – On July 17, as a meeting agenda item, Tree Board members walked the Town Square with Wade Trim consultant Chris Thompson to review the draft plan for its renovation/improvement program and provide comment. Chris took Tree Board constructive comment regarding potential re-configuration of some of the planned parking spaces to better protect tree roots and still allow for the maximum amount of parking. The group also reviewed potential plans for locating the new bathrooms separate from Town Hall and how it would affect the trees.

c. **Pocket Park Project –** Frank summarized his notes from the meeting on this topic at the July 17 meeting of the Parks and Recreation meeting where Mayor O'Brien presented his views. LRP discussion, potential to re-establish the golf cart path along the 500-block property; reconfiguration of the concrete paths, and re-work/re-positioning of the brick columns/gates; and requiring the retail business to manage their trash cans in a more suitable way and positioning. Gregg will write a letter to Town Council with our recommendations/ideas.

d. **Relocation of Gate at 5th Avenue Park –** George Dubois described the steep drop-off by the gate. After discussion there was agreement that fill dirt would be a simpler and better solution.

e. **LRP Committee Reorganization, Resizing and Member Resignations –** To better accommodate member schedules, better ensure consistent meeting quorums, and avoid conflicts with Thanksgiving and Christmas holidays, changes to meeting date and membership were discussed. The following motions were made: 1. George Roat made the motion to move the meeting to a different date, proposing the 2nd Thursday of each month versus the current 4th Thursday of each month, pending unanimous agreement of full membership and approval from Town Council. Paul seconded and it passed 4/0. 2. George Dubois moved that we reduce the size of the committee to 5 vs the current 7 which would result in only needing 3 present members for a quorum. George Roat seconded, and it passed 4/0. 3. Frank made a motion to accept George DuBois' and Gregg Anderson's resignation from LRP effective September 1 which will accommodate the resizing to 5 members. George Roat seconded and it passed 4/0.

f. **Potential Agenda Items for Next Meeting –** Vote on Motion 4.e.1 above.

g. Confirmation of FY 26 Committee Meeting Dates – deferred until after vote on Motion 4.e.1.

5. OTHER ITEMS FOR CONSIDERATION

a. Next Meeting - Thursday, August 14 @ 6:00pm (This is a change from normal 4th Thursday due to noticed expected absences on the originally schedule Aug 28 date).

6. ADJOURN – George Roat made a motion to adjourn, Paul seconded and it passed 4/0.