

PARKS AND RECREATION COMMITTEE

Chair: Dena O'Malley
Vice Chair: Sue Ann Reichard
Secretary: Tracy McLaughlin
Jill Ata
Stephen Dimino
Jeanne Marie Olache
Kelley Duell
Jennifer Widga-Kirby
Christine Samek-Yonge

Agenda ***Agenda***

Council Liaison: Mandy David
PW Director: Tonya Elliott-Moore

July 17, 2025
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 procedings 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

1. THE MEETING IS CALLED TO ORDER BY THE CHAIR/CO-CHAIR

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

3. OLD BUSINESS

a. EVENTS

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

1. Sponsors

2. Sub-committee updates

3. Route meeting

4. T-shirts

5. Medals

6. Awards

ii. Spook-tennial Halloween Event, October 25, 2025 – 9-11am

b. TENNIS

i. DT Court repairs

ii. WRC/DT Court lighting package

c. PARKS

i. Pocket Park

1. Update from Jim O'Brien
2. Naber's statue

ii. Central Park

1. Medallion check in, walkway divots, Golf tees
2. Small Playground Equipment quotes

iii. Lake Down Park

1. Signage installation update

iv. Palmer Park

1. Large playground update, swing heights
2. Swinging Bench update

v. WRC

1. Water fountain installed
2. Grill box update

vi. Lake Street

4. NEW BUSINESS

a. MINUTES (Attachments)

i. **Minutes from June 12, 2025, Meeting - to be approved.**

b. **P&R Website updates needed – Jeanne Marie**

c. **Financial**

d. **Liaison Reports**

i. **Mandy David**

ii. **Tonya Elliott-Moore**

5. **OTHER ITEMS FOR CONSIDERATION**

a. **Next P&R Meeting August 14, 2025, at 5:30pm**

6. **ADJOURN**

Town of Windermere

Parks and Recreation Committee

Meeting Minutes

June 12, 2025 at 5:30pm

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

Town Council Liaison: Mandy David

Public Works Director: Tonya Elliott-Moore

1. Call to Order: The meeting was called to order at 5:35pm by Dena O'Malley based on a quorum present to conduct business.
2. Open Forum/Public Comment (3-minute limit): n/a
3. Legacy Bench Program: So far, 31 benches have been paid for, additional requests have been made. Currently working on logistics for bench placement in lower lying areas at Windermere Rec Center.
4. Events:
    A. Annual Run Among the Lakes (RATL) will be held on Saturday, October 11, 2025
        i. Sub-committee teams are being formed. Committee members will focus on the following areas:
            - Food – Tracy
            - Advertising – Sue Ann
            - Dena – Sponsorship
            - Race Route – Jeanne Marie, Kelley, Tracy
            - Medals – Jen
            - T-shirts – Jill (ladies' tank and unisex t-shirt)
            - Video/Photos – Kelley
            - Port-o-potties – Dena (Demand Star)
            - Merch Sales – Jeanne Marie, Jill
            - Volunteers – Christine
            - Thank you notes – Christine
            - Parking – Steve
            - Website – Sue Ann
        ii. Sponsorship Drive – Dena provided an update. We have approximately 6 sponsors lined up. Windermere Brewing will sponsor the medals and Chick Fil A (Kirkman) will sponsor food.

iii. A meeting on the race route needs to be scheduled. The route will need to be solidified within a month of the race start date.
iv. Sue Ann provided an update on the number of registrations. The group opted not to offer a virtual race option this year.
v. The DJ costs in the past were approximately $700. Demand Star will be used for estimates.

B. Halloween Costume Parade and Hayride will take place on October 25, 2025. Considering a graphic change this year.

C. PetFest is on hiatus in 2025. Jill made a motion to suspend PetFest indefinitely. Steve seconded the motion. All voted in favor to approve the motion.

2. Tennis:
   A. Downtown Courts
      i. Cracks need to be addressed. Tonya reaching out to the company that performed the resurfacing but likely not covered under warranty. Consider CIP for replacement vs estimates for temporary fix, repairs. Timeline and cost will be further discussed.
      ii. Light Quotes were received and reviewed. All States Lighting ($23, 722.50), Toolman Electric LLC ($39,995.00), and Wilcom Electrical Systems LLC ($41,295.00). Tracy made a motion to take the light quote from All States Lighting to Town Council for approval. Christine seconded the motion. All voted in favor to approve the motion.
   B. Windermere Rec Courts
      i. Water fountain and bottle filler should arrive next week.

3. Parks:
   A. Lake Street Park – Signs are on the list for installation
   B. Central Park
      i. Centennial walkway is completed; medallion was ordered but arrived not according to specs. Tonya brought a mock-up of the new medallion that was ordered and plans to have it mounted on a concrete pad.
      ii. There is room for additional small playground equipment. Jill will put together quotes for Demand Star.
      iii. Disc Golf update provided by Dena. Sue Ann made a motion to proceed with purchase of Disk Golf equipment, not to exceed $3,000. Jeanne Marie Seconded the motion. All voted in favor to approve the motion.

C. Lake Down Park – Tonya provided information on Swing Bench replacement with photos. Christine made a motion to approve the ribbed bench style selected by the committee. Tracy seconded the motion. All voted in favor of purchasing the swing bench replacement.

D. Palmer Park – hoping to fix swings in small kids' playground will be completed soon. Town Council recently approved the big kid equipment option selected by the committee in May.
E. WRC - Steve made a motion to spend up to $2,000 on new grills. Jill seconded the motion. All voted in favor to approve replacement of old rusty grills with new grills.

4. New Business:
    A. Minutes from May 2025 meeting: Sue Ann motioned to be approved, Steve seconded the motion, and it passed unanimously.
    B. Mandy David provided insight and updates from the recent Town Council Meeting.
    C. OARS collaboration event to work on beautification of the parks still in early development.
    D. Next Parks and Rec committee meeting will be on **July10th at 5:30pm.**

The meeting was adjourned at 7:03pm.