

**Town of Windermere
Parks and Recreation Committee
Proposed Meeting Minutes
October 25, 2012**

Voting Members Present: Donna Steele, Nora Brophy, Don Strube, Karen Fay, Mary Hayes, Doug Bowman

Guests Present: Robert Smith, Jim Ross, and David Holly, Matt MacIntosh and Prof Chris Hawkins from UCFC
Call to Order: Donna Steele called the meeting to order.

Approval of Minutes: Minutes from September 27, 2012 meeting approved unanimously.

Approval of Agenda: A formal meeting agenda was presented and approved.

Business Agenda

Liaison Report – none

Manager's Report –

A. Food Truck/Movie Night – movie starts at 7:30PM Friday.

Event News/Updates

A. Tennis –

- Marcello's report for September - \$463 to TOW for the quarter (15% of \$3,091)
- Cardio Tennis & Evening Tennis cancelled due to lack of support
- Robert has sample agreements from Winter Park & Ocoee. He will set up a written agreement with Marcello to manage the tennis program.

B. Butler Bay –

- Jim Ross will help put together a team of landscapers/architects to help w/BB design
- Jim and his group will also have suggestions for Restrooms

C. Halloween Event -

- We will start setting up Town Hall at noon Friday
- Tracy Mitchell has decorated the pumpkins & will deliver to TH
- 4 volunteers to help with hayride
- Arrive at TH at 8AM Saturday
- Storyteller will arrive at 10AM
- We are filling 200 goody bags

D. 5K Run

- Greg Smith has contract and deposit. Sent him some photos of Windermere icons – should have 3 possible designs for November meeting

Guest Presentation by UCF

- A. UCF has 3 groups working on park plans.
 - a. GIS Data Collection – this group will create maps of area
 - b. Participation Group
 - c. Local Conditions Data Collection
- B. Will do Level of Service Analysis
 - a. Trend Analysis
 - b. Current Use Analysis
 - c. Inventory of Open Space
- C. Charette will be held at Town Hall November 14.

Adjournment – The meeting was adjourned at approximately 1:30 p.m.

The next regular meeting is scheduled for Thursday, November 29 @ 12:00 in the Community Room