

MINUTES
TOWN OF WINDSOR
PARKS AND RECREATION COMMISSION

Civic Center Council Chambers
9291 Old Redwood Highway, Building 400
Windsor, CA 95492

Wednesday, September 10, 2008
6:00 p.m.

- 1. CALL TO ORDER**
Chair Kahn called to order a meeting of the Windsor Parks and Recreation Commission at 6:00 p.m.
- 2. INTRODUCTION AND SWEARING IN OF NEW COMMISSIONER**
Town Clerk Maria De La O administered the oath of office to Commissioner Brad Sherwood.
- 3. COMMISSION ROLL CALL**
Present at roll call were Chair Kahn, Vice Chair Voge, Commissioners Holman, Sherwood and Trunick.
- 4. PLEDGE OF ALLEGIANCE**
Commissioner Sherwood led the Pledge of Allegiance.
- 5. APPROVAL OF MINUTES**
5/0 vote By motion, approved the minutes of the regular meeting of July 9, 2008.
- 6. CONFLICT OF INTEREST DECLARATION**
None.
- 7. CITIZEN PUBLIC APPEARANCE**
Mike Clark, Windsor resident since 1991, introduced himself saying he is interested in getting to know the commissioners and has an interest in Windsor Parks with particular interest in Keiser Park.
- 8. BUSINESS ITEMS**

8.1 Bicycle and Pedestrian Master Plan

Alejandro Perez, Associate Civil Engineer of the Town of Windsor introduced consulting traffic engineer, Allan Tilton, and presented to the Commission for their review the proposed Bicycle and Pedestrian Master Plan. After discussion, it was moved by Commissioner Trunick and seconded by Commissioner Sherwood that the Commission recommend to the Town Council the adoption of the Bicycle and Pedestrian Master Plan as proposed. Motion passed 5/0.

8.2 Role of Senior Citizen Advisory Council

Senior Center Supervisor Eva Corbin reported to the Commission upon the role of the Senior Citizen Advisory Council. She indicated that staff plans to present to the Town Council for its approval a Senior Center policy that will afford flexibility to offer non-senior programming at times when senior programming is not scheduled at the Senior Center. She continued that it is the consensus of the SCAC to support staff in this action.

8.3 Review Design Development Plans for Keiser Park Phase 1

Project Manager Beth Kastrup provided a brief overview of the Keiser Park Phase 1 project and introduced consultants Cordy Hill and Scott Wilkinson from Royston, Hanamoto, Alley and Abey. The consultants described the proposed plans for Keiser Park Phase 1.

Windsor resident Mike Clark stated his concern about the possibility of inadequate funding to maintain the Keiser Park grounds and facilities after the completion of the project and offered his expertise concerning grounds maintenance (particularly maintenance of athletic turf).

After discussion among the Commissioners, it was moved by Commissioner Trunick and seconded by Commissioner Holman that the Commission recommend to the Town Council approval of the preliminary design development plans for Keiser Park Phase I as presented by staff with the following additions:

- Two benches within the playground area
- A plan for future installation of a shade structure at the ball field bleachers
- Provision of underground infrastructure for a future restroom building to be located near the picnic and playground areas in the neighborhood park

8.4 Summary of the Sustainability Design Assessment Team Process

Vice Chair Voge reported on the Sustainability Design Assessment Team process recently accomplished in the Town of Windsor.

9. COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Trunick reported on a press release she received from Sonoma County Transit stating that Route 66 has been redesigned including 45-minute loops that include Foothill Regional Park and the Old Downtown Depot. Commissioner Trunick suggested mention of this item in the Recreation Guide.

Commissioner Trunick described and expressed her appreciation for the skate park in McGinnis Park south of Novato including the safety gear system ("honor box") she has observed there. She commended the park to staff as a model for future such park planning in the Town of Windsor.

Commissioner Holman stated she thought the community is interested in a change in the summer movie and band programming.

Commissioner Sherwood commended staff on their work and expressed appreciation for the time they had spent with him during his orientation to the Commission.

Commissioner Trunick asked about whether push cart vendors are regulated. Director Legge indicated they are not allowed on the Town Green and that further information will be available from the Planning and/or Administrative Services Departments. She said that she will forward her findings to the Commissioners.

10. COMMUNITY SERVICES DIRECTOR'S REPORT

Community Services Director Legge shared items of interest as well as project updates and Council actions.

11. FUTURE AGENDA ITEMS

- Transient Occupancy Tax – October
- Hembree House Cultural Center – October
- CPRS District I Workshop Review – October
- Aquatics Report - February
- Barry Weiss - February

12. ADJOURNMENT

The meeting adjourned at 8:43 p.m. to a regular Parks and Recreation Commission meeting scheduled for Wednesday, October 8, 2008 at 6:00 p.m. in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Minutes prepared by: Maureen Bufton/Jeannie Mitchell

Minutes approved: October 22, 2008