

MINUTES
TOWN OF WINDSOR
PARKS AND RECREATION COMMISSION

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

Wednesday, December 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. COMMISSION ROLL CALL

Present at roll call were Chair Kahn, Vice Chair Voge, Commissioners Holman, Sherwood and Trunick.

Staff present were Community Services Director Donna Legge and Recording Secretary Jeannie Mitchell.

3. PLEDGE OF ALLEGIANCE

Sgt. Rob Gordon led the Pledge of Allegiance.

4. APPROVAL OF MINUTES

5/0 vote By motion, approved the minutes of the meeting of the Parks and Recreation Commission of November 12, 2008.

5. INTRODUCTION OF NEW STAFF

CS Director Legge introduced Todd Baker, newly hired Community Services Program Coordinator.

6. CONFLICT OF INTEREST DECLARATION

None

7. CITIZEN PUBLIC APPEARANCE

None

8. REGULAR CALENDAR

8.1 Police Report on Park and Town Wide Facility Watch

Sgt. Robert Gordon of the Town of Windsor Police Department summarized police activity in the Town of Windsor parks in 2008. He indicated that in January the Windsor Community Services Officer plans to establish "Park Watch" programs for each of the parks in Windsor.

Commissioner Trunick suggested that "eyes on" the parks should include regular

users (including those who merely sit in their parked cars at or near the parks) in addition to residents in close proximity.

Commissioner Sherwood expressed the hope that in the development of Keiser Park, sufficient attention is being paid to security measures.

8.2 CPRS Conference Update

CS Director Legge reviewed the offerings of the CPRS Conference scheduled March 3-6, 2009. She indicated that growing budget constraints dictate that the Town will be able to send only two Commissioners to the Conference this year. The Commissioners indicated interest in attending and willingness to be creative in designing who goes when.

8.3 2009 Parks and Recreation Commission Meeting Calendar

The Commission reviewed and approved the proposed Commission meeting calendar for 2009. The Commission's regularly scheduled meetings will continue to be held on the second Wednesday of each month.

8.4 Vacancies on Parks and Recreation Commission and Senior Citizen Advisory Commission

CS Director Legge informed the Commission that two seats on the Parks and Recreation Commission will become available at the end of this year and informed the Commissioners that those whose terms are expiring are required to reapply by submitting a new application to the Town Clerk's office.

9. COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Sherwood expressed appreciation for the police department's report. He inquired if the Commission typically presents a report of annual accomplishments to the Town Council. CS Director Legge indicated that heretofore, that has not been the practice.

Commissioner Holman requested a joint meeting be held with the Town Council.

Commissioner Trunick indicated that the Parks and Recreation Commission is an advisory board, not a policy-setting board and suggested that an appropriate agenda item for the proposed joint meeting would be a review of the scope and role of the Town's Parks & Recreation Commission.

Commissioner Holman concurred with Commissioner Trunick.

Chair Kahn asked if the snack bars at Wilson Ranch and at Lewis Park had ever been opened. Chair Legge responded that they hadn't been. She added that non-profit groups cannot afford to rent the concession stands.

The Commission suggested that the sponsorship packet be sent out in October or

November next year.

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

- Park, Facilities and Streetscape Report – January
- Fiscal Year 2009-2011 Budget Review – January
- Fund Development Foundation/VIP – January
- Seating of new Commissioners – February
- Status on Park Watch
- Joint Meeting with Council

12. ADJOURNMENT

The meeting adjourned at 7:52 p.m. to a regular Parks and Recreation Commission meeting scheduled for Wednesday, January 14, 2009 at 6:00 p.m. in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Minutes prepared by: Jeannie Mitchell

Minutes approved: January 14, 2009