

**MINUTES**  
**TOWN OF WINDSOR**  
**PARKS AND RECREATION COMMISSION**

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

**Wednesday, March 11, 2009**  
**6:00 p.m.**

**1. CALL TO ORDER**

Commissioner Holman called to order a meeting of the Windsor Parks and Recreation Commission at 6:00 p.m.

**2. INTRODUCTION OF AND ADMINISTRATION OF OATH OF OFFICE TO NEW COMMISSIONER**

Deputy Town Clerk Jeannie Mitchell administered the oath of office to newly appointed Commissioner David Brown. The Commissioners introduced themselves.

**3. COMMISSION ROLL CALL**

Present at roll call were Commissioners Brown, Cain, Holman, Sherwood and Torres.

Staff present were Community Services Director Donna Legge, Community Services Manager Patricia Morandi; Youth and Adult Program Supervisor Jon Davis; Community Services Program Coordinator and Recording Secretary Jeannie Mitchell.

**4. PLEDGE OF ALLEGIANCE**

Commissioner Brad Sherwood led the Pledge of Allegiance.

**5. APPROVAL OF MINUTES**

**5/0 Vote** By motion, approved the minutes of the meeting of the Parks and Recreation Commission of February 11, 2009 as corrected.

**6. REORGANIZATION OF THE PARKS AND RECREATION COMMISSION**

**6.1 Election of Chair**

It was moved by Commissioner Torres and seconded by Commissioner Sherwood that Commissioner Holman be elected chair of the Parks & Recreation Commission. Motion passed 5/0.

**6.2 Election of Vice Chair**

It was moved by Chair Holman and seconded by Commissioner Torres that Commissioner Sherwood be elected Vice Chair of the Parks & Recreation Commission. Motion passed 5/0.

**7. CONFLICT OF INTEREST DECLARATION**

None

**8. CITIZEN PUBLIC APPEARANCE**

None

**9. REGULAR CALENDAR**

**9.1 California Parks & Recreation Society Conference Report**

Recreation Program Supervisor Jon Davis and Program Coordinator Todd Baker summarized their experience at the CPRS Conference held in Santa Clara, California, March 5-7, 2009.

**9.2 Bike to Work Day**

Program Supervisor Jon Davis informed the Commission of plans for Bike to Work Day scheduled for Thursday, May 14, 6 a.m. to 9 a.m. He indicated that a Town committee has formed to expand the Town's role beyond that of last year when an energizer station was opened on the Town Green.

**9.3 Sonoma County Health Action Plan**

Director Legge introduced the Sonoma County Health Action Plan to the Commissioners. A large part of the plan is to promote walking to the citizens of the Sonoma County through its *iWalk Sonoma* campaign. Council Member Cheryl Scholar, who was in the audience, outlined the timeline for organizing to participate in the campaign.

**9.4 Windsor Day Parade Participation**

The Commission agreed to participate in the May 2<sup>nd</sup> Windsor Day Parade and will finalize plans at its next meeting.

**10. COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Torres announced that the County Regional Parks celebration will be in April. She asked the Commission to watch for announcement of that date.

Commissioner Cain told the Commission about a tool-lending library in Santa Rosa operated by a private citizen. He suggested making contact with the gentleman as Windsor starts up its Community Garden.

Chair Holman described the dedication of the Hembree House Cultural Center and encouraged the Commissioners to visit the new center.

**11. COMMUNITY SERVICES DIRECTOR'S REPORT**

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

Community Manager Patricia Morandi shared with the Commission progress that is being made on plans for a Windsor Community Garden and announced a kick-off meeting to be held Monday, March 16<sup>th</sup> from 4:30 to 6:00 p.m. in the Council Chambers. She indicated that the Commission will formulate a recommendation to the Town

Council at its April 8<sup>th</sup> meeting.

The Commission settled on Wednesday, April 8<sup>th</sup> at 4:30 p.m. for its parks tour.

**12. FUTURE AGENDA ITEMS**

- Parks & Recreation Strategic Plan
- Fiscal Year 2009-2011 Budget Review
- Joint Meeting with Council
- Park, Facilities and Streetscape Division Report
- Community Gardens Recommendations
- Youth Representation on the Parks & Recreation Commission

**13. ADJOURNMENT**

The meeting adjourned at 8:02 p.m. to a regular Parks and Recreation Commission meeting and parks tour scheduled for Wednesday, April 8, 2009 at 4:30 p.m. commencing in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Minutes prepared by: Jeannie Mitchell

Minutes approved: April 8, 2009