

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

Council Chambers

9291 Old Redwood Highway, Building 400

Windsor, CA 95492

**Wednesday, August 12, 2009**

**6:00 p.m.**

**1. CALL TO ORDER**

Commissioner Holman called to order a meeting of the Windsor Parks and Recreation Commission at 6:05 p.m.

**2. COMMISSION ROLL CALL**

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

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

**3. PLEDGE OF ALLEGIANCE**

Commissioner Brown led the Pledge of Allegiance.

**4. APPROVAL OF MINUTES**

The minutes of the meetings of May 13, 2009, May 28, 2009 and June 10, 2009 were approved as submitted.

**5. CONFLICT OF INTEREST DECLARATION**

None.

**6. CITIZEN PUBLIC APPEARANCE**

None

**7. REGULAR CALENDAR**

**7.1 Sustainable Design Assessment Report**

Town of Windsor Planning Director Peter Chamberlin reported on the American Institute of Architects' Sustainable Design Assessment Team's Final Report.

**7.2 Economic Development Strategic Plan**

The Economic Development Strategic Plan presentation was postponed.

**7.3 Middle School Recreation Program**

Youth and Adult Recreation Program Supervisor Jon Davis reported on the status

of the Town's middle school program ("The Spot").

**7.4 Proposed Discussion Topics for Joint Meeting with the Town Council**

CS Director Legge presented a list summarizing proposed discussion topics suggested by the Commissioners for a joint meeting with the Town Council.

Topics included:

- The role of the Parks & Recreation Commission
- Park naming
- Desired goals of the Council for the Parks & Recreation Commission
  - Dog park improvements
  - Community Garden
  - Destination Playground
  - Youth representation
  - Budget review
  - Hispanic Outreach

Fund Development/Non-profit Foundation presentation by Barry Weiss  
Participation and presence at community events

It was moved by Commissioner Torres and seconded by Commissioner Cain that the Commission, through staff, request a joint meeting with the Town Council. Motion passed 5/0.

**7.5 November Commission Meeting Date Change**

The Commission agreed to move its November meeting from the Veterans Day, Wednesday, November 11, 2009 to Thursday, November 12, 2009.

**8. COMMISSIONERS' REPORTS**

Commissioner Cain reported graffiti on utility boxes along Golf Course Drive.

Chair Holman commented positively on the sound services provided with the Summer Nights on the Green entertainment. She added that the sound at Shakespeare on the Green was inadequate and suggested that if the Town is going to again sponsor the event, the sound problem needs to be remedied.

Commissioner Torres reported that at a County event which she attended at Sunset Beach, she (as a Commissioner) and the Town of Windsor Parks and Recreation Commission were recognized (as a "sister agency").

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

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

**10. FUTURE AGENDA ITEMS**

- Summer Nights on the Green Summary Report (September)
- Windsor Creek Trail (September)
- Cinco de Mayo Celebration (September)
- Economic Development Strategic Plan (September)
- Windsor Boys and Girls Club Tour (October)

**11. ADJOURNMENT**

The meeting adjourned at 8:02 p.m. to a Regular Meeting of the Parks and Recreation Commission scheduled for Wednesday, September 9, 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: