

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

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

**Wednesday, February 10, 2010**  
**6:00 p.m.**

**1. CALL TO ORDER**

Chair Holman called to order a meeting of the Windsor Parks and Recreation Commission at 6:02 p.m.

**2. COMMISSION ROLL CALL**

Present at roll call were Chair Holman, Vice-Chair Cain and Commissioner Sherwood.

Commissioners Brown and Torres were absent (excused).

Staff present were Community Services Director Donna Legge, Police Sgt. Rob Gordon, Recreation Manager, Jon Davis, Parks and Community Services Specialist Pearl Reed, Senior Planner Kevin Thompson, Senior Center Program Director Eva Corbin and Recording Secretary Jeannie Mitchell.

**3. PLEDGE OF ALLEGIANCE**

Vice Chair Cain led the Pledge of Allegiance.

**4. APPROVAL OF MINUTES**

**3/0/2 Vote** (Commissioners Brown and Torres absent) By motion, the Commission approved the minutes of the meeting of the Parks and Recreation Commission of January 13, 2010.

**5. CONFLICT OF INTEREST DECLARATION**

None.

**6. CITIZEN PUBLIC APPEARANCE**

None.

**7. REGULAR CALENDAR**

Chair Holman explained that the first two agenda items would be heard in reverse order.

**7.1 Community Services Parks & Facilities Update**

Community Services Specialist Pearl Reed and Recreation Manager Jon Davis delivered a report on the 2009 parks and facilities rental activity. Ms. Reed reviewed the Facility Rental Guide and the Park Rental Guide and responded to questions from the Commission.

**7.2 Police Activity in the Parks**

Sgt. Rob Gordon reported on police activity in Windsor Parks during 2009 and indicated that police calls to the parks in Windsor were down 2% over the preceding year. Chair Holman expressed concern that the helmet and safety gear requirements were not being adequately enforced. Sgt. Gordon indicated that priorities and staffing deficits impact the enforcement of skate park ordinances.

**7.3 Greenhouse Gas Reduction – Community Outreach**

Senior Planner Kevin Thompson reported on the Town’s greenhouse gas reduction community outreach efforts.

**7.4 Aquatics and Maintenance Summary Report**

Senior Center Program Director, Eva Corbin, delivered a report on the programming and maintenance of the Senior Center aquatics program and pool during the 2009 season. She indicated that Friday Evening Family Swim will be offered two times a month during June, July and August in 2010, twice as many times as in 2009.

**7.5 Invitation to local Non-profit Organizations**

The Commission discussed scheduling local non-profit organizations to make informational presentations at future Commission meetings. The Windsor Library Board has confirmed attendance at the Commission’s March meeting. Little League is being invited along with Windsor Youth Soccer. Director Legge will bring to the next Commission meeting a list of local non-profit organizations.

**8. COMMISSIONERS’ REPORTS AND COMMENTS**

Vice Chair Cain reported that the *Summer Nights on the Green* band selection committee has lined up the full summer season with a savings to the Town of over \$10,000 from last year.

Commissioner Sherwood distributed garden plot applications and reported that the Windsor Garden Club has rented out 25 plots to date. He indicated that the garden gates are in place and that the meter is yet to be placed by Public Works.

Chair Holman reported from the subcommittee on impact fees that it is considering extending the fees to businesses as well as to homeowners (based upon analysis conducted).

**9. PARKS & RECREATION DIRECTOR’S REPORT**

Parks & Recreation Director Legge shared items of interest as well as project updates and Council actions.

**10. FUTURE AGENDA ITEMS**

- Windsor Library Advisory Board presentation (March)
- Windsor Day Parade Participation (March)
- Park, Facilities and Streetscape Report (March)
- Windsor Little League Presentation (March)

**11. ADJOURNMENT**

By motion adjourned at 7:45 p.m. to a regular Parks and Recreation Commission meeting on Wednesday, March 10, 2010 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:

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