

# MINUTES

## Special Meeting of the TOWN OF WINDSOR PARKS AND RECREATION COMMISSION

Keiser Community Park  
700 Windsor River Road  
Windsor, CA 95492

Monday, March 14, 2011  
5:15 p.m.

Chair Cain, Vice Chair Torres, Commissioners Brown, Mitchell, Piscitello, Youth Commissioners Mudgett and Winter, and Director Legge, Parks Maintenance Superintendent O'Brien and Keiser Park Phase I Project Manager Beth Kastrup toured the newly completed Phase I of the Keiser Park Master Plan.

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

Monday, March 14, 2011  
6:00 p.m.

**1. CALL TO ORDER**

Chair Cain 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 Cain, Vice Chair Torres, Commissioners Brown, Mitchell and Piscitello, and Youth Commissioners Mudgett and Winter.

Staff present included Parks and Recreation Director Donna Legge and Recording Secretary Jeannie Mitchell.

**3. PLEDGE OF ALLEGIANCE**

Commissioner Brown led the Pledge of Allegiance.

**4. APPROVAL OF MINUTES**

By motion, the minutes of the meeting of February 9, 2011 were approved as submitted.

**5. CONFLICT OF INTEREST DECLARATION**

None.

## **6. CITIZEN PUBLIC APPEARANCE**

None.

## **7. REGULAR CALENDAR**

### **7.1 Windsor Wellness Partnership Presentation**

Alliance Medical Center Consultants Ray Hawley and Lynn Woznicki gave a presentation on their organization including the history of its founding, its mission and goals for serving the residents of Windsor. They directed the Commissioners to their website for further information: [alliancemed.org](http://alliancemed.org).

### **7.2 Alternative Funding Development Program Status Report**

Director Legge delivered a summary on the status of the Parks and Recreation Department's alternative funding development program stating that the Windsor Parks and Recreation Foundation is now organized and comprised of seven members: Warin Parker, David Brook, Brad Sherwood, Delia Nieto, Jane Burns, Kimberly Walton and Steve Lehmann. She stated that its first meeting will be held once the Articles of Incorporation are filed with the Secretary of State.

### **7.3 Commissioner Handbook Review**

Director Legge led the Commission in a review of the newly revised Commissioner Handbook responding to questions from the Commissioners. She defined the role of the Commission giving examples of former Commission recommendations to the Town Council.

### **7.4 Commissioner Assignments**

The Commissioners agreed to consider the various areas of their potential interest within the area of parks and recreation. Each Commissioner will then indicate to staff four or five specific areas where he or she would like to focus attention and report on at Commission meetings.

### **7.5 Windsor Day Parade Participation**

The Commission agreed to delay its discussion on its participation in the Windsor Day Parade until its next meeting with the presumption that the parade's theme will have been published by that time.

### **7.6 California and Pacific Southwest Recreation and Park Training Conference**

The following reported on training sessions that they attended at the recently passed California and Pacific Southwest Recreation and Park Training Conference held in Sacramento: Youth Commissioners Winter and Mudgett, Chair Cain and Vice Chair Torres, Director Legge and Recording Secretary Jeannie Mitchell.

## **8. COMMISSIONERS' REPORTS**

Youth Commissioner Winter commented that her view of the field of Parks and Recreation had broadened as a result of attending the CPRS Conference.

Youth Commissioner Mudgett concurred that the conference was a great experience and that she had learned a lot.

Commissioner Mitchell reported on having “taken an elbow to the eye” during a recreational basketball game, and his deriving a degree of satisfaction that the wound had been inflicted by a leading member of the Windsor High School varsity basketball team.

Commissioner Brown reflected on the impact of Parks and Recreation on a community and its quality of life and urged the Commission to take what it does seriously because parks and recreation does help to give balance to people’s lives.

Chair Cain reported that bands have been booked for all of the 2011 *Summer Nights on the Green* concerts.

Vice Chair Torres reported that she will attend the next meeting of the Safe Routes to School next week. She indicated that she had enjoyed the CPRS Conference. She shared that the County Regional Parks department is undergoing restructuring and is getting ready for its parks celebration/drive for raising funds.

Commissioner Piscitello expressed appreciation for information on resources available to the Commissioners as they respond to questions and comments from community members.

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

Parks and Recreation Director Legge shared items of interest as well as updates on Town Council actions.

**10. FUTURE AGENDA ITEMS**

- Recreation Program Informational Presentation – Ongoing
- Non-profit Presentation – Ongoing
- FY 2011-13 Budget Preview (April)
- Windsor Day Parade Participation (April)
- Parks, Facilities and Streetscapes Report (May)

**11. ADJOURNMENT**

The meeting adjourned at 7:50 p.m. to a Regular Meeting of the Parks and Recreation Commission scheduled for Wednesday, April 13 at 6:00 p.m. at Windsor Town Hall Council Chambers, 9291 Old Redwood Highway, Building 400, Windsor.

Minutes prepared by: Jeannie Mitchell

Minutes approved: