

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

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

**Wednesday, July 13, 2011**  
**6:00 p.m.**

**1. CALL TO ORDER**

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

**2. INTRODUCTION AND SWEARING IN OF NEW COMMISSIONERS**

Director Donna Legge introduced the two newly appointed Youth Commissioners, Ashley Gobert and Mariah Steiger. Deputy Town Clerk Jeannie Mitchell administered the oath of office to them.

**3. COMMISSION ROLL CALL**

Present at roll call were Chair Cain, Commissioners Brown, Mitchell and Piscitello and Youth Commissioners Gobert and Steiger.

Vice Chair Bernadette Torres was absent (excused).

Staff present were Parks and Recreation Director Donna Legge, Recreation Division Manager Jon Davis, Recreation Program Supervisor Cindy Toms and Recording Secretary Jeannie Mitchell.

**4. PLEDGE OF ALLEGIANCE**

Commissioner Brown led the Pledge of Allegiance.

**5. APPROVAL OF MINUTES**

**4/0/3 Vote** (Vice Chair Torres absent. Youth Commissioners Gobert and Steiger were not serving at the time of meeting of May 11, 2011). By motion, the Commission approved the minutes of the meeting of the Parks and Recreation Commission of May 11, 2011.

**6. CONFLICT OF INTEREST DECLARATION**

None.

**7. CITIZEN PUBLIC APPEARANCE**

None.

**8. REGULAR CALENDAR**

### 8.1 Non-profit Organization Presentation

Missy Danneberg, Executive Director of Extended Child Care, delivered a presentation on her organization and responded to questions from the Commissioners.

### 8.2 Neighborhood Improvement Grants

The Commission received comment from representatives of the following applicant groups except Dog Park Association of Windsor whose representative was not present. The Commission reviewed and considered the ten applications which were submitted for the newly instituted "Neighborhood Improvement Grant Program." It was moved by Chair Cain and seconded by Commissioner Brown that the following applicants be granted the amounts indicated:

Neighborhood Group Applicants		Project	2011-12 Request	PARC Recommendation
1	Dog Park Assoc of Windsor (DPAW)	Services, Supplies	\$1,000	\$0
2	Cellar Way	Block Party Supplies	\$1,000	\$250
3	Jessie Court	Safety Instructions	\$525	\$500
4	Vintana Subdivision	Purchase of Picnic Tables	\$1,000	\$0
5	Windsor Mobile Country Club	Emergency Items Printing	\$500	\$500
6	Vinecrest Senior Apartments	Food/Party Supplies	\$250	\$250
7	Windsor Advocates for Music	Music, flyers, food	\$350	\$150
8	Community Garden	supplies, plants	\$1,000	\$500
9	RECOURSE Mediation Services	printing, advertising, refreshments	\$911	\$0
10	Shiloh Greens	Food	\$484	\$350
<b>Totals</b>			<b>\$7,020</b>	<b>\$2,500</b>

4/0/1 Vote. Motion passed.

### **8.3 Recreation Program Report**

Recreation Program Supervisor Cindy Toms reported on the summer programs for youth five to ten years old.

## **9. COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Piscitello announced that the Dog Park Association of Windsor (DPAW) has received its 501C3 status. He then announced the success of the free swim lesson/water safety program at Sr. Center which was aimed at Hispanic families. Thirty children along with their parents went through the course. Commissioner Piscitello reported that the pool will be resurfaced in the fall when solar panels will be installed.

Chair Cain reported having attended the first movie night of the summer on the Town Green which he enjoyed. He reported observing swim lessons that his children are taking through the Town's recreation program. He also participated in a Friday Family Swim event and reported that the attendance was up from last year. He mentioned that the Windsor Parks and Recreation Foundation Board is a very positive, high energy group of individuals.

Commissioner Brown commented positively on the family-oriented movie nights.

Commissioner Mitchell reported having participated in marketing discussions with Parks and Recreation staff and indicated that plans are to establish a social media outlet specific to Windsor Parks and Recreation. He reported that Windsor Wellness Partnership has established a good momentum.

Commissioner Mitchell further reported having received a letter forwarded by Mayor Allen and written by a resident requesting a drinking fountain and several amenities for the Pueblo Viejo Park. The Mayor asked for the Commission's recommendation. Director Legge informed the Commission that plans are in place to improve Pueblo Viejo Park using RDA funds.

Chair Cain invited the new Youth Commissioners to introduce themselves.

Youth Commissioner Gobert indicated that she represents the Windsor High School Windsor Institute for Sustainability and the Environment (WISE) Core on the Commission.

Youth Commissioner Mariah Steiger stated that she represents entire student body and is the representative from student leadership.

## **10. PARKS & RECREATION DIRECTOR'S REPORT**

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

## **11. FUTURE AGENDA ITEMS**

- Recreation program informational presentation (Ongoing)
- Non-profit organization presentation (Ongoing)
- Review Town of Windsor F/Y 2011/2012 Budget (August)
- Review Town of Windsor Capital Improvement Budget 2011-2016 (Aug)
- Summary of Summer Nights 2011 and recommendations for 2012 (Sep)

**12. ADJOURNMENT**

By motion, the meeting was adjourned at 8:30 p.m. to a regular Parks and Recreation Commission meeting on Wednesday, August 10 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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