

MINUTES
TOWN OF WINDSOR
PARKS AND RECREATION COMMISSION

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

Wednesday, September 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 6:01 p.m.

2. COMMISSION ROLL CALL

Present at roll call were Chair Cain, Vice Chair Bernadette Torres, Commissioners Brown, and Piscitello and Youth Commissioner Steiger.

Commissioner Mitchell and Youth Commissioner Gobert were absent (excused).

Staff present were Parks and Recreation Director Donna Legge, Recreation Manager Jon Davis and Recording Secretary Jeannie Mitchell.

4. PLEDGE OF ALLEGIANCE

Commissioner Piscitello led the Pledge of Allegiance.

5. APPROVAL OF MINUTES

4/0/1 Vote (Commissioner Mitchell absent) By motion, the Commission approved the minutes of the meeting of the Parks and Recreation Commission of August 10, 2011.

6. CONFLICT OF INTEREST DECLARATION

None.

7. CITIZEN PUBLIC APPEARANCE

None.

8. REGULAR CALENDAR

8.1 Non-profit Organization Presentation

Caryl Hart, Director of Sonoma County Regional Parks, was unable to attend. Her presentation on Sonoma County Parks will be rescheduled.

8.2 Town Green Business Survey

Windsor High School senior Peter Jeffrey reported on the results of a survey he conducted to determine the economic impact of the *Summer Nights on the Green* concerts upon Old Downtown Windsor businesses during the summer of 2011. He stated his belief that it would be in the economic interest of the Town to eliminate non-local vendors from the Farmer's Market.

8.3 Review of the Town of Windsor's Summer Nights on the Green 2011

Recreation Manager Jon Davis delivered a summary report on the recently completed event, Summer Nights on the Green 2011.

The following public comment was received:

David Culley, owner of *K.C.'s Downtown Grill*, expressed support for formation of a subcommittee facilitated by Town staff and comprised of Town Green businesses and the Farmers Market to develop ideas to increase patronage of Downtown businesses.

J.C. Adams, owner of the Town Green restaurant, *Kim*, expressed support for the following: formation of the subcommittee mentioned above; closing off a portion of McClelland during the event; the opportunity to sell and market businesses on the Town Green. With reference to the economic survey presented above, Mr. Adams commented that the first Thursday after end of concert series was highly successful in his restaurant.

Jim Quinones, Windsor resident of 15 years, stated that the summer concerts are the greatest thing in this county. He added that he would like to see Windsor restaurants "have first shot" at food provision for the events. He suggested the Town Green restaurants becoming "vendors on the street" for the event offering five or six menu items under \$10. He questioned the prudence of closing McClelland Drive as far as safety is concerned. He suggested "passing the hat" at the events.

Steve Henricksen, Windsor resident and sound technician for the concerts, thanked staff for their hard work. He expressed support for hiring private security for the Green during the early part of the concert day.

After discussion among the Commissioners, it was moved by Vice Chair Torres and seconded by Commissioner Brown that the Commission recommend to the Town Council the following concerning Summer Nights on the Green 2012:

1. Provide staff direction to facilitate a subcommittee comprised of Town Green businesses (restaurants) and the Farmers Market to develop and investigate ideas to increase restaurant patronage.
2. Investigate pilot option to close McClelland Drive on concert Thursdays from 3:00 pm to 10:00 pm.
3. Discontinue or reposition VIP Seating for \$10,000 Sponsors and replace seating with an alternative benefit to 'Showcase' sponsorship tier. Explore alternative benefit ideas.

4. Educate pet owners as to existing leash and litter laws.
5. Install permanent “Library Parking Only” signs to designate areas for Library goers on Thursday evenings.
6. Move bike valet to west side of Green, in oak grove to accommodate increased number of bikes.
7. Hire private security company (1 guard) to be present on Green from 6:00 am to 2:00 pm, to ensure citizens adhere to chair, roping, and canopy set up guidelines. Consider allowing removal/impounding of chairs improperly placed.
8. Investigate better use of time during band break allowing Town Green businesses to promote through sponsored “shout out” announcements by business owners or a professional announcer.
9. Increase number of trash cans and recycling cans as well as education signage.
10. Institute the singing of the National Anthem at concert start time at each concert. Enlist a local soloist.
11. Direct Band Selection Committee to investigate booking a prominent “youth friendly” band and institute a “family night” at one of the concerts.
12. Investigate the provision of volunteer crossing guards for pedestrians and bikers at key locations to assist patrons in accessing the Town Green.
13. Post signs at entrances of Green to remind patrons that ABC permits allow alcohol consumption within the confines of the park only, between 5:00 and 8:00 pm.
14. Investigate additional lighting along the Fountain to illuminate that area of the Green during movie nights.
15. Consider expansion of dance floor in budget process during fiscal year 2013.
16. Engage in discussion with Sonoma County Transit to provide “eastside” shuttle service to Town Green concerts.
17. Encourage placement of an information booth by the Chamber of Commerce and ODWMA to promote local businesses and showcase coupons, sales, etc.
18. Provide additional port-o-lets located south or west of the Town Green.

19. Return Town Hall on the Green to the Central Pavilion moving alcohol vendors to a more peripheral location.
20. Communicate to Windsor Farmers Market Manager the Town's desire to give preference to Windsor vendors in the market booths.

Manager Davis paid tribute to Parks and Recreation Coordinator Pearl Reed for her role in coordinating a very successful Summer Nights on the Green season.

9. COMMISSIONERS' REPORTS AND COMMENTS

Vice Chair Torres reported that the *Day of the Dead* committee continues to meet, and that they are seeking sponsors and volunteers. She indicated that the Safe Routes to School Committee is focusing on Cali Calmecac Immersion School this year with the "Walk to School" program. She expressed thanks to Jim O'Brien for the great condition of Esposti Park and dismay that dog owners seem to be using it as a dog park and are not cleaning up after their pets.

Chair Cain reported that soccer season has started in Windsor and that his children are participating.

Commissioner Brown asked if there has been any feedback on Neighborhood Improvement Grants. Commissioner Piscitello and Chair Cain reported having participated in neighborhood walks in their neighborhood.

Youth Commissioner Steiger spoke as the captain of Windsor High School women's tennis team expressing regret that the Pickle Ball lines which have been painted on the tennis courts at Hiram Lewis Park were added without notification and added that the lines have made it difficult for tennis play. She stated that the added lines make it difficult to make correct line calls and that visiting teams have objected as well.

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)
- Windsor Parks and Recreation Foundation presentation (October)

12. ADJOURNMENT

By motion, the meeting was adjourned at 8:12 p.m. to a regular Parks and Recreation Commission meeting on Wednesday, October 12, 2011 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: December 14, 2011