

**MINUTES**  
**JOINT TOWN COUNCIL,**  
**REDEVELOPMENT AGENCY, AND**  
**WINDSOR WATER DISTRICT MEETING**

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

**March 7, 2007**  
**Regular Session- 6:00 p.m.**

**1. CALL TO ORDER**

Mayor Parker called to order a meeting of the Town Council, also serving as the Board of Directors of the Windsor Redevelopment Agency and Town of Windsor Water District at 6:04 p.m.

**2. COUNCIL ROLL CALL**

Present at Roll Call were Councilmembers Allen, Fudge, Goble, Salmon and Mayor Parker.

**3. PLEDGE OF ALLEGIANCE**

Andrew Halsey, Senior at Windsor High School, led the Pledge of Allegiance.

**4. PRESENTATION(S)/PROCLAMATION(S)**

**4.1 Presentation on Greenhouse Gas Reduction Efforts at Windsor High School**

Stefan Klakovich, Environmental Studies Teacher at Windsor High School, introduced students that would be presenting the program.

Windsor High School students discussed the recently completed Student Commute Survey results and the goals of the Windsor High School Environmental Studies Core Program, which are related to efforts to reduce greenhouse gas emissions.

Jessica Kelley, Program Coordinator, gave a background of the project and announced that there will be public meeting on April 2<sup>nd</sup> from 6-9 pm to receive public input on the Climate Change Action Plan.

Mayor Pro Tem Fudge announced that Windsor would be hosting the next Climate Protection Workshop at the Windsor High School on June 4, 2007.

**5. ANNOUNCEMENTS**

Councilmembers and members of the community announced upcoming events.

At this time, Mayor Parker announced that he would not be attending the Mayors' and Councilmembers' Association meeting on Thursday, March 8<sup>th</sup>. Mayor Pro Tem Fudge was designated to attend, as the Town's voting representative at the March 8, 2007 Mayors' and Councilmembers' Association meeting.

**6. CONFLICT OF INTEREST DECLARATION – NONE.**

**7. CHANGES TO THE AGENDA**

Councilmember Salmon requested that Item 9.5 (Hiram Lewis Park Restroom) be pulled from the Consent Calendar for consideration after the Public Hearing item.

At the request of Mayor Parker, the agenda was reorganized to consider Item 11.2 immediately following the Regular Calendar.

**8. CITIZEN PUBLIC APPEARANCES**

No comments were made.

**9. CONSENT CALENDAR**

Councilmember Goble moved to adopt the following Consent Calendar items. Councilmember Allen seconded the motion. The motion to adopt all items except Items 9.2 and 9.5 passed by a 5/0 vote. The motion to pass Item 9.2 (Approval of Minutes) passed by a 3/0/2 vote (Councilmembers Allen and Fudge abstaining). Item 9.5 (Hiram Lewis Park Restroom) was considered following Item 10.1.

**9.1 Check Register No. 359**

**5/0 vote.** By motion, approved disbursements in the amount of \$2,534,446.09.

**9.2 Approval of Minutes**

**3/0/2 vote (Councilmembers Allen and Fudge abstained).** By motion, approved the minutes of the regularly scheduled Town Council meeting of February 21, 2007.

**9.3 Windsor Landscaping and Lighting Assessment District Annual Proceedings for Fiscal Year 2007/2008**

**5/0 vote.** Adopted Resolution No. 2027-07 appointing Coastland Civil Engineering as Engineer of Work, directing the preparation and filing of the annual Engineer's Report, and describing potential changes to the Windsor Landscaping and Lighting Assessment District for Fiscal Year 2007/2008, in accordance with provisions of the Landscaping and Lighting Act of 1972.

**9.4 Professional Services Agreement- Water Master Plan Update**

**5/0 vote.** Adopted Resolution No. 2028-07 authorizing the Town Manager to execute a professional services agreement with RMC Water and Environment to prepare an update to the Town's Water Master Plan, in an amount not to exceed \$330,000.

## **9.5 Hiram Lewis Park Restroom Construction**

**This item was pulled for Council discussion and will be considered after Item 10.1.**

## **10. PUBLIC HEARING**

### **10.1 2007 Merit Presentations- Forum Date and Evaluation Criteria**

Planning Director Chamberlin introduced the item.

Senior Planner Jones summarized the contents of the staff report.

Mayor Parker opened the public hearing. Hearing no comments, Mayor Parker closed the public hearing.

Town Council established the following dates and evaluation criteria for the 2007 Joint Town Council/Planning Commission Merit Presentations Forum as follows:

1. In the event that 6 or fewer proposals are received, the Forum date will be scheduled for Wednesday, May 16, 2007, at 6:00 p.m.
2. In the event that 7 or more proposals are received, the Forum date will be scheduled for Saturday, June 9, 2007, at 9:00 a.m.
3. Deadline for submittals for this year's forum will be established as April 19, 2007.

Council directed staff to make some minor modifications to the Presentation Evaluation Matrix for efficiency purposes.

Councilmember Allen moved to adopt Resolution No. 2029-07 establishing dates and evaluation criteria for the 2007 Merit Presentation Forum. Councilmember Goble seconded the motion. The motion passed by a 5/0 vote.

## **9.5 Hiram Lewis Park Restroom Construction**

Community Services Legge briefly reported on this item.

Mayor Parker offered members of the audience an opportunity to speak at this time. No comments were made.

Councilmember Salmon explained that he pulled this item off the Consent Calendar to discuss his concerns associated with single-user bathrooms and safety aspects of these types of facilities.

Discussion followed during which Council directed staff to return at a future meeting with costs associated with the incorporation of environmentally friendly fixtures for the Hiram Lewis Park bathroom facility, explore the possibility of increasing the number of stalls and to determine whether they will rebid the construction contract.

## **11. REGULAR CALENDAR**

### **11.1 Senior Citizens Advisory Council (SCAC) Vacancy**

Councilmember Allen moved to appointed Euell Winton to fill one (1) at-large vacancy on the Senior Citizens Advisory Council for an unexpired term ending December 31, 2010. Councilmember Fudge seconded the motion. The motion passed by a 5/0 vote.

Item 11.2 was considered after Item 11.8

### **11.2 Determination of Lead Agency for the Preparation of Environmental Documents for the Santa Rosa Plain Implementation Strategy and Cost Sharing**

### **11.3 Community Family Health Care Clinic in Windsor**

Matt Myres, Assistant Principal at Cali Calmecac, and Steve Herrington, Superintendent of the Windsor Unified School District, introduced members of the committee and briefly discussed the purpose and mission of the committee.

Mayor Parker called for public comments at this time.

Jack Ryder, Alliance Medical Center, discussed the need for medical services for the disadvantaged segment of the community that is currently not served well in this area. He explained that a larger facility would provide the needed medical services.

There were no further comments from the audience at this time.

Discussion ensued, during which Council expressed, in general, support for the medical clinic concept, and acknowledged that this type of facility would be beneficial in meeting the needs of the community. Staff was also directed to continue to work with the ad hoc committee to explore potential locations for the medical clinic, a possible donation of Town land (parcel currently designated for the Town's preschool/affordable housing project) and to identify the role of the Town in the project from both the land use and financial contribution. Staff will research these matters and return to the Council with the information at a future meeting.

### **11.4 Town of Windsor Preschool/Affordable Housing Project**

Senior Management Analyst Kelley and Assistant Town Manager Johnson reported on this item.

Mayor Parker called for public comments at this time.

Barbara Brown, Windsor Service Alliance, discussed the size of the building required to accommodate the number of people they currently serve.

There were no further comments from the audience.

Council, by consensus, gave the following direction to staff:

- a) Explore possible sites for a Community Family Health Care clinic and consider a possible donation of Town land.
- b) Explore feasible sites to relocate the Windsor Service Alliance in an industrial land use designation, possibly on the west side of Town.
- c) Consider the space for the Headstart and Town's Preschool programs as part of the Keiser Park Master Plan.
- d) Acknowledged that the Town, at this time, does not have the necessary resources to move forward with the Town's Preschool/Affordable Housing project, as originally planned.
- e) Explore the option of combining transitional housing with the Community Family Health Care clinic.

**Council recessed from 8:49 to 9:06 p.m. and reconvened with all members present.**

#### **11.5 Starr Creek Drainage Easements**

Town Engineer and Public Works Director Burtt briefly reported on this item.

Mayor Parker called for public comments at this time.

The following speakers raised concerns associated with the flooding that occurs along Windsor Creek and Starr Creek that extends onto their properties and explained why they believe that mitigation of the flooding should be a priority:

Frank Darien, Windsor resident  
Amy Ambridge, Windsor resident  
Susan Costner, Windsor resident

There were no further comments from the audience at this time.

Council concurred with staff's recommendation to consider the project request for drainage easements during the budget review process and Capital Improvement Plan development and that the request be considered in the Master Plan of Drainage.

#### **11.6 Status Report on Town's Water Conservation Program**

Council received a status report from staff on the Town's Water Conservation Program.

**11.7 Appointments by City Selection Committee and Board of Directors of Mayors' and Councilmembers' Association on March 8, 2007 and Consideration of General Membership Meetings**

Councilmember Allen moved, seconded by Councilmember Goble, to give direction to Mayor Parker to endorse the following appointments to the City Selection Committee and the Board of Directors as follows: The motion passed by a 5/0 vote.

**CITY SELECTION COMMITTEE  
APPOINTMENTS**

<b>Committee</b>	<b>Term of Office</b>	<b>Mayor/Councilmember Interested in Serving</b>	<b>Date Submitted</b>	<b>Appointment Preference by Town Council</b>
Airport Land Use Commission- 2 Vacancies	4-Year Terms expiring May 2011	*City of Santa Rosa Councilmember John Sawyer	01/16/07	Sawyer & Salmon
		*Town of Windsor Councilmember Sam Salmon requested to be considered at 05/10/07 meeting	02/21/07	TBD @ 05/10/07 meeting
Local Agency Formation Commission (LAFCO) – 1 Alt.	4-Year Term expiring May 2011	*City of Petaluma Councilmember Teresa Barrett	02/16/07	TBD @ 05/10/07 meeting

**MAYOR'S & COUNCILMEMBERS' ASSOCIATION  
APPOINTMENTS**

<b>Committee</b>	<b>Term of Office</b>	<b>Mayor/Councilmember Interested in Serving</b>	<b>Date Submitted</b>	<b>Appointment Preference by Town Council</b>
ABAG Executive Board – 1 Vacancy	2-Year Term expiring 6/2007	*City of Petaluma Mayor Pamela Torliatt	02/15/07	Torliatt
ABAG Executive Board – Alternate – 1 Vacancy	2-Year Term expiring 6/2007	*City of Santa Rosa Councilmember Susan Gorin	02/15/07	Gorin
Sonoma County Child Care Planning Council - 1 Vacancy	3-Year Term from appointment date	*City of Santa Rosa Councilmember Susan Gorin	01/15/07 (Rec'd 01/17/07)	Gorin
North Bay Division, LOCC – 2 vacancies and 2	Unspecified Terms	*City of Cotati Councilmember Pat Gilardi	12/19/06	Gilardi & Bender
		*City of Santa Rosa	01/17/07	

alternates		Councilmember Jane Bender		
North Coast Railroad Authority Board of Directors – 1 Vacancy	2-Year Term expiring 3/2009	*City of Rohnert Park Councilmember Tim Smith *City of Healdsburg Eric Ziedrich	01/23/07  01/30/07	Ziedrich

**11.8 New Westside Fire Station Approval Process**

Council directed staff to initiate a process where staff will make a presentation to the Planning Commission on the new fire station with the idea that the Planning Commission will only review and comment on the design of the project. Following Planning Commission review, staff will forward the comments of the Planning Commission to the Town Council who will make the final decision on the project.

At this time, Council considered Item 11.2.

**11.2 Determination of Lead Agency for the Preparation of Environmental Documents for the Santa Rosa Plain Implementation Strategy and Cost Sharing**

Councilmember Allen moved to adopt the following resolutions, seconded by Mayor Pro Tem Fudge:

- a) Adopted Resolution No. 2030-07 recommending the designation of a lead agency for the preparation of an environmental impact report/environmental impact statement for the Santa Rosa Plain Implementation Strategy.
- b) Adopted Resolution No. 2031-07 amending the 2005-07 budget to provide the Town share of cost for the environmental documents and Implementation Plan up to \$5,000 maximum.

The motion passed by a 5/0 vote.

**12. DISCUSSION AND/OR ACTION ON PENDING STATE OR FEDERAL LEGISLATION AND ACTIVITIES**

**12.1 League of California Cities**

**12.2 Sonoma County Mayors' and Councilmembers' Association Legislative Committee Update**

**13. MAYOR'S & COUNCILMEMBERS' REPORTS**

**13.1 Individual Councilmember Reports and Comments**

Councilmember Allen discussed the efforts of the Spring Cleaning program in Santa Rosa, noting that this program would be helpful in cleaning Keiser Park.

Mayor Pro Tem Fudge requested that an item be placed on the next regular Council agenda to discuss events that occurred at the Planning Commission meeting of February 27, 2007.

Mayor Parker asked that Council begin to think about celebrating the Town's 15<sup>th</sup> Anniversary in conjunction with the Windsor Day Parade that will be held on May 12, 2007. He suggested inviting all past Councilmembers to march in the parade alongside the current Councilmembers. He also suggested that special t-shirts with a "15<sup>th</sup> Anniversary" logo be worn by all Councilmembers participating in the parade.

At the suggestion of Mayor Parker, Council concurred that a \$100 contribution should be awarded to the "Employee of the Quarter" from the Council's Benevolent fund in acknowledgement of their services to the Town.

**13.2 Reports on Meetings/Conferences**

Councilmembers reported on meetings they attended which were of interest to them.

**14. TOWN MANAGER'S REPORT** (No written report.)

Town Manager Mullan informed Council that he had received an invitation to the Horizon Airlines VIP Reception on March 15<sup>th</sup> and encouraged Councilmembers to attend.

**15. ANNOUNCEMENT OF CLOSED SESSION TOPIC/ ADJOURNMENT TO CLOSED SESSION**

Mayor Parker announced the following Closed Session topics and Council adjourned to a Closed Session in Conference Room A at 11:20 p.m.

**15.1 Conference with Labor Negotiator pursuant to Government Code ' 54957.6 - Agency Negotiator: Art Hartinger - Regarding negotiations with Town of Windsor Employees' Association- AFSCME Local 3910, Town of Windsor Supervisory Employees Group and Town of Windsor Management Employees Group**

**16. REPORT OUT OF CLOSED SESSION**

The Closed Session adjourned and the regular meeting reconvened with all members present. No action was taken during Closed Session.

**17. ADJOURNMENT**

The meeting adjourned at 11:50 p.m. to a Special Town Council meeting scheduled for Wednesday, March 14, 2007 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.