

A G E N D A

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

Wednesday, March 19, 2008
Regular Session - 6:00 p.m.

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

(For further information please call Town Hall: 838-1000)

In compliance with the Americans with Disabilities Act, if you need special assistance to attend or participate in a Town Council meeting, please contact the Town Clerk's office at 838-5311. Notification at least 48 hours prior to the meeting will assist Town staff in assuring that reasonable accommodations are made to provide accessibility to the meeting.

As a public service to the community, Town Council meetings are televised on Cable Channel 27.

Town Council Agenda staff reports are now available on the Town's web site (www.townofwindsor.com). If an Agenda item has not been highlighted, no written report is available. (Please note that some of these reports may be large documents requiring a long loading time.)

SB 343 - Documents related to Open Session Agendas

Any writings or documents provided to a majority of the Town Council/Redevelopment Agency/Windsor Water District regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the Town Clerk's Office located at 9291 Old Redwood Highway, Building 400, Windsor, during normal business hours, and on the Town's website at www.townofwindsor.com.

If the supplemental materials are made available to the members of the Town Council/Redevelopment Agency/Windsor Water District at the meeting, a copy will be available for public review at the Civic Center Council Chambers located at 9291 Old Redwood Highway, Windsor, CA 95492.

These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

Announcement – Please turn off all pagers, cellular telephones and all other communication devices upon entering the Council Chambers because of electrical interference with the sound recording and TV projection systems.

1. CALL TO ORDER

Call 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.

2. COUNCIL ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PRESENTATION(S)/PROCLAMATION(S)

4.1 [Proclamation declaring the Month of April 2008 “Sexual Assault Awareness Month” in the Town of Windsor](#)

5. ANNOUNCEMENTS
Upcoming Town Events.

6. CONFLICT OF INTEREST DECLARATION

7. CHANGES TO THE AGENDA

8. CITIZEN PUBLIC COMMENT

Any citizen wishing to speak to the Council on any Consent Calendar item or any item *not listed* on the agenda may do so at this time. Pursuant to the Brown Act, the Council is not allowed to consider issues or take action on any item not listed on the agenda during this period. Each Citizen Public Comment is normally restricted to three (3) minutes in length and must be spoken into the microphone from the podium.

If you wish to speak on a Consent Calendar item, please notify the Mayor during Citizen Public Comment.

9. CONSENT CALENDAR

Consent Calendar items are viewed as routine in nature or require little or no further discussion by the Council, public or applicant.

9.1 [Check Register No. 381](#)

By motion, approve disbursements in the amount of \$1,409,683.83.

9.2 [Approval of Minutes](#)

By motion, approve the minutes of the regular Town Council meeting of March 5, 2008.

9.3 [Approve the Audited Financial Statements and the Management Report for the Fiscal Year ended June 30, 2007](#)

a) By motion, approve the fiscal year 2006-07 audited financial statements based on an audit of the financial statements performed in accordance with *Government Auditing Standards*.

b) By motion, approve the Management Report submitted by Mann, Urrutia, Nelson CPAs & Associates LLP dated October 19, 2007.

9.4 [Receive and file the Treasurer’s Quarterly Investment Report for the quarter ended December 31, 2007](#)

By motion, receive and file the Treasurer’s Quarterly Investment Report for the quarter ended December 31, 2007.

9.5 [Budget Amendment for Mitchell Shiloh Conde Assessment District Project](#)

Adopt a resolution amending the FY 2007-08 budget to restore total funding in the amount of \$389,639 for the Mitchell Shiloh Conde Assessment District Project to the amounts reflected in the Town's adopted FY 2007-2012 Capital Improvement Program and FY 2007-09 Budget.

9.6 [Windsor Road Pedestrian Enhancements Project](#)

Adopt a resolution approving a Professional Services Agreement and authorizing the Town Manager to execute on behalf of the Town with Coastland Civil Engineering for construction management services for the Windsor Road Pedestrian Enhancements Project in an amount not to exceed \$38,234.00.

9.7 [Adopt a Resolution authorizing Examination of Sales and Use Tax Records](#)

Adopt a resolution authorizing the Assistant Town Manager and the Senior Management Analyst/Economic Development to examine the Town's sales and use tax records.

9.8 [Amendment to the 2007-08 Budget to Administer the Town's Mobile Home Rent Stabilization Ordinance](#)

Adopt a resolution approving budget amendment 20-08 to appropriate funds to administer the Town's Mobile Home Rent Stabilization Ordinance.

10. PUBLIC HEARING

Public Hearing items will begin at the time shown, or as close thereafter as possible, to allow for completion of the item.

10.1 [Adoption of Windsorland Mobile Home Park Conversion Impact Report](#)

Adopt a resolution adopting the Windsorland Mobile Home Park Conversion Impact Report (CIR).

10.2 [Establishment of Time Limit Parking Zones, Curb Markings and other Traffic Controls](#)

Introduce, by title only, an ordinance to establish time limit parking, curb markings and other traffic controls.

11. REGULAR CALENDAR

Those matters requiring discussion and/or action by the Council will be heard at this time. Regular Calendar items will be taken up and acted upon separately.

11.1 [RDA Low/Moderate Funding Request for Affordable Rental Units above Windsor Bowl](#)

Adopt a resolution approving an agreement with Ken LaFranchi to record an affordable housing agreement on eight (8) studio apartments located at 8801 Conde Lane (Windsor Bowl), authorize a Redevelopment funded subsidy for affordable housing not to exceed \$70,000, and authorize the Town Manager to execute on behalf of the Redevelopment Agency.

11.2 [Report back from Public Opinion Consultant](#)

Receive public opinion consultant's report, and direct staff to plan and carry out voter education efforts based on the consultant's recommendations.

11.3 Formation of Town of Windsor 1982 Act Benefit Assessment District for the Shiloh Oaks Subdivision for Maintenance of Airport Creek

Adopt a resolution approving the formation of the Town of Windsor 1982 Act Benefit Assessment District, appointing Coastland Civil Engineering as Engineer of Work, and directing the preparation and filing of an Engineer's Report in accordance with provisions of the Benefit Assessment Act of 1982.

11.4 Discussion of Issues and Considerations for a possible Windsor Creek Underpass Trail

Receive a presentation on the issues and considerations for a possible pedestrian and bicycle path along Windsor Creek and under the 101 Highway to provide an east-west connection to the Town Green and give direction to staff.

11.5 Approve Commemorative Park and Memorial Street Sign Programs

- a) Adopt a resolution rescinding Resolution No. 860-99 and amending the established Commemorative Park Amenity Program.
- b) Adopt a resolution establishing a Memorial Street Sign Program.

11.6 Discuss Participation in the Windsor Day Parade

Discuss Town Council participation in the Windsor Day Parade on May 3, 2008.

11.7 Introduce Ordinances related to the Prohibition of Smoking

- a) Introduce, by title only, an ordinance repealing existing Title 3, Chapter 11, "Regulating the Sale of Tobacco and Smoking" in its entirety and adding a new Title 3, Chapter 11, "Regulating the Sale of Tobacco Products and Paraphernalia," to the Municipal Code.
- b) Introduce, by title only, an ordinance repealing existing Title 3, Chapter 20, "Prohibition of Smoking" in its entirety and adding a new Title 3, Chapter 20, "Prohibition of Smoking," to the Municipal Code.

11.8 Town Council Rules of Conduct of Meetings

Adopt a resolution rescinding Resolution No. 1352-03 and amending the rules for the conduct of Town Council meetings.

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 [Discussion of San Francisco Mayor Newsom's Request to Participate in a Regional Purchasing Program for Plug-In Hybrid Vehicles](#)
- 13.2 **Individual Councilmember Reports and Comments**
- 13.3 **Reports on Meetings/Conferences**
- 13.4 **Requests for Future Council Agenda Items**
14. **TOWN MANAGER'S REPORT (NO WRITTEN REPORT)**
15. **ANNOUNCEMENT OF CLOSED SESSION TOPIC/ ADJOURNMENT TO CLOSED SESSION**
- 15.1 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)**

Property: 8612, 8606 and 8594 Windsor Road (Assessor's Parcel Numbers 164-030-037, 164-030-049 and 164-030-050) and 444 Windsor River Road (Assessor's Parcel Number 066-081-077).

Agency Negotiator: Town Manager or designee

Negotiating Party: Windsor Fire District

Under Negotiation: Price and terms
- 15.2 **Public Employment: Town Manager's Performance Evaluation** Consideration of Town Manager's Performance Review pursuant to Government Code Section 54957.
16. **REPORT OUT OF CLOSED SESSION**
17. **ADJOURNMENT**

Adjourn to a special (closed session) Town Council meeting scheduled for Thursday, March 20, 2008 at 4:30 p.m. in the Wild Oak Room located at 9291 Old Redwood Highway, Building 400 in Wind