

## MINUTES

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

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

**Wednesday, November 1, 2006**  
**Regular Session- 6:00 p.m.**

**1. CALL TO ORDER**

Mayor Salmon 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 6:00 p.m.

**2. COUNCIL ROLL CALL**

Present at Council Roll Call were Councilmembers Allen, Fudge, Morehouse, Mayor Pro Tem Parker and Mayor Salmon.

**3. PLEDGE OF ALLEGIANCE**

Public Works Director Burt led the Pledge of Allegiance.

**4. PRESENTATION(S)/ PROCLAMATIONS(S)- NONE.**

**5. ANNOUNCEMENTS**

Councilmembers reported on upcoming events.

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

**7. CHANGES TO THE AGENDA – NONE.**

**8. CITIZEN PUBLIC APPEARANCES**

Diane Graner, Windsor resident, raised concerns associated with the costs for operating a swimming pool. She urged the Council to place their efforts into a new larger library on or near the Town Green, noting that the library will serve the entire Windsor community.

**9. CONSENT CALENDAR**

Councilmember Allen moved to adopt the Consent Calendar items. Mayor Pro Tem Parker seconded the motion. The motion passed by a 5/0 vote.

**9.1 Check Register No. 353**

**5/0 vote.** By motion, approved disbursements in the amount of \$2,043,688.29.

**9.2 Approval of Minutes**

**5/0 vote.** By motion, approved the minutes of the meetings of September 20, 2006 and October 4, 2006.

**9.3 Town-wide Employee Trainee Program**

**5/0 vote.** Adopted Resolution No. 1972-06 to establish a Town-wide Employee Trainee Program, in order to obtain applicants for hard-to-fill positions and train incumbents to meet minimum qualifications for these class specifications.

**9.4 Biennial Review/Revision to the Town's Conflict of Interest Code and Adoption of Windsor Water District Conflict of Interest Code**

**5/0 vote.**

- a. Acting as the Town Council, adopted Resolution No. 1973-06 superseding Resolution No. 1272-02 and amending the Town's Conflict of Interest Code.
- b. Acting as the Windsor Water District, adopted Resolution No. 1974-06 superseding Resolution No. 1273-02 and amending the Windsor Water District's Conflict of Interest Code.

**9.5 Approval of Parcel Map 05-07 on Berry Lane**

**5/0 vote.**

- a. Adopted Resolution No. 1975-06 approving and accepting Parcel Map 05-07; and
- b. Authorized the Town Manager to sign a Street Lighting Maintenance Agreement; and
- c. Authorized the Town Manager to sign a Subdivision Improvement Agreement in accordance with the Subdivision Map Act and the Town of Windsor Subdivision Ordinance.

**9.6 Approval of Parcel Map 05-06 on Gumview Road and Berry Lane**

**5/0 vote.**

- a. Adopted Resolution No. 1976-06 approving and accepting Parcel Map 05-06; and
- b. Authorized the Town Manager to sign a Street Lighting Maintenance Agreement; and
- c. Authorize the Town Manager to sign a Subdivision Improvement Agreement in accordance with the Subdivision Map Act and the Town of Windsor Subdivision Ordinance.

**9.7 Support of the Ahwahnee Water Principles for Resources Efficient Land Use**

**5/0 vote.** Adopted Resolution No. 1977-06 supporting the Ahwahnee Water Principles and encourage implementation of the Principles in future Town land use decisions.

**9.8 Contract for Traffic Engineering Services for Update to the General Plan Transportation Element**

**5/0 vote.** Adopted Resolution No. 1978-06 authorizing the Town Manager to execute a Professional Services Agreement with Whitlock & Weinberger Transportation, Inc. (W-Trans), in the amount of 45,750 for traffic engineering services related to the Update of the Transportation Element of the General Plan.

**9.9 Approval of an Amended Agreement for Santa Rosa Plain Groundwater Study**

**5/0 vote.** Adopted Resolution No. 1979-06 authorizing the Town Manager to execute the First Amended Cooperative Agreement to provide funding and support information for the Santa Rosa Plain Groundwater Study and authorizing the payment of \$16,070 as the Town of Windsor's contribution for the second year of the study.

**9.10 Traffic Safety Improvements on Foothill Drive at Windsor Middle School**

**5/0 vote.** Adopted Resolution No. 1980-06 authorizing installation of two pedestrian ramps, installation of four new school crosswalks, and installation of school area signing and pavement marking on Foothill Drive at the Windsor Middle School.

**9.11 Purchase of 840 Twin Oaks Property**

**5/0 vote.** Adopted Resolution No. 1981-06 authorizing the Executive Director to execute documents necessary to purchase property located at 840 Twin Oaks Lane.

**10. PUBLIC HEARING**

**10.1 Consider Mixed-Use Pilot Program Allocations for Diana's Market**

Planning Director Chamberlin briefly discussed the contents of the staff report.

Mayor Salmon opened the public hearing. There being no comments, Mayor Salmon closed the public hearing.

Mayor Pro Tem Parker moved to grant a request by Diana's Market for the reservation of two growth control allocations from the Pilot Merit Program for Mixed-Use Projects outside the Downtown Priority Area. Councilmember Allen seconded the motion. The motion passed by a 5/0 vote.

**10.2 Public Hearing and Introduction of an Ordinance Modifying the Boundaries of the Old Downtown Windsor Business Improvement District (BID) and the Basis and Method of Levying Assessments**

Senior Management Analyst Kelley reported on this item.

Mayor Salmon opened the public hearing.

Jonathan Hibble, Manager of the Holiday Inn Express Hotel, expressed concerns associated with the management of the BID.

Sadonna Cody, Executive Director for the BID, urged Council to move forward and continue with the BID.

Katrina VonMoos, President of the BID, expressed regret regarding previous miscommunication problems that have occurred with the Holiday Inn Express Hotel.

Hearing no further comments, Mayor Salmon closed the public hearing.

Following discussion, Councilmember Morehouse moved to introduce, by title only, an ordinance amending Title XVI Chapter 7, Article 1, Sections 120 and 150 of the Town's Municipal Code. Councilmember Allen seconded the motion. The motion passed by a 5/0 vote.

## **11. REGULAR CALENDAR**

### **11.1 Introduction of an Ordinance Establishing Radar Enforceable Speed Zone for Windsor Road from Shiloh Road to Reiman Lane**

Town Engineer and Public Works Director Burt reported on this item.

Mayor Salmon called for public comments at this time. No comments were made.

Councilmember Allen moved to introduce, by title only, an ordinance approving a decrease in the speed limit to 40 mph from 45 mph and establish a radar enforceable speed zone for Windsor Road from Shiloh Road to Reiman Lane. Mayor Pro Tem Parker seconded the motion. The motion passed by a 5/0 vote.

### **11.2 Update on City of Santa Rosa Increment Recycled Water Program (IRWP)**

Town Engineer and Public Works Director Burt introduced City of Santa Rosa representatives Greg Skulls and Dave Smith.

Santa Rosa Representatives Greg Skulls and Dave Smith presented an overview and the status of Santa Rosa's Integrated Recycled Water Program, partnering opportunities, and potential impacts on Windsor.

Santa Rosa representatives and Town staff responded to Council's questions.

Mayor Salmon called for public comments at this time.

Mark Millan, Windsor resident, expressed concern associated with incidental runoff.

There being no further comments, Mayor Salmon closed the public comment period.

Following discussion, Council concurred to direct staff to explore joint use opportunities with the City of Santa Rosa, including conveyance, storage, urban reuse, steam field injection, and discharge to surface waters. Staff would then report back to Council at various stages of discussions with the City of Santa Rosa regarding this matter.

### **11.3 Report on Joint Operations for Recycled Water between Windsor, Santa Rosa, and the Sonoma County Water Agency**

Town Engineer and Public Works Director Burttt introduced the item.

Rich Ingram, Brelje and Race Engineers, gave an overview of the findings of a study to identify options for joint operation of the irrigation and storage components of the reclamation systems.

Mayor Salmon called for public comments at this time. No comments were made.

Mayor Pro Tem Parker moved to adopt Resolution No. 1982-06 authorizing the Town Manager to negotiate a draft Memorandum of Understanding (MOU) with the Sonoma County Water Agency and the City of Santa Rosa for joint operations of recycled water storage ponds, irrigation lands and infrastructure in the Town, Airport-Larkfield-Wikiup and northern City of Santa Rosa reclamation systems. Councilmember Fudge seconded the motion.

Councilmember Morehouse raised concerns that the resolution may be growth inducing and may be subject to an EIR.

Town Attorney Rudnansky explained that he would research this matter and report back to Council.

Town Manager Mullan advised that the final Memorandum of Understanding (MOU) would return to Council for final action.

Following a roll call vote, the motion passed by a 4/1 vote (Councilmember Morehouse opposing).

### **11.4 Approval of the Third Amendment to the Reclaimed Water Agreement with Santa Rosa Junior College**

Town Engineer and Public Works Director Burttt reported on this item.

Mayor Salmon called for public comments at this time. No comments were made.

Councilmember Allen moved to adopt Resolution 1983-06 authorizing the Town Manager to execute the Third Amendment to the existing agreement with the Sonoma County Junior College District (SRJC) for the supply of reclaimed water and the construction of a 40 million gallon recycled water storage reservoir. Mayor Pro Tem Parker seconded the motion. The motion passed by a 5/0 vote.

**11.5 Professional Services Agreement - Engineering and Related for Ponds S and T**  
Assistant Town Engineer Daida reported on this item.

Mayor Salmon called for public comments at this time. No comments were made.

Councilmember Morehouse moved to adopt Resolution No. 1984-06 authorizing the Town Manager to execute a professional services agreement with CH2M HILL, Inc. (“Consultant”) to provide Phase 1A and Phase 1B engineering and related services for the Pond S and T Project, to include the following provisions as described in the attached resolutions:

- a) Consultant shall be authorized to proceed with only Phase 1A services at this time, with authorization to proceed with Phase 1B services to occur only after further Council direction based upon review of the results of Phase 1A services; and
- b) Compensation to Consultant for Phase 1A services shall not exceed \$586,000, with the not to exceed amount for Phase 1B services to be established at the time of Council authorization to proceed with Phase 1B services, if and when so authorized.

**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**

**12.3 Support of Senate Bill 113**

Council, by consensus, authorized staff to send a letter of support for Senate Bill 113.

**13. MAYORS’ AND COUNCILMEMBERS’ REPORTS**

**13.1 Individual Councilmember Reports and Comments**

Councilmember Fudge discussed the need to provide a bike path from the east to west in an effort to create a safe route for children to ride their bikes to school. She asked that this matter be agendized for discussion at an upcoming Council meeting.

Councilmembers reported on other items of interest to Council.

**13.2 Reports on Meetings/Conferences**

Councilmembers briefly reported on meetings they attended.

**14. TOWN MANAGER’S REPORT – NONE.**

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

Mayor Salmon announced the following Closed Session topics and Council adjourned to a Closed Session in Conference Room A at 9:19 p.m.

**15.1 CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9) Significant Exposure to Litigation (One Potential Case)**

**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 9:20 p.m. to a regular Town Council Meeting scheduled for Wednesday, November 15, 2006, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Approved and adopted this 6<sup>th</sup> day of December 2006.

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Maria De La O, Town Clerk