

MINUTES

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

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

August 16, 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 6:05 p.m.

2. COUNCIL ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

Acting Community Services Director David Kelley led the Pledge of Allegiance.

4. PRESENTATION(S)/ PROCLAMATION(S)

4.1 Acknowledgement of Outgoing Planning Commissioner Jeff Leisure

Mayor Salmon presented outgoing Planning Commissioner Jeff Leisure with a gift and acknowledged his many contributions to the Town.

5. ANNOUNCEMENTS

Councilmembers announced upcoming events.

6. CONFLICT OF INTEREST DECLARATION – NONE.

7. CHANGES TO THE AGENDA

Mayor Pro Tem Parker requested that Item 9.8 (Highway 101 – Downtown Windsor Signs) be pulled from the Consent Calendar for discussion later in the meeting.

Mayor Salmon requested that Item 9.14 (Resolution in Support of the Windsor Fire Protection District's Special Tax Measure on the November 2006 Election Ballot) be pulled from the Consent Calendar and considered immediately thereafter.

8. CITIZEN PUBLIC APPEARANCES

Town Manager Mullan highlighted corrections to Items 9.4 (Response to 2005-2006 Grand Jury Report) and 9.7 (Update to Public Works Inspector Class Specification), noting that a memorandum clarifying AFSCME's position regarding the Public Works Inspector Class Specification and a revised letter to the Sonoma County Grand Jury were distributed on the dais prior to commencement of the meeting. (Clerk's Note: The revised letter to the Sonoma County Grand Jury and memorandum to the Town Council are on file in the Town Clerk's Office.)

9. CONSENT CALENDAR

Councilmember Morehouse moved to adopt the Consent Calendar items with the exception of Items 9.8 and 9.14, to be considered later in the meeting. Councilmember Allen seconded the motion. The motion passed by a 5/0 vote.

9.1 Check Register No. 350

5/0 vote. By motion, approved disbursements in the amount of \$736,057.24.

9.2 Agreement for Countywide Tourism Business Improvement Area

5/0 vote. Approved Resolution No.1933 authorizing the Town Manager to execute an administrative agreement for collection of assessments for the County of Sonoma Tourism Business Improvement Area.

9.3 Designation of Applicant's Agent for Federal Assistance

5/0 vote. Approved Resolution No. 1934-06 designating applicant's agent for federal assistance.

9.4 Response to 2005-2006 Grand Jury Report

5/0 vote. Approved and authorized the transmittal of the Town Council's response to the 2005-2006 Sonoma County Grand Jury Report's recommendations on the Town's policies and practices regarding employee health care and retirement benefits.

9.5 Biosolids Removal Agreement

5/0 vote. Adopted Resolution No.1935-06 authorizing the Town Manager to execute a Contractual Services Agreement with Synagro, Inc. for three years with options for two one-year extensions, for the removal of biosolids from the Town's Wastewater Treatment Facility and a budget amendment for the first year.

9.6 Bell Road and Johnson Street Improvement Project

5/0 vote.

- a. Adopted Resolution No. 1936-06 awarding a contract to Argonaut Constructors for the construction of the Bell Road and Johnson Street Improvement Project in the amount of \$397,930 and authorizing the Town Manager to execute the contract and any required construction change orders up to the authorized project budget.

- b. Adopted Resolution No. 1937-06 authorizing the Town Manager to execute a Professional Services Agreement with Coastland Civil Engineering to provide construction management, inspection, and materials testing services for the Bell Road and Johnson Street Improvement Project in an amount not to exceed \$35,570.
- c. Adopted Resolution No. 1938-06 amending the FY 2005-2006 budget to transfer additional funds in the amount of \$140,000 from the Redevelopment Agency Fund and \$30,000 from the Gas Tax Fund from the unexpended appropriations for other projects to the Bell Road and Johnson Street Improvement Project.

9.7 Update Public Works Inspector Class Specification

5/0 vote. Adopted Resolution No. 1939-06 authorizing updating the class specification and salary range for the Public Works Inspector and authorizing the Town Manager to execute on behalf of the Town.

9.8 Highway 101 Downtown Windsor Signs

This item was pulled off Consent Calendar and discussed after Item 11.2.

9.9 Appointment of an Alternate Member to the Russian River Watershed Association

5/0 vote. The Assistant Town Engineer replaced the Assistant Town Manager as the Town's alternate member of the Russian River Watershed Association.

9.10 Authorizing Investment of Monies in the Local Agency Investment Fund

5/0 vote.

- a. Acting as the Town Council, Adopted Resolution No.1941-06 authorizing investment of Redevelopment Agency and Town monies in the Local Agency Investment Fund and certification of authorized persons.
- b. Acting as the Redevelopment Agency, Adopted Resolution No. 1942-06 authorizing investment of Redevelopment Agency and Town monies in the Local Agency Investment Fund and certification of authorized persons.

9.11 Amendment to Professional Services Agreement with Winzler & Kelly Consulting Engineers for Water Reclamation Plant Improvements

5/0 vote. Adopted Resolution No. 1943-06 authorizing the Town Manager to execute Amendment No. 1 to the Professional Services Agreement with Winzler & Kelly Consulting Engineers for Water Reclamation Plant Improvements, in an amount not to exceed \$18,470.

9.12 Treasurer's Quarterly Investment Report

5/0 vote. Received and filed the Treasurer's Quarterly Investment Report for the 4th quarter of Fiscal-Year 2005-06.

9.13 Amendment to Town Manager Employment Agreement

5/0 vote. Adopted Resolution No. 1944-06 approving Amendment No. 1 to the Town Manager Employment Agreement and authorizing the Mayor to execute on behalf of the Town.

Item 9.14 was heard at this time:

9.14 Resolution Supporting the Windsor Fire Protection District's Special Tax Measure on the November 2006 Election Ballot

Mayor Salmon discussed the reasons for pulling Item 9.14 from the Consent Calendar.

Pat McDowell, Windsor Fire Protection District, read an excerpt from a letter received in support of the Fire District's parcel tax measure. He expressed appreciation for the Town Council's support of a resolution for the Fire District's Special Tax Measure.

Mayor Pro Tem Parker moved to adopt Resolution No. 1945-06 supporting the Windsor Fire Protection District's Special Tax Measure on the November 2006 Election Ballot. Councilmember Fudge seconded the motion. The motion passed by a 5/0 vote.

10. PUBLIC HEARING - NONE

11. REGULAR CALENDAR

11.1 Old Downtown Windsor Business Improvement District (BID) Annual Report

Acting Community Services Director Kelley summarized the contents of the staff report and referenced the distribution of the Treasurer's Report on the dais prior to commencement of the meeting. (Clerk's Note: The Treasurer's Report is on file in the Community Services Department.)

At this time, Mayor Salmon called forward members of the public interested in commenting on this matter.

Katrina VonMoos, President of the BID, discussed her continued support for the BID and reviewed the recommendations provided by BID consultant, David Kilbourne.

Orrin Thiessen, Town Green Village, L.P., spoke in support of the BID and noted that the BID has done a fantastic job promoting the downtown, despite with a small budget.

Lee Dysart raised concerns associated with the organization of the BID. He said that businesses in the Windsor Creek Plaza (Tynan Building) should be excluded from the BID boundary and should not be assessed any fees, as these businesses have not seen any value in being part of the BID.

Chris Frye, Alternative Energy, spoke in opposition to the BID, noting that numerous businesses were allowed to opt out of the BID. He concurred with comments made by the previous speaker.

Brad Thomas, Windsor resident, Vice President of the BID, discussed his support for the BID.

Brandon Tynan encouraged interested parties work together to address BID issues.

Ken Seifert, member of BID, discussed the need to hire an Executive Director to direct the efforts of the BID.

Dominic Foppoli, Windsor resident, spoke regarding the need for an Executive Director position.

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

Town Council considered and discussed the Old Downtown Windsor Business Improvement District (BID) Annual Report for Fiscal Year (FY) 2006-2007 and directed staff to adjust the proposed assessment formula. The Town Council generally supported the proposed changes to the BID boundary and directed staff to submit a new assessment formula and begin the process for amending the BID ordinance and bring back for consideration at the September 20th Town Council meeting.

11.2 Consideration of a Request by the Old Downtown Windsor Business Improvement District for \$5,500 to Partially Fund an Executive Director Position

Assistant Town Manager Johnson stated that the BID is requesting \$5,500 in additional funding from the Town to partially fund a part-time Executive Director position to cover the period of August 1, 2006 through the end of fiscal year. She said that Town Green Village, L.P. has agreed to match this amount.

Mayor Salmon opened the meeting for public testimony.

Katrina Von Moos, President of the BID, explained that the funds are necessary to assist with the cost of the Executive Director position, as the BID is in danger of failing without the help of a competent Executive Director and the support of the Town. She also discussed that the BID does not have adequate funding for the KJZY Jazz event on the Town Green.

During the discussion that ensued, Council expressed their desire to provide funding in the amount of \$5,000 to cover a portion of the costs associated with the stage and sound system for the KJZY event on the Town Green. Staff was directed to return to Council with a budget amendment in the amount of \$5,000 for consideration at the September 20th meeting.

Orrin Thiessen, Town Green Village, expressed his support of the BID and noted that he has agreed to match the Town's contribution.

Hearing no further comments, Mayor Salmon closed the public testimony period.

Town Council generally supported the request by the Old Downtown Windsor Business Improvement District (BID) to provide \$5,500 to partially fund a part-time Executive Director position to cover the period of August 1, 2006 to June 30, 2007. The Town Council also directed staff to amend a budget amendment on the Town Council's September 20th meeting to appropriate the funding for the part-time Executive Director position.

Item 9.8 was heard at this time.

9.8 Highway 101 Downtown Signage

Gary Howell, Windsor Chamber of Commerce and Visitor Center, spoke on behalf of the Windsor Chamber Board of Directors, and urged Council not to change the Central Windsor exit sign.

Mayor Pro Tem Parker moved to adopt Resolution No. 1940-06, as modified, for the replacement of two existing Highway 101 "Central Windsor Next Exit" message signs with two new "Windsor Town Green Next Exit" signs. Councilmember Allen seconded the motion. The motion passed by a 5/0 vote.

Council recessed from 8:30 to 8:40 p.m. and reconvened with the same members present.

11.3 Town Attorney Richard R. Rudnansky Presented Part One of the Mandatory AB 1234 Ethics Training

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

12.1 League of California Cities: Priority Focus Publication (Issue Nos. 30 & 31) – Update/Discussion

No comments were made.

12.2 Sonoma County Mayors' and Councilmembers' Association Legislative Committee Update – None.

13. MAYOR'S & COUNCILMEMBERS' REPORTS

13.1 Individual Councilmember Reports

No reports were made.

14. TOWN MANAGER'S REPORT

No reports were made.

15. ADJOURNMENT

The meeting adjourned at 9:35 p.m. to the a Regular Town Council Meeting scheduled for Wednesday, September 20, 2006, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor. (The September 6, 2006 Town Council meeting has been cancelled.)

Approved and adopted this 20th day of September 2006.

Maria De La O, Town Clerk