

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

**TOWN OF WINDSOR**  
Civic Center Council Chambers  
9291 Old Redwood Highway, Building 400  
Windsor, CA 95492

**March 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 6:07 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**

Town Clerk Maria De La O led the Pledge of Allegiance.

**4. PROCLAMATION**

**4.1 Introduction of new Windsor Police Officer Neil Bailey**

Police Chief Freitas introduced Windsor Police Officer Neil Bailey and remarked on his qualifications.

**4.2 SMART Growth Conference PowerPoint Presentation**

Councilmember Fudge gave a PowerPoint presentation of sites she toured while attending the Smart Growth Conference in Denver, Colorado.

**5. ANNOUNCEMENTS**

The following announcements were made:

- The Rotary Club will hold a Cioppino Fest on Saturday, March 11, 2006. The event will benefit Windsor Little League and Girls Softball.
- Mayor Salmon read a proclamation acknowledging the efforts and dedication of Town employees, noting that this proclamation had been presented to the employees at their Service Awards Dinner on January 19, 2006.

**6. CONFLICT OF INTEREST**

Councilmember Fudge declared that she will be abstaining from the discussion on Item 11.5 (Restructured Water Supply Agreement) because of her employment with PG&E.

Councilmember Morehouse declared that she would abstain on Item 9.2 (Mitchell/Shiloh/Conde Assessment District – Amendment to Professional Services Agreement with Parsons Brinckerhoff Construction Services, Inc.) because her husband's family owns Pedroncelli Winery, which is part of a cooperative that is part of the assessment district.

**7. CHANGES TO THE AGENDA**

Town Manager Mullan announced the need to add an item to the agenda under the Regular Calendar regarding a request from the League of California Cities to prepare a letter of support regarding consideration of key telecommunications principles associated with reform of the Federal Telecommunications Act. The need for this item to be added arose after the agenda was posted and immediate action must be taken in order for the Town to respond to this request by the deadline.

Councilmember Allen moved to add this item to the agenda. Mayor Pro Tem Parker seconded the motion. The motion passed by a 5/0 vote.

**8. CITIZEN PUBLIC APPEARANCES**

Gordon Waltenspiel, Windsor resident, circulated photographs depicting the unsafe condition of a path along Windsor Road. He discussed the need to repair this path in order to make it more safe and pedestrian-friendly.

Mayor Salmon acknowledged this concern and directed staff to research the matter.

**9. CONSENT CALENDAR**

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

**9.1 Check Register No. 341**

**5/0 vote.** By motion, approved disbursements in the amount of \$2,081,592.48.

**9.2. Mitchell/Shiloh/Conde Assessment District-Amendment to Professional Services Agreement with Parsons Brinckerhoff Construction Services, Inc.**

**4/0/1 vote (Councilmember Morehouse abstained).** Adopted Resolution No. 1864-06 authorizing the Town Manager to execute an amendment to the Professional Services Agreement with Parsons Brinckerhoff Construction Services, Inc. for project management services for the Mitchell/Shiloh/Conde Assessment District Project in an amount not to exceed \$46,800.00.

**9.3 Windsor Landscaping and Lighting Assessment District Annual Proceedings for Fiscal Year 2006/2007**

**5/0 vote.** Adopted Resolution No. 1865-06 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 2006/2007, in accordance with the provisions of the Landscaping and Lighting Act of 1972.

**10. PUBLIC HEARING –NONE.**

**11. REGULAR CALENDAR**

**11.1 Keiser Park Master Plan**

Senior Management Analyst Kelley provided a history of the previously approved Keiser Park Master Plan and stated that as a result of the park's expansion and the interest in developing an aquatic facility there, the preparation of an updated park master plan is necessary at this time.

Mayor Salmon called for comments from the audience. There were no comments made.

During the discussion that followed, Councilmembers discussed the following amenities/facilities for inclusion in the updated Keiser Park Master Plan. Following is a summary of some of their comments, suggestions and issues raised:

Aquatic Facility

There was support for locating the aquatic facility at Keiser Park. Questions were raised regarding the need to identify the size of the pool.

Baseball Fields

There was support for creating more ball fields.

Library Facility

There was interest in retaining the library in the downtown area and exploring the possibility of adding another story to the building. One Councilmember supported relocating the library to Keiser Park and discussed the reasons why he felt a two-story building, in its current location, was infeasible.

Gymnasium

There was mixed support expressed for the gymnasium and library remaining in the downtown area; some Councilmembers discussed building a gymnasium and multi-use facility in Keiser Park.

Mayor Pro Tem Parker noted it would be helpful if the Town Manager scheduled a workshop with the Windsor Library Advisory Board (LAB) for a presentation on the possible library expansion.

Senior Management Analyst Kelley suggested, and Council concurred, that Council hold a joint meeting with the Parks and Recreation Commission to review the preliminary findings of the updated Keiser Park Master Plan.

A brief discussion followed, during which Councilmember Morehouse stated she will oppose the motion, preferring to first resolve issues associated with the Windsor Fire District funding. Mayor Salmon commented he will not support authorizing an updated master plan, since it may be infeasible to implement.

Councilmember Allen moved to adopt Resolution No. 1866-06 authorizing the Town Manager to execute a professional services agreement with the firm of Royston Hanamoto Alley & Abey (RHAA) for the preparation of the Keiser Park Master Plan, including the scope of work as presented. Councilmember Fudge seconded the motion. The motion passed by a 3/2/0 vote, as Councilmember Morehouse and Mayor Salmon were opposed.

## **11.2 Healdsburg Jazz Festival Funding Request**

Economic Development and Community Services Director Mullinax explained that Council is being asked to consider a funding request from the Healdsburg Jazz Festival, a not-for-profit organization, to hold a fund-raising concert on the Town Green. In addition, Ms. Mullinax acknowledged receipt of a letter (that was distributed on the dais prior to commencement of the meeting) from a representative of the Kiwanis Club explaining why these funds should not be awarded for this event.

Pat Templin, representative for the Healdsburg Jazz Festival, explained why their organization is seeking sponsors to fund the event.

Mayor Salmon called for comments from the audience. There were no comments from the audience.

Although they fully support the benefit concert to be held on the Town Green, Council stated they do not support contributing \$10,000 to be designated as an Official Sponsor. However, because of the importance of this event to the community, Council concurred to waive \$860 in fees for the use of the Town Green and contribute \$1,000 from their personal benevolent fund.

After a brief discussion regarding police services, staff suggested that Council revisit the costs associated with providing police services at the time they consider the funding requests by the not-for-profit organizations that will be held in May 2006.

On a motion initiated by Councilmember Allen, seconded by Mayor Salmon, Council considered the funding request from the Healdsburg Jazz Festival, a not-for-profit organization, to hold a fundraising concert on the Town Green on Saturday, June 3, 2006. Council agreed to waive \$860 in fees for use of the Town Green and contribute \$1,000 from their personal benevolent fund in support of this concert. The motion passed by a 5/0 vote.

Council recessed at 8:02 p.m. and reconvened at 8:12 p.m. with all members present.

### **11.3 Project Presentations Criteria**

Planning Director Peter Chamberlin discussed the contents of the staff report regarding presentations on residential projects. He explained that the main purpose of the presentation process was to provide Council the opportunity to evaluate the merits of a project and to determine which projects they will support moving forward.

Mayor Salmon called for comments from the audience. There were no comments from the audience.

In response to Council questions associated with noticing requirements, Planning Director Chamberlin explained that individual notices of public meeting will be mailed to surrounding property owners residing within 300 feet of the proposed projects. He said that notices will indicate that these are only presentations and that no action will be taken on the individual projects.

Following discussion and by consensus, Council directed staff to schedule a Special Joint Meeting of the Town Council and Planning Commission on Saturday, April 8, 2006 from 9:00 a.m. to 3:00 p.m., to consider half-hour presentations by applicants, and providing minimal or no feedback to applicants. At this time, Council would then select the best projects from this meeting to return to Council between August and October of 2006 and participate in a workshop session and receive feedback as a part of the Council's annual growth control allocation process. Furthermore, Council suggested limiting the public testimony period per person and encouraging that written comments be provided prior to, or at, the meeting. In addition, Council discussed and modified the "Project Evaluation Matrix" that will be utilized to prioritize criteria for the evaluation of projects. It was also noted that this meeting will be televised as a public service to the community.

### **11.4 Council Appointment to Santa Rosa Plain Conservation Implementation Committee and Regional Airport Planning Committee**

On a motion initiated by Councilmember Morehouse, seconded by Councilmember Allen, Council appointed Mayor Pro Tem Parker to serve as the Town's representative on the Santa Rosa Plain Conservation Implementation Committee and Councilmember Allen to serve as the alternate. The motion passed by a 5/0 vote.

Mayor Salmon was appointed to serve as the Town's representative on the Regional Airport Planning Committee.

Councilmember Fudge recused herself from the discussion and left the dais at this time.

### **11.5 Review and Approval of Minor Revisions to the Restructured Water Supply Agreement**

Town Manager Mullan reported on this item.

Following a brief discussion, Councilmember Morehouse moved to adopt Resolution No. 1867-06 approving a Restructured Water Supply Agreement between Sonoma County Water Agency, Water Contractors and Town of Windsor, including revisions to Sections 2.4 (Potter Valley Project) and 4.14 (Operations and Maintenance Charge - Watershed Planning and Restoration). Mayor Pro Tem Parker seconded the motion. The motion passed by a 4/0/1 vote, as Councilmember Fudge abstained.

Councilmember Fudge returned to the dais and resumed participation in the meeting.

## **12. MAYOR'S & COUNCILMEMBERS' REPORTS**

### **12.1 Individual Councilmember Reports (No written report.)**

Mayor Salmon submitted a written report on his attendance at the Smart Growth conference that was held in January 2006 in Denver, Colorado.

Councilmember Fudge referenced the Windsor Mill project approval process by the Planning Commission and asked that this item be agendaized for the next Town Council meeting.

Councilmember Morehouse reported she had received a request from the downtown business owners requesting more directional and freeway-oriented signage directing people to the downtown area.

Councilmember Allen noted that Council had previously made a request to Caltrans to change the "Central Windsor" off-ramp sign to "Downtown Windsor", for identification purposes from Highway 101.

Councilmember Morehouse asked staff to provide Council with copies of an article titled "Urban, Rural Drivers Face Off" regarding insurance rate calculations which are being proposed by Insurance Commissioner John Garamendi.

Councilmember Allen reported that he attended his first Russian River Watershed Association (RRWA) meeting as the Town's representative.

The following item was considered at this time:

#### Federal Telecommunications

On a motion by Councilmember Allen, and seconded by Mayor Salmon, Council authorized staff to sign the League of California Cities' letter to the California Congressional Delegation, which urges the delegation to consider key telecommunication principles as they move forward with the reform of the Federal Telecommunications Law. The motion passed by a 5/0 vote.

### **12.2 League of California Cities Priority Focus Publication (Issue Nos. 6 & 7)- Update/Discussion**

No comments were made.

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

No comments were made.

**12.4 Reports on Meetings/Conferences**

Mayor Salmon submitted a written report on his recent attendance at the Smart Growth Conference in Denver, Colorado.

**13. TOWN MANAGER'S REPORT (NO WRITTEN REPORT.)**

No reports were made.

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

Mayor Salmon announced the following Closed Session topic and Council adjourned to a Closed Session in Conference Room A at 9:38 pm.

**14.1 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) - Agency Designated Representative: Town Manager, Unrepresented Employee: Town Attorney.**

**15. 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.

**16. ADJOURNMENT**

The meeting adjourned at 10:05 p.m. to a regular Town Council meeting scheduled for Wednesday, March 15, 2006, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Approved and adopted this 5th day of April 2006.

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Maria De La O, Town Clerk