

# A G E N D A

## SPECIAL JOINT TOWN COUNCIL, REDEVELOPMENT AGENCY, WINDSOR WATER DISTRICT, AND WINDSOR JOINT POWERS FINANCING AUTHORITY MEETING

Wednesday, July 16, 2008  
Regular Session - 7:00 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](http://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](http://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 Special Meeting of the Town Council, also serving as the Board of Directors of the Windsor Redevelopment Agency, Town of Windsor Water District and Windsor Joint Powers Financing Authority.

**2. COUNCIL ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

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

**4.1 [Proclamation honoring Cloverdale Councilmember Robert Jehn for his 14 years of public service to the City of Cloverdale](#)**

**5. ANNOUNCEMENTS**

- a) Upcoming Town Events
- b) One Cool Green Thing

**6. CONFLICT OF INTEREST DECLARATION**

**7. CHANGES TO THE AGENDA**

**7.1 Acceptance of Traffic Mitigation Fee Study Report (See Item 10.1)**

This item will be continued to the August 20, 2008 Town Council meeting.

**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. 389](#)**

By motion, approve disbursements in the amount of \$770,737.26.

**9.2 [Approval of Minutes](#)**

By motion, approve the minutes of the regular meeting of July 2, 2008.

- 9.3 [Adopt Ordinance Raising Town Manager's Purchasing Authority from \\$25,000 to \\$50,000](#)**  
Adopt, by title only, an ordinance amending Article 1 of Chapter 6 of Title I General Provisions Governmental Organization and Administration of the Town's Municipal Code to raise the Town Manager's Purchasing Authority from \$25,000 to \$50,000.
- 9.4 [Zoning Ordinance Amendments](#)**  
Adopt, by title only, an ordinance amending Chapter 27.06, Chapter 27.34, and Chapter 27.60 of the Zoning Ordinance related to residential accessory uses and structures.
- 9.5 [Approve Contract for Annual Traffic Engineering Services](#)**  
Adopt a resolution approving a Professional Services Agreement with Design Professionals with Whitlock & Weinberg Transportation, Inc. (W-Trans), in the amount of \$140,000, for annual traffic engineering services for the Fiscal Year 2008/2009 and authorizing the Town Manager to execute on behalf of the Town.
- 9.6 [Acceptance of Work for the Mitchell Shiloh Conde Assessment District Phase 2 Project](#)**  
Adopt a resolution accepting the contract work performed by Ghilotti Bros., Inc., for the construction of the Mitchell Shiloh Conde Assessment District Phase 2 Project and directing the Town Clerk to record a Notice of Completion.
- 9.7 [Approve a Professional Services Agreement for Implementation of the Town's Storm Water Management Plan](#)**  
Adopt a resolution approving and authorizing the Town Manager to execute a professional services agreement with Winzler & Kelly Consulting Engineers in an amount not to exceed \$135,000.00 for preparation of the annual Storm Water Management Program report for Reporting Year 3 (July 1, 2007, through June 30, 2008) and for assistance in the implementation of the Town's Storm Water Management Plan and preparation of the annual report for Reporting Year 4 (July 1, 2008, through June 30, 2009).
- 9.8 [Agricultural Turbine Driven Irrigation Sprinkler Units Purchases](#)**  
Adopt a resolution approving a Purchase Agreement and authorizing the Town Manager to execute an agreement on behalf of the Town with C&W Irrigation, Inc. to purchase Agricultural Turbine Driven Irrigation Sprinkler Units for use by the Public Works Department for an amount not to exceed \$106,568.00
- 9.9 [Award a Construction Contract for the Wild Oak Drive Streetlight Improvement Project](#)**  
Adopt a resolution awarding and approving a construction contract to Steiny & Company Inc. for the construction of the Wild Oak Streetlight Improvement Project in the amount of \$40,000.00 and authorizing the Town Manager to execute the construction contract and any required construction change orders up to the authorized project budget on

behalf of the Town.

## **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 Traffic Impact Mitigation Fee](#)**

This item will be continued to the August 20, 2008 regular Town Council meeting.

### **10.2 [Approval of the Old Downtown Windsor Business Improvement District \(BID\) Fiscal Year 2008-2009 Annual Report and Levying the Assessments for the 2008-2009 Fiscal Year](#)**

- a) Conduct a Public Hearing to hear and consider all written and oral protests against levying the Assessments for the Old Downtown Windsor Business Improvement District 2008-2009 Fiscal Year.
- b) Adopt a resolution approving and confirming the Old Downtown Windsor Business Improvement District Fiscal Year 2008-2009 Annual Report and Levying the Assessments for the 2008-2009 Fiscal Year.

### **10.3 [Use of Redevelopment Funds to Finance Acquisition of Real Property and Construction of a Fire Station](#)**

- a) Adopt a Town Resolution authorizing the use of \$13,691,000 of tax increment funds for acquisitions of Property and construction of a fire station and making findings required by California Health and Safety Code Section 33445, the execution of the purchase and sale agreement and loan agreement with the Windsor Water Districts and the execution of a reimbursement agreement with the Town of Windsor Redevelopment Agency.
- b) Adopt an Agency Resolution authorizing the use of \$13,691,000 of tax increment funds for public improvements of benefit to the Town of Windsor and making findings required by California Health and Safety Code Section 33445 and the execution of reimbursement agreements related to such costs.

### **10.4 [Windsor Fire Station No. 2 Construction Contract](#)**

Adopt a resolution awarding a contract to Jeff Luchetti Construction, Inc., for the construction of the Windsor Fire Station No. 2 project in the amount of \$4,537,000, including Alternate 1 at \$84,000; Alternate 2 at \$75,000; and, Alternate 3 at \$67,000, and authorizing the Town Manager to execute the contract and any required change orders up to the current authorized project budget of \$5,500,000.

## **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 [Parks and Recreation Commission Vacancy](#)**

At the nomination of Councilmember Salmon, make an appointment to fill a Parks and Recreation vacancy for an unexpired term ending

December 31, 2010. (Note this item was continued from the Town Council meeting of July 2, 2008.)

**11.2 Appointment to Marin/Sonoma Mosquito and Vector Control District**

Make an appointment to the Marin/Sonoma Mosquito and Vector Control District for either a two-year term, expiring January 2010 or four-year term, expiring on January 2012.

**11.3 Adoption of resolutions approving agreements related to the funding of Burbank Housing Development Corporation's Windsor Redwoods affordable rental housing project**

- a) Acting as the Windsor Redevelopment Agency, adopt a Resolution approving the amended and re-stated pre-development loan agreement and the amended and restated affordable housing regulatory agreement between the Town of Windsor Redevelopment Agency and the Burbank Housing Development Corporation for the Windsor Redwoods Affordable Rental Housing Project; and authorizing the Executive Director to execute said documents and any other documents including any minor amendments thereto necessary for the completion of this transaction.
- b) Acting as the Windsor Redevelopment Agency, adopt a Resolution approving a construction loan agreement and affordable housing regulatory agreement between the Town of Windsor Redevelopment Agency and the Burbank Housing Development Corporation for the Windsor Redwoods Affordable Rental Housing Project; and authorizing the Executive Director to execute said documents and any other documents including any minor amendments thereto necessary for the completion of this transaction.
- c) Acting as the Town Council, adopt a Resolution finding and determining that the use of monies from the Low and Moderate Income Housing Fund outside of the Windsor Redevelopment Project Area will be of benefit to the Windsor Redevelopment Project Area and authorizing the expenditure of such funds.

**11.4 Approval of the Issuance of 2008 Lease Revenue Bonds of the Authority and Form of Related Legal Documents for Construction of Windsor Fire Station No. 2**

- a) Acting as the Governing Board of the Windsor Joint Powers Financing Authority, adopt a resolution authorizing the issuance of Windsor Joint Powers Financing Authority Lease Revenue Bonds, Series 2008 and approving form and execution of related legal documents.
- b) Acting as the Town Council, adopt a resolution authorizing the issuance by the Windsor Joint Powers Authority of Lease Revenue Bonds, Series 2008 and authorizing the form of and directing the execution of related legal documents.
- c) Acting as the Windsor Water District, adopt a resolution approving the sale of property to the Town of Windsor and execution of a purchase and sale agreement, a loan agreement pursuant thereto and related legal documents.

**11.5 Approve Direct argument for Ballot Measure Increasing Transient Occupancy Tax**

Approve by motion, the direct argument for the ballot measure increasing the Town of Windsor's transient occupancy tax rate from 8 percent to 12 percent.

**11.6 [Appointments by the Mayors' and Councilmembers' Association City Selection Committee at the July 24, 2008 Emergency Meeting](#)**

Provide direction to the Mayor regarding appointments by the Mayors' and Councilmembers' Association City Selection Committee at the July 24, 2008 Emergency meeting.

**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**

**13.2 Reports on Meetings/Conferences**

**13.4 Requests for Future Council Agenda Items**

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

**15. ADJOURNMENT**

Adjourn to the next regular Council meeting scheduled for Wednesday, August 6, 2008, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.