

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

Wednesday, March 3, 2010
Regular Session - 6:00 p.m.
Civic Center Council Chambers
9291 Old Redwood Highway, Building 400
Windsor, CA 95492

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.

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 6:01 p.m.

2. COUNCIL ROLL CALL

Present at Roll Call were Vice Mayor Allen, Councilmembers Fudge and Goble, Mayor Salmon and Councilmember Scholar.

3. PLEDGE OF ALLEGIANCE

Town Manager Mullan led the Pledge of Allegiance.

4. PRESENTATION(S)/PROCLAMATION(S)

4.1 Presentation by Darek Bailey and Kayla Winter on Sustainable Showcase by Windsor High School Eco Club.

Derek Bailey and Kayla Winter discussed their efforts to involve the schools and the Windsor community to promote a sustainable Windsor. Council and the Windsor community were encouraged to attend a Sustainable Showcase that will be held on Saturday, March 6, 2010 at the Living Color Nursery.

5. ANNOUNCEMENTS

a. Upcoming Town Events

Councilmembers and members of the community announced upcoming events.

b. One Cool Green Thing

Mayor Salmon reported on an eco-friendly alternative.

6. **CONFLICT OF INTEREST DECLARATION**

None.

7. **CHANGES TO THE AGENDA**

Town Manager Mullan pointed out a correction to Item 9. 6 (Windsor Redwood Affordable Housing Project Financial Requests for Redevelopment Agency).

Senior Planner Thompson reviewed corrections to Resolution (d) for item 9.6 (Windsor Redwood Affordable Housing Project Financial Requests for Redevelopment Agency).

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.**

Chuck Dalldorf, League of California Cities, Regional Public Affairs Manager, discussed the purpose of the Local Taxpayer, Public Safety and Transportation Act of 2010 initiative sponsored by the League of California Cities (LOCC).

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.**

Councilmember Goble moved to adopt the Consent Calendar items with corrections to Item 9.6 (Windsor Redwood Affordable Housing Project Financial Requests for Redevelopment Agency) and Item 9.2 (Approval of Minutes). Vice

Mayor Allen seconded the motion. The motion passed by a 5/0 vote.

9.1 Check Register No. 425

By motion, approve disbursements in the amount of \$1,141,735.42.

 [9.1 Check Register No. 425](#)

9.2 Approval of Minutes


By motion, approve the minutes of the regular meeting of February 17, 2010.

 [9.2 Approval of Minutes February 17 2010](#)

Councilmember Goble requested that the February 17, 2010 minutes be revised to reflect that Vice Mayor Allen and Councilmember Goble both abstained on Item 11.7 (Renaming of Black Mountain).

9.3 Adopt a resolution supporting and endorsing the Local Taxpayer, Public Safety and Transportation Protection Act of 2010 Adopt a resolution supporting and endorsing the Local Taxpayer, Public Safety and Transportation Protection Act of 2010.

Resolution No. 2621-10

 [9.3 Reso Supporting Endorsing Local Taxpayer, Pub Safety and Transp Protection Act 2010](#)

 [2621-10 Support Local Taxpayer Public Safety and Transportation Protection Act 2010](#)

9.4 Acceptance of Public Improvements for Windsor Creek 2, 8601 Conde Lane Adopt a resolution accepting the public improvements into the Town system for maintenance and designation of certain intersections as stop intersections in the subdivision known as Windsor Creek 2, located at 8601 Conde Lane.

Resolution No. 2622-10

 [9.4 Acceptance of Public Improvements Windsor Creek2 8601 Conde Ln](#)

 [2622-10 Accepting Publ Improvments Windsor Creek 2 at 8601 Conde Ln](#)

- 9.5 Resolution Adopting an Updated Town of Windsor Records Management Manual and Records Retention Schedule and Destruction of Town Records Adopt a resolution updating the Town of Windsor Records Management Manual and Records Retention Schedule and authorizing Department Heads, under the direction of the Town Clerk and with the approval of the Town Attorney, to destroy certain obsolete records.

Resolution No. 2623-10

 9.5 Reso Updating Town Records Management Manual and Records Retention Schedule and Destruction


- 9.6 Windsor Redwoods Affordable Housing Project Financial Requests for Redevelopment Agency
- a. Adopt Resolution approving (subject to legal review and approval) short term Loan between the Town of Windsor Redevelopment Agency and the Burbank Housing Development Corporation for the Windsor Redwoods Affordable Rental Housing Project, making findings pursuant to Health and Safety Code Section 33334.2(g), and authorizing the Executive Director to Execute all documents necessary for the completion of this transaction.

Resolution No. 2624-10

 2624-10 RDA Short Term Loan Burbank Housing Development Corp Windsor Redwoods


- b. Adopt a Resolution adopting findings and authorizing execution of subordination agreement with U.S. Bank National Association for the Windsor Redwoods Project.

Resolution No. 2625-10

 2625-10 RDA Authorizing Subordination Agreeemt w US Bank Natl Assoc Windsor Redwoods Proj


- c. Adopt a Resolution adopting findings and authorizing execution of subordination agreement with Tax Credit Allocation Committee for the Windsor Redwoods Project.

Resolution No. 2626-10

 2626-10 RDA Authorizing Subordination Agreement w Calif TCAC for Windsor Redwoods Proj


- d. Adopt a Resolution approving in concept modification of a \$900,000 HELP Loan Agreement and a \$1,300,000 Agency Loan Agreement with Burbank Housing Development Corporation to provide for early repayment with accrued interest as re-issuance of amounts repaid to agency and authorizing the Executive Director to execute all documents necessary for the completion of this transaction.

Resolution No. 2627-10 was approved as corrected.

 2627-10 RDA Approving Modification of Help Loan Agreement Windsor Redwoods Proj


- e. Adopt a Resolution authorizing execution of a tri-party agreement with U.S. Bank National Association and Windsor Redwoods L.P. for the Windsor Redwoods Project.

Resolution No. 2628-10

 2628-10 RDA Authorizing TriParty Agreement w US Bank Natl Assoc for Windsor Redwoods Proj

- f. Adopt a Resolution authorizing execution of a tri-party agreement with Tax Credit Allocation Committee and Windsor Redwoods L.P. for the Windsor Redwoods Project.

Resolution No. 2629-10

 2629-10 RDA Authorizing TriParty Agreement w Calif TCAC for Windsor Redwoods Proj

- g. Adopt a Resolution ratifying execution of a rider to the Agency Proposition 1C Infill Infrastructure Loan Deed of Trust for the Windsor Redwoods Project.

Resolution No. 2630-10


 2630-10 RDA Ratification for Deed of Trust Windsor Redwoods Proj

 9.6 Windsor Redwoods Affordable Housing Project Financial Requests for RDA

9.7 Windsor Redwoods Affordable Housing Project Financial Requests


- a. Adopt resolution authorizing execution of a subordination agreement with U.S. Bank National Association for the Windsor Redwoods Project.

Resolution No. 2631-10

 2631-10 Authorizing Subordination Agrmt w US Bank Natl Assoc for Windsor Redwoods Proj


- b. Adopt a resolution authorizing execution Subordination Agreement with the Tax Credit Allocation Committee for the Windsor Redwoods Project.

Resolution No. 2632-10

 2632-10 Authorizing Subordination Agrmt w Calif TCAC for Windsor Redwoods Proj


- c. Adopt a resolution authorizing execution of a Tri-Party Agreement with the California Tax Credit Allocation Agreement and Windsor Redwoods L.P. for the Windsor Redwoods Project.

Resolution No. 2633-10

 2633-10 Authorizing TriParty Agrmt w Calif TCAC for Windsor Redwoods Proj


- d. Adopt a resolution authorizing execution of a Tri-Party Agreement with U.S. Bank National Association and Windsor Redwoods L.P. for the Windsor Redwoods Project.

Resolution No. 2634-10

 2634-10 Authorizing TriPart Agrmt w US Bank Natl Assoc for Windsor Redwoods Proj


- e. Adopt a resolution authorizing execution of a rider to Fee Deferral Agreement Deed of Trust with Burbank Housing.

Resolution No. 2635-10

 2635-10 Authorizing Exec of a Rider To Fee Deferral Agmt DOT Windsor Redwoods Proj

- f. Resolution Making Findings Pursuant to Health and Safety Code Section 33334.2(g) Regarding Use of Redevelopment Agency Low-Moderate Income Housing Fund for a Short-Term Loan to Burbank Housing Development Corporation.

Resolution No. 2636-10


 2636-10 Findings RDA LowMod Income H Fund Short Term Loan W Redwoods Proj

 9.7 Windsor Redwoods Affordable Housing Project Financial Requests

- 9.8 Approve an Amendment and Change Order to Well Replacement Project Contracts to Advance and Develop Well to 1,000 Feet Adopt a resolution approving an amendment in the amount of \$18,500 to the Professional Services Agreement with RMC Water and Environment for Field Oversight Services for the Well Replacement Project and approving a change order in the amount of \$50,000 to the Construction Agreement with WDC Exploration and Wells for the Well Replacement Project for work to advance and develop the Bluebird Well to 1,000 feet and authorizing the Town Manager to execute said amendment and change order.

Resolution No. 2637-10

 9.8 Appr an Amend - Change Order Well Replcmnt Proj Cntr Advance - Develop Well to 1,000 Feet

 2637-10 Approving Amending PS Agrmt w RMC and Change Order to Const Contract

10. PUBLIC HEARING - None.

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 Water and Water Reclamation Financial Plan and Rate Update - Final Draft Report
By motion, accept Water and Water Reclamation Financial Plan and Rate Update - Final Draft Report as basis for proposing:

- a. Multi-year rate increases for the Town's Water and Water Reclamation Funds; and
- b. A revised rate structure for dedicated irrigation services.

 **11.1 Water and Water Reclamation Financial Plan Rate Update Final Draft Rpt**

Administrative Services Director McAdler reported on this item and introduced Bob Reed from The Reed Group.

Bob Reed, The Reed Group, Consultant, summarized the Water and Water Reclamation Rates and Rate Structures.

Councilmember Goble moved to accept the Water and Water Reclamation Financial Plan and Rate Update - Final Draft Report as basis for proposing:

- 1) Multi-year rate increases for the Town's Water and Water Reclamation Funds; and
- 2) A revised rate structure for dedicating irrigation services.

Vice Mayor Allen seconded the motion. The motion passed by a 5/0 vote.

11.2 2009-11 Budget Update and Amendments

- a. Adopt resolution amending the FY 2009-10 budget to appropriate funds for the preparation of the Station Area Specific Plan and Programmatic Environmental Impact Report; \$310,000 of the project cost will be funded by grants and the remaining \$65,000 will be funded by the Redevelopment


Agency.

Resolution No. 2638-10

 2638-10 Amending 09-10 Budget for Station Area Plan and EIR


- b. Adopt resolution amending the FY 2009-10 budget to appropriate funds for Senior Center ADA improvements which will be fully funded by a grant from the Sonoma County Community Development Commission.

Resolution No. 2639-10

 2639-10 Amending 09-10 Budget Appropriate Funds for Senior Cntr ADA Improvements


- c. Adopt resolution amending the FY 2009-10 budget to appropriate additional funds for legal expense in the Town Manager's Office.

Resolution No. 2640-10

 2640-10 Amending 09-10 Budget Appropriate Addl Funds Legal Expense in TMO

- d. Adopt resolution amending the FY 2009-10 budget to appropriate funds in the Water Reclamation Fund for potential fines to be levied by Regional Water Quality Control Board and in the Water and Water Reclamation Operating Funds for additional legal expense for Lytton Pomo development.

Resolution No. 2641-10

 2641-10 09-10 Budget Water Reclam Op Fund Potential Fines Legal Expense Lytton Pomo Develp

- e. Adopt resolution amending the FY 2009-10 budget to appropriate funds for the early call of the Series 1998 Bonds.

Resolution No. 2642-10

 2642-10 RDA Amending 09-10 Budget Early Call of Series 1998 Bonds


- f. Adopt resolution amending the FY 2010-11 budget to reduce budgeted public facilities impact fees.

Resolution No. 2643-10

 2643-10 Amending 10-11 Budget Reduce Budget Public Impact Fees


- g. Adopt resolution amending the FY 2010-11 budget to reduce budgeted traffic mitigation impact fees.

Resolution No. 2644-10

 2644-10 Amending 10-11 Budget Reduce Budgeted Traffic Mitigation Impact Fees


- h. Adopt resolution amending the FY 2010-11 budget to reduce budgeted park development impact fees.

Resolution No. 2645-10

 2645-10 Amending 10-11 Budget Reduce Budgeted Park Develpt Impact Fees

- i. Adopt resolution amending the FY 2010-11 budget to reduce budgeted water reclamation capacity fees.

Resolution No. 2646-10

 2646-10 Amending 10-11 Budget to Reduce Budgeted Water Reclamation Capacity Fees

 11.2 2009 11 Budget Update and Amendments

Administrative Services Director McAdler reported on this item and outlined the actions before Council.

Town Engineer/Public Works Director Burt responded to questions related to the funding for potential NCRWQCB fines.

Following brief comments and questions by Councilmembers, Mayor Salmon called for comments from the public at this time. No comments were made.


Mayor Salmon acknowledged receipt of a letter from the Old Downtown Windsor Merchants (ODWMA), Bill Fallis, regarding the July 3rd Fireworks Display and Independence Day celebration on the Town Green.

Vice Mayor Allen moved to adopt the resolutions mentioned above, seconded by Councilmember Fudge. The motion passed by 5/0 vote.

11.3 Sonoma County Vehicle License Fee Provide direction to Windsor's Sonoma County Transportation Authority (SCTA) representative on the proposed countywide vehicle license fee to address transportation funding needs in the county.

Following discussion, it was the consensus of the Council to support the following:

- a) \$10 annual fee for motor vehicles registered within the County for transportation programs and projects.
- b) Placing the vehicle registration measure on the June 2010 ballot.
- c) Option (3) with 66% going to transit operations and 17% going to safe routes and 17% going towards the school bike paths.

 11.3 Sonoma County Vehicle License Fee

12. FEDERAL, STATE OR LOCAL LEGISLATION

- a. Discussion and/or action on proposed legislation or issues

12.1 League of California Cities

- a. Discussion and/or action on activities or information provided by the League of California Cities

12.2 Sonoma County Mayors' and Councilmembers' Association Update

- a. Legislative Committee Update

- b. Discussion of Upcoming Association Meeting Agendas or Issues
- c. Miscellaneous Issues

13. MAYOR'S & COUNCILMEMBERS' REPORTS

13.1 Individual Councilmember Reports and Comments

Councilmembers briefly reported on items that are of interest to Council.

13.2 Reports on Meetings/Conferences

Councilmembers reported on meetings they attended which are of interest to them.

13.3 Requests for Future Council Agenda Items


- a. Modification to the process for removal of Commissioners

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

Town Manager Mullan reported that he will be out of the office all next week.

15. ADJOURNMENT Adjourn to the next regular Council meeting scheduled for Wednesday, March 17, 2010, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

The meeting adjourned at 9:25 p.m. to the next regular Council meeting scheduled for Wednesday, March 17, 2010 in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.



Maria De La O, CMC
Town Clerk