

# A G E N D A

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

Wednesday, December 1, 2010  
Regular Session - 6:00 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 and via live webcast.

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, Building 400, 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 meeting of the Town Council, also serving as the Board of Directors of the Windsor Redevelopment Agency and Town of Windsor Water District.

**2. COUNCIL ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. CANVASS OF BALLOTS AND RESULTS OF NOVEMBER 2, 2010, MUNICIPAL ELECTION**

**4.1 [Resolution Declaring Results of November 2, 2010, Election and Canvass of Ballots](#)**

Adopt a resolution reciting the fact of the General Municipal Election held on November 2, 2010, declaring the result and such other matters as provided by law and thereby determining that Robin Goble, Sam Salmon and Steve Allen have been elected to the office of Member of the Windsor Town Council.

**5. REORGANIZATION OF COUNCIL**

**5.1 Selection of Mayor**

**5.2 Selection of Vice Mayor**

**5.3 Presentation to Outgoing Mayor Salmon**

**RECESS**

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

**6.1 [Proclamation honoring Peter Chamberlin for Eleven Years of Outstanding Leadership as the Planning and Building Director and Congratulating him on his retirement.](#)**

**7. ANNOUNCEMENTS**

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

**8. CONFLICT OF INTEREST DECLARATION**

**9. CHANGES TO THE AGENDA**

**10. 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.

**11. CONSENT CALENDAR**

Consent Calendar items are viewed as routine in nature or require little or no further discussion by the Council, public or applicant.

**11.1 [Check Register No. 444](#)**

By motion, approve disbursements in the amount of \$1,532,938.61.

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

By motion, approve the minutes of the regular meetings of November 3, 2010 and November 17, 2010.

**11.3 [Approval of Janitorial Services Agreement](#)**

By motion, approve a contract services agreement with Pride Industries One, Inc. in the amount of \$48,766 per year to provide janitorial services to Town Facilities and authorize the Town Manager to execute the agreement and any change orders on behalf of the Town.

**11.4 [Approval of Landscape Maintenance Contract Services Agreement](#)**

By motion, approve a contract services agreement with TruGreen LandCare Inc. in the amount of \$104,283.00 per year to provide landscape maintenance support services to Town parks, facilities and streetscapes and authorize the Town Manager to execute the agreement and any change orders on behalf of the Town.

**11.5 [Cancellation of the December 15, 2010 Regular Town Council Meeting](#)**

By motion, cancel the regular meeting of the Town Council scheduled for December 15, 2010.

**11.6 [Adopt a resolution to Execute a Landscaping and Lighting Maintenance Agreement for 10288 Starr Road – Head Start Child Pre-School Program \(UP 08-47\)](#)**

Adopt a resolution to approve a Landscape and Lighting Maintenance Agreement adding the property at 10288 Starr Road into Zone 2 of the Windsor Landscaping and Lighting Special Assessment District for street light maintenance and annexing the property into the Windsor Landscaping and Lighting Assessment District No. 2 for the supplemental parks fee and authorizing the Town Manager to execute the agreement.

- 11.7 [Hembree House Cultural Center Lease Agreement Amendment](#)**  
By motion, approve Amendment No. 3 of the Hembree House Cultural Center Lease Agreement removing the Windsor Arts Council, naming the Windsor Historical Society as the sole tenant of the Hembree House Cultural Center and authorize the Town Manager to execute the amendment.
- 11.8 [Multi Year Professional Services Agreement for Development Plan Check, Map Check and Inspection Services](#)**  
By motion, approve a multi year professional services agreement with Coastland Civil Engineering, Inc., to provide development plan check, map check and inspection services and authorize the Town Manager to execute the agreement.
- 11.9 [Resolution for Merit Ranking the Windsor Mill \(Revised\) Project and Tabling Allocation Reservations for One Year](#)**  
Adopt a resolution for Merit Ranking the Windsor Mill (Revised) Project and tabling consideration of allocation reservations for one year.
- 12. PUBLIC HEARING**  
Public Hearing items will begin at the time shown, or as close thereafter as possible, to allow for completion of the item.
- 12.1 [Resolution Approving an Updated Water Capacity Fee for Future Development](#)**  
Acting as the Board of Directors of the Windsor Water District, adopt a resolution approving updated water capacity fees for future development within the Town of Windsor and superseding the existing water capacity fee established by Resolution No. 916-00 and amended by Resolution 1630-04.
- 12.2 [Workshop for the Shiloh Marketplace](#)**  
Review and provide comments on Shiloh Marketplace a commercial/retail center proposal at 895 Shiloh Road.
- 13. 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.
- 13.1 [Report on Bi-Monthly vs. Monthly Utility Billing](#)**  
Provide direction to staff to continue to bill utility accounts on a bi-monthly basis or to convert to monthly billing.
- 13.2 [2010 Report on Conservation Activities](#)**  
Receive a status report from staff on Town's water conservation activities.
- 13.3 [Sustainable Design Assessment Team \(SDAT\) Update](#)**  
Receive a report on implementation of the SDAT Final Report recommendation and provide direction to staff for further implementation through the General Plan update and Greenhouse Gas Reduction Plan update.

**14. FEDERAL, STATE OR LOCAL LEGISLATION**

Discussion and/or action on proposed legislation or issues.

**14.1 League of California Cities Policy Resolutions**

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

**14.2 Sonoma County Mayors' and Councilmembers' Association Update**

- a. Legislative Committee Update
- b. Discussion of Upcoming Association Meeting Agendas or Issues
- c. Miscellaneous Issues

**15. MAYOR'S & COUNCILMEMBERS' REPORTS**

**15.1 Individual Councilmember Reports and Comments**

**15.2 Reports on Meetings/Conferences**

**15.3 Reports from Councilmembers on activities of miscellaneous agencies**

**15.4 Requests for Future Council Agenda Items**

**16. TOWN MANAGER'S REPORT (No Written Report).**

**17. ADJOURNMENT**

Adjourn to a Special Closed Session meeting scheduled for Wednesday, December 8, 2010, at 6:00 p.m. in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.