

A G E N D A

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

Wednesday, January 5, 2011
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 Comcast Cable Channel 27, on AT&T U-verse Channel 99 and via live webcast at <http://www.ci.windsor.ca.us/media/media.aspx> on day of meeting.

Town Council Agenda staff reports are now available on the Town's web site (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.

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. **PRESENTATION(S)/PROCLAMATION(S)**
 - 4.1 **Presentation of a Plaque to Employee of the Quarter Heath Blackwell, Maintenance Specialist with the Public Works Department.**
 - 4.2 **Mayor's Certificate of Appreciation acknowledging the contributions made by Steven D. Herrington, Ph.D. in recognition of his extraordinary service with the Windsor Unified School District and the Windsor Community.**
 - 4.3 **Mayor's Certificate of Special Recognition to Donna Legge, Parks and Recreation Director for her significant role in instituting the highly successful sponsorship program by which the Town's popular special events, particularly, *Summer Nights on the Green*, have been preserved and extended.**
 - 4.4 **Mayor's Certificate of Appreciation to the Holiday Celebration Sponsors.**
 - 4.5 **Mayor's Certificate of Special Recognition Acknowledging Mirepoix Restaurant for earning the prestigious Michelin Star Award in the latest edition of the organization's San Francisco Guide, and nine years of hard work and sacrifice.**
5. **ANNOUNCEMENTS**
 - a. Upcoming Town Events
 - b. One Cool Green Thing
6. **CONFLICT OF INTEREST DECLARATION**
7. **CHANGES TO THE AGENDA**

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. 445](#)

By motion, approve disbursements in the amount of \$3,198,605.80.

9.2 [Approval of Minutes](#)

By motion, approve the minutes of the regular meeting of December 1, 2010 and the Special Closed Session Meeting of December 8, 2010.

9.3 [Approve the Audited Financial Statements and Management Report for Fiscal Year Ended June 30, 2010](#)

- a. By motion, approve the Financial Statements with Independent Auditor's Report for the Fiscal Year Ended June 30, 2010.
- b. By motion, approve the Management Report submitted by Mann, Urrutia, Nelson CPAs & Associates LLP dated December 6, 2010.

9.4 [Approve the Annual Housing Activity Report and Agency Audit](#)

By motion, approve the Annual housing activity report and the Agency audit and authorize the Executive Director to submit these documents to the Office of the State Controller.

9.5 [Approve an Amendment to the Professional Services Agreement with Carl L. Euphrat for Public Works Project Management Services](#)

By motion, approve an amendment to the Professional Services Agreement with Carl L. Euphrat in an amount not to exceed \$70,000 for Public Works Project Management Services and Civil Engineering Oversight and authorize the Town Manager to execute said amendment on behalf of the Town.

- 9.6** [Water Reclamation System SCADA Improvements Project](#)
- a. By motion, amend the contract with ArcSine Engineering for Design and Installation of the SCADA Improvements Project and authorize the Town Manager to execute the contract amendment and any required subsequent amendments in an additional amount not-to-exceed \$147,000.00.
 - b. Adopt a resolution amending the FY 10/11 budget to appropriate additional funds in the amount of \$147,000 to the Water Reclamation System SCADA Upgrades Project from unappropriated funds in the Water Reclamation Capital Replacement Fund.
- 9.7** [Approve an Amendment to an Agreement with RMC Water and Environment for Program Management Services for Water and Water Reclamation Capital Programs](#)
- By motion, approve an amendment to the Professional Services Agreement with RMC Water and Environment for Program Management Services for Water and Water Reclamation Programs and authorize the Town Manager to execute said amendment for an amount not to exceed \$192,223.00
- 9.8** [2011 Town of Windsor Legislative Policy Guidelines](#)
- By motion, adopt the Town of Windsor 2011 Legislative Policy Guidelines and authorize the Mayor and/or Town Manager to submit advocacy letters on behalf of the Town if the proposed State or Federal legislation is within the Town's adopted legislative policy guidelines.
- 9.9** [Acceptance of Work for the Pueblo Viejo Park Drainage Improvement Project](#)
- Adopt a resolution accepting the contract work performed by John Benward Company, Inc., for the construction of the Pueblo Viejo Park Drainage Improvement Project and directing the Town Clerk to record a Notice of Completion.
- 9.10** [Approve an Amendment to the Professional Services Agreement with The Reed Group, Inc. for Water Capacity Fee Study Services](#)
- By motion, approve an amendment to the Professional Services Agreement with The Reed Group, Inc. in an amount not to exceed \$5,000 for Water Capacity Fee Study Services and authorize the Town Manager to execute said amendment on behalf of the Town.

9.11 Budget Appropriation Supplement for the Old Redwood Highway Streetscape Design Guidelines

Adopt a joint resolution of the Town Council and the Board of Directors of the Redevelopment Agency of the Town of Windsor authorizing the use of \$25,000.00 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 amending the 2010-11 Budget to appropriate funds to supplement preparation of the Old Redwood Highway Streetscape Design Guidelines between Windsor Road and Windsor River Road and authorize the Town Manager and Executive Director of the Town of Windsor Redevelopment Agency to execute such other documents and take such other actions as necessary or appropriate to complete the Streetscape Design Guidelines Project.

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 2009-11 Budget Update

Accept report and provide direction to staff as needed.

11.2 Accept Redevelopment Agency Financial Review and Projections Analysis

By motion, accept the Windsor Redevelopment Agency financial review and projection analysis prepared by Management Partners, Inc.

11.3 Funding request by the Old Downtown Windsor Merchants Association for Police Services during the 2011 Tuesday Night Kids Movie Series

Review request from the Old Downtown Windsor Merchants Association. Should Council support the request, staff recommends the following:

- a. Adopt a Resolution amending the 2010-2011 budget, (Amendment 19-11) to appropriate funds for Police overtime for three Tuesday Movie Nights in June 2011 in the amount of \$1,481 from the General Fund unappropriated Fund Balance.
- b. Direct Staff to include funds in the draft budget for Police overtime during the FY 2011-2012 for seven Tuesday Movie Nights in the amount of \$3,454, to be offset by anticipated contributions from the Old Downtown Windsor Merchants Association.

- 12. FEDERAL, STATE OR LOCAL LEGISLATION**
Discussion and/or action on proposed legislation or issues
- 12.1 League of California Cities**
Activities, Actions or Recommendations on behalf of 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**
- 13.2 Reports on Meetings/Conferences**
- 13.3 Reports from Councilmembers on activities of miscellaneous agencies.**
- 13.4 Requests for Future Council Agenda Items**
- 14. TOWN MANAGER'S REPORT (NO WRITTEN REPORT.)**
- 15. ADJOURNMENT**
Adjourn to a Special Closed Session meeting scheduled for Friday, January 7, 2011, at 6:00 p.m. in the Wild Oak Conference room located at 9291 Old Redwood Highway, Building 400 in Windsor.