

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

Wednesday, January 19, 2011
Regular Session - 6:00 p.m.

Civic Center Council Chambers
9291 Old Redwood Highway, Building 400
Windsor, CA 95492

1. CALL TO ORDER

Mayor Allen 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 6:00 p.m.

2. COUNCIL ROLL CALL

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

Mayor Allen announced that Vice Mayor Fudge would be arriving late as she is driving back from a SMART meeting.

3. PLEDGE OF ALLEGIANCE

John Maitland, Sonoma County Transportation Authority (SCTA), Deputy Director of Projects and Programming, led the Pledge of Allegiance.

4. PRESENTATION(S)/PROCLAMATION(S)

4.1 Mayor's Certificates of Appreciation to Justin Martin, Ryan Martin, Shawn Martin and Sam Miller for their role in recovering the lost bronze memorial plaque honoring Windsor native son Chief Warrant Officer, Michael A. Hall, United States Army, who gave his life in the service of his country.

Mayor Allen presented Mayor's Certificates of Appreciation to Justin Martin, Ryan Martin, Shawn Martin and Sam Miller for their role in recovering the lost bronze memorial plaque honoring Windsor native son Chief Warrant Officer, Michael A. Hall, United States Army, who gave his life in the service of his country.

4.1 Mayor Certificate of Appreciation to Boys who Found Memorial Plaque

5. ANNOUNCEMENTS

a. Upcoming Town Events

Mayor Allen and Councilmembers announced upcoming events.

b. One Cool Green Thing

None.

6. CONFLICT OF INTEREST DECLARATION

Councilmember Goble declared that she will abstain on Item 9.9(d) (Approval of Amendment No. 3 to the Professional Services Agreement with Winzler & Kelly to prepare the North Old Redwood Highway Area Utility Infrastructure Study) because Winzler and Kelly Consulting Engineers had been tenants in a building she owns.

7. CHANGES TO THE AGENDA

None.

8. CITIZEN PUBLIC COMMENT

Barbara Brown, Windsor Service Alliance, introduced members of the new Site Committee and thanked Council for its generosity and unconditional support.

Ms. Brown and members of the Site Committee discussed the need to find a suitable location for the relocation of the Windsor Service Alliance.

Jody Fessler, representing the Shiloh Greens Homeowners, submitted a letter to Mayor Allen and Councilmembers regarding concerns over the proposed Shiloh Market place project.

(Clerk's Note: The letter from Jody Fessler dated January 19, 2011 is on file in the Town Clerk's Office and the Planning Department.)

Steve Lehman, Windsor Historical Society, invited Council to attend a Centennial Celebration in honor of history-making pilot Fred Wiseman on Saturday, February 19, 2011 from 12:00 p.m. to 3:00 p.m. at Charles M. Schulz Sonoma County Airport's historic Redwood Hangar. He asked for a resolution from the Council to acknowledge Mr. Wiseman.

9. CONSENT CALENDAR

Councilmember Goble moved to adopt the Consent Calendar items as indicated below. Councilmember Scholar seconded the motion. The motion passed by a 4/0/1 (Vice Mayor Fudge was absent) on all items except Item 9.9 (North Old Redwood Highway Area Utility Infrastructure Study), which passed by 3/0/2 vote (Vice Mayor Fudge was absent and Councilmember Goble abstained).

9.1 Check Register No. 446

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved disbursements in the amount of \$2,743,808.05.

[9.1 Approve Check Register No. 446](#)

9.2 Approval of Minutes

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved the minutes of the regular Town Council meeting of January 5, 2011, the Special Closed Session Meeting of January 7, 2011 and the Special Meeting Workshop of January 8, 2011.

[9.2 Approval of Minutes for Jan. 5, 7 and 8, 2011](#)

9.3 Cancellation of the February 2, 2011 Regular Town Council Meeting

4/0/1 vote (Vice Mayor Fudge was absent). By motion, cancelled the regular meeting of the Town Council scheduled for February 2, 2011.

[9.3 Cancellation of February 2, 2011 Regular TC Meeting](#)

9.4 Resolution Authorizing Sunday Work Hours From 9:00 AM to 5:00 PM for the Manzanita Self-Help Project Located on Los Amigos Road

4/0/1 vote (Vice Mayor Fudge was absent). Adopted Resolution No. 2761-11 authorizing Sunday work hours from 9:00 a.m. to 5:00 p.m. for the Manzanita Self-Help Project located on Los Amigos Road.

[9.4 Resolution Authorizing Sunday Work Hours for Manzanita Self-Help Project](#)

9.5 Award a Contract for the Traffic Signal and Streetlight Maintenance and Emergency Repair Services and authorize the Town Manager to execute on behalf of Town

- a. By motion, approve an agreement with Republic ITS, Inc., in the amount not to exceed \$100,000, annually, for the maintenance of Traffic Signals and Streetlights and Emergency Repair Services.

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved an agreement with Republic ITS, Inc., in the amount not to exceed \$100,000, annually, for the maintenance of Traffic Signals and Streetlights and Emergency Repair Services.

- b. By motion, authorize the Town Manager to execute a contract for a term of three (3) years with options for two (2), one-year renewal periods in amounts authorized by the adopted Town budgets.

4/0/1 vote (Vice Mayor Fudge was absent). By motion, authorized the Town Manager to execute a contract for a term of three (3) years with options for two (2), one-year renewal periods in amounts authorized by the adopted Town budgets.

[9.5 Award of Contract for Traffic Signal - Streetlight Maintenance - Emergency Repair Services](#)

9.6 Acceptance of Work for the Reclamation Plant Pond 5 Inlet Repair

4/0/1 vote (Vice Mayor Fudge was absent). Adopted Resolution No. 2762-11 accepting the contract work performed by Piazza Construction, Inc., for the construction of the Reclamation Plant Pond 5 Inlet Repair Project and directing the Town Clerk to record a Notice of Completion.

[9.6 Acceptance of Work for Reclamation Plant Pond 5 Inlet Repair](#)

9.7 Award of Construction Contract for the Windsor Senior Center ADA Accessibility Improvements Project

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved a contract with FRC, Inc. for construction of the Windsor Senior Center ADA Accessibility Improvements Project (Base Bid work only) in the amount of \$12,200.00 and authorized the Town Manager to execute the contract and any required construction change orders up to the authorized project budget.

[9.7 Award of Contract for Windsor Senior Center ADA Accessibility Improvements Project](#)

9.8 Approve an Amendment to the Professional Services Agreement with David Lopez, Permit Services, LLC for Public Works Project Management Services and authorize the Town Manager to execute on behalf of Town

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved an amendment to the Professional Services Agreement with David Lopez, Permit Services, LLC in an amount not to exceed \$90,000 for Public Works Project Management Services and authorized the Town Manager to execute the amendment on behalf of the Town.

[9.8 Approve Agreement w David Lopez Permit Services, LLC for PW Project Management Services](#)

9.9 North Old Redwood Highway Area Utility Infrastructure Study

- a. 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 an additional \$14,000 of Tax Increment Funds for public improvements of benefit to the Town of Windsor.
- b. Make findings required by California Health and Safety Code Section 33445.
- c. Amend the Fiscal Year 2010-11 Budget (Amendment 20-11) to appropriate funds for amending the scope of work for the preparation of the North Old Redwood Highway Area Utility Infrastructure Study.
- d. Approve Amendment No. 3 to the Professional Services Agreement with Winzler & Kelly to prepare the North Old Redwood Highway Area Utility Infrastructure Study and authorize the Town Manager to execute said amendment for an amount not to exceed \$14,000.

3/0/2 vote (Vice Mayor Fudge was absent and Councilmember Goble abstained). Adopted joint Resolution No. 2763-11 of the Town Council and the Board of Directors of the Redevelopment Agency of the Town of Windsor authorizing the use of an additional \$14,000 of Tax Increment Funds for public improvements of benefit to the Town of Windsor.

9.10 Approve an Amendment to the Professional Services Agreement with Wheeler Engineering & Surveying, Inc. for Public Works Project Management Services

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved an Amendment to the Professional Services Agreement with Wheeler Engineering & Surveying, Inc. in an amount not to exceed \$90,000 for Public Works Project Management Services and authorized the Town Manager to execute said Amendment on behalf of the Town.

[9.10 Approve Agrmt w Wheeler Engineering for PW Proj Management Service](#)

9.11 Approve the Plans and Specifications and Award a Contract for the 2010 Annual Pavement Marking Project and authorize the Town Manager to execute on behalf of the Town

- a. By motion, approve the plans and specifications for construction of the 2010 Annual Pavement Marking Project.

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved the plans and specifications for construction of the 2010 Annual Pavement Marking Project.

- b. By motion, award a contract to Sierra Traffic Marking, Inc. for construction of the 2010 Annual Pavement Marking Project in the amount of \$47,552.50, and authorize the Town Manager to execute the contract and any required change orders up to the authorized project budget.

4/0/1 vote (Vice Mayor Fudge was absent). By motion, awarded a contract to Sierra Traffic Marking, Inc. for construction of the 2010 Annual Pavement Marking Project in the amount of \$47,552.50, and authorized the Town Manager to execute the contract and any required change orders up to the authorized project budget.

[9.11 Approve and Award Contract for 2010 Annual Pavement Marking Project](#)

9.12 Approve Joint Use Master Agreement between Windsor Unified School District and the Town of Windsor and authorize the Town Manager to execute the agreement on behalf of the Town

4/0/1 vote (Vice Mayor Fudge was absent). By motion, approved a Joint Use Master Agreement between the Windsor Unified School District and the Town of Windsor and authorized the Town Manager to execute on behalf of the Town.

[9.12 Approve Joint Master Agrmt between WUSD and 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 Resolution Approving an Updated Water Capacity Fee for Future Development

Acting Assistant Town Engineer Scott reported on this item and introduced Bob Reed from The Reed Group, Inc.

Bob Reed, The Reed Group, Inc., presented the recommendations related to the water capacity fees and discussed the reasons for the study.

Vice Mayor Fudge arrived at 6:32 p.m.

Mayor Allen opened the public hearing.

Gaye Quinn, representing the Windsor Mill project, discussed the reasons why they do not support the increase in the water capacity fees. (Note: These concerns are outlined in a letter dated September 21, 2010 which was included as part of the staff report).

There being no further public testimony, Mayor Allen closed public hearing.

Councilmember Scholar discussed the reasons why she opposes the increase in the water capacity fees.

Councilmember Goble moved to adopt Resolution No. 2764-11 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 No. 1630-04 with direction to staff to explore the justification and the feasibility of adding a smaller fee for compact and denser residential development.

Councilmember Salmon asked that the motion be amended to add a higher fee than the standard for residential development.

With the concurrence of Council, Councilmember Goble amended her motion to include that staff also explore the addition of a higher fee for residential development.

Councilmember Goble moved to adopt Resolution No. 2764-11 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 No. 1630-04 with direction to staff to explore the justification and the feasibility of adding a smaller fee for compact and denser residential development and a

higher fee than the standard for residential development. Councilmember Salmon seconded the motion. Following a roll call vote, the motion, as amended, passed by a 4/1 vote (Councilmember Scholar opposed).

[10.1 Resolution Approving Updated Water Capacity Fee - Quinn Letter](#)

[10.1 Resolution Approving Updated Water Capacity Fee - Windsor Mill Fee Analysis](#)

11. REGULAR CALENDAR

11.1 2011 July 3rd Event Planning Status Report Review status report on the planning of the 2011 July 3rd event and provide staff direction.

Parks and Recreation Director Legge reported on this item.

Mayor Allen called for comments from the audience. None were forthcoming.

Council supported staff's recommendation to budget funds in the FY 2011-12 draft budget for the planning of the 2011 July 3rd event and directed staff to return with an update at its April 6, 2011 meeting.

[11.1 2011 July 3rd Event Planning Status Report](#)

11.2 Highway 101 Sound Walls Design and Aesthetics **By motion, approve the design and aesthetics of the proposed sound walls on Highway 101 along the Windsor corridor.**

Associate Engineer Perez reported on this item.

Susan Lindsey, Caltrans, Landscape Architect, reviewed the soundwall design and esthetics of the project.

Mayor Allen called for comments from the audience. None were forthcoming.

Councilmember Salmon moved to approve the design and aesthetics of the proposed sound walls on Highway 101 along the Windsor corridor and clarifying that Council approved a 12 inch wide cap. Councilmember Goble seconded the motion. The motion passed by a 5/0 vote.

[11.2 Highway 101 Sound Walls Design and Aesthetics](#)

11.3 Town Commission Appointments

Make appointments to fill vacancies on Town Commissions as indicated in staff report.

Town Clerk De La O reported on this item.

Mayor Allen called for comments from the audience.

Don Albini, Planning Commissioner, noted that George Horwedel (who is an applicant for the Parks and Recreation Commission) was present but had to leave to the meeting.

Mayor Allen, Councilmembers Goble and Salmon acted on the following appointments:

Parks and Recreation Commission

David Brown was reappointed by Councilmember Goble.

Clayton Mitchell was appointed by Mayor Allen.

Carlo Piscitello was appointed by Councilmember Salmon.

These terms expire December 31, 2014.

Planning Commission

Mitch Conner was reappointed by Councilmember Goble.

Don Albini was reappointed by Councilmember Salmon.

Bruce Okrepkie was appointed by Mayor Allen.

These terms expire December 31, 2014.

Senior Citizen Advisory Commission

Cathy Fallis was appointed by Councilmember Salmon.

Clare O'Callahan was appointed by Councilmember Goble.

Dorothy (Dottie) Vonderhaar was appointed by Mayor Allen.

These terms expire December 31, 2014.

Because no applications were received for the Brooks Creek vacancy and the two Landmark vacancies, staff was directed to leave these vacancies open until filled.

11.3 Town Commission Appointments w Applications

11.3 Town Commission Appointments

11.4 Appointments to Council Committees

Make appointments to the various committees that Councilmembers serve on as indicated in staff report.

Town Clerk De La O reported on this item.

Council made the following appointments:

ABAG - Mayor Allen will serve as the member on this Association. The alternate position will be rotated among Councilmembers depending upon their availability.

Health Action Committee – Councilmember Scholar will continue to serve as the Town’s representative.

Marin/Sonoma Mosquito & Vector Control District Board – Mark Burger will continue to serve as the Town’s representative. His term expires on January 2012.

Mayors’ and Councilmembers’ Association Legislative Committee - Mayor Allen will serve as the Town’s representative. Vice Mayor Fudge will serve as the alternate.

Russian River Watershed Association – Councilmember Goble will continue to serve as the Board Member. Councilmember Scholar and Public Works Director Richard Burt will serve as alternates.

Solid Waste Advisory Group – Vice Mayor Fudge will serve as the member and Councilmember Salmon as the alternate.

Sonoma County Transportation Authority/Regional Climate Protection Authority – Councilmember Salmon will continue to serve as the member and Mayor Allen will serve as the alternate.

Sonoma County Waste Management Agency – Assistant Town Manager Johnson will continue to serve as the member and Councilmember Goble and Town Manager Mullan will serve as the alternates.

Technical Advisory Committee (TAC) - Town Engineer/Public Works Director Burt or his designee will serve as the Town's representative.

Water Advisory Committee (WAC) – Vice Mayor Fudge will continue to serve as the Town's representative and Councilmember Goble as the alternate. Councilmember Fudge and Councilmember Goble's terms will expire in December 2011. This is a two-year term.

Windsor Regional Library Advisory Board – Councilmember Scholar will continue to serve as the member and Mayor Salmon as the alternate.

[11.4 Appointments to Council Committees](#)

11.5 Appointments by the Sonoma County Mayors' and Councilmembers' Association's Board of Directors and City Selection Committee on February 10, 2011
Provide direction to the Mayor regarding appointments that will be made by the Sonoma County Mayors' and Councilmembers' Association's Board of Directors and City Selection Committee at its February 10, 2011 meeting.

Town Clerk De La O reported on this item.

Following discussion, Council directed Mayor Allen to vote as follows, at the February 10, 2011 Mayors' and Councilmembers Association meeting:

**SONOMA COUNTY MAYOR'S & COUNCILMEMBERS' ASSOCIATION
 APPOINTMENTS**

Committee	Term of Office	Mayor/Councilmember Interested in Serving	Date Submitted	Appointment Preference by Town Council
ABAG Executive Board	Two-Year Term	1.Tiffany Renee (Petaluma) 2.Susan Gorin (City of Santa Rosa)	12/29/10 12/30/10	Susan Gorin
ABAG Regional Planning Committee	Two-Year Term	1.Tiffany Renee (City of Petaluma) 2.Mark Landman (City of Cotati) 3.Scott P. Bartley (City of Santa Rosa)	12/29/10 12/27/10 12/28/10	Mark Landman
County Human Services Commission	Two-Year Term	None		None
North Bay Division, League of California Cities, Executive	Two-Year Term	1.Kathleen Shaffer (City of Sebastopol)	12/30/10	Kathleen Shaffer

Board				
North Coast Railroad Authority Board of Directors	Two-Year Term	1.Gus Wolter (City of Cloverdale)	12/29/10	Gus Wolter
Sonoma-Marín Area Rail Transit (SMART) Commission	Four-Year Term	1.Jake Ours (City of Santa Rosa) 2.Carol Russell (Cloverdale) 3.Jake Mackenzie (City of Rohnert Park)	12/21/10 12/23/10 12/20/10	Carol Russell and Jake Mackenzie

**CITY SELECTION COMMITTEE
APPOINTMENTS**

Committee	Term of Office	Mayor/Councilmember Interested in Serving	Date Submitted	Appointment Preference by Town Council
Bay Area Air Quality Management Board	Two-Year Term	1.Susan Gorin (City of Santa Rosa)	12/30/10	Susan Gorin
Golden Gate Bridge, Highway & Transportation District	Two-Year Term	1.Tiffany Renee (City of Petaluma) 2.Joanne B. Sanders (City of Sonoma)	12/29/10 01/13/11	Tiffany Renee
City Selection Committee	One-Year Term	None		None
Metropolitan Transportation Commission	Four-Year Term	1.Jake Mackenzie (City of Rohnert Park)	12/20/10	Jake Mackenzie
Remote Access Network (RAN) Board	No Specific Term (Must be filled by a Mayor)	None		None

[11.5 Appointms by SC Mayors and Councilmembers Assoc BOD and Committe 2-10-11](#)

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

It was noted for the record that the majority of the Councilmembers provided their names and titles to the efforts to protect the Town's Redevelopment Agency.

b. Discussion of Upcoming Association Meeting Agendas or Issues

Mayor Allen requested staff agendaize an item for discussion regarding the requested and/or suggested Program Speakers and Topics for the 2011 Sonoma County Mayors' and Councilmembers' Association meetings.

c. Miscellaneous Issues

13. MAYOR'S & COUNCILMEMBERS' REPORTS

13.1 Individual Councilmember Reports and Comments

Councilmembers reported on items that are of interest to them.

13.2 Reports on Meetings/Conferences

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

13.3 Reports from Councilmembers on activities of miscellaneous agencies.

No reports were made.

13.4 Requests for Future Council Agenda Items

Councilmember Salmon requested a report on the Sonoma County Transit Operations.

Town Manager Mullan stated that this item is scheduled for the Council's March 2, 2011 meeting.

14. TOWN MANAGER'S REPORT (ORAL REPORT)

No reports were made.

15. ADJOURNMENT

The meeting adjourned at 8:49 p.m., in memory of history-making pilot Mark Weisman, to a Special Town Council and Windsor Redevelopment Agency meeting scheduled for Wednesday, January 19, 2011 at 8:00 p.m. (or immediately thereafter) in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Maria De La O, CMC
Town Clerk