

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

Wednesday, January 9, 2008

Closed Session- 5:30 p.m.

Windsor Civic Center, Conference Room A
9291 Old Redwood Highway, Building 400
Windsor, CA 95492

Regular Session - 6:00 p.m.

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

CLOSED SESSION- 5:30 p.m.

1. CALL TO ORDER

Mayor Fudge called to order a Special Meeting of the Town Council, also serving as the Board of Directors of the Windsor Redevelopment Agency and Town of Windsor Water District at 5:30 p.m.

2. COUNCIL ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

(Item was moved to the beginning of the Regular Session items.)

4. CITIZEN PUBLIC COMMENT – None.

5. ANNOUNCEMENT OF CLOSED SESSION TOPIC/ADJOURNMENT TO CLOSED SESSION

Mayor Fudge announced the following Closed Session topic and Council adjourned to a Closed Session in Conference Room A at 5:37 p.m.

**5.1 CONFERENCE WITH LEGAL COUNSEL (Government Code Section 54956.9)
Initiation of Litigation (two potential matters)**

6. REPORT OUT OF CLOSED SESSION

The Closed Session adjourned at 6:00 p.m. and the regular meeting reconvened with all members present. No action was taken during the Closed Session.

REGULAR SESSION – 6:04 p.m.

3. PLEDGE OF ALLEGIANCE

Ken Brown, Mayor Pro Tem of Sonoma, led the Pledge of Allegiance.

7. PRESENTATION(S)/PROCLAMATION(S)

7.1 Presentation: Town Employee of the Quarter Denise Alcalá

Mayor Fudge presented a plaque to Town Employee of the Quarter Denise Alcalá and a check in the amount of \$100 from the Council's Benevolent Fund.

8. ANNOUNCEMENTS

Hal Beck, Windsor Chamber of Commerce, announced the upcoming Windsor Chamber of Commerce Business Expo that will be held at the Mary Agatha Furth Center on February 12, 2008.

9. CONFLICT OF INTEREST DECLARATION – None.

10. CHANGES TO THE AGENDA

Councilmember Salmon requested that Item 12.2 , Drive-Through and Drive-In Sales and Services and Gas Service Stations Revised Land Use Policy, be pulled from the Consent Calendar for discussion and considered prior to Item 14.3.

11. CITIZEN PUBLIC COMMENT

Hal Beck, Windsor Chamber of Commerce, briefly commented on a letter that was previously submitted to Council regarding possible solutions to Drive-ins and Drive-throughs.

12. CONSENT CALENDAR

Councilmember Parker moved to adopt the following Consent Calendar items, with the exception of Item 12.2 (Drive-Through and Drive-In Sales and Services and Gas Service Stations Revised Land Use Policy), which was considered following Item 14.2. Mayor Pro Tem Goble seconded the motion. The motion passed by a 5/0 vote.

12.1 Check Register No. 377

5/0 vote. By motion, approved disbursements in the amount of \$4,426,538.13.

12.2 Drive-Through and Drive-In Sales and Services and Gas Service Stations Revised Land Use Policy

This item was considered immediately following Item 14.2.

- 12.3 No Parking Zone at 10285 Starr Road**
5/0 vote. Adopted Resolution No. 2208-08 authorizing the establishment of a No Parking Zone on Starr Road adjacent to 10285 Starr Road.
- 12.4 Acceptance of Work for the Arata Lane and Hembree Lane Bike Lane Project**
5/0 vote. Adopted Resolution No. 2209-08 accepting the contract work performed by Striping Graphics for the construction of the Arata Lane and Hembree Lane Bicycle Lane Project and directing the Town Clerk to record a Notice of Completion.
- 12.5 Declaration of the End of the Water Shortage Emergency**
5/0 vote. Adopted Resolution No. 2210-08 declaring the end of a water shortage emergency condition within the Town of Windsor.
- 12.6 Windsor Landscaping and Lighting Assessment District Annual Proceedings for Fiscal Year 2008-09**
5/0 vote. Adopted Resolution No. 2211-08 appointing Coastland Civil Engineering as Engineer of Work, directing the preparation and filing of the annual Engineer's Report, and describing potential changes to the Windsor Landscaping and Lighting Assessment District for Fiscal Year 2008-09, in accordance with provisions of the Landscaping and Lighting Act of 1972; and authorizing the Town Manager to execute a Professional Services Agreement with Coastland Civil Engineering for said services in the amount of \$25,000 and authorizing the Administrative Services Director to pay all proper claims for the performance of said services.
- 12.7 Adopt Ordinance Adding Town Clerk as Check Signer**
5/0 vote. Adopted, by title only, Ordinance No. 2008-228 amending Article 7 of Chapter 6 of Title I General Provisions Governmental Organization and Administration of the Town's Municipal Code.

(Town Clerk's Note: In order to meet Government Code requirements, this Ordinance will need to be readopted at the regularly scheduled Council meeting of February 20, 2008.)

13. PUBLIC HEARING - NONE.

14. REGULAR CALENDAR

14.1 Living Wage Coalition Presentation

Administrative Services Director McAdler briefly reported on this item.

Ben Boyce, Living Wage Coalition of Sonoma County, discussed that the Coalition was established in 2000 to address problems of growing income inequality and poverty in the community.

Ken Brown, Mayor Pro Tem of Sonoma, discussed the positive aspects and the benefits of the living wage program.

Mayor Fudge called for comments from the public at this time.

Matt Myers, Windsor resident, spoke in support of the living wage proposal in the Town and encouraged Council to support this proposal.

There were no further comments from the public.

The majority of the Council supported the living wage proposal. Staff was directed to prepare a financial analysis to determine the financial impacts on the Town and bring back the information at a future meeting for Council consideration.

14.2 Consider request by Michelle Swaving for Town financial assistance in the amount of \$25,000 to subsidize the “Concierge Connections” for-profit shuttle transportation business

Assistant Town Manager Johnson reported on this item and noted that the request for financial assistance from Ms. Swaving was increased to \$30,000.

Michelle and Robert Swaving, owners of Concierge Connections, discussed their proposal for financial assistance in the amount of \$30,000.

Mayor Fudge called for comments from the public at this time.

Karen (no last name given), spoke on behalf of Glenda Castelli, Windsor Farmers Market, thanking Michelle and Robert Swaving for their efforts in bringing tourists to the Windsor Farmers market.

There were no further comments from the public.

Council, by consensus, denied the request by Michelle Swaving for Town financial assistance in the amount of \$30,000 to subsidize the “Concierge Connections” for-profit shuttle transportation business.

Item 12.2 was considered at this time.

12.2 Drive-Through and Drive-In Sales and Services and Gas Service Stations Revised Land Use Policy

Planning Director Chamberlin reported on this item.

Mayor Fudge called for comments from the public at this time.

Hal Beck, Executive Director of the Windsor Chamber of Commerce, urged the Council to postpone its decision to adopt the proposed resolution establishing land use and application policies for Drive-ins and Drive-throughs.

There were no further comments from the public and Council discussion ensued.

After Council discussion, Councilmember Salmon moved to adopt Resolution No. 2207-08 revising and establishing policy on the development of new drive-through and drive-in sales and services as well as gasoline service station operations. Mayor Pro Tem Goble seconded the motion. The motion passed by a 4/1 vote, as Councilmember Parker opposed.

14.3 Consider Funding for Town Green Timeline Walk Improvement

Community Services Director Legge reported on this item.

Mayor Fudge called for comments from the public at this time. There were none forthcoming.

Due to budgetary constraints, Council postponed the Town Green Timeline Walk Improvements project.

14.4 Approve Sponsorship Program for Summer Nights on the Green

Community Services Director Legge reported on this item.

Mayor Fudge called for comments from the public at this time.

Hal Beck, Executive Director of the Windsor Chamber of Commerce, spoke in support of the sponsorship benefit program.

There were no further comments from the public.

Assistant Town Attorney Pianka briefly reviewed corrections to the resolution approving the sponsorship program.

Based on its discussion, Council directed staff to make the following modifications to the Sponsorship Program for Summer Nights on the Green:

- 1) Banners shall not be permitted at the corner of Exchange Bank.
- 2) Plaques will only be issued upon request.
- 3) Casino sponsorships will not be permitted.
- 4) If sponsor is questionable, staff will bring item to Council for consideration.

Councilmember Parker moved to adopt Resolution No. 2212-08 approving the Sponsorship Program for Summer Nights on the Green and authorizing the Town Manager to execute Sponsorship Agreements on behalf of the Town, as modified. Mayor Pro Tem Goble seconded the motion. Following a roll call vote, the motion passed by a 4/1 vote, as Councilmember Salmon opposed.

14.5 2008 Town of Windsor Legislative Policy Guidelines

Assistant Town Manager Johnson reported on this item.

Mayor Fudge called for comments from the public at this time. None were forthcoming.

Following discussion, Mayor Pro Tem Goble moved to adopt the Town of Windsor 2008 Legislative Policy Guidelines and authorized 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. Councilmember Parker seconded the motion. The motion passed by a 5/0 vote.

14.6 Adoption of resolution authorizing the Town Manager to negotiate and execute a short term lease or license agreement with Non-Fiction Research for the use of Town-owned property located at 8594, 8606, and 8612 Windsor Road, adjacent to the Corporation Yard

Assistant Town Manager Johnson briefly reported on this item.

Mayor Fudge called for comments from the public at this time. None were forthcoming.

Councilmember Allen moved to adopt Resolution No. 2213-08 authorizing the Town Manager to negotiate and execute a short term lease or license agreement with Non-Fiction Research for the use of Town-owned property located at 8594, 8606, and 8612 Windsor Road, adjacent to the Corporation Yard. Mayor Pro Tem Goble seconded the motion. The motion passed by a 5/0 vote.

15. DISCUSSION AND/OR ACTION ON PENDING STATE OR FEDERAL LEGISLATION AND ACTIVITIES

15.1 League of California Cities (hear comments from Matt)

15.2 Sonoma County Mayors' and Councilmembers' Association Legislative Committee Update

16. MAYOR'S & COUNCILMEMBERS' REPORTS

16.1 Individual Councilmember Reports and Comments

Councilmembers briefly reported on items of interest to the Council.

16.2 Reports on Meetings/Conferences

Councilmembers reported on meetings they attended.

16.3 Requests for Future Council Agenda Items – None.

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

Town Manager Mullan reported that the lettering on the Town Green stage has been installed and the construction of the stage will commence sometime in February of 2008.

18. ADJOURNMENT

The meeting adjourned at 9:00 p.m. to a regular Town Council meeting scheduled for Wednesday, January 16, 2008 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Approved and adopted this 20th day of February 2008.

Maria De La O, CMC
Town Clerk