

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

Wednesday, February 16, 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 6:05 p.m.

2. [COUNCIL ROLL CALL](#)

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

Councilmembers Goble and Scholar were absent.

3. [PLEDGE OF ALLEGIANCE](#)

Ken Marshall led the Pledge of Allegiance.

4. [PRESENTATION\(S\)/PROCLAMATION\(S\)](#)

4.1 [Mayor's Certificates of Appreciation to Outgoing Commissioners.](#)

Mayor Allen presented Mayor's Certificates of Appreciation to outgoing Commissioners in the Parks and Recreation Commission, Planning Commission and Senior Citizen Advisory Commission for their outstanding services to the Town.

[4.1 Mayors Certificates of Appreciation to Outgoing Commissioners](#)

5. [ANNOUNCEMENTS](#)

a. [Upcoming Town Events](#)

Councilmember Scholar arrived at 6:12 p.m.

Mayor Allen and Councilmembers announced various upcoming events.

b. One Cool Green Thing

Vice Mayor Fudge reported that with regard to the demolition of the old Fire Station building located at 444 Windsor River Road, 94.2% of the building materials were recycled by M&M (local company).

6. CONFLICT OF INTEREST DECLARATION

None.

7. CHANGES TO THE AGENDA

Town Manager Mullan explained that after the agenda was posted for this meeting, an emergency need arose to approve an amendment to the agreement with R.H. and Sons Water Services to perform Backflow Device Testing and Repair Services for the Town. Therefore, staff requests that this item be added to the agenda as Item 9.7 on the Consent Calendar for immediate action.

Councilmember Salmon moved to add this emergency item as Item 9.7 to the Consent Calendar. Vice Mayor Fudge seconded the motion. The motion passed by 4/0/1 vote (Councilmember Goble was absent).

8. CITIZEN PUBLIC COMMENT

None.

9. CONSENT CALENDAR

Councilmember Salmon moved to adopt the Consent Calendar items as indicated below with the exception of Item 9.7 (Emergency Item) which was considered immediately after the approval of the Consent Calendar items. Councilmember Scholar seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Goble absent).

9.1 Check Register No. 447

4/0/1 vote (Councilmember Goble was absent). By motion, approved disbursements in the amount of \$2,817,025.14.

[9.1 Check Register No. 447](#)

9.2 Approval of Minutes

4/0/1 vote. By motion, approved the minutes of the regular meeting of January 19, 2011 and the Special Joint Town Council and Windsor Redevelopment Agency meeting of January 19, 2011.

[9.2 Approval of Minutes for Jan. 19 and Special Mtg of Jan. 19, 2011](#)

9.3 Adopt a Resolution Appointing the Engineer of Work as part of Fiscal Year 2011-12 Annual Proceedings for Two Windsor Landscaping and Lighting Assessment Districts

- a. Adopt a resolution appointing the Engineer of Work and directing preparation and filing of the Annual Engineer's Report for the Windsor Landscaping and Lighting Special Assessment District (LLAD-1) for Fiscal Year 2011/2012, pursuant to the Landscaping and Lighting Act of 1972.

4/0/1 vote (Councilmember Goble was absent). Adopted Resolution No. 2767-11 appointing the Engineer of Work and directing preparation and filing of the Annual Engineer's Report for the Windsor Landscaping and Lighting Special Assessment District (LLAD-1) for Fiscal Year 2011/2012, pursuant to the Landscaping and Lighting Act of 1972.

[2767-11 Appointing Engineer of Work and Filing of Report for Windsor LLAD FY 2011-2012](#)

- b. Adopt a resolution appointing the Engineer of Work and directing preparation and filing of the Annual Engineer's Report for the Windsor Landscaping and Lighting Assessment District No. 2 (LLAD-2) for Fiscal Year 2011/2012, pursuant to the Landscaping and Lighting Act of 1972.

4/0/1 vote (Councilmember Goble was absent). Adopted Resolution 2768-11 appointing the Engineer of Work and directing preparation and filing of the Annual Engineer's Report for the Windsor Landscaping and Lighting Assessment District No. 2 (LLAD-2) for Fiscal Year 2011/2012, pursuant to the Landscaping and Lighting Act of 1972.

[2768-11 Appointing Engineer of Work and Filing of Report for Windsor LLAD 2. FY 2011-2012](#)

[9.3 Appointing Engineer of Work for FY 2011-12 Windsor LLAD 1 and 2](#)

9.4 Approve an Amendment to the Professional Services Agreement with Marlene Demery for Public Works Project Management Services and authorize the Town Manager to execute on behalf of the Town

4/0/1 vote (Councilmember Goble was absent). By motion, approved an amendment to the Professional Services Agreement with Marlene F. Demery, P.E. in an amount not to exceed \$70,000 for Public Works Project Management Services and authorized the Town Manager to execute the amendment on behalf of the Town.

[9.4 Amend PSA w Marlene F. Demery for PW Project Management Services](#)

9.5 Acceptance of Work for the 444 Windsor River Road Demolition Project

4/0/1 vote (Councilmember Goble was absent). Adopted Resolution No. 2769-11 accepting the contract work performed by DAMA Construction Inc., for the 444 Windsor River Road Demolition project and directing the Town Clerk to record a Notice of Completion.

[9.5 Acceptance of Work for the 444 Windsor River Road Demolition Project](#)

[2769-11 Accepting Contract of Work by DAMA Construction for 444 Windsor Riv Rd Demo Proj](#)

9.6 Award of Construction Contract for Old Redwood Highway Hazardous Tree Mitigation Work

- a. By motion, approve an agreement to TreePro Professional Tree Care in the amount not to exceed \$19,500 for hazard mitigation tree pruning and/or removal as needed of five eucalyptus trees located in the public right of way at 6485 Old Redwood Highway;

4/0/1 vote (Councilmember Goble was absent). By motion, approved an agreement to TreePro Professional Tree Care in the amount not to exceed \$19,500 for hazard mitigation tree pruning and/or removal as needed of five eucalyptus trees located in the public right of way at 6485 Old Redwood Highway;

- b. Adopt a resolution amending the FY 2010-2011 budget (Amendment 21-11), to appropriate funds to contract TreePro Professional Tree Care to complete the hazardous eucalyptus tree mitigation work in the amount of \$22,425 from the General Fund Unappropriated Fund Balance.

4/0/1 vote (Councilmember Goble was absent). Adopted Resolution No. 2770-11 amending the FY 2010-2011 budget (Amendment 21-11), to appropriate funds to contract TreePro Professional Tree Care to complete the hazardous eucalyptus tree mitigation work in the amount of \$22,425 from the General Fund Unappropriated Fund Balance.

[2770-11 Amending 2010-11 Budget to Complete Hazardous Eucalyptus Tree Mitigation](#)

[9.6 Award of Construction Contract for ORH Hazardous Tree Mitigation Work](#)

Clerk's Note: This item was added as an emergency item.

9.7 Approve an Amendment to the Agreement with R.H & Sons Water Services to Perform Backflow Device Testing and Repair Services for the Town in the not to exceed amount of \$240,000 and authorize the Town Manager to execute on behalf of the Town

Councilmember Salmon moved to adopt Resolution No. 2771-11 approving an Amendment to the Agreement with R. H. and Sons to perform Backflow Device Testing and Repair Services for the Town in the not to exceed amount of \$240,000 and authorized the Town Manager to execute on behalf of the Town. Councilmember Scholar seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Goble was absent).

[2771-11 Amendment to R.H. and Sons Agrmt Backflow Device Testing and Repair](#)

10. PUBLIC HEARING - None.

11. REGULAR CALENDAR

11.1 Petaluma Ecumenical Properties (PEP Housing) Proposal to Complete Town Green Village Buildings R & S as Affordable Senior Housing

- a. Receive a presentation from PEP Housing related to the conversion of Town Green Village Project Buildings R & S to affordable senior residential housing.
- b. [Make no funding commitments per the Town Council's motion of January 5, 2011 and postpone consideration until a long-term financial strategy for RDA Housing is presented on April 6, 2011.](#)

[11.1 PEP Housing Proposal to Complete TGV Buildings R and S as Affordable Senior Hsing](#)

Senior Planner Thompson reported on this item.

Mary Stompe, PEP Housing, described the 46-unit Town Green senior housing affordable housing project and the need for more affordable senior housing projects in Windsor.

(Clerk's Note: A project proposal for the Town Green Senior Apartments was distributed to Council. Copies of this report are available for review in the Town Clerk's Office and Planning Department.)

Orrin Thiessen, Town Green Village, spoke in support of the proposed affordable senior housing development. He asked Council to explore ways to acquire the land as he is concerned that he may lose the property to the bank by March 31, 2011.

Mayor Allen called for comments from the audience.

The following speakers (developers) expressed concern regarding the affordable housing process to allow PEP Housing to move forward and ahead of the long-range affordable housing projects that have been waiting in line for submittal of their funding requests for their projects. The speakers listed below concurred with staff's recommendation to defer this matter until there is a long-term financial strategy presented to Council on April 6, 2011 and all applications can be considered:

Bruce Shimizu, Windsor resident, representing the Cornell project
Shawn Rodrigues, Shiloh Sustainable Village
Gaye Quinn, Windsor Mill project, submitted letter to Council dated February 15, 2011.

(Clerk's Note: Letter from Ms. Gaye Quinn is on file in the Town Clerk's Office and Planning Department).

There were no further comments from the audience.

Mary Stompe, PEP Housing, introduced Financial Consultant Chuck Gallo.

Chuck Gallo, Affordable Housing Consultant, responded to questions of the Council related to the funding for the proposed senior housing affordable project.

Council received a presentation from PEP Housing regarding its proposed senior affordable housing project. Council was supportive of exploring purchasing options for possible development of the Town Green Village Buildings R and S for an affordable senior housing project but wanted more information before making a final decision. The Town Manager was also directed to send a letter to the bank requesting an extension of time so staff can complete an evaluation and merits of the development of the property and project. This request for an extension from the bank was necessary since the Town would not be able to meet the bank's March 31, 2011 deadline. In addition, this would allow staff to make a presentation on April 6, 2011 to Council on a long-term housing fund strategy.

11.2 Townwide Wayfinding Signage Master Plan

11.2 Townwide Wayfinding Signage Master Plan

Senior Management Analyst Kelley reported on this item.

Simon Andrews, Consultant with Graphic solutions, conducted a PowerPoint presentation that focused on the elements that were incorporated into the Comprehensive Entry and Wayfinding Sign program.

Council briefly recessed at 7:49 p.m. due to technical difficulties with the audio/visual equipment.

Council reconvened the meeting at 7:56 p.m. with all members present except Councilmember Goble.

Mayor Allen called for comments from audience.

Thomas Eddy, Windsor resident, commented on the proposed signage related to maintenance costs, coordination with roundabouts and the incorporation of green technology.

There were no further comments from the audience.

Councilmember Salmon moved to approve the Townwide Wayfinding Signage Master Plan and directed staff to commence the design work for updating the major entry sign at the Central Windsor Exit adjacent to Exchange Bank. Vice Mayor Fudge seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Goble was absent).

11.3 Introduction of an Ordinance Amending Title IV Article 7 to Establish Radar Enforceable Speed Limits Introduce, by title only, an Ordinance amending Title IV Article 7 of the Town of Windsor Municipal Code, pertaining to speed limits.

Associate Civil Engineer Perez introduced Allan Tilton (Consultant) and Sergeant Robert Gordon from the Windsor Police Department. He briefly reported on this item.

Allan Tilton, Consultant and Traffic Engineer with W-Trans, reviewed the various speed zones throughout the Town that are currently proposed to be changed.

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

Vice Mayor Fudge moved to introduce, by title only, an ordinance amending Title IV Article 7 of the Town of Windsor Municipal Code, pertaining to speed limits. Councilmember Salmon seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Goble was absent).

11.3 Introduction of Ordinance to Establish Radar Enforceable Speed Limits

11.4 Windsor Healthcare Assessment Project Review information regarding the Windsor Healthcare Assessment Project and provide staff direction.

Parks and Recreation Director Legge reported on this item.

Lynn Woznicki, Alliance Medical Center Consultant, discussed the Alliance Medical Center's interest in partnering with the Council to support the efforts of the Windsor Health Care Assessment. She thanked Councilmember Scholar and Parks and Recreation Director Legge for their participation in this project.

Ray Holley, Alliance Medical Center Consultant, gave a PowerPoint presentation that focused on the highlights of the Windsor Healthcare Assessment project.

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

Council was very supportive of the efforts of the Windsor Healthcare Assessment project and concurred that staff devotes time to this project.

[11.4 Windsor Healthcare Assessment Project](#)

11.5 Greenhouse Gas Reduction Plan Amendment / Efficiency Report

Senior Planner Thompson introduced Consultant Sam Pearce and Joe Horak from PG&E and briefly reported on this item.

Joe Horak, representative from PG&E, and Sam Pearce, Energy Efficiency Coordinator and Greenhouse Gas Reduction Expert, responded to Council questions related to energy efficient incentives and the Greenhouse Gas Reduction Plan Amendment.

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

Councilmember Salmon moved to adopt Resolution No. 2772-11 authorizing an amendment to the Greenhouse Gas (GHG) Reduction Plan for municipal operations. Vice Mayor Fudge seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Goble was absent).

(Clerk's Note: Resolution No. 2772-11 was revised to include Exhibit A "Proposed Measures for Fiscal Years 2010-2011.")

[11.5 Greenhouse Gas Reduction Plan Amendment - Efficiency Report](#)

12. FEDERAL, STATE OR LOCAL LEGISLATION

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 -Requested and/or Suggested Program Speakers and Topics for the 2011 Sonoma County Mayors' and Councilmembers' Association \(SCM&CA\) Meetings](#)

Town Manager Mullan provided a status report on the requested and/or suggested program speakers and topics for the 2011 SCM&CA meetings for Council direction on which speakers and topics to schedule.

Council discussed the program schedule for Speakers and Topics for the 2011 Mayors' and Councilmembers' Association meetings and directed staff on which speakers and topics to schedule for the remaining SCM&CA meetings in 2011.

12.2b Requested Program Speakers and Topics for 2011 SCM and CA Meetings

c. Miscellaneous Issues

Town Attorney Rudnansky stated that he had met with the Marketing Manager for the law firm of Meyers Nave to discuss a proposed photo and advertisement for Meyers and Nave featuring the Town of Windsor and Town Council.

Council supported this idea and will work with the Town Manager to come up with dates when Councilmembers are available to have their photos taken.

13. MAYOR'S & COUNCILMEMBERS' REPORTS

13.1 Individual Councilmember Reports and Comments

Councilmembers reported on items that are of interest to Council.

13.2 Reports on Meetings/Conferences

Councilmember Salmon reported on his attendance at the 10th Annual New Partners for Smart Growth conference that was held in Charlotte, North Carolina from February 3-5, 2011. He also noted that Vice Mayor Fudge and Councilmember Scholar were also in attendance.

Mayor Allen reported on his attendance at the February 10, 2011 Mayors' and Councilmembers' Association meeting that was hosted by the Town of Windsor. He noted that also in attendance were Vice Mayor Fudge and Councilmember Salmon.

13.3 Reports from Councilmembers on activities of miscellaneous agencies.

Vice Mayor Fudge reported on the assignment of the SMART CFO to the Interim General Manager position.

13.4 Requests for Future Council Agenda Items

None.

14. TOWN MANAGER'S REPORT (ORAL REPORT)

No report was made.

15. ADJOURNMENT

The meeting adjourned at 10:35 p.m. to the next regular Council meeting scheduled for Wednesday, March 2, 2011 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Maria De La O, CMC
Town Clerk