

MINUTES

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

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

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

1. CALL TO ORDER

Vice Mayor Fudge called to order a regular 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 Vice Mayor Fudge, Councilmembers Goble, Salmon and Scholar.

Mayor Allen was absent.

3. PLEDGE OF ALLEGIANCE

Steve McCaffrey led the Pledge of Allegiance.

4. PRESENTATION/PROCLAMATION

4.1 **Presentation of Mayor's Certificate of Special Recognition Acknowledging the Contributions made by *Windsor Refuse & Recycling* for its generous Eight-thousand Dollar contribution to Windsor's 2011 Independence Day Fireworks Display, ongoing sponsorship of the Town of Windsor's annual Summer Nights on the Green, and many years of community support and participation.**

Steve McCaffrey, Windsor Refuse and Recycling, presented a check to the Council in the amount of \$8,000 for the 3rd of July fireworks event.

Vice Mayor Fudge presented Steve McCaffrey, Windsor Refuse and Recycling, with a Mayor's Certificate of Special recognition for their generous Eight-thousand dollar contribution to Windsor's 2011 Independence Day Fireworks Display, ongoing sponsorship of the Town of Windsor's annual Summer Nights on the Green, and many years of community support and participation.

Vice Mayor Fudge also noted that an additional check was received from Windsor Refuse and Recycling in the amount of \$5,000 towards the Windsor Earth Day and Wellness Festival event that will be held on Sunday, April 17, 2011.

4.2 Proclamation proclaiming April 2011 as Child Abuse Prevention Month

Vice Mayor Fudge presented a proclamation to Jeanne Miskel, Board Member of the California Parenting Institute, proclaiming April 2011 as Child Abuse Prevention Month.

Vice Mayor Fudge asked Council to adjourn the meeting in memory of Marin County Supervisor Charles McGlashan, who also served as the Vice Chair of SMART.

5. ANNOUNCEMENTS

- a. Upcoming Town Events
Vice Mayor Fudge and Councilmembers announced various upcoming events.
- b. One Cool Green Thing
Councilmember Salmon explained the process to recycle household water for water conservation purposes.

6. CONFLICT OF INTEREST DECLARATION

None.

7. CHANGES TO THE AGENDA

None.

8. CITIZEN PUBLIC COMMENT

Don Zieglar, Vinecrest Estates, raised various zoning concerns related to the proposed Jensen Lane Elementary school.

9. CONSENT CALENDAR

Councilmember Goble moved to adopt the Consent Calendar items. Councilmember Salmon seconded the motion. The motion passed by a 4/0/1 vote on all items (Mayor Allen was absent).

9.1 Check Register No. 450

4/0/1 vote (Mayor Allen was absent). By motion, approved disbursements in the amount of \$1,725,558.66.

9.2 Approval of Minutes

4/0/1 vote (Mayor Allen was absent). By motion, approved the minutes of the Special Joint Town Council and Planning Commission Meeting of March 16, 2011.

9.3 Approve the Agreements for the Purchase and Sale of 11 Easements Associated with the Wall Street Frontage Improvement Project

4/0/1 vote (Mayor Allen was absent). Adopted Joint Resolution No. 2776-11 TC/RDA of the Town Council and the Board of Directors of the Windsor Redevelopment Agency of the Town of Windsor approving the use of tax increment funds in the amount of \$145,000 for public improvement of benefit to the Windsor Redevelopment Project Area, making findings required by Health and Safety Code Section 33445 and authorizing the Town Manager/Executive Director of the Windsor Redevelopment Agency to execute the Purchase and Sale Agreements of Permanent Easements for Roadway and Utilities and Temporary Construction Easements associated with the Wall Street Frontage Improvement Project.

9.4 Approval of an Amendment to Professional Services Agreement with West Yost Associates for Water System Engineering Support

4/0/1 vote (Mayor Allen was absent). By motion, approved an Amendment to the Professional Services Agreement with West Yost Associates for Water System Engineering Support, and authorize the Town Manager to execute said amendment for an amount not to exceed \$50,000.

10. PUBLIC HEARING

10.1 Adoption of Water Conservation Act (Senate Bill x7-7) Water Use Targets

Acting Assistant Town Engineer Scott reported on this item. He also introduced Jim Canal with West Yost Associates and Water Conservation Program Coordinator Paul Piazza.

Jim Canal, West Yost Associates, discussed the purpose of the public hearing and staff's recommendations as outlined in the staff report.

Vice Mayor Fudge opened the public hearing.

There being no public testimony, Vice Mayor Fudge closed the public hearing.

Paul Piazza, Water Conservation, responded to Council questions related to water conservation and Calgreen standards for new development.

Councilmember Goble moved to adopt Resolution No. 2777-11 setting the Water Conservation Act Year 2015 (Interim) and Year 2020 Water Use Targets.

Councilmember Salmon seconded the motion. The motion passed by a 4/0/1 vote (Mayor Allen was absent).

11. REGULAR CALENDAR

11.1 2011 July 3rd Fireworks Fundraising Status Report

Parks and Recreation Director Legge introduced Recreation Division Manager Davis.

Recreation Division Manager Davis reported on this item.

Vice Mayor Fudge called for comments from the audience. None were forthcoming.

Council reviewed the status report on fundraising by the Old Downtown Windsor Merchants Association and Sonoma County Independent Business Operators for the 2011 July 3rd Fireworks and directed staff to move forward with the execution of the pyrotechnic contract.

11.2 Redevelopment Agency Low-Moderate Housing Fund Financial Review and Affordable Housing Investment Strategy

Senior Planner Thompson reported on this item and introduced Planning Director Bergman and the Consultant team.

Assistant Town Manager Johnson gave Council an update on the current situation at the state level with regard to the possible elimination of Redevelopment agencies and the impact this will have on the Town.

Daren Fields, Special Advisor, Management Partners Incorporated, described the scope of work for the affordable housing funding guidelines and investment strategies.

Laura Gonzalez-Escoto, Special Advisor, Management Partners Incorporated, discussed the legal requirements for the use of affordable housing funds.

Vice Mayor Fudge called for comments from the audience.

The following individuals addressed Council on this matter:

Gaye Quinn, Windsor Mill Project

Bruce Shimizu, Windsor resident

There were no further comments.

Councilmember Goble made a motion to accept the Windsor Redevelopment Agency Low-Moderate Housing Fund financial review and Affordable Housing Investment Strategy prepared by Management Partners, Inc. Councilmember Scholar seconded the motion. The motion passed by a 4/0/1 vote (Mayor Allen was absent).

11.3 Affordable Housing Investment Program and Funding Guidelines

Senior Planner Thompson reported on this item. He acknowledged receipt of a letter from Gaye Quinn dated April 5, 2011 regarding the Town's proposed Affordable Housing Program and Funding Guidelines which was distributed on the dais.

(Clerk's Note: Copies of the letter are on file in the Town Clerk's Office and Planning Department.)

Vice Mayor Fudge called for comments from the audience. None were forthcoming.

Councilmember Goble moved to adopt Resolution No. 2778-11 RDA approving the Affordable Housing Investment Program and Funding Guidelines, and directed staff to implement the program.

Councilmember Salmon asked that the criteria for the evaluation of projects be simplified to include fewer goals.

Councilmember Scholar seconded the motion. The motion passed by a 4/0/1 vote (Mayor Allen was absent).

11.4 Update on Petaluma Ecumenical Properties (PEP) Housing's Request for Agency Assistance

Senior Planner Thompson reported on this item.

Debbie Kern, Keyser Marston Associates, summarized: 1) the results of the analysis of the projects' potential risks and opportunities; 2) the appraisal of the property; and, 3) the legal analysis of the property acquisition.

Vice Mayor Fudge called for comments from the audience.

Mary Stompe, Executive Director of PEP Housing, discussed the viable financing alternatives that were explored for the proposed affordable senior residential housing project.

There were no further comments.

Council took no action on the proposed Petaluma Ecumenical Properties (PEP) request for financial assistance. However, Council concurred that the location for the proposed senior housing project was appropriate and that overall the project fit most of the criteria in the agency's funding guidelines. It was noted though that the project was still too risky and that not enough information was presented on the project's viability. Therefore, Council noted that if PEP wishes to return to Council at a future meeting with a new proposal once it has solidified their financing plan, Council will consider financial participation at that time.

Town Manager Mullan sought Council direction on continuing to correspond with the bank in a follow-up letter indicating that the Council, at this time, does not wish to proceed with either the purchasing directly or assisting with the purchasing of the property and that the applicant has been invited to return to Council at a future meeting with a new proposal for consideration of funding.

After a brief discussion, Council concurred with the request to prepare a follow-up letter to the bank on this matter.

11.5 2011-13 Budget Update

Finance Manager Jim Arend reported on this item.

Vice Mayor Fudge clarified that the request she had made to staff during the January 8, 2011 budget workshop was to be informed of significant changes that were being made to the Town or Council's goals.

Finance Manager Arend explained that larger budget items were moved to a discretionary list for Council's review prior to being cut. He indicated that all significant changes would be explained in the expanded narratives.

Vice Mayor Fudge called for comments from the audience. None were forthcoming.

Council concurred with staff's recommendation to include all significant changes in the expanded narratives.

Town Manager Mullan commented on the budget process and invited Councilmembers to individually meet with him to review the proposed budget revisions.

11.6 Proposed Pilot Neighborhood Improvement Grant Program

Senior Planner Thompson reported on this item.

Vice Mayor Fudge called for comments from the audience.

Ed Buonaccorsi, General Services Administrator for the Recreation, Parks and Community Services Department, discussed the success of the City of Santa Rosa's Neighborhood Grant program.

Clay Mitchell, Windsor resident, spoke in favor of the proposed Pilot Neighborhood Improvement Grant program.

No further comments were made.

Following a brief discussion, Council concurred that the review and selection of grantees should be conducted by the Parks and Recreation Commission not the Planning Commission. Therefore, staff was directed to revise the resolution as follows: "The Parks and Recreation Commission will review and select grantees."

Councilmember Scholar moved to adopt revised Resolution No. 2779-11 approving the

establishment of the Pilot Neighborhood Improvement Grant Program and approving the Program Guidelines. Councilmember Goble seconded the motion. The motion passed by a 3/1/1 vote (Mayor Allen was absent and Councilmember Salmon opposed).

Councilmember Salmon explained that he voted in opposition because he felt that this program should be considered along with the Town funding requests from the non-profit organizations.

11.7 Appointments to fill vacancies on the Senior Citizen Advisory Commission
Town Clerk De La O briefly reported on this item.

Vice Mayor Fudge called for comments from the audience.

Louise Calderon, Windsor resident, noted that she was one of the applicant's for the at-large vacancy on the Senior Citizen Advisory Council.

There were no further comments made.

Councilmember Salmon moved to appoint Austin Custodia to fill the Brooks Creek vacancy on the Senior Citizen Advisory Commission for an unexpired term ending December 31, 2014. Vice Mayor Fudge seconded the motion. The motion passed by a 4/0/1 vote (Mayor Allen was absent).

Councilmember Scholar appointed Louise Calderon to fill the at-large vacancy on the Senior Citizen Advisory Commission for an unexpired term ending December 31, 2012.

11.8 Consider Selection of Association of Bay Area Government's (ABAG) Spring General Assembly Delegate and Alternate

Vice Mayor Fudge called for comments from the audience. None were forthcoming.

Councilmember Salmon volunteered to attend the ABAG Spring General Assembly and Annual Business meeting if available.

Councilmember Salmon raised concern with the registration costs associated to attend this meeting for an organization that the Town is a member of.

11.9 Appointments by the Sonoma County Mayors' and Councilmembers' Association's Board of Directors and City Selection Committee on April 14, 2011

By consensus, Council provided the following direction to Mayor Allen on how to vote on the upcoming appointments that will be made by the Sonoma County Mayors' and Councilmembers' Association's Board of Directors and City Selection Committee at its April 14, 2011 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. Susan Gorin (Santa Rosa)	03/15/11	Susan Gorin (Santa Rosa)
ABAG Executive Board – Alternate	Two-Year Term	1. Tiffany Renee (Petaluma)	03/07/11	Tiffany Renee (Petaluma)
Sonoma County Agricultural Preservation and Open Space District Citizens Advisory Committee (THREE POSITIONS)	Two-Year Terms	1. Janet Orchard (Cotati) 2. Guy Wilson (Sebastopol) 3. Laurie Gallian (Sonoma)	03/07/11 03/09/11 03/07/11	Janet Orchard (Cotati) Guy Wilson (Sebastopol) Laurie Gallian (Sonoma)

**CITY SELECTION COMMITTEE
APPOINTMENTS**

Committee	Term of Office	Mayor/Councilmember Interested in Serving	Date Submitted	Appointment Preference by Town Council
Airport Land Use Commission	Four-Year Term	1. Sam Salmon (Town of Windsor)	03/09/11	Sam Salmon (Town of Windsor)
Local Agency Formation Commission – Alternate	Four-Year Term	1. Mark Landman (City of Cotati) 2. Steve Allen (Town of Windsor)	02/28/11 02/28/11	Steve Allen (Town of Windsor)
California Coastal Commission	Four-Year Term	1. Sarah Glade Gurney (Sebastopol) 2. Susan E. Jones (Healdsburg)	03/14/11 03/11/11	Sarah Glade Gurney (Sebastopol)

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

Town Manager Mullan reviewed the program topic for the upcoming Mayors' and Councilmember's Association meeting that will be held on April 14, 2011 in Cloverdale.

13. MAYOR'S & COUNCILMEMBERS' REPORTS

13.1 Individual Councilmember Reports and Comments

No comments were made.

13.2 Reports on Meetings/Conferences

Vice Mayor Fudge reported on her attendance at the Local Government Commission, Building Livable Communities, Conference that was held March 18 through March 21, 2011 in Yosemite.

13.3 Reports from Councilmembers on activities of miscellaneous agencies.

Councilmembers reported on activities of miscellaneous agencies that were of importance to them.

13.4 Requests for Future Council Agenda Items

None.

14. TOWN MANAGER'S REPORT (ORAL REPORT)

Town Manager Mullan briefly reported on the mock up display (in Council Chambers) of the entry sign that will replace the banner program at the Central Windsor Exit adjacent to Exchange Bank.

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

Vice Mayor Fudge announced the following Closed Session topic and Council adjourned to a Closed Session in the Wild Oak Room at 9:22 p.m.

15.1 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representative: Samantha Zutler

Employee Organizations and Unrepresented Employees: Town of Windsor Employees' Association- AFSCME Local 3910, Town of Windsor Supervisory Employees Group – AFSCME Local 829, Town of Windsor Management Employees Group and unrepresented Executive Management Group.

16. REPORT OUT OF CLOSED SESSION

The Closed Session adjourned at 10:50 p.m. and the regular meeting reconvened with all members present except Mayor Allen. No action was taken during the Closed Session.

17. ADJOURNMENT

The meeting adjourned at 10:50 p.m., in memory of Marin County Supervisor Charles McGlashan, to the next regular Council meeting scheduled for Wednesday, April 20, 2011 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.