

MINUTES

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

Wednesday, May 18, 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 6:04 p.m.

2. COUNCIL ROLL CALL

Present at Roll Call were Mayor Allen, Vice Mayor Fudge, Councilmembers Goble and Salmon. Councilmember Scholar was absent.

3. PLEDGE OF ALLEGIANCE

Lee Pearce, former Santa Rosa Councilmember, led the Pledge of Allegiance.

4. PRESENTATION/PROCLAMATION

4.1 Proclamation declaring May 15-21, 2011, as “National Public Works Week.”

Mayor Allen read a proclamation declaring May 15-21, 2011, as “National Public Works Week” and presented it to Assistant Engineer Patrick Givone and Acting Assistant Town Engineer Craig Scott.

4.2 Mayor’s Certificates of Appreciation to Earth Day and Wellness Festival and Cinco de Mayo Sponsors.

Mayor Allen presented Mayor’s Certificates of Appreciation and plaques to the 2011 Earth Day and Wellness Festival and Cinco de Mayo Sponsors.

Earth Day and Wellness Festival Sponsors

Windsor Refuse and Recycling, Inc. - Steve McCaffrey, Director of Governmental Affairs and Hillary Sheppard (Gold - Plaque)

Industrial Carting - Curtis Michellini, President (Silver – Mayor’s Certificate)

Affinity Solar - Jerry Shafer, CEO (In-kind – Mayor’s Certificate)

St. Joseph Urgent Care – Dawn Montoya (unable to attend) (Silver – Mayor’s Certificate)

Pacific Gas and Electric (PG&E) – Kelli Nevin (unable to attend) (Bronze)

Cinco de Mayo Sponsors

Allstate Insurance – Monica Figueroa, Sales Producer (unable to attend) (Gold)

Wells Fargo Bank – Diana Duenas-Brown, Manager (Gold)

Windsor Certified Farmers Market - Glenda Castelli, Manager (Silver)

Dry Creek Rancheria Band of Pomo Indians – Yvonne Martinez, Support Services Coordinator (unable to attend) (Bronze)

Radio Lazer - Chrystal Rangel (unable to attend) (In-kind)

Latin Zone Productions - (unable to attend) (In-kind)

Mayor Allen acknowledged that this year the *Cinco de Mayo* event (held on Saturday, April 30, 2011) was sponsored by the Town and the Windsor Cultural Committee. The proceeds of this event in the amount of \$2,295 will benefit Windsor Bloco and after school programs.

Dennis Boné, Program Director for the Windsor Bloco, received a check in the amount of \$2,295 that will benefit Windsor Bloco and after school programs.

4.3 Mayor's Certificates of Appreciation to Outgoing Parks and Recreation Youth Commissioners.

Mayor Allen presented Mayor's Certificates of Appreciation to Outgoing Parks and Recreation Youth Commissioners Carmen Mudgett and Kayla Winter.

4.4 Presentation by the Windsor Vineyard Academy, Windsor High School, on the habits of buying locally

Marie Ganister, Culinary Instructor and Coordinator of the Vineyard Academy of Windsor High School, introduced Business Instructor Bernard Kaufman.

Windsor High School Culinary Students Gini Michels and Sara Schulken gave a presentation on the results of a survey conducted on the habits of buying locally.

Bernard Kaufman, Business Instructor, explained that the main goals of the survey were to make the students more aware of their purchasing habits and how those habits impact the local economy.

5. ANNOUNCEMENTS

- a. Upcoming Town Events
Mayor and Councilmembers announced various upcoming events.
- b. One Cool Green Thing
None.

6. CONFLICT OF INTEREST DECLARATION

None.

7. CHANGES TO THE AGENDA

None.

8. CITIZEN PUBLIC COMMENT

Carmen Romano, Windsor resident, addressed Council regarding concerns associated with the high prices of gasoline in Windsor.

Robert Maze, President of the Windsor Kiwanis Club, thanked Council and the community for supporting the Windsor Days Parade. He acknowledged three entrants in the parade: 1) Kiwanis President's Award – Windsor on the Nile by Windsor High School Project Graduation (Elizabeth Henry received the award); 2) Windsor Mayor's Award - Windsor Certified Farmers Market – Glenda Castelli received the award; and, 3) Online voting for Fan Favorite entry by "Hauth Family Taekwondo" won this award.

9. CONSENT CALENDAR

Councilmember Goble moved to adopt the Consent Calendar items as follows: Councilmember Salmon seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Scholar was absent).

9.1 Check Register No. 453

4/0/1 vote (Councilmember Scholar was absent). By motion, approved disbursements in the amount of \$679,458.28.

9.2 Approval of Minutes

4/0/1 vote (Councilmember Scholar was absent). By motion, approved the minutes of the regular meeting of May 4, 2011. (See Clerk's Note regarding correction to the vote for this item immediately after Item 11.3)

9.3 Youth Parks and Recreation Commissioner Appointments

4/0/1 vote (Councilmember Scholar was absent). Council confirmed the appointments of Ashley Gobert and Mariah Steiger as Youth Commissioners for the year 2011-2012 on the Parks and Recreation Commission.

9.4 2011 Resurfacing Program

By a 4/0/1 vote (Councilmember Scholar was absent), the following items were approved:

- a. By motion, approved the plans and specifications and awarded a contract to Valley Slurry Seal Company in the amount of \$857,585.00 for the construction of the 2011 Resurfacing Project and authorized the Town Manager to execute the construction contract and any required construction change orders up to the authorized project budget on behalf of the Town.
- b. By motion, approved and authorized the Town Manager to execute a Professional Services Agreement with Pavement Engineering Inc. to provide construction management, inspection, and materials testing services for the 2011 Resurfacing Project in an amount not to exceed \$72,645.00.

9.5 Acceptance of Work for the Lakewood Center Waterline Repair Project
4/0/1 vote (Councilmember Scholar was absent). Adopted Resolution No. 2787-11, accepting the contract work performed by Able General Engineering, Inc. for the construction of the Lakewood Center Waterline Repair Project and directing the Town Clerk to record a Notice of Completion.

10. PUBLIC HEARING - None.

11. REGULAR CALENDAR

11.1 Status Report on Agreement for Services with Windsor Chamber of Commerce

Assistant Town Manager Johnson reported on this item.

John Reyes, President of the Board for the Windsor Chamber of Commerce, gave status report on the services of the current agreement.

Mayor Allen called for comments from the audience. No comments were forthcoming.

Council received a status report provided by the Windsor Chamber of Commerce on their current agreement with the Town of Windsor to provide services related to the operation of the Visitors' Center and marketing and promotions during Fiscal Year 2010-2011 and directed staff to place the renewal of this agreement for services on the FY 11-13 discretionary list for Council consideration on June 1, 2011.

11.2 Status Report on Agreement for Services with Sonoma County Tourism Bureau

Assistant Town Manager Johnson reported on this item.

Mayor Allen called for comments from the audience.

Scott Satterfield, General Manager of the Hampton Inn and Suites, discussed the success of the Sonoma County Tourism Bureau's marketing services.

Erin MCAuley, Director of Sales, Hampton Inn and Suites, spoke in support of this agreement and the benefits to the Windsor hotels.

Mayor Allen closed the public comment period.

Council received a status report provided by the Sonoma County Tourism Bureau on their current agreement with the Town of Windsor to provide tourism marketing services during Fiscal Year 10-11 and directed staff to place the renewal of this agreement for services on the FY 11-13 discretionary list for Council consideration on June 1, 2011.

11.3 Adoption of New Employee Job Classification Titles and Salary Schedule

Human Resources Manager Cortese reported on this item and noted that a revised resolution had been distributed on the dais for Council's consideration.

It was also acknowledged that a letter regarding the new Employee Job Classification Titles and Salary Schedule was received from Sarah Jessie Franklin dated May 18, 2011. (Copies of the letter are on file in the Town Clerk's Office and Administrative Services Department).

Katie Kaneko, Principal Consultant with Koff and Associates, discussed the findings and recommendations of the employee classification and compensation study.

Administrative Services Director McAdler responded to Council questions related to annual personnel costs.

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

Councilmember Salmon moved to adopt Resolution No. 2788-11, as revised, establishing new employee job classifications, titles, and salary schedule; and abolishing existing employee job classifications and salary schedule. Councilmember Goble seconded the motion.

Councilmember Salmon revised his motion to reflect the adoption of revised Resolution No. 2788-11 receiving and endorsing a study regarding new Employee Job Classification titles, a new salary schedule for Employee Job Classifications, and abolishing existing Employee Job Classifications. Councilmember Goble seconded the motion to adopt the revised resolution. The motion passed by a 4/0/1 vote (Councilmember Scholar was absent).

Clerk's Note:

Correction to Vote – May 4, 2011 Town Council Minutes

Mayor Allen noted that a correction to the May 4, 2011 Council Minutes was not properly voted during the approval of the Consent Calendar items. Therefore, Councilmember Salmon moved to adopt the revised May 4, 2011 Town Council Minutes as corrected (reflecting the arrival of Councilmember Goble at 6:45 p.m.). Councilmember Goble seconded the motion. The motion passed by a 4/0/1 vote (Councilmember Scholar was absent).

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.

Town Manager Mullan reported that Governor Brown's budget proposal continues to include the elimination of redevelopment agencies.

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

None.

13.2 Reports on Meetings/Conferences

Councilmembers Goble and Salmon indicated that they will be attending the next Business Visitation to Micro-Vu.

13.3 Reports from Councilmembers on activities of miscellaneous agencies.

No reports were made.

13.4 Requests for Future Council Agenda Items

None.

13.5 Upcoming Business Visitations

This item was discussed under *Reports on Meetings/Conferences*.

14. TOWN MANAGER'S REPORT (ORAL REPORT)

None.

15. ADJOURNMENT

The meeting adjourned at 7:36 p.m. to the Special Closed Session meeting scheduled for Wednesday, May 18, 2011, immediately following the regular meeting, in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Maria De La O, CMC
Town Clerk