

# MINUTES

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

Wednesday, June 1, 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 6:03 p.m.

### 2. COUNCIL ROLL CALL

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

### 3. PLEDGE OF ALLEGIANCE

Windsor Police Officers Juan Valencia and Terry White led the Pledge of Allegiance.

### 4. PRESENTATION/PROCLAMATION

#### 4.1 Presentation on the Sonoma County Deputy Sheriff's K-9 Association K-9 Trials event on June 18, 2011.

Windsor Police Officers Terry White and Juan Valencia with the Sonoma County Deputy Sheriff's K-9 Association gave a presentation on the K-9 Trials event that will be held on June 18, 2011 at the Windsor High School.

#### 4.2 Proclamation proclaiming the week of June 5-11, 2011 as, "Garden Week in the Town of Windsor."

Mayor Allen read and presented a proclamation to Thomas Eddy of the Windsor Garden Club proclaiming the week of June 5-11, 2011 as, "Garden Week in the Town of Windsor."

#### 4.3 Proclamation supporting the 7 Principles of Russian River-Friendly Landscaping and Gardening in the Town of Windsor.

Mayor Allen read and presented a proclamation to Virginia Porter, Executive Director of the Russian River Watershed Association, supporting the 7 Principles of Russian River-Friendly Landscaping and Gardening in the Town of Windsor.

**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**

Lucille Hynes announced the upcoming Hot Air Balloon Classic event that will be held on June 18 and June 19, 2011.

The following Town employees raised concerns with the current state of the Town's proposed FY 2011-13 budget and expressed opposition to the Town's Employee Classification and Compensation Study:

Jim Quigley, Lead Water System Operator, President of AFSCME Local 3910, Public Works Department

Amelia Rodriguez, Accounting Technician, Administrative Services Department

Jonni Smith, Accounting Technician, Administrative Services Department

Julia Ettlin, Administrative Technician, Public Works Department, Member of AFSCME Local 3910

Denise Alcala, Administrative Technician, Parks and Recreation Department

Heath Blackwell, Maintenance Specialist, Public Works Department, Vice President of AFSCME Local 3910

Jonathan Draper and Ken Dotson, Windsor Boy Scouts, spoke on their Eagle Scout advancement and invited Council to attend their court of honor on Saturday, June 4, 2011.

**9. CONSENT CALENDAR**

Councilmember Salmon moved to adopt the Consent Calendar items as follows:

Councilmember Goble seconded the motion. The motion passed by a 5/0 vote on all items with the exception of Item 9.2 Approval of Minutes which was approved by a 4/0/1 vote as Councilmember Scholar abstained.

**9.1 Check Register No. 454**

**5/0 vote.** By motion, approved disbursements in the amount of \$1,232,671.39.

**9.2 Approval of Minutes**

**4/0/1 vote (Councilmember Scholar abstained).** By motion, approved the minutes of the Regular and Special Closed Session meetings of May 18, 2011.

**9.3 Acceptance of Work for the Windsor Senior Center Americans with Disabilities Act (ADA) Accessibility Improvements Project**

**5/0 vote.** Adopted Resolution No. 2789-11, accepting the contract work performed by FRC, Inc. for the construction of the Windsor Senior Center Americans with Disabilities Act (ADA) Accessibility Improvements Project and directing the Town Clerk to record a Notice of Completion.

**9.4 Acceptance of Work for the Reclamation Plant No. 3 Water System Upgrades**

**5/0 vote.** Adopted Resolution No. 2790-11, accepting the contract work performed by Fort Bragg Electric, Inc. for the construction of the Reclamation Plant No. 3 Water System Upgrades Project and directing the Town Clerk to record a Notice of Completion.

**9.5 Appointment to Marin/Sonoma Mosquito and Vector Control District Board**

**5/0 vote.** Appointed Martin Castro to serve on the Marin/Sonoma Mosquito and Vector Control District Board for the remainder of a four-year term expiring January 1, 2012.

**9.6 Authorization to formally support Senate Bill 790 – Electricity: Community Choice Aggregation**

**5/0 vote.** By motion, authorized the Mayor to send a letter to Windsor’s State legislative representatives transmitting Council’s formal support for Senate Bill 790 promoting Community Choice Aggregation.

**9.7 Approve Modification/Amendment to Animal Shelter Agreement**

**5/0 vote.** By motion, approved Modification/Amendment Number One of the Animal Shelter Agreement between the County of Sonoma and Town of Windsor and authorized the Town Manager to execute on behalf of the Town.

**10. PUBLIC HEARING - None.**

**11. REGULAR CALENDAR**

**11.1 Town Funding Program for Non-Profit Organizations for FY 2011-12**

Parks and Recreation Director Legge reported on this item.

Mayor Allen opened the public comment period.

At this time, Council heard presentations by individual non-profit organizations that have submitted Town Funding applications to be considered for *Human Services* and *Promotional* projects as follows:

Jean Larson, Chief Operating Officer, Redwood Empire Food Bank  
Jennifer Dominguez, Windsor Clubs Director, Windsor Boys and Girls Club  
Jane Doroff, Director Senior Meals, Council on Aging  
Lucille Hynes, Treasurer, Windsor Lions Club  
Rob Durborough, Assistant Director, InterFaith Shelter Network

Cory Lockwood, Marriage and Family Therapist, The Center for Social and Environmental

Stewardship (The Center)

Starla Wilmarth, Administrative Assistant, Hope Chapel Church

Glenda Castelli, Manager, Certified Windsor Farmer's Market

Richard Fuller, Kiwanis Club of Windsor

Michael Brook, Chair, Windsor Theatre on the Green

Carra Clampitt, Agent, Town Green Village Owners Association

Steve Hendrickson, President of the Sonoma County Hot Air Balloon Classic

Mayor Allen closed the public comment period.

Councilmember Goble moved to fund all the non-profit organization requests that have been submitted at last year's levels for both the Human Services and Town Promotion organizations. Vice Mayor Fudge seconded the motion.

Staff clarified that the action on this matter should be to defer final action on Town Funding allocations to individual non-profit organizations for projects planned in Fiscal Year 2011-2012 after the review of the budget (Item 12).

Council, by straw vote, supported to fund all the non-profit organization requests that have been submitted at last year's levels for both the Human Services and Town Promotion organizations.

## **12. WORKSHOP**

### **12.1 2011-13 Proposed Operating Budget and 2011-16 Capital Improvement Program Workshop**

Administrative Services Director McAdler reported on this item.

Finance Manager Arend gave Council an overview of the proposed estimated balances and the schedule of the proposed Discretionary costs and expenditures.

Staff from each department reviewed programs and projects on the Discretionary List.

Mayor Allen opened the public comment period.

Representative from the Community Action Partnership requested that Council waive the traffic impact fees for the Head Start program.

Tom Boyle, past President of the Rotary Club, spoke in support of waiving the impact fees for the Head Start program.

Dick Caletti, Standard Structures, spoke in support of the Shiloh Road Improvements project.

Francisco Vasquez, member of the Community Action Partnership Group, spoke in support of waiving the Head Start Program impact fees.

The following Town employees addressed Council:

Jim Quigley, Lead Water System Operator, President of AFSCME Local 3910, Public Works Department

Mary Coburn, Maintenance Supervisor, Public Works Department

Heath Blackwell, Maintenance Specialist, Public Works Department, Vice President of AFSCME Local 3910

Julia Ettlin, Administrative Technician, Public Works Department

Some of their comments and concerns included: 1) urged Council to reconsider the proposed layoffs; 2) raised concerns associated with the contracting of several Town jobs to outside agencies, and 3) opposed the proposed Town Employee Job Classification Titles and Compensation Study.

Mayor Allen closed the public comment period.

Council recessed from 9:54 p.m. until 10:11 p.m. and reconvened with all members present.

Town Engineer/Public Works Director Burt responded to questions related to contracting of Town services to outside agencies and the possible elimination of additional staffing positions in the Public Works Department.

Parks and Recreation Director Legge explained the reasons for the proposed layoff of positions in the Parks and Recreation Department.

Council reviewed and discussed the proposed 2011-13 Operating Budget and the funds that are available for the Discretionary programs to be included in the 2011-13 proposed budget as well as the 2011-16 Proposed Capital Improvement Program. Based on Council direction, staff was directed to refine the list of Discretionary items prior to final action on the budget.

### **13. FEDERAL, STATE OR LOCAL LEGISLATION**

Discussion and/or action on proposed legislation or issues

#### **13.1 League of California Cities**

Activities, Actions or Recommendations on behalf of Cities.

#### **13.2 Sonoma County Mayors' and Councilmembers' Association Update**

- a. Legislative Committee Update
- b. Discussion of Upcoming Association Meeting Agendas or Issues
- c. Miscellaneous Issues

### **14. MAYOR'S & COUNCILMEMBERS' REPORTS**

#### **14.1 Individual Councilmember Reports and Comments**

No reports were made.

#### **14.2 Reports on Meetings/Conferences**

No reports were made.

**14.3 Reports from Councilmembers on activities of miscellaneous agencies.**

- a. Review Fiscal Year 2011-12 Sonoma County Transportation Authority (SCTA)/ Sonoma County Regional Climate Protection Authority (RCPA) Budget, Operations and Expenditures and provide direction to SCTA/RCPA Representative Salmon.

There was no Council support for the positions brought forward by SCTA/RCPA Representative Salmon.

**14.4 Requests for Future Council Agenda Items**

None.

**14.5 Upcoming Business Visitations**

- a. American Tank on June 7, 2011 at 4:45 p.m.  
It was noted that Mayor Allen would be attending the upcoming business visitation to American Tank.

**15. TOWN MANAGER'S REPORT (ORAL REPORT)**

No report was made.

**16. ANNOUNCEMENT OF CLOSED SESSION TOPIC/ ADJOURNMENT TO CLOSED SESSION**

Mayor Allen announced the following Closed Session topic and Council adjourned to a Closed Session in the Wild Oak Room at 12:08 a.m. on Thursday, June 2, 2011.

It was noted for the record that there was no public comment on the Closed Session topic.

**16.1 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.

**17. REPORT OUT OF CLOSED SESSION**

The Closed Session adjourned at 1:03 a.m. on Thursday, June 2, 2011. No action was taken during the Closed Session.

**18. ADJOURNMENT**

The meeting adjourned Thursday, June 2, 2011 at 1:03 a.m. to the next regular Council meeting scheduled for Wednesday, June 15, 2011 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

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Maria De La O, CMC  
Town Clerk