

AGENDA

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

Wednesday, August 4, 2021  
Regular Session - 6:00 p.m.

Civic Center Council Chambers  
9291 Old Redwood Highway, Bldg. 400  
Windsor, California 95492

IMPORTANT:

**THIS MEETING WILL BE OPEN TO THE PUBLIC**  
**ATTENDEES WILL BE REQUIRED TO WEAR MASKS**

Town Councilmembers may participate in the meeting via Zoom consistent with the provisions of the Governor's Executive Order N-29-20, which suspended certain requirements of the Brown Act.

If you would like to provide public comment, we encourage you to submit them via email to the Council by 12:00 p.m. on the day of the meeting: [towncouncil@townofwindsor.com](mailto:towncouncil@townofwindsor.com).

Members of the public can participate in the meeting in person  
or on Zoom: <https://zoom.us/j/95215419306>  
or by dialing 877-853-5247 and Enter Webinar ID: 952 1541 9306

(For further information please call Town Hall: (707) 838-1000)

In compliance with the Americans with Disabilities Act, if you need special assistance to attend or participate in a Town Council meeting, please contact the Town Clerk's office at 838-1000. Notification at least 48 hours prior to the meeting will assist Town staff in assuring that reasonable accommodations are made to provide accessibility to the meeting. As a public service to the community, Town Council meetings are televised on Comcast Cable Channel 27, on AT&T U-verse Channel 99 and via live webcast at <http://townofwindsor.com/721/Agendas-Minutes-Videos> on day of meeting.

Town Council Agenda staff reports are now available on the Town's web site ([www.townofwindsor.com](http://www.townofwindsor.com)). If an Agenda item has not been highlighted, no written report is available. (Please note that some of these reports may be large documents requiring a long loading time.)

Documents related to Open Session Agendas

Any writings or documents provided to a majority of the Town Council/Windsor Redevelopment Successor Agency/Windsor Water District regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the Town Clerk's Office located at 9291 Old Redwood Highway, Building 400, Windsor, during normal business hours, and on the Town's website at [www.townofwindsor.com](http://www.townofwindsor.com).

If the supplemental materials are made available to the members of the Town Council/Windsor Redevelopment Successor Agency/Windsor Water District at the meeting, a copy will be available for public review at the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400, Windsor, CA 95492. These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

**Announcement: Please turn off all cellular telephones and all other electronic communication devices upon entering the Council Chambers because of electrical interference with the sound recording and TV projection systems.**

**1. CALL TO ORDER**

Call to order a meeting of the Town Council (Council), the Windsor Redevelopment Successor Agency (Agency) and the Board of Directors of the Town of Windsor Water District (District).

**2. COUNCIL ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. CHANGES TO THE AGENDA**

**5. PRESENTATION(S)/PROCLAMATION(S)**

5.1 A Presentation of a Town Council Certificate of Appreciation to Outgoing Police Chief Ruben Martinez

[5.1 A Presentation of a Town Council Certificate of Appreciation to Outgoing Police Chief Ruben Martinez](#)

**6. ANNOUNCEMENTS**

a. Upcoming Town Events

[6.a Upcoming Town Events](#)

**7. CONFLICT OF INTEREST DECLARATION**

**8. PUBLIC COMMENT**

Members of the public wishing to speak to the Council on any Consent Calendar item or any item not listed on the agenda may do so at this time. Pursuant to the Brown Act, the Council is not allowed to consider issues or take action on any item not listed on the agenda during this period. Each Public Comment is normally restricted to three (3) minutes in length.

**9. CONSENT CALENDAR**

Consent Calendar items are viewed as routine in nature or require little or no further discussion by the Council, public or applicant, and will be acted upon through a single motion.

9.1 Resolutions Calling for a Special Municipal Election to be Held on April 12, 2022 and Establishing Estimated Costs for Candidate Statements

a. Adopt a resolution calling for a Special Municipal Election to be held on April 12, 2022, for the election of one (1) Councilmember of the Town Council for an at-large seat for the remainder of a four-year term that will expire December of 2022, requesting consolidation with any other elections to be held on that date, requesting the Sonoma County Registrar of Voters conduct the election, and authorizing the Sonoma County Registrar of Voters to canvass the election results.

b. Adopt a resolution establishing estimated costs for printing, handling, translating, mailing and, if applicable, electronically distributing the candidates' statements for the April 12, 2022 Special Election.

[9.1 Resolutions Calling for a Special Municipal Election to be Held on April 12, 2022 and Establishing Estimated Costs for Candidate Statements](#)

**10. PUBLIC HEARING - None.**

**11. REGULAR CALENDAR**

Those matters requiring discussion and/or action by the Council will be heard at this time. Regular Calendar items will be taken up and acted upon separately.

11.1 Amendment of Tobacco Retail License Ordinance

Introduce and hold a first reading, by title only, of an ordinance amending Chapter 11 of Title III of the Town of Windsor Code, regulating the sale of tobacco products and paraphernalia and requiring a tobacco retail license.

[11.1 Amendment of Tobacco Retail License Ordinance](#)

11.2 Pre-Application Review of a 24-lot Subdivision at 7842 Hembree Lane

Provide direction to staff regarding potential amendments to the Tree Preservation and Protection Ordinance and site plan options.

[11.2 Pre-Application Review of a 24-lot subdivision at 7842 Hembree Lane](#)

11.3 Special Election to Change the Office of Mayor from an Elected Office to an Appointed Office

Adopt a resolution calling and giving notice of the holding of a Special Election on November 2, 2021 to ask voters to adopt an ordinance adding Section 1-2-145 to Article 1 of Chapter 2 of Title 1 of the Windsor Municipal Code to change the Office of Mayor from an Elected Office to an Appointed Office; requesting that the Sonoma County Board of Supervisors consent to the consolidation by the Sonoma County Registrar of Voters of the Special Election to be held November 2, 2021 and authorizing the Sonoma County Registrar of Voters to canvass the election results for such election; and setting rules and deadlines for the submittal of arguments for and against the measure.

[11.3 Special Election to Change the Office of Mayor from an Elected Office to an Appointed Office](#)

**12. MAYOR'S & COUNCILMEMBERS' REPORTS**

12.1 Individual Councilmember Reports and Comments, including Reports on Meetings/Conferences and Activities of Miscellaneous Agencies

12.2 Councilmember Requests for Future Council Agenda Items

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

**14. ANNOUNCEMENT OF CLOSED SESSION TOPIC(S)/ ADJOURNMENT TO CLOSED SESSION**

14.1 COUNCIL ROLL CALL

14.2 PUBLIC COMMENT

(Only comments or statements concerning the agenda item listed below is allowed.)

14.3 CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6) Town Negotiator: Ken MacNab, Town Manager Employee Organizations and Unrepresented Employees:

a. Town of Windsor Employees' Association – Teamsters Local Union No. 856

b. Town of Windsor Professional and Supervisory Group (PAS)

c. Town of Windsor Management Employees Group (MEG)

d. Town of Windsor Unrepresented Executive Management Group

**15. REPORT OUT OF CLOSED SESSION**

**16. ADJOURNMENT**

The next regular meeting of the Town Council is scheduled for August 18, 2021, at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.