

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** March 19, 2025

**To:** Mayor and Town Council  
**From:** Kat Harvey, Senior Civil Engineer  
**Subject:** Acceptance of Public Improvements Associated with the Improvement Plans for the Airport Business Center Phase VI Water Improvements

### **Recommendation to Council:**

Adopt a resolution of the District Board of the Windsor Water District accepting the work associated with the Improvement Plans for the Airport Business Center Phase VI (ABC VI) Water Improvements.

### **Strategic Plan Element:**

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

### **Background:**

On May 24, 2018, the public improvement plans for the ABC VI water improvements were approved and signed. This work consisted of 312 Linear Feet of water main along with temporary blow off valves for future water services and other miscellaneous improvements shown on the public improvement plans.

Upon signature of the improvement plans, Airport Business Center (Developer) provided a performance bond in the form of a cash security for the amount of \$147,150. A 10% maintenance bond was not provided to the Town at the time.

### **Discussion:**

The work was completed in December 2021 and is shown on the as-built plans signed by the Engineer and Public Works Inspector.

The standard process is for the Town to require a maintenance bond, to be held for one year past the acceptance of the work. Due to the fact that the maintenance bond was not collected prior to construction, and construction has been completed for over three years, staff do not feel it is necessary to collect a maintenance bond now.

Staff have determined that the work shown on the as-built plans was completed on December 8, 2021, and is recommending Council accept the projects as complete.

### **Fiscal Impact:**

There is no fiscal impact as a result of this item.

### **Environmental Review:**

This action does not constitute a "project" within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 and required no environmental review.

**Attachment(s):**

1. WWD Resolution - 1733 Aviation
2. Location Map

**Prepared by:**

Kat Harvey  
Senior Civil Engineer

**Reviewed by:**

Carl Euphrat  
Deputy Director of Engineering

**Reviewed by:**

Shannon Cotulla  
Town Engineer/Public Works Director

**Recommended by:**

Jon Davis  
Town Manager