

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: December 3, 2025

To: Mayor and Town Council
From: Kat Harvey, Senior Civil Engineer
Subject: Subdivision Improvement Agreement, Landscaping and Lighting Assessment District and 1982 Act Benefit Assessment District Agreement for the Clearwater at Windsor Subdivision

Recommendation to Council:

Adopt a resolution authorizing the Town Manager to sign a Subdivision Improvement Agreement and a Landscaping and Lighting Assessment District and 1982 Act Benefit Assessment District Agreement for the Clearwater Subdivision, located at 0 Shiloh Road.

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:

The Town of Windsor Community Development Department received an application from CSL Berkshire Acquisitions II, LLC requesting a Tentative Parcel Map, Site Plan and Design Review, and reduction of the required agricultural buffer for the Clearwater at Windsor project located at 0 Shiloh Road. Resolution No. 3826-23 of the Town Council adopted on February 1, 2023, approved the tentative Parcel Map; Site Plan and Design Review, and allowed the reduction of the required agricultural buffer.

Discussion:

Public improvement plans titled “Clearwater at Windsor File No: 19-20” were signed on November 06, 2025.

A parcel map, titled “Clearwater of Windsor” will be recorded that will divide the 25.28-acre parcel into four lots. Along with the map, a Subdivision Improvement Agreement and a Landscaping and Lighting Assessment District and 1982 Act Benefit Assessment District Agreement are required to be signed by the Town Manager and recorded with the map.

The following bonds are required under the Municipal Code and will be provided within 30 days after construction financing has been secured according to the terms in the Subdivision Improvement Agreement:

Performance Bond: \$5,395,141.00
Labor and Material Bond: \$5,395,141.00
Monumentation Bond: \$10,000.00

A Maintenance Bond will be required at the time the public improvements are accepted by the Town in the amount of \$539,514. This bond will be in effect for one year after the acceptance of the public improvements.

The 1982 Act Benefit Assessment District and LLAD's are established in Windsor to provide funding for maintenance and operation of street lighting and/or roadside landscaping by the Town. An LLAD is a special district formed under the Landscape and Lighting Act of 1972. Under the provisions of the Act, the cost of operation and maintenance of the LLAD can be funded through the assessments collected from the property owners benefiting from the LLAD. The proposed action annexes the subject property into the LLAD so that the maintenances costs can be assessed.

A subdivision improvement agreement is a legally binding contract between a developer and a municipality that details the public infrastructure improvements a developer must complete at their own expense for a new development. These improvements can include streets, sidewalks, utilities, drainage, and other necessary facilities, and the agreement ensures the developer fulfills their obligations to the Town within a specified time frame. The bonds provide a guarantee that the developer will fulfill all their obligations under the agreement. If they fail to do so, the Surety company that provides the bonds is responsible for completing the developer's obligations to construct the public infrastructure covered under the bond.

Fiscal Impact:

There is no immediate fiscal impact or request for changes to current appropriations. However, the action may have future financial implications that are difficult to quantify at this time.

Environmental Review:

The Town Council adopted a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the project. The identified mitigation measures would reduce the Project's environmental impacts to a level that is less than significant.

Attachment(s):

1. [Resolution](#)
2. [Site Map](#)
3. [Location Map](#)
4. [L & L Agreement and Covenant](#)
5. [Clearwater Subdivision Improvement Agreement - Signed only by Owner](#)

Prepared by:

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Approved by:

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