



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, August 4, 2015
6:30 p.m.
AGENDA

Members of the City Council

*Cecilia Aguiar-Curry, Mayor
Woody Fridae, Mayor Pro-Tempore
Harold Anderson
Wade Cowan
Pierre Neu*

*John W. Donlevy, Jr., City Manager
Ethan Walsh, City Attorney
Nanci Mills, City Clerk*

PLEASE NOTE – The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Councilmembers. Public comments time may be limited and speakers will be asked to state their name.

Roll Call

Pledge of Allegiance

Approval of Agenda

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS

At this time, any member of the public may address the City Council on matters, which are not listed on this agenda. Citizens should reserve their comments for matter listed on this agenda at the time the item is considered by the Council. An exception is made for members of the public for whom it would create a hardship to stay until their item is heard. Those individuals may address the item after the public has spoken on issues that are not listed on the agenda. Presentations may be limited to accommodate all speakers within the time available. Public comments may also be continued to later in the meeting should the time allotted for public comment expire.

CONSENT CALENDAR

All matters listed under the consent calendar are considered routine and non-controversial, require no discussion and are expected to have unanimous Council support and may be enacted by the City Council in one motion in the form listed below. There will be no separate discussion of these items. However, before the City Council votes on the motion to adopt, members of the City Council, staff, or the public may request that specific items be removed from the Consent Calendar for separate discussion and action. Items(s) removed will be discussed later in the meeting as time permits.

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, July 21, 2015. (pp. 5-10)
- B. Approval of Consultant Agreements for Technical Studies & Analysis for the Winters Highlands Project. (pp. 11-27)
- C. Notice of Intent by Domus Development to Apply for Funding from the State of California Multifamily Housing Program in support of the Blue Mountain Terrace Senior Housing Project. (pp. 28-29)
- D. Continued Membership with Water Resource Agency of Yolo County. (pp. 30-37)
- E. Resolution 2015-35, a Resolution of the City Council of the City of Winters Confirming Delinquent Utility Bills. (pp. 38-41)

PRESENTATIONS

Introduction of Matt Schechla, New Winters Fire Captain

Introduction of Todd Cutler, Interim Superintendent of Winters Joint Unified School District

GFOA Certificate of Achievement for Excellence in Financial Reporting

GFOA Distinguished Budget Presentation Award

DISCUSSION ITEMS

- 1. None
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CITY OF WINTERS AS SUCCESSOR AGENCY TO THE WINTERS
COMMUNITY DEVELOPMENT AGENCY

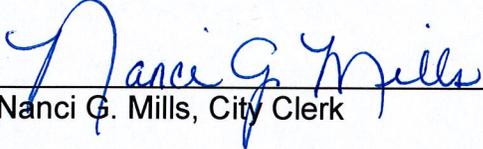
- 1. None
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CITY MANAGER REPORT

INFORMATION ONLY

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the August 4, 2015 regular meeting of the Winters City Council was posted on the City of Winters website at www.cityofwinters.org and Councilmembers were notified via e-mail of its' availability. A copy of the foregoing agenda was also posted on the outside public bulletin board at City Hall, 318 First Street on July 30, 2015, and made available to the public during normal business hours.



Nanci G. Mills, City Clerk

Questions about this agenda – Please call the City Clerk's Office (530) 794-6701. Agendas and staff reports are available on the city web page www.cityofwinters.org/administrative/admin_council.htm

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Staff recommendations are guidelines to the City Council. On any item, the Council may take action, which varies from that recommended by staff.

The city does not transcribe its proceedings. Anyone who desires a verbatim record of this meeting should arrange for attendance by a court reporter or for other acceptable means of recordation. Such arrangements will be at the sole expense of the individual requesting the recordation.

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Any attachments to the agenda that are not available online may be viewed at the City Clerk's Office or locations where the hard copy packet is available.*

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Winters Library – 708 Railroad Avenue

City Hall – Finance Office - 318 First Street

During Council meetings – Right side as you enter the Council Chambers

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Wednesday at 10:00 a.m.

Videotapes of City Council meetings are available for review at the Winters Branch of the Yolo County Library.



Minutes of the Winters City Council Meeting
Held on July 21, 2015

Mayor Cecilia Aguiar-Curry called the meeting to order at 6:30 p.m. and reported there was nothing to report out of Executive Session regarding conference with legal counsel regarding existing litigation (Barbour et al v. City of Winters) and (Treat v. City of Winters).

Present: Council Members Harold Anderson, Wade Cowan, Woody Fridae, Pierre Neu and Mayor Cecilia Aguiar-Curry
Absent: None
Staff: City Manager John Donlevy, City Clerk Nanci Mills, City Attorney Ethan Walsh, Project Manager Heidi Tschudin, City Engineer Alan Mitchell, Economic Development/Housing Programs Manager Dan Maguire, Public Works Superintendent Eric Lucero, Police Chief Sergio Gutierrez, Police Officer Morgan Hatcher, Police Volunteers Robert Duvall and Austin Hill, Fire Chief Aaron McAlister, Fire Captain Brad Lopez, and Management Analyst Tracy Jensen.

Tom Crowley led the Pledge of Allegiance.

Approval of Agenda: City Manager Donlevy requested that Consent Item D be pulled until additional information can be provided. Motion by Council Member Fridae to approve the agenda with this change. Council Member Anderson said he had a conflict with Consent Item C and will recuse himself. Council Member Fridae reiterated the motion to approve the agenda as corrected. Second by Council Member Neu. Motion carried with the following vote:

AYES: Council Members Anderson, Cowan, Fridae, Neu, Mayor Aguiar-Curry
NOES: None
ABSENT: None
ABSTAIN: None

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS: Claude Rohwer, 733 Main Street at the corner of Main & Ivy Loop, voiced his opposition to the contractor moving 8' onto Main Street, leaving no parking or bicycle lane on the west side of the street.

Jim Crabtree, 727 Main Street, shared the concerns voiced by Mr. Rohwer and said there had been a planning meeting for the housing development but not for the narrowing of the street. There will be parking problems for existing residents, new residents, and for the people who park on Main Street when attending functions at the Public Safety Facility.

Kat Crabtree, 727 Main Street, is very concerned about the narrowing of Main Street and doesn't think narrower streets slow down vehicles. A stop light or stop sign is needed at Main & Grant and Kat wanted to formally request speed bumps. She also cited the additional bicycle riders due to the new residents.

Paul Hawley, 729 Main Street, has seen three accidents in the 12 years he has lived in Winters and narrowing the street will increase the number of accidents, and once Main Street is open, there will be more bicycle and vehicle traffic to the schools, increasing the chance for more accidents.

The City Council was provided copies of a letter submitted to City Hall staff by Jodi Neimeyer, 739 Main Street, where she voiced her concerns regarding the narrowing of Main Street in the new development area.

Mayor Aguiar-Curry suggested a neighborhood meeting to discuss the plan, which will take place at the Crabtree residence at 727 Main Street, date TBD.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, July 7, 2015
- B. Resolution 2015-34, a Resolution of the City Council of the City of Winters for the Approval and Adoption of the Quality Assurance Program (QAP) for Federal-Aid Transportation Projects
- C. Authorize the City Manager to file a Notice of Completion for the Construction Services Contract with Solano Construction for the Demolition Services of the City-owned buildings at 314 & 318 Railroad Avenue
- D. Approval of Consulting Services Agreement with Boost Preschool Intervention Program

City Manager Donlevy gave a brief overview. Motion by Council Member Fridae, second by Council Member Cowan to approve Consent Items A & B. Motion carried with the following vote:

AYES: Council Members Anderson, Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None
ABSENT: None
ABSTAIN: None

Council Member Anderson recused himself for Consent Item C and left the dais.

Motion by Council Member Fridae, second by Council Member Neu to approve Consent Item C. Motion carried with the following vote:

AYES: Council Members Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None
ABSENT: Council Member Anderson
ABSTAIN: None

Council Member Anderson returned to the dais at this time.

Regarding Consent Item D, City Attorney Ethan Walsh requested to amend Council recommendation by changing the total cost to authorize and implement the program not to exceed \$25,000 instead of \$16,400, which is contingent on the receipt of donations.

Motion by Council Member Fridae, second by Council Member Anderson to approve Consent Item D with the change from \$16,400 to \$25,000. Motion carried with the following vote:

AYES: Council Members Anderson, Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None
ABSENT: None
ABSTAIN: None

PRESENTATIONS

Gary Goodman, District Manager of the Sacramento-Yolo Mosquito & Vector Control District, gave a power point presentation and confirmed only female mosquitoes bite, as protein is needed to create eggs, and can fly up to 5 miles. He also reviewed their mosquito fish program, West Nile Virus, which originates from mosquito bites of birds, and of the 801 cases of West Nile Virus in California in 2014, there were 31 fatalities. He finished by reviewing the 7 D's (drain, dawn

& dusk, dress, defend, doors, district) and said repellent is available and can be requested for future outdoor events.

Winters Police Volunteer Chaplain Robert Duvall gave an update on the volunteer program, including vacation home checks, and introduced new Police Department volunteer Austin Hill as the newest volunteer. Austin, a long-time Winters resident, said merchants as well as out-of-towners are happy to see the volunteers and he's proud to be a part of the program.

Winters Police Officer Morgan Hatcher gave an overview of the Special Needs Alert Program [SNAP], which is a public service for those with special needs, including wheelchair bound or bedridden individuals, those who are deaf or hearing impaired, or those affected by dementia. The program also creates a history of emergency calls. The program information can be found on the Winters Police Department website (www.winterspolice.org), as well as City Hall and the Community Center. Council Member Fridae requested a Police & Fire booth, including SNAP, at the annual Community Festival on September 26th.

Fire Chief Aaron McAlister introduced several new fire reserves as part of the wildly successful reserve program at Winters Fire. Fourteen new recruits were brought on in May and are already making a difference in our community, with Captain Lopez and Admin. Services Director Nanci Mills making it happen behind the scenes. The Winters reserve firefighters become marketable candidates and are landing career positions with other fire agencies.

DISCUSSION ITEMS (Heard Out of Order)

2. Memorandum of Understanding with Yolo County and the Cities of Davis, Woodland, and West Sacramento Regarding Services Provided by Turning Point and Resource Development Associates

Police Chief Sergio Gutierrez introduced Gina Espinoza and Salom Chabez from Turning Point. Gina gave an overview of the mental illness services she provides and Salom described the immediate follow-up services available. Turning Point is active in every Police Department in the County and Chief Gutierrez gave an overview of how the program works within the Winters Police Department.

Motion by Council Member Neu, second by Council Member Fridae to approve the Memorandum of Understanding with Yolo County and the Cities of Davis, Woodland, and West Sacramento regarding services provided by Turning Point and Resource Development Associates. Motion carried with the following vote:

AYES: Council Members Anderson, Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None

ABSENT: None
ABSTAIN: None

Council Member Anderson recused himself for the remainder of the agenda items due to a possible conflict of interest.

1. Final Actions to Approve Pacific Gas & Electric Gas Operations Technical Training Center project (continued from June 11, 2015 Agenda) -- Waive Second Reading and Adoption of Ordinance No. 2015-02 (Zone Code Amendments) and 2015-03 (Development Agreement); Adoption of Resolution No. 2015-27 (Certifying EIR) and 2015-28 (Approving Project including General Plan Amendment, General Plan Consistency Findings, Storm Drainage Master Plan Amendment, Conditional Use Permit and Conditions, Site Plan/Design Review, and Parcel Map); Authorization to enter into Public Improvements and Maintenance Agreement; and Direction Regarding Street Name

Project Manager Heidi Tschudin gave an overview of the final action to be taken on the Pacific Gas & Electric Gas Operations Technical Training Center project. A late letter was received from the State Dept. of Conservation, which has been appropriately responded to and addressed. Staff is recommending no changes to the EIR or the submitted package. Heidi then walked Council through the recommended action as per the staff report.

Council Member Fridae said this is a turning point for the City and recognized all the negotiations and discussions that have gone into this project and he voiced his appreciation for all that PG&E is bringing to the City. Council Member Neu echoed these comments and said he appreciated all that had been done. Mayor Aguiar-Curry said from the time she met the PG&E staff, they, as well as City Staff, have shown professionalism throughout the entire process. She also wanted to recognize staff member Jenna Moser, who worked very hard and put in a lot of time during this process. The Mayor also recognized and thanked the City's Project Manager, Heidi Tschudin and added that this project will be a game changer. It will change the community for the better by bringing economic development and sustainability to the community and thanked everyone involved.

Council Member Cowan echoed all the prior comments and in the 2-1/2 years since the first meeting and the ensuing ups and downs, he was honored to make a motion to approve staff recommendation. Motion was seconded by Council Member Fridae and approved by the following vote:

AYES: Council Members Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None

ABSENT: Council Member Anderson
ABSTAIN: None

2. Downtown Hotel Project Contaminated Soil Disposal Alternative

Economic Development/Housing Programs Manager Dan Maguire gave an overview and noted the timelines of the downtown hotel project and the desire to expedite the soil remediation. Motion by Council Member Cowan, second by Council Member Neu to approve staff recommendation and approve the contract with BSK Associates to facilitate consultation with the California Dept. of Toxic Substances Control (DTSC) in an effort to receive expedited oversight and approval to leave the soil on site. Motion carried with the following vote:

AYES: Council Members Cowan, Fridae, Neu, and Mayor Aguiar-Curry
NOES: None
ABSENT: Council Member Anderson
ABSTAIN: None

CITY OF WINTERS AS SUCCESSOR AGENCY TO THE WINTERS
COMMUNITY DEVELOPMENT AGENCY

1. None

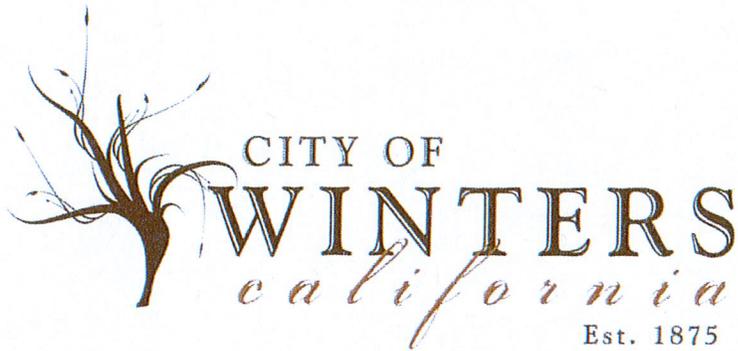
CITY MANAGER REPORT: We've had our 29th public PG&E meeting tonight and their decision to come to Winters will be one of the best decisions made, as the City will be a great partner. The PG&E project team deserves a lot of credit and as we move forward, we will bring value to PG&E and the City of Winters. Council Member Fridae acknowledged and thanked the City Manager for his hard work and dedication to the PG&E project. City Manager Donlevy also recognized the Winters Fire Department personnel, who are exceptional. When Cal Fire walks in and offers jobs to all who are wearing Winters hats, that's a real credit to the Fire Chief, Fire Captains and past Fire Chief Scott Dozier. The Winters Fire program has developed and been nurtured into a program that we can be proud of.

ADJOURNMENT: Mayor Aguiar-Curry adjourned the meeting at 7:49 p.m.

Cecilia Aguiar-Curry, MAYOR

ATTEST:

Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members

DATE: August 4, 2015

FROM: John W. Donlevy, Jr., City Manager
Alan L. Mitchell, City Engineer 

SUBJECT: Winters Highlands – Consultant Agreements for Technical Studies/Analysis

STAFF RECOMMENDATION:

Staff recommends the City Council authorize the City Manager to execute Consultant Agreements/Work Orders with Wood Rodgers for up to \$6,500, Larry Walker Associates for up to \$32,350, and RMC for up to \$36,500, for technical studies and analysis associated with the Winters Highlands subdivision.

BACKGROUND:

In April 2006, the City approved the Winters Highlands Development Agreement. Since then, a few amendments have been approved but the Developer never commenced development of the project.

Early in 2014 the City started meeting with representatives of Homes by Towne, a homebuilder who was interested in acquiring the Winters Highlands Subdivision. In April 2015, an Amended and Restated Development Agreement was executed, and Homes by Towne subsequently purchased the project.

DISCUSSION:

The project is required to provide certain infrastructure improvements, to accommodate development, as follows:

Wastewater Treatment Facility (WWTF) - An expanded and upgraded WWTF may be needed in order to treat the wastewater from the Winters Highlands Subdivision, and other developing properties within the City. The DA includes a provision for the Developer to pay for the cost of an update to the January 2007 WWTF Master Plan, which will update the available capacity of

the plant and will determine what the next phase of the expansion should be, when that phase will be triggered by development, and what the associated tasks and costs are for that expansion.

Larry Walker Associates (LWA) prepared the original Master Plan and they provided a proposal for the Master Plan update. The City will execute a Consultant Agreement with LWA, for the services.

Water – Well #7 was constructed by the City to provide water service to the Winters Highlands Subdivision and other developing properties. A second water well may be required, depending upon the productivity of the system including Well #7. The Developer would like to know when the new Well will be triggered, if at all, with the build-out of Callahan and Winters Highlands. RMC prepared the original Water Master Plan (2006) and provided a proposal to analyze the city's water system and update the model to evaluate the timing for a new water well in the area. The City will execute a Consultant Agreement with RMC, for the services.

Drainage – The Winters Highlands project is conditioned to fund and construct a storm drainage pump station in the Rancho Arroyo Detention Pond. The Developer would like to phase the improvements, and would like a peer review of their engineer's proposed phasing plan. Wood Rodgers is the City's drainage consultant and has provided a proposal to review the technical merits of the phasing plan and provide recommendations to the City. The City will issue a Work Order to Wood Rodgers, under their on-call Contract..

Staff recommends the City Council authorize the City Manager to execute Consultant Agreements/Work Orders with Wood Rodgers for up to \$6,500, Larry Walker Associates for up to \$32,350, and RMC for up to \$36,500, for technical studies and analysis associated with the Winters Highlands subdivision.

ALTERNATIVES: None recommended by staff.

FISCAL IMPACT: The City has a deposit account set up for Winters Highlands and will process costs from the Consultants through that. The City will cover \$12,150 out of Water Impact Fees for the RMC contract, as the overall city benefits from the analysis.

ATTACHMENTS:

Proposals from Wood Rodgers, LWA and RMC



WOOD RODGERS

June 16, 2015

Mr. John W. Donlevy, Jr., City Manager
City of Winters
318 First Street
Winters, California 95694-1923

Dear Mr. Donlevy,

Subject: City of Winters, Winters Highlands and Callahan Estates, Proposal for Professional Engineering Services

At the request of Ponticello Enterprises (Ponticello), Wood Rodgers, Inc. (Wood Rodgers) is pleased to provide the City of Winters (City) the following proposal to provide technical review of a drainage phasing concept proposed by Laugenour & Meikle (L&M) for the Winters Highlands and Callahan Estates Development located in the City of Winters, California. The development concept is presented in the Technical Memorandum provided to Wood Rodgers by L&M and dated March 4, 2015.

In order to review the proposed phasing plan, Wood Rodgers has requested the calculations and modeling performed by L&M in support of the Technical Memorandum. Wood Rodgers also requests digital files establishing the location and sizing of the watershed and the location of all proposed features associated with the project. The proposed schedule anticipates receiving this information at the time that a Notice to Proceed (NTP) is issued by the City.

SCOPE OF WORK

Wood Rodgers will evaluate the parameters developed by L&M to determine the proposed drainage infrastructure supporting the development (including rainfall data, drainage areas, run off co-efficients, etc.). The Scope of Work assumes that land use, soil, watershed, and drainage system data will be provided to Wood Rodgers in a geo-referenced digital file that will not require additional processing by Wood Rodgers.

A brief memorandum summarizing Wood Rodgers' findings will be provided to the City.

The Scope of Work includes time to discuss Wood Rodgers' review comments with the City and L&M, as well as time to provide a second review of the L&M Technical Memorandum if an update to the original Technical Memorandum is required.

Mr. John W. Donlevy, Jr.
June 16, 2015
Page 2

FEE BUDGET ESTIMATE

Wood Rodgers proposes a fee budget of **\$6,500** for this work. The Work is proposed to be performed on a Time and Materials basis not to exceed the proposed amount without prior authorization from the City.

If the City is agreeable to the terms described above, please sign in the space provided below and return this original letter to Wood Rodgers. For reference, enclosed are copies of Wood Rodgers' 2015 Invoicing, Payment, and Liability Policies (Exhibit A) and Fee Schedule (Exhibit B).

SCHEDULE

Wood Rodgers anticipates completing its review and submitting the memorandum documenting our findings three (3) weeks following a NTP from the City.

Wood Rodgers looks forward to the prospect of assisting the City with this assignment. If you have any questions, please call me at (916) 326-5294.

Sincerely,



Wood Rodgers
Jonathan Kors, P.E., Vice President

IN AGREEMENT THE TERMS

City of Winters
John W. Donlevy, City Manager

Enclosures:

- Exhibit A
- Exhibit B

EXHIBIT A



WOOD RODGERS

INVOICING PAYMENT & LIABILITY POLICIES

1. "Reimbursable expenses" are not included in proposal costs, and shall include actual expenditures made by Wood Rodgers Inc. in the performance of its services (blueprints, reproductions, etc.) and shall be billed at vendor invoice.
2. Invoices are submitted monthly by Wood Rodgers, Inc. Client shall notify Wood Rodgers, Inc. in writing of any and all objections, if any, to an invoice within ten (10) days of the date of the invoice. Otherwise, the invoice shall be deemed proper and accepted by the Client. Amounts invoiced are due and payable upon receipt. Client's account shall be considered delinquent if Wood Rodgers, Inc. does not receive full payment within thirty (30) days after the invoice date.
3. A service charge shall be applied to delinquent accounts at the rate of 1.5% per month. Payment thereafter shall be applied first to accrued interest and then to unpaid principal. Client shall pay all costs and expenses, including without limitation, reasonable attorney's fees, incurred by Wood Rodgers, Inc. in connection with collection of delinquent accounts of Client.
4. If a delinquency occurs, Wood Rodgers, Inc. may choose to suspend work upon ten- (10) days written notice to Client. Wood Rodgers, Inc. shall recommence work once such delinquency is completely cured and any and all attendant collection costs, fees, or other amounts required to be paid by Client under this contract are paid in full. If a delinquency by Client occurs and Wood Rodgers, Inc. chooses not to suspend work, no waiver or estoppel shall be implied. Client agrees and understands that if Wood Rodgers, Inc. suspends its work pursuant to this paragraph, Wood Rodgers, Inc. shall not be liable for any costs or damages, including but not limited to delay and consequential damages, to the Client, other owner of the property where such work is being performed, or any other third party, that may arise from or be related to such work suspension. Client agrees to indemnify and hold Wood Rodgers, Inc. harmless from and against any and all damages, costs, attorney's fees, and/or other expenses which Wood Rodgers, Inc. may incur as a result of any claim by any person or entity arising out of such suspension of work.
5. When non-standard billing is requested by Client, time spent by office administrative personnel in preparation of such billing shall be considered an extra cost to the project and shall be billed as such.
6. In providing services under this Agreement, Wood Rodgers, Inc. will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
7. Client and Wood Rodgers, Inc. recognize the risks, rewards and benefits of the project and Wood Rodgers, Inc. total fee for services. The risks have been allocated such that Client and Wood Rodgers, Inc. agrees that, to the fullest extent permitted by law, Wood Rodgers, Inc. total liability to Client and to all construction contractors and subcontractors on the project for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes shall not exceed the total aggregate liability of \$6,500. Such causes include but are not limited to Wood Rodgers, Inc. negligence, errors, omissions, strict liability, and breach of contract and breach of warranty.
8. This agreement and the applicable Services Authorization & Agreement or Proposal/Contract constitute the entire agreement between the parties and there are no conditions, agreements or representations between the parties except as expressed in said documents. It is not the intent of the parties to this agreement to form a partnership or joint venture.

EXHIBIT B



WOOD RODGERS

FEE SCHEDULE
Effective January 1, 2015

CLASSIFICATION	STANDARD RATE
Principal Engineer/Geologist/Surveyor/Planner/LA* II	\$195 - \$240
Principal Engineer/Geologist/Surveyor/Planner/LA*	\$170 - \$205
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$160 - \$195
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$150 - \$185
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$140 - \$175
Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$125 - \$165
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$115 - \$155
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$105 - \$145
Assistant Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$95 - \$125
CAD Technician III	\$105 - \$135
CAD Technician II	\$95 - \$125
CAD Technician I	\$85 - \$115
Project Coordinator	\$85 - \$115
Administrative Assistant	\$65 - \$100
Construction Project Manager	\$120
Inspector III	\$105 - \$125
Inspector II	\$90 - \$110
Inspector I	\$80 - \$100
Field/Lab Technician IV	\$140 - \$160
Field/Lab Technician III	\$95 - \$105
Field/Lab Technician II	\$85 - \$95
Field/Lab Technician I	\$75 - \$85
1 Person Survey Crew**	\$125 - \$170
2 Person Survey Crew**	\$170 - \$250
3 Person Survey Crew**	\$230 - \$330
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work	Rate Plus 50%

*LA = Landscape Architect

** Survey rate subject to change March 1, 2015, pending Union contract negotiations.

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice.
Auto mileage will be charged at the IRS standard rate, currently 57.5 cents per mile.

Fee Schedule subject to change January 1, 2016.



June 11, 2015

Ms. Carol Scianna
Environmental Services Manager
City of Winters
318 First Street
Winters, CA 95694

Scope of Services for Wastewater Facilities Master Plan Update

Dear Ms. Scianna:

Larry Walker Associates (LWA) is pleased to submit this scope of services to the City of Winters (City) to assist the City in updating its Wastewater Facilities Master Plan (Master Plan). LWA updated the City's Wastewater Treatment Facilities Master Plan in August 1996 and subsequently prepared a draft Wastewater Treatment Facilities Master Plan Update in January 2007. The City is requesting an update of its Master Plan as it plans for urban growth and increased water recycling.

Scope of Services

To assist the City with its Master Plan update, LWA proposes the following scope of services:

- Task 1. Conduct Kick-Off Meeting
- Task 2. Compile and Review Existing Data and Information
- Task 3. Update Design Criteria for the Wastewater Treatment Facility
- Task 4. Assess Potential Regulatory Requirements
- Task 5. Develop and Evaluate Treatment and Disposal Alternatives
- Task 6. Prepare Wastewater Facilities Master Plan Update
- Task 7. Project Management

Each task is discussed in more detail below.

Task 1: Conduct Kick-Off Meeting

LWA will conduct a meeting with City staff to kick-off the project. The purpose of this meeting is to confirm the project understanding, discuss the project approach and schedule, identify the project responsibilities and persons of contact, and gather relevant information or data needed as part of this effort. LWA will prepare an agenda for the meeting and meeting notes following the meeting.

Task 2: Compile and Review Existing Data and Information

LWA will obtain and review data and information from the City that is applicable to the Master Plan update. This data and/or information may include, but are not limited to, the following:

- Current Master Plan
- Wastewater influent and effluent flow and quality
- Design drawings for the Wastewater Treatment Facility
- Existing water balance
- Recycled water use agreements
- Proposed development plans

Task 3: Update Design Criteria for the Wastewater Treatment Facility

Based on the data and information review, LWA will develop the design criteria for flows and loadings and level of treatment for future facilities.

Task 4. Assess Potential Regulatory Requirements

LWA will identify potential regulatory requirements that may affect proposed wastewater treatment facility upgrades, including, but not limited to permitting requirements and California Environmental Quality Act (CEQA) requirements. LWA will assess potential future regulatory requirements that may impact the level of treatment required and the disposal options available.

Task 5. Develop and Evaluate Treatment and Disposal Alternatives

LWA will develop and evaluate feasible treatment and disposal alternatives that will be capable of complying with potential future regulatory requirements. The evaluation will include comparisons of estimated capital and operating costs and non-monetary factors. Based on the evaluation of alternatives, LWA will select an alternative as the recommended plan for future treatment and disposal of effluent. The Master Plan update will include descriptions of the principal features of the recommended alternative and a proposed implementation schedule.

Task 6. Prepare Wastewater Facilities Master Plan Update

LWA will prepare a draft Master Plan update for review by City staff. LWA will meet with City staff to receive and discuss the City's comments. LWA will incorporate the City's comments and prepare a final Master Plan update.

Task 7: Project Management

LWA will provide on-going project management, which includes regular communication with City staff regarding the project schedule, budgets, expenditures and other issues related to the administration of the contract.

To maintain an open line of communication between the City and LWA, LWA staff will communicate regularly with City staff to update them on the progress of the project. The City are encouraged to contact LWA at any time during the project with ideas, questions, or concerns.

Project Schedule

A proposed project schedule, based on receiving a Notice to Proceed by July 1, 2015, is presented in the table below. The schedule is contingent on receiving timely data, comments and feedback from the City.

Task No.	Task	Anticipated Schedule for Completion
1	Conduct Kick-Off Meeting	07/03/15
2	Compile and Review Existing Data and Information	07/17/15
3	Update Design Criteria for Wastewater Treatment Facility	07/24/15
4	Assess Potential Regulatory Requirements	07/24/15
5	Develop and Evaluate Treatment and Disposal Alternatives	07/31/15
6	Prepare Wastewater Facilities Master Plan Update	
	- Draft Master Plan Update	08/07/15
	- Final Master Plan Update	08/28/15
7	Project Management	Ongoing

Cost Estimate

All work will be conducted on a time and materials basis for a cost not to exceed \$32,350 according to LWA's current billing rates, which are adjusted annually on July 1. A breakdown of the anticipated work effort is presented in Attachment A.

We look forward to the opportunity to work with the City and respond to your needs in an efficient and effective manner. Please feel free to contact me should you have any questions or concerns regarding this scope of services and/or cost estimate.

Sincerely,

Gorman Lau

Gorman Lau, P.E.
Senior Engineer

cc: Alan Mitchell, Ponticello Enterprises Consulting Engineers, Inc.

ATTACHMENT A

Cost Estimate

City of Winters
Wastewater Facilities Master Plan Update

Cost Estimate
Larry Walker Associates
June 11, 2015

Task	Description	Labor Hours				Total Hours	Total Labor Costs	Other Direct Costs ⁽¹⁾	Total Cost	
		Gorman Lau (\$215/hr)	Senior Advisor (\$265/hr)	Project Engineer I (\$155/hr)	Contract Administrator (\$140/hr)					
1	Conduct Kick-Off Meeting	4				4	\$ 860	\$ 100	\$ 960	
2	Compile and Review Existing Data and Information	8		12		20	\$ 3,580		\$ 3,580	
3	Update Design Criteria for Wastewater Treatment Facility	8	2			10	\$ 2,250		\$ 2,250	
4	Assess Potential Regulatory Requirements	8	2			10	\$ 2,250		\$ 2,250	
5	Develop and Evaluate Treatment and Disposal Alternatives	32	2	16		50	\$ 9,890	\$ 1,000	\$ 10,890	
6	Prepare Wastewater Facilities Master Plan Update									
		- Draft Master Plan Update	28	2	8		38	\$ 7,790		\$ 7,790
		- Final Master Plan Update	12	2			14	\$ 3,110		\$ 3,110
7	Project Management	4			4	8	\$ 1,420	\$ 100	\$ 1,520	
TOTAL FOR ALL TASKS		104	10	36	4	154	\$ 31,150	\$ 1,200	\$ 32,350	

(1) Other direct costs for Task 5 are for contracting with Robert Smith who prepared the City's 1996 and 2007 Wastewater Facilities Master Plans.



July 10, 2015

Mr. Alan Mitchell
City Engineer
City of Winters
318 First Street
Winters, CA 95694

RE: Proposal for Winters Highlands Timing of Future Well Evaluation

Dear Mr. Mitchell:

On behalf of RMC Water and Environment (RMC), I am pleased to provide the City of Winters (City) with this proposal to evaluate the timing for constructing future Well #8 with respect to the phased construction of the Winters Highlands development.

Background

In February 2007, the City of Winters adopted the 2006 Water Master Plan. This planning document identified improvements to correct existing deficiencies as well as improvements required to meet buildout water demand and distribute water throughout the City.

Winters Highlands is a development in the northwest area of Winters and was identified in the Water Master Plan. As Winters Highlands begins to develop, a water system evaluation must be performed to address various timing issues. In the time since the 2006 Water Master Plan was prepared, various improvements have been completed including a new water well. The City wants to determine when the next water well will be required.

Scope of Work

In February 2007, the City of Winters adopted the 2006 Water Master Plan. This planning document identified improvements to correct existing deficiencies as well as improvements required to meet buildout water demand and distribute water throughout the City. Our ultimate goal will be to prepare a comprehensive and defensible 2015 UWMP that meets the needs of the City and the California Department of Water Resources (DWR).

Task 1: Update Distribution System Model and Conduct Initial Model Runs

Update distribution system model (Configuration)

RMC will update the existing distribution system model to include pipelines constructed since the 2006 Water Master Plan.

Update distribution system model (Supply)

RMC will update the existing distribution system model to include Well #7.



Update distribution system model (Demand)

RMC will update the parcels from “vacant” in 2006 model to “developed” if those parcels have been developed. RMC will update the zoning (which impacts water demand) for parcels that have been re-zoned since 2006. If some of the parcels have a PQP zoning, a “textbook” water demand will be used unless the City has actual demand values that are more applicable. RMC will update the parcel configuration of the Winters Highland development. RMC will update other parcel configurations within the City if parcel configurations have changed and update demands accordingly.

As a response to the drought, the State has mandated a certain percentage reduction in water usage. The City has reduced their water usage by 28%. Usually this type of water reduction is temporary and water usage “rebounds” back to pre-drought conditions after the drought is over. If the City feels that the decrease in water demand is permanent, the City will direct RMC to use lower demand factors. Unless otherwise directed, RMC will use the existing land use water demand factors from the 2006 Water Master Plan in this evaluation.

Update distribution system model (Peaking Factors)

Peaking factors are addressed in Article 2 Section 64554 (a) and (b) of Title 22 Chapter 16 (also known as the California Waterworks Standards). The peaking factors from the 2006 Master Plan will be changed if the City has collected data (10 years of monthly water demand) to support changing the peaking factors.

Conduct Existing System Model Runs

RMC will conduct initial model runs (supply and pressure analysis) for the same scenarios as run in the 2006 Water Master Plan (Existing Max Hour and nine fire scenarios [see Table 4-1 in 2006 Master Plan]). These model runs will determine if the existing wells in the existing system can meet the existing demands.

Conduct Buildout System Model Runs

RMC will conduct initial model runs (supply and pressure analysis) for the same scenarios as run in the 2006 Water Master Plan (Buildout Max Hour and two fire scenarios [see Table 4-2 in 2006 Master Plan]). This will determine the number of future wells that are required to meet the buildout demands.

RMC will arrange for a conference call to review preliminary results with the City.

Task 1 Deliverables:

- Maps showing existing deficiencies and model results of demand and fire flow simulations
- List of recommended projects required under each scenario

Task 2: Hydraulic Evaluation - Perform "Well Trigger" Model Runs

Based on the review of the initial model results, City may decide to revise modifications. RMC will update the model and re-run the model. RMC will prepare similar maps and list of projects as under Task 1 and provide these to the City for review.

It is assumed that the existing system has sufficient capacity to develop some vacant parcels before an additional well is needed. The model will be used to determine how many phases in Winters Highlands can be developed before an additional well is needed. There are vacant parcels throughout the City. RMC will work with the City to determine which of these vacant parcels should be assumed to be non-vacant in this scenario.

Task 2 Deliverables:

- Maps showing model results of the follow-up model runs and fire flow simulations
- List of improvement projects required under each scenario
- Maps showing model results of the "trigger" model runs
- List of assumptions of the "trigger" model (vacant/developed parcels, new pipelines, etc.)

Task 3: Prepare Letter Report

Subtask 3.1: Water Supply Analysis

RMC will prepare a draft Letter Report (Report) summarizing the assumptions, methodology, and results of the modeling results of Tasks 1 and 2. The Report will not include estimated project costs. RMC will provide an electronic file of the Draft Report.

RMC will arrange for a conference call with City staff to review the Draft Report. RMC will incorporate City's comments in a Final Report. RMC will provide an electronic file of the Final Report.

Task 3 Deliverables:

- Draft Letter Report (electronic)
- Final Letter Report (electronic)

Task 4: Project Management

RMC will provide project management services, including budget and schedule control; tracking, and payment for the duration of the project.

Assumptions

The fee estimate and scope of work were prepared using the following assumptions:

- City will provide a list of pipelines added to the system since 2006 and a marked up figure showing the location of the new pipelines. The City will provide construction drawings, if available.
- City will provide the well capacity results of Water Well #7. Since the well came on-line in 2014, it is assumed that the well capacity was determined by a well capacity test performed in accordance with Article 2 Section 64554 (f) of Title 22 Chapter 16 (also known as the California Waterworks Standards). It is assumed that RMC will not perform a well capacity test nor assist the City in performing a well capacity test.
- City will provide pump curves of the well pump installed at Well #7. The pump curve is determined by a series of data points indicating the flowrate at various systems heads.
- RMC will not evaluate the aquifer to determine the long-term water supply capacity of the wells. The “well pump capacity” used in the hydraulic model is dependent on the pumps installed, diameter of the well casing, and other mechanical/civil components.
- City will provide the civil piping drawings (site piping and connection to distribution system) of Well #7.
- City will provide a list of parcels of parcels that have been rezoned or developed since 2006. The list will use the parcel ID numbers used in Appendix A of the 2006 Master Plan.
- City will provide an AutoCAD file or GIS shapefile of the updated Winters Highlands parcel configuration. This information will also show the phasing.
- City will provide an AutoCAD file or GIS shapefile showing which parcel configurations have changed since 2006 within the City.
- City will provide the location for future Well #7.

Proposed Fee Estimate and Schedule

RMC looks forward to working with the City of Winters to evaluate the timing for constructing future Well #8. The estimated level of effort to complete this evaluation is \$36,498; please see the attached detailed budget for more information. The duration of the project is two months. The main assumption for the schedule duration is that the information needed (see assumptions listed above) is collected and ready as we start the project.

Again, we look forward to the opportunity to work with you on this evaluation. If you would like further information or have questions about our services and team members, please contact me at (916) 999-8764.

Sincerely,

A handwritten signature in black ink, appearing to read "Glenn E. Hermanson", with a long horizontal flourish extending to the right.

Glenn E. Hermanson, P.E.
Senior Civil/Environmental Engineer
Principal-in-Charge



Fee Estimate

City of Winters Winters Highlands Water System Evaluation

Tasks	Labor				Total Hours	Total Labor Costs (1)	ODCs (3)	Total Fee
	Principal	Project Manager	Hydraulic Modeler	Admin.				
	Glenn Hermanson	Chris van Lienden	Ian Jaffe					
	\$274	\$212	\$146	\$107				
Task 1: Update Distribution System Model and Conduct Initial Model Runs								
Task 1:	4	16	80	0	100	\$16,168	\$150	\$16,318
Task 2: Hydraulic Evaluation - Perform "Well Trigger" Model Runs								
Task 2:	0	12	24	0	36	\$6,048	\$0	\$6,048
Task 3: Prepare Summary Letter Report								
Task 3:	4	16	44	0	64	\$10,912	\$0	\$10,912
Task 4: Project Management								
Task 4:	4	8	0	4	16	\$3,220	\$0	\$3,220
TOTAL	12	52	148	4	216	\$36,348	\$150	\$36,498

1. The individual hourly rates include salary, overhead and profit.
2. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
3. RMC reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: August 4, 2015
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: Notice of Intent by Domus Development to Apply to the State of California Housing and Community Development Department for up to \$7,000,000 in funding through the Multifamily Housing Program in Support of the Blue Mountain Terrace Senior Housing Project

RECOMMENDATION:

Staff recommends that the City Council receive the staff report advising City Council of Domus Development's intent to submit an application for funding from the State of California Housing and Community Development Department ("HCD") for up to \$7 million.

BACKGROUND:

Staff has been working with Bernadette Austin, the Project Manager from Domus Development, developer of the Blue Mountain Terrace Senior Housing project, to secure project funding. Previous City Council actions have authorized grant funding applications through the Infill Infrastructure Grant Program ("IIG"), the Community Development Block Grant Program ("CDBG"), and the HOME Investment Partnerships Program ("HOME").

In conjunction with the Senior Housing project, the developer intends to submit an application for up to \$7 million in funding through the Multifamily Housing Program ("MHP").

DISCUSSION:

Under the MHP Program, the applicant is required to notify the City Council in the governing jurisdiction of their intent to apply for funding. No authorization from the governing jurisdiction is required in order for the applicant to submit the application.

FISCAL IMPACT:

None by this action

ATTACHMENTS:

Domus Letter of Notification to the Winters City Council dated July 16, 2015



Mayor and City Council
C/O John Donlevy, City Manger
City of Winters
318 First Street
Winters, CA 95694
john.donlevy@cityofwinters.org

July 16, 2015

RE: Blue Mountain Terrace
Multifamily Housing Program Application

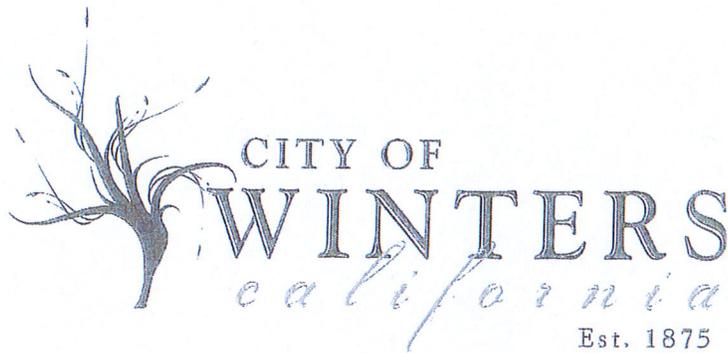
Dear Honorable Mayor and Members of the City Council,

This letter certifies to notify you that Domus Development plans to submit an application the State of California Housing and Community Development Department (HCD) for up to \$7 million in funding through the Multifamily Housing Program (MHP) by August 6, 2015. If secured, this funding opportunity help advance the Blue Mountain Terrace project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Meea Kang', with a long, sweeping horizontal stroke extending to the right.

Meea Kang
President



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: August 4, 2015
THROUGH: John W. Donlevy, Jr., City Manager *JD*
FROM: Carol Scianna, Environmental Services Manager *CS*
SUBJECT: Continued Membership with Water Resource Agency of Yolo County

RECOMMENDATION: Staff recommends the Council approve continuing membership with the Water Resource Agency of Yolo County (WRA) in the amount of \$9050.00

BACKGROUND: The City has been an ongoing partner along with other Yolo County cities, Reclamation Districts, and the Yolo County Flood Control Board. The technical committee of the WRA is a regional group who meet monthly to discuss water related funding opportunities, and regional projects that benefit the residents in membership areas. With the ongoing draught the WRA's value as an organization has become even more valuable. The WRA member agencies have worked collaboratively towards maintaining sustainable water supplies for Yolo County. Some of the more notable accomplishments have been the development of the Integrated Regional Water Management Plan (IRWMP) in 2007 and their subsequent involvement with the Westside IRWM Group. As a result of the Westside IRWM Groups efforts Yolo County and Lake County were recently awarded a \$7 million grant through the State's Emergency Drought Grant Solicitation Funding for regional projects. The WRA as an budget of \$98,570 for local projects, last year the City was awarded a \$15,000 grant for work on the development of a Stormwater Management Plan. The State's recent adoption of the Sustainable Groundwater Management Act will require each basin region to form a Groundwater Sustainability Agency(GSA) . WRA has been a leader in monitoring groundwater information and is poised to take on a leadership role for our area's GSA.

I attend the monthly Technical Committee member meetings and have found the information sharing to be a valuable resource for the City. Attached is the budget and background information regarding the City's share of the WRA funding and "The 2014 WRA Year in Review" .

FISCAL IMPACT: Dues are \$9050.00 to be funded from our water enterprise budget



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

P.O. Box 8624, Woodland, CA 95776

Phone: (530) 666-2733

Fax: (530) 666-4257

Website: www.yolowra.org

Email: info@yolowra.org

July 8, 2015

John Donlevy
City of Winters
318 First Street
Winters, CA 95694

INVOICE - FISCAL YEAR 2015-2016

<i>Membership Dues Allocation FY2015-2016</i>	\$ 6,660.00
<i>Yolo County Groundwater Monitoring Program* (IRWMP Foundational Action #1)</i>	\$ 2,390.00
Total Due:	\$ 9,050.00

Please remit within 30 days to:

Water Resources Association of Yolo County
P.O. Box 8624
Woodland, CA 95776-8624

Thank you very much for your continued support.

*Note: Fees are variable by contributing agency dependent on program benefits.

Attachment 1

Fiscal Year July 1, 2015 to June 30, 2016

Water Resources Association of Yolo County

ADOPTED FY15-16 Budget 6/15/15

		Budget Amend #2	Adopted Budget
		FY2014-15	FY2015-16
1	Revenue		
2	City of Davis	25,500	25,500
3	City of Woodland	25,500	25,500
4	University of California, Davis	25,500	25,500
5	Yolo County	25,500	25,500
6	City of West Sacramento	25,500	25,500
7	Yolo County Flood Control & WCD	20,500	20,500
8	Reclamation District 2035	7,575	7,575
9	Reclamation District 108	7,575	7,575
10	City of Winters	6,660	6,660
11	Dunnigan Water District	2,020	2,020
12	Associate Memberships	900	1,100
13	Interest Earned on bank accounts	900	600
14	Other Income (Water Calendar donations)	3,000	3,200
15	In-Kind Services (non-cash) - YCFCWCD office space rental	5,000	5,000
16	YCFCWCD Admin. Support by WRA staff (52 hours/year) ¹	1,900	1,900
17	Special Project: Groundwater Monitoring Program (YCFCWCD lead agency) ⁵	89,000	89,000
18	Subtotal Revenue	\$272,530	\$272,630
19	Carryover of project funds from previous Fiscal Year	\$11,680	\$80,740
20	TOTAL REVENUE	\$284,210	\$353,370
21			
22	ADMINISTRATIVE Expenditures	FY2014-15	FY2015-16
23	Salaries-Gross ¹	\$53,150	\$53,150
24	Employer Payroll Taxes & Expenses ¹	4,300	4,300
25	Employer-Paid Benefits ¹	14,400	14,800
26	Workers Compensation Insurance ¹	800	800
27	General Liability Insurance ¹	650	650
28	Accounting Services	400	400
29	Audit (2-year audit, next cycle in FY15-16)	0	5,500
30	Bank Fees & Charges; License Fees	200	200
31	Books, Pamphlets, Maps/Subscriptions & Memberships	150	150
32	Calendar - Printing & Contest Expenses	3,000	3,200
33	Computer Expenses	875	875
34	Copies, Printing & Binding	1,500	1,500
35	Conferences & Seminars	1,500	1,500
36	Internet Services, Web Hosting, Computer/Software Support & Anti-Virus	1,700	1,700
37	Legal Consultation Fees	500	500
38	Meeting Expenses	2,500	2,500
39	Mileage	700	700
40	Miscellaneous Expense	500	500
41	Office - Rent (non-cash expense)	5,000	5,000
42	Office - Supplies	1,500	1,500
43	Postage	900	900
44	Telephone Utilities	900	900
45	Contingency	600	600
46	Total ADMINISTRATIVE Expenditures	\$95,725	\$101,825

Fiscal Year July 1, 2015 to June 30, 2016
Water Resources Association of Yolo County
ADOPTED FY15-16 Budget 6/15/15

	Budget Amend #2	Adopted Budget
47	PROJECT FUND BUDGET	
48	PROJECT Expenditures	
49	FY2014-15 Projects	
50	Westside IRWMP Implementation - WRA's cost share	\$20,000
51	City of Winters Storm Water Management Planning ²	15,000
52	The Year of Groundwater ²	62,500
53	Mercury TMDL Impacts & Implementation Assessment (FY13-14 funds expended in FY14-15) ³	1,680
54	Mercury TMDL Impacts & Implementation Assessment (WRA/Woodland 50/50 cost share) ^{2,4}	15,000
55	Yolo Bypass Integrated Action (\$10,000 carryover from FY13-14 to FY14-15) ³	10,000
56	Special Project: Yolo County Groundwater Monitoring Program (YCFCWCD) ⁵	89,000
57	Subtotal Project Expenditures: FY2014-15 & Carryover funding for FY15-16	\$213,180
58	FY2015-16 Projects	
60	NOTE: \$80,740 of FY14-15 funds will be carried over for FY15-16 projects (Line #57)	
61	Special Project: Yolo County Groundwater Monitoring Program (YCFCWCD) ⁵	\$89,000
62	Project fund budget baseline, allocations TBD by TC in July 2015	\$98,570
63	TOTAL Project Expenditures	\$213,180
64	TOTAL Administrative & Project Expenditures	\$308,905
65	Net Income (Estimated)	(\$24,695)

66 1 - 2.5% of annual salary, payroll expenses, employer paid benefits & workers comp. insurance

67 2 - FY14-15 funds in column 2 proposed for carryover to FY15-16 for use by same projects.

68 3 - Funds carried over from FY2013-14

69 4 - WRA's cost share is \$7,500. City of Woodland's cost share is \$7,500. Total project budget is \$15,000.

70 5 - See budget below page 3

Fiscal Year July 1, 2015 to June 30, 2016

Water Resources Association of Yolo County

ADOPTED FY15-16 Budget 6/15/15

71 Yolo County Groundwater Monitoring Program		Adopted Budget FY2014-15	Adopted Budget FY2015-16
72			
73	WRA Member Agency Participant Revenue	Revenue	Revenue
74	Yolo County Flood Control & WCD	\$46,936	\$46,936
75	City of Davis	8,126	8,126
76	City of Woodland	8,126	8,126
77	Yolo County	8,126	8,126
78	University of California Davis	4,780	4,780
79	Reclamation District 2035	4,780	4,780
80	Reclamation District 108	1,434	1,434
81	City of Winters	2,390	2,390
82	City of West Sacramento	956	956
83	Dunnigan Water District	956	956
84	Aggregate Industry (Yolo County)	2,390	2,390
85	Subtotal	\$89,000	\$89,000
		Adopted Budget FY2014-15	Adopted Budget FY2015-16
86	Yolo County Groundwater Monitoring Program (continued)		
87	Non-WRA Member Revenue		
88	Grant Revenue (AB303)	0	0
89	Other Revenue	0	0
90	Subtotal Groundwater Program Revenue	\$89,000	\$89,000
91			
92	Yolo County Groundwater Monitoring Program Expenses	Costs	Costs
93	Water Monitoring	45,000	45,000
94	Water Modeling	0	0
95	Database & Information Management	21,500	21,500
96	Cooperator Coordination	10,000	10,000
97	Special Projects	0	0
98	Reporting & Decision Support	0	0
99	Program Administration	12,500	12,500
100	Subtotal Groundwater Program Costs	\$89,000	\$89,000



WATER RESOURCES ASSOCIATION OF YOLO COUNTY

P.O. Box 8624, Woodland, CA 95776

Phone: (530) 666-2733 Fax: (530) 666-4257

Website: www.yolowra.org Email: info@yolowra.org

COMMITTEE REPORT

Date: June 15, 2015
To: WRA Board and Alternates
From: Elisa Sabatini, Technical Committee Chair
Subject: **TECHNICAL COMMITTEE ACTIVITIES UPDATE**

Recommendation

For Information Only

Background

The WRA Technical Committee (TC) continues to focus on implementing Board priorities at their monthly meetings. A few of the TC's activities are highlighted below.

WESTSIDE IRWMP

The Westside's \$7 million Drought Solicitation Grant contract with DWR has been completed. Yolo and Lake counties did not submit any projects for the final round of Proposition 84 funding, leaving the opportunity open for the other Westside partners. The Westside was awarded a Brownfields Assessment Program grant from the EPA for \$467,000 that will assess mercury contamination issues of old mining sites in the Cache and Putah Creek watersheds. The Westside Coordinating Committee (CC) is in the process of updating the status of all existing projects contained in the IRWMP. As the Westside's Administrative Manager, the Yolo County Resource Conservation District is assisting with the preparation of several annual documents including a FY15-16 operating budget. For more Westside information go to www.westsideirwm.com.

The YEAR of GROUNDWATER

The TC discussed all aspects of implementing the Sustainable Groundwater Management Act (SGMA) including exploring options for facilitation support services to assist with the formation of a Groundwater Sustainability Agency (GSA) and eventual development of a Groundwater Sustainability Plan (GSP). More details about this discussion will be presented to the WRA Board at their June meeting. The TC is also keeping informed about neighboring counties and their SGMA implementation and outreach planning activities.

WRA PROJECT FUND BUDGET RECOMMENDATIONS for FY2015-16

In June, the TC reviewed project fund budget requests for FY2015-16 and the criteria for selection. They discussed available funding from the baseline budget (57% of membership dues) and potential unexpended FY14-15 funding that will be carried over into FY15-16. The TC agreed to extend the deadline for submitting project fund requests until June 25th. The TC will review all requests in July and make a formal recommendation for allocation to the WRA Board at their September 2015 meeting.

ON-GOING UPDATES AND DISCUSSIONS

- Monthly updates from DWR on relevant grant opportunities, drought response and water management planning
- Reviewing relevancy of the Yolo County IRWMP and Technical Appendix for potential future updates and strategies for updating
- Monitor local drought response and critical water conditions
- Regulatory and Legislative Updates on water and groundwater related legislation
- CASGEM Program (DWR groundwater monitoring)
- Delta activities & FloodProtect Planning progress

Water Resources Association of Yolo County Accomplishments - Fiscal Year 2014-2015

WRA Contributions Allocated to Regional Projects - FY2014-15

- Westside Sacramento Integrated Regional Water Management Plan, WRA cost share (\$20,000)
- Yolo Bypass Integrated Action Implementation, Yolo Basin Foundation (\$10,000)
- City of Winters Storm Water Management Planning (\$15,000)
- Mercury TMDL Impacts & Implementation Assessment, McCord Environmental (\$15,000, 50/50 cost share with the City of Woodland)
- The Year of Groundwater (\$62,500)
- Special Allocation: Yolo County Groundwater Monitoring Program, YCFC&WCD (\$89,000)

Board Meeting Presentations:

- Drought & Water Conditions Update, Tim O'Halloran, YCFC&WCD (September 2014, January 2015, March 2015)
- The Year of Groundwater: Introduction and Overview of 2014 Groundwater Legislation, Tim O'Halloran, YCFC&WCD (September 2014,
- Update Mercury TMDL Impacts & Assessment, Stephen McCord, McCord Environmental (September 2014)
- Water Bond Discussion, Adopt Resolution in support of Proposition 2, Jim Mayer, YCFCWCD/California Forward (September 2014)
- Sustainable Groundwater Management Act Legislation (SGMA) Update, Gary Bardini, Deputy Director Integrated Water Management, California Department of Water Resources (November 2014)
- Presentation on Local Drought-Related Projects: City of Winters Water Re-use, Cecilia Curry; City of Woodland Water Recycling, Tim Busch; YCFC&WCD Drought Preparedness Canal Modernization, Tim O'Halloran (November 2014)
- The Year of Groundwater: Discuss formation of the Groundwater Sustainability Agency (GSA), Tim O'Halloran, YCFC&WCD (January 2015)
- Update on Local Flood Activities: Flood Program Update, Eric Nagy, MBK Engineers/City of West Sacramento (January 2015)
- Regional Water Authority Legislative Priorities Update, John Woodland, RWA Executive Director (March 2015)
- Update on Local Flood Activities: Regional Flood Management Planning, Cindy Tuttle, Yolo County; Rail Relocation Project, Tim Busch, City of Woodland (March 2015)
- The Year of Groundwater: Discuss planning and implementation of SGMA and approve distribution of request for Statement of Qualifications for facilitation support services, Tim O'Halloran, YCFC&WCD (March 2015)
- Land Use Trends and Impacts on Water Resource Management in Yolo County, Grant Davids, Davids Engineering and John Young, Yolo County Agricultural Commissioner (June 2015)
- The Year of Groundwater: Discuss planning and implementation of SGMA and approve application to DWR for facilitation support services assistance, Tim O'Halloran, YCFC&WCD (June 2015)

Water Resources Association of Yolo County Accomplishments - Fiscal Year 2014-2015

Notable Achievements:

- At every meeting this fiscal year, the WRA Board received presentations and discussed outreach options to implement the 2014 Sustainable Groundwater Management Act (SGMA). The Yolo County Farm Bureau and the WRA will begin a collaborative outreach effort to ensure that all areas of Yolo County are represented. This collaboration will provide a forum for continued discussion and identification of pertinent issues. A facilitated outreach effort is planned to identify the agency or agencies that will form the Groundwater Sustainability Agency (GSA) as mandated by 6/30/17. High and medium priority basins are required to develop a Groundwater Sustainability Plan by 1/31/2020 or by 1/31/2022 if DWR has designated the basin in critical overdraft.
- The WRA continued collaboration with the Westside Sacramento Integrated Regional Water Management Plan. The Westside IRWMP is managed by the Westside Coordinating Committee (CC) comprised of representatives from each of the MOU partners from Yolo, Lake, Solano, and Napa counties. The Yolo County Resource Conservation District (RCD) is managing administrative functions for the Westside Coordinating Committee. The Westside IRWM group was awarded a Drought Funding Solicitation grant in 2014 for \$7 million. There are five projects that will receive funding: 3 projects from Lake County and 2 from Yolo County. The Yolo County projects are the YCFC&WCD Regional Drought Preparedness Canal Modernization Project and the City of Woodland Recycled Water Project. www.westsideirwm.com
- The WRA continued support for the Yolo County Groundwater Monitoring Program in FY2014-15. Participating WRA member agencies contributed \$89,000 of ongoing funding. The program is managed by the Yolo County Flood Control & Water Conservation District.
- Participated in discussions related to development of statewide water action plans for the benefit of Yolo County water supply reliability and sustainability. WRA member agencies actively collaborated to share information and water management options related to drought condition challenges impacting resources throughout the county.
- Received up-to-date reports on state and federal legislative water issues presented by informed agencies such as the Northern California Water Association, Association of California Water Agencies, and the Yolo County Flood Control & Water Conservation District. WRA Technical Committee members also contributed information discussed at their meetings.
- Ongoing collaboration with regional watershed partners to increase regional coordination and identify potential funding opportunities for the Yolo County IRWMP and the Westside IRWMP implementation in flood management, habitat conservation, surface water and groundwater supplies and other water management issues.
- Published and distributed the WRA's "Annual Report: The Year in Review 2014" (January 2015)
- Published and distributed annually Yolo County Water Awareness Calendar throughout Yolo County (~2600 calendars). Calendar sponsored by numerous local businesses, agencies and individuals. Coordinated Water Awareness Student Art Contest throughout Yolo County schools (co-partner YCFC&WCD)



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: August 4, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: Resolution 2015-35 Confirming Delinquent Utility Bills

RECOMMENDATION:

Staff recommends that the City Council approve Resolution 2015-35 A Resolution of the City Council of the City of Winters Confirming Delinquent Utility Bills.

BACKGROUND:

The City of Winters bills each property owner for water, sewer and municipal services tax on a monthly basis. The Finance Department has procedures in place to collect charges that are not paid on a timely basis., This resolution allows for the unpaid amounts to be placed on the property owner's property as a lien, and be assessed to the property owner on the property tax bill issued by the County of Yolo. Past due amounts are collected by the County of Yolo at the time property taxes are paid, and then remitted to the City of Winters, thereby preventing accounts from becoming uncollectible.

FISCAL IMPACT:

None

RESOLUTION 2015-35

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
CONFIRMING DELINQUENT UTILITY BILLS**

WHEREAS, the City of Winters provides utility services within the city limits;
and

WHEREAS, the Municipal Code of the City of Winters by its terms provides that the owners of the respective real properties are the recipient of said services, and liable for the costs therefor; and

WHEREAS, several of said property owners have failed to pay for said utility services;

NOW THEREFORE, the City Council of the City of Winters does hereby resolve as follows:

The City of Winters has delinquent accounts in the amounts included on Attachment A.

PASSED AND ADOPTED by the City Council, City of Winters, this 4th day of August 2015 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Cecilia Aguiar-Curry, Mayor

ATTEST:

Nanci G. Mills, CITY CLERK

PARCEL #	AMOUNT DUE	PARCEL #	AMOUNT DUE	PARCEL #	AMOUNT DUE	PARCEL #	AMOUNT DUE	PARCEL #	AMOUNT DUE
003-492-020	\$ 307.30	003-442-017	\$ 248.00	003-442-005	\$ 472.33	003-360-010	\$ 300.12		
003-492-030	\$ 276.39	003-464-001	\$ 242.79	003-182-081	\$ 241.53	003-503-018	\$ 357.98		
003-182-069	\$ 180.30	003-160-041	\$ 226.18	003-445-003	\$ 466.16	003-183-025	\$ 300.40		
003-272-010	\$ 430.66	003-475-001	\$ 215.02	003-192-003	\$ 529.32	003-146-012	\$ 298.26		
038-180-020	\$ 175.98	038-180-031	\$ 349.26	038-205-013	\$ 458.12	003-404-001	\$ 183.02		
003-462-003	\$ 200.83	003-444-001	\$ 230.15	003-442-012	\$ 412.06	003-523-001	\$ 178.68		
003-380-016	\$ 255.80	003-516-009	\$ 85.83	003-272-003	\$ 637.52	003-492-058	\$ 201.82		
003-276-010	\$ 318.51	003-503-016	\$ 224.85	003-424-028	\$ 318.49	003-492-013	\$ 160.23		
003-276-010	\$ 401.76	003-242-010	\$ 345.22	003-221-017	\$ 470.40	003-462-012	\$ 330.81		
003-512-011	\$ 257.62	003-380-013	\$ 204.58	038-190-009	\$ 207.25	003-171-015	\$ 1,071.28		
038-180-040	\$ 126.20	003-492-054	\$ 376.65	038-170-019	\$ 293.66	003-154-002	\$ 231.04		
038-170-018	\$ 197.58	030-371-009	\$ 291.90	003-424-002	\$ 291.91	003-466-005	\$ 154.74		
NO PARCEL #	\$ 482.11	003-492-056	\$ 236.29	003-441-006	\$ 271.90	003-510-018	\$ 272.57		
003-410-015	\$ 251.62	003-460-002	\$ 211.92	003-271-013	\$ 173.15	038-204-006	\$ 266.39		
003-480-046	\$ 182.51	003-514-003	\$ 275.92	003-160-014	\$ 211.60	030-371-010	\$ 224.06		
003-341-012	\$ 216.73	003-380-025	\$ 571.58	003-475-015	\$ 165.76	003-480-048	\$ 174.90		
003-492-031	\$ 199.63	038-190-029	\$ 313.18	003-492-026	\$ 187.32	003-423-013	\$ 219.23		
030-361-013	\$ 194.61	003-462-001	\$ 366.48	003-430-013	\$ 104.70	003-422-021	\$ 215.11		
003-410-006	\$ 314.18	003-403-022	\$ 542.31	003-153-017	\$ 431.99	003-501-002	\$ 252.81		
003-281-008	\$ 425.54	003-491-007	\$ 254.87	003-463-009	\$ 246.15	003-405-006	\$ 444.30		
003-370-026	\$ 400.05	003-502-012	\$ 193.28	038-190-044	\$ 328.00	003-172-015	\$ 89.00		
003-473-005	\$ 324.85	038-203-008	\$ 98.37	003-2210-06	\$ 350.62	003-441-008	\$ 269.16		
003-194-001	\$ 269.64	003-393-012	\$ 142.85	030-3810-07	\$ 193.49	003-193-009	\$ 149.53		
003-173-014	\$ 250.74	003-393-002	\$ 198.28	003-424-024	\$ 303.12	038-203-001	\$ 110.53		
003-441-016	\$ 146.12	038-201-007	\$ 302.15	003-146-001	\$ 561.29	003-512-005	\$ 248.85		
003-473-008	\$ 306.63	003-466-007	\$ 521.68	003-282-020	\$ 1,456.70	003-153-006	\$ 589.06		
003-172-022	\$ 185.70	003-130-024	\$ 115.07	003-466-004	\$ 285.40	038-205-005	\$ 169.84		
003-404-009	\$ 347.60	003-511-002	\$ 227.15	003-524-018	\$ 160.21	003-204-017	\$ 51.00		
003-524-007	\$ 238.68	003-182-085	\$ 166.47	038-190-004	\$ 209.52	003-173-010	\$ 192.45		
030-391-011	\$ 166.26	038-190-049	\$ 122.38	003-153-007	\$ 236.49	030-361-030	\$ 76.79		
003-393-005	\$ 260.33								

PARCEL #	AMOUNT DUE
003-380-004	\$ 467.54
003-410-032	\$ 528.95
003-472-011	\$ 428.83
003-511-008	\$ 300.00
003-423-011	\$ 241.75
003-173-013	\$ 194.16
003-442-004	\$ 308.42
030-361-025	\$ 89.05
003-511-010	\$ 171.93
003-392-017	\$ 208.69
003-192-009	\$ 283.97
003-471-017	\$ 371.71
003-410-042	\$ 452.54
003-380-001	\$ 324.62
003-492-035	\$ 97.07
003-141-015	\$ 268.16
003-143-012	\$ 186.25
003-422-015	\$ 162.40
003-410-033	\$ 405.15
038-205-014	\$ 429.28
003-480-036	\$ 153.46
003-271-035	\$ 105.53
003-450-001	\$ 353.93
003-471-019	\$ 324.75
038-201-014	\$ 167.88
003-272-004	\$ 253.82
003-282-002	\$ 220.05
003-341-032	\$ 267.47
030-371-004	\$ 219.03
003-501-012	\$ 320.30