



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, April 15, 2008
7:30 p.m.
AGENDA

Members of the City Council

*Woody Fridae, Mayor
Michael Martin, Mayor Pro Tempore
Harold Anderson
Cecilia Aguiar-Curry
Tom Stone*

*John W. Donlevy, Jr., City Manager
John Wallace, 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

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 April 1, 2008 (pp 1-4)
- B. Proclamation of the City Council of the City of Winters Recognizing National Public Safety Telecommunications Week, April 14 – 19, 2008 (pp 5)
- C. Resolution 2008-16, Initiating Proceedings for the Annual Levy and Collection of Assessments for the City of Winters City-Wide Assessment District, Fiscal Year 2008-2009 (pp 6-12)
- D. Resolution 2008-17, Preliminarily Approving the Engineer's Annual Levy Report, and Declaring its Intention to Levy and Collect Annual Assessments and Providing Notice of Hearings Thereof for the City of Winters City Wide Maintenance Assessment District, Fiscal Year 2008/2009 (pp 13-17)

PRESENTATIONS

Proclamation of the City Council of the City of Winters honoring Hispanic Advisory Committee members for their service on the committee.

DISCUSSION ITEMS

- 1. Conduct a Public Hearing and Introduce Ordinance 2007-04, an Ordinance of the City of Winters amending Chapter 10.16 of the Municipal Code Pertaining to Stopping, Standing, and Parking (pp 18-23)
- 2. Public Hearing to Consider Objections from Property Owners Regarding Weed Abatement (No Backup)
- 3. Resolution 2008-03, A Resolution Determining the Need for Local Amendments to the California Building Standards Code, and Conduct Public Hearing (pp 24-25)
- 4. Appointment of Community Members to the Hispanic Advisory Committee (pp 26-27)
- 5. Kelly Group – Contract Extension (pp 28-36)
- 6. Resolution 2008-15, Authorizing staff to proceed to RFP for slurry seal maintenance on selected streets, and approval of the project and budget for implementation of Prop 1B funding in the amount of \$400,000 (pp 37-43)
- 7. Resolution 2008-07, Establishing Building Permit, Planning, Public Works/Engineering and Fire Fees (pp 44-60)

COMMUNITY DEVELOPMENT AGENCY

1. Expanded Scope of Work, Project Cost and Phasing for Downtown Streetscape Improvement Project – Phases I and 2 (pp 61-64)
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CITY MANAGER REPORT

COUNCIL/STAFF COMMENTS

INFORMATION ONLY

1. January 2008 Treasurer Report (pp 65-71)
2. January 2008 Investment Report (pp 72-73)

EXECUTIVE SESSION

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the April 15, 2008, regular meeting of the Winters City Council was personally delivered to each Councilmember's mail boxes in City Hall and posted on the outside public bulletin board at City Hall, 318 First Street on April 9, 2008, and made available to the public during normal business hours.



Nanci G. Mills, City Clerk

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General Notes: Meeting facilities are accessible to persons with disabilities. To arrange aid or services to modify or accommodate persons with disability to participate in a public meeting, contact the City Clerk.

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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*Winters City Council Agenda
Meeting of April 1, 2008*

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Winters Library – 201 First Street
City Clerk's Office – City Hall – 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 Tuesday, April 1, 2008

Mayor Fridae called the meeting to order at 7:30 p.m.

Those present were Council Members Cecilia Aguiar-Curry, Harold Anderson, Michael Martin and Mayor Woody Fridae. Also present were City Manager John Donlevy, City Attorney John Wallace, Housing Program Manager Dan Maguire, Director of Financial Management Shelly Gunby, Management Analyst Dawn Van Dyke and Economic Development Director/Asst. Executive Director-CDA Cas Ellena.

PUBLIC COMMENTS

Raven Castro, representing Winters High School FFA, spoke regarding the 1st Annual FFA Scholarship Auction, which will be held on April 4, 2008, at the Community Center. Tickets are available for \$30.

CONSENT CALENDAR

- A. Minutes of a Special City Council Meeting held on March 11, 2008, and the Minutes of a Regular Meeting of the Winters City Council held on March 18, 2008
- B. Final Acceptance – State Route 128 & I-505 Northbound Ramp Signal Project No. 05-02
- C. Application for Youth Day Parade Permit, Request for Youth Day Street Closure, and Request for Donation of \$2,500 on an Annual Basis
- D. Proclamation Declaring April 13 – April 19, 2008 as "The Week of the Young Child," requested by the Yolo County Child Care Planning Council
- E. Adopt Resolution 2008-10, Declaring Public Nuisance on Specified Parcels
- F. Hispanic Advisory Committee Information Meeting Results
- G. Solar Power Purchase Agreement
- H. Adopt Resolution 2008-11, Committing CDBG Program Income to the Almondwood Apartment Acquisition and Rehabilitation Project

City Manager Donlevy gave an overview. Council Member Aguiar-Curry made a motion to approve Consent Items A-G. Seconded by Council Member Anderson. Motion carried unanimously, with Council Member Stone absent.

PRESENTATIONS

Mayor Fridae presented a Proclamation Declaring April 2008 as Child Abuse Prevention Month to Gicela Mora-Lopez of the Yolo County Children's Alliance.

DISCUSSION ITEMS

- 1. Public Hearing and Second Reading of Ordinance 2008-06, Amending Chapter 2 of the Winters Municipal Code to Authorize Compensation for Planning Commissioners**

City Attorney Wallace gave an overview. Mayor Fridae opened the public hearing at 8:00 p.m. and closed the public hearing at 8:00 p.m. with no public comment. Council Member Anderson made a motion to adopt Ordinance 2008-06, Amending Chapter 2 of the Winters Municipal Code to Authorize Compensation for Planning Commissioners. Seconded by Council Member Martin. Motion carried with the following roll call vote:

AYES: Council Members Aguiar-Curry, Anderson, Martin and Mayor Fridae.
NOES: None
ABSENT: Council Member Stone
ABSTAIN: None

- 2. Continued Public Hearing for the Community Development Block Grant (CDBG) Program; Approve Resolution 2008-14, Approving an Application for Funding and Contract Execution and Any Amendments Thereto From the General Allocation of the State Community Development Block Grant Program; Direct Staff to Begin Negotiations with Central Valley Coalition for Affordable Housing**

Housing Program Manager Maguire gave an overview. Caleb Roope of Central Valley Coalition for Affordable Housing gave a power point presentation. Mayor Fridae opened the public hearing at 8:20 p.m. and closed the public hearing at 8:20 p.m. with no public comment.

Community Development Agency Director Michael Martin simultaneously convened the meeting of the Community Development Agency.

Council Member Aguiar-Curry made a motion to approve Resolution 2008-14, approving an application for funding and contract execution and any

amendments thereto from the General Allocation of the State Community Development Block Grant Program, and to direct staff to begin negotiations with Central Valley Coalition for Affordable Housing. Seconded by Council Member Anderson. Motion carried unanimously, with Council Member Stone absent.

Community Development Agency Member Fridae made a motion, approving an application for funding and contract execution and any amendments thereto from the General Allocation of the State Community Development Block Grant Program, and to direct staff to begin negotiations with Central Valley Coalition for Affordable Housing. Seconded by Agency Member Anderson. Motion carried unanimously, with Agency Member Stone absent.

COMMUNITY DEVELOPMENT AGENCY

**1. Expanded Scope of Work, Project Cost and Phasing for
Downtown Streetscape Improvement Project – Phases I and 2**

Agency Members Anderson and Fridae recused themselves due to a possible conflict of interest.

Asa Utterback, Associate Engineer with Ponticello Engineering, gave a power point presentation of Phase 1 and 2 of the Downtown Streetscape Improvement Project.

As there was not a quorum present, no action was taken.

CITY MANAGER REPORT: None

COUNCIL/STAFF COMMENTS: Council Member Anderson indicated there was a Transportation Board meeting on Thursday, April 3rd. Council Member Martin reminded everyone about the FFA auction on Friday, April 4th. Council Member Aguiar-Curry spoke about the upcoming welcome for Chris Calbadon, Mayor of West Sacramento, to be held at Berryessa Gap Winery on April 18th. She also reminded everyone of the upcoming League of California Cities Action Days to be held on April 16th & 17th. Mayor Fridae spoke of the EARTH Project Festival to be held on May 17th, the National Bike to Work Week, May 12th-16th, and Bike to Work Day on Friday, May 16th. He also reminded everyone of the WFOL Quiz Show to be held on Thursday, April 3rd.

INFORMATION ONLY: None

EXECUTIVE SESSION:

Meeting with City Manager to Discuss City Manager Evaluation Pursuant to Section 54957 of the Government Code

Conference with Real Property Negotiator, John W. Donlevy, Jr., City Manager, regarding APN#038-070-28; APN#038070-29; APN#038-070-30; APN#038-070-31; APN#038-070-32; APN#038-070-12; and APN#038-070-35.

There was no action to report on the Executive Session items.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, City Clerk



**A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF WINTERS
RECOGNIZING NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK
APRIL 14-19, 2008**

WHEREAS, emergencies can occur at anytime that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Yolo County Communications Emergency Services Agency; and

WHEREAS, Public Safety Dispatchers are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Dispatchers are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, Public Safety Dispatchers for the Winters Police and Fire Departments have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

THEREFORE BE IT RESOLVED, that the City Council of the City of Winters declares the week of April 14-19, 2008 to be National Public Safety Telecommunications Week in Woodland, California, in honor of the men and women whose diligence and professionalism keep our community and citizens safe.

Signed this 15th day of April, 2008

Councilmember Harold Anderson

Councilmember Cecilia Aguiar-Curry

Councilmember Michael Martin

Councilmember Tom Stone

Mayor Woody Fridae

City Manager John W. Donlevy, Jr.

ATTEST: City Clerk Nanci G. Mills



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members

DATE : April 15, 2008

THROUGH: John W. Donlevy, Jr., City Manager

FROM : Nanci G. Mills, Director of Administrative Services/City Clerk *Nanci*

SUBJECT: Resolution 2008-16, Initiating Proceedings for the Annual Levy and Collection of Assessments for the City of Winters City-Wide Maintenance Assessment District, Fiscal Year 2008/2009

RECOMMENDATION: Staff recommends the City Council adopt the attached Resolution, initiating the proceedings for the levy of the annual assessments of the City of Winters City-Wide Maintenance Assessment District and order the preparation the Engineer's Report for said District.

BACKGROUND : The assessments from the City's landscape maintenance district are used to maintain the City's parks, landscape areas, and electricity for street lighting . The District's assessments must, by Code, and pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereinafter referred to as the "Act"), be established every year. The first step is to adopt a resolution initiating the assessment proceedings and to designate the engineer of work and order the preparation of the Engineer's Report. This is the same procedure that has been followed for all previous years. The City has retained MuniFinancial as the Engineer of Work to prepare the fiscal Year 2008/2009 City of Winters Engineers Report and file it with the City Clerk in accordance with *Chapter 3, Section 22623* of the Act. Staff will be submitting to the City Council the necessary maps, reports and resolutions so that the assessments can be adopted prior to the last day to file with the County.

ALTERNATIVES : None

FISCAL IMPACT: None

RESOLUTION NO. 2008-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS,
CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND
COLLECTION OF ASSESSMENTS FOR THE CITY OF WINTERS CITY-WIDE
MAINTENANCE ASSESSMENT DISTRICT, FISCAL YEAR 2008/2009**

The City Council of the City of Winters, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, The City Council has, by previous Resolutions, formed the City of Winters City-Wide Maintenance Assessment District (hereafter referred to as the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereinafter referred to as the "Act"), that provides for levy and collection of assessments by the County of Yolo for the City of Winters to pay the maintenance and services of landscaping and all appurtenant facilities and operations related thereto; and,

WHEREAS, the City Council has retained MuniFinancial as the Engineer of Work, for the purpose of assisting with the annual levy of the District, and to prepare and file an Engineer's Report with the City Clerk in accordance with *Chapter 3, Section 22623* of the Act.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT, AS FOLLOWS:

Section 1: The City Council hereby orders MuniFinancial to prepare the Engineer's Annual Levy Report (hereinafter referred to as the "Report") concerning the levy of assessments for the District in accordance with *Chapter 1, Article 4 (commencing with Section 22565), pursuant to Chapter 3, Section 22622* of the Act.

Section 2: The improvements within the District include: the installation, maintenance and operation of and the furnishing of services and materials for landscaping improvements, irrigation and drainage systems, street lighting and associated appurtenances. The Report so ordered, shall describe the existing improvements and any new improvements or substantial changes in the existing improvements.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WINTERS, THIS 15th DAY OF April, 2008.

RESOLUTION NO. 2008-16

I, Nanci G. Mills, City Clerk of the City of Winters, County of Yolo, State of California do hereby certify that the foregoing Resolution No. 2008-16 was regularly adopted by the City Council of said City of Winters at a regular meeting of said council held on the 15th day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Woody Fridae, Mayor

ATTEST:

Nanci G. Mills, City Clerk

RESOLUTION NO. 2008-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S ANNUAL LEVY REPORT, AND DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS AND PROVIDING NOTICE OF HEARINGS THEREOF FOR THE CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT, FISCAL YEAR 2007/2008

The City Council of the City of Winters, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, the City Council pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereafter referred to as the "Act") and by previous Resolution, initiated proceedings for the "City of Winters City-Wide Maintenance Assessment District" (hereafter referred to as the "District") for the annual levy and collection of assessments to pay for the operation, maintenance and servicing of landscaping and lighting and all appurtenant facilities related thereto; and,

WHEREAS, the City Council has, by previous Resolution ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Report") regarding the District and assessment for Fiscal Year 2007/2008, pursuant to *Chapter 1, Section 22565* of the Act; and,

WHEREAS, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report in connection with the District and the levy of assessments for Fiscal Year 2007/2008 (Beginning July 1, 2007 and ending June 30, 2008) in accordance with *Chapter 3, Section 22623* of the Act; and,

WHEREAS, this City Council has carefully examined and reviewed the Report as presented and pursuant to the provisions of *Chapter 2, Article 1, Section 22586* of said Act, the City Council may approve the report, as filed, or may it may modify the report in any particular and approve it as modified.

RESOLUTION NO. 2008-16

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Description of the District.
- c. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- d. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- e. The District Roll containing the Levy for each Assessor Parcel Number within the District proposed for Fiscal Year 2007/2008.

Section 3: The District, the proposed improvements, each and all of the budget items and documents, and the proposed assessments as outlined in the Report have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District, and are in compliance with the Act and the provisions of California Constitution Article XIID.

Section 4: The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 5: The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Engineer's Report.

Section 6: The City Council hereby declares its intention to seek the Annual Levy of the District pursuant to the Act, over and including the land within the District boundary, and to levy and collect assessments on all such land to pay the costs associated with the operation, maintenance and servicing of the landscaping improvements related thereto, for Fiscal Year 2007/2008.

Section 7: The improvements within the District include: the maintenance and operation of and the furnishing of services and materials for landscaping improvements, irrigation and drainage systems, street lighting and associated appurtenances. The Report as previously approved and on file with the City Clerk, provides a full and complete description of all improvements and any or all substantial changes to the improvements within the District.

RESOLUTION NO. 2008-16

Section 8: The boundaries of the District are described in the Engineer's Report on file with the City Clerk, and are defined as the boundaries described in the formation documents of the District, generally: All lots or parcels in the City of Winters, the boundaries of the District are coterminous with the City Limits; within the County of Yolo, State of California. The existing District does not contain any zones and is designated as the "City of Winters City-Wide Maintenance Assessment District."

Section 9: The proposed assessment for Fiscal Year 2007/2008 does not exceed the maximum assessment previously approved, and the assessments are outlined in the Engineer's Report, which details any changes or increases in the annual assessments.

Section 10: The City Council hereby declares its intention to conduct a public hearing concerning the levy of assessments for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing of this Resolution once in the Local Newspaper for two consecutive weeks not less than ten (10) days before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices in accordance with *Chapter 3, Section 22626* of the Act.

Section 11: Notice is hereby given that a Public Hearing on these matters will be held by the City Council on **Tuesday, May 15, 2007 at 7:30 p.m.**, or as soon thereafter as feasible in the City Council Chambers, City Hall, located at 318 First Street, Winters, California.

RESOLUTION NO. 2008-16

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WINTERS, THIS ___ 17th ___ DAY OF ___ April ___, 2007.

I, Nanci G. Mills, City Clerk of the City of Winters, County of Yolo, State of California do hereby certify that the foregoing Resolution No. ___2007-11___ was regularly adopted by the City Council of said City of Winters at a regular meeting of said council held on the ___17th___ day of ___April___, 2007, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Woodie Fridae, Mayor
City of Winters

Nanci G. Mills, City Clerk
City of Winters



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members

DATE : April 15, 2008

THROUGH: John W. Donlevy, Jr., City Manager

FROM : Nanci G. Mills, Director of Administrative Services/City Clerk *Nanci Mills*

SUBJECT: Resolution 2008-17, Preliminarily Approving the Engineer's Annual Levy Report, and Declaring its Intention to Levy and Collect Annual Assessments and Providing Notice of Hearings Thereof for the City of Winters City Wide Maintenance Assessment District, Fiscal Year 2008/2009

RECOMMENDATION: Staff recommends the City Council adopt the attached Resolution, preliminarily approving the Engineer's Annual Levy Report, and declaring its' intention to levy and collect annual assessments and providing Notice of Hearings thereof for the City of Winters City-Wide Maintenance Assessment District.

BACKGROUND : The assessments from the City's landscape maintenance district are used to maintain the City's parks, landscape areas, and electricity for street lighting . The District's assessments must, by Code, and pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereinafter referred to as the "Act"), be established every year. The first step is to adopt a resolution initiating the assessment proceedings and to designate the engineer of work and order the preparation of the Engineer's Report. This is the same procedure that has been followed for all previous years. The City has retained MuniFinancial as the Engineer of Work to prepare the fiscal Year 2008/2009 City of Winters Engineers Report and file it with the City Clerk in accordance with *Chapter 3, Section 22623* of the Act. Staff will be submitting to the City Council the necessary maps, reports and resolutions so that the assessments can be adopted prior to the last day to file with the County.

ALTERNATIVES : None

FISCAL IMPACT: None

RESOLUTION NO. 2008-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS,
CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S ANNUAL LEVY
REPORT, AND DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL
ASSESSMENTS AND PROVIDING NOTICE OF HEARINGS THEREOF FOR THE
CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT,
FISCAL YEAR 2008/2009**

The City Council of the City of Winters, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, the City Council pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereafter referred to as the "Act") and by previous Resolution, initiated proceedings for the "City of Winters City-Wide Maintenance Assessment District" (hereafter referred to as the "District") for the annual levy and collection of assessments to pay for the operation, maintenance and servicing of landscaping and lighting and all appurtenant facilities related thereto; and,

WHEREAS, the City Council has, by previous Resolution ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Report") regarding the District and assessment for Fiscal Year 2008/2009, pursuant to *Chapter 1, Section 22565* of the Act; and,

WHEREAS, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report in connection with the District and the levy of assessments for Fiscal Year 2008/2009 (Beginning July 1, 2008 and ending June 30, 2009) in accordance with *Chapter 3, Section 22623* of the Act; and,

WHEREAS, this City Council has carefully examined and reviewed the Report as presented and pursuant to the provisions of *Chapter 2, Article 1, Section 22586* of said Act, the City Council may approve the report, as filed, or may it may modify the report in any particular and approve it as modified.

RESOLUTION NO. 2008-17

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Description of the District.
- c. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- d. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- e. The District Roll containing the Levy for each Assessor Parcel Number within the District proposed for Fiscal Year 2008/2009.

Section 3: The District, the proposed improvements, each and all of the budget items and documents, and the proposed assessments as outlined in the Report have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District, and are in compliance with the Act and the provisions of California Constitution Article XIIIID.

Section 4: The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 5: The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Engineer's Report.

Section 6: The City Council hereby declares its intention to seek the Annual Levy of the District pursuant to the Act, over and including the land within the District boundary, and to levy and collect assessments on all such land to pay the costs associated with the operation, maintenance and servicing of the landscaping improvements related thereto, for Fiscal Year 2008/2009.

Section 7: The improvements within the District include: the maintenance and operation of and the furnishing of services and materials for landscaping improvements, irrigation and drainage systems, street lighting and associated appurtenances. The Report as previously approved and on file with the City Clerk, provides a full and complete description of all improvements and any or all substantial changes to the improvements within the District.

RESOLUTION NO. 2008-17

Section 8: The boundaries of the District are described in the Engineer's Report on file with the City Clerk, and are defined as the boundaries described in the formation documents of the District, generally: All lots or parcels in the City of Winters, the boundaries of the District are coterminous with the City Limits; within the County of Yolo, State of California. The existing District does not contain any zones and is designated as the "City of Winters City-Wide Maintenance Assessment District."

Section 9: The proposed assessment for Fiscal Year 2008/2009 does not exceed the maximum assessment previously approved, and the assessments are outlined in the Engineer's Report, which details any changes or increases in the annual assessments.

Section 10: The City Council hereby declares its intention to conduct a public hearing concerning the levy of assessments for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing of this Resolution once in the Local Newspaper for two consecutive weeks not less than ten (10) days before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices in accordance with *Chapter 3, Section 22626* of the Act.

Section 11: Notice is hereby given that a Public Hearing on these matters will be held by the City Council on **Tuesday, May 20, 2008 at 7:30 p.m.**, or as soon thereafter as feasible in the City Council Chambers, City Hall, located at 318 First Street, Winters, California.

RESOLUTION NO. 2008-17

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WINTERS, THIS 15th DAY OF APRIL, 2008.

I, Nanci G. Mills, City Clerk of the City of Winters, County of Yolo, State of California do hereby certify that the foregoing Resolution No. 2008-16 was regularly adopted by the City Council of said City of Winters at a regular meeting of said council held on the 15th day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Woody Fridae, Mayor

ATTEST:

Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE : April 15, 2008
FROM: John W. Donlevy, Jr., City Manager *JWD*
SUBJECT: Parking Ordinance Update

RECOMMENDATION:

That the City Council:

1. Conduct a Public Hearing on the an amendment to the Winters Municipal Code Pertaining to Stopping, Standing and Parking; and
2. Introduce Ordinance No. 2007-04, AN ORDINANCE OF THE CITY OF WINTERS AMENDING CHAPTER 10.16 OF THE MUNICIPAL CODE PERTAINING TO STOPPING STANDING AND PARKING.

BACKGROUND:

Over the past few years, Staff has received an ever increasing rise in complaints from residents regarding persons regularly storing their recreational vehicles, trailers and boats on the public street. Specifically, the complaints center around unattached "fifth wheels", recreational trailers and boats being parked in front of residences on the public street for extended periods of time. In some cases, permanently.

Under the City's Municipal Code, parking is limited to 120 consecutive hours of parking before a vehicle must be moved. Unfortunately, this requires the Police Department to chalk the tires and schedule re-checks. The definition of "move" is also vague.

The Municipal Code also prohibits the parking or storage of commercial vehicles in residential areas.

In a review of many City streets, the storage of cars, boats and trailers is becoming pervasive. These range from the smaller tent trailers or ski boats to the very large travel trailers. In some cases, the size of these vehicles rival those of commercial vehicles and are being parked on a residential street. The result of this storage has multiple effects:

- Visual Nuisance- Outside storage in the public right of way impacts the attractiveness of the neighborhood. As one resident has put it, "the view outside my living room window says Country Squire". In some cases, these trailers are not newer models, making them extremely unattractive.

- Maintenance- Residents know that the City is not enforcing No Parking on Street Sweeping Days. In most cases, these trailers are not moved, resulting in an accumulation of debris due to the lack of street sweeping.
- Safety- In some cases, these trailers are being stored on corner lots and on side streets. The large trailers are parked on or near the corners, creating a large visual barrier to cars making turns. In all practicality, this creates a blind intersection for motorists turning due to the reduced site distance.
- Enforcement- Due to limited staffing and repeated complaints, the Police Department finds itself in a "cat and mouse" game with some trailer owners. Many residents are extremely frustrated by neighbors storing trailers and repeatedly call for service because the trailer has been in the same location for in excess of 120 hours. The problem arises in the definition of whether the trailer has been "moved". The result is an adversarial situation where neighbor is pitted against neighbor, one neighbor feeling he is being falsely accused by Police of storing the trailer, and another neighbor feeling his rights to a "nice" neighborhood, unfettered by someone storing a large trailer in front of their home and "the City is doing nothing about it".

Additionally, Staff is encountering problems with persons living and/or occupying trailers and recreational vehicles on City streets. In some cases, persons have been emptying restroom tanks into public trash cans.

DISCUSSION:

Staff is recommending that the City Council adopt the attached amendment to the municipal code to refine the parking ordinance to increase clarity and place more clearly defined restrictions on the storage of recreational trailers and boats in the public right of way. This proposed amendment would include:

1. Prohibition of parking unattached trailers in or on any public right of way within the City of Winters.
2. A 72 hour parking restriction for all vehicles and trailers on Winters street.
3. Establishment of a permitting process whereby residents with recreational trailers or boats can purchase an on street storage permit for up to 36 total days per year for a specified trailer parked in front of their owner occupied residence. Under the permit, trailers could be stored unattached for a cumulative period of not more than 36 days total in any calendar year.
4. A re-definition of moving a vehicle to mean " a minimum of 1,000 linear feet" from a specified address and non-parking in front of the address for a period of not less than 72 hours, or on to a private property.
5. A strict prohibition against persons living or occupying a recreational vehicle unless permitted for a period not to exceed 120 hours, but not more than 14 calendar days total per year.

The Ordinance will not provide for the prohibition of storage of recreational trailers, boats or vehicles on private property, outside of the public right of way. This recommendation only deals with storage in the streets or public right of way.

FISCAL IMPACT:

Costs for increased enforcement and increased revenues from citations. Actual amounts to be determined.

ATTACHMENT:

Proposed Ordinance.

ORDINANCE NO. 2007-04

AN ORDINANCE OF THE CITY OF WINTERS
AMENDING CHAPTER 10.16 OF THE MUNICIPAL CODE
PERTAINING TO STOPPING, STANDING, AND PARKING

The City Council of the City of Winters does ordain as follows:

SECTION 1: Section 10.16.010 of the Municipal Code of the City of Winters is hereby amended to read as follows:

Section 10.16.010 Application of Regulations

A. The provisions of this chapter prohibiting the stopping, standing or parking of a vehicle shall apply at all times or at those times specified in this Chapter, except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or official traffic control device.

B. The provisions of this Chapter imposing a time limit on standing or parking shall not relieve any person from the duty to observe other and more restrictive provisions of the Vehicle Code or this code of this city prohibiting or limiting the standing or parking of vehicles in specified places or at specified times.

C. For purposes of this Chapter:

"Vehicle" means any device used for the transportation of persons or property as defined in section 670 of the California Vehicle Code.

"Unattached trailer" means a vehicle that is not self-propelled, was originally designed for carrying persons or property, including boats, and for being drawn by a motorized vehicle, and is not attached to a motorized vehicle that is capable of immediately propelling and towing such unattached trailer.

"Recreational vehicle" means any vehicle, whether self-propelled or drawn by another motorized vehicle, which was originally designed or permanently altered, and equipped or used for human habitation. The term "recreational vehicle" includes, but is not limited to, motor homes, travel trailers, 5th-wheel trailers, campers, and tent trailers. The term "habitation" means the use of a vehicle for temporary or permanent living quarters.

SECTION 2: Section 10.16.050 of the Municipal Code of the City of Winters is hereby amended to read as follows:

Section 10.16.050 Use of streets for storage of vehicles prohibited

No person who owns or has possession, custody or control of any vehicle or recreational vehicle shall park such vehicle or recreational vehicle upon any street or alley for more than a consecutive seventy-two (72) hour period.

No person who owns or has possession, custody or control of an unattached trailer shall leave standing any unattached trailer upon any street or alley within the City.

For purposes of this Chapter, a vehicle or recreational vehicle shall be deemed to be parked in violation of this section when it has not moved at least one thousand (1,000) feet or on to a private property within a consecutive seventy-two (72) hour period.

Any vehicle, recreational vehicle or unattached trailer parked in violation of this Chapter may be removed by the Chief of Police, or his/her designee, in accordance with Sections 22651 and 22669 of the California Vehicle Code.

SECTION 3: Section 10.16.055 is added to Chapter 10.16 of the Municipal Code of the City of Winters to read as follows:

10.16.055 Habitation of Vehicles on Streets

It shall be unlawful for any person who owns or has possession, custody or control of any vehicle, recreational vehicle or unattached trailer, to use or allow the use of such vehicle for human habitation or occupancy. The term "habitation" means the use of a vehicle for temporary or permanent living quarters.

SECTION 4: Section 10.16.270 is added to Chapter 10.16 of the Municipal Code of the City of Winters to read as follows:

10.16.270 Exemptions, Issuance of Permits

Notwithstanding sections 10.16.050 and 10.16.055, the Chief of Police, or his/her designee, may issue permits for the temporary stopping, parking, standing or habitation of vehicles, recreational vehicles or unattached trailers on a street or alley, subject to the following conditions:

A. A permit for the temporary stopping, parking or standing of vehicles shall be for up to a maximum of thirty-six (36) total days per calendar year for each vehicle. A permit for the temporary habitation or occupancy of a vehicle shall be for up to a maximum of fourteen (14) total days per calendar year for each vehicle, however, each habitation or occupancy period shall not exceed one hundred and twenty (120) consecutive hours. Each habitation or occupancy period must be separated by at least ten (10) days.

B. A permit for stopping, standing or parking of a vehicle may only be issued to the property owner of a single family residence.

C. No more than one (1) permit may be issued to a property owner at any given time.

D. A permit shall restrict the stopping, parking or standing of a vehicle, recreational vehicle or unattached trailer to that portion of the street or alley immediately in front of and abutting the property upon which the single family residence is located.

E. A permit shall be immediately revocable if the vehicle, recreational vehicle or unattached trailer poses a safety concern, in the sole and absolute discretion of the Chief of Police.

F. The Chief of Police, or his/her designee, may impose any additional conditions that he/she deems necessary to protect the health, safety and general welfare of the community.

Appeals regarding the issuance of permit by any interested person may be made to the City Manager within ten (10) days of issuance. The decision of the City Manager regarding any appeals shall be final.

The City Council may by resolution establish fees for the issuance of permits authorized by this Section.

SECTION 5. Severability.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Winters hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to any such decision or preemptive legislation.

SECTION 6. Effective Date.

This ordinance shall be in full force and effective 30 days after its adoption and shall be published and posted as required by law.

The foregoing ordinance was introduced at a regular meeting of the City Council of the City of Winters, California, held on May 15, 2007, and was passed and adopted at a regular meeting of the City Council held on June 5, 2007 by the following vote:

AYES: Council Members Aguiar-Curry, Anderson, Martin, Stone and Mayor Fridae

NOES: None

ABSENT: None

ABSTAIN: None

Woody Fridae, Mayor

ATTEST:

Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE :April 1, 2008
THROUGH: John W. Donlevy, Jr., City Manager
FROM: John C. Wallace, City Attorney
SUBJECT: April 15, 20080 Agenda Item - Resolution No. 2008-03

RECOMMENDATION: Adoption.

BACKGROUND: Like most cities, the City of Winters has determined the need for various building and fire standards more restrictive than state codes and regulations. The City has already adopted Ordinance 2008-02 establishing the more restrictive standards, but inadvertently failed to adopt the resolution making the required findings which support the changes. This resolution will do that, and adoption is required by the California Health and Safety Code.

FISCAL IMPACT: None.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Winters City Council, 318 First Street (Council Chambers), Winters, California, on April 15, 2008, at 7:30 p.m. Purpose of the public hearing is to consider adoption of City of Winters Resolution No. 2008-03, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS DETERMINING THE NEED FOR LOCAL AMENDMENTS TO THE CALIFORNIA BUILDING STANDARDS CODE.

The proposed resolution is summarized, as follows: The City of Winters is granted authority, under the California Health and Safety Code, to determine whether there is a need to establish building standards that are more restrictive than those adopted by the State of California and found in Title 24 of the California Code of Regulations. The resolution determines the necessity for such standards to be adopted, in Ordinance 2008-02, in the California Building Code; the California Fire Code; and the California Plumbing Code. The Resolution makes findings as to Climatic, Topographical and Geological factors that warrant these more restrictive standards.

All citizens are invited to attend the hearing or, in lieu of attendance, may present written input to the Winters City Clerk, 318 First Street, Winters, California by 5 p.m. on April 15, 2008.

Dated: April 1, 2008

John C. Wallace, City Attorney,
City of Winters



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE : April 15, 2008
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Hispanic Advisory Committee
SUBJECT: Appointment of community members to the Hispanic Advisory Committee

RECOMMENDATION:

The City Council based on the recommendation of the interview panel appoint seven community members to the Hispanic Advisory Committee.

BACKGROUND:

The City of Winters Hispanic Advisory Committee was established in June 2006 by Resolution of the City Council of the City of Winters.

A joint workshop was held with the Winters City Council and the Winters Hispanic Committee on February 19, 2008. At that time the City Council accepted the final report of the committee and took action authorizing the advertisement and establishment of a new Hispanic Advisory Committee. It was recommended by the City Council that the newly established Hispanic Advisory Committee meet once per month and focus on the following:

- Monitor the recommendations and programs addressed in the February 19, 2008 report,
- Host a town hall/community forum meeting once per year for the purpose of gathering information from the Latino community regarding their needs,
- Host an informational workshop once a year on a topic of importance to the Latino community,
- Coordinate an annual community festival,
- Continue to survey healthcare and social services available to citizens; look at ways to streamline accessibility of resources.

ESTABLISHMENT OF NEW HISPANIC ADVISORY COMMITTEE:

An informational meeting was held March 24, 2008 to solicit applicants for the new Hispanic Advisory Committee. To advertise the meeting past members of the Hispanic Advisory Committee were notified by phone and/or email, other identified leaders in the

Latino community were contacted by phone, a press release in both English and Spanish appeared in the Winters Express and flyers in both languages were posted at various locations in the City. Eight community members attended the meeting and submitted their applications for consideration.

At the April 1, 2008 meeting of the Winters City Council the Council appointed Mayor Woody Fridae and Council Member Cecilia Aguiar-Curry to serve on the interview panel to consider the applicants for the Hispanic Advisory Committee. Based on the interviews seven community members are being recommended to the Council for appointment to the Winters Hispanic Advisory Committee. The names of the individuals will be submitted to the Council under separate cover.

FISCAL IMPACT:

None at this time.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: April 1, 2008
FROM: John W. Donlevy, Jr., City Manager 
SUBJECT: Kelly Group- Contract Extension

RECOMMENDATION:

That the City Council Approve a Consultant Services Agreement between the City of Winters and Kathryn Kelly (Kelly Group) for Planning Services.

BACKGROUND:

In February, 2007, the City Council approved a consultant services agreement with Kathryn Kelly (Kelly Group) for contract planning services. The contract is due to expire on April 30, 2008.

DISCUSSION:

Since May, 2007, Kathryn Kelly has assisted the City in a variety of planning related projects including development agreements with the major subdivisions, the downtown form based code and the processing of some commercial development projects.

The current consultant services agreement has expired and Staff is recommending a seven (7) month extension to complete work on some projects which are currently in progress. The terms of the contract have changed as follows:

- Kelly Group has increased the billing rate from \$45 to \$95 per hour.
- The new contract will require that Kelly provide her own office and support toward the services provided.
- The contract limits the billing amount to \$54,200 for the duration of the agreement.
- The weekly billable hours will change from 40 to 17 hours.

Staff is recommending approval of the agreement to allow the progression of key programs in support of the Community Development Department.

FISCAL IMPACT:

The billable rate for the agreement will increase from \$45 to \$95 per hour. The monthly fiscal impact will remain the same at a not to exceed \$7,500 per month/\$54,200 for the duration of the agreement.

ATTACHMENT: Agreement



STAFF MEMO

TO: Kate Kelly
DATE: March 24, 2008
FROM: John W. Donlevy, Jr., City Manager
SUBJECT: Consultant Services Agreement

Attached for your review is a draft Consultant Services Agreement which will extend the current contract for a seven month period ending December 31, 2008.

Some key modifications include:

- The hourly rate has been changed to \$95 per hour, with a total not to exceed billing amount for the seven month period of \$52,500.

The extensive increase in hourly rate will mandate a more defined project list. At this rate, it is anticipated that the City can afford 17 hours per week (\$7500 per month), thus a more defined list of projects will be required to be affordable by the City.

- The TERM of the contract has been defined to end in December, 2008.
- Exhibit C, Section 9 has been amended to include cancellation by either the City or Consultant upon written notification.

In consideration of the substantial increase in costs, it will be expected that you will be providing your own Facilities and Equipment to service this agreement. Office hours may be scheduled at City Hall as needed.

Please review and provide your comments to me no later than Tuesday, March 24, 2008.

If you have any questions, please do not hesitate to contact either myself or Nanci Mills.

MAYOR:
Woody Fridae
MAYOR PRO TEM:
Michael Martin
COUNCIL:
Tom Stone
Harold Anderson
Cecilia Curry



MAYOR EMERITUS:
J. Robert Chapman
TREASURER:
Michael J. Sebastian
CITY CLERK:
Nanci G. Mills
CITY MANAGER:
John W. Donlevy, Jr.

CONSULTANT SERVICES AGREEMENT
AGREEMENT No. 013-08

THIS AGREEMENT is made at Winters, California, as of _____, by and between the City of Winters ("the CITY") and Kathryn Kelly "(CONSULTANT)", who agree as follows:

1. **SERVICES.** Subject to the terms and conditions set forth in this Agreement, CONSULTANT shall provide to the City the Services in the areas of Land Use and Public Policy, Organizational and Project Management and Community Relations. Services shall include but not be limited to assistance with Development Agreement and Mitigation Monitoring for approved subdivisions, Development of a Downtown Development/Form Based Code, planning grants and general development processing.
2. **PAYMENT.** The Consultant shall be paid for the actual costs, for all time and materials expended, in accordance with the Fee Schedule included in the letter included as Exhibit "B", but in no event shall total compensation at \$95 per hour at a total cost not to exceed \$52,500, without the City's prior written approval. City shall pay consultant for services rendered pursuant to the Agreement and described in Exhibit "A".
3. **FACILITIES AND EQUIPMENT.** CONSULTANT shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing services pursuant to this Agreement.
4. **GENERAL PROVISIONS.** The general provisions set forth in Exhibit "C" are part of this Agreement. In the event of any inconsistency between said general provisions and any other terms or conditions of this Agreement, the other term or condition shall control only insofar as it is inconsistent with general Provisions.
5. **TERM.** Agreement shall commence May 1, 2008 and end December 31, 2008 unless extended by the mutual agreement of both parties.
6. **EXHIBITS.** All exhibits referred to therein are attached hereto and are by this reference incorporated herein.

EXECUTED as of day first above-stated.

CITY OF WINTERS
a municipal corporation

By: _____
John W. Donlevy, Jr., City Manager

CONSULTANT

By: _____

ATTEST:

By: _____
Nanci G. Mills, CITY CLERK

March 12, 2008

John W. Donlevy, Jr.
City of Winters
318 First Street
Winters, CA 95694

Dear John,

Thank you for meeting with me on February 12, 2008 to discuss my continued involvement with the City of Winters. I appreciate the time and thought you put into preparing for our meeting and your constructive comments. I understand that you offered to continue my contract with the City for an additional seven to ten months from May 1, 2008 at the current terms and rate of \$45/hour.

I have carefully considered your offer and would be happy to continue a contractual relationship with the City of Winters. However, the current billing rate and cancellation clause of the contract would need to be revised.

When I agreed to the very substantially discounted rate of \$45/hour in February of 2007 it was with the expectation and understanding that the contract was a short-term mechanism to cover my time with the City until I was brought on board as a full time employee after the start of the 07/08 fiscal year. I typically bill at \$120/hour which is quite standard within our market and consistent with the rate schedules of the various planning consultants currently under contract to the City. I can no longer offer such a substantially discounted rate.

In order to continue offering my services to the City my billing rate will be \$95/hour effective May 1, 2008. This is a notable discount of my regular rate of \$120/hour and is offered in consideration of the issues the City is facing and my affection for the community of Winters.

In addition to the change in billing rate, the cancellation clause found in Section 9 of Exhibit C the City's standard contract needs to be revised to provide for cancellation of the contract by either party upon reasonable notice to the other.

I appreciate the opportunity to work with the City of Winters team over the past ten months and look forward to continuing providing my knowledge, experience, and skill to further the goals of Winters.

Sincerely,



Kate Kelly
Kelly Group

Scope of Work for Contract Project Management
Kate Kelly dba Kelly Group

The major tasks to be performed by Kate Kelly are anticipated to be as follows:

- Scope of Work – Serve on a time and materials basis as Contract Planner/Project Manager for processing and implementation of development projects, mitigation monitoring, planning efforts, development of Form-Based Code, conservation transactions, community relations, planning grants, and economic development activities. Serve subject to the oversight and direction of the Community Development Director and City Manager.
 - Coordinate the work effort necessary to see all assigned projects to conclusion.
 - Coordinate consultant preparation of associated planning documents, environmental analysis, and technical reports.
 - Keep the staff informed regarding the progress of project and adherence to project schedule. Coordinate with the applicant, various agency representatives, and members of the public.
 - Maintain overall schedule of tasks and milestones.
 - Prepare miscellaneous correspondence and staff reports
 - Ms. Kelly will utilize City support staff for GIS and clerical tasks such as meeting scheduling, public noticing, and file maintenance. Budget management and contract management to be performed by City Staff.
- Labor Rate – Discounted rate of \$95.00 per hour. Invoices will include the billing period, and total hours spent on the project during the billing period.
- Period of Engagement – May 1, 2008 through December 31, 2008, subject to cancellation by either party with 30-day prior written notice.
- Time Commitment – Estimated to average 17 hours per week over the life of the assignment. Actual hours will vary based on project activity. All hours subject to the discretionary control of the City.
- Budget – Total budget shall not exceed \$52,500 unless subsequently amended by both parties.
- Other Terms – Other terms, including non-labor expenses, shall be as identified in the attached Compensation Schedule.

Compensation Schedule
2008

Table with 2 columns: Service Category and Rate. Rows include Principal (\$120/hour), Support Services (\$50 to \$100/hour), Mileage (\$0.505/mile), Expenses (cost plus 10 percent), and Per Diem for Meals (\$60/day).

Terms Applicable to All Contracts:

- 1. All work is completed on a time and materials basis. Standard rates and administrative charges are negotiable depending on the type of service provided and the terms of the contract. All work on the job is billable. Where follow-up consulting services are required after the close of a job these rates apply.
2. Expert witness rates (court trials, administrative hearings; case research; depositions; subpoenas; etc.) are 120 percent to 200 percent of the standard rates, dependent on the type of work and whether testimony is required. Where expert witness services are requested after the close of a job, or if deposed for a job, the client will be billed at these rates.
3. Labor is billed by the quarter-hour. Gas mileage within a 25-mile radius, communication expenses, incidental copying and postage, and certain other similar incidental expenses are included with the labor rates quoted above. Other direct expenses such as outside printing, special purchases, subconsultant services, travel outside of a 25-mile radius, air and hotel charges, conference calls, delivery fees, filing fees, extra insurance requirements, custom accounting or detailing of labor/expenses beyond normal company practice, costs associated with public noticing and hearings, special business licenses, or other permits to operate that are determined to be required, or any other extraneous cost of doing business for the purpose of serving a particular client or job are not included in the compensation rates and are billed directly at cost plus a ten (10) percent administrative charge.
4. Invoices will be submitted at a maximum, on a monthly basis. Clients must provide notification in writing of any objections to an invoice within ten days of the date of the invoice. Absent objection, the invoice shall be deemed acceptable by the client.
5. Invoices are due and payable immediately upon receipt. The account will be considered delinquent if full payment is not received within 30 day of the date of the invoice. Invoices are not itemized unless requested by the client and specific arrangements have been made prior to the agreement to the project rates and budget. Preparation of invoice detail is billed to the job as a labor charge at full labor rates.
6. Delinquent accounts are subject to a ten (10) percent service and carrying charge, compounded monthly.
7. Travel time, preparation time, and/or "wait" time are billed to the job as a labor charge at full labor rates. Travel outside of the Sacramento region is subject to travel time charges, hotel charges, mileage, and a pro-rated per-diem for meals. Hotel, mileage, and per-diem are charges as an expense and are subject to a ten (10) percent administrative charge.
8. Rates are subject to change with advance notice.

Kelly Group
PO Box 868
Winters, CA 95694
(530) 902-1615

EXHIBIT "C"

GENERAL PROVISIONS

(1) INDEPENDENT CONTRACTOR. At all times during the term of this Agreement, CONSULTANT shall be an independent contractor and shall not be an employee of CITY. CITY shall have the right to control CONSULTANT only insofar as the results of CONSULTANT'S services rendered pursuant to this Agreement; however, CITY shall not have the right to control the means by which CONSULTANT accomplishes services rendered pursuant to this Agreement.

(2) LICENSES; PERMITS; ETC. CONSULTANT represents to CITY that CONSULTANT has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONSULTANT to practice CONSULTANT'S profession. CONSULTANT represents to CITY that CONSULTANT shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for CONSULTANT to practice his profession.

(3) TIME. CONSULTANT shall devote such services pursuant to this Agreement as may be reasonably necessary for satisfactory performance of CONSULTANT'S obligations pursuant to this Agreement.

(4) INSURANCE.

(a) WORKER'S COMPENSATION. During the term of this Agreement, CONSULTANT shall fully comply with the terms of the law of California concerning worker's compensation. Said compliance shall include, but not be limited to, maintaining in full force and effect one or more policies of insurance insuring against any liability CONSULTANT may have for worker's compensation.

(b) GENERAL LIABILITY AND AUTOMOBILE INSURANCE. CONSULTANT shall obtain at its sole cost and keep in full force and effect during the term of this agreement broad form property damage, personal injury, automobile, employer, and comprehensive form liability insurance in the amount of \$1,000,000 per occurrence; provided (1) that the CITY, its officers, agents, employees and volunteers shall be named as additional insured under the policy; and (2) that the policy shall stipulate that this insurance will operate as primary insurance; and that (3) no other insurance effected by the CITY or other names insured will be called upon to cover a loss covered there under; and (4) insurance shall be provided by an, at least, A-7 rated company.

(c) PROFESSIONAL LIABILITY INSURANCE. During the term of this Agreement, CONSULTANT shall maintain an Errors and Omissions Insurance policy in the amount of not less than \$1,000,000 per claim and annual aggregate.

(d) CERTIFICATES OF INSURANCE. CONSULTANT shall file with CITY'S City Clerk's office upon the execution of this agreement, certificates of insurance which shall provide that no cancellation will be made during the term of this agreement, without thirty (30) days written notice to the CITY prior to the effective date of such cancellation.

(5) CONSULTANT NOT AGENT. Except as CITY may specify in writing, CONSULTANT shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. CONSULTANT shall have no authority, express or implied, pursuant to this Agreement, to bind CITY to any obligation whatsoever.

(6) ASSIGNMENT PROHIBITED. No party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

(7) PERSONNEL. CONSULTANT shall assign only competent personnel to perform services pursuant to this Agreement. In the event that CITY, at its sole discretion, at anytime during the term of this Agreement, desires the removal of any person or persons assigned by CONSULTANT to perform services pursuant to this Agreement, CONSULTANT shall remove any such person immediately upon receiving notice from CITY of the desire of CITY for the removal of such person or persons.

(8) STANDARD OF PERFORMANCE. CONSULTANT shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONSULTANT is engaged in the geographical area in which CONSULTANT practices his profession. CITY pursuant to this Agreement shall be prepared to conform to the standards of quality normally observed by a person practicing in CONSULTANT'S profession.

(9) CANCELLATION OF AGREEMENT. This Agreement may be canceled at any time by CITY or CONSULTANT for its convenience upon written notification to the other party. CONSULTANT shall be entitled to receive full payment for all services performed and all costs incurred to the date of receipt of written notice to cease work on the project. CONSULTANT shall be entitled to no further compensation for work performed after the date of receipt of written notice to cease work. All completed and uncompleted products up to the date of receipt of written notice to cease work shall become the property of the CITY.

(10) PRODUCTS OF CONSULTING. All products of the CONSULTANT resulting from this Agreement shall be the property of the CITY.

(11) INDEMNIFY AND HOLD HARMLESS. CONSULTANT shall indemnify, hold harmless the CITY, its officers, agents and employees from all claims, suits, or actions of every name, kind and description, brought forth on account of injuries to or death of any person or damage to property to the extent arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by the CONSULTANT or any person directly or indirectly employed by or acting as agent for CONSULTANT in the performance of this Agreement, including the concurrent or successive passive negligence of the City, its officers, agents or employees.

It is understood that the duty of CONSULTANT to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code, to the extent CONSULTANT is determined to be culpable by a court of competent jurisdiction.

Acceptance of insurance certificates and endorsements required under this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

(12) PROHIBITED INTERESTS. No employee of the CITY shall have any direct financial interest in this agreement. This agreement shall be voidable at the option of the CITY if this provision is violated.

(13) LOCAL EMPLOYMENT POLICY. The City of Winters desires wherever possible, to hire qualified local residents to work on city projects. Local resident is defined as a person who resides in Yolo County.

The City encourages an active affirmative action program on the part of its contractors, consultants, and developers.

When local projects require, subcontractors, contractors, consultants, and developers will solicit proposals from qualified local firms where possible.

As a way of responding to the provisions of the Davis-Bacon Act and this program, contractor, consultants, and developers will be asked to provide no more frequently than monthly, a report which lists the employee's residence, and ethnic origin.

(14) CONSULTANT NOT PUBLIC OFFICIAL. CONSULTANT is not a "public official" for purposes of Government Code §87200 et seq. CONSULTANT conducts research and arrives at conclusions with respect to his or her rendition of information, advice, recommendation or counsel independent of the control and direction of the CITY or any CITY official, other than normal contract monitoring. In addition, CONSULTANT possesses no authority with respect to any CITY decision beyond the rendition of information, advice, recommendation or counsel.

CITY OF
WINTERS
CALIFORNIA
CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council members

DATE: April 15, 2008

THROUGH: John W. Donlevy, Jr., City Manager

FROM: Elliot Landes, Associate

SUBJECT: Resolution 2008-15 authorizing staff to proceed to RFP for slurry seal maintenance on selected streets, and approval of the project and budget for implementation of Prop 1B funding in the amount of \$400,000.

RECOMMENDATION:

That the City Council approve Resolution 2008-15 authorizing staff to proceed to RFP for slurry seal maintenance on seven miles of streets in five areas of Winters. In addition, that the City Council approve the project plan and budget and budget for implementation of Prop 1B funding in the amount of \$400,000.

BACKGROUND:

In November 2006, voters approved Proposition 1B, *The Highway Safety, Traffic Reduction, Air Quality, Port Security Bond Act of 2006*. This will provide over \$19 Billion in bond funds to fund infrastructure improvements in the state.

Key aspects of the bond include:

- Congestion reduction
- Highway and local road improvements
- Transit
- Goods movement and air quality
- Safety and security

There were a number of Senate and Assembly Bills relating to the implementation of the bond. Of interest to Winters is AB 196, which guarantees that \$550 million is allocated to cities in 07-08. In addition, it requires that cities receive either \$400,000 or one-half of their total bond funds, whichever is greater.

A requirement for cities to receive the funding is that they submit a list of proposed road projects and budget for approval by the City Council. Documentation can then be submitted to Department of Finance for payment.

PROJECT and BUDGET:

The slurry seal treatment, a coating of oil and small aggregate, is inexpensive and widely recommended as an extremely cost-effective maintenance procedure. It typically

adds five to seven years of life to street surfaces that are seven to 10 years of age.

The staff has identified five areas of town, with street surfaces seven to 10 years old, to receive slurry seal application. The list of streets is attached below.

The total area is 140,000 square yards. Based on City Engineer Asa Utterback's analysis, the City proposes to:

- Use \$108,000 for course leveling and spot repairs for streets in the designated areas that need it;
- Use \$270,000 to slurry seal the bulk of the designated areas, including the areas that received spot repairs and course leveling;
- Use \$22,000 for project management and overhead.

Utterback's analysis is attached.

FISCAL IMPACT: None: costs to be paid out of Prop. 1B funds.

ATTACHMENTS: Streets list, engineer's analysis and street map.

Streets list:

Area	Street	Part	
1	Quail Pl.		
	Southdown Ct.		
	Suffolk Pl.		
	Southdown T.		
	Hampshire Ct.		
	Columbia Way		
	Dorset Ct.		
	Kennedy Dr.		
	Eisenhower Way		
	Hoover St.		
	Roosevelt Ave.		
	Taft Ct.		
	2	Main St.	North of Grant ave.
Ivy Ct.			
Lupine Way			
Aster Way			
Ivy Loop			
Snapdragon St.			
Ficus Way			
Foxglove Circle			
Cemetery Dr.			
3		Luis Pl.	
		Plum Pl.	
		Pear Pl.	
		Apricot Ave.	South of orchard
	4	Niemann St.	
		Village Circle	
		Berryessa Ct.	
		Hillview Lane	
		Almeria Ave.	
		Martinez Way	
		Malaga Way	
	5	Walnut Lane	
		Colby Lane	
Almond Lane			
Broadview Lane			
Orchard Lane			
East Baker st.		East of Morgan	
White Oak Lane			
East Main St.		East of Morgan	
Madrone Ct.			
Creedside Way			
Toyon Lane			

Blue Oak Lane
 Manzanita Way
 Redbud Lane
 Maple Lane

Wildrose Lane
 White Oak Lane

Analysis:

Overview Data for Prop 1B Project scoping

City Manager directed staff to use all \$400K on the seal coat preventative maintenance project...to avoid focusing all of the work in 1 or 2 areas (spread the wealth across the city, so to speak)...(see the highlighted map provided by John D)

Available Funds = \$ 400,000

Funds Assigned to Seal Coat Work = \$ 400,000

Average Seal Coat Width = 36

Average Unit Costs for:

Slurry Seal Raw = \$ 0.25 per SF

Slurry Seal Project = \$ 0.30 per SF

Cape Seal (Conventional) = \$ 0.65 per SF

1" Leveling Course = \$ 0.80 per SF

Overhead to develop & manage Seal Coat Project = \$ 22,000

Funds Available for Construction = \$ 378,000

Available \$\$ does this amount of

Slurry Seal : 1,260,000 SF

Same as above in SY : 140,000 SY

Equivalent of above in LF of road : 35,000 LF of road

Equivalent of above in miles : 6.63 miles

Since some priority streets may need more intensive work, revise target to cover lesser amount of area and use remainder for more serious rehab.

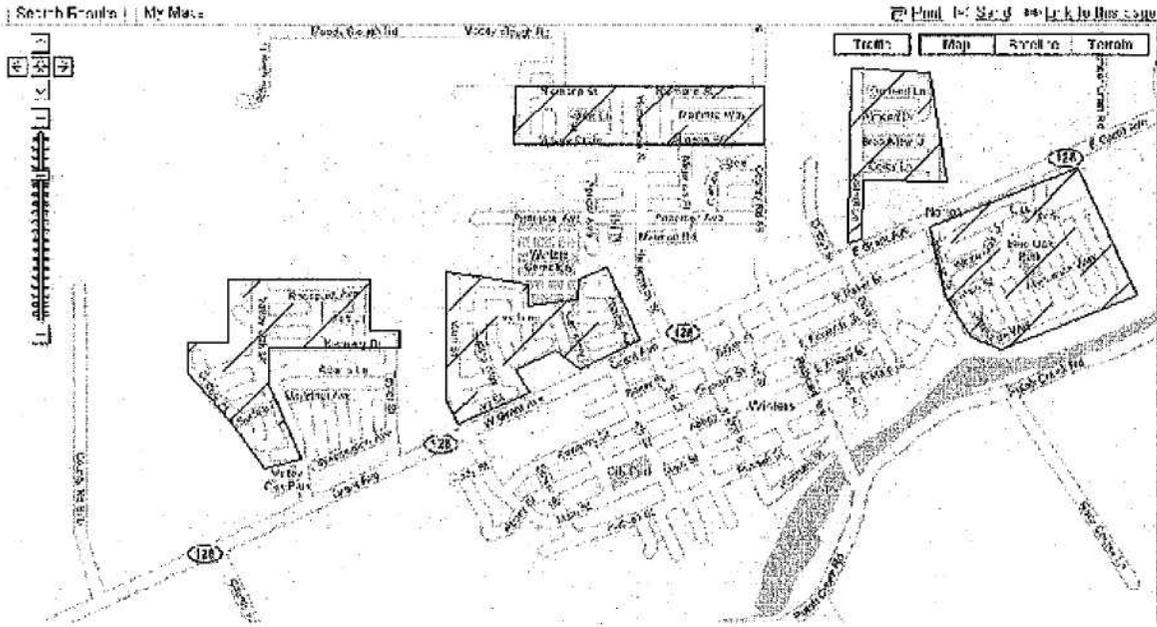
Limit target slurry seal list to : 100,000 SY ...or 4.73 miles of road
 ... or 25,000 LF of road

Above slurry seal amount will commit : \$ 270,000.00
 ...leaving : \$ 108,000.00 available for other treatments

The above amount of : \$ 108,000.00
 at a unit cost of : \$ 1.45
 will cover : 8,280 SY

...or :	2,100	LF of road
...a.k.a. :	0.40	miles of road

Map of street areas:



RESOLUTION 2008-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS AUTHORIZING STAFF TO PROCEED TO RFP FOR SLURRY SEAL MAINTENANCE ON SELECTED CITY STREETS AND APPROVAL OF BUDGET FOR IMPLEMENTATION OF PROP 1B FUNDING IN THE AMOUNT OF \$400,000

WHEREAS, In November 2006, voters approved Proposition 1B, The Highway Safety, Traffic Reduction, Air Quality, Port Security Bond Act of 2006; and

WHEREAS, Proposition 1B provides over \$19 Billion in Bond Funds to fund infrastructure improvements in the state including highway and local road improvements; and

WHEREAS, AB 196 guarantees that \$550 million is allocated to cities in 2007-2008 and additionally requires that cities receive either \$400,000 or one-half of their total Bond Funds, whichever is greater; and

WHEREAS, cities are required to submit a proposed project and budget for approval by the City Council prior to filing a claim to the Department of Finance;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Winters that staff is authorized to proceed to RFP for slurry seal maintenance on selected city streets and that the preliminary budget and project for implementation of Prop 1B funding is approved.

PASSED AND ADOPTED by the City Council, City of Winters, the 15th day of April, 2008 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Keith Fridae, Mayor

ATTEST:

Nanci G. Mills, CITY CLERK



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: April 15, 2008
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly Gunby, Director of Financial Management *Shelly*
SUBJECT: Building, Planning, Public Works/Engineering, and Fire Fees Update.

RECOMMENDATION:

Adopt Resolution 2008-07 to revise the building, planning, public works/engineering and fire fees.

BACKGROUND:

On March 4, 2008 the City Council adopted Resolution 2008-07 revising the building, planning, public works/engineering and fire fees.

In implementing the fees, staff has discovered a few omissions and inconsistencies... The first issue is that the fee for Landscape Irrigation was omitted from the schedule; this is included with a fee of \$65 with no issuance fee. The second issue is that the schedule omitted "no issuance fee applies" for the water meter permit, this is now included. The final issue is that upon implementation, staff realized Electrical, Mechanical and Plumbing fees for new construction had the wrong wording. The correct wording is "building permit fee" and not "plan check fee" as originally presented. This correct wording of building permit fee is consistent with prior fees for new construction.

Additionally, at the time the resolution was adopted, the appeal fee was omitted. We have clarified the amount and included it on Schedule B at a fee of \$250.00. This is an increase from the existing fee, but does not increase the appeal fee to the amount recommended by Maximus. We surveyed surrounding communities, and feel that the \$250.00 fee is appropriate given what other communities in Yolo County are charging.

FISCAL IMPACT:

The correction to the fee information on new construction provides the City of Winters will collect appropriate fees for providing building and planning services for new construction.

RESOLUTION NO. 2008-07

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
ESTABLISHING BUILDING PERMIT, PLANNING, PUBLIC WORKS/ENGINEERING,
AND FIRE FEES**

WHEREAS, the City of Winters contracted with the consulting firm Maximus to prepare a comprehensive fee study of the City's building, planning, and public works/engineering fees and Maximus issued a fee study final report in 2006; and

WHEREAS, the fee study final report is based on full cost recovery; however, a number of the fees are proposed for less than full cost recovery in order to reflect what other jurisdictions charge for similar services and the ability to collect the fees; and

WHEREAS, the proposed fire fees are based on the fees charged by the City of Woodland Fire Department; and

WHEREAS, a legally noticed public hearing on the building, planning, public works/engineering, and fire fees has been held before the City Council (March 4, 2008) in order to receive input and testimony;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Winters hereby declares and finds the following:

- A. The City adopts the following fee schedules and the fees contained in the schedules reflect the reasonable direct and indirect costs (full cost recovery) with exception incurred by the City. For those exceptions, the City is charging a fee less than its direct and indirect costs.
 - a. "Schedule A" – Building Permit Fees
 - b. "Schedule B" – Planning Fees
 - c. "Schedule C" – Public Works/Engineering Fees
 - d. "Schedule D" – Fire Fees

- B. Each fee adopted by this resolution shall be adjusted automatically on July 1st of each year beginning on July 1, 2009 by a percentage equal to the rise in the Engineering News Record construction cost index for the preceding twelve (12) months, or, if not available, any similar reliable construction cost index.

PASSED AND ADOPTED this 15th day of April, 2008, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Woody Fridae, Mayor

ATTEST:

Nanci G. Mills, City Clerk

Attachments:

Schedule A – Building Permit Fees

Schedule B – Planning Fees

Schedule C – Public Works/Engineering Fees

Schedule D – Fire Fees

**SCHEDULE A, City Council Resolution No. 2008-07
BUILDING PERMIT FEES**

MISCELLANEOUS ITEMS	
ITEM	FEE
Antenna/Cellular Tower – Equipment Shelter	\$462
Antenna/Cellular Tower – Free-standing Tower	\$594
Antenna/Cellular Tower – Antenna Attachment	\$330
Awning/Canopy (supported by building) Residential	\$85
Awning/Canopy (supported by building) Commercial	\$170
Balcony Addition up to 500 Sq Ft	\$363
Balcony Addition over 500 Sq Ft	\$462
Carport	\$594
Commercial Alteration/Tenant Improvement (Existing Sq Ft)	See valuation method
Covered Porch up to 300 Sq Ft	\$225
Covered Porch over 300 Sq Ft (each additional 100 sq ft or portion thereof)	\$33
Deck up to 300 Sq Ft	\$230
Deck over 300 Sq Ft (each additional 100 sq ft or portion thereof)	\$33
Demolition Residential	\$150
Demolition Commercial	\$250
Fence or Freestanding Wall (non-masonry) over 6 feet in height	\$175
Fence or Freestanding Wall (masonry)	\$220
Fireplace – Masonry	\$275
Fireplace – Pre-Fabricated/Metal/Pellet	\$165
Foundation Only Residential (new first 2,000 sq ft)	\$297
Foundation Only Residential (new – each additional 500 Sq Ft or portion thereof)	\$99
Foundation only-Commercial	See valuation method
Lighting Pole (first pole)	\$175
Lighting Pole (each additional pole)	\$33
Mobile Home (foundation only)	\$297
Patio Cover – Wood Frame up to 300 Sq Ft	\$325
Patio Cover – Metal Frame up to 300 Sq Ft	\$290

MISCELLANEOUS ITEMS	
ITEM	FEE
Patio Cover each additional 100 Sq Ft or portion thereof	\$33
Photovoltaic System – Roof-mounted	\$250
Photovoltaic System – Rack-mounted	\$295
Retaining Wall up to 50 Linear Ft(concrete or masonry)	\$175
Retaining Wall each additional 50 Linear ft or portion thereof (concrete or masonry)	\$45
Re-Roof without Sheathing up to 1500 Sq Ft	\$297
Re-Roof without Sheathing over 1500 Sq Ft	\$363
Re-Roof with Sheathing up to 1500 Sq Ft	\$429
Re-Roof with Sheathing over 1500 Sq Ft	\$495
Roof Structure Replacement up to 1500 Sq Ft	\$792
Roof Structure Replacement over 1500 Sq Ft	\$924
Siding – Stone or Brick Veneer up to 400 Sq Ft	\$363
Siding – Stone or Brick Veneer each additional 100 Sq Ft or portion there of	\$46
Siding – Stucco up to 1000 Sq Ft	\$462
Siding – Stucco each additional 500 Sq Ft or portion thereof	\$66
Siding – All Other up to 1000 Sq Ft	\$231
Siding – All Other each additional 500 Sq Ft or portion thereof	\$33
Siding replacement less than 50% of existing	\$85
Signs up to 50 Sq Ft	\$85
Signs over 50 Sq Ft	\$150
Skylight up to 10 Sq Ft	\$160
Skylight over 10 Sq Ft or Structural	\$195
Spa or Hot Tub (pre-fabricated)	\$462
Stairs – First Flight	\$528
Stairs – Each additional flight	\$132
Storage Racks up to 8' high & up to 100 linear ft	\$462
Storage Racks each additional 100 linear feet	\$99
Storage Racks over 8' high & up to 100 linear ft	\$594
Storage Racks each additional 100 linear feet	\$132

**SCHEDULE A, City Council Resolution No. 2008-07
BUILDING PERMIT FEES**

MISCELLANEOUS ITEMS	
ITEM	FEE
Swimming Pool – Single Family Dwelling Pool	\$1,056
Swimming Pool – Commercial Pool	\$1,980
Window or Sliding Glass Door each (non-structural) 1-5 Windows/Doors	\$85
Window or Sliding Glass Door each (non-structural) each additional	\$10
Window or Sliding Glass Door each (structural shear wall/masonry)	\$135
Minor Permit not otherwise specified (minimum)	\$85
Fire Suppression Handling Fee in addition to fire fees	\$66
Product Review (per hour or portion thereof with one hour minimum)	Building Inspector's Full Hourly Reimbursable Rate
Disabled Access Compliance Inspection (per hour or portion thereof with one hour minimum)	Building Inspector's Full Hourly Reimbursable Rate
Supplemental Plan Check Fee (per hour or portion thereof with one-half hour minimum)	Building Inspector's Full Hourly Reimbursable Rate
Supplemental Inspection Fee (per hour or portion thereof with one hour minimum)	Building Inspector's Full Hourly Overtime Reimbursable Rate
Emergency Call-Out (non-scheduled – minimum 4 hours)	Building Inspector's Full Hourly Overtime Reimbursable Rate

After Hours Call-Out (scheduled – minimum 3 hours)	Building Inspector's Full Hourly Overtime Reimbursable Rate
ADMINISTRATIVE FEE	
Permit Issuance for all Plumbing, Electrical and Mechanical Items except where noted (Includes travel for 2 inspections and documentation/issuance)	\$85
PLUMBING PERMIT FEES	
ITEM	FEE
Stand Alone Plumbing Plan Check (per hour or portion thereof with one hour minimum)	Building Inspector's Full Hourly Reimbursable Rate
Fixtures – First 5 fixtures	\$30
Fixtures – Each additional 5 fixtures	\$20
Gas Outlet – First 5 fixtures	\$30
Gas Outlet – Each additional 5 fixtures	\$20
Building Sewer	\$30
Grease Trap	\$35
Backflow Preventer – First 5	\$25
Backflow Preventer – Each additional 1	\$11
Water Heater (No Issuance Fee Applies)	\$85
Water Pipe Repair/Replacement	\$33
Drain-Vent Repair/Replacement	\$33
Landscape Irrigation (No Issuance Fee)	\$65
Drinking Fountain	\$33
Solar Water System Fixtures (panels, tanks, water treatment equipment)	\$66
Temporary Gas Service (prior to final)	\$33
Other Plumbing Inspections (Administrative Fee plus per hour charge with one-half hour minimum)	Building Inspector's Full Hourly Reimbursable Rate for hourly charge

**SCHEDULE A, City Council Resolution No. 2008-07
BUILDING PERMIT FEES**

ELECTRICAL PERMIT FEES	
ITEM	FEE
Stand Alone Electrical Plan Check (per hour or portion thereof with one hour minimum)	Building Inspector's Full Hourly Reimbursable Rate
Single Phase Service (new, up to 400 amps)	\$33
Single Phase Service (new, over 400 amps)	\$66
Electric Service meter and/or subpanel	\$66
Circuits per circuit	\$33
Fixtures, Receptacles, Switches (each)	\$11
Temporary Service (each)	\$33
Other Electrical Inspections (Administrative Fee plus per hour charge with one-half hour minimum)	Building Inspector's Full Hourly Reimbursable Rate for hourly charge

MECHANICAL PERMIT FEES	
ITEM	FEE
Stand Along Mechanical Plan Check (per hour or portion thereof with one minimum)	Building Inspector's Full Hourly Reimbursable Rate
Air Conditioner Residential – each	\$99
Air Conditioner Commercial – each	\$132
Furnace (FAU, floor, etc.)/Heat Pump	\$99
Heater (Wall Unit, Radiant)	\$66
Appliance Vent/Chimney (only)	\$66
Refrigeration Compressor	\$66
Boiler/Chiller	\$99
Heat Pump (Package Unit)	\$99
Air Handler	\$99
Duct Work Only	\$66
Make-Up Air System	\$66
Moisture Exhaust Duct (Clothes Dryer)/Vent Fan (Single Duct) – each	\$33
Exhaust Hood and Duct Residential – each	\$33
Exhaust Hood and Duct Commercial Type I	\$66
Exhaust Hood and Duct Commercial Type II	\$66
Refrigerator Condenser Remote	\$66
Walk-in Box/Refrigerator Coil	\$66
Other Mechanical Inspections (Administrative Fee plus per hour charge with one-half hour minimum)	Building Inspector's Full Hourly Reimbursable Rate for hourly charge

**SCHEDULE A, City Council Resolution No. 2008-07
BUILDING PERMIT FEES**

Capital Acquisition Recovery Fee (CARF)

A minimum fee of twenty-five dollars (\$25) shall be collected when a building permit is issued.* All types of Construction.

Cost of Building Permit	CARF Fee
0 - \$250	\$25
\$251 - \$500	\$50
\$501 - \$1,000	\$75
\$1,001 - \$5,000	\$100
\$5,001 - \$6,000	\$125
\$6,001 and over	\$150

*A ten dollar (\$10) fee (CARF) shall be collected when the building permit cost is less than \$100 before the inclusion of CARF.

BUILDING PERMIT FEES – New Construction

Building Valuation Schedule

Building permit fees for new construction shall be collected according to the following schedule:

Total Valuation	Fee
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof

For new construction, a valuation of the construction contract amount or the City's Building Valuations, whichever is higher, shall be used.

**SCHEDULE A, City Council Resolution No. 2008-07
BUILDING PERMIT FEES**

Building Valuations

Single-family residence up to 1,500 sf – \$125/sf
 Single-family residence more than 1,500 sf – \$135/sf
 Garage – \$40/sf
 Carport – \$30/sf
 Porch – \$25/sf
 Commercial Alteration/Tenant Improvement - \$63 sq ft
 Commercial-New - \$125 sq ft
 Single Family Residence Addition - \$125 sq ft
 Single Family Residence Remodel/Alternation - \$63 sq. ft.
 Multi-Family New Construction - \$102
 Multi-Family Remodel/Alternation - \$51
 Multi-Family Addition - \$102
 Churches - \$125

Plan Check Fee

The plan check fee shall be sixty-five percent (65%) of building permit fee.

Disabled Access Plan Review Fee

The disabled plan review fee shall be fifteen percent (15%) of the plan check fee.

Energy Conservation Surcharge

A seven and one-half percent (7.5%) surcharge of the building plan check fee shall be charged for plan checking services performed by the building inspector on new construction which is subject to the State of California Energy Conservation Requirements.

Construction Water

A fee of 11/100s of one percent (0.11%) of the construction valuation shall be collected on new construction.

Electrical Permit Fee

The electrical permit fee shall be fifteen percent (15%) of the plan check Building Permit fee plus \$30.

Mechanical Permit Fee

The mechanical permit fee shall be ten percent (10%) of the plan check Building Permit fee plus \$30.

Plumbing Permit Fee

The plumbing permit fee shall be twenty percent (20%) of the plan check Building Permit fee plus \$30.

**SCHEDULE B, City Council Resolution No. 2008-07
PLANNING FEES**

ITEM	FEE/DEPOSIT
Special Meeting Planning Commission	\$500
Site Plan/Design Review Planning Commission – Multi-Family, up to 20 units	\$1,500
Site Plan/Design Review Planning Commission – Multi-Family, over 20 units	\$2,000
Site Plan/Design Review Planning Commission – Residential, 1 – 4 lots	\$750
Site Plan/Design Review Planning Commission – Residential, 5 – 24 lots	\$950
Site Plan/Design Review Planning Commission – Residential, 25 – 49 lots	\$1,150
Site Plan/Design Review Planning Commission – Residential, more than 49 lots	\$1,350
Site Plan/Design Review Planning Commission – Commercial, up to 10,000 Sq Ft	\$850
Site Plan/Design Review Planning Commission – Commercial, 10,001 – 30,000 Sq Ft	\$1,150
Site Plan/Design Review Planning Commission – Commercial, over 30,000 Sq Ft	\$1,450
Annexation – minor, inside General Plan area	\$16,932
Annexation – major, inside General Plan area	\$16,932
Annexation – outside General Plan area	\$25,395
Conditional Use Permit/Planned Development Overlay Modification	\$1,100
Site Plan/Design Review Staff Level	\$500
Conditional Use Permit	\$1,500
Variance Planning Commission, first variance	\$1,500
Variance Planning Commission, each additional property/site	\$363
Variance Zoning Administrator, first variance	\$1,300
Variance Zoning Administrator, each additional property/site	\$315
Pre-Zoning & General Plan Amendment	\$4,559
Specific Plan w/General Plan Amendment	\$7,869
Tentative Parcel Map, 1 – 4 lots	\$669
Tentative Subdivision Map, 5 – 24 lots	\$6,000

ITEM	FEE/DEPOSIT
Tentative Subdivision Map, 25 – 49 lots	\$8,097
Tentative Subdivision Map, 50 – 99 lots	\$8,568
Tentative Subdivision Map, 100 – 200 lots	\$9,038
Tentative Subdivision Map, 200+ (each additional 100 or fraction thereof)	\$471
Certificate of Compliance	\$250
Lot Line Adjustment	\$500
Negative Declaration (City staff time only)	\$846
Exemption (Statutory or Categorical)	\$200
Initial Study (City staff time only)	\$1,500
Mitigation Monitoring Program (deposit + T&M)	\$2,272
Mitigation Monitoring Plan (City staff time only)	\$846
Environmental Impact Report (T&M)	Deposit based on T&M estimate
Tentative Subdivision Map Modification	\$1,600
Final Map Modification	\$1,400
Tentative Parcel Map Modification	\$500
Final Parcel Map Modification	\$400
Temporary Outdoor Sales	\$375
Temporary Signs/Banners	\$75
Zoning Administrator – Home Occupation	\$200
Pre-Project Advisory Review Planning Commission	\$375
Development Review Committee Meeting	\$400
Street Addressing (per project more than 10 addresses)	\$200
Temporary Use Permit	\$450
Planned Development Overlay Modification	\$1,100
Temporary Activity Permit	\$450
Appeals	\$250.00

**SCHEDULE C, City Council Resolution No. 2008-07
PUBLIC WORKS AND ENGINEERING FEES**

ITEM	FEE/DEPOSIT
Site Plan Review	\$305
Grading Plan Check up to 50 cubic yards	\$305
Grading Plan Check 51 to 100 cubic yards	\$305
Grading Plan Check 101 to 1,000 cubic yards	\$381
Grading Plan Check 1,001 to 10,000 cubic yards	\$533
Grading Plan Check each additional 10,000 cubic yards after initial 10,000 cubic yards	\$152
Grading Inspection up to 50 cubic yards	\$219
Grading Inspection 51 to 100 cubic yards	\$219
Grading Inspection 101 to 1,000 cubic yards	\$274
Grading Inspection 1,001 to 10,000 cubic yards	\$384
Grading Inspection each additional 10,000 cubic yards after initial 10,000 cubic yards	\$110
Public Improvements Plan Check up to \$100,000 valuation of improvements	\$7,619
Public Improvements Plan Check \$100,000 to \$500,000 valuation of improvements	\$21,028
Public Improvements Plan Check over \$500,000 to \$1,000,000 valuation of improvements	\$22,247
Public Improvements Plan Check more than \$1,000,000 valuation of improvements	\$43,198
Private Improvements Plan Check up to \$100,000 valuation of improvements	\$7,619
Private Improvements Plan Check over \$100,000 to \$300,000 valuation of improvements	\$15,771
Private Improvements Plan Check over \$300,000 valuation of improvements	\$16,658
Public Improvements Inspection up to \$100,000 valuation of improvements	\$10,971
Public Improvements Inspection over \$100,000 to \$500,000 valuation of improvements	\$65,826
Public Improvements Inspection over \$500,000 to \$1,000,000 valuation of improvements	\$119,584
Public Improvements Inspection over \$1,000,000 valuation of improvements	\$164,565

ITEM	FEE/DEPOSIT
Private Improvements Inspection up to \$100,000 valuation of improvements	\$10,971
Private Improvements Inspection over \$100,000 to \$300,000 valuation of improvements	\$33,078
Private Improvements Inspection over \$300,000 valuation of improvements	\$60,091
Final Map Review – Parcel Map (1 – 4 lots)	\$1,504
Final Map Review – Subdivision (5 – 25 lots)	\$2,054
Final Map Review – Subdivision (25 – 100 lots)	\$2,475
Final Map Review – Subdivision (each additional 100 lots after initial 100 lots)	\$521
Hydrant Permit (not including usage)	\$371
After Hours Shut-Off/Turn On (Non-Emergency)	\$95
User Bypass of City Shutoff (City time in addition to materials) – Penalty	\$425
Water Meter Installation (all types of meters, meter/box/fittings charged separately)	\$600
Water Meter Installation Inspection by City	\$75
Water Tap at Main – City provided	\$487
Water Tap at Main & Run Service – City Provided	\$1,358
Inspection of Contractor's Water/Run Service at Main	\$167
Sewer Tap at Main – City Provided	\$489
Sewer Tap at Main & Run Service – City Provided	\$1,792
Inspection of Contractor's Sewer/Run Service at Main	\$167
Encroachment Permit Issuance	\$54
Sidewalk Repair/Installation/Replacement, up to 250 square feet	\$261
Sidewalk Repair/Installation/Replacement, 251 to 1,000 square feet	\$393
Sidewalk Repair/Installation/Replacement, over 1,000 square feet (Estimate fee using construction cost estimate)	Fee based on 7% of construction cost estimate

**SCHEDULE C, City Council Resolution No. 2008-07
PUBLIC WORKS AND ENGINEERING FEES**

Curb/Gutter Installation/Replacement, up to 25 lineal feet	\$261
Curb/Gutter Installation/Replacement, 26 to 100 lineal feet	\$393
Curb/Gutter Installation/Replacement, over 100 lineal feet (Estimate fee using construction cost estimate)	Fee based on 7% of construction cost estimate
ADA Compliance at Sidewalk	\$128
Manholes	\$128
Boreholes, First 10	\$128
Boreholes, 11+	\$261
Sidewalk Dining – Annual Permit	\$486
Temporary Private Use of Public ROW – per instance	\$214
Temporary Refuse Storage	\$80
Temporary Street Closure Permit	\$107
Utility Excavation Permit – Annual Blanket Issuance	\$53
Utility Excavation Permit – Per work instance	\$194
Utility Excavation Permit – up to 50 square feet	\$194
Utility Excavation Permit – 51 to 100 square feet	\$263
Utility Excavation Permit – over 100 square feet (Estimate fee using construction cost estimate)	Fee based on 7% of construction cost estimate
Street Cut in Moratorium Street	\$321
Other Minor Encroachment Inspection	\$131
Inspection of Upgrade/Relocation of Existing Service – Contractor	\$167
Upgrade/Relocation of Existing Service – City provided	\$1,222
Oversize Load Single	\$34
Backflow Testing Program Administration – Annual	\$52
After Hours Inspection (per Public Works Field Staff MOU)	See MOU
Barricade Rental	\$61

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Specialty Plan Review

There is a two-week turnaround time for plan review.

ITEM	FEE
Residential Sprinkler – New Installation – Public Water System	
Initial plan submittal, two inspections, & one resubmittal	\$354 per riser
Additional inspections	\$109 each
Resubmittal of plans	\$33
Residential Sprinkler – Modifications	
Initial plan submittal, two inspections, & one resubmittal	\$284 per riser
Additional inspections	\$109 each
Resubmittal of plans	\$33
Residential Sprinkler – Non-Public Water System	
Initial plan submittal, two inspections, & one resubmittal	\$398 per riser
Additional inspections	\$109 each
Resubmittal of plans	\$33
Non-Residential Automatic Sprinkler System	
Initial plan submittal, 4 inspections, & 1 resubmittal of plans	\$717 per riser plus \$2 per head
Additional inspections	\$309 each
Resubmittal of plans	\$67
Non-Residential Automatic Sprinkler System (Modifications)	
Initial plan submittal, four inspections, & one resubmittal of plans	\$421 per riser plus \$2 per head
Additional inspections	\$100 each
Resubmittal of plans	\$46
Commercial Building Renovation (renovation area only)	
Initial plan submittal, two inspections, & one resubmittal of plans (per 10,000 sq. ft. or part thereof)	\$284
Additional inspections	\$109 each
Resubmittal of plans	No charge
Fire Alarm System	
Initial plan submittal, two inspections, & one resubmittal	\$350
Additional inspections	\$131 each
Resubmittal of plans	\$46
Specialized Fire Protection or Detection System	
Plan review, three inspections, & one resubmittal of plans (1,000 sq. ft. or part thereof)	\$468
Additional inspections	\$131 each
Resubmittal of plans	\$46
Plan review beyond six hours & for all inspections over one hour (over 30,000 sq. ft.)	\$116 per hour
On Site Hydrant System	
	\$174
Standpipe System (Wet, Dry or Horizontal)	
Two inspections & one resubmittal of plans	\$311 per riser
Additional inspections	\$85 each
Resubmittal of plans	\$70
New Construction Building	
Initial plan submittal, two inspections, and one resubmittal of plans (1,000 sq. ft. – 30,000 sq. ft. or part thereof)	\$224
Additional inspections	\$109 each

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Specialty Plan Review

Resubmittal of plans	\$70
Plan review beyond six hours & for all inspections over one hour (over 30,000 sq. ft.)	\$130 per hour
New Construction Building CBC Group H > 1,500 sq. ft.	\$130 per hour
New Construction Building CBC Group S > 30,000 sq. ft.	\$130 per hour
New Construction Building CBC Group M > 30,000 sq. ft.	\$130 per hour

Fire and Life Safety Permit

Aerosol Projects (Expires one year after date of issuance)	
First inspection	\$127
Additional inspections	\$98 each
Aircraft Repair Hangar (Expires one year after date of issuance)	
First inspection	\$127
Additional inspections	\$98 each
Apartment Dwellings (Expires one year after date of issuance)	
3 to 9 units	
First inspection	\$127
Additional inspections	\$98 each
10 or more units	
First inspection	\$170
Additional inspections	\$136
Automobile Wrecking Yard (Expires one year after date of issuance)	
First inspection	\$116
Additional inspections	\$85 each
Bowling Alley/Pin Refinishing (Flammables) (Expires after each event)	
First inspection	\$148
Additional inspections	\$117 each
Carnivals and Fairs (Expires one year after date of issuance)	
First inspection	\$234
Additional inspections	\$194 each
Cellulose Nitrate Storage (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$98 each
Combustible Fiber Storage (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$98 each
Combustible Liquids (Classes II and III-A) (Expires one year after date of issuance)	
Inside (over 25 gallons)	
First inspection	\$127
Additional Inspections	\$98 each
Outside (over 10 gallons)	
First inspection	\$139
Additional Inspections	\$107 each
Tank (over 100 gallons)	
First inspection	\$191
Additional Inspections	\$156 each
Combustible Material Storage (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$97 each
Compressed Gases (Expires one year after date of issuance)	

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Fire and Life Safety Permit

First inspection	\$139
Additional Inspections	\$107 each
Commercial Rubbish-Handling Operations (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Cryogenics (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$97 each
Dry Cleaning Plant (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$97 each
Dust Producing Operations (Expires one year after date of issuance)	
First inspection	\$170
Additional Inspections	\$136
Explosive/Blasting Agents (Expires one year after date of issuance)	
First inspection	\$190
Additional Inspections	\$156 each
Fireworks Stands (Expires after each event)	
First inspection	\$127
Additional Inspections	\$97 each
Fireworks and Pyrotechnic Special Events (Expires after each event)	
First inspection	\$225
Additional Inspections	\$214 each
Flammable Liquids (Expires one year after date of issuance)	
Inside (over 5 gallons)	
First inspection	\$127
Additional Inspections	\$97 each
Outside (over 10 gallons)	
First inspection	\$127
Additional Inspections	\$97 each
Tank (over 100 gallons)	
First inspection	\$127
Additional Inspections	\$97 each
Flammable or Combustible Liquid Pipeline (Expires one year after date of issuance)	
First inspection	\$362
Additional Inspections	\$313 each
Fruit Ripening (Expires one year after date of issuance)	
First inspection	\$127
Additional Inspections	\$97 each
Fumigation or Thermal Insecticide Fogging (Expires one year after date of issuance)	
Commercial	
First inspection	\$148
Additional Inspections	\$117 each
Residential	
First inspection	\$95
Additional Inspections	\$67
Hazardous Materials (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Hazardous Production Materials (Expires one year after date of issuance)	
First inspection	\$234

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Fire and Life Safety Permit

Additional Inspections	\$194 each
High Piled Combustible Stock (Expires one year after date of issuance)	
First inspection	\$234
Additional Inspections	\$194 each
Hot Work Welding (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Liquefied Petroleum Gas (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Liquid of Gas Fueled Vehicles or Equipment in Assembly Buildings (Expires one year after date of issuance)	
First inspection	\$191
Additional Inspections	\$156 each
Lumber Yard (Expires one year after date of issuance)	
First inspection	\$234
Additional Inspections	\$194 each
Magnesium Work (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Mall, Covered (Expires one year after date of issuance)	
First inspection	\$234
Additional Inspections	\$194 each
Motor Vehicle Fuel Dispensing Station (Expires one year after date of issuance)	
First inspection	\$130
Additional Inspections	\$97 each
Organic Coatings (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Ovens, Industrial Baking and Drying (Expires one year after date of issuance)	
First inspection	\$130
Additional Inspections	\$97 each
Places of Assembly	
First inspection	\$234
Additional Inspections	\$194 each
Radioactive Materials (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Refrigeration Equipment (Expires one year after date of issuance)	
First inspection	\$130
Additional Inspections	\$97 each
Repair Garage (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$84 each
Spraying or Dipping (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$117 each
Tents, Canopies and Temporary Membrane Structures (Expires one year after date of issuance)	
First inspection	\$148
Additional Inspections	\$156 each
Tire Storage (Expires one year after date of issuance)	

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Fire and Life Safety Permit

First inspection	\$191
Additional Inspections	\$156 each
Permit General (Expiration will vary)	
Shall be required for any activity or operation not specifically described above, which in the judgment of the Fire Chief is likely to produce conditions hazardous to life or property.	
First inspection	\$148
Additional Inspections	\$117 each

Fire Clearance for State/County

Care Facilities	
7 – 100 persons	
First inspection	\$135
Additional Inspections	\$123 each
More than 100 persons	
First inspection	\$221
Additional Inspections	\$214 each
Hospitals	
Less than 100 beds	
First inspection	\$135
Additional Inspections	\$123 each
More than 100 beds	
First inspection	\$221
Additional Inspections	\$214 each
Schools (Includes Nursery Schools & Child Daycare) (6 or more children)	
First inspection	\$91
Additional Inspections	\$100 each
State/County Annual Permits and Fees	
No charge	
Unclassified Inspections	
First hour	\$70
Each additional hour	\$116
Business License Inspection	
\$165	
Self-Inspection	
\$41	
Residential Fire Sprinkler System Resale Inspection	
First inspection	\$83
Additional Inspections	\$68 each

TO THE PERMITTEE:

To provide a more efficient and economical plan review and inspection service, the following procedures must be followed when submitting plans and/or requesting an inspection, re-inspection or canceling and already scheduled inspection.

1. There is a two week turn-around time on plan reviews.
2. All inspections or re-inspection requests should be made no later than 4:00 p.m. the day before.
3. All scheduled inspections or re-inspections must be canceled no later than 7:30 a.m. the day of the inspection.

Phone (530) 795-4131 to schedule an inspection or re-inspection.

Report Copy Fee

The Fire Department shall charge a \$20.00 fee.

**SCHEDULE D, City Council Resolution No. 2008-07
WINTERS FIRE DEPARTMENT FEE SCHEDULE**

Fees for Suppression of Fires Caused by Negligence, Violation of the Law or Extreme Carelessness

Fees shall be charged for suppression of fires caused by negligence, violation of the law or extreme carelessness. Vehicle charges are based on depreciation, maintenance, and fuel expense. Minimum charge shall not be less than one hour and will include the time the call started until the unit or staff is placed back into service.

Equipment – Staff vehicle \$35/hour
Equipment – Utility vehicle \$35/hour
Equipment – 4 X 4 one-ton truck with pump and water \$155/hour
Equipment – Pumper (engine) \$210/hour
Equipment – Water tender (1,000 gallon and up) \$210/hour
Equipment – Aerial Ladder \$210/hour
Equipment – Specialized squad \$210/hour
Chief Officer – \$95/hour
Captain – \$70/hour
Manpower – On Duty (each) \$45/hour
Manpower – Off Duty (each) \$75/hour
Manpower – Other \$45/hour
Structure Training Burn – \$500 flat rate



**COMMUNITY DEVELOPMENT AGENCY
STAFF REPORT**

TO: Honorable Chairman and Board Members

DATE: April 15, 2008

BY: Asa Utterback, Ponticello Enterprises
Cas Ellena – Redevelopment & Economic Development Director *CE*

THROUGH: John W. Donlevy Jr., City Manager

SUBJECT: Expanded Scope of Work, Project Cost and Phasing for
Downtown Streetscape Improvement Project, Phases 1 and 2

RECOMMENDATION: Staff recommends that the Community Development Agency Board of Directors: 1) Approve Revisions to Project Budget Sheet for the Downtown Streetscape Improvements, Phase 1, Project No. 06-07; and 2) Approve New Project Budget Sheet for the Downtown Streetscape Improvements, Phase 2, Project No. 08-01.

BACKGROUND: On October 16, 2007, the Community Development Agency approved a revised Project Budget Sheet for the Downtown Streetscape Improvement Project, Phase 1 with a total budget of \$1.3 million. Since then the City has held a Downtown Stakeholders Meeting facilitated by the Design Team in order to obtain input from Stakeholders regarding the Project which resulted in the selection of a preferred conceptual alternative for the improvements. Based on that alternative, the design team has developed thirty percent (30%) complete design development plans.

Concurrently, staff has applied for and been awarded \$495 thousand in federal funding for the Agency on a second phase streetscape project for the downtown to take the improvements farther. In order to minimize the city funding needed to obtain the federal funding, staff shifted the mid-block crossing that is planned on Main Street from Phase 1 to the new Phase 2 project. The attached phasing map shows the areas of improvement that are in the new project definitions. With the shift of improvements between the phases, \$185 thousand of the \$1.3 million in approved funding for Phase 1 was reallocated to Phase 2, making the total budget for Phase 2 come to \$680 thousand. Table 1 above summarizes the Agency funding involved in the two phases.

Table 1
Summary of Agency Funding in Shift From Phase 1 to Phase 2

Version of Project Definition	Total Budget	Change in CDA Funding
Phase 1 As Approved October 16, 2007	\$ 1,300,000	N/A
Phase 1 As Adjusted for Phase 2 shift	\$ 1,115,000	\$ (185,000)
New Phase 2 Project with Federal Aid in Amount of \$495K	\$ 680,000	\$ 185,000

In the process of design development for Phase 1, the improvements involved in the preferred improvement concept have been further defined and the design team has refined the estimated costs accordingly. The updated cost estimate for the preferred set of work exceeded the budget, so other cost reducing alternatives were developed to keep the project within budget. For every alternative (Alt) the design team considered, the estimated costs still exceeded the budget. A key factor in the higher costs has been the choice to use higher quality, less common materials, such as clay brick pavers instead of concrete brick, to create a distinctive look that is more consistent with the materials with which the existing historic structures have been built. Since the clay brick pavers were known to be a major cost factor, the design team also developed a cost opinion for the project using concrete bricks instead (Alt P). Table 2 gives the total budget requirement and the associated budget increase for each alternative.

Table 2
Summary of Revised Alternatives Considered

Version of Project Definition	Total Phase 1 Budget	Budget Increase (from \$1.115M)
Alt A (preferred)	\$ 1,350,000	\$ 235,000
Alt B1	\$ 1,240,000	\$ 125,000
Alt B	\$ 1,223,000	\$ 108,000
Alt P	\$ 1,200,000	\$ 85,000

The original preferred alternative (Alt A) is still the preferred and recommended project, but staff and the design team also consider Alt B1 to be a highly desirable option. Though the exhibit for Alt B1 is the only one showing the two rail pattern in the easterly sidewalk along Railroad Avenue, the rail pattern has been added to the cost of all the considered Alts. Alt B was defined by starting with Alt A and eliminating the paver work in the intersection at the Railroad and Main intersection, eliminating the tree grates and tree guards along Railroad Avenue and using plain concrete work at the Railroad and Abbey intersection instead of pavers. Alt B1 was defined by starting with Alt B and adding the pavers back into the southerly crosswalk and the southwest corner at the

intersection of Abbey and Railroad and adding the tree grates back along Railroad Avenue. Alt P, like Alt B, eliminates the paver work in the intersection at the Railroad and Main intersection and eliminates the tree grates and tree guards along Railroad Avenue. But Alt P keeps the paver work at the Railroad and Abbey intersection. As noted above, the key difference with Alt P is that the cost has been changed to reflect use of (lower cost) concrete brick pavers, in lieu of clay brick pavers.

The project is still on schedule to have the final construction documents completed by June of 2008 with the bid process commencing immediately following. Staff estimates that construction can commence in July with completion in the fall of 2008, prior to the holiday season.

This item was heard by the City Council on April 1, 2008 but due to a lack of a quorum, the decision was carried over to April 15.

FISCAL IMPACT: The recommended project approvals will increase the Community Development funding commitment by \$235,000, from \$1,300,000 to \$1,535,000 for the combined two phase streetscape improvements. At the same time, the approvals will also approve the incorporation of \$495,000 in federal funds into the project to augment the downtown improvements.

The following analysis was prepared by Shelly Gunby to determine the availability of the requested funding:

Total Cash - 2004 Bonds = \$1,747,954.90

	Total Project Budget (source- 2004 Bond Funds)	Spent to-Date	Remaining Funds
Downtown Phase 1	\$1,350,000	\$146,330.00	(1,203,670.00)
Downtown Phase 2	\$185,000	-0-	(185,000.00)
Library	\$600,000	\$142,581.33	(457,418.67) (98,133.77)
		March Interest	25,000
		June	25,000
		Interest	
		Remaining amount from 2004 Bond Issue	(48,133.77)*

*This amount may be available from additional interest earnings or if not this amount is available from tax increment funds.

Note: Other funding sources were considered including:

- Street Impact Fees – These funds cannot be used for the Downtown Improvement Project as there is not a nexus between the Downtown Improvement Project and the requirements for the use of Street Impact Fees;
- 2007 Bond Issue – There are no funds available from the 2007 Bond Issue; all these funds are committed to the future Public Safety Facility;

- General Impact Fees -- There are no funds available from the General Impact Fees; all these funds are committed to the future Public Safety Facility.

ATTACHMENTS: Project Phasing Map
Revised Project Budget Sheet (PBS) for Phase 1, Project No. 06-07 (Alt A)
New Project Budget Sheet (PBS) for Phase 2, Project No. 08-01
Exhibit Plans for Alts A, B, B1 and P (4-11x17 sheets)



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: April 15, 2008
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: Treasurer Report for January 2008

RECOMMENDATION:

The City Council receives and file the City of Winters Treasurer's Report January 2008

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursements and fund balances be submitted to the City Council for review, the reports for the month of January 2008 are before you.

General Fund:

General Fund revenues are 46% of budgeted. The following items affect how the cash flows into the general fund.

- The first installment of Property tax was received in January 2008. We received 53% of the budgeted amount.
- The first installment of Property tax in lieu of sales tax was received in January 2008. We received 46% of the amount budgeted, therefore we will actually receive less than we budgeted. This is do to the "true up" for reductions in sales tax actually received in 2006-2007.
- The first installment of Property tax in lieu of VLF was received in January 2008. We received 51% of the amount budgeted. We will receive approximately \$14,000 more than we budgeted for 2007-2008.
- Sales and Use Taxes are remitted to the City two (2) months after they are received by the State Board of Equalization.
- Municipal Services Tax collections are 59% of budgeted.
- Building permit fees collected are 21% of budgeted, while the building permit supplement fee is 11% of budgeted

General Fund Expenditures are 41% of the budgeted expenditures. Staff is continuing to be frugal in expenditures.

Other Funds:

Fund 211 City Wide Assessment District: Expenditures are 47% of budgeted and the first installment of the City Wide Assessment fee was received from the county in January 2008. We have received 33% of budgeted revenues. This is due in part because some of the revenues will be transferred from the General Fund to the City

Wide Assessment District as needed when we have determined what the shortfall from assessments will be at the end of the fiscal year.

Fund 221 Gas Tax: Expenditures are 50% of budgeted.

Fund 231 State COPS: Expenditures are 52% of budgeted.

Funds 701 Redevelopment Non-Housing Tax Increment and 711 Redevelopment Housing Tax Increment: The first installment on property taxes were received in January 2008, Non Housing revenues are 57% of budgeted, while Housing revenues are 50% of budgeted. Expenditures for these funds are 54% of budget for the Community Development Agency Increment fund . The Low income housing expenditures are 50% of budgeted.

Fund 611 Water Fund: Revenues are 49% of budget, and Expenditures are 75% of budgeted, this is due to the implementation of capital projects for the water system.

Fund 621 Sewer The Sewer O & M fund expenditures are 51% of budgeted while revenues are 65% of budgeted. .

FISCAL IMPACT:

None

City of Winters
Cash and LAIF Balance Report
Cash and LAIF Balance Report as of January 31, 2008

Fund	Description	Balance 6/30/2007	Balance 1/31/2008
101	General Fund	\$ 2,723,453	\$ 2,585,249
201	Fire Prevention Grant		2,500
208	First Time Homebuyer	76,540	79,599
211	City Wide Assessment	61,214	18,905
212	Flood Assessment District	3,470	3,609
221	Gas Tax	(12,804)	7,045
223	PERS Trust Fund	209,787	220,309
231	State COPS 1913	150,474	144,622
243	COPS MORE Grant	1,549	1,611
251	Traffic Safety	135,461	159,763
252	Asset Forfeiture	13,652	12,243
254	Vehicle Theft Deterrent	27,680	28,433
261	Traffic Congestion Relief	83,978	87,335
264	Safe Routes to School	(26,255)	(38,025)
265	STBG 1414		92,871
274	Park Grant	(531)	(10,886)
291	Beverage Recycling Fund	12,694	17,223
294	Transportation(Including Bus	209,741	52,754
298	Workforce Grant		(61,639)
299	After School Program	(87,408)	222,691
311	STBg-700 Housing Grant	(1,971)	
321	EDBG 99-688 Buckhorn	1,240	
351	RLF Housing Rehab	29,783	53,219
352	RLF First Time Homebuyer	49,195	84,529
355	RLF Small Business	174,153	197,872
356	RLF-HOME Program	44,492	46,271
411	Street Impact Fee	1,374,015	1,110,919
412	Storm Impact Fee	135,442	140,927
413	Parks & Recreation Impact Fee	697,771	717,327
414	Police Impact Fee	290,058	280,240
415	Fire Impact Fee	215,002	202,945
416	General Facilities Impact Fee	291,150	231,731
417	Water Impact Fee	524,068	548,559
418	Sewer Impact Fee	777,409	813,883
421	General Fund Capital	500,184	520,473
422	Landfill Capital	352,467	357,280
424	Parks and Recreation Capital	162,606	163,813
427	Capital Equipment Fund	453,724	488,475
429	Service Reserve	525,253	546,246
481	General Plan 1992 Study	(580,030)	(577,224)
482	Flood Control Study	1,175	1,222
492	RAJA Storm Drain	34,869	36,260
494	Capital Asset Recovery Fee	56,069	61,192
496	Storm Drain Non-Flood	212	221
501	General Debt Service	51,281	53,574
502	General LTD		2
611	Water O & M	183,802	273,382
612	Water Reserve	43,159	48,986
615	07 Water Bonds		(300,447)
616	Water Conservation	8,813	13,835
617	Water Meter Fund	2,455	6,880
621	Sewer O & M	7,694	(54,523)
623	Sewer Bond	96,450	
626	07 Sewer Bonds		(59,594)
651	Central Services	17,738	
701	Redevelopment	2,735,419	2,790,344
702	2004 Bond Proceeds	1,983,537	1,832,168
703	2007 Bond Proceeds	8,850,618	9,063,883
711	RDA Low Income Housing	726,726	712,612
712	RDA 2004 LIH Bond Proceeds	1,296,123	1,340,270
713	2007 LIH Bond Proceeds	1,466,595	1,491,608
751	Redevelopment LTD	18,719	19,002
821	Winters Library	464,724	483,299
831	Swim Team	53,792	65,044
	Total Cash	<u>\$ 27,809,884</u>	<u>\$ 27,432,917</u>

City of Winters
 Summary of Revenues
 July 1, 2007 through January 31, 2008

		% of Year Completed				58%
Fund	Fund Description	Budget 2007-2008	January Actual	Year to Date Actual	Budget to be Received	% of Budget Received
101	General Fund	\$ 3,458,635	\$ 929,557	\$1,603,929	\$ 1,854,706	46%
106	Monitoring Fee	3,023	978	2,063	960	68%
201	Fire Prevention			2,500	(2,500)	
211	City Wide Assessment	285,581	94,515	94,515	191,066	33%
212	Flood Assessment District	137	44	94	43	69%
221	Gas Tax	130,509	21,860	66,142	64,367	51%
223	PERS Trust Fund	14,605	2,706	5,710	8,895	39%
231	State COPS AB1913	107,384	1,006	104,306	3,078	97%
243	'96 COPS MORE Grant	61	20	42	19	69%
251	Traffic Safety	11,678	17,397	19,774	(8,096)	169%
252	Asset Forfeiture	561	500	781	(220)	139%
254	Vehicle Theft Deterrent	1,093		393	700	36%
261	Traffic Congestion Relief	3,317	1,073	2,264	1,053	68%
262	Street Grants	485,000			485,000	
265	STBG 1414			458,376	(458,376)	
291	Beverage Recycling	5,502	206	5,386	116	98%
294	Transportation	284,505	1,157	24,202	260,303	9%
298	Workforce Grant	425,000			425,000	
299	After School Program		5,476	259,180		
311	STBG 700 Housing	5,765	299	56,927	(51,162)	987%
313	STBG 96-1043 Housing & Public W	7,645	2,011	5,089	2,556	67%
316	CHOC-Home		50,000	50,000		
321	EDBG 99-688 Buckhorn	16,168	1,450	10,152	6,016	63%
351	RLF Housing Rehab	6,393	768	23,053	(16,660)	361%
352	RLF Affordable Housing	8,980	1,210	34,702	(25,722)	386%
355	RLF Small Business	22,546	4,554	21,436	1,110	95%
356	RLF HOME Program		568	1,199	(1,199)	
411	Street Impact Fee	1,444,533	13,747	39,693	1,404,840	3%
412	Storm Drain Impact Fee	9,900	1,731	3,726	6,174	38%
413	Parks & Recreation Impact Fee	4,543,552	8,818	26,731	4,516,821	1%
414	Public Safety Impact Fee	1,030,201	3,505	9,860	1,020,341	1%
415	Fire Impact Fee	1,069,501	2,556	8,961	1,060,540	1%
416	General Facilities Impact Fee	1,579,318	3,779	12,752	1,566,566	1%
417	Water Impact Fee	358,039	6,758	20,020	338,019	6%
418	Sewer Impact Fee	487,558	10,014	28,016	459,542	6%
421	General Fund Capital	20,633	6,392	13,490	7,143	65%
422	Landfill Capital	14,155	4,467	9,440	4,715	67%
424	Parks & Recreation Capital	1,445,885	2,035	2,568	1,443,317	0%
427	Capital Equipment	67,984	5,999	112,222	(44,238)	165%
429	Service Reserve Fund	26,814	6,709	14,158	12,656	53%
481	General Plan 1992	83,656	659	2,806	80,850	3%
482	Flood Control Study	46	15	32	14	70%
492	RAJA Storm Drain	1,374	444	938	436	68%
494	CARF	9,229	848	4,405	4,824	48%
495	Monitoring Fee	83,656	659	2,629	81,027	3%
496	Storm Drain Non-Flood	8	3	6	2	75%
501	General Debt Service	2,745	658	1,389	1,356	51%
611	Water O & M	925,897	340,343	797,643	128,254	86%
612	Water Reserve	3,500	2,957	5,542	(2,042)	158%
616	Water Conservation		170	5,022	(5,022)	
617	Water Meter Fund		3,640	3,640	(3,640)	
621	Sewer O & M	997,502	142,037	647,216	350,286	65%
623	Sewer Bond	8,284			8,284	
701	Community Redevelopment	1,493,606	820,890	858,410	635,196	57%
702	RDA Project Area Fund	75,432	25,214	54,381	21,051	72%
703	2007 Bond Project Fund		111,625	213,265	(213,265)	
711	Community Redevelopment LIH	423,887	206,007	213,949	209,938	50%
712	RDA Housing Project Area		14,809	29,834	(29,834)	
713	2007 LIH Bond Project Fund		18,172	36,108	(36,108)	
751	Community Redevelopment LTD	280	91	11,348	(11,068)	999%
821	Winters Library	18,355	5,936	12,526	5,829	68%
831	Swim Team	65,238	917	63,134	2,104	97%
Total Revenues		\$21,574,856	\$2,909,959	\$6,118,075	\$ 15,765,961	28%

City of Winters
Summary of Expenditures
July 1, 2007 through January 31, 2008

		% of Year Completed				58%
Fund	Fund Description	Budget 2007-2008	January Actual	Year to Date Actual	Balance of Budget Available	% of Budget Used
101	General Fund Expenditures by Department					
110	City Council	\$ 3,467	\$ 66	\$ 299	\$ 3,168	9%
120	City Clerk	6,900	407	3,615	3,285	52%
130	City Treasurer	334	28	199	135	60%
150	City Attorney	41,300		41,711	(411)	1%
160	City Manager	30,048	2,946	16,912	13,136	56%
170	Administrative Services	173,814	13,959	88,573	85,241	51%
180	Finance	2,298	281	1,370	928	60%
210	Police Department	1,719,069	152,013	907,945	811,124	53%
310	Fire Department	433,872		136,624	297,248	31%
410	Community Development	410,615	27,881	210,336	200,279	51%
420	Building Inspections	128,001	13,458	74,818	53,183	58%
610	Public Works-Administration	1,015,659	19,411	116,055	899,604	11%
710	Recreation	142,776	7,493	57,881	84,895	41%
720	Community Center	92,801	6,574	45,617	47,184	49%
730	Swimming Pool	51,553	1,225	32,928	18,625	64%
	Total General Fund Expenditure	\$ 4,252,507	\$ 245,742	\$ 1,734,883	\$ 2,517,624	41%
211	City Wide Assessment	290,583	23,479	135,999	154,584	47%
221	Gas Tax Fund	119,169	11,921	59,817	59,352	50%
231	State COPS 1913	216,956	20,625	112,116	104,840	52%
251	Traffic Safety	4,500	25	25	4,475	1%
261	Traffic Congestion Relief	103,780			103,780	
262	Street Grants	458,300			458,300	
264	Safe Routes to School		944	6,540	(6,540)	
265	STBG 1414	7,930		364,797	(356,867)	
274	Park Grant	11,200	9,810	10,355	845	92%
291	Beverage Recycling Grant	6,000		1,021	4,979	17%
294	Transportation	935,750	984	181,142	754,608	19%
298	Workforce Housing	117,547	(60)	61,639	55,908	52%
299	After School Program	244,526	28,740	150,127	94,399	
311	STBG 700 Housing Rehab		299	54,955	(54,955)	
313	STBG 96-1043 Housing & Public W		727	5,089	(5,089)	
316	CHOC-Home		50,000	50,000	(50,000)	
321	EDBG 99-688 Buckhorn		1,450	11,392	(11,392)	
411	Street Impact Fee	1,146,206	95	320,069	826,137	28%
412	Storm Drain Impact Fee	8,556			8,556	
413	Park & Recreation Impact Fee	16,672		6,446	10,226	39%
414	Public Safety Impact Fee	469,756	5,136	23,237	446,519	5%
415	Fire Impact Fee	490,556	5,216	23,597	466,959	5%
416	General Facility Impact Fee	8,555	75,960	75,960	(67,405)	88%
417	Water Impact Fee	2,102,855	1,710	2,383	2,100,472	
418	Sewer Impact Fee	4,714,695	1,473	1,473	4,713,222	
422	Landfill Capital	67,700	6,257	7,571	60,129	11%
424	Parks & Recreation Captial			1,850	(1,850)	
427	Equipment Replacement Fund	163,961		83,356	80,605	51%
494	CARF	40,000			40,000	
495	Monitoring Fee		659	2,706	(2,706)	
611	Water O & M	888,550	186,316	662,448	226,102	75%
615	2007 Water Bonds	511,740	299,948	300,447	211,293	59%
621	Sewer O & M	1,251,367	75,780	634,502	616,865	51%
623	Sewer Bond			98,884	(98,884)	
626	2007 Sewer Bonds	513,767	58,857	59,594	454,173	
651	Central Service Overhead			(2,480)	2,480	
701	Community Redevelopment	1,673,169	339,427	906,932	766,237	54%
702	RDA Project Area Fund H	8,667,582	(144,106)	225,377	8,442,205	3%
711	Community Redevelopment LIH	526,983	21,308	261,008	265,975	50%
712	LIH Bond Proceeds	1,687,684			1,687,684	
751	Community Redevelopment LTD			11,157	(11,157)	
831	Swim Team	72,671		51,605	21,066	71%
	Total Expenditures	\$ 31,791,773	\$ 1,328,722	\$ 6,698,019	\$ 25,093,754	19%

City of Winters
General Fund Revenue Summary
July 1 through January 31, 2008

		% of Year Completed			58%
					42
G/L Code	Account Description	Budget 2007-2008	January Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	730,775	385,643	385,643	53%
101-41102	Property Tax in Lieu of Sales Tax	90,000	41,732	41,732	46%
101-41103	Property Tax in Lieu of VLF	505,925	260,187	260,187	51%
101-41401	Sales & Use Tax	270,000	12,500	111,800	41%
101-41402	Prop 172	25,000	15,180	15,180	61%
101-41403	Franchise Fee	205,040	43,508	94,439	46%
101-41404	Property Transfer Tax	16,000	6,156	6,156	38%
101-41405	Utility Tax	378,000	37,017	209,810	56%
101-41406	Municipal Services Tax	278,520	23,390	163,370	59%
101-41408	TOT Tax	3,200	759	2,698	84%
101-41511	Off-Highway VLF	200			0%
101-46101	Building Permit Surcharge	237,768	1,086	26,174	11%
101-41407	Business Licenses	26,200	12,759	15,740	60%
101-46102	Building Permits	92,853	663	19,462	21%
101-46103	Encroachment Permit	1,000		104	10%
101-46104	Other Licenses & Permits	48,853	1,289	11,296	23%
101-41507	Motor Vehicle in Lieu	51,000	2,455	17,580	34%
101-41509	Homeowners Property Tax Relief	15,000	8,464	8,464	56%
101-48106	Post Reimbursement	3,500		890	25%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	150	2	32	21%
101-42103	Plan Check Fees	61,387	251	8,561	14%
101-42104	Planning Application Fees	2,000		2,500	125%
101-42105	Sales of Maps and Publications	150	561	561	374%
101-42108	Police Reports	800	90	436	55%
101-42109	Fingerprint Fees	2,800	112	2,401	86%
101-42111	Towing/DUI Reimbursement	2,000	125	895	45%
101-42112	Ticket Sign Off Fees	250	40	216	86%
101-42201	Recreation Fees	7,500	75	2,103	28%
101-42203	Youth Drama Revenues	4,000	2,700	2,700	68%
101-42205	Basketball Revenues	4,700	1,050	3,465	74%
101-42211	Pool Ticket Sales	2,000		5,076	254%
101-42213	Pool Proceeds		686	1,176	
101-42215	Swim Passes	2,000	50	4,440	222%
101-42216	Swim Lessons	1,800		600	33%
101-42217	Water Aerobics Fees	500			0%
101-42219	Life Guard Classes	900			0%
101-42301	Park Rental	850		255	30%
101-42302	Library Hall Rental	800	171	786	98%
101-42303	Community Center Rental	21,000	3,925	17,159	82%
101-42304	Community Center Insurance Collected	2,500		363	15%
101-44101	Rents/Leases Revenues	40,000	4,644	19,700	49%
101-43110	Fines-No Building Permits	750		45	6%
101-44102	Interest Earnings	96,000	9,897	23,960	25%
101-46106	Reinspect Fee	50	150	498	996%
101-49101	Contributions			2,664	
101-49102	Reimbursements/Refunds		501	4,487	
101-49104	Miscellaneous Revenues	20,000	1,675	53,187	266%
101-49106	Cash Over/Short		67	19	
101-49108	Commissions on Coke Machine	100			0%
101-49109	Developer Planning Reimbursement	15,000		8,697	58%
101-49901	PERS Asset Transfer	160,000			0%
101-49111	Fireworks Contributions	3,000		3,223	107%
101-49999	Interfund Operating Transfer	26,814	50,000	43,000	160%
Total General Fund Revenues		<u>\$ 3,458,635</u>	<u>\$ 929,560</u>	<u>\$ 1,603,930</u>	<u>46%</u>

City of Winters
Fund Balance Report
Estimated Fund Balances as of January 31, 2008

Fund	Fund Name	Audited Fund	Revenues	Expenditures	Transfers	Estimated Fund	Change From
		Balance 6/30/2007	7/1/2007 - 1/31/2008	7/1/2007 - 1/31/2008	In/(Out)	Balance 1/31/2008	6/30/2007
101	General Fund	\$ 2,601,415	\$ 1,560,929	\$1,734,881	\$ 43,000	\$ 2,470,463	\$ (130,952)
201	Fire Prevention		\$ 2,500			\$ 2,500	\$ 2,500
208	First Time Homebuyer	77,536	2,063		-	79,599	2,063
211	City Wide Assessment	65,953	94,515	135,999	-	24,469	(41,484)
212	Flood Assessment District	3,515	94		-	3,609	94
221	Gas Tax	720	66,142	59,817	-	7,045	6,325
223	PERS Trust Fund	214,599	5,710		-	220,309	5,710
231	State COPS 1913	152,432	104,306	112,116	-	144,622	(7,810)
243	'96 COPS MORE Grant	1,569	42		-	1,611	42
251	Traffic Safety	140,014	19,774	25	-	159,763	19,749
252	Asset Forfeiture	11,462	781		-	12,243	781
254	Vehicle Theft Deterrent	28,040	393		-	28,433	393
261	Traffic Congestion Relief	85,071	2,264		-	87,335	2,264
264	Safe Routes to School	(31,485)		6,540		(38,025)	(6,540)
265	STBG 1414	(708)	458,376	364,797		92,871	93,579
274	Park Grant	(531)		10,355		(10,886)	(10,355)
291	Beverage Recycling Grant	12,859	5,386	1,021		17,224	4,365
294	Transportation	209,694	24,202	181,142		52,754	(156,940)
298	Workforce Grant			61,639		(61,639)	(61,639)
299	After School Program	113,638	259,180	150,127		222,691	109,053
311	STBG 700 Housing	(1,971)	56,927		(54,955)	1	1,972
313	STBG-96-1043 Housing and P	(29,070)	5,089		(5,089)	(29,070)	-
316	HOME-Choc Project		50,000	7,000	(43,000)		-
321	EDBG 99-688 Buckhorn	1,240	10,152		(11,392)		(1,240)
351	RLF Housing Rehabilitation	41,809	1,071			64,862	23,053
352	RLF Affordable Housing	67,254	1,729		32,973	101,956	34,702
355	RLF Small Business	176,436	4,956		16,481	197,873	21,437
356	RLF HOME Program	45,071	1,199			46,270	1,199
411	Street Impact Fee	1,486,296	39,693	320,069		1,205,920	(280,376)
412	Storm Drain Impact Fee	167,201	3,726			170,927	3,726
413	Parks & Recreation Impact	697,042	26,731	6,446		717,327	20,285
414	Public Safety Impact Fee	293,616	9,860	23,237		280,239	(13,377)
415	Fire Impact Fee	217,580	8,961	23,597		202,944	(14,636)
416	General Facilities Impact	294,940	12,752	75,960		231,732	(63,208)
417	Water Impact Fee	530,921	20,020	2,383		548,558	17,637
418	Sewer Impact Fee	(229,217)	28,016	1,473		(202,674)	26,543
421	General Fund Capital	506,983	13,490			520,473	13,490
422	Landfill Capital	355,410	9,440	7,571		357,279	1,869
424	Parks and Recreation Capit	163,095	2,568	1,850		163,813	718
427	Equipment Replacement Fund	459,608	13,339	83,356	98,884	488,475	28,867
429	Service Reserve	532,089	14,158			546,247	14,158
481	General Plan 1992	(580,030)	100		2,706	(577,224)	2,806
482	Flood Control Study	(123,810)	32			(123,778)	32
492	RAJA Storm Drain	25,733	938			26,671	938
494	CARF	56,787	4,405			61,192	4,405
495	Monitoring Fee	77	2,629		(2,706)	-	(77)
496	Storm Drain Non-Flood	215	6			221	6
501	General Debt Service	52,188	1,389			53,577	1,389
611	Water O & M	470,027	528,991	657,596	263,800	605,222	135,195
612	Water Reserve	46,251	5,542			51,793	5,542
615	Water Bond			31,795	(268,652)	(300,447)	(300,447)
616	Water Conservation	8,813	170		4,852	13,835	5,022
617	Water Meters		3,640			3,640	3,640
621	Sewer O & M	2,508,967	588,358	634,502	58,857	2,521,680	12,713
623	Sewer Bond	98,884			(98,884)	-	(98,884)
626	2007 Sewer Bonds			736	(58,857)	(59,593)	(59,593)
651	Central Service Overhead	(2,480)		(2,480)		-	2,480
701	Community Redevelopment	2,848,291	847,253	906,932	11,157	2,799,769	(48,522)
702	RDA Project Area	1,993,740	54,381	225,377		1,822,744	(170,996)
703	2007 Bond Project Fund	8,850,618	213,265			9,063,883	213,265
711	Community Redevelopment LI	759,672	213,949	261,008		712,613	(47,059)
712	RDA Housing Project Area	1,310,437	29,834			1,340,271	29,834
713	2007 LIH Bond Project	1,466,595	36,108			1,502,703	36,108
751	Community Redevelopment LT	1,107,759	11,348		(11,157)	1,107,950	191
821	Winters Library	470,773	12,526			483,299	12,526
831	Winters Library	53,516	63,134	51,605		65,045	11,529
911	General Fixed Assets	4,543,056				4,543,056	-
Totals		\$35,428,205	\$ 5,558,532	\$6,138,472	\$ (0)	\$ 34,848,265	(579,940)



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: April 15, 2008
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: Investment Report for January 2008

RECOMMENDATION:

The City Council receive and file the City of Winters monthly investment report for January 2008.

BACKGROUND:

The City of Winters financial policy requires at minimum, quarterly investment earnings reports. The attached report shows the earnings January 2008, as well as the year to date investment earnings. The City of Winters is invested in Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, a Guaranteed Investment Contract for 2004 Tax Allocation Bond Reserve, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters. The investment earnings for January 2008 reflect investment earnings from all the above sources.

FISCAL IMPACT:

None.

City of Winters
Investment Report
As of January 31, 2008

Fund	Fund Description	January 2008 Interest Earned	7-1-07 to 1-31-08 Interest Earned
101	GENERAL FUND	\$ 9,897	\$ 23,960
208	FIRST TIME HOMEBUYER	978	2,063
212	FLOOD ASSESSMENT DISTRICT	44	94
223	PERS TRUST FUND	2,706	5,710
231	STATE COPS 1913	1,006	2,468
243	COPS MORE GRANT	20	42
251	TRAFFIC SAFTEY	1,770	3,732
252	ASSET FORFEITURE	500	660
254	VEHICLE THEFT DETERRENT		393
261	TRAFFIC CONGESTION RELIEF	1,073	2,264
291	BEVERAGE RECYCLE GRANT	206	386
294	TRANSPORTATION/BUS	1,157	3,256
299	AFTER SCHOOL	2,843	3,515
311	STBG-700	11	14,585
313	STBG 96-1043	84	623
321	EDBG 99-688	802	5,648
351	RLF HOUSING REHAB	649	1,071
352	RLF AFFORDABLE HOUSING	1,031	1,729
355	RLF SMALL BUSINESS	2,377	4,956
356	RLF HOME PROGRAM	568	1,199
411	STREET IMPACT FEE	13,747	31,961
412	STORM IMPACT FEE	1,731	3,653
413	PARKS & REC IMPACT FEE	8,818	18,599
414	POLICE IMPACT FEE	3,505	7,629
415	FIRE IMPACT FEE	2,556	5,624
416	GENERAL FACILITY IMPACT FEE	3,779	7,941
417	WATER IMPACT FEE	6,758	14,271
418	SEWER IMPACT FEE	10,014	21,133
421	GENERAL FUND CAPITAL	6,392	13,490
422	LANDFILL CAPITAL	4,467	9,440
424	PARKS & REC CAPITAL	2,035	2,568
427	EQUIPMENT REPLACEMENT FUND	5,999	12,411
429	SERVICE RESERVE	6,709	14,158
482	FLOOD CONTROL STUDY	15	32
492	RAJA STORM DRAIN	444	938
494	CARF	748	1,530
496	STORM DRAIN NON-FLOOD	3	6
501	GENERAL DEBT SERVICE	658	1,389
612	WATER RESERVE	588	1,127
616	WATER CONSERVATION	170	170
701	REDEVELOPMENT	24,772	48,135
702	RDA PROJECT AREA	25,214	54,381
703	2007 BOND PROJECT FUND	111,625	213,265
711	REDEVELOPMENT LIH	6,978	14,919
712	RDA LIH PROJECT AREA	14,809	29,834
713	2007 LIH BOND PROJECTS	18,172	36,108
751	REDEVELOPMENT LTD	91	11,348
821	WINTERS LIBRARY	5,936	12,526
831	SWIM TEAM	797	1,673
Total Investment Income		\$ 315,252	\$ 668,613