



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, May 4, 2010
6:30 p.m.
AGENDA

Members of the City Council

*Michael Martin, Mayor
Woody Fridae, 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

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS

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

CONSENT CALENDAR

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

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, March 31, 2010 (pp 1-5)
- B. Police Lieutenant Job Classification and Salary Range (pp 6-12)
- C. Resolution No. 2010-24, A Resolution of the City Council of the City of Winters Supporting the Proposed Berryessa Snow Mountain National Conservation Area (pp 13-15)

PRESENTATIONS

R.I.S.E. (Rural Innovations Social Economics) Summer Youth Programs – Tico Zendejas

DISCUSSION ITEMS

- 1. Public Hearing to Receive Input from Specific Property Owners Regarding Implementation of the 2010 Weed Abatement (pp 16)
- 2. Resolution No. 2010-26, A Resolution of the City Council of the City of Winters Certifying the Final Sewer System Management Plan (pp 17-46)
- 3. Annual Informational Report of the City of Winters Hispanic Advisory Committee to the Winters City Council and Request to Continue as an Advisory Committee to the City Manager (pp 47-48)
- 4. Authorize City Manager to Execute Construction Contract Agreement with Tico Construction for the Purchase of Two 10 Hp ECS House Industries Floating Brush Aerators for Secondary Ponds (one Unit per Ponds) in the Amount of \$49,900 (pp 49-54)
- 5. Resolution 2010-23 A Resolution of the City Council of the City of Winters Adjusting the Capital Improvement Facilities Fees and Project Monitoring Fees Effective July 1, 2010 in Accordance with Ordinance 92-06 (pp 55-69)

COMMUNITY DEVELOPMENT AGENCY

1. None
-

CITY MANAGER REPORT

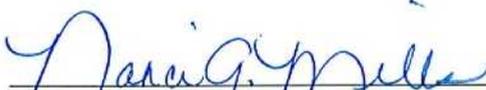
INFORMATION ONLY

EXECUTIVE SESSION

Personnel Matters as per Government Code Section 54957

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the May 4, 2010 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 29, 2010, 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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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.

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Minutes of the Winters City Council Meeting
Held on April 20, 2010

Mayor Michael Martin called the meeting to order at 6:30 p.m.

Present: Council Members Cecilia Aguiar-Curry, Harold Anderson, Woody Fridae, Tom Stone and Mayor Michael Martin

Absent: None

Staff: City Manager John Donlevy, Director of Financial Management Shelly Gunby, Police Chief Bruce Muramoto, and City Clerk Nanci Mills.

Police Chief Muramoto led the Pledge of Allegiance.

Approval of Agenda: Motion by Council Member Stone to approve the agenda with no changes. Second by Council Member Fridae. Motion carried unanimously.

COUNCIL/STAFF COMMENTS: Council Member Stone indicated his term as the LAFCO City representative is expiring. He also reminded everyone of the 74th Annual Winters Youth Day on Saturday, April 24th. Council Member Aguiar-Curry just returned from the Buckhorn Tri-Tip Trip to New York and said the Buckhorn will be celebrating their 30th anniversary on Sunday, April 25, beginning at 1:00 pm. Council Member Fridae reminded everyone of the Rotary Club's Pancake Breakfast held at the Community Center on Youth Day. On April 8th, Council Member Anderson traveled to Ontario with Director of Financial Management Gunby to attend the League of California Cities Finance and Transportation meetings.

PUBLIC COMMENTS: None

CONSENT CALENDAR:

- A. Resolution 2010-14, A Resolution of the City Council of the City of Winters Declaring Weeds and Rubbish on Certain Lots and Parcels Within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate Said Public Nuisances
- B. Resolution 2010-15, A Resolution of the City Council of the City of Winters Authorizing Amendment and Restatement of Retirement

- Plan via Adoption of VALIC Retirement Services Company Governmental Volume Submitter Plan
- C. Resolution 2010-05, A Resolution of the City Council of the City of Winters Encouraging Landlords and Property Managers of Multi-Unit Housing to Designate at Least 50% of Existing Rental Units as Non-Smoking and to Provide Appropriate Locations on the Property for Smoking
 - D. Application for Youth Day Parade Permit and Request for Youth Day Street Closure
 - E. Endorse a Resolution for the Admission of the Yocha De He Wintun Nation to the Yolo Emergency Communications Agency, and Direct Staff to Assist as Needed (Regional 911 system)
 - F. Resolution 2010-18, a Resolution of the City Council of the City of Winters Initiating Proceedings for the Annual Levy and Collection of Assessments for the City of Winters City-Wide Assessment District, Fiscal Year 2010-2011
 - G. Resolution 2010-19, a Resolution of the City Council of the City of Winters 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 2010/2011

City Manager Donlevy gave a brief overview. Motion by Council Member Aguiar-Curry to approve the Consent Calendar. Second by Council Member Fridae. Motion carried unanimously.

PRESENTATIONS: None

Agency Chairman Fridae opened a joint meeting of the Winters City Council and Winters Community Development Agency at 6:43 p.m. and began by addressing CDA Item #1, followed by City Council Discussion Item #1.

Agency Member Anderson stepped down due to a possible conflict of interest.

COMMUNITY DEVELOPMENT AGENCY

1. **Joint Public Hearing of the Winters Community Development Agency and Winters City Council to Consider Leasing of the Real Property Located at 314 Railroad Avenue, Winters, California, and the Approval of Resolution 2010-21, A Resolution of the Community Development Agency of the City of Winters Authorizing the Lease of Real Property and**

**Adopting Findings Required by Health and Safety Code
Sections 33445 and 33679**

City Manager Donlevy gave an overview. Agency Member Martin inquired about the length of the lease for Cody's and City Manager Donlevy confirmed the lease term is 30 months. Agency Member Aguiar-Curry confirmed the resolution number for this particular agenda item, Resolution No. 2010-21.

Agency Chairman Fridae opened the public hearing at 6:53 p.m. and closed the public hearing at 6:53 with no public comment.

Agency Member Martin asked about roof repairs. City Manager Donlevy said any roof repairs, which may include flashing, would be minimal.

Motion by Agency Member Stone to approve Resolution 2010-21 authorizing the lease of real property and adopt findings required by Health and Safety Code Sections 33445 and 33679. Second by Agency Member Aguiar-Curry. Motion carried with the following vote:

AYES: Agency Members Aguiar-Curry, Martin, Stone and Chairman Fridae
NOES: None
ABSENT: Agency Member Anderson
ABSTAIN: None

DISCUSSION ITEMS:

- 1. Joint Public Hearing of the Winters City Council and Winters Community Development Agency Board of Directors on the Proposed Council Resolution and Lease Agreement for 314 Railroad Avenue, Winters, California, and the Adoption of Resolution 2010-22, A Resolution of the City Council of the City of Winters Authorizing the Expenditure of Up to Forty Thousand Dollars in Tax Increment Funds Pursuant to the Community Development Agency Lease of Real Property at 314 Railroad Avenue and Findings Required by Health and Safety Code Sections 33445 and 33679**

Motion by Council Member Stone to approve the lease agreement for 314 Railroad Avenue, Winters, California, and the adoption of Resolution 2010-22, authorizing the expenditure of up to forty thousand dollars in tax increment funds pursuant to the Community Development Agency lease of real property at 314 Railroad Avenue and findings required by Health and Safety Code Sections 33445 and 33679. Second by Council Member Aguiar-Curry. Motion carried with the following vote:

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

Council Member Anderson returned to the dais at this time.

2. Resolution 2010-20, a Resolution to Appoint a City Council Member to Serve on the Ten Year Plan to End Homelessness Executive Commission

City Clerk Mills gave an overview. Janice Critchlow, representative from the Yolo Homeless and Poverty Action Coalition, addressed the Council and offered statistics specific to Yolo County. Council Member Aguiar-Curry made a motion to appoint Council Member Stone as the primary liaison and Council Member Anderson as the alternate liaison to serve on the Ten-Year Plan to End Homelessness. Motion carried unanimously.

Motion by Council Member Stone to approve Resolution 2010-20, appointing a City Council member to serve on the Ten-Year Plan to End Homelessness Executive Commission. Second by Council Member Aguiar-Curry. Motion carried with the following vote:

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

COMMUNITY DEVELOPMENT AGENCY

2. Grant Avenue Commercial- Exclusive Negotiating Agreement

City Manager Donlevy gave an overview. Of the four development firms who responded to the RFP, two development firms submitted proposals, Greenworks and Yackzan Group. Following the review process, which included extensive community input, it came down to financing. The proposal submitted by the Yackzan Group was the only one that was financially feasible. The agreement contains a 90-day negotiating period, which will allow the City to work with the Yackzan Group toward a Development Disposition Agreement. Agency Member Martin asked if the community could contact the Yackzan Group during this period and City Manager Donlevy replied "absolutely" and indicated an advertising campaign would take place. Agency Member Aguiar-Curry requested that Item #8 of the Negotiating Rights Agreement be "cleaned up." Regarding

the leasing of a portion of the proposed commercial/retail space, Agency Member Stone said the City may not have the same needs in 25 years. City Manager Donlevy said the Yackzan Group proposal submitted contains a seven-lot subdivision with two properties to be located on the Baker Street side. Agency Member Stone said he would like to keep our options open. Gregg Herrington of the Yackzan Group said they have received no formal comments. With development comes jobs, revenue and opportunities. Agency Chairman Fridae said, for the record, that he appreciated the hard work put in by the committee and thought the job incubator was interesting. He also understands the drawbacks and hopes the relationship is not gone. We have two good projects here. Agency Member Aguiar-Curry said it was a tough decision. Agency Member Martin echoed this sentiment, saying the City must strive to get more businesses.

Motion by Agency Member Anderson to approve the Grant Avenue Commercial Project Exclusive Negotiating Agreement as amended. Second by Agency Member Aguiar-Curry. Motion carried unanimously.

Agency Chairman Fridae closed the Community Development Agency at 7:35 p.m.

CITY MANAGER REPORT: Winters Express editor Debra DeAngelo was recognized by the California Newspaper Publishers Association for writing the best column in California at a statewide press summit, winning first place in the "columns" category for weekly newspapers with a circulation of 4,300 or less. He also spoke of the importance of "making private sector success our top priority", the topic of a Staff Memo circulated to the employees of City Hall.

INFORMATION ONLY

1. January 2010 Treasurer Report
2. January 2010 Investment Report

EXECUTIVE SESSION: None

ADJOURNMENT: Mayor Martin adjourned the meeting at 7:53 p.m.

Michael Martin, MAYOR

ATTEST:

Nanci G. Mills, City Clerk



Est. 1873

**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: March 16, 2010
FROM: John W. Donlevy, Jr., City Manager *JWD*
Nanci G. Mills, Director of Administrative Services/City Clerk *NMills*
SUBJECT: Police Lieutenant Classification- Approval

RECOMMENDATION:

That the City Council of the City of Winters Approve the Job Description and Salary Range of Police Lieutenant.

BACKGROUND:

Within the sworn structure of the Winters Police Department, there is a Chief of Police followed by two sergeants, one corporal and six police officers. Staff is recommending a restructuring to provide for Lieutenant classification to support the highest level of command support to the Chief and assume a variety of administrative and supervisory responsibilities.

DISCUSSION:

Staff is recommending the establishment of the Lieutenant job classification to assume supervisory control of the police department staff. This will include assignment, evaluation and program administration, under the supervision of the Chief of Police. The Lieutenant will also act as Chief in the absence thereof.

This recommendation is being made in advance of moving into the new public safety building which will open by January, 2011. The need to begin a transition toward policy and program development for the new facility is immediate. The department is also in need of a higher classification to guide many of the personnel decisions and training with the hire of new personnel including two police officers and a sergeant.

The job classification and salary schedule are included. The position will be a management level position with a modified benefits package for administrative leave.

FISCAL IMPACT:

The creation of Police Lieutenant will be at a cost of a 5% salary increase per year for three years when the freeze on salaries is lifted.



Est. 1875

POLICE LIEUTENANT

DEFINITION

Under general direction of the Chief of Police, performs responsible supervisory, administrative, and technical work for the Police Department in the administration of the Department, personnel administration, and coordination of patrol or investigations; and performs special assignments as assigned.

SUPERVISION RECEIVED

Receives general direction from Police Chief. Exercises direct supervision over sworn and non-sworn personnel.

EXAMPLES OF DUTIES

The following are typical illustrations of duties encompassed by the job class, not an all inclusive or limiting list:

ESSENTIAL JOB FUNCTIONS

Plan, organize, manage, and evaluation of the Department; conduct studies and analyze the operation of programs; establish goals, objectives, and priorities; review reports and written materials for completeness, accuracy, neatness, grammar spelling and format.

Coordinate key programs and activities of the Department including supervision and coordination of personnel; strategic planning for activities; budget coordination and development; training and personnel development; interface with internal departments and with outside agencies.

Develop and implement key policies and programs in the advancement of strategic and work priorities.

May represent the City on various boards, committees or joint powers authorities.

Perform administrative activities including budget preparation and monitoring, performance evaluation, preparation of a variety of reports, development of work plans, programs and long-range planning; evaluate the performance of personnel in performance of emergency and other duties; recommend or implement disciplinary actions.

Regular and consistent attendance.

Ensure cooperative working relationships between work units within the Police Department.

Prepare and present reports to Council; provide technical and professional advice and recommendations related to levels of service and other related matters.

Assure that positive public relations and effective working relationships are maintained by the Department with the general public, other governmental agencies, the City Council, City departments, and the media; represent the department before the City Council, community, outside agencies and at professional meetings as requested.

Promote and maintain safety in the work place.

Review arrests and citations for probable cause, elements of offense, and sufficiency of evidence; investigate complaints pertaining to division activities and personnel; monitor problem areas in patrol and devise solutions including special assignments and modifying deployment.

If assigned, supervise and coordinate the Department's crime prevention, truancy, and training services; assess training needs; develop and implement training programs and materials; recruit instructors; oversee background investigation and related components of employee candidate processing.

Maintain confidential personnel records.

Respond to and provide necessary coordination and direction at scenes of major field incidents.

Act as Police Chief in their absence.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Current principles, practices, and techniques of police administration, organization, and operation.

Technical and administrative phases of crime prevention and law enforcement, including but not limited to investigation and identification, patrol, traffic control, juvenile delinquency control, record keeping, and care and custody of persons and property.

Laws, ordinances, and regulations affecting the work of the Department, including but not limited to the California Penal Code, Vehicle Code, Health and Safety Code,

Welfare and Institution Code, Business and Professional Code, and relevant provisions of State codes; recent court decisions affecting the work of a Police Department.

Current training techniques, programs and materials related to law enforcement.

Use of firearms and other current police equipment.

Incident command system and disaster operations.

Operation of a personal computer and related software.

Skill to:

Use firearms.

Persuade and motivate individuals and groups toward the successful accomplishment of shared goals and objectives; manage a culturally diverse work force.

Delegate responsibility; schedule and program work on a long-term basis.

Analyze feasibility of projects and proposed programs; prepare complete and accurate reports; implement Department and City policies.

Select, supervise, train, evaluate and discipline subordinates when appropriate.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

Ability to:

Use financial, technological and staff resources effectively for the planning, programming and promoting of services' set priorities, work well under pressure and meet deadlines; write accurate and comprehensive staff reports.

Act calmly and quickly in emergency situations and make effective decisions in such cases.

Interpret, analyze, apply and articulate relevant laws, rules, contracts, ordinances, regulations and guidelines.

Analyze problems, trends, situations and records pertaining to police work; draw conclusions and make recommendations.

Monitor and oversee the expenditures of the department's annual operating budget.

Effectively lead, motivate, train and evaluate personnel.

Tactfully and effectively interact with all people regardless of race, ethnicity, sex, age or economic status.

Assess, develop and implement training programs, techniques and materials.

Meet the applicable State employment standards upon appointment.

Meet the physical requirements necessary to safely and effectively perform the assigned duties.

Education and Experience

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Equivalent to a baccalaureate degree from an accredited college or university with major course work in Criminal Justice, Business Administration, Political Science or a closely related field. Must successfully complete the POST Management Course.

Experience:

Four years of experience in law enforcement work in the City of Winters including two years of experience in the rank of Police Sergeant, or five years of law enforcement experience including two years of experience in a position equivalent to Police Sergeant in the City of Winters.

License of Certificate

Possession of, or ability to obtain, an appropriate, valid California driver's license; possession of a POST Supervisory Certificate is desirable.

POLICE DEPARTMENT

Position	A	B	C	D	E
Police Officer	4179	4388	4607	4837	5079
Corporal	4379	4588	4807	5037	5279
Sergeant	4910	5156	5414	5685	5969
Lieutenant	5685	5969	6267	6580	6909

Sergeant is currently at E Step

As Lieutenant – Placed at Step B with three 5% steps in three years when freeze is lifted.



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: May 4, 2010
FROM: John W. Donlevy, Jr., City Manager 
SUBJECT: RESOLUTION #2010-24, A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF WINTERS SUPPORTING THE PROPOSED BERRYESSA
SNOW MOUNTAIN NATIONAL CONSERVATION AREA

RECOMMENDATION: That the City Council approve Resolution # 2010-24. A Resolution of the City Council of the City of Winters supporting the proposed Berryessa Snow Mountain National Conservation Area.

BACKGROUND: Tuleyome and supportive business owners, anglers, elected officials, private landowners, and other community members are requesting the City of Winters adopt a resolution in support of the proposed Berryessa Snow Mountain National Conservation Area. The region encompasses nearly 500,000 acres of public lands located in Lake, Napa, Yolo, Colusa, Glenn and Solano counties. Currently, the lands are all managed by different local, state and federal public land agencies. With the designation of the region as a National Conservation Area the Berryessa Snow Mountain region would have a unified management and protection plan and easier access to state and federal funds with the goals of: 1) protecting the biological diversity of the region, 2) enhancing the recreational opportunities with new multi-use trails, water trails, improved trail maintenance, new campsites, signage, publications and guided trips and 3) improved sustainable economic opportunities for neighboring ranches and gateway communities, including the City of Winters. It is anticipated that the designation of the region as a National Conservation Area will bring economic benefits through local employment and tax revenue to Winters as a result of increased economic diversity and increased tourism.

FISCAL IMPACT: None by this action.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
SUPPORTING THE PROPOSED BERRYESSA SNOW MOUNTAIN
NATIONAL CONSERVATION AREA**

WHEREAS, Tuleyome and supportive business owners, anglers, elected officials, private landowners, and other community members seek to protect the Berryessa Snow Mountain public lands as a National Conservation Area and increase economic opportunities for surrounding communities and has approached the Council for a resolution; and

WHEREAS, it is in the interest of the City of Winters to preserve nearby public land outside the boundaries of the City for the protection of our region's mountain vistas, air quality, biological diversity, water quality, places for solitude, and vast recreation opportunities; and

WHEREAS, national conservation area designations have been shown to help communities diversify their economies and increase tourism, thereby generating substantial economic benefits for nearby communities through local employment and tax revenue; and

WHEREAS, National Conservation Area designation would protect some of the most biologically diverse public land in the state, from the rolling oak woodlands around Lake Berryessa in the south, stretching 100 miles north to the 7,000 foot peak of Snow Mountain Wilderness in the Mendocino National Forest; and

WHEREAS, protected public lands will provide local residents and visitors with opportunities for many recreational activities including hiking, swimming, hunting, fishing, horseback riding, rock climbing, photography, camping, orienteering, wildlife viewing, scientific research, and nature study; and

WHEREAS, the City of Winters, the "Gateway" to Lake Berryessa supports the expanded use of public lands and the preservation of ecological resources; and

WHEREAS, the City has been assured the National Conservation Area will not impinge on the rights of private property owners and will work closely to ensure the public areas are kept open and private property owners will not be impacted by this designation; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Winters asks Congress to designate the Berryessa Snow Mountain public lands as a National Conservation Area.

DULY AND REGULARLY ADOPTED this 4th day of May, 2010 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

CITY OF WINTERS

Michael Martin, Mayor

ATTEST:

Nanci Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers

DATE : May 4, 2010

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

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

SUBJECT: Public Hearing To Receive Input from Specific Property Owners
Regarding Implementation of Weed Abatement for 2010

RECOMMENDATION:

Conduct public hearing to receive input from specific property owners regarding implementation of weed abatement for 2010.

BACKGROUND:

A public hearing notice was published in the Winters Express on April 22, 2010, inviting interested persons to attend the May 4, 2010 City Council meeting and be heard at the time of the hearing.

Resolution 2010-14, a Resolution Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate said Public Nuisances was approved at the April 20, 2010 City Council meeting.

FISCAL IMPACT:

None by this action.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: May 4, 2010
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Nick Ponticello, City Engineer
SUBJECT: Certification by Resolution the Final Sewer System Management Plan

RECOMMENDATION: That City Council certify by Resolution No. 2010-26 the final Sanitary Sewer Management Plan.

BACKGROUND: The City is required, through a State Water Resources Control Board Order No. 2006-0003-DWQ titled Statewide General Waste Discharge Requirement for Sanitary Sewers, to prepare a Sewer System Management Plan (SSMP). An SSMP is a document describing specific aspects of the City's wastewater collection system (System). The purpose of an SSMP is to ensure that wastewater collection system agencies like the City of Winters have an organized method for operating & maintaining their System, upgrading the system due to age & growth, responding to illegal waste discharges, and monitoring and reporting System performance. The ultimate purpose of the SSMP is to minimize or eliminate sewer spills that may occur in the collection system before the treatment plant.

There are eleven elements of the SSMP and six actions to be completed by Staff or Council during the development and finalization of the SSMP. A brief explanation of the five actions, including the action involved with this Staff Report to adopt the Final SSMP, are list below.

ACTION	COMPLETED BY
Register to the State's Online Sanitary Sewer Overflow Reporting Database	September 2, 2007
Council adoption of the SSMP Development Plan and Schedule	February 2, 2008
Development of Elements 1 & 2 of the SSMP	April 2007
Development of Elements 3, 4, 6 & 7 of the SSMP	November 2, 2009
Development of Elements 5, 8, 9 10 & 11 of the SSMP	May 2, 2010
Council adoption of the final SSMP	May 4, 2010

In accordance with the State Water Resources Control Board Order No. 2006-0003-DWQ Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, both the SSMP Development Plan and Schedule and the final SSMP must be approved by the governing board for certification upon their completion. The SSMP Development Plan and Schedule was approved by City Council on February 5, 2008. The final SSMP is now complete and ready for online certification on the CIWQS database. As stated in the above table, the SSMP was completed prior to the May 2, 2010 deadline.

FISCAL IMPACT: None

Attachment: Resolution
Sewer System Management Plan

RESOLUTION NO. 2010-26

A RESOLUTION BY THE CITY COUNCIL OF THE
CITY OF WINTERS CERTIFYING THE SEWER
SYSTEM MANAGEMENT PLAN

BE IT RESOLVED AND ORDERED that the City Council of the City of Winters, the governing agency for the City of Winters Wastewater Collection System, under the laws of the State of California, do hereby certify that the Sewer System Management Plan, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15 of the State Water Resources Control Board Order No. 2006-0003-DWQ titled Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, and further authorizes the Public Works Environmental Services Manager or her designee to submit an online certification document to the State Water Resources Control Board.

PASSED AND ADOPTED, this 4th day of May, 2010, by the City Council of the City of Winters by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Michael Martin, Mayor

ATTEST:

Nanci G. Mills, City Clerk

CITY OF WINTERS



SEWER SYSTEM MANAGEMENT PLAN

MAY 2, 2010

Prepared By:
Ponticello Enterprises
1216 Fortna Avenue
Woodland, CA 95776

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Sewer System Management Plan Overview

I. Introduction

The purpose of the City of Winters's Sewer System Management Plan (SSMP) is to document activities that the City utilizes to manage its wastewater collection system effectively. Effective management of a collection system includes:

- Minimizing the number and impact of sanitary sewer overflows (SSOs)
- Providing adequate sewer capacity to convey peak flows.
- Maintaining and/or improving the collection system infrastructure in a reliable condition now and as the system grows.

II. Document Organization

This SSMP has been prepared for the City of Winters Department of Public Works by City Staff in compliance with requirements of the Central Valley Regional Water Quality Control Board (RWQCB) pursuant to section 13267 of the California Water Code.

The SSMP is intended to meet the requirements of both the RWQCB and the Statewide General Waste Discharge Requirements (WDR).

The SSMP includes eleven elements as listed below. Each of these elements forms a section of this document.

SSMP ELEMENTS

1. SSMP Goals
2. Organization
3. Legal Authority
4. Operations and Maintenance Program
5. Design and Performance Provisions
6. Overflow Emergency Response Plan
7. FOG Control Program
8. System Evaluation and Capacity Assurance Plan
9. Monitoring, Measurement and Program Modifications
10. SSMP Program Audits
11. Communication Program

III. Location and Description Wastewater Collections System

The City of Winters is located in the southwestern corner of Yolo County, immediately north of the Solano County Line and just east of the Vaca Mountain Range. The City lies approximately 14 miles west of the City of Davis and 10 miles north of the City of Vacaville. The City is bordered on the south and southeast by Dry Creek and Putah Creek.

The City was founded in 1875 and incorporated in 1898¹ and as such the wastewater collection system is assumed to have been initially constructed around that time frame. The system has expanded with the population and development to over 25 miles of sewer gravity and force main, and 4 pump stations that feed a 0.96 million gallon per day wastewater treatment plant (WWTP).

The wastewater collection system and WWTP are entirely owned by the City of Winters. The City contracts with Southwest Water Company (SWC) for operation and maintenance of the collection system and the WWTP. SWC's contract and performance is managed and measured by City employees under the Public Works Department.

IV. Terms and Definitions

Nuisance – California Water Code section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:

- (a) Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property.
- (b) Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
- (c) Occurs during, or as a result of, the treatment or disposal of wastes.

Sanitary Sewer Overflow (SSO) – Any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system. SSOs include

Category

- (i) Overflows or releases of untreated or partially treated wastewater that reaches waters of the United States;
- (ii) Overflows or releases of untreated or partially treated wastewater that do not reach waters of the United States; and
- (iii) Wastewater backups into buildings and on private property that are caused by blockages or flow conditions within the publicly owned portion of a sanitary sewer system.

SSO Reporting System – Online spill reporting system that is hosted, controlled, and maintained by the State Water Board. The Web address for this site is <http://ciwqs.waterboards.ca.gov>. This online database is maintained on a secure site and is controlled by unique usernames and passwords.

Untreated or partially treated wastewater – Any volume of waste discharged from the sanitary sewer system upstream of a wastewater treatment plant headworks.

Wastewater Collection System or Sanitary Sewer System – Any system of pipes, pump stations, sewer lines, or other conveyances, upstream of a wastewater treatment plant headworks used to

¹ City of Winters General Plan Background Report, City of Winters, May 1992 revised April 1994

collect and convey wastewater to the publicly owned treatment facility. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, etc) are considered to be part of the sanitary sewer system, and discharges into these temporary storage facilities are not considered to be SSOs.

1. SSMP Goals

The Department of Public Works and more specifically the Water & Sewer Division utilize preventative maintenance practices in their efforts to properly maintain and operate the sanitary sewer collection system. Sewer Maintenance works in tandem with the Contract City Engineer in efforts to improve the condition of and extend the life of collection system assets. The Public Works Department has developed this SSMP to achieve the following collection system management goals and objectives listed below. These goals and objectives have been adopted into the budget.

- Proper maintenance, operations and management of all parts of the wastewater collection system.
- Provision for adequate capacity in the collection system to convey peak flows.
- Minimize the frequency of sanitary sewer overflows (SSOs).
- Mitigate the impact of SSOs.

The SSMP objectives are outlined, implemented, evaluated Sewer Maintenance and Preventative Maintenance Program include:

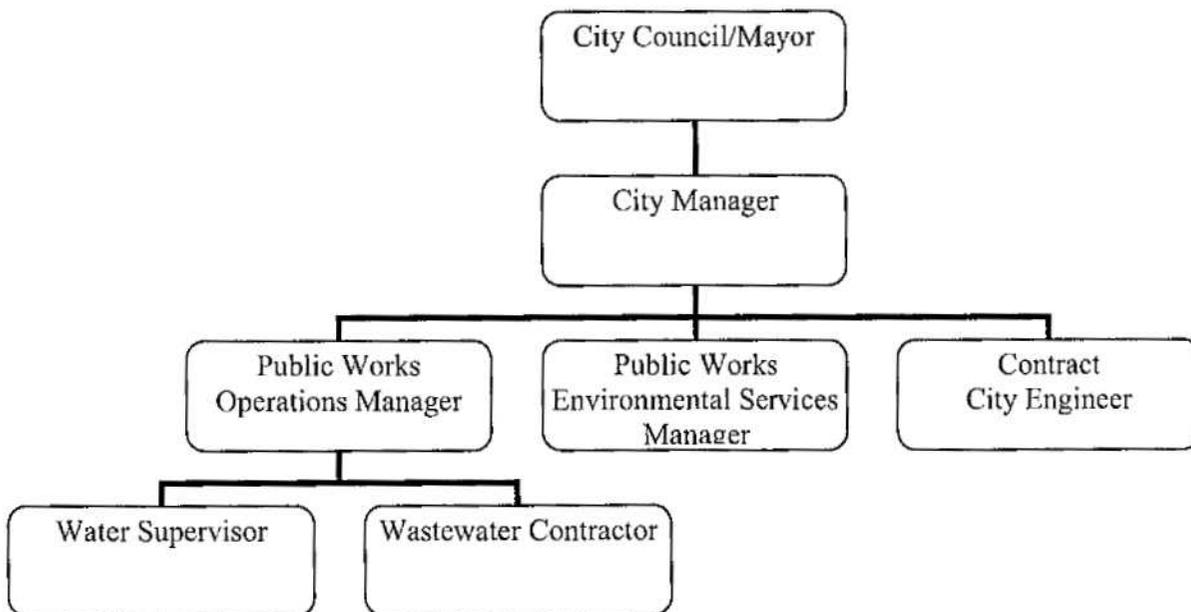
1. Continue Preventative Maintenance on the collection system to decrease SSOs.
 - a. Clean all City sewer mains within the identified required maintenance period.
 - b. Continue with monthly, quarterly, bi-annual and annual preventative maintenance hydro-cleaning and power-rod cleaning of identified sewer mainline target (problem) areas.
 - c. Conduct a video condition assessment of each sewer mainline every ten years and continuously identify areas requiring root control.
 - d. Refer sewer mains with repeat non-scheduled maintenance to Contract City Engineer for evaluation.
 - e. Conduct appropriate analysis/evaluation of SSOs utilizing historical maintenance and activity data and records and provide recommendations to reduce future risk.
2. Identify collection system blockages due to fats, oil and grease (FOG) and develop strategies to decrease backups.
3. Operate all pump stations at peak efficiency and perform preventative maintenance on equipment at all sanitary sewer pump stations.
4. Maintain records of the sanitary sewer system and respond to inquiries.
5. Assist with the development of a capital improvement program directed at maintaining the current sewer assets, improving system reliability and providing adequate future capacity.

2. Organization

2.1. Public Works Department (PWD)

Public Works through the Public Works Operations Manger is responsible for oversight of the SSMP, SSO, and other related regulatory procedures. Public Works consists of Water and Sewer Maintenance, Storm Drainage Maintenance, Street/Traffic Control Maintenance, Facilities Maintenance and Park Maintenance. As related to this Sewer System Management Plan, the communication and level of responsibility is illustrated in the following chart.

2.2. Organization Chart



2.3. SSMP & SSO responsibility & communication

SSMP Implementation & Maintenance – Public Works Environmental Services Manager (ESM)

The ESM shall prepare and maintain this SSMP and provide document updates to the Regional Water Quality Control Board as required. The ESM shall notify and inform the City Manager and City Council of document updates to the extent and in the manner directed by City Council.

SSO Management & Reporting – Wastewater Contractor (WWC)

The WWC (currently Southwest Water Company) reports all sanitary sewer overflow (SSO) incidents to the ESM. The WWC shall be responsible for managing the SSO response, investigating the cause, and reporting the SSO to the appropriate parties. As related to this SSMP, the WWC's role is as follows:

- Manage field operations and maintenance activities
- Provide relevant information to ESM
- Lead emergency response/respond to stoppages and SSOs
- Work with ESM to report SSOs to the State
- Train field crews
- Work with PWD to implement collections system capital improvement programs
- Perform preventative maintenance activities
- Report equipment needs to ESM

SSO Response

The On Call Staff sewer staff member (WWC staff member) shall be the highest level sewer staff member on duty at the time of spill discovery and reporting. The On Call Staff shall be responsible for immediately notifying the local WWC manager and the ESM of SSOs. On Call Staff shall take any means necessary to safely contain and redirect overflows to minimize negative impacts. All actions taken by On Call Staff shall be in accordance with prior spill response training, instruction, and individual assessment of the situation. The person acting as On Call Staff may transition to another sewer staff member during an emergency as directed by the WWC manager or ESM.

2.4. Chain of Communication for SSO Report

To facilitate consistent reporting procedures for the public, the Department of Public Works has implemented a one-stop call center. Emergency sewer calls, including SSOs are directly dispatched to the sewer maintenance crew during all business hours. As backup, the Police Department is available to locate WWC or City staff members to ensure prompt response.

The WWC has a process for receiving, responding to and reporting SSOs. The On Call Staff member is responsible for directing crew through the entire SSO event from response, to mitigation, cause removal and clean-up. The On Call Staff member is also responsible for ensuring photographs are taken and all necessary paperwork is completed in full. After the event, the On Call Staff member is responsible for communicating the details of the event to the WWC Manager or the ESM.

The WWC Manager is responsible for timely reporting of the incident to the appropriate agencies, as well developing a plan to increase or change preventative maintenance activities to prevent future spills.

- The WWC customer service phone line (530) 795-4660 is staffed 24 hours per day, seven days per week. As a backup, the Police Department will contact the appropriate WWC or City staff members. Police emergency dispatch is 911 and the main (non-emergency) line is (530) 795-4561.

- Once a report of an SSO is received (or internal staff witness an SSO), the On Call Staff member is contacted immediately via cell phone. If the spill is a Category (i) SSO (see terms and definitions), the On Call Staff contacts the WWC Manager and Public Works ESM immediately.
- On Call Staff will dispatch additional personnel and/or pump equipment contractor if necessary for assistance with mitigation, blockage clearing and clean-up. Yolo County Environmental Health Dept. is notified as necessary for water samples.
- On Call Staff takes photographs and completes SSO reporting forms.
- WWC Manager then contacts appropriate agencies, completes appropriate forms, and compiles all information and photos into SSO logs.
- ESM submits online reports.
- On Call Staff reviews information with the WWC Manager and ESM and a plan is developed for preventative maintenance activities at the spill location as necessary.
- Copies of SSO logs are shared with office staff for input and training.

3. Legal Authority

3.1. General

The City of Winters has a comprehensive sewer use and fee ordinance identified as Chapter 13.08 of the City of Winters Municipal Code (CWMC). The Chapter is available at the City Clerk counter at City Hall or on the City website <http://www.cityofwinters.org>.

Chapter 13.08 consists of the following sections

Section	Title
13.08.010	Purpose of chapter
13.08.020	Definitions
13.08.030	Disposal of Wastes
13.08.040	Private wastewater disposal system
13.08.050	Prohibited discharges
13.08.060	Specific limitations on wastes into wastewater sewers
13.08.070	Connection and repair permits
13.08.080	Construction of sewer laterals
13.08.090	Users outside city limits
13.08.100	Industrial, commercial and other nondomestic wastes
13.08.110	Service charges
13.08.120	Storm drainage charges
13.08.130	Enforcement
13.08.140	Sewer main extensions
13.08.150	Refund agreement
13.08.160	Oversize limits
13.08.170	Off-site extensions of lines
13.08.180	Ownership of sewers
13.08.190	Maintenance
13.08.200	Discharge from swimming pools into public sewers and streets
13.08.210	Violation – Penalty
13.08.220	Enforcement – Official authorized
13.08.230	Disposition of revenues

3.2. Preventing illegal discharges

Chapters 13.08.03 through 13.08.06 of the Municipal Code defines illegal discharges into the sewer system. These materials include but are not limited to fat or oil or grease (FOG) materials, hazardous or toxic materials, non-sink disposal materials, corrosive and reactive materials, non-sewage water such as storm water or well water or garden water. There are numerous specific limits for material above certain concentrations.

3.3. Requirement for proper design & construction

Standards for design and construction of sewer systems and private lateral connections are controlled by the City's latest Public Works Improvement Standards. The latest Standards were adopted by City Council Resolution 2003-46 on October 21, 2003. Improvement Standards and Plumbing Code enforcement is defined in Chapters 13, 15 and 16.20 of the CWMC.

3.4. Ensuring access for maintenance, inspection and repair of city owned or maintained laterals

The City does not maintain private lateral sewer lines. Property owners are responsible for proper installation, operation and maintenance of private laterals.

Chapter 13.08.190 provides for access, inspection, maintenance, and repair of City Owned laterals. City owned laterals are those within public right-of-ways and easements. All other laterals are private.

Chapter 1.12.010 of the CWMC provides authority for the City to enter private property for making inspections to enforce any ordinance with exceptions as described therein.

3.5. Limiting discharge of fats, oils, and grease and other debris that may cause blockages

Chapters 13.08.190 subsection G requires all commercial restaurants to install grease traps and have them cleaned a minimum of four times per year, not more than four months apart. The cost of maintenance or repair of laterals and mains due to improperly maintained grease traps is the responsibility of the property owner.

3.6. Enforcing violations of the sewer ordinance

Chapter 13.08.130 provides for enforcement of all sewer related ordinance.

4. Operations and Maintenance Program

4.1. Collection System Maps And Information

The Department of Public Works maintain electronic records of sewer assets through a combination of methods including ESRI's ArcGIS, Autocad's Map 3D, as well as paper maps. Currently, paper maps and computerized log records are the primary method for recording maintenance, repairs, and upgrades to those assets. System maps are available at City Hall in the Public Works Department.

The wastewater collections system comprises approximately 1,980 acres within the City planning area and a subdivision called El Rio Villa located 0.7 miles east of the City limit. The system serves a population of approximately 6,900 people through approximately 136,620 lineal feet of gravity and force main piping, and four lift stations.

All wastewater flows are conducted to the East Street Pump Station that acts as the headwork to the WWTP. This pump station pumps the wastewater approximately 2.5 miles up to the WWTP through a 14-inch forcemain.

4.2. Preventative Operations and Maintenance

The Public Works Department and the WWC have developed several maintenance approaches for the sewer collection system. Citywide mainline cleanings, ongoing preventative maintenance of problem areas, use of closed circuit camera inspections (CCTV) of mainlines, along with coordination with the Building Department to ensure that FOG nuisance facilities incorporate the appropriate capture devices.

The Public Works Department is responsible for ensuring that there is adequate capacity in the collection system to convey peak flows.

The WWC is responsible for these collection system management goals:

- Proper maintenance, operations and management of all parts of the wastewater collection system.
- Minimize the frequency of sanitary sewer overflows (SSOs).
- Mitigate the impact of SSOs.

Objectives of Wastewater Collection System Preventative Maintenance Program include:

1. Increase Preventative Maintenance on the collection system as necessary to decrease and ideally eliminate SSOs.
 - a. Clean all sewer mains within the identified required maintenance period.
 - b. Continue with monthly, quarterly, bi-annual and annual preventative maintenance hydro-cleaning and power-rod cleaning of identified sewer mainline target (problem) areas.
 - c. Conduct a video condition assessment of each sewer main every five years and continuously identify areas requiring root control.

- d. Refer mains with repeat non-scheduled maintenance to the City Engineering Department for possible Programming in the Capital Improvement budget to replace or repair such sections of the system.
 - e. Conduct appropriate analysis/evaluation of SSOs utilizing historical maintenance and activity data and records and provide recommendations to reduce future risk.
2. Identify collection system blockages due to fats, oil and grease (FOG) and develop strategies to decrease backups.
 3. Operate all pump stations at peak efficiency and perform scheduled preventative maintenance on equipment.
 4. Maintain records of the sanitary sewer system and respond to inquiries in a timely manner but no later than two days.
 5. Assist with the development of a capital improvement program directed at maintaining the current sewer assets, improving system reliability and providing adequate future capacity.

4.3. Rehabilitation and Replacement Plan

Public Works developed a “Sewer Collection System Master Plan” in 2006 that, along with identifying future facility needs, identified existing system deficiencies. This Master Plan, along with the Preventative Operations and Maintenance Program, are used to maintain a comprehensive list of sewer facilities that require rehabilitation and/or replacement.

The City dedicates approximately 8% of the wastewater collection system revenue for annual rehabilitation and repair. This funding is in addition to any major line replacement or pump station upgrades identified in the five year capital improvement programs. The funding has been established to make prioritized line repairs identified in the annual and five year CCTV condition assessment of the collection system. This program prioritizes the repair of structural defects to ensure the system can consistently provide service and also prioritizes repair of defects such as protruding taps and roots that can or may cause SSOs.

4.4. Staff Training

The WWC and PWD staff is required to complete various types of training as listed below. Division staff responsible for maintenance is encouraged to study, prepare for and take CWEA Certification testing.

Sewer Related Training Courses		WWC	PWD
CORE	SSMP	✓	✓
	Customer Service	✓	✓
	Sexual Harassment	✓	✓
	Cultural Diversity	✓	✓
EQUIPMENT	Sewer Main Cleaning (Powerrodder, Hydrojet, HydroSaw, Flail)	✓	
	Chainsaw	✓	✓
	Front Loader	✓	✓
	Backhoe/Loader		✓
	Crane Truck		✓

OPERATIONS	Confined Space	✓	✓
	Gas Detection	✓	✓
	Shoring		✓
	Traffic Control	✓	✓
	USA Locating		✓
	SSO Prevention	✓	✓
	Stormwater PPP		✓
PUMP CREW	Electrical Safety Training	✓	✓
	Pump Repairs	✓	✓
EMERGENCY	Hazmat	✓	✓
	Emergency Evacuation Plan		✓
MEDICAL TRAINING	Blood Borne Pathogen		✓
	Dehydration / Heat Stroke	✓	✓
	First Aid Training	✓	✓
	CPR	✓	✓

4.5. Equipment and Replacement Part Inventories

The Water & Sewer Division staff is responsible for keeping an inventory of critical replacement parts for repairing pump stations, mains, manholes, and critical emergency response equipment. The following is a list of critical replacement parts that are to be kept and maintained at City facilities.

Critical Parts List

- Manhole Lids & Frames
- Pipe (6" – 10")
- Repair Couplings
- Emergency Response Kits
- Sand, Gravel & Asphalt
- 1x 2" Pump
- 1x 3" Pumps
- 1x 6" Pump
- 1x Backup Generators
- Electrical Connector Kits

5. Design and Performance Provisions

5.1. Design and Construction Standards and Specifications

The City of Winters maintains “Improvement Standards” and “Construction Specification” adopted by City Council in October 2003. The standards, along with Municipal Code Chapter 15.32, (Plumbing Code) are the primary instrument used for installation of new or upgrading of existing sewer systems including mains, laterals, manholes, pump stations, etc. Both the Improvement Standards and Construction Specifications were adapted from the County of Sacramento’s documents and the Standards also reference “The Greenbook”.

The Improvement Standards and Construction Specifications are available to download on the City’s website (<http://www.cityofwinters.org/>) and for inspection at the Public Work Department at City Hall.

5.2. Standards for Inspection & Testing of New, Rehabilitated, and Replaced Facilities

The City of Winters maintains “Improvement Standards” and “Construction Specification” is described in the previous section 5.1. As such, all new, rehabilitated and replaced sewer facilities require inspection involving pressure testing, mandrelling, water exfiltration and/or post construction closed circuit television inspection overseen by a City construction inspector prior to acceptance of work.

6. Overflow and Emergency Response Program

6.1. General

The purpose of the Sanitary Sewer Overflow and Emergency Response Program is to ensure that the City personnel follow established guidelines in responding to, stopping, containing, cleaning and decontaminating sanitary sewer spills and follow proper reporting procedures

The City of Winters has developed a comprehensive SSO response plan as a separate document from this SSMP. The SSO Plan is titled "Sanitary Sewer System Operations, Maintenance, Overflow Prevention, and Response Plan" and was prepared by Larry Walker Associates in April 2007. The SSO plan is provided to all sewer maintenance and operation staff and regular training is conducted to limit the response time between a reported spill and containment/management of the spill. The SSO plan is available at Winters City Hall.

The SSO Plan contains eight key elements in Section 4.2 of the publication. Below is a list of the key elements.

1. SSO Notification
2. SSO Response Communications
3. Containment and Control
4. Clean-up
5. Documentation
6. Post SSO Notification and Reporting
7. Spill Sampling and Monitoring
8. Records Keeping

6.2. Role of Responders

Responders to SSOs are required to take the appropriate action to secure the wastewater overflow area, relieve the cause of the overflow and ensure that the affected area is cleaned as soon as possible to minimize health hazards to the public and to protect the environment. All responder should be familiar with and carry a copy of the City's SSO response plan. **Every effort must be made to prevent sewage from reaching state waters.**

6.3. Legal Requirements

The City must report all SSOs to the Office of Emergency Services (OES) in accordance with CA Water Code Section 13271. OES will notify other state agencies of the spill, including CA Department of Fish and Game, CA Highway Patrol, CA Department of Health Services, CalTrans, US Environmental Protection Agency and US Fish and Wildlife Service. City must report SSO to County Health offices in accordance with CA Health and Safety Code Section 5410 et seq.

1. The penalty for failure to report an SSO to OES is up to \$20,000 or 1 year in prison. The individual responding will be responsible for taking the proper steps; otherwise he/she will be subject to fines or jail time.

2. Sewage spills over 1,000 gallons or that occur in environmentally sensitive area or areas with substantial public health risk must be reported to the Waterboard as soon as possible. The RWQCB may seek Judicial Liability fines of up to \$20.00 per gallon.
3. Sewage spills that enter or may enter the waters of the State must be reported to the local health officer immediately. The penalty for failure to report is \$500 to \$1,000 and/or 1 year in prison. The local health officer must order abatement of the contamination. In the event that contamination occurs in waters used for body-contact sports, the dischargers must reimburse the cost to mitigate the contamination.
4. Regional Water Quality Control Board can seek an injunction against dischargers requiring abatement of the contamination. Individuals responsible are guilty of a misdemeanor.
5. Materials that are harmful to fish, plants or birds are prohibited from being discharged to waters of the State. The civil penalty for violation, which can be assessed by the Department of Fish and Game, is not more than \$25,000 per violation.

6.4. Incident Notification

The SSO Plan identifies specific procedures, agencies, and contact number to be notified in the case of an overflow. The following is of City personnel, external agencies, and vendors that are included in the SSO plan.

City Agents

One-Stop Call (WWC): **530-795-4660**/ 24 hours per day, 7 days per week

Public Works Customer Service: **530-795-2820** or **530-795-2811** during regular business hours

Public Works after hours emergencies: 530-795-4561 or 911

Public Works Operations Manager: 530-795-4727 during regular business hours

Public Works Environmental Services Mgr-530-795-4910 x115 during regular business hours

External Agencies

Office of Emergency Services: 800-852-7550

Yolo Environment Health Services: 530-666-8646

Central Valley RWQCB (5S): 916-464-3291

Vendors

Vactor Truck Service: Frank's Septic Service, 707-678-4041

Electrician

JBN Electrical Construction, 530-795-3338

JJ Enterprises, 530-877-7414

Pump Repair

JJ Enterprises, 530-877-7414

7. Fats, Oils and Grease (FOG) Control Program

The City has adopted and implemented a Pretreatment Program that limits the concentration of FOGs that can be discharged to sanitary sewer system and establishes a discharge permit system. Commercial and industrial dischargers that could potentially discharge FOGs at elevated concentrations are required to obtain a discharge permit and to install grease removal devices (grease traps) to ensure compliance with FOG discharge limit.

7.1. Public Education and Outreach

The WWC inspects businesses and agencies that are sources of FOG releases. Prior to each visit, the WWC mails an inspection letter and brochure to the businesses clearly explaining the responsibility of the business, the affect of FOG, the legal liability of releasing FOG, and methods of control and disposal. During each inspection, WWC personnel talk with the business owners/managers and their workers about the impact of FOGs to the collection system and the wastewater treatment plant. They provide additional literature as necessary.

7.2. Disposal

The City is not capable of collecting or disposing of FOG. The following is a list of known agencies and facilities that can and will accept FOGs outside of the City

FOG Collection: Frank's Septic Service 707-678-4041
FOG Disposal:

7.3. Legal Authority

The City's Building Code requires that grease removal devices be sized in accordance with criteria set forth in the Uniform Plumbing Code. Legal authority for the City to require and inspect grease removal devices has been established by Chapter 13.08 of City Municipal Code. The ordinance also provides an enforcement procedure for discharge permits and a system of penalties for noncompliance.

7.4. FOG Device Management

Records of fat, oil, and grease source management devices are maintained by the WWC. Records are kept for all businesses that are required to install and maintain FOG devices by their City operating permit. All businesses are required to maintain records of FOG device maintenance including disposal logs that track the date FOG waste was removed, quantity removed, disposal company, and disposal location.

7.5. Inspection and Enforcement

FOG interceptor and maintenance logs are inspected annually by the WWC. Any establishment that is found to be in violation of FOG ordinances is subject to more frequent inspection at the discretion of the City. Enforcement of FOG violations is provided through mechanisms described in Element 3.

All businesses that require FOG interceptors receive education and outreach as described in section 7.1 during the annual inspection or more frequently as needed.

7.6. FOG Hot Spots

There are no known locations within the City collection system that is subject to blockage from fats, oils or greases. If a hot spot is identified then it the location and frequency of cleaning will be updated in this section.

7.7. Source Control Measures

The City provides education and outreach through methods described here in Section 7.1. If additional measures are established then this section will be updated.

8. System Evaluation and Capacity Assurance Plan (SECAP)

The City of Winters completed, in December 2006, a Sewer Collection System Master Plan (SCMP). This entire SECAP section will refer to the SCMP when providing pertinent information for the following reporting information. The SCMP is available at City Hall.

8.1. Evaluation

The City of Winters has experienced four Category (i) or (ii) Sanitary Sewer Overflow (SSO) within the past ten years. Each incident is listed below. The volume provided is the amount of sewage discharged to waters of the US.

SSO Year	Location	Reason	Volume (gal)
Aug. 2005	Dutton Street	Private contractor damaged underground forcemain during construction	4,850
Jan. 2006	Snapdragon & Ficus	Pump Station failure	50
Feb. 2006	Mobile Home Park	Grease blockage in lateral	300
May 2006	Myrtle Cir. (El Rio Villa)	Pump Station Operator Error	150

The SCMP has identified realistic conditions in which an SSO could occur in the existing system. A detailed static model of the collection system during peak wet weather conditions with constant peak sewer flows combined with constant peak storm inflow and infiltration, revealed that several pipe segments become surcharged and are sources of potential overflow from City manholes. An illustration of the overflow scenario is provided in Figure 5-1 of the SCMP. Capital improvement projects have been identified to relieve these conditions. The primary source of potential sewer overflow is from a series of manholes identified in Figure 5-5 of the SCMP.

Furthermore, the SCMP evaluated necessary improvements to the system when the City is completely built out to its General Plan² area.

8.2. Design Criteria

The SCMP, along with the City's Improvement Standards, establish design criteria for any reconstruction or expansion of the wastewater collection system. All design criteria meet the necessary requirements to provide adequate operation of the existing and future collection system.

8.3. Capacity Enhancement Measures

Identification of capacity enhancements necessary to resolve capacity deficiencies is provided in the SCMP. The SCMP identifies short-term and long-term hydraulic deficiencies, analyzes alternatives, and provides costs for each alternative.

² City of Winters General Plan Update October 2006

The specific recommendations within the SCMP to resolve capacity deficiencies and pump station upgrades is complex and best reviewed in the SCMP Report. Several of the projects have been completed and some are in the process of being completed. A list of each project is provided in Table 6-1 of the SCMP. The total cost of deficiency and expansions projects is \$21,214,000.

8.4. Schedule

The SCMP identifies potential sources of SSOs. The estimated wet weather flows that were used to calculate the hydraulics of the system were based up peaking factors and inflow & infiltration number developed from the City's 1992 Sewer System Master Plan³. These conservative standards were employed because reliable historic data was not available at the time of the SCMP development. The City has been collecting reliable data over the past five years and will reevaluate its peak dry weather and peak weather flows to refine the hydraulic of the system. It is anticipated that the actual peak wet weather flow will be less that that used in the SCMP with the potential eliminated calculated sources of potential SSOs.

This evaluation will be completed by the end of May 2012.

³ Sewer Collection System Master Plan December 2006, City of Winters, December 2006, Section 3.3.2.2 & 3.3.2.3

9. Monitoring, Measurement, and Program Modifications

The Public Works Department (PWD) strives toward proper maintenance, operations and management of the sanitary sewer collection system. Efforts focus on reducing SSO frequency and impacts, improving collection system reliability, and ensuring there is enough capacity in the system to convey peak flows. The following information refers to what data is collected on a daily basis and how that data is used to analyze sewer collection system performance, structural and maintenance related problems, crew productivity and overall success of maintenance and capital improvement programs.

9.1. Data Collection

The WWC Antero LX software to schedule and record all collection system maintenance activities and to maintain an inventory and parts list of all critical components of the pump stations. A GIS database of the system is maintained by the City Engineer and updated system maps are produced regularly for maintenance personnel.

9.2. SSMP Implementation & Effectiveness Measurements

The ESM and City Engineer review the implementation and effectiveness of the SSMP on an annual basis. This review is based upon the eleven elements this SSMP. The next table lists each component and how SSMP implementation and effectiveness is measured. A report is prepared annually responding to each measurement for records and for action. If the answer to any of these measurements/questions is NO then the report will identify the problem, propose resolution options, make recommendations, and provide a resolution completion dates.

SSMP Component	Standard Measurements (Section Reference)
Goals (Element 1)	Are all of the goals (1) identified in the SSMP appropriate and accurate?
Organization (Element 2)	Is organization chart (2.2) and SSMP & SSO responsibility (2.3) appropriate and current?
	Is the chain of communication (2.4) for report and responding to SSO appropriate, accurate, and current?
Legal Authority (Element 3)	Does the SSMP contain excerpts from the current Winters Municipal Code documenting the City's legal authority to:
	Prevent illicit discharges? (3.2)
	Require proper design and construction of sewers and connections? (3.3)
	Ensure access for maintenance, inspection, or repairs for portions of the laterals owned or maintained by the City? (3.4)
	Limit discharges of fats, oils and grease? (3.5)
	Enforce any violation of its ordinance? (3.6)
	Were there any difficulties enforcing sewer issues that did or could result in SSOs? Such issues could include FOG, laterals, sewer connections, assessment fee collection. Explain how the legal authority of the City was or will be enhanced.
Operations &	Are the wastewater collection system maps complete, current, and

Maintenance (Element 4) O&M (4.2)	sufficiently detailed? (4.1)
	Were there any SSOs that were preventable with proper O&M
	Was the O&M schedule followed as written?
	Does the SSMP describe current preventative maintenance activities, list all hot spots for prioritizing the cleaning of sewer lines?
	Based upon the SSO information in CIWQS, are the City's preventative maintenance activities sufficient and effective in minimizing SSO and blockages?
Rehabilitation and Replacement Plan (4.3)	Were there any SSOs there were preventable due to incomplete CIP scheduled projects?
	Was the CIP followed and if not then should the CIP be revised?
SSMP Training (4.4)	Are all sewer staff members and emergency response personnel aware of and familiar with the SSMP?
	Has sewer staff receive the appropriate training for their position?
	Are the training records complete and current?
Equipment & Replacement Parts (4.5)	Does the SSMP list the major equipment and parts needed for daily O&M and for emergency collection system repairs, response including during pump station failure?
Design & Performance Standards (Element 5)	Does the SSMP contain current design and improvement standards for the installation of new sanitary sewer systems, lifts stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer system?
Overflow and Emergency Response Plan (Element 6)	Are the spill response procedure up to date?
	Are all sewer staff members and emergency response personnel and contractors trained on SSO response procedures?
	Is the SSO external reporting requirements and contact information current?
	Are the one-stop and other emergency contact information complete and current?
	Did responders to SSOs during the past year respond according to procedure and do the procedures need improvement?
FOG Control Program (Element 7)	Were there any FOG related spills or near spills and if so is any additional enforcement, education, or preventative measures required?
	Were all sources of FOG inspected during the year?
	Is the current FOG Control Program effective in minimizing blockages of sewer lines resulting from discharges of FOG to the system?
System Evaluation and Capacity Assurance Plan (Element 8)	Is there evidence that system capacity at any location is deficient due to system demand? (for example, were there any SSOs or near SSO that could not be explained by blockages or failures of the pipes or pump stations?)
	Does the City's capital improvement program (CIP) account for all known major deficiencies that can not be correct with the O&M budget?
	Are all CIP project on schedule for budgeting and construction?

Monitoring, Measurement and Capacity Assurance Plan (Element 9)	Does the SSMP accurately portray the methods of tracking and reporting selected performance indicators?
	Is the City able to sufficiently evaluate the effectiveness of SSMP elements based on relevant information?
	Do the implementation and effectiveness measurement questions in this list need to be added to or enhanced?
SSMP Program Audits (Element 10)	Were the results of prior SSMP Audits recorded in a written report?
	Were the actions recommended in the SSMP Audit reports(s) implemented?
Communication Program (Element 11)	Does the City effectively communicate with the public and other agencies about the development and implementation of the SSMP and continue to address any feedback
	Is the City's website updated with the most recent communications as required by the program?

9.3. Measuring Preventative Maintenance Success

The report outlined in Section 9.2 is used to measure the success of the preventative maintenance program.

9.4. SSMP Element Updates

The SSMP will be formally reviewed and as necessary, updated at minimum every five year to reflect changes to how the City manages its wastewater collection system, perform SECAP analysis, and make other changes require by the State. The updated SSMP will be filed with the State every five years as required by the City's permit. The next required SSMP update and filing is May 2, 2015.

The report outlined in Section 9.2 is used to determine incremental updates to the SSMP.

9.5. SSO Reporting

In addition to the reporting requirement of Section 9.3, the PWD will prepare annually a report detailing every SSO incident and comparing the current year SSOs with the previous five years or more. A list of the past year's SSO incident shall include location, date, frequency, and volume.

The SSOs will be reports with the following structure:

NUMBER OF SSOs			
Size of SSO (gallon)	current year	previous year	...fifth year
Greater than or equal to 1,000			
From 100 to 999			
From 10 to 99			
Less than 10			
Total			

TOTAL VOLUME (gal)

	Current year	previous year	...fifth year
Total volume reaching waters of the State			
Total volume contained and returned to sewer system			
Total volume contained but not reaching waters of the State (everything else)			
Total			

CAUSES OF SSOs (current year)

	# in Main	# in Lateral
Blockages		
Roots		
Grease		
Debris		
Debris from laterals		
Vandalism		
Animal Carcass		
Construction Debris		
Multiple Causes		
Subtotal from Blockages		
Infrastructure Failure		
Inflow & Infiltration		
Electrical Power Failure		
Flow Capacity Deficiency		
Natural Disaster		
Bypass		
Cause Unknown		

The tables above do not include SSOs that occurred from private sewer service laterals within the City of Winters jurisdiction that were caused by conditions in privately-owned laterals or on private property. The property owners are responsible for the condition and the operation of those sewer service laterals.

10. SSMP Program Audits

The City is required to conduct internal audits at least every two years. All audit reports must be kept on file. The audits must, at a minimum, evaluate the effectiveness of the SSMP and the City's compliance with its own SSMP. More specifically, the audit must identify any deficiencies in the collection system and document the actions taken to correct them.

The City will typically conduct the audits with City Staff. The City may choose to include representatives from other agencies and/or independent contractors to perform portions of or an entire audit. At a minimum, the Audits will be based up the SSMP Implementation and Effectiveness Measurements provided in Section 9.2.

11. Communication Program

The Public Works Department realizes the importance of clear and informative communication with our residential and commercial customers. The primary method of communication is through the City's website, the address of which is <http://www.cityofwinters.org>. The City communicates information about this SSMP and its preventative maintenance in the following manner and to the following groups.

FOG Program

As defined in Section 7, the City will communicate the FOG program to businesses and agencies that the City has determined are sources of FOG. The City will provide FOG related fliers and discuss the program to each business during semi-annual FOG intercept inspections and more frequently as needed.

Sewer Lateral Maintenance

The City communicates to all its residents and businesses regarding their responsibility and ownership of the sewer laterals connected to the City's wastewater collection system by way of the City's website listed above. This information includes this SSMP, lateral ownership responsibility, who to contact during an emergency such as an SSO, latest design and connection requirements, and other sewer related subjects.

SSMP Performance

Following the internal audits of the SSMP as defined in Section 10, the City posted the audit report on its website listed above. Anyone wishing to provide input regarding the SSMP, the audit, or other related subject is welcome to attend the regularly schedule City Council meetings. The dates and times of these meeting are provided on the website.



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members
DATE : May 4, 2010
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Hispanic Advisory Committee
SUBJECT: Annual Informational Report of the City of Winters Hispanic Advisory Committee to the Winters City Council and Request to Continue as an Advisory Committee to the City Manager

RECOMMENDATION:

The City Council accept the informational report of the activities of the Hispanic Advisory Committee and authorize that the committee continue their activities in an advisory capacity to the City Manager.

BACKGROUND:

The City of Winters Hispanic Advisory Committee was established in June 2006 by Resolution of the City Council of the City of Winters and reauthorized in 2008 and 2009. The committee meets once per month and as directed by the City Council the committee focuses on the following issues:

1. Continued monitoring of existing programs and services,
2. Host a community forum meeting once per year for the purpose of gathering information and responding to the needs of the Latino community,
3. Host an informational workshop once a year on a topic of importance to the Latino community and the community at large,
4. Organize the annual community festival.

At its June 2, 2009 meeting the City Council appointed six community members to serve on the 2009/2010 Hispanic Advisory Committee, those individuals are: Crescencio Mejia, Leticia Quirarte, Alfonso Salas, Laura Salas, Miguel Vazquez and Cristina Velasco. The City Council appointed two additional members, Alicia Chavez Duran and Marisela Duran Alanis, to the committee on September 1, 2009.

The committee members have been working diligently to carry out the goals of the committee and

highlights of their work include:

- The committee hosted the third very successful Festival de la Comunidad/Community Festival and the second annual Carnitas Cook-Off on September 27, 2009. The event was well attended by community members and featured a variety of food, craft and information booths along with activities for children and family friendly entertainment. With the hard work of the committee and the support of the community this year's event paid for itself.
- Presentations have been made to the committee and input gathered for the following groups and projects:
 - Winters History Project
 - SR128/Grant Avenue Complete Streets Project
 - RISE Program
 - Cash for College workshop
 - After School Program
 - Association of Farmworker Opportunity Programs - Children in the Fields Campaign
 - 2010 Census
 - Orchard Village Affordable Housing Proposed Park
 - H1N1 Flu Vaccine Clinic
- Committee members have participated in the following community activities:
 - Volunteered to help staff the H1N1 Pod held on December 16, 2009.
 - Participated in the Solano Community College Leadership Group meeting
 - Distributed 200 Census materials to parishioners after Mass
- The committee is currently in the process of organizing a Winters Community Library Information night featuring:
 - How to use the library and library equipment
 - How to reserve meeting rooms
 - Library programs including the new Family Learning Place Program

REQUEST TO SERVE AS ADVISORY COMMITTEE TO THE CITY MANAGER:

The Hispanic Advisory Committee would like to continue its work improving involvement, access and outreach for the Latino community in Winters. At its January 25, 2010 meeting the committee voted unanimously to request that the City Council approve that the committee be re-organized as an advisory committee to the City Manager.

FISCAL IMPACT:

None at this time.



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: May 4 2010
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Carol Scianna, Environmental Services Manager *CS*
SUBJECT: Authorize City Manager to Execute Construction Contract Agreement with Tico Construction for the Purchase of Two 10 Hp ECS House Industries Floating Brush Aerators for Secondary Ponds (one Unit per Ponds) in the Amount of \$49,900.

RECOMMENDATION:

Authorize City Manager to Execute Construction Contract Agreement with Tico Construction for the Purchase of Two 10 Hp ECS House Industries Floating Brush Aerators for Secondary Ponds (one Unit per Ponds) in the Amount of \$49,900.

BACKGROUND: The Two Secondary Ponds at the Waste Water Treatment Facility were designed to operate with two aerators in each pond. Currently each pond has one remaining operational aerator. The City has received quotes from three different vendors and has come to the conclusion that the best choice for our system is to install one 10 Hp ECS House Industries Floating Brush e aerators in each pond. The House aerators were selected upon recommendation from the City's WWT engineer specialist as superior units. The oxygenation capacity of the specified aerators will be sufficient to allow the City to eliminate the second aerators in these ponds, which will lower our energy costs and maintenance costs.

FISCAL IMPACT: The cost of \$49,900.00 includes installation, start-up and training, to be funded from Sewer Operations and Maintenance.



22193 Jenrett Place

Palo Cedro, CA 96073

530-549-3773

April 15, 2010

City of Winters
318 First Street
Winters, CA 95694

Attention: Carol Scianna
Regarding: Furnish and Install two (2) each ECS House Floating Aerators

Dear Ms. Scianna:

Per your request, the price to furnish and install 2 each 10HP ECS Floating Aerators per the technical specifications is \$49,900.00.

Inclusions:

1. Furnish & install 2 each 10 HP aerators in existing ponds.
2. Connect new SO cord to existing disconnect switch at pond edge.
3. Startup aerators.

Exclusions:

1. Removal of existing aerators.
2. Any electrical beyond the connection of the new SO chord to the existing disconnect.
3. Bonds
4. Permits

Sincerely,

A handwritten signature in black ink, appearing to read 'Chet Smurzynski', is written over a faint, circular stamp or watermark.

Tico Construction
Chet Smurzynski

Contractor	Base Bid	Bid Signed	List of SubContrs	Statmt of Exper.	Bid Bond	Non-Coll Affidavit
Tico Construction	\$49,900.00	yes				
Double J Enterprises	\$51,814.45	yes				
WPCS	\$57,636.12	no				
bids opened on 4-16-2010 by	Carol Scianna					
	Nanci Mills					
ENGINEER'S ESTIMATE						

OPENED BY: _____

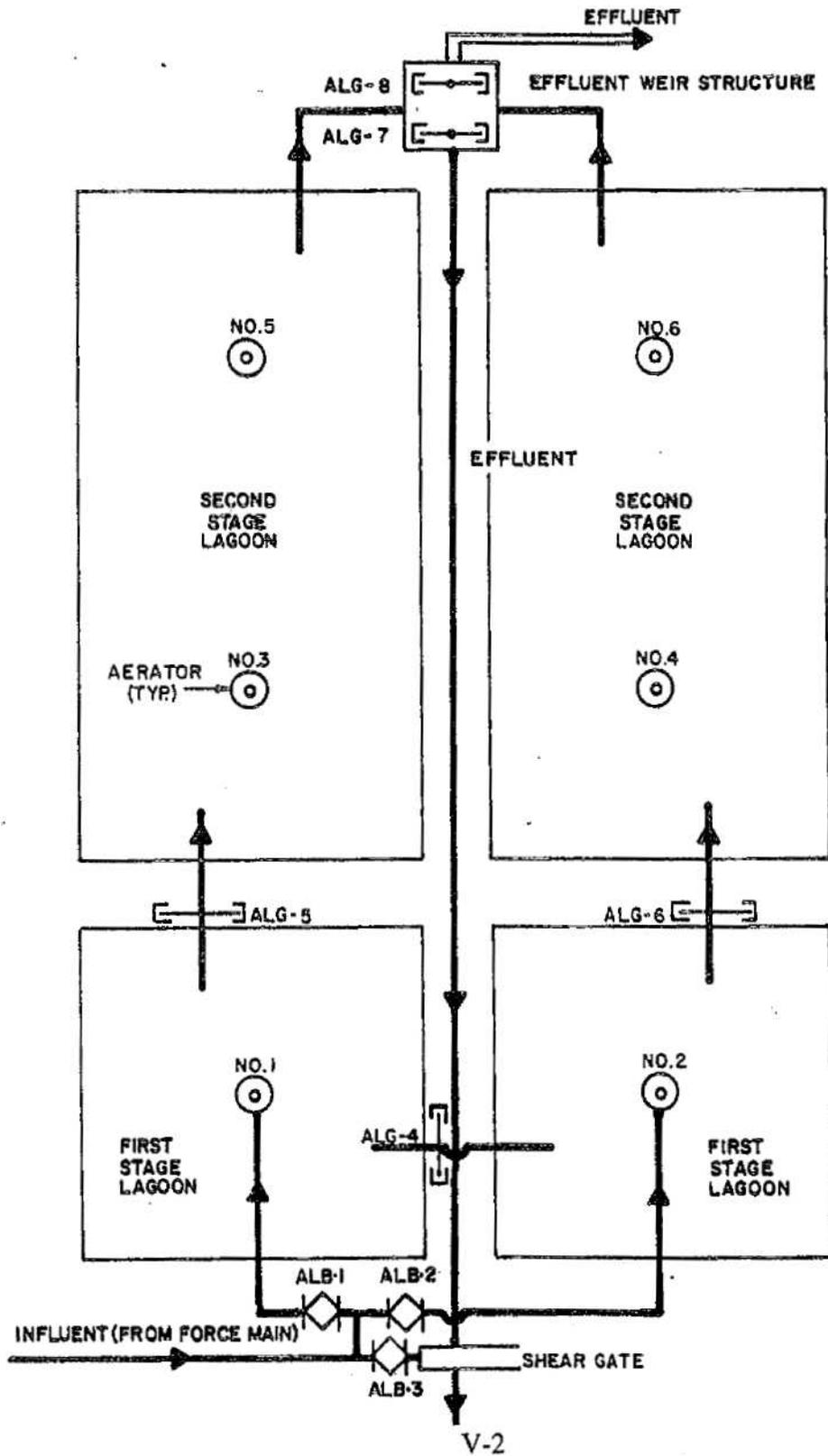
READ BY: _____

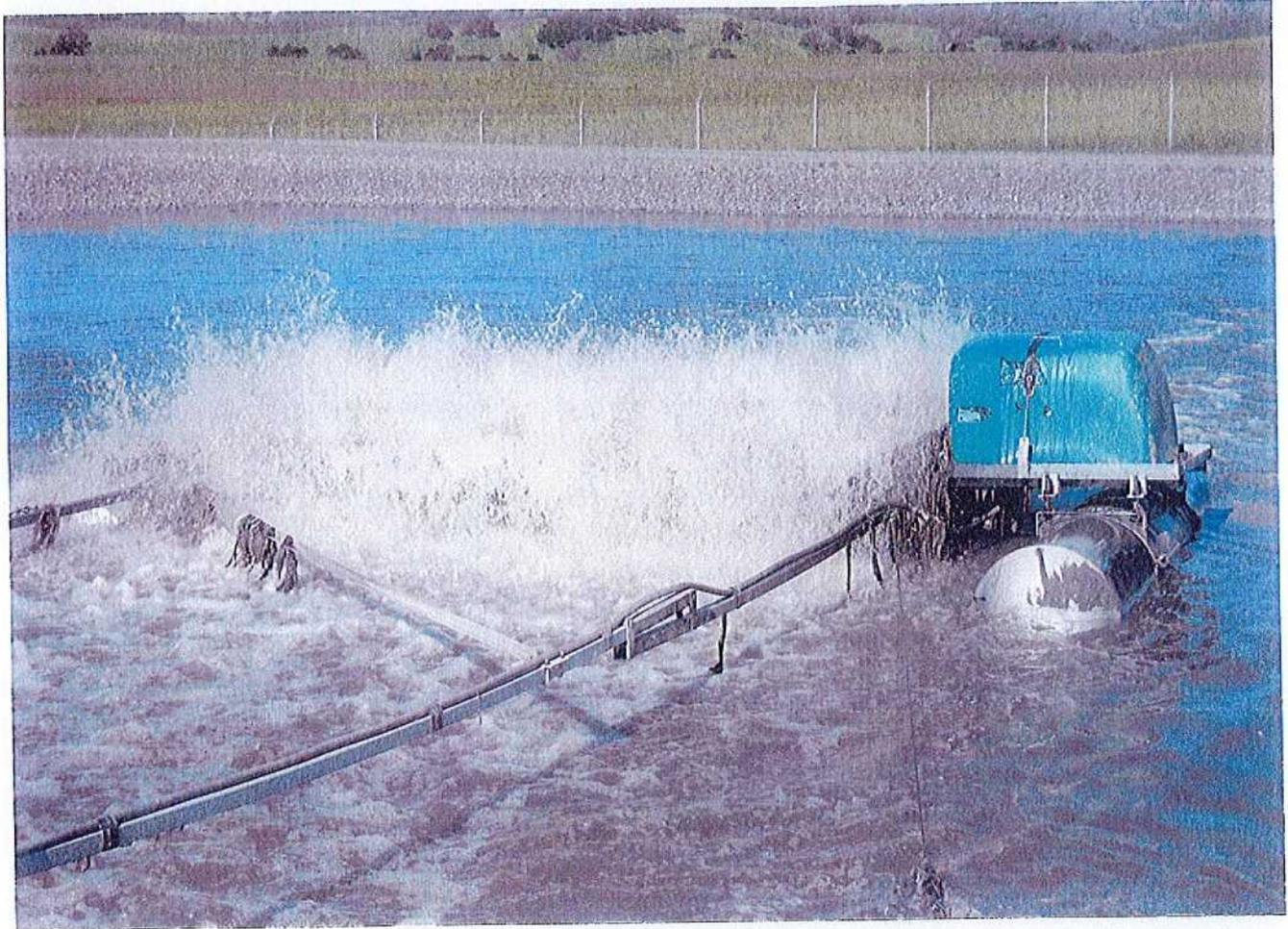
WITNESSED BY: _____



Figure 2- 1. Site Map of Existing Winters WWTF

FIGURE V-1
AERATED LAGOONS FLOW SCHEMATIC





Brush
Aerator
Pond
#2



old
Aerators

→
sludge



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: May 4, 2010
THROUGH: John W. Donlevy, Jr., City Manager *JD*
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: Resolution 2010-23 A Resolution of the City Council of the City of Winters
Adjusting the Capital Improvement Facilities Fees and Project Monitoring Fees
Effective July 1, 2010 in Accordance with Ordinance 92-06.

RECOMMENDATION:

Approve Resolution 2010-23, A Resolution of the City Council of the City of Winters Adjusting the Capital Improvement Facilities Fees and Project Monitoring Fees Effective July 1, 2010 in Accordance with Ordinance 92-06

BACKGROUND:

In 1992 the City of Winters established a facility fee program (development impact fees) for all new development projected. Ordinance 92-06 established an automatic annual increase each July 1 equal to the percentage change in the Engineering New Record Construction Cost Index.

This year, as part of our review of all fees, staff reviewed the Facilities Fee program for fees based on the completion of projects and to reflect the costs of the projects in the current economy. This resulted not in an increase in fees, but rather a decrease in all fees with the exception of the project monitoring fee. The project monitoring fee is collected to enable staff to monitor that all projects are consistent with the implementation of the general plan, and to pay off the deficit created during the preparation of the general plan. Because staff costs have remained constant, the monitoring fee remains unchanged.

The reduction in the impact fees is based on removal of projects that have been completed within the last year, and adjustment in costs for projects remaining in the program based on bids and comparisons with other projects. The reduced fees still allow for the collection of fees to provide funding for the projects remaining in the Facilities Plan after review.

Projects that were removed from the fee program are as follows:

Signal Projects

- Grant and Railroad Signal due to completion of project
- Grant and I-505 Signal due to completion of project

Drinking Water Projects

- Water System Master Plan Update-completed
- Replace and Install Water Meters (funded through bond proceeds)
- Vehicles (funded through equipment replacement fund)

Wastewater Projects

- Wastewater System Master Plan Update due to completion
- Sewer Rate Study due to completion

Transportation Projects

- Grant Avenue Widening from W Main to Railroad completed with ARRA funding

Police Projects

- Service Study for Police and Fire
- Evidence Room Storage Shelves included in new facility budget
- Radio & Communication Equipment included in new facility budget
- Office Computer Equipment included in new facility budget
- Personal Safety Equipment included in yearly budget
- Vehicles (funded through equipment replacement fund)
- Weapons included in yearly budget
- Remodel existing Police Station (due to building new facility)

Fire Projects

- Remodel existing fire station (due to building new facility)

Parks and Recreation Projects

- Library Construction due to completion
- Rotary Park Improvements due to completion
- Vehicles (funded through equipment replacement fund)
- Office Equipment and Furnishing (funded through equipment replacement fund)
- Community Pool Facility due to completion

General Administrative Projects

- Vehicles (funded through equipment replacement fund)

Projects that had costs adjusted due to change in costs are as follows:

Signal Projects

- Grant and Valley Oak from
- Grant at Taylor
- Grant at West Main
- Grant at Dutton
- Grant and East Main
- Grant at Industrial
- Master Controller

Drinking Water Projects

- Water Well 7 due to funding from water bond proceeds

Wastewater Projects

- none

Transportation Projects

- All projects not deleted were reduced

Police Projects

- New Police Station adjusted to reflect cost based on the construction contract in place
Fire based on the square footage of the building that will be inhabited by the police department

Fire Projects

- No cost reductions

Parks and Recreation Projects

- New Parks
- Valley Oak Park improvements
- City Park improvements
- Community Center Improvements
- Blue Oak Park Improvements

General Administrative Projects

- No cost reductions

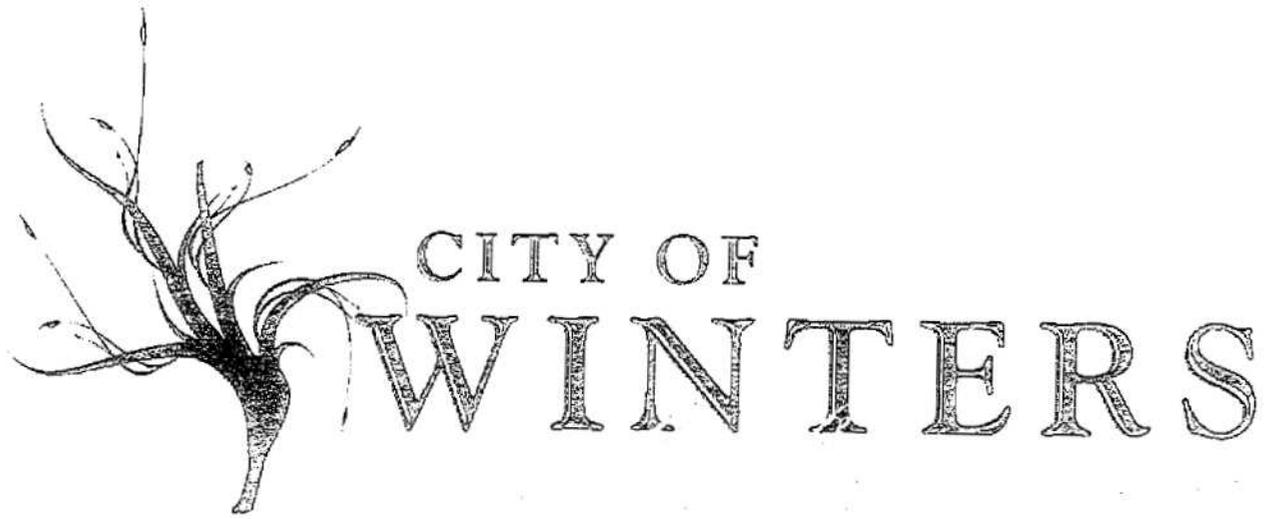
Cost increases on the following projects:

Fire Projects

- Increase in the cost of the new Fire Station based on the construction contract in place
based on the square footage of the building that will be inhabited by the fire department.

FISCAL IMPACT:

Reduction in the amount of fees required for those constructing new buildings within the City of Winters, and reduced revenues to the impact fee funds.



Est. 1875

2010-2011 Impact Fees

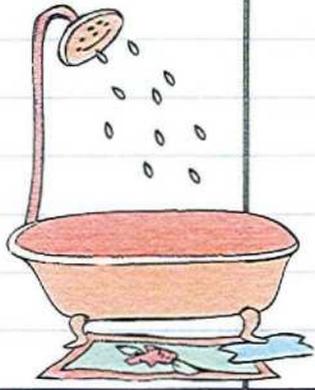
May 4, 2010



Water Impact Fees



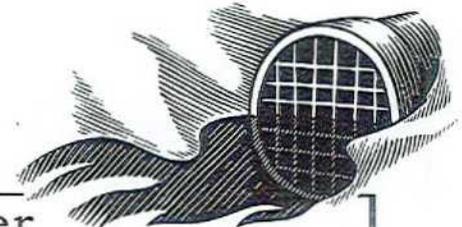
	Water		
	Current Fee	Proposed Fee	Difference
Rural Residential	7,864.00	5,590.00	(2,274.00)
Low Density Residential	6,129.00	4,346.00	(1,783.00)
Medium Density Residential	4,086.00	2,904.00	(1,182.00)
Medium High Density Residential	2,779.00	1,975.00	(804.00)
High Density Residential	2,002.00	1,423.00	(579.00)
Neighborhood Commercial	1.98	1.40	(0.58)
Highway Service Commercial	1.98	1.40	(0.58)
Central Business District	0.07	0.50	0.43
Office	1.44	-	(1.44)
Other Commercial	1.44	1.03	(0.41)
Business Park	1.65	1.17	(0.48)
Light Industrial	1.17	0.82	(0.35)
Heavy Industrial	1.28	0.91	(0.37)
Public/Quasi Public	1.30	0.92	(0.38)



Note: Fee is per unit on Residential and per Square foot on Commercial



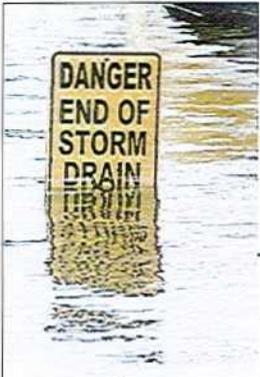
Sewer Impact Fees



	Sewer		
	Current Fee	Proposed Fee	Difference
Rural Residential	9,802.00	7,574.00	(2,228.00)
Low Density Residential	7,638.00	5,902.00	(1,736.00)
Medium Density Residential	6,789.00	5,246.00	(1,543.00)
Medium High Density Residential	5,092.00	3,935.00	(1,157.00)
High Density Residential	3,563.00	2,754.00	(809.00)
Neighborhood Commercial	3.60	2.78	(0.82)
Highway Service Commercial	3.36	2.78	(0.58)
Central Business District	1.21	0.97	(0.24)
Office	2.57	-	(2.57)
Other Commercial	2.57	1.99	(0.58)
Business Park	2.57	1.99	(0.58)
Light Industrial	1.80	1.39	(0.41)
Heavy Industrial	2.41	1.85	(0.56)
Public/Quasi Public	2.76	2.14	(0.62)



Note: Fee is per unit on Residential and per Square foot on Commercial

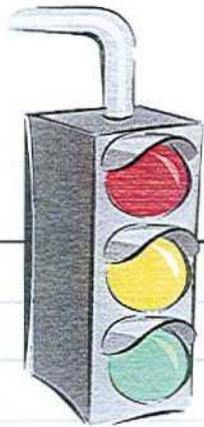


Storm Drainage Impact Fees

	Storm Drainage		
	Current Fee	Proposed Fee	Difference
Rural Residential	104.00	81.00	(23.00)
Low Density Residential	81.00	63.00	(18.00)
Medium Density Residential	54.00	42.00	(12.00)
Medium High Density Residential	-	25.00	25.00
High Density Residential	28.00	22.00	(6.00)
Neighborhood Commercial	0.03	0.03	-
Highway Service Commercial	0.03	0.03	-
Central Business District	0.01	0.01	-
Office	0.02	-	(0.02)
Other Commercial	0.02	0.02	-
Business Park	0.03	0.02	(0.01)
Light Industrial	0.02	0.02	-
Heavy Industrial	0.02	0.02	-
Public/Quasi Public	-	-	-



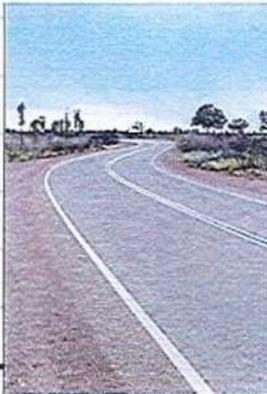
Note: Fee is per unit on Residential and per Square foot on Commercial



Transportation Impact Fees



	Transportation		
	Current Fee	Proposed Fee	Difference
Rural Residential	8,580.00	3,061.00	(5,519.00)
Low Density Residential	8,580.00	3,067.00	(5,513.00)
Medium Density Residential	8,580.00	3,070.00	(5,510.00)
Medium High Density Residential	6,971.00	2,492.00	(4,479.00)
High Density Residential	5,363.00	1,917.00	(3,446.00)
Neighborhood Commerical	10.44	3.74	(6.70)
Highway Service Commercial	10.44	3.74	(6.70)
Central Business District	7.27	2.72	(4.55)
Office	7.83	-	(7.83)
Other Commercial	7.83	2.80	(5.03)
Business Park	3.13	1.12	(2.01)
Light Industrial	1.82	0.65	(1.17)
Heavy Industrial	1.34	0.48	(0.86)
Public/Quasi Public		-	-



Note: Fee is per unit on Residential and per Square foot on Commercial



Park Impact Fees



	Parks		
	Current Fee	Proposed Fee	Difference
Rural Residential	4,373.00	2,131.00	(2,242.00)
Low Density Residential	4,373.00	2,131.00	(2,242.00)
Medium Density Residential	4,373.00	2,131.00	(2,242.00)
Medium High Density Residential	3,554.00	1,732.00	(1,822.00)
High Density Residential	2,733.00	1,332.00	(1,401.00)
Neighborhood Commercial	-	-	-
Highway Service Commercial	1.07	-	(1.07)
Central Business District	-	-	-
Office	-	-	-
Other Commercial	1.07	-	(1.07)
Business Park	-	-	-
Light Industrial	-	-	-
Heavy Industrial	-	-	-
Public/Quasi Public	-	-	-



Note: Fee is per unit on Residential and per Square foot on Commercial



Public Safety (Police) Impact Fees

	Public Safety		
	Current Fee	Proposed Fee	Difference
 Rural Residential	1,163.00	396.00	(767.00)
Low Density Residential	1,163.00	394.00	(769.00)
Medium Density Residential	1,163.00	394.00	(769.00)
Medium High Density Residential	1,163.00	395.00	(768.00)
High Density Residential	2,750.00	933.00	(1,817.00)
Neighborhood Commercial	1.46	0.50	(0.96)
Highway Service Commercial	1.46	0.50	(0.96)
Central Business District	2.55	0.50	(2.05)
Office	1.46	-	(1.46)
Other Commercial	1.46	0.50	(0.96)
Business Park	0.29	0.10	(0.19)
Light Industrial	0.41	0.10	(0.31)
Heavy Industrial	0.29	0.10	(0.19)
Public/Quasi Public			



Note: Fee is per unit on Residential and per Square foot on Commercial



Fire Impact Fees



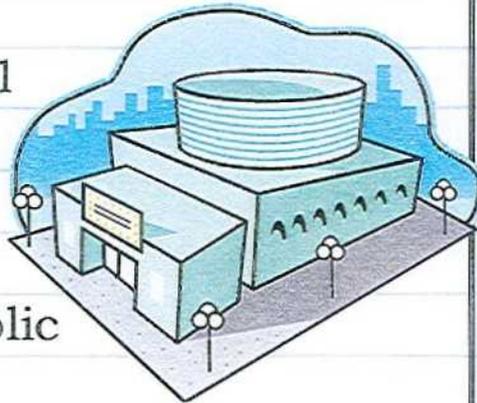
	Fire		
	Current Fee	Proposed Fee	Difference
Rural Residential			
Low Density Residential			
Medium Density Residential	1,671.00	1,382.00	(289.00)
Medium High Density Residential	1,767.00	1,382.00	(385.00)
High Density Residential	1,767.00	1,382.00	(385.00)
Neighborhood Commercial	1,436.00	1,123.00	(313.00)
Highway Service Commercial	1,104.00	864.00	(240.00)
Central Business District	1.02	0.79	(0.23)
Office	1.02	0.79	(0.23)
Other Commercial	1.24	1.02	(0.22)
Business Park	1.32	-	(1.32)
Light Industrial	1.32	1.03	(0.29)
Heavy Industrial	0.83	0.65	(0.18)
Public/Quasi Public	0.67	0.55	(0.12)
	0.64	0.51	(0.13)



Note: Fee is per unit on Residential and per Square foot on Commercial

General Facility Impact Fees

	General		
	Current Fee	Proposed Fee	Difference
Rural Residential			
Low Density Residential			
Medium Density Residential	2,599.00	2,012.00	(587.00)
Medium High Density Residential	2,599.00	2,012.00	(587.00)
High Density Residential	2,579.00	2,012.00	(567.00)
Neighborhood Commercial	2,112.00	1,635.00	(477.00)
Highway Service Commercial	1,623.00	1,257.00	(366.00)
Central Business District	1.50	1.15	(0.35)
Office	1.50	1.15	(0.35)
Other Commercial	2.22	1.80	(0.42)
Business Park	2.39	-	(2.39)
Light Industrial	2.39	1.86	(0.53)
Heavy Industrial	0.97	0.74	(0.23)
Public/Quasi Public	0.55	0.43	(0.12)
	0.41	0.32	(0.09)



Note: Fee is per unit on Residential and per Square foot on Commercial

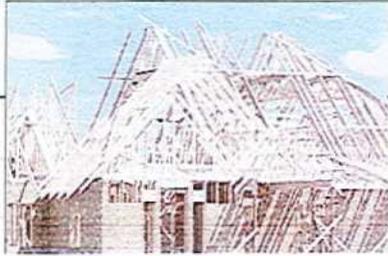
Storm Drain(Flood) Impact Fees

	Storm Non-Flood		
	Current Fee	Proposed Fee	Difference
Rural Residential			
Low Density Residential			
Medium Density Residential	749.00	582.00	(167.00)
Medium High Density Residential	251.00	454.00	203.00
High Density Residential	224.00	303.00	79.00
Neighborhood Commercial	11.00	182.00	171.00
Highway Service Commercial	60.00	161.00	101.00
Central Business District	0.10	0.23	0.13
Office	0.10	0.23	0.13
Other Commercial	0.07	0.06	(0.01)
Business Park	0.13	-	(0.13)
Light Industrial	0.13	0.16	0.03
Heavy Industrial	0.21	0.16	(0.05)
Public/Quasi Public		-	-
		-	-



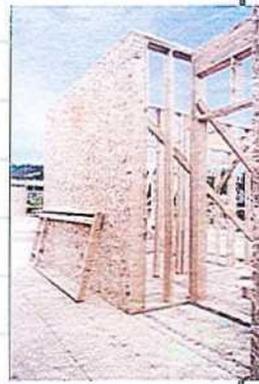
Note: Fee is per unit on Residential and per Square foot on Commercial

Total Impact Fee Per Building/Square Foot



Foot

	Total Fee per bldg		
	Current Fee	Proposed Fee	Difference
Rural Residential	36,905.00	22,809.00	(14,096.00)
Low Density Residential	32,581.00	19,751.00	(12,830.00)
Medium Density Residential	29,615.00	17,484.00	(12,131.00)
Medium High Density Residential	23,118.00	13,494.00	(9,624.00)
High Density Residential	19,226.00	10,663.00	(8,563.00)
Neighborhood Commercial	20.13	10.62	(9.51)
Highway Service Commercial	20.96	10.62	(10.34)
Central Business District	14.64	7.58	(7.06)
Office	17.16	-	(17.16)
Other Commercial	18.23	9.39	(8.84)
Business Park	9.68	5.95	(3.73)
Light Industrial	6.44	3.96	(2.48)
Heavy Industrial	6.39	4.19	(2.20)
Public/Quasi Public	4.06	3.06	(1.00)



Note: Fee is per unit on Residential and per Square foot on Commercial

RESOLUTION NO. 2010-23
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
ADJUSTING THE CAPITAL IMPROVEMENT FACILITIES FEES AND
PROJECT MONITORING FEES EFFECTIVE JULY 1, 2010 IN ACCORDANCE
WITH ORDINANCE 92-06

WHEREAS, Ordinance 92-06 established a facility fee program (development impact fees) for all new development projects, and;

WHEREAS, the projects and costs of the projects for facilities included in the facility fee program have been reviewed and updated;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Winters that the adopted Capital Improvement Facilities Fees shall be adjusted effective July 1, 2010 based on the reviewed and updated facility fee program. Said fee for the period July 1, 2010 through June 30, 2011 is on the attached schedule.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Winters, County of Yolo, State of California, on this 4th day of May, by the following roll call vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

Mike Martin, Mayor

ATTEST:

Nanci G. Mills, City Clerk