



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, December 6, 2011
6:30 p.m.
AGENDA

Members of the City Council

*Woody Fridae, Mayor
Cecilia Aguiar-Curry, Mayor Pro-Tempore
Harold Anderson
Michael Martin
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, November 15, 2011 (pp 1-10)
- B. Resolution 2011-46, a Resolution of the City Council of the City of Winters Receiving from the Community Development Agency the Annual Redevelopment Report to Legislative Body, State Controller's Office and State Housing and Community Development Department for Fiscal Year Ending June 30, 2011 and Authorizing its Transmittal to the State Department of Housing and Community Development and the State Controller's Office (pp 11-78)
- C. Application for Parade Permit Submitted by Saint Anthony's Parish (pp 79-81)
- D. Adoption of the Public Safety Facility Site License Agreement for Telecommunications Purposes (pp 82-92)
- E. Acceptance of Public Service Easement Deed for the Installation, Maintenance and Operation of a Public Sidewalk on Property Owned by the Roman Catholic Bishop of Sacramento, St. Anthony's Church (pp 93-101)

PRESENTATIONS

Swearing-In of Sergeant Jose Ramirez

DISCUSSION ITEMS

- 1. Second Reading and Possible Adoption of Four (4) Ordinances of the City of Winters Amending and Adding Chapters to the Winters Municipal Code Pertaining to Single Room Occupancy Units, Emergency Shelters, Manufactured and Factory-Built Homes, and Second Residential Units (pp 102-125)
- 2. Yolo County Community Corrections Operational Agreement and Funding Agreement (pp 126-135)
- 3. Request for Appointment of a City Council Member to the Board of Commissioners for the Yolo County Housing Authority (pp 136-138)

4. City of Winters Emergency Operations Center and Yolo Operational Area – Multi Hazard Mitigation Plan (pp 139-140)
5. I-505 Grant Avenue Planning Project-Traffic Analysis (No Backup)

COMMUNITY DEVELOPMENT AGENCY

- 1.
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CITY MANAGER REPORT

INFORMATION ONLY

1. September 2011 Treasurer Report (pp 141-147)
2. September 2011 Investment Report (pp 148-149)
3. October 2011 Treasurer Report (pp 150-156)
4. October 2011 Investment Report (pp 157-158)

EXECUTIVE SESSION

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the December 6, 2011 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 December 1, 2011, and made available to the public during normal business hours.



Nanci G. Mills, City Clerk

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

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Wednesday at 10:00 a.m.

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Minutes of the Executive Session and Regular Meeting
of the Winters City Council Held on November 15, 2011

6:00 p.m. - Executive Session

AGENDA

**Pursuant to Government Code Section 54957.6 – Personnel
Negotiations**

City Manager Donlevy reported that staff was given the authority by Council to work with bargaining units regarding a variety of personnel issues and will come back to Council with Memorandums of Understanding (MOU's).

**Pursuant to Government Code Section 54956.8 – Lease Assignment
for 314 Railroad Avenue, Winters, CA Real Property Negotiator City
Manager John W. Donlevy, Jr.**

Council Members Anderson and Stone recused themselves for this item due to a possible conflict of interest. City Manager Donlevy reported a 2-1 vote giving staff the authority to finalize the lease terms with all of the parties involved based on a letter of direction issued by City staff in September, 2011.

Council Members Anderson and Stone returned to the dais.

6:30 p.m. – Regular Meeting

AGENDA

Mayor Fridae called the meeting to order at 6:34 p.m.

Present: Council Members Cecilia Aguiar-Curry, Harold Anderson, Michael Martin, Tom Stone, and Mayor Woody Fridae
Absent: None
Staff: City Manager John Donlevy, City Attorney John Wallace, City Clerk Nanci Mills, Director of Financial Management Shelly Gunby, Housing Programs Manager Dan Maguire, Environmental Services Manager Carol Scianna, Executive Assistant Mary Jo Rodolfa, Management Analyst Dawn Van Dyke, Contract Engineer Alan Mitchell, Associate Elliot Landes, Police Chief Sergio Gutierrez, Police Officers Matt Martin and Justin Wilson, Records & Information Systems Supervisor Karla Ferguson, and Administrative Assistant Tracy Jensen.

Edgar Chavez, leader and role model at Winters Middle School, led the Pledge of Allegiance. Edgar is well-respected by students as well as staff and was chosen for his work ethic and his commitment to managing the lunch line.

Approval of Agenda: Motion by Council Member Aguiar-Curry, second by Council Member Stone to approve the agenda. Motion carried unanimously.

COUNCIL/STAFF COMMENTS: On 11/3, Council Member Aguiar-Curry attended a Water Resource Association (WRA) technical meeting, as well as a Local Government Commission (LGC) meeting representing the Yolo Leaders Group and their shared services concept; the Public Safety Facility Dedication, the Winters Friends of the Library dedication to Ida Wallace; the Chamber of Commerce Appreciation Night, which was well-attended and thanked Chamber President Debra DeAngelo for a job well done; attended a WRA Executive meeting, a Yolo Emergency Services meeting, the Yocha De He donation to the Winters Combined PTA; attended the Redevelopment hearing, where the City is waiting for a decision from the California Supreme Court; also attended the Yolo County Flood Control Harvest Luncheon, a Chamber of Commerce meeting, and invited Council to attend the Sacramento Valley Division meeting on 12/2. Council Member Aguiar-Curry asked City Manager Donlevy for a status report regarding the parking lot rehabilitation schedule for the parking area across the street from City Hall.

Council Member Anderson complimented Council Member Aguiar-Curry for a job well done at the LCG meeting held on 11/3, where she represented the City of Winters well.

Mayor Fridae asked City Manager Donlevy to bring back to Council as an agenda item the status of Emergency Services Training. He said we must be prepared in the event of an emergency.

PUBLIC COMMENTS: Corinne Martinez, 115 Baker Street, asked about the plans for additional parking based on Ms. Aguiar-Curry's request now that the Fire Department has relocated. Ms. Martinez asked whether the parking lot was part of the Downtown Streetscape Project, Phase 2 project, which has been concluded? City Manager Donlevy said this project was caught up in the State's adoption of two bills to kill redevelopment in California, which froze redevelopment agencies and their funding. The City is unable to move forward now as the funding for this part of the project would have been from redevelopment funds.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting and Executive Session of the Winters City Council Held on Tuesday, November 1, 2011
- B. Authorize City Manager to Negotiate Contract with HydroScience Operations, Inc. in the Amount not to Exceed \$5,000 to Provide an Analysis of the City's Wastewater Operations and Maintenance Strategies

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

PRESENTATIONS:

Mayor Fridae presented Proclamations honoring and thanking the sponsors of the 5th Annual Festival de la Comunidad/Community Festival and Carnitas Cook-off, which include Supervisor Duane Chamberlain & Chamberlain Farms, Michael Barbour and Valerie Whitworth, Dan Martinez & Martinez Orchards, Jessica Kilkenny @ First Northern Bank, Howard and Germaine Hupe, the Winters Theater Group, Winters Chamber of Commerce, Adidas, Joe Aguiar, Tony Turkovich @ Button & Turkovich, Supervisor Don Saylor, Cecilia Aguiar-Curry, Congressman Mike Thompson, Assemblymember Mariko Yamada, Raul Herrera @ State Farm Insurance, Jack Mariani @ Mariani Nut Company Foundation, Southwest Water Company, John Seeger @ Four Winds Growers, Craig McNamara @ Sierra Orchards, Stan Lester @ Lester Farms, Edward De La Rosa @ De La Rosa & Co., and Winters Rotary Club Foundation.

City Clerk Nanci Mills swore in Sergio Gutierrez as the City of Winters Chief of Police.

DISCUSSION ITEMS

1. Public Hearing, Waive First Reading, Read by Title Only and Introduce Four (4) Ordinances of the City of Winters, 2011-07, 2011-08, 2011-09, and 2011-10 Amending and Adding Chapters to the Winters Municipal Code pertaining to Single Room Occupancy Units, Emergency Shelters, Manufactured and Factory-Built Homes, and Second Residential Units

Housing Programs Manager Dan Maguire gave an overview and said these updated ordinances will put the City in compliance with State law. Mayor Fridae opened the public hearing at 7:15 p.m. and closed the public hearing at 7:15 p.m. with no public comments. Council Member Aguiar-Curry complimented staff for doing a good job in putting together an easy-to-read and comprehensive staff report.

Motion by Council Member Anderson, second by Council Member Aguiar-Curry to approve staff recommendation and waive the first reading, read by title only and introduce four ordinances of the City of Winters, 2011-07, 2011-08, 2011-09, and 2011-10, amending and adding chapters to the Winters Municipal Code pertaining to single room occupancy units, emergency shelters, manufactured and factory-built homes, and second residential units. Motion carried with the following vote:

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

2. Winters Community Dinner – Donation Request

Marie Rojo-Heilman gave an overview and reported that 906 meals were served in 2010, which included home deliveries, and this number will increase this year and at the same time donations are down. Recipients who are in crisis have been identified by various means, including housing and county affiliations. Recipients will be able to make their own dinner from the box given.

City Manager Donlevy gave an overview of the funding and said there are two parts to consider. The first being the financial donation and the second being the cost to use the Community Center for 13.5 hours, which totals \$675.

Motion by Council Member Aguiar-Curry, second by Council Member Anderson to donate a total of \$1,675 (\$1,000 donation and \$675 Community Center cost.) Council Member Stone recommended increasing the total donation to \$2,000. Council Member Aguiar-Curry voiced her concern about the Council's discretionary fund for additional events, ie: Youth Day, but amended her motion

to approve a total of \$2,000, with \$675 going toward the Community Center cost. Motion carried unanimously. Ms. Rojo-Heilman thanked Council for their donation.

3. Putah Creek Bridge Replacement – North Bank Improvements, Project No. 09-01, Bid Rejection and Review of Project Scope Revisions

Contract Engineer Alan Mitchell gave an overview and said the bids received were approximately 23% over the landscape architect's estimate. Staff's recommendation is to reject all bids as the budget can't afford the low bid, enabling staff the opportunity to re-scope the project by making some of the following scope changes: taking out some stairs, removing retaining walls, replace wooden fence and railing with metal fencing, remove site furnishings and three lights. Contract Engineer Mitchell said SACOG put out their feelers for additional funding and were able to secure an additional \$60,000 in unobligated funds from the CalTrans Regional Surface Transportation Program (RSTP). Contract Engineer Mitchell then reviewed the revised project budget sheet and gave a power point presentation.

Mayor Fridae asked if this had gone to the Winters Putah Creek Committee (WPCC) for authorization. Contract Engineer Mitchell said the WPCC approved it and Council Member Martin, who attended the meeting, said the WPCC reviewed all options closely and agreed with staff's proposal. Regarding the lighting on the trail, Council Member Aguiar-Curry recently attended a PG&E meeting and indicated funding is available for these types of projects and Contract Engineer Mitchell confirmed Callender would be the lead.

Sally Brown, 24 E. Main Street, asked about installing picnic tables in memoriam and asked Council to reconsider the proposed 4-ft. high metal fence, which would prevent access to the creek. She also asked the City to consider aesthetic-pleasing features that would promote creek access. Council Member Aguiar-Curry confirmed there would be breaks in the fence to allow creek access. Environmental Services Manager Carol Scianna said the materials used for the creek fence could be similar to the fencing material used in the Community garden.

Jeff Tenpas, 24 E. Main Street, asked about an alternative trail width. Council Member Stone said this issue had previously been discussed with Council approving a 10' trail. Mayor Fridae said he was originally not in favor of a wider trail. Contract Engineer Mitchell said the Fire Department was adamant the trail be 10' to double as an access road for emergency and maintenance vehicles.

Mayor Fridae asked if it would be difficult to go back out to bid with the scope changes listed. Contract Engineer Mitchell said it would not be a problem as we

have plenty of time and said he would work with Building Official Gene Ashdown to reach an agreeable solution.

Council Member Anderson asked if the RFP needed more tweaking and whether more time might be needed. He noted the trails in the Presidio contained no fences. Contract Engineer Mitchell said when those trails were built there were different requirements than there are now. In light of these requirements, Council Member Anderson said he was in favor of the post and cable fencing option.

Motion by Council Member Martin, second by Council Member Anderson to approve staff recommendation and reject all bids, direct staff to re-advertise for bids with the recommended scope changes, and review and approve the updated Project Budget Sheet. Motion carried unanimously.

4. Update on the Putah Creek Bridge Replacement Project and Council Consideration of the Option of Removing the Temporary Detour Bridge from the Project as per Staff Recommendation

City Manager Donlevy and Contract Engineer Alan Mitchell gave an overview. The removal of the temporary detour bridge would reduce the construction time from approximately four years down to two years, and reduce the cost by \$800,000-\$1,000,000. If approved, the temporary bridge would be placed between the pedestrian bridge and the car bridge. The anticipated right of way acquisition and utilities relocation, including electric, gas, telephone and water facilities should be completed by the summer of 2012. The utility companies have requested permission to use the trestle bridge for permanent relocations with minimal visual impact. City staff has also requested that all utilities be placed underground, and the City's water line be moved with their operation. City Manager Donlevy said he drove the detour route and revealed the various distances traveled and the estimated travel times. Council Member Aguiar-Curry asked if mitigation and public outreach were included in the budget and Contract Engineer Mitchell replied yes.

Nancy Meyer asked who would be in charge of the project. Contract Engineer Mitchell said Solano County is the project sponsor, but the Solano County Board of Supervisors will defer to the City of Winters.

Paul Underhill of Terra Firma Farms said their headquarters and packing shed are located in Solano County, they employ 50 full-time employees and collectively make an estimated 100 trips across the bridge every day. Local downtown merchants will be impacted by the bridge closure, and many residents and businesses located on the west side of I-505 would be greatly inconvenienced by the closure.

Corinne Martinez, 115 Baker Street, asked if the trestle bridge has been considered for a one-way temporary bridge and noted the impact the closure would have on the historic downtown over a two-year period would be devastating. The City and the Downtown businesses have invested a lot to make the historic downtown an attractive destination.

Mayor Fridae said he was on the design committee and said several alternates were considered, including converting the trestle bridge to a one-way bridge, a smaller bridge to the east, a temporary bridge to the west of the bridge, the acquisition of Biasi's and installing a round-about feature, leaving the current bridge as the temporary bridge while a new bridge is being built, as well as no bridge at all. Mayor Fridae reiterated that a lot of thought and consideration was put into this project by the committee and the final recommendation did not come quickly or easily. Contract Engineer Mitchell said bridge toll credits will be used for the right-of-way and construction of the bridge and that no out-of-pocket funds will be used.

Mike Berna, speaking on behalf of the Chamber of Commerce, said the elimination of the temporary bridge would be a "nail in the coffin" for the downtown and local downtown businesses. Once people change their patterns, why would they change back? Council is being short-sighted if they think this won't happen. Mr. Berna asked Council to reach a realistic goal and be clear about it.

Karen Ogando, 102 Wolfskill, said although she has businesses on both sides of the bridge, the temporary bridge would be a waste of time and money and instead suggested using the money to accelerate the construction of the car bridge. Ms. Ogando also suggested signage on I-505 alerting drivers about the bridge closure.

Karen Olson resides at 8515 Pheasant Ridge in Solano County, but is a resident of Winters, lives in the Winters School District and has a local phone number. Although a Winters resident, Ms. Olsen said she feels shafted and unwelcome. Those residing in Solano County will now have to choose a different route. As tractors can't access the freeway, how will they get across the creek? The business interruption and loss of revenue in the downtown will be huge. This will be more than a minor inconvenience and asked Council to consider the impact to their constituents.

Kate Kelley resides at 8484 Quail Lane in the Olive School District in Solano County, said the proposed construction time schedules will create a dislocation to a significant portion of the community and will promote a change in behavior. If logistics are radically changed, new habits will form. Studies show it takes three weeks to learn a new habit leading to concrete behavior. Ms. Kelley added that Vacaville might start looking good to those who are inconvenienced.

Jeff Tenpas, 24 E. Main, asked if a traffic count across the bridge has been completed. City Manager Donlevy said Solano County has performed this task and have the information on file.

Council Member Stone asked about the logic of spending one million dollars on a temporary bridge and doesn't have a response to those who are willing to spend one million dollars of somebody else's money.

Parri Shebley, 14 Main Street, said the Putah Creek Bridge provides an ambiance entrance into Winters. The recent Downtown Streetscape-Phase 2 construction took away some business and Ms. Shebley can't imagine two years without a bridge and its' impact on the retail sales tax. Council Member Stone said the City receives one cent to the dollar and his concern is much greater for the downtown businesses. Ms. Shebley said survival of the downtown depends on traffic coming across the bridge and is in favor of a temporary bridge.

Contract Engineer Mitchell acknowledged the new idea of eliminating the temporary bridge needed to be brought up, allowing the City to choose whether or not to go forward with the temporary bridge or not. City Manager Donlevy confirmed the final decision will be left to the City Council.

Council Member Martin asked if there was a staging area planned on Putah Creek Road. Contract Engineer Mitchell said the new alignment built away from the bridge will have less of an impact and said electric signs would be used to notify motorists of the construction being done in the area. Mayor Fridae said he thought alternate options have been overlooked. Council Member Anderson was also on the design committee and said the temporary bridge would be a benefit on both sides and can't see a reason to take it away now. Council Member Aguiar-Curry added that permitting could delay the project considerably and would like input from various groups that utilize the Community Center, which would be impacted during construction.

Corinne Martinez, 115 Baker Street, asked Council to come back with a current traffic study which would include increased traffic based on new businesses. Also, \$800,000 to \$1 million has been allocated for the temporary bridge and if the City of Winters doesn't spend it, some other City will. Ms. Martinez also said since projects typically overrun, she would prefer the overrun on a project that has a temporary solution.

Motion by Council Member Stone, second by Council Member Anderson to keep the temporary bridge in the project. Mayor Fridae said he wanted more information and Council Member Aguiar-Curry said she would like to have additional conversations with farmers in the area.

Frank Martin, 815 Carrion Circle, has property on both sides of the creek and has crossed the creek for 75 years. The longer the project is stretched out, the more

it will cost. One and one-half years is better than three to four years. Linda Hines of Rootstock voted in favor of a temporary bridge.

The motion to remove the temporary detour bridge from the project did not pass, with Mayor Fridae and Council Members Aguiar-Curry and Martin voting against staff recommendation.

5. Notice of Completion for the Water Meter Project

Associate Elliot Landes gave an overview. City Manager Donlevy said approximately 2,100 meters were installed on time and on budget and commended the job done by Mr. Landes and Ms. Scianna for managing the maintenance staff as well as dealing with customer complaints. The City has spent seven months on a dual-billing system, where residents will see the metering system in January, 2012. Mr. Donlevy reported the project was approximately \$60,000 under budget and recognized the entire team for an outstanding job.

Council Member Martin asked if the City was able to track the lowering of consumption. Mr. Landes said they are seeing trends based on a log reading every hour for the last 60 days. For \$10 more, each meter is installed with a chip that detects leaks.

Motion by Council Member Aguiar-Curry, second by Council Member Stone to approve the water meter project as complete and direct staff to file a Notice of Completion with Yolo County. Motion carried unanimously

6. 314 Railroad Avenue – Sub Lease Assignment

Staff was given the authority to finalize the lease terms with all of the parties involved based on a letter of direction issued by City staff in September, 2011.

COMMUNITY DEVELOPMENT AGENCY

1.

CITY MANAGER REPORT: City Manager Donlevy said he has expanded his Friday update to include staff and various community members. All personnel and confidential information will be included in Council e-mails only. Council can expect updates, extended reports, and a detailed overview by department. City Manager Donlevy spoke of the quality of staff work and the personal level of service offered by staff. Friday will see a new Fire Chief and new operations at

the Public Safety Facility, with the organization seeing many changes over the next year. In January staff will be working on next year's fiscal year budget, will look forward to the challenges, and be prepared to deal with the issues. A budget calendar will be brought before Council after the first of the year.

Council Member Aguiar-Curry asked to receive an update on the Yackzan project. City Manager Donlevy said it will come back on the 6th. Council Member Stone also wants to discuss parking behind the old firehouse.

INFORMATION ONLY: None

1. July 2011 Treasurer Report
2. July 2011 Investment Report
3. August 2011 Treasurer Report
4. August 2011 Investment Report

ADJOURNMENT: Mayor Fridae adjourned the meeting at 10:15 p.m.

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly Gunby, Director of Financial Management *Shelly*
Dan Maguire, Housing Programs Manager *DM*
Dawn Van Dyke, Management Analyst *DVD*
SUBJECT: Resolution 2011-46 of the City Council of the City of Winters Receiving from the Community Development Agency the Annual Redevelopment Report to Legislative Body, State Controller's Office, and State Housing and Community Development Department for Fiscal Year Ending June 30, 2011 and Authorizing its Submittal

RECOMMENDATION:

Approve Resolution 2011-46 authorizing submittal of Annual Redevelopment Report for Fiscal Year Ending June 30, 2011 to Legislative Body and direct staff to transmit the Annual Report to the State Department of Housing and Community Development and the State Controller's Office.

BACKGROUND:

Section 33080.1 of Community Redevelopment Law of the State of California, Health and Safety Code ("CRL") requires that each redevelopment agency within the State of California present an annual report to its legislative body within six months of the end of the agency's fiscal year. Each agency is also required to transmit to the California State Controller's Office the agency's financial statement information for the fiscal year ending June 30, 2011, within six months of the end of the agency's fiscal year (December 31, 2011) and transmit to the State Department of Housing and Community Development the agency's low- and moderate-income housing activity statistics for the same fiscal period.

The Community Development Agency of the City of Winters ("Agency") 2010-2011 Annual Report consists of various financial and performance information for the Winters

Community Development Agency Project Area comprised of the following:

- 1) Independent Financial Audit and Financial Statement
- 2) Report to the State Controller's Office
- 3) Report to the State Department of Housing and Community Development
- 4) Accounting of Housing and Displacement Activities
- 5) Summary of Agency's Efforts to Alleviate Blight in the Project Area
- 6) Loan Report Identifying any loans made by the Agency that are \$50,000 or more and which are in default or non-compliance with the terms of the loan.
- 7) Description of Agency-owned property

These materials are described below:

Independent Financial Audit and Financial Statement

The CDA's Independent Financial Audit and Fiscal Statement for Fiscal Year 2010-11 are on file with the Director of Financial Management. An independent auditor conducted an audit in the Agency's financial statements and each major fund of the Agency for the year ending June 30, 2011. The auditor's opinion is that the financial statements of the Agency present fairly, in all material respects, the respective financial position of the Agency's governmental activities and each major fund of the Agency as of June 30, 2011 and the respective changes in the financial position thereof and the respective budgetary comparison for the Housing Set-Aside Fund for the fiscal year then ended, in conformity with accounting principles generally accepted in the United States of America. The auditor's analysis and financial highlights concluded the liabilities of the Agency exceeded the assets by \$1,082,835 at the government-wide level. Of the Agency's \$19,137,884, Total Assets, \$1,714,986 is restricted for housing projects, \$767,699 is restricted for debt service and the remaining amount relates to capital assets or is unrestricted. The audit also determined that the Agency's governmental funds reported ending balances of \$4,352,442 (\$1,345,148 for the Housing Set-Aside Special Revenue Fund, \$1,015,388 for the Debt Service Fund, and \$1,991,906 for the Capital Projects Funds).

Report to the State Controller's Office

The Report to the State Controller's Office is a compilation of the materials described within this staff report. California Redevelopment Law requires these materials to be sent to the State Controller's Office within six months of the end of the CDA's fiscal year (by December 31, 2011).

Report to the State Department of Housing and Community Development (HCD)

Attached is a draft HCD report for the City Council's review. California Redevelopment Law requires the HCD Report to be submitted within six months of the end of the CDA's fiscal year (by December 31, 2011). This report can be transmitted electronically.

Accounting of Housing and Displacement Activities

- 1) **Displacement:** There were no non-elderly or elderly households that were displaced or moved from their dwelling units as part of a redevelopment project of the Agency during the 2010-11 fiscal year.
- 2) **Housing Activity:** The CDA provided funds to developers (Central Valley Coalition for Affordable Housing & The Pacific Companies) resulting in the construction of Orchard Village, a 74 unit multi-family complex. 73 of the units have affordability covenants. The CDA provided funds to a developer (Micron) for the acquisition and rehabilitation of a 39 unit multi-family complex at risk of turning into market rate rental units. When completed, the 39 unit Almondwood Apartments will have affordability covenants on all 39 units.

Summary of the CDA's Efforts to Alleviate Blight in the Project Area ("Blight Progress Report")

CRL Section 33080.1 (a)(2)(d), requires a description of CDA progress, including specific actions and expenditures, in alleviating blight in the previous fiscal year. In its 2003-2008 Implementation Plan the CDA identifies various goals and objectives to alleviate blight in the Project Area. The CDA also adopted a new Implementation Plan for fiscal years 2008-09 through 2012-13 ("Implementation Plans"). Both Implementation Plans list the CDA's plans for the elimination of blight. This Blight Progress Report is described in a manner corresponding to the goals and objectives described in the Implementation Plans.

The overall goal of the CDA is to maximize the benefits of the CDA to the community, while preserving the historical ambiance and quality of life in Winters. In order to achieve these goals, the CDA has identified objectives that are designed to alleviate blighting conditions in the project area.

- 1) **Objective:** To provide a stable, diversified and stronger economic base for the Project Area and the Community.

Accomplishment: In April, 2010 the CDA completed the purchase of 314 and 318 Railroad Avenue, honoring the existing leases. The properties represent a key element of the Downtown Master Plan, which included infill development on the entire block.

Accomplishment: In May, 2009, the CDA entered into an agreement with the Winters Chamber of Commerce for the development of a Visitors Center at 11 Main Street. The Chamber relocated its office inside the Center and continues to provide staffing under contract with the CDA. The Visitors Center is designed to serve as the marketing hub for local products, a concierge for visitors and an information outlet for local business and recreational activities. It is also a business recruitment and location resource for both local businesses looking to relocate and businesses looking to locate in Winters.

Accomplishment: In May, 2009, the CDA purchases the Grant Avenue lot on the south side of Grant Avenue between East Street and Morgan Street. The CDA authorized the issuance of a Request For Proposal (“RFP”) for potential developers to offer proposals for development of the site. The RFP resulted in an exclusive negotiating agreement with Yackzan Enterprises for development of the site. The CDA granted an extension of the ENA during this reporting period.

Accomplishment: In May 2009, the CDA purchased the property and building at 311 First Street. The property represents a key element in implementing the Downtown Master Plan, which includes infill development on the entire block. The site was designated for development as a temporary parking lot and towards that end, the building was removed from the site; however, the Stay Order from the State Supreme Court prohibiting Redevelopment Agencies from entering any new contracts stopped progress on the project.

Accomplishment: In 2005, the CDA authorized the execution of a Lease Assistance Program to encourage economic development to businesses in the Project Area. Several businesses were assisted through the program prior to State legislation eliminating Redevelopment Agencies and the subsequent legal challenges. As a result, no Lease Assistance Agreements were entered into during the fiscal year 2010-11.

- 2) Objective: To provide safer, more efficient and economical movement of persons and goods within the Project Area and community.

Accomplishment: In March 2006, the CDA approved the Downtown Master Plan, which provides a vision for overall economic and capital development of the central business district in downtown Winters. This adopted document includes a variety of plans and policies that represent key steps in achieving the overall build-out of the area including street improvements, pedestrian improvements, alleyway improvements etc. Several steps have been taken during the reporting period to implement this plan:

- Complete Streets Final Report
- Alley Activation
- Phase II of the Downtown Streetscape Improvement Project

- 3) Objective: To conserve and improve existing public facilities and to provide such new facilities as needed for the improvement of the Project Area.

Accomplishment: In the summer of 2009, the CDA took over the lease of the downstairs space at 305 First Street. This facility continues to be rented out to organizations, as needed, and currently serves as the meeting place for groups including NA and AA.

Accomplishment: In August, 2009, the City awarded a contract for the construction of Well 7, located at the corner of State Route 128 and Main Street. The well is critical in terms of supporting new development in the City. Construction is complete and the well became operational in May, 2011.

Accomplishment: During the 2007/2008 reporting year, the CDA authorized expenditures up to \$8.4 million for construction of a new Public Safety Facility at the northwest corner of Main Street and Grant Avenue. The facility went out to bid in August of 2009, with the lowest bid accepted at \$6,366,000, and authorized expenditures up to \$8 million. Construction was completed in October of 2011. The facility now houses the police and fire departments and includes emergency back-up generators and a communications tower.

Accomplishment: In October, 2007, the CDA authorized funding for construction of the Downtown Streetscape Improvement Project, Phase I. This project was completed in the fall of 2008. The City received a SACOG Community Design Grant in the amount of \$495,000 to construct Phase II of this project, with the CDA providing matching funds for this project. Construction includes bulb outs at the intersection of First and Main Streets, with pedestrian improvements to Main Street and Railroad Avenue. The project was completed in November, 2011.

- 4) Objective: To enhance the physical environment of the Project Area and to emphasize its favorable environmental characteristics.

Accomplishment: In September, 2004, the CDA approved the Downtown Façade Improvement Program ("DFIP"). As of December 2009, 27 storefronts in the project had been improved utilizing this program. However, no further façade improvement agreements have been entered into since that time as the program was suspended pending resolution of lawsuits resulting from the State's Redevelopment Agency legislation.

Accomplishment: Putah Creek restoration project. The City has worked with Solano County, Solano County Water Agency and the Winters Putah Creek Committee on a restoration project on the Putah Creek property owned by the City of Winters on the southern boundary of the City. The project, which includes State grant funds, will result in a restored and rechanneled creek bed, bicycle and pedestrian trails and habitat restoration, is currently underway.

- 5) Objective: To maximize opportunities for revitalization, expansion and development of commercial and industrial uses within the Project Area.

Accomplishment: In April 2010, the CDA purchased the properties at 314 and 318 Railroad Avenue, with leases with the existing tenants honored. The properties represent a key element of the Downtown Master Plan, which included infill development of the entire block. The City has issued

an RFP for development of a hotel on the north side of the block. The RFP is expected to be awarded in spring, 2012.

Accomplishment: In May 2009, the CDA purchased the Grant Avenue lot on the south side of Grant Avenue between East Street and Morgan Street formerly known as Granite Bay Commercial. The CDA authorized the issuance of an RFP for the development of the site which resulted in the CDA entering into an ENA with Yackzan Enterprises. Yackzan and the CDA are still pursuing development of the site.

Accomplishment: In May 2009, the CDA purchased the property and building at 311 First Street. This property represents a key element in implementing the Downtown Master Plan, which includes infill development on the entire block. Due to the current litigation regarding the State's Redevelopment Agency legislation, the plans for a temporary parking lot on the site have been placed on hold.

Accomplishment: In February 2007, the CDA purchased 23 Main Street, in downtown Winters. The CDA intends to provide for a permanent 10-foot access easement through the property from the alley to Main Street for pedestrian purposes, as outlined in the Downtown Master Plan. The City successfully applied for grant funding, which is currently providing funding for an Alley Activation Workshop and public meetings with the community and downtown stakeholders to develop an addendum to the Downtown Master Plan. The addendum will represent the vision for a pedestrian and bicycle friendly alley that expands the uses of the alley for business owners and the public.

Accomplishment: In September 2004, the CDA purchased an 18,949 square foot property on Railroad Avenue between Main and Abbey streets for future in-fill development of downtown Winters. On September 2, 2008 the CDA approved a Disposition and Development Agreement with the Monticello Investors for the development of a mixed-use project. The project is currently stalled due to real estate conditions.

6) Objective: To improve and increase the community's supply of affordable housing in a manner consistent with the Housing Element of the General Plan and California Community Redevelopment Law of the State of California, Health and Safety Code 33000 et seq., policies to increase, improve and expand the community's supply of affordable housing.

Accomplishment: In July 2010, the CDA entered into an agreement with developers for development of Orchard Village. This new-construction, multi-family project was completed in May of 2011 and the 74-unit project was fully leased up by the end of August 2011. 73 of the units are affordably restricted for a period of 55 years. The CDA provided \$1,300,000 in funding to the project.

Accomplishment: In August 2010, the CDA entered into an agreement

with the owner of Almondwood, which is a 39-unit multi-family housing project that includes 34 affordable units that are at-risk of being converted to market rate. This acquisition-rehabilitation project will result in an affordability restriction of 55 years for all 39 units. The CDA provided \$600,000 in funding to the project, which is expected to be completed in late 2011.

7) Objective: To accomplish these goals with minimum displacement of any property owner, resident, or business who may wish to remain within the Project Area.

Accomplishment: No property owners, residents, or business owners were displaced due to CDA efforts.

Loan Report:

CRL Section 33080.1 (a)(2)(e), requires a list and status report on all loans made by the redevelopment agency that are fifty thousand dollars or more, that in the previous fiscal year were in default or not in compliance with the terms of the lease approved by the CDA. There are no loans in default or not in compliance with the terms of the loan.

Description of Agency-owned Property:

CRL Section 33080.1 (a)(2)(e) requires a description of the total number of and nature of properties that the Agency owns and those properties that the Agency acquired in the 2010-11 fiscal year.

1) Railroad Avenue and Main Street Lot

Address: East Side of Railroad Avenue between Abbey St. and Main St., Winters
Parcel #: APN 003-224-01
Cost of Purchase: \$120,000

In September 2004, the CDA purchased the above mentioned property from the City for the purpose of moving forward with the development of a mixed-use project on the site and the master plan to build out the Main Street Village block. The CDA paid the appraised value of \$120,000. The property has an area of 18,949 square feet or .44 acres, is zoned C-2 (Central Business District) and has no known development constraints. The property is located within the Project Area.

A Disposition and Development Agreement with the Monticello Investors for the development of a mixed-use project was unanimously approved and adopted by the CDA on September 2, 2008. Development of the Monticello project has stalled due to the poor real estate market.

The Community Development Agency has borrowed funds from the City in addition to borrowing funds through the sale of Bonds. Due to the fact that the Community Development Agency had insufficient liquid assets to timely repay the debt it owes to

the City, ownership of the following properties was transferred from the CDA to the City of Winters to satisfy the outstanding loans from the CDA to the City. This action was taken in order to avoid default on the obligations of the Agency to the City, which could irreparably injure the Agency by interfering with its mission to proceed expeditiously with the Redevelopment Plan in an economic manner. All transferred properties were sold at appraised values and the conditions for the transfer are laid out in the Purchase and Sale Agreement, which was executed in March, 2011.

- 2) Winters Village Affordable Housing Complex
Address: 110 East Baker Street, Winters
Parcel #: APN 003-370-15
Cost of Purchase: \$460,000
Sales Price (Appraised Value): \$635,000
- 3) 23 Main Street
Address: 23 Main Street
Parcel #: APN 003-204-12
Cost of Purchase: \$174,178.45
Sales Price (Appraised Value): \$118,000
- 4) Grant Avenue Commercial Property
Address: Grant Avenue lot on the south side of Grant Avenue between East Street and Morgan Street
Parcel #(s): 003-370-28, 003-370-29, & 003-370-30
Cost of Purchase: \$681,823.04
Sales Price (Appraised Value) \$980,000
- 5) First Street Property
Address: 311 First Street
Parcel #: 003-204-02
Cost of Purchase: \$460,141.07
Sales Price (Appraised Value): \$220,000
- 6) 314 Railroad Avenue
Address: 314 Railroad Avenue
Parcel #: 003-204-006
Cost of Purchase: \$351,391.47
Sales Price (Appraised Value): \$335,000
- 7) 318 Railroad Avenue
Address: 318 Railroad Avenue
Parcel #: 003-204-005
Cost of Purchase: \$289,486.88
Sales Price (Appraised Value): \$240,000

ATTACHMENTS:

- Independent Financial Audit and Financial Statement
- Report to the State Department of Housing and Community Development
- Resolution No. 2011-46

WINTERS COMMUNITY DEVELOPMENT AGENCY

FINANCIAL STATEMENTS

JUNE 30, 2011

WINTERS COMMUNITY DEVELOPMENT AGENCY
Financial Statements
June 30, 2011

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INDEPENDENT AUDITOR'S REPORT

Members of the Board of the Winters Community Development Agency
Winters Community Development Agency
Winters, California

We have audited the accompanying financial statements of the governmental activities and each major fund of the Winters Community Development Agency, a component unit of the City of Winters, California, as of and for the fiscal year ended June 30, 2011, which collectively comprise the Agency's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Agency's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Winters Community Development Agency as of June 30, 2011, and the respective changes in financial position thereof for the fiscal year then ended, in conformity with accounting principles generally accepted in the United States of America.

As discussed in Note 1 of the notes to the basic financial statements, effective July 1, 2010, the Agency adopted the provisions of Government Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* and Statement No. 59, *Financial Instruments Omnibus*.

In accordance with *Government Auditing Standards*, we have also issued our report dated November XX, 2011, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control on financial

reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting and compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Housing Set-Aside Special Revenue Fund on page 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The budgetary comparison Schedule of the Capital Projects Fund and the Computation of Low and Moderate Income Housing Fund Excess Surplus are presented for purposes of additional analysis and are not a required part of the basic financial statements. The budgetary comparison Schedule of the Capital Projects Fund and the Computation of Low and Moderate Income Housing Fund Excess Surplus are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Moss, Levy & Hartzheim

Moss, Levy & Hartzheim, LLP
Culver City, California
November XX, 2011

**WINTERS COMMUNITY DEVELOPMENT AGENCY
STATEMENT OF NET ASSETS
JUNE 30, 2011**

ASSETS	
	Governmental Activities
Cash and investments	\$ 472,445
Restricted cash and investments	5,301,230
Interest receivable	27,515
Accounts receivable	65,987
Land held for resale	127,299
Notes receivable	436,438
Deferred charges - net of accumulated amortization	835,783
Capital assets - net of accumulated depreciation	11,871,187
Total Assets	19,137,884
LIABILITIES	
Accounts payable	79,688
Interest payable	247,689
Due to City of Winters	1,562,346
Long-term liabilities:	
Due in one year	857,901
Due in more than one year	17,473,095
Total Liabilities	20,220,719
NET ASSETS	
Restricted for:	
Debt service	767,699
Low and moderate income housing	1,714,986
Total restricted net assets	2,482,685
Unrestricted	(3,565,520)
Total Net Assets	\$ (1,082,835)

See accompanying notes to financial statements

**WINTERS COMMUNITY DEVELOPMENT AGENCY
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2011**

	<u>Expenses</u>	<u>Program Revenue</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>
	<u>Charges for Services</u>	<u>Capital Grants and Contributions</u>	<u>Operating Grants and Contributions</u>		
Governmental Activities					
Expenses:					
Legal and professional	\$ 47,431	\$ -	\$ -	\$ (47,431)	
Administration	530,688			(530,688)	
Community development	718,610			(718,610)	
Pass-through agreements	278,413			(278,413)	
Interest on long-term debt	778,273			(778,273)	
	<u>\$ 2,353,415</u>	<u>\$ -</u>	<u>\$ -</u>	<u>(2,353,415)</u>	
General revenues:					
Taxes:					
Incremental property taxes				1,610,359	
Use of money and property				83,250	
Other				<u>2,567</u>	
Total general revenues				<u>1,696,176</u>	
Change in Net Assets				<u>(657,239)</u>	
Net Assets - Beginning of Fiscal Year				2,183,565	
Prior Period Adjustment				<u>(2,609,161)</u>	
Net Assets - Beginning of Fiscal Year, restated				<u>(425,596)</u>	
Net Assets - End of Fiscal Year				<u>\$ (1,082,835)</u>	

See accompanying notes to financial statements

**WINTERS COMMUNITY DEVELOPMENT AGENCY
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2011**

	Housing Set-Aside Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash and investments	\$ -	\$ 472,445	\$ -	\$ 472,445
Restricted cash and investments	1,282,002	521,472	3,497,756	5,301,230
Interest receivable	1,269	21,471	4,775	27,515
Accounts receivable	13,058		52,929	65,987
Notes receivable	369,838		66,600	436,438
Land held for resale	127,299			127,299
Total Assets	\$ 1,793,466	\$ 1,015,388	\$ 3,622,060	\$ 6,430,914
LIABILITIES				
Accounts payable	\$ -	\$ -	\$ 79,688	\$ 79,688
Due to City of Winters	78,480		1,483,866	1,562,346
Deferred revenue	369,838		66,600	436,438
Total Liabilities	448,318		1,630,154	2,078,472
FUND BALANCES				
Nonspendable: Land held for resale	127,299			127,299
Restricted for low and moderate income housing	1,217,849			1,217,849
Restricted for debt service		1,015,388		1,015,388
Restricted for capital projects			1,991,906	1,991,906
Total Fund Balances	1,345,148	1,015,388	1,991,906	4,352,442
Total Liabilities and Fund Balances	\$ 1,793,466	\$ 1,015,388	\$ 3,622,060	\$ 6,430,914

See accompanying notes to financial statements

**WINTERS COMMUNITY DEVELOPMENT AGENCY
RECONCILIATION OF THE GOVERNMENTAL FUNDS
BALANCE SHEET TO THE STATEMENT OF NET ASSETS
JUNE 30, 2011**

FUND BALANCES - GOVERNMENTAL FUNDS	\$	4,352,442
<p>Amounts reported for Governmental Activities in the Statement of Net Assets are different from those reported in the Governmental Funds because of the following:</p>		
Capital assets used in Governmental Activities are not current assets or financial resources and therefore are not reported in the Governmental Funds.		11,871,187
Certain notes receivable are not available to pay for current period expenditures and therefore, are offset by deferred revenue in the Governmental Funds.		436,438
Accrued interest payable from the current portion of interest due on long-term debt has not been reported in the Governmental Funds.		(247,689)
The assets and liabilities below are not due and payable in the current period and therefore, are not reported in the Governmental Funds:		
Deferred charges, net of accumulated amortization		835,783
Bonds payable		(16,835,000)
Advances from the City of Winters		(1,483,350)
Compensated absences		(12,646)
		(1,082,835)
NET ASSETS OF GOVERNMENTAL ACTIVITIES	\$	(1,082,835)

See accompanying notes to financial statements

**WINTERS COMMUNITY DEVELOPMENT AGENCY
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2011**

	Housing Set-Aside Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
REVENUES				
Property tax increment revenue	\$ 322,072	\$ -	\$ 1,288,287	\$ 1,610,359
Use of money and property	5,354	34,957	42,939	83,250
Miscellaneous	1,000		1,567	2,567
Total Revenues	328,426	34,957	1,332,793	1,696,176
EXPENDITURES				
Current:				
Legal and professional	13,798		33,633	47,431
Administration	254,102		276,586	530,688
Community development	300,500		247,924	548,424
Pass-through agreements			278,413	278,413
Capital outlay			5,382,574	5,382,574
Debt service:				
Principal	85,000		2,278,000	2,363,000
Interest	196,288		554,339	750,627
Total Expenditures	849,688		9,051,469	9,901,157
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(521,262)	34,957	(7,718,676)	(8,204,981)
OTHER FINANCING SOURCES (USES)				
Proceeds from issuance of long-term debt			781,448	781,448
Transfer from City of Winters			1,893,000	1,893,000
Transfers in			1,015,409	1,015,409
Transfers out		(42,268)	(973,141)	(1,015,409)
Total Other Financing Sources (Uses)		(42,268)	2,716,716	2,674,448
NET CHANGE IN FUND BALANCES	(521,262)	(7,311)	(5,001,960)	(5,530,533)
FUND BALANCES, BEGINNING OF FISCAL YEAR	1,866,410	1,022,699	6,993,866	9,882,975
FUND BALANCES, END OF FISCAL YEAR	\$ 1,345,148	\$ 1,015,388	\$ 1,991,906	\$ 4,352,442

See accompanying notes to financial statements

**WINTERS COMMUNITY DEVELOPMENT AGENCY
RECONCILIATION OF THE
GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES TO
THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2011**

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Assets of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

NET CHANGE IN FUND BALANCES \$ (5,522,533)

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

CAPITAL ASSET TRANSACTIONS

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay expenditures are therefore added back to fund balance	5,382,471
Depreciation expense not reported in Governmental Funds	(105,799)
Loss on transfer of capital assets to City of Winters	(61,533)

ACCRUAL OF NON-CURRENT ITEMS

The amounts below included in the Statement of Activities do not provide or (require) the use of current financial resources and therefore are not reported as revenue or expenditures in Governmental Funds (net change during current period):

Proceeds from advance	(789,448)
Repayment of advance	1,893,000
Transfer of land to City of Winters to repay the advance	(1,893,000)
Deferred charges -- amortization	(32,686)
Interest payable	5,040
Principal repayment of bonds	470,000
Compensated absences	<u>(2,751)</u>

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ (657,239)

See accompanying notes to financial statement

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES

A. Organization and Purpose

The Winters Community Development Agency (Agency) was established under the provisions of the Community Redevelopment Law (California Health and Safety Code, commencing with Section 33000). The primary purpose of the Agency is to eliminate blighted areas by encouraging and assisting development of residential, commercial, industrial, recreational, and public facilities. The Agency receives incremental tax revenues on the developed property due to increases in assessed value. The Agency functions as an independent entity and its policies are determined by the Council of the City in a separate capacity as members of the Community Development Agency (Board). All staff work is performed by the officials and staff of the City, or by consultants to the Agency.

The Agency is a separate legal entity subject to oversight by the City Council of Winters (Council). As the primary governing unit of the Agency, the Council exercises significant financial and management control over the Agency.

The Agency is an integral part of the City of Winters and, accordingly, the accompanying financial statements are included as a component of the basic financial statements prepared by the City. A component unit is a separate governmental unit, agency, or nonprofit corporation which, when combined with all other component units, constitutes the reporting entity as defined in the City's basic financial statements.

B. Basis of Presentation

Government-wide Statements: The Statement of Net Assets and the Statement of Activities include the financial activities of the overall Agency government. Eliminations have been made to minimize the double counting of internal activities.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Agency's activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Agency's funds. Separate statements for each governmental fund are presented. The emphasis of fund financial statements is on major individual funds, each of which is displayed in a separate column. The Agency considers all its funds to be major funds.

WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Major Funds

Governmental Accounting Standards Board Statement No. 34 defines major funds and requires that the Agency's major governmental type funds be identified and presented separately in the fund financial statements. Major funds are defined as funds that have either assets, liabilities, revenues, or expenditures equal to ten percent of their fund-type total and five percent of the grand total. The Agency has determined that all of its funds are major funds.

The Agency reported the following major governmental funds in the accompanying financial statements:

Housing Set-Aside Special Revenue Fund – This fund accounts for the 20% tax increment income which will be used by the Agency for the purposes of increasing and improving the City's supply of housing for persons and families of very low or moderate income.

Capital Projects Fund -- This fund accounts for redevelopment project and capital outlays.

Debt Service Fund – This fund accounts for debt service payments on the Agency's long-term debt issues.

D. Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when *earned* and expenses are recorded at the time liabilities are *incurred*, regardless of when the related cash flows take place.

Government funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when *measurable and available*. The Agency considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after fiscal year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, and claims and judgments, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of long-term debt is reported as *other financing sources*.

Non-exchange transactions, in which the Agency gives or receives value without directly receiving or giving equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Accounting Policies

Revenue

The Agency's primary source of revenue is property taxes, referred to in the accompanying component unit financial statements as "incremental property taxes". Property taxes allocated to the Agency are computed in the following manner:

- a. The assessed valuation of all property in the Project Area is determined on the date of adoption of the Redevelopment Plan by a designation of a fiscal year assessment role.
- b. Property taxes related to any incremental increase in assessed values after the adoption of a Redevelopment Plan are allocated to the Agency; all taxes on the "frozen" assessed valuation of the property are allocated to the City and other districts receiving taxes from the project area.

The Agency has no power to levy tax but does receive tax increment revenue from the City's property tax through Yolo County. Any legislative property tax reduction would lower the amount of tax revenues that would otherwise be available to pay the principal and interest on bonds or loans from the City. Conversely, any increase in the tax rate or assessed valuation or any elimination of present exemptions would increase the amount of tax revenues that would be available to pay principal and interest on bonds or loans from the City.

The Agency is also authorized to finance the Redevelopment Plan from other sources, including assistance from the City, the State and federal governments, interest income, and the issuance of Agency debt.

Property Taxes

Property taxes in the State of California are administered for all local agencies at the county level, and consist of secured, unsecured, and utility tax rolls. The following is a summary of major policies and practices relating to property taxes.

Property Valuations and Tax Levies

The California Community Redevelopment Law provides that assessed valuations of a redevelopment project are, in effect, frozen at the level existing when the redevelopment plan is adopted, and all property taxes produced from this valuation continue to flow to all public agencies levying taxes on property in the project. Taxes produced from any increases in the assessed valuation of a project over the "frozen base" may be allocated to a redevelopment agency to pay or repay costs incurred on behalf of the project. The assessed valuation of a project may be temporarily or permanently reduced below the frozen base as a result of ownership of property by a redevelopment agency pending resale to a developer (temporary), or because a permanent reduction of the assessed valuation will cause a concurrent reduction of the frozen base so that the production of tax increment income from new development will not be impaired.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Accounting Policies (Continued)

Tax Levy Dates

All lien dates attach annually on January 1 preceding the fiscal year for which the taxes are levied. The fiscal year begins July 1 and ends June 30 of the following year. Taxes are levied on both real and secured personal property as it exists at that time. Liens against real estate, as well as the tax on personal property, are not relieved by subsequent renewal or change in ownership.

Tax Collections

The county tax collector is responsible for all property tax collections. Taxes and assessments on secured and utility rolls which constitute a lien against the property, may be paid in two installments; the first installment is due on November 1 of the fiscal year and is delinquent if not paid by December 10, the second installment is due on March 1 of the fiscal year and is delinquent if not paid by April 10. Unsecured personal property taxes do not constitute a lien against real property unless the taxes become delinquent. Payment must be made in one installment, which is delinquent if not paid by August 31 of the fiscal year. Significant penalties are imposed by the county for late payments.

F. Budgets and Budgetary Accounting

The budget for the Agency is adopted by the City Council members, in their capacity as members of the Community Development Agency Board, and provides for the general operation of the capital projects, special revenue, and debt service funds. The budget becomes effective on July 1 of every year. Debt service on the bond issue constitutes a legally authorized "nonappropriated budget".

Expenditures in excess of budgeted amounts are allowed by law but must be approved individually by the City Manager.

G. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets. Bond issuance costs are deferred and amortized over the life of the bonds. This item is reported as deferred charges and is amortized over the term of the related debt.

H. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation, is utilized by the Agency.

J. Capital Assets

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their estimated fair value on the date contributed.

The purpose of depreciation is to spread the cost of capital assets equitably among all users over the life of these capital assets. The amount charged to depreciation expense each fiscal year represents that fiscal year's pro rata share of the cost of capital assets.

GASB Statement No. 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Depreciation of all capital assets is charged as an expense against operations each fiscal year and the total amount of depreciation taken over the years, called accumulated depreciation, is reported on the statement of net assets as a reduction in the book value of capital assets.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase is reflected in the capitalized value of the capital asset constructed, net of interest earned on the invested proceeds over the same period.

Buildings and improvements are depreciated using the straight-line method over estimated useful lives of 50 years. Improvements other than buildings are depreciated over 10 years using the straight-line method. Infrastructure is depreciated over 50 years using the straight-line method.

The capitalization policy of the Agency is as follows:

<u>Type</u>	<u>Cost</u>
Infrastructure	\$200,000 or more
Equipment	\$ 5,000 or more
Improvements	\$ 5,000 or more

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 1 – DESCRIPTION AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. New Accounting Pronouncements

The Agency implemented the requirements of GASB Statements No. 54 and No. 59 during the fiscal year ended June 30, 2011.

GASB Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions

This Statement is effective for periods beginning June 15, 2010. The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. This Statement affected the Balance Sheet – Governmental Funds for the fiscal year ended June 30, 2011 by changing the classification of the fund balances.

GASB Statement No. 59 – Financial Instruments Omnibus

For the fiscal year ended June 30, 2011, the Agency implemented GASB Statement No. 59, “Financial Instruments Omnibus”. This Statement is effective for financial statements for periods beginning after June 15, 2010. The objective of this Statement is to update and improve existing standards regarding financial reporting and disclosure requirements of certain financial instruments and external investment pools for which significant issues have been identified in practice. The implementation of this Statement did not have an effect on these financial statements.

NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND GOVERNMENTAL FUNDS FINANCIAL STATEMENTS

1. Explanation of certain differences between the governmental funds balance sheet and the government-wide statement of net assets

The governmental funds balance sheet includes a reconciliation between fund balances-total governmental funds and net assets-governmental activities as reported in the government-wide statement of net assets.

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. The capital assets reported in the *Statement of Net Assets* are as follows:

Land	\$ 608,994
Construction in progress	7,633,414
Depreciable infrastructure, net of accumulated depreciation	2,779,318
Depreciable improvements, net of accumulated depreciation	849,461
	<u>\$11,871,187</u>

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

**NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND GOVERNMENTAL FUNDS
FINANCIAL STATEMENTS (Continued)**

**1. Explanation of certain differences between the governmental funds balance sheet
and the government-wide statement of net assets (Continued)**

Deferred charges are not available to pay for current-period expenditures and therefore are not reported as governmental fund assets. These deferred charges net of accumulated amortization are as follows:

Deferred bond issuance costs, net of accumulated amortization of \$175,889	<u>\$ 835,783</u>
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Certain liabilities, including bonds payable, accrued interest, and compensated absences are not due and payable in the current period and therefore are not reported in the funds. These liabilities are as follows:

Tax allocation bonds payable	\$ 16,835,000
Advances from the City of Winters	1,483,350
Accrued interest payable	247,689
Compensated absences payable	12,646
	<u>\$ 18,578,685</u>

**2. Explanation of certain differences between the Governmental Funds Statement of
Revenues, Expenditures, and Changes in Fund Balances and the government-wide
Statement of Activities.**

The governmental funds Statement of Revenues, Expenditures, and Changes in Fund Balances includes a reconciliation between net changes in fund balances – total governmental funds and *changes in net assets* of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. The details of this difference are as follows:

Capital outlay capitalized for fiscal year	\$ 5,382,471
Loss on transfer of capital assets to City of Winters	(61,533)
Current fiscal year depreciation	(105,799)
	<u>\$ 5,215,139</u>

Another element of that reconciliation states that “the issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds”. The details of this adjustment are as follows:

Amortization of deferred charges	\$ (32,686)
Proceeds from advance	(781,448)
Repayment of advance	1,893,000
Transfer of land to City of Winters to repay the advance	(1,893,000)
Repayment of bond principal	470,000
Change in accrued interest payable	5,040
Change in compensated absences	(2,751)
	<u>\$ (341,845)</u>

WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011

NOTE 3 - CASH AND INVESTMENTS

Cash and investments are reported as follows in the Statement of Net Assets:

Cash and investments	\$	472,445
Restricted cash and investments		5,301,230
Total	\$	5,773,675

Cash and investments held by the Agency at June 30, 2011 consisted of the following:

Cash and investments pooled with the City of Winters	\$	472,445
Investments		5,301,230
Total	\$	5,773,675

Investments Authorized by the California Government code and the Agency's Investment Policy

The table below identifies the investment types that are authorized for the Agency by the California Government Code (or the Agency's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the Agency's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the Agency, rather than the general provisions of the California Government Code or the Agency's investment policy.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Investment Fund (State Pool)	N/A	\$50 million	\$50 million
U.S. Treasury Obligations	5 years	None	None
U.S. Government Agency Issues	5 years	None	None
Insured Deposits with Banks and Savings and Loans	N/A	None	15%
Repurchase Agreements	90 days	None	15%
Bankers Acceptance (must be dollar denominated)	9 months	40%	15%
Commercial Paper	6 months	15%	15%
Negotiable Time Certificates of Deposit	5 years	30%	15%
Medium Term Corporate Notes	5 years	30%	10%
Money Market Funds	N/A	15%	15%

Investments Authorized by Debt Agreements

Investment of debt proceeds held by bond trustees are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the Agency's investment policy. The table below identifies the investment types that are authorized for investments held by bond trustee. The table also identifies certain provisions of these debt agreements that address interest rate risk, credit risk, and concentration of credit risk.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 3 - CASH AND INVESTMENTS (Continued)

Investments Authorized by Debt Agreements (Continued)

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptances	270 days	40%	15%
Commercial Paper	180 days	15%	15%
Money Market Funds	N/A	None	None
Certificates of Deposit	5 years	None	None
Investment Agreements, including GICs	5 years	None	None

Per the Agency's investment policy, if special circumstances arise that necessitate the purchase of securities beyond the five year limitation, the requests must be approved by the Board prior to purchase.

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Agency manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flows and liquidity needed for operations.

Information about the sensitivity of the fair values of the Agency's investments held by bond trustees to market interest rate fluctuations is provided by the following table that shows the distribution of the Agency's investments by maturity (see the City's Comprehensive Annual Financial Report for risk disclosure relating to the pooled cash and investments with the City of Winters).

Investment Type	Totals	Remaining Maturity (in Months)					
		12 Months Or Less	13 to 24 Months	25-36 Months	37-48 Months	49-60 Months	More Than 60 Months
State Investment Pool (LAIF)	\$ 4,779,758	\$ 4,779,758	\$ -	\$ -	\$ -	\$ -	\$ -
Held by bond trustees:							
Money market funds	21,472	21,472					
Investment contracts:							
IXIS	500,000				500,000		
	<u>\$ 5,301,230</u>	<u>\$ 4,801,230</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 3 - CASH AND INVESTMENTS (Continued)

Investments with Fair Values Highly Sensitive to Interest Rate Fluctuations

The Agency has no investments (including investments held by bond trustees) that are highly sensitive to interest rate fluctuations (to a greater degree than already indicated in the information provided above). See the City of Winters' Comprehensive Annual Financial Report for more information regarding these disclosures.

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the Agency's investment policy, or debt agreements, and the actual rating as of fiscal year end for each investment type.

Investment Type	Amount	Minimum Legal Rating	Exempt From Disclosure	Rating as of Fiscal Year End			
				AAA	AA	A	Not Rated
State Investment Pool (LAIF)	\$ 4,779,758	N/A	\$ -	\$ -	\$-	\$-	\$ 4,779,758
Held by bond trustees:							
Money market funds	21,472	N/A		21,472			
Investment contracts	500,000	N/A					500,000
Total	\$ 5,301,230		\$ -	\$ 21,472	\$-	\$-	\$ 5,279,758

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Agency's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

See the City of Winters' Comprehensive Annual Financial Report for more information relating to custodial credit risk for amounts reported as cash and investments pooled with the City.

WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011

NOTE 4 -- CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2011 was as follows:

	July 1, 2010 Balance	Additions	Deletions	Prior Period Adjustments	June 30, 2011 Balance
Capital assets, not being depreciated:					
Land	\$ 2,563,527	\$ -	\$ (1,954,533)	\$ -	\$ 608,994
Construction in progress	2,265,202	5,382,471		(14,259)	7,633,414
Total capital assets, not being depreciated	4,828,729	5,382,471	(1,954,533)	(14,259)	8,242,408
Capital assets, being depreciated:					
Buildings and improvements	1,053,427				1,053,427
Infrastructure	5,431				5,431
Vehicles and equipment	2,993,558				2,993,558
Total capital assets, being depreciated	4,052,416				4,052,416
Less accumulated depreciation for:					
Buildings and improvements	(158,038)	(45,928)			(203,966)
Infrastructure	(5,431)				(5,431)
Vehicles and equipment	(154,369)	(59,871)			(214,240)
Total accumulated depreciation	(317,838)	(105,799)			(423,637)
Total capital assets, being depreciated, net	3,734,578	(105,799)			3,628,779
Total capital assets, net	\$ 8,563,307	\$ 5,276,672	\$ (1,954,533)	\$ (14,259)	\$ 11,871,187

Depreciation is charged to community development expense in the Statement of Activities.

NOTE 5 - LONG-TERM DEBT

The following is a summary of long-term debt activity of the Agency for the fiscal year ended June 30, 2011:

	Balance July 1, 2010	Additions	Reductions	Prior Period Adjustment	Balance June 30, 2011	Due within one year
Tax Allocation Bonds						
Series 2004	\$ 6,090,000	\$ -	\$ (230,000)	\$ -	\$ 5,860,000	\$ 235,000
Series 2007	11,215,000		(240,000)		10,975,000	250,000
Advances from City of Winters		781,448	(1,893,000)	2,594,902	1,483,350	372,901
Compensated Absences	9,895	2,751			12,646	
Totals	\$ 17,314,895	\$ 784,199	\$ (2,363,000)	\$ 2,594,902	\$ 18,330,996	\$ 857,901

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 5 - LONG-TERM DEBT (Continued)

Tax Allocation Bonds – Series 2004

On February 27, 2004, the Agency issued \$7,820,000 of Tax Allocation Bonds bearing interest between 2.00% and 4.63% and payable semi-annually on March 1 and September 1. These bonds provided funds to aid in the financing of redevelopment in the project area. The Bonds are special obligations of the Agency and are payable as to principal, interest, and any premiums upon redemption at any time exclusively from the pledged tax revenues of the Agency. The outstanding principal balance of the 2004 Series bonds at June 30, 2011 is \$5,860,000.

The scheduled annual minimum debt service requirements at June 30, 2011 are as follows:

Fiscal Year Ended June 30,	Principal	Interest	Total
2012	\$ 235,000	\$ 244,893	\$ 479,893
2013	240,000	238,179	478,179
2014	245,000	230,720	475,720
2015	155,000	224,265	379,265
2016	165,000	218,782	383,782
2017-2021	915,000	992,965	1,907,965
2022-2026	1,130,000	771,721	1,901,721
2027-2031	1,400,000	485,704	1,885,704
2032-2035	1,375,000	131,146	1,506,146
Totals	<u>\$ 5,860,000</u>	<u>\$ 3,538,375</u>	<u>\$ 9,398,375</u>

Tax Allocation Bonds – Series 2007

On May 31, 2007, the Agency issued \$11,470,000 of Tax Allocation Bonds bearing interest between 3.50% and 4.75% and payable semi-annually on March 1 and September 1. These bonds provided funds to aid in the financing of redevelopment in the project area. The Bonds are special obligations of the Agency and are payable as to principal, interest, and any premiums upon redemption at any time exclusively from the pledged tax revenues of the Agency. The outstanding principal balance of the 2007 Series bonds at June 30, 2011 is \$10,975,000.

The scheduled annual minimum debt service requirements at June 30, 2011 are as follows:

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 5 - LONG-TERM DEBT (Continued)

Tax Allocation Bonds – Series 2007 (Continued)

Fiscal Year Ended June 30,	Principal	Interest	Total
2012	\$ 250,000	\$ 490,060	\$ 740,060
2013	260,000	479,860	739,860
2014	270,000	469,260	739,260
2015	120,000	461,460	581,460
2016	120,000	456,660	576,660
2017-2021	620,000	2,216,641	2,836,641
2022-2026	1,120,000	2,039,409	3,159,409
2027-2031	1,795,000	1,721,394	3,516,394
2032-2036	3,030,000	1,214,567	4,244,567
2037-2039	3,390,000	248,189	3,638,189
Totals	<u>\$ 10,975,000</u>	<u>\$ 9,797,500</u>	<u>\$ 20,772,500</u>

Advances from City of Winters

The Agency has been advanced a total of \$3,384,350 from the City of Winters, which includes \$781,448 at an interest rate of .51% from the General Fund for the Agency's SERAF payment and \$701,902 at an interest rate of 1.44% from the General Plan 92 Fund for project area costs associated with the 1992 General Plan. The Agency repaid \$2,594,902 during the fiscal year ended June 30, 2011 through a transfer of land to the City.

The scheduled annual minimum debt service requirements on the advances at June 30, 2011 are as follows:

Fiscal Year Ended June 30,	Principal	Interest	Total
2012	\$ 372,901	\$ 10,271	\$ 383,172
2013	372,991	10,181	383,172
2014	376,935	6,237	383,172
2015	202,636	2,262	204,898
2016	157,887	805	158,692
Totals	<u>\$ 1,483,350</u>	<u>\$ 29,756</u>	<u>\$ 1,513,106</u>

Compensated Absences

The Agency accrues accumulated vacation and compensating time due to its employees. The total amount due at June 30, 2011 is \$12,646.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 6 - NET ASSETS

GASB Statement No. 34 adds the concept of Net Assets, which is measured on the full accrual basis, to the concept of Fund Balance, which is measured on the modified accrual basis.

Net Assets are divided into three captions under GASB Statement No. 34. These captions apply only to Net Assets as determined at the government-wide level, and are described below:

Invested in Capital Assets, net of related debt describes the portion of Net Assets which is represented by the current net book value of the Agency's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of Net Assets which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the Agency cannot unilaterally alter. These principally include debt service requirements and redevelopment funds restricted to low and moderate income housing purposes.

Unrestricted describes the portion of Net Assets which is not restricted as to use.

NOTE 7 - FUND EQUITY

Fund Balances

Fund balances of the governmental funds are reported separately within classifications based on a hierarchy of constraints placed on the use of those resources. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, committed, assigned, and unassigned fund balance. The nonspendable fund balance classification includes amounts that cannot be spent because they are either not in spendable form such as inventories, or are legally or contractually required to be maintained intact. Restricted fund balances are those that have externally imposed restrictions on their usage by creditors, such as through debt covenants, grantors, contributors, or laws and regulations. The Agency does not have any committed, assigned, or unassigned fund balances at June 30, 2011.

NOTE 8 – NOTES RECEIVABLE

The Agency has issued various first-time homebuyer loans to residents of the City. These loans are payable to the Agency upon sale, transfer of ownership, change in status from owner-occupied to rental, refinancing, or in thirty years, whichever occurs first. The balance of these loans as of June 30, 2011 is \$436,438.

NOTE 9 – PRIOR PERIOD ADJUSTMENTS

A prior period adjustment of (\$2,609,161) was made on the Statement of Activities, due to an understatement of advances payable of (\$2,594,902) and an understatement of construction in progress of (\$14,259) in the prior fiscal year.

**WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 10 – INTERFUND TRANSACTIONS

Transfers are indicative of funding for debt service and reallocation of special revenues. The following schedule briefly summarizes the Agency’s transfer activity:

	Transfers In	Transfers Out
Debt Service Fund	\$ -	\$ 42,268
Capital Projects Fund	1,015,409	973,141
	\$ 1,015,409	\$ 1,015,409

The Agency received a transfer in from the City of Winters of \$1,893,000 as part of the transfer of land to the City to repay a portion of the advances received from the City of Winters in prior fiscal years.

NOTE 11 – CONTINGENCIES

Litigation. There are various claims and legal actions pending against the Agency for which no provision has been made in the financial statements. In the opinion of the Agency’s management and legal counsel, liabilities arising from these claims and legal actions, if any, will either not be material or cannot be estimated at this time.

SERAF Contingency. During the fiscal year 2008-2009, the State of California experienced a severe budgetary crisis. Various “budget trailer bills” were passed by the state legislature to balance the state’s budget, including bills that required California redevelopment agencies to transfer funds to the Educational Revenue Augmentation Fund (ERAF) and Supplemental Educational Revenue Augmentation Fund (SERAF) administered by the various county auditor-controllers. Noted below is a general explanation of the SERAF legislation, together with the effect of this legislation on the Redevelopment Agency of the City of Yuba City (the Agency).

Pursuant to AB 26 4x, a budget trailer bill, California redevelopment agencies were required to make SERAF contributions totaling \$1.7 billion for the fiscal year 2009-2010 and \$350 million for the fiscal year 2010-2011. Under AB 26 4x, agencies may borrow a portions of the required contributions from their low and moderate income housing fund. Alternatively, sponsoring governmental agencies (the cities or counties) may elect to pay the SERAF contributions on behalf of their redevelopment agencies. On October 20, 2009, the (CRA) filed a class action lawsuit on behalf of all California redevelopment agencies challenging the SERAF obligations as unconstitutional.

The Agency’s SERAF contribution is \$160,886 for the fiscal year 2010-2011. The Agency made the contribution for fiscal year 2010-2011.

Recent Changes in Legislation Affecting California Redevelopment Agencies. The Redevelopment Agency operates pursuant to the provisions of California Redevelopment Law (Health & Safety Code Section 33000 et seq.). On June 28, 2011, the California Legislature adopted Assembly Bill XI 26 (Dissolution Act) and Assembly Bill XI 27 (Continuation Act). The express purpose of the Dissolution Act was to provide for the elimination of redevelopment agencies, and to direct the orderly distribution of a former redevelopment agency’s assets and liabilities. The purpose of Continuation Act was to provide a voluntary alternative for local governments to continue redevelopment activities. Taken together, these Acts require the Agency and its sponsoring community (the City) to take several legislative actions to implement their various provisions.

WINTERS COMMUNITY DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2011

NOTE 11 – CONTINGENCIES (Continued)

If the City, as the Agency's sponsoring community, does not elect to continue the Agency under the provisions of the Continuation Act, the Agency will be deemed dissolved effective October 1, 2011. Under the provisions of the Dissolution Act, an "Enforceable Payment Obligation Schedule" (EOPS) will be adopted by the Agency and presented to the County Auditor-Controller for certification. The last official act of the Agency will be to provide a draft "Recognized Obligation Payment Schedule" (ROPS) to a successor agency. The ROPS is subject to an independent audit and a review by an independent oversight board. Once audited and accepted by the oversight board, the County Auditor & Controller is directed to retain an amount of tax increment sufficient to meet the ongoing cost of enforceable obligations, and then distribute the remainder of revenues to the affected taxing agencies.

If the City elects to continue the Agency, the City Council must enact a non-binding resolution of its intent to continue the Agency no later than October 1, 2011, and it must also enact an ordinance agreeing to comply with the Continuation Act no later than November 1, 2011. Pursuant to the Continuation Act, the City must then make an annual payment, which may be reimbursed by the Agency. The required payment, which was calculated by the State Department of Finance and released to the City on August 1, 2011, will be \$520,911 for FY 2011-12. Subsequent remittance payments will be calculated using a statutory ratio that will be applied to the FY 2011-12 payment and adjusted for inflation and other items. The Agency estimates that the payment for FY 2012-13 will be \$161,000.

The City has not recorded any liability related to these Acts in these financial statements. At the close of FY 2010-11 the amount of the required payment was not yet known. The California Redevelopment Association, the League of California Cities, and two cities have sued to prevent enforcement of the Acts. On August 11, 2011, the Supreme Court of California (Supreme Court) agreed to hear the lawsuit and committed to issuing a decision by January 15, 2012. The Supreme Court also issued a stay of many elements of the Acts, including dissolution, County actions required for continuation, and the required payment, until the Supreme Court rules on the merits of the case. The deadlines imposed by the Acts with respect to affirmation of continuation are expected to be re-set by the Supreme Court at that time, depending on its decision. If the Supreme Court upholds these Acts, the realization of any costs related to the Continuation Act is subject to an action by the City Council taken subsequent to the issuance of this report. Should the City Council elect to discontinue the Agency, it would then be dissolved and its rights, obligations and responsibilities would be assigned to a successor agency. If the Supreme Court upholds these Acts, the City Council will consider the ordinance required for continuation of the Agency subsequent to the issuance of this report.

NOTE 12 – FINANCIAL CONDITION

The Agency had a deficit in net assets of \$1,082,835 at June 30, 2011. It is estimated but uncertain that the tax increment revenue received over the remaining life of the Agency will be adequate to eliminate the deficit. Any remaining deficit at the end of the Agency's life will be absorbed by the City's General Fund.

WINTERS COMMUNITY DEVELOPMENT AGENCY
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
HOUSING SET-ASIDE SPECIAL REVENUE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2011

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget
				Positive (Negative)
REVENUES				
Property tax increment revenue	\$ 342,806	\$ 342,806	\$ 322,072	\$ (20,734)
Use of money and property	8,250	8,250	5,354	(2,896)
Miscellaneous			1,000	1,000
Total Revenues	<u>351,056</u>	<u>351,056</u>	<u>328,426</u>	<u>(22,630)</u>
EXPENDITURES				
Current:				
Legal and professional	32,710	32,710	13,798	18,912
Administration	252,528	252,528	254,102	(1,574)
Community development	1,354,365	1,354,365	300,500	1,053,865
Debt service:				
Principal	85,000	85,000	85,000	
Interest	196,288	196,288	196,288	
Total Expenditures	<u>1,920,891</u>	<u>1,920,891</u>	<u>849,688</u>	<u>1,071,203</u>
NET CHANGE IN FUND BALANCE	(1,569,835)	(1,569,835)	(521,262)	1,048,573
FUND BALANCE, BEGINNING OF FISCAL YEAR	<u>1,866,410</u>	<u>1,866,410</u>	<u>1,866,410</u>	
FUND BALANCE, END OF FISCAL YEAR	<u>\$ 296,575</u>	<u>\$ 296,575</u>	<u>\$ 1,345,148</u>	<u>\$ 1,048,573</u>

**WINTERS COMMUNITY DEVELOPMENT AGENCY
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
CAPITAL PROJECTS FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2011**

	Final Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES			
Property tax increment revenue	\$ 1,371,225	\$ 1,288,287	\$ (82,938)
Use of money and property	22,000	42,939	20,939
Miscellaneous	35,675	1,567	(34,108)
Total Revenues	1,428,900	1,332,793	(96,107)
EXPENDITURES			
Current:			
Legal and professional		33,633	(33,633)
Administration	263,590	276,586	(12,996)
Community development	234,317	247,924	(13,607)
Pass through agreements	346,701	278,413	68,288
Capital outlay	7,563,402	5,382,574	2,180,828
Debt service:			
Principal	385,000	2,278,000	(1,893,000)
Interest	562,153	554,339	7,814
Total Expenditures	9,355,163	9,051,469	303,694
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(7,926,263)	(7,718,676)	207,587
OTHER FINANCING SOURCES (USES)			
Proceeds from issuance of long-term debt		781,448	781,448
Transfer from City of Winters		1,893,000	1,893,000
Transfers in	30,663	1,015,409	984,746
Transfers in		(973,141)	(973,141)
Total Other Financing Sources (Uses)	30,663	2,716,716	2,686,053
NET CHANGE IN FUND BALANCE	(7,895,600)	(5,001,960)	2,893,640
FUND BALANCE, BEGINNING OF FISCAL YEAR	6,993,866	6,993,866	
FUND BALANCE, END OF FISCAL YEAR	\$ (901,734)	\$ 1,991,906	\$ 2,893,640

WINTERS COMMUNITY DEVELOPMENT AGENCY

Computation of Low and Moderate Income Housing Fund Excess/Surplus

For the Fiscal Year Ended June 30, 2011

	<u>Low and Moderate Housing Funds All Project Funds</u>
Fund balance at July 1, 2010	\$ 1,866,410
Less unavailable amounts:	
Reserved for encumbrances	(35,421)
Unspent debt proceeds (Section 33334.12 (g)(B))	<u>(2,793,825)</u>
Available low and moderate income housing funds	<u>\$ (962,836)</u>
Limitation (greater of \$1,000,000 or four years set-aside)	
Set-aside for last four years:	
2009-2010	\$ 381,189
2008-2009	402,736
2007-2008	370,668
2006-2007	420,158
Total set-aside	<u>1,574,751</u>
Base limitation	<u>\$ 1,000,000</u>
Greater amount	<u>\$ 1,574,751</u>
Computed Excess/Surplus	<u>NONE</u>



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL
CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Members of the Board of the Winters Community Development Agency
Winters Community Development Agency
Winters, California

We have audited the financial statements of the governmental activities and each major fund of the Winters Community Development Agency (Agency), a component unit of the City of Winters, California, as of and for the fiscal year ended June 30, 2011 which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated November XX, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Agency's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

We noted certain other matters that we reported to management of the Agency in a separate letter dated November XX, 2011.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the component unit financial statements of the Agency are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Such provisions include those provisions of laws and regulations identified in the *Guidelines for Compliance Audits of California Redevelopment Agencies* issued by the California State Controller. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Agency's Board of Directors, management, and the California State Controller's Office Division of Accounting and Reporting, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

Moss, Levy & Hartzheim, LLP
Culver City, California
November XX, 2011



MOSS, LEVY & HARTZHEIM LLP

CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS

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**INDEPENDENT AUDITOR'S REPORT ON
CALIFORNIA REDEVELOPMENT AGENCIES COMPLIANCE**

Members of the Board of the Winters Community Development Agency
Winters Community Development Agency
Winters, California

Compliance

We have audited the Winters Community Development Agency (Agency)'s compliance with the *Guidelines for Compliance Audits of California Redevelopment Agencies* issued by the California State Controller applicable to the agency for the fiscal year ended June 30, 2011. Compliance with the requirements referred to above is the responsibility of Agency's management. Our responsibility is to express an opinion on Agency's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Guidelines for Compliance Audits of California Redevelopment Agencies* issued by the California State Controller. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a material effect on State laws and regulations occurred. An audit includes examining, on a test basis, evidence about Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Agency's compliance with those requirements. In our opinion, the Winters Community Development Agency complied, in all material respects, with the compliance requirements referred to above that are applicable to the compliance requirement for the fiscal year ended June 30, 2011.

Internal Control Over Compliance

Management of the Agency is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit, we considered the Agency's internal control over compliance to determine the auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses in internal control over compliance.

We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the Agency's Board of Directors, management, and the California State Controller's Office Division of Accounting and Reporting, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, California
November XX, 2011

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

General Information

Fiscal Year **2011**

Members of the Governing Body

	Last Name	First Name	Middle Initial
Chairperson	Curry	Cecila	
Member	Fridae	Woody	
Member	Martin	Mike	
Member	Anderson	Harold	
Member	Stone	Tom	
Member			

Mailing Address

Street 1

Street 2

City State Zip

Phone Is Address Changed?

Agency Officials

	Last Name	First Name	Middle Initial	Phone
Executive Director	Donlevy Jr.	John	W	(530) 795-4910
Fiscal Officer	Gunby	Shelly		(530) 795-4910
Secretary	Mills	Nanci		(530) 795-4910

	Report Prepared By	Independent Auditor
Firm Name		Moss, Levy, Hartzheim LLP
Last	Gunby	Rampone
First	Shelly	Derek
Middle Initial	A	
Street	318 First St	5800 E Hannum, Suite E
City	Winters	Culver City
State	CA	CA
Zip Code	95694-	90230-
Phone	(530) 795-4910	(310) 670-2745

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Achievement Information (Unaudited)

Fiscal Year 2011

**Indicate Only Those Achievements Completed During the Fiscal Year of this Report as a Direct Result
of the Activities of the Redevelopment Agency.**

Please provide a description of the agency's activities/accomplishments during the past year.

(Please be specific, as this information will be the basis for possible inclusion in the publication.)

Activity Report

In the Fiscal Year 2010-2011 the Community Development Agency continued the construction of a 40,000 square foot joint police and fire station. The station was not completed during the fiscal year, but was completed and occupied on September 8, 2011.

In addition to the police and fire facility, 2010-2011 saw the completion of a 74 unit affordable housing complex that the Agency had provided gap financing for in the 2009-2010 fiscal year.

The agency also provided gap funding for the rehabilitation of a 39 unit affordable housing project in 2010-2011. The rehabilitation has not been completed as of the date of the filing of this report.

Enter the amount of square footage completed this year by building type and segregated by new or rehabilitated construction.

Square Footage Completed

	New Construction	Rehabilitated
Commercial Buildings	<input type="text"/>	<input type="text"/>
Industrial Buildings	<input type="text"/>	<input type="text"/>
Public Buildings	<input type="text"/>	<input type="text"/>
Other Buildings	82,682	<input type="text"/>
Total Square Footage	82,682	0

Enter the Number of Jobs Created from the Activities of the Agency

Types Completed

A=Utilities B=Recreation C=Landscape D=Sewer/ Storm E=Streets/ Roads
F=Bus/Transit

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Audit Information

Fiscal Year	2011		
Was the Report Prepared from Audited Financial Data, and Did You Submit a Copy of the Audit?	<input type="text" value="Yes"/>	If compliance opinion includes exceptions, state the areas of non-compliance, and describe the agency's efforts to correct.	
Indicate Financial Audit Opinion	<input type="text" value="Unqualified"/>		
If Financial Audit is not yet Completed, What is the Expected Completion Date?	<input type="text"/>		
If the Audit Opinion was Other than Unqualified, State Briefly the Reason Given	<input type="text"/>		
Was a Compliance Audit Performed in Accordance with Health and Safety Code Section 33080.1 and the State Controller's Guidelines for Compliance Audits, and Did You Submit a Copy of the Audit?	<input type="text" value="Yes"/>		
Indicate Compliance Audit Opinion	<input type="text" value="Unqualified"/>		
If Compliance Audit is not yet Completed, What is the Expected Completion Date?	<input type="text"/>		

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Project Area Report

Fiscal Year 2011

Project Area Name

Winters Comm Development Plan

Please Provide a Brief Description of the Activities for this Project Area During the Reporting Year.

Activity Report

During 2010-2011 the Agency continued construction of a joint police and fire station. The station was completed after the end of the fiscal year and occupied on September 9, 2011.

The Agency also provided funding for the rehabilitation of a 39 unit affordable housing apartment complex, that was underway at the end of the fiscal year, and will be completed after the filing of this report.

The Agency welcomed the opening of a new 74 unit affordable housing complex in May 2011 that the Agency had provided gap financing to in the 2009-2010 fiscal year.

The Agency issued an RFP and began working with potential developers to develop a commercial center on property owned by the Agency on Grant Avenue, the main entrance into the City of Winters. Negotiations are ongoing at this time.

Forwarded from Prior Year ?

Yes

Enter Code for Type of Project Area Report

P

P = Standard Project Area Report

A = Administrative Fund

L = Low and Moderate Income Housing Fund

M = Mortgage Revenue Bond Program

O = Other Miscellaneous Funds or Programs

S = Proposed (Survey) Project Area

Does the Plan include Tax Increment Provisions?

Yes

Date Project Area was Established (MM-DD-YY)

Most Recent Date Project Area was Amended

Did this Amendment Add New Territory?

Most Recent Date Project Area was Merged

Will this Project Area be Carried Forward to Next Year?

Yes

Established Time Limit :

Repayment of Indebtedness (Year Only)

Effectiveness of Plan (Year Only)

New Indebtedness (Year Only)

Size of Project Area in Acres

Percentage of Land Vacant at the Inception of the Project Area

Health and Safety Code Section 33320.1 (xx.x%)

Percentage of Land Developed at the Inception of the Project Area

Health and Safety Code Section 33320.1 (xx.x%)

Objectives of the Project Area as Set Forth in the Project Area Plan

(Enter the Appropriate Code(s) in Sequence as Shown)

R = Residential I = Industrial C = Commercial P = Public O = Other

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Assessed Valuation Data

Fiscal Year **2011**

Project Area Name	Winters Comm Development Plan
Frozen Base Assessed Valuation	61,618,724
Increment Assessed Valuation	149,793,186
Total Assessed Valuation	211,411,910

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Pass-Through / School District Assistance

Fiscal Year

Project Area Name

Amounts Paid To Taxing Agencies Pursuant To:	Tax Increment Pass Through Detail			Total	Other Payments	
	H & S Code Section 33401	H & S Code Section 33676	H & S Code Section 33607		H & S Code Section 33445	H & S Code Section 33445.5
County	243,726			\$243,726		
Cities				\$0		
School Districts				\$0		
Community College District	26,600	0		\$26,600		
Special Districts	8,087			\$8,087		
Total Paid to Taxing Agencies	\$278,413	\$0	\$0	\$278,413	\$0	\$0
Net Amount to Agency				\$1,331,946		
Gross Tax Increment Generated				1,610,359		

**Winters Community Development Agency
 Redevelopment Agencies Financial Transactions Report**

Summary of the Statement of Indebtedness - Project Area

Fiscal Year	2011
Project Area Name	Winters Comm Development Plan
Tax Allocation Bond Debt	30,170,875
Revenue Bonds	
Other Long Term Debt	
City/County Debt	1,562,346
Low and Moderate Income Housing Fund	11,928,487
Other	
Total	\$43,661,708
Available Revenues	
Net Tax Increment Requirements	\$43,661,708

Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year

Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Other"/>
Year of Authorization	<input type="text" value="2002"/>
Principal Amount Authorized	<input type="text" value="12,676"/>
Principal Amount Issued	<input type="text" value="12,676"/>
Purpose of Issue	<input type="text" value="compensated absences"/>
Maturity Date Beginning Year	<input type="text" value="2006"/>
Maturity Date Ending Year	<input type="text" value="2032"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$9,895"/>
Adjustment Made During Year	<input type="text" value="2,781"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$12,676"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="2004"/>
Principal Amount Authorized	<input type="text" value="7,820,000"/>
Principal Amount Issued	<input type="text" value="7,820,000"/>
Purpose of Issue	<input type="text" value="Economic Development in Project Area"/>
Maturity Date Beginning Year	<input type="text" value="2005"/>
Maturity Date Ending Year	<input type="text" value="2035"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$6,090,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="230,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$5,860,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US/State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

**Winters Community Development Agency
 Redevelopment Agencies Financial Transactions Report**

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="2007"/>
Principal Amount Authorized	<input type="text" value="11,470,000"/>
Principal Amount Issued	<input type="text" value="11,470,000"/>
Purpose of Issue	<input type="text" value="Economic Development in Project Area"/>
Maturity Date Beginning Year	<input type="text" value="2008"/>
Maturity Date Ending Year	<input type="text" value="2039"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$11,215,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="240,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$10,975,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

**Winters Community Development Agency
 Redevelopment Agencies Financial Transactions Report**

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text"/>
Bond Type	<input type="text" value="City/County Debt"/>
Year of Authorization	<input type="text" value="2010"/>
Principal Amount Authorized	<input type="text" value="3,376,350"/>
Principal Amount Issued	<input type="text" value="3,376,350"/>
Purpose of Issue	<input type="text" value="advance from City to Agency"/>
Maturity Date Beginning Year	<input type="text" value="2011"/>
Maturity Date Ending Year	<input type="text" value="2035"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text"/>
Adjustment Made During Year	<input type="text" value="3,376,350"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="1,893,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$1,483,350"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US; State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Statement of Income and Expenditures - Revenues

Fiscal Year

2011

Project Area Name

Winters Comm Development Plan

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Tax Increment Gross <i>(Include All Apportionments)</i>	1,288,287		322,072		\$1,610,359
Special Supplemental Subvention					\$0
Property Assessments					\$0
Sales and Use Tax					\$0
Transient Occupancy Tax					\$0
Interest Income	42,939	34,957	5,354		\$83,250
Rental Income					\$0
Lease Income					\$0
Sale of Real Estate					\$0
Gain on Land Held for Resale					\$0
Federal Grants					\$0
Grants from Other Agencies					\$0
Bond Administrative Fees					\$0
Other Revenues	1,567		1,000		\$2,567
Total Revenues	\$1,332,793	\$34,957	\$328,426	\$0	\$1,696,176

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Winters Comm Development Plan

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Administration Costs	276,586		254,102		\$530,688
Professional Services	33,633		13,798		\$47,431
Planning, Survey, and Design	247,924		300,500		\$548,424
Real Estate Purchases					\$0
Acquisition Expense					\$0
Operation of Acquired Property					\$0
Relocation Costs					\$0
Relocation Payments					\$0
Site Clearance Costs					\$0
Project Improvement / Construction Costs	5,382,574				\$5,382,574
Disposal Costs					\$0
Loss on Disposition of Land Held for Resale					\$0

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Winters Comm Development Plan

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Decline in Value of Land Held for Resale					\$0
Rehabilitation Costs					\$0
Rehabilitation Grants					\$0
Interest Expense	554,339		196,288		\$750,627
Fixed Asset Acquisitions					\$0
Subsidies to Low and Moderate Income Housing					\$0
Debt Issuance Costs					\$0
Other Expenditures Including Pass- Through Payment(s)	278,413				\$278,413
Debt Principal Payments:					
Tax Allocation Bonds and Notes	385,000		85,000		\$470,000
Revenue Bonds, Certificates of Participation, Financing Authority Bonds					\$0
City/County Advances and Loans	1,893,000				\$1,893,000
All Other Long-Term Debt					\$0
Total Expenditures	\$9,051,469	\$0	\$849,688	\$0	\$9,901,157
Excess (Deficiency) Revenues over (under) Expenditures	(\$7,718,676)	\$34,957	(\$521,262)	\$0	(\$8,204,981)

Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

2011

Project Area Name

Winters Comm Development Plan

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Proceeds of Long-Term Debt					\$0
Proceeds of Refunding Bonds					\$0
Payment to Refunded Bond Escrow Agent					\$0
Advances from City/County	781,448				\$781,448
Sale of Fixed Assets					\$0
Miscellaneous Financing Sources (Uses)					\$0
Operating Transfers In	42,268	-42,268			\$0
Tax Increment Transfers In					\$0
Operating Transfers Out					\$0
Tax Increment Transfers Out					\$0
<i>(To the Low and Moderate Income Housing Fund)</i>					
Total Other Financing Sources (Uses)	\$823,716	(\$42,268)	\$0	\$0	\$781,448

Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

2011

Project Area Name

Winters Comm Development Plan

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	(\$6,894,960)	(\$7,311)	(\$521,262)	\$0	(\$7,423,533)
Equity, Beginning of Period	\$6,993,866	\$1,022,699	\$1,866,410	\$0	\$9,882,975
Prior Period Adjustments	1,893,000				\$1,893,000
Residual Equity Transfers	0	0			\$0
Equity, End of Period	\$1,991,906	\$1,015,388	\$1,345,148	\$0	\$4,352,442

Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report

Balance Sheet - Assets and Other Debits

Fiscal Year 2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Assets and Other Debits							
Cash and Imprest Cash	0	472,445	0				\$472,445
Cash with Fiscal Agent	3,497,756	521,472	1,282,002				\$5,301,230
Tax Increments Receivable	52,929		13,058				\$65,987
Accounts Receivable							\$0
Accrued Interest Receivable	4,775	21,471	1,269				\$27,515
Loans Receivable	66,600		369,838				\$436,438
Contracts Receivable							\$0
Lease Payments Receivable							\$0
Unearned Finance Charge							\$0
Due from Capital Projects Fund							\$0
Due from Debt Service Fund							\$0
Due from Low/Moderate Income Housing Fund							\$0
Due from Special Revenue/Other Funds							\$0

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Balance Sheet - Assets and Other Debits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Investments								\$0
Other Assets								\$0
Investments: Land Held for Resale				127,299				\$127,299
Allowance for Decline In Value of Land Held for Resale								\$0
Fixed Assets: Land, Structures, and Improvements								\$0
Equipment								\$0
Amount Available In Debt Service Fund								\$0
Amount to be Provided for Payment of Long-Term Debt						18,331,026		\$18,331,026
Total Assets and Other Debits		\$3,622,060	\$1,015,388	\$1,793,466	\$0	\$18,331,026	\$0	\$24,761,940

*(Must Equal Total Liabilities,
Other Credits, and Equities)*

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Balance Sheet - Liabilities and Other Credits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Liabilities and Other Credits								
Accounts Payable		79,688						\$79,688
Interest Payable								\$0
Tax Anticipation Notes Payable								\$0
Loans Payable								\$0
Other Liabilities		1,550,466		448,318				\$1,998,784
Due to Capital Projects Fund								\$0
Due to Debt Service Fund								\$0
Due to Low/Moderate Income Housing Fund								\$0
Due to Special Revenue/Other Funds								\$0
Tax Allocation Bonds Payable						16,835,000		\$16,835,000
Lease Revenue, Certificates of Participation Payable, Financing Authority Bonds								\$0
All Other Long-Term Debt						1,496,026		\$1,496,026
Total Liabilities and Other Credits		\$1,630,154	\$0	\$448,318	\$0	\$18,331,026		\$20,409,498

**Winters Community Development Agency
Redevelopment Agencies Financial Transactions Report**

Balance Sheet - Liabilities and Other Credits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Equities								
Investment In General Fixed Assets								\$0
Fund Balance Reserved		1,991,906	1,015,388	1,345,148				\$4,352,442
Fund Balance Unreserved-Designated								\$0
Fund Balance Unreserved-Undesignated								\$0
Total Equities		\$1,991,906	\$1,015,388	\$1,345,148	\$0		\$0	\$4,352,442
Total Liabilities, Other Credits, and Equities		\$3,622,060	\$1,015,388	\$1,793,466	\$0	\$18,331,026	\$0	\$24,761,940

California Department of Housing and Community Development

**Select Year**You are Here: **Select Year**

- **FAQ** **Agency: WINTERS** **Fiscal Year : Not Selected** **Prepared by: Shelly Gunby**
- **User Info**

- **Print**
 - **Logout**
- Reminder: Last year's report information is now "read-only." Please [contact us](#) regarding any questions or concerns.

This area will link you into the Redevelopment Agency Report Information. In most cases, you will find it most efficient to start at the first link of a page and work your way through all relevant pages and sub-pages before selecting the next schedule item. In some cases, additional options will be added when they become applicable to your report. Currently, the following options are available.

To get started with reporting information, you are required to select the Fiscal Year. Press 'Get Schedule' to access the Schedule menu.

Select/Change Fiscal Year 2010/2011 (Current Reporting Year) Get Schedule

California Redevelopment Agencies - Fiscal Year 2010/2011
Status of Low and Moderate Income Housing Funds
Sch C Agency Financial Summary
WINTERS

<i>Adjusted Beginning Balance</i>	<i>Project Area Receipts</i>	<i>Agency Other Revenue</i>	<i>Total Expenses</i>	<i>Net Resources Available</i>	<i>Other Housing Fund Assets</i>	<i>Total Housing Fund Assets</i>	<i>Encumbrances</i>	<i>* Unencumbered Balance</i>	<i>Unencumbered Designated</i>	<i>Unencumbered Not Dsgntd</i>
\$1,866,410	\$328,426	\$0	\$849,688	\$1,345,148	\$0	\$1,345,148	\$162,720	\$1,182,428	\$0	\$1,182,428

<i>Expenses</i>	<i>Debt Service</i>	<i>Planning and Administration Costs</i>	<i>Total</i>
2010/2011	\$281,288	\$568,400	\$849,688

**The Unencumbered Balance is equal to Net Resources Available minus Encumbrances*

Note: Print this report in Landscape Orientation (Use the Print Icon just above, then Properties then Landscape)

California Redevelopment Agencies - Fiscal Year 2010/2011
 Status of Low and Moderate Income Housing Funds
 Sch C Agency Financial and Program Detail
WINTERS

	<i>Beginning Balance</i>	\$1,866,410
	<i>Adjustment to Beginning Balance</i>	\$0
	<i>Adjusted Beginning Balance</i>	\$1,866,410
<i>Total Tax Increment From PA(s)</i> \$322,072	<i>Total Receipts from PA(s)</i>	\$328,426
	<i>Other Revenues not reported on Schedule A</i>	\$0
	<i>Sum of Beginning Balance and Revenues</i>	\$2,194,836

<u>Expenditure</u>	<u>Item</u>	<u>Subitem</u>	<u>Amount</u>	<u>Remark</u>
Debt Service				
	Debt Principal Payments	Tax Allocation, Bonds & Notes	\$85,000	
	Interest Expense		\$196,288	
	Subtotal of Debt Service		\$281,288	
Planning and Administration Costs				
	Administration Costs		\$254,102	
	Planning, Survey/Design		\$300,500	
	Professional Services		\$13,798	
	Subtotal of Planning and Administration Costs		\$568,400	
	Total Expenditures		\$849,688	

Net Resources Available \$1,345,148

Indebtedness For Setasides Deferred \$0

Other Housing Fund Assets				
<u>Category</u>	<u>Amount</u>	<u>Remark</u>		
SERAF Total Receivable	\$0			
Total Other Housing Fund Assets		\$0		

Total Fund Equity \$1,345,148

2006/2007	\$420159			
2007/2008	\$370668	<i>sum of 4 Previous Years' Tax Increment for 2010/2011</i>	<i>Prior Year Ending Unencumbered Balance</i>	<i>Excess Surplus for 2010/2011</i>
2008/2009	\$402736			
2009/2010	\$381189			
	\$1574752			

California Redevelopment Agencies - Fiscal Year 2010/2011
 Status of Low and Moderate Income Housing Funds
 Sch C Agency Financial and Program Detail
 WINTERS

<i>Sum of Current and 3 Previous Years' Tax Increments</i>	\$1,476,665
<i>Adjusted Balance</i>	-\$99,574
<i>Excess Surplus for next year</i>	\$0
<i>Net Resources Available</i>	\$1,345,148
<i>Unencumbered Designated</i>	\$0
<i>Unencumbered Undesignated</i>	\$1,182,428
<i>Total Encumbrances</i>	\$162,720
<i>Unencumbered Balance</i>	\$1,182,428
<i>Unencumbered Balance Adjusted for Debt Proceeds</i>	\$1,282,002
<i>Unencumbered Balance Adjusted for Land Sales</i>	\$0
<i>Excess Surplus Expenditure Plan</i>	No
<i>Excess Surplus Plan Adoption Date</i>	

<i>Site Improvement Activities Benefiting Households</i>				
<u>Income Level</u>	<u>Low</u>	<u>Very Low</u>	<u>Moderate</u>	<u>Total</u>

<i>Land Held for Future Development</i>					
<u>Site Name</u>	<u>Num Of Acres</u>	<u>Zoning</u>	<u>Purchase Date</u>	<u>Estimated Start Date</u>	<u>Remark</u>

Use of the Housing Fund to Assist Mortgageors

<i>Income Adjustment Factors</i>	<input type="text"/>	<i>Requirements Completed</i>	<input type="text"/>
<i>Home</i>	\$ <input type="text"/>	<i>Hope</i>	\$ <input type="text"/>

Non Housing Redevelopment Funds Usage

Resource Needs

<i>LM IHF Deposits/Withdrawals</i>				
<u>Document Name</u>	<u>Document Date</u>	<u>Custodian Name</u>	<u>Custodian Phone</u>	<u>Copy Source</u>

<i>Achievements</i>
<i>Description</i>

California Redevelopment Agencies-Fiscal Year 2010/2011
 Project Area Contributions to Low and Moderate Income Housing Funds
 Sch A Project Area Summary Report
 WINTERS

<i>Project Area</i>	<i>100% of Tax Increment</i>	<i>20% Set Aside Requirement</i>	<i>Tax Increment Allocated</i>	<i>Amount Exempted</i>	<i>Amount Suspended and/or Deferred</i>	<i>Tax Incr. Deposited to Hsng Fund</i>	<i>Percent of Tax Incr Dep</i>	<i>Repayment Deferrals</i>	<i>Other Income</i>	<i>Total Deposited to Housing</i>
<i>WINTERS PROJECT AREA</i>	\$1,610,359	\$322,072	\$322,072	\$0	\$0	\$322,072	20.00%	\$0	\$6,354	\$328,426
<i>Agency Totals:</i>	\$1,610,359	\$322,072	\$322,072	\$0	\$0	\$322,072	20.00%	\$0	\$6,354	\$328,426

Note: Print this report in Landscape Orientation (Use the Print Icon just above, then Properties then Landscape)

California Redevelopment Agencies- Fiscal Year 2010/2011
 Project Area Contributions to Low and Moderate Income Housing Fund
 Sch A Project Area Financial Information

Agency **WINTERS**
 Address **Winters Community Development Agency**
318 First Street
Winters CA 95694

Project Area WINTERS PROJECT AREA

Type: *Inside Project Area* Status: *Active*
 Plan Adoption: 1992 Plan Expiration Year: 2033

<u>Gross Tax Increment</u>	<u>Calculated Deposit</u>	<u>Amount Allocated</u>	<u>Amount Exempted</u>	<u>Amount Suspended and/or Deferred</u>	<u>Total Deposited</u>	<u>%</u>	<u>Cumulative Def.</u>
\$1,610,359	\$322,072	\$322,072	\$0	\$0	\$322,072	20.00%	\$0
				Repayment	\$0		
				<u>Category</u>			
				Interest Income	\$5,354		
				Other Revenue	\$1,000		
				Total Additional Revenue	\$6,354		
				Total Housing Fund Deposits for Project Area	\$328,426		

Agency Totals For All Project Areas:

<u>Gross Tax Increment</u>	<u>Calculated Deposit</u>	<u>Amount Allocated</u>	<u>Amount Exempted</u>	<u>Amount Suspended and/or Deferred</u>	<u>Total Deposited</u>	<u>%</u>	<u>Cumulative Def.</u>
\$1,610,359	\$322,071.8	\$322,072	\$0	\$0	\$322,072	20%	\$0

Total Additional Revenue from Project Areas: \$6,354
 Total Deferral Repayments: \$0
 Total Deposit to Housing Fund from Project Areas: \$328,426



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers

DATE: December 6, 2011

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

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

SUBJECT: Application for Parade Permit

RECOMMENDATIONS: Based on the recommendations given by Police Chief Sergio Gutierrez, staff is recommending the approval of the Application for Parade Permit submitted by St. Anthony's Parish.

BACKGROUND: The procession is scheduled to take place on Sunday, December 11, 2011 between the hours of 1:30 p.m. and 2:30 p.m. It will start from St. Anthony's Church at 301 Main Street and proceed to the Parish Hall located at 511 Main Street, approximately one quarter mile.

FISCAL IMPACTS: Chief Gutierrez has indicated one patrol car will be made available to lead the procession unless diverted to a priority call, and recommended a barricade be placed at Main and Cody Streets warning drivers traveling south from Grant Avenue of the procession ahead.



Winters Police Department

Sergio Gutierrez, Chief of Police

702 Main Street, Winters, CA. 95694

November 28, 2011

To: Tracy Jensen, Administrative Assistant
From: Sergio Gutierrez, Chief of Police *SG*
Subject: Application for Parade Permit

SUMMARY:

This procession is to take place on December 11, 2011 between the hours of 1:30 pm and 2:30 pm. It will start from St. Anthony's Church – 301 Main St and proceed to the Parish Hall – 511 Main St. This is a distance of approximately one quarter mile.

There is expected to be approximately 300 parishioners along with an unknown number of Charros on horses.

The safety concerns the Winters Police Department has are unaware motorists attempting to drive through the procession and emergency vehicles needing to get through for a priority call within this vicinity.

RECOMMENDATIONS:

The Winters Police Department recommends the following:

- Utilize church volunteers as crossing guards at upcoming intersections to help stop or redirect traffic.
- Crossing guards should wear an orange shirt or wear a crossing guard vest and hold a handheld stop sign.
- Crossing guards should be bilingual to communicate to drivers.
- In the event of an emergency or urgent safety situation, all participants shall immediately move to the sidewalk or side of the road to clear traffic.
- The police department may be able to provide one patrol vehicle to lead the processions, unless diverted to a priority call.
- A road barricade should be positioned with a sign placed at Main and Cody St warning drivers traveling south from Grant Ave of the procession ahead.
- Provide a cleanup team to follow the procession to pick up horse droppings.

I believe these recommendations may help improve the safety of the procession and the public.

APPLICATION FOR PARADE PERMIT

NOTE: To be submitted _____ days prior to the event.

NOTE: If amplification system is to be used a separate permit is required.

DATE OF APPLICATION: November 16, 2011

NAME OF ORGANIZATION: Saint Anthony's Parish

ADDRESS: 511 Main Street TELEPHONE # 795-2230

(Dawn Camera)

PURPOSE OF PARADE: Religious Procession

TYPE OF CONVEYENCE: Fanshioners, Chariots at horses

NUMBER OF PERSONS OR ENTRIES ENROLLED 300

TYPE OF SAFETY MEASURES PROVIDED: _____

CITY SERVICES REQUIRED: Street closures should not be needed.

DATE & TIME OF PARADE: 12-11-11 1:30pm - 2:30pm

PROVIDE MAP OF PARADE ROUTE: 301 Main Street (Church) to 511 Main Street (Parish Hall)

DATE: _____ c.c. _____

SIGNATURE OF AUTHORIZED APPLICANT: _____

FIRE CHIEF: [Signature] POLICE CHIEF: [Signature] w/ RECOMMENDATION

APPROVED BY CITY COUNCIL: _____

DATE: _____ BY: _____

DENIED BY CITY COUNCIL:

DATE: _____ BY: _____

REASON(S) FOR DENIAL: _____



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Sergio Gutierrez, Chief of Police *[Signature]*
SUBJECT: Site License Agreement for Telecommunications Purposes

RECOMMENDATIONS: The Staff recommends the City Council approve the Site License Agreement for Telecommunications Purposes between YECA and the City of Winters.

BACKGROUND:

Yolo Emergency Communications Agency [YECA] has completed the construction of the new radio site located on the Winters Public Safety facility property at 700 Main St., in Winters. The site consists of a 140 foot tower, associated appurtenances, and installation of 2-way radio equipment, racks, air conditioning units, etc., within a room inside the vehicle maintenance and storage bays.

A Site License Agreement between YECA and the City of Winters was produced and is attached. This Agreement, which is similar to a property use or lease agreement, contains language regarding terms and conditions of occupancy, each party's responsibilities for the site during the term of the agreement, indemnification of liability, renewal or termination of the agreement, etc.

The Agreement has been reviewed and found acceptable by the Winters City Attorney, and the Yolo County Counsel has reviewed the Agreement and approved it as to content and form.

Staff is recommending the adoption of the attached agreement.

FISCAL IMPACTS: None

SITE LICENSE AGREEMENT FOR TELECOMMUNICATIONS PURPOSES

THIS SITE LICENSE AGREEMENT is made and entered to this ____ day of _____, 2011, by and between the Yolo Emergency Communications Agency, a Joint Powers Agency organized under California law ("Licensee"), and the City of Winters ("Licensor").

RECITALS

WHEREAS, Licensor owns and operates the real property legally described in Exhibit "A" commonly known as the City of Winters Public Safety Facility, 700 Main St., Winters (Assessor's Parcel Number 003-430-37 and 003-522-01), hereinafter called the "Property"; and

WHEREAS, Licensee provides emergency communications services to various public agencies within the County of Yolo, including the City of Winters Police and Fire Departments; and

WHEREAS, Licensor and Licensee wish to enter into a license for the use of a portion of the Property located on the northwest side of the facility storage and equipment maintenance building (the "Site), described in Exhibit "A" for Licensee's telecommunications equipment, (the "Equipment"), described in Exhibit "B; and

WHEREAS, Licensee has requested permission for Licensee to enter the Property to conduct certain activities on the licensed Site as more fully described in this License Agreement, and the Licensor is willing to grant such permission subject to the terms and conditions set forth herein;

NOW, THEREFORE, the parties hereby agree as follows:

AGREEMENT

1. License.

A. Grant of License. Subject to terms of this Agreement, Licensor hereby grants at *no cost to Licensee*, its officers, its governing board members, its employees, agents, contractors, and assignees a revocable license to enter the Property for the sole purpose of installing, operating and maintaining Equipment on the Site, as well as replacing the same as may be necessary from time to time. The Equipment identified in Exhibit "B" shall be installed at the Site. Licensee shall be allowed to access the Site at any time, day or night, for these purposes. Licensee shall have access to the Property, and to the Site, via keys and/or security combination code provided by Licensor.

B. Security Fence. On the Property, the Licensor shall provide and install a security fence around their facility that insures restricted access to that portion of the property where the emergency communications room and communications tower are located, (the Site).

C. Non-Interference. Both Licensee and Licensor agree that during the term of the license, neither will install, remove, repair, or otherwise interfere with the Equipment in the communications room or on the communications tower without prior consultation with and

consent by the other party. In the event of an emergency or the need for access after hours, the requirement for prior consultation and consent shall be waived.

D. Telephone Line. Licensee may install and maintain a telephone line(s) for the Equipment at its sole cost and expense.

E. Commencement Date. The license granted by Licensor to Licensee pursuant to this Agreement shall commence on the date that this Agreement is fully signed by the parties. The license shall not expire, but may be revoked by Licensor or terminated by Licensee pursuant to Section 3, below.

2. Related Rights.

A. Utilities. Licensee shall install a separate power meter upon which the Licensor will bill the Licensee on a monthly basis for electrical service and usage.

B. Disruption of Electrical Service. If Licensor becomes aware of a planned disruption or termination of electrical service to the Site, Licensor will notify Licensee as soon as is reasonably possible. Any intentional termination or disruption of power service by Licensor for an extended period of time shall constitute a revocation of the license, and shall be subject to the requirements of Section 4, below.

3. Term of License. The term of this license shall be ten (10) years from the date of final approval of this Site License Agreement by the parties. During the initial ten year term of this agreement, the license can be terminated only for just cause, and upon the provision of at least ninety (90) days prior written notice to the Licensee. If the Licensee is able to correct, rectify or change the conditions or actions that provide cause for the termination within sixty (60) days of receiving said notice, this agreement shall remain in effect for the remainder of the initial ten (10) year term. This license shall continue in effect following the expiration of the initial ten year term unless terminated pursuant to the provisions of Section 4, below.

4. Revocation or Termination. Upon the expiration of the initial ten (10) year term of this license, Licensor may revoke the license granted pursuant to Section 1, above, for any reason upon at least ninety (90) days prior written notice to Licensee. Licensee may terminate the license at any time by providing written notice of termination to Licensor and removing its Equipment within ninety (90) days or by such other date as may be specified in the notice.

5. Successors. All the covenants and provisions of this Agreement shall be binding upon and inure to the benefit of the successors, heirs and assigns of the parties to the same extent and effect as the same are binding upon and inure to the benefit of the Parties hereto.

6. Amendment. This Agreement may be amended only by written instrument signed by the parties to be bound by the amendment.

7. Waiver. The waiver by either party or any of its officers, agents or employees or the failure of the either party or its officers, agents or employees to take action with respect to any right

conferred by, or any breach of any obligation or responsibility of this Agreement shall not be deemed to be a waiver of such obligation or responsibility, or subsequent breach of same, or of any terms, covenants or conditions of this Agreement.

8. Notices.

A. All notices shall be deemed to have been given when made in writing and delivered or mailed to the respective representatives of the parties at their respective addresses as follows:

LICENSOR: City of Winters
Attn: City Clerk's Office
318 First St.
Winters, CA 95694

LICENSEE: Yolo Emergency Communications Agency
Attn: Executive Director
35 N. Cottonwood Street
Woodland, CA 95695

B. In lieu of written notice to the above addresses, any party may provide notices through the use of facsimile machines provided confirmation of delivery is obtained at the time of transmission of the notices. Such notices shall be deemed received at the time of the facsimile transmission, provided the following facsimile telephone numbers are used:

LICENSOR: (530) 795-4910 x-101

LICENSEE: (530) 666-8909

C. Any party may change the address or facsimile number to which such communications are to be given by providing the other parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of such change.

9. Permits, Licenses and Approvals. Licensee shall be responsible, at its sole expense, for obtaining and maintaining at all times any permits, licenses and approvals from any federal, state, local or other agency having jurisdiction over the Site and the Equipment.

10. Liability and Indemnification.

A. The parties shall at all times in all respects comply with all environmental laws and any amendments thereto affecting Licensee's use of and operation on the Property, including all federal, state and local laws, ordinances and regulations relating to Hazardous Material. Licensee shall at all times comply with all laws and ordinances and all rules and regulations of local, state and federal governmental authorities relating to the installation, maintenance, height, location, use, operation and removal of its Equipment and antenna systems, and other alterations or improvements authorized herein, and shall fully indemnify Licensor against any loss, cost or expense to the extent such loss, cost or expense is caused directly by the installation, operation or removal of said Equipment or antenna system, except to the extent

arising from the negligence or willful misconduct of Licensor. Except for the negligence or wrongful acts of Licensor, its agents or employees, Licensor shall not be liable to Licensee for any loss or damages arising out of personal injuries or property damage. Except for the negligence or wrongful acts of Licensee, its agents or employees, Licensee shall not be liable to the Licensor for any loss or damage arising out of personal injuries or property damage.

B. The Licensee shall indemnify, protect and defend the Licensor, its officers, elected officials, employees and agents, and hold them harmless from any and all claims and liability for bodily injury, death and property damage caused by or resulting from the negligent acts or omissions of the Licensee, its officers governing board members, employees, agents or independent contractors and for any and all cost incurred by the Licensor in defending against such claims, including but not limited to investigators', witness and attorneys' fees and court costs, related in any way to the rights granted under this Agreement, provided that the Licensee shall not be obligated to indemnify, protect or defend the Licensor, its officers, elected officials, employees, agents or independent contractors from claims or losses that arise from the sole negligence or willful misconduct of the Licensor, its officers elected officials, employees, agents or contractors. This section shall survive the termination of this Agreement for a period of thirteen (13) months, irrespective of the reason for its termination.

In addition, the Licensee shall indemnify, protect and defend the Licensor, its officers, elected officials, employees and agents, and hold them harmless from any and all claims and liability for the Licensee's failure to comply with all federal and state laws pertaining to actions taken or rights granted under this Agreement. These laws include without limitation the Americans with Disabilities Act, Americans with Disabilities Accessibility Guidelines, civil rights laws, and unfair business practices laws.

C. The Licensor shall indemnify, protect and defend Licensee, its governing board members, employees and agents, and hold them harmless from any and all claims and liability for bodily injury, death and property damage caused by or resulting from the negligent acts or omissions of the Licensor, its officers, elected officials, employees, agents or independent contractors and for any and all costs incurred by Licensee in defending against such claims, including but not limited to investigators', witness and attorneys' fees and court costs, related in any way to the rights granted under this Agreement, provided that the Licensor shall not be obligated to indemnify, protect or defend Licensee, its governing board members, employees, agents or independent contractors from claims or losses that arise from the sole negligence or willful misconduct of the Licensee, its governing board members, employees, agents or contractors. This section shall survive the termination of this Agreement for a period of thirteen (13) months, irrespective of the reason for its termination.

In addition, the Licensor shall indemnify, protect and defend the Licensee, its governing board members, employees and agents, and hold harmless from any and all claims and liability for the Licensor's failure to comply with all federal and state laws pertaining to actions taken or rights granted under this Agreement. These laws include without limitation the Americans with Disabilities Act, Americans with Disabilities Accessibility Guidelines, civil rights laws, and unfair business practices laws.

11. Insurance. Both Licensee and Licensor are members of YCPARMIA, and therefore any claim or suit covered under the YCPARMIA memorandum that grows out of this Agreement will be charged against the experience of the party with the obligation to defend.
12. Authorized Representative. The persons executing this Agreement on behalf of Licensor and Licensee affirmatively represent that she/he has the requisite legal authority to enter into this Agreement on behalf of Licensor or Licensee, as the case may be, and to bind it to the terms and conditions of this Agreement.
13. Governing Laws. This Agreement shall be deemed to have been executed and performed within the State of California and shall be construed and governed by the laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in the Superior Court located in Yolo County, California.
14. Entire Agreement. Except as otherwise stated herein, this Agreement constitutes the entire agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, whether written or oral. In the event of a dispute between the parties as to the language of this Agreement or the construction or meaning of any term hereof, this Agreement shall be deemed to have been drafted by the parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any party to this Agreement.

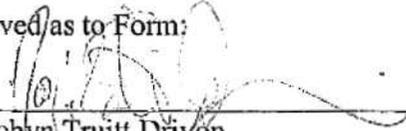
IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year above set forth.

YOLO EMERGENCY COMMUNICATIONS
AGENCY

CITY OF WINTERS

By: _____
Chief Dan Bellini, Woodland Police Dept.
YECA JPA Board Chairman

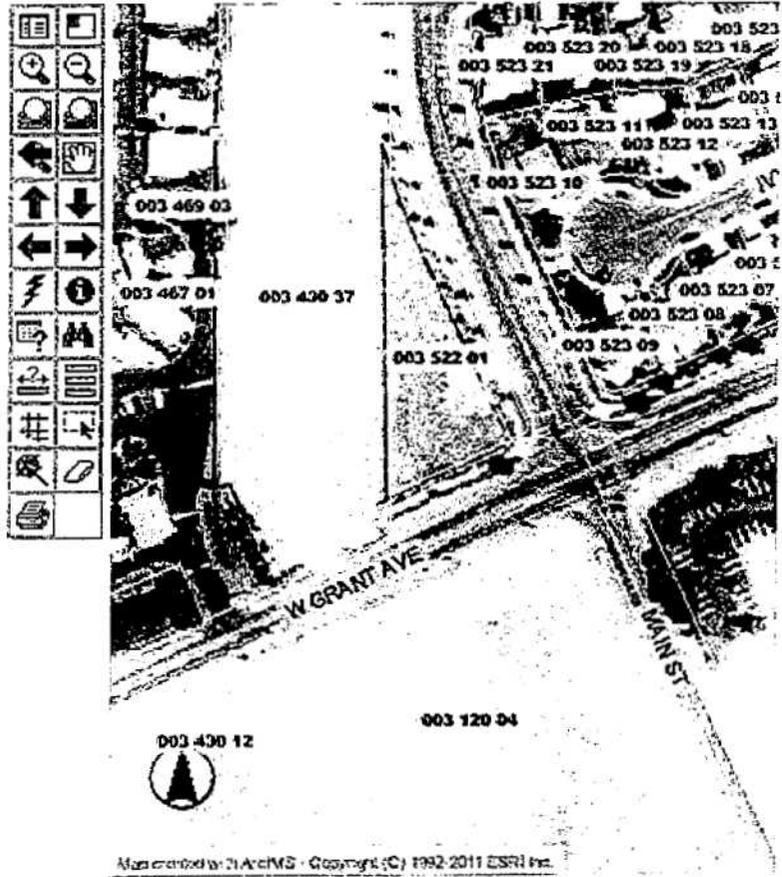
By: _____
John W. Donlevy, Jr.
City Manager

Approved as to Form:
By:  _____
Robyn Truitt Drivon
Yolo County Counsel

ATTEST:

Nanci G. Mills
City Clerk

 Yolo County GIS



- Legend**
-  Highways
 -  Major Roads
 -  Cities and Towns
 -  Roads
 -  Parcels
 -  Imagery

The YECA Communications Tower site is located on APN 00343037

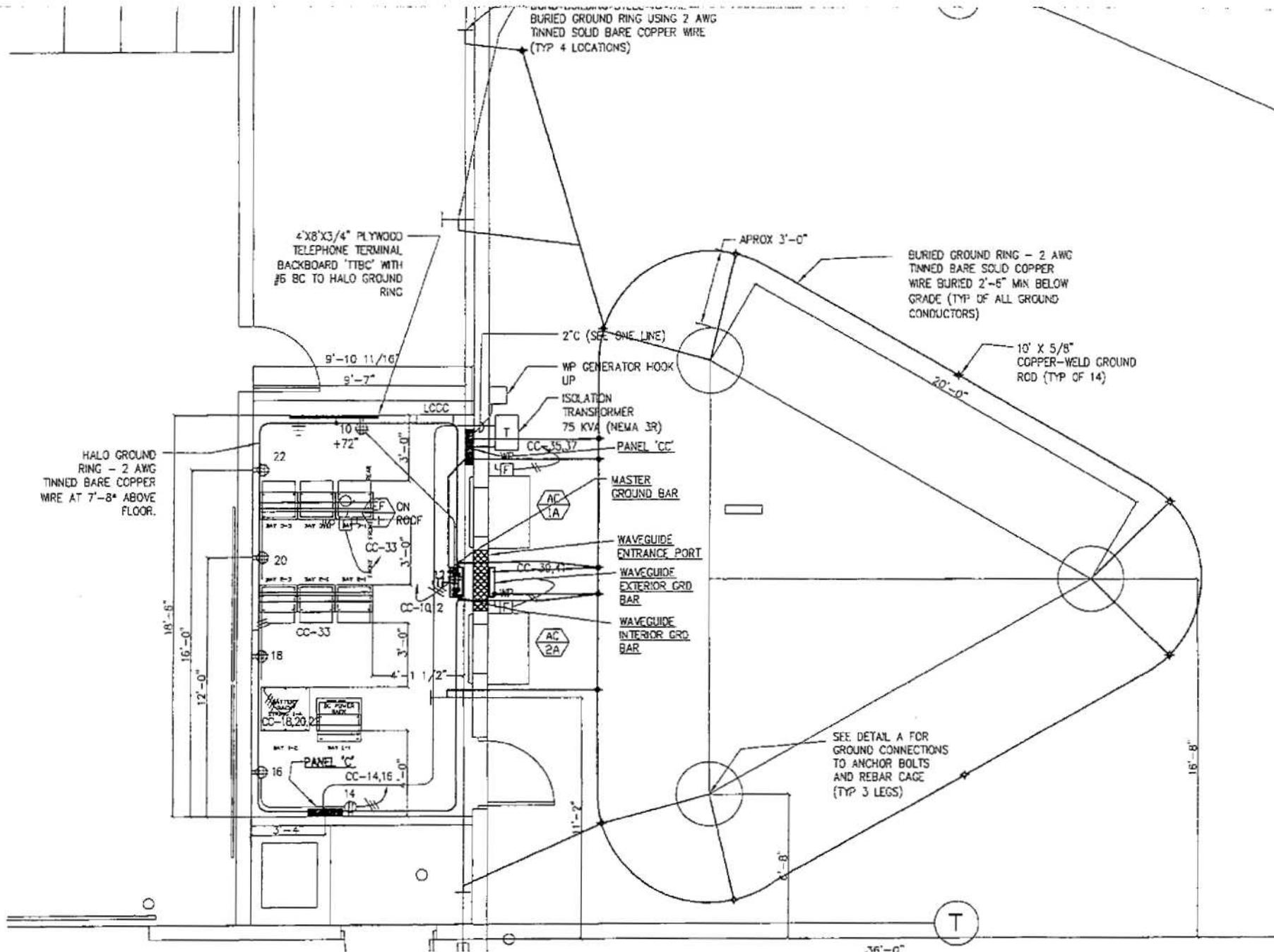


EXHIBIT A

INFRASTRUCTURE/EQUIPMENT DESCRIPTION

The following infrastructure/equipment is located at the Winters Public Safety Facility Communications Tower site:

- (1) 140 foot self-supporting 3-leg steel tower manufactured by Sabre Tower
- (1) Steel Waveguide to support cable between the tower and building housing the communications equipment room
- (2) Microwave radio dishes mounted on the tower, (1) 8' in diameter and (1) 6' in diameter
- (3) Telewave (ANT150D6-9) VHF dipole antennas (2-TX; 1-RX), mounted on the tower
- (2) Telewave (ANT850F6) 800 MHz fiberglass antennas (1-TX; 1-RX), mounted on the tower
- (1) Isolation Transformer, 75 KVA, housed within a steel NEMA 3R enclosure
- (1) Emergency generator connection

Equipment located within the communications room:

- (2) MarvAir Compac II Air Conditioners, part # ACA050CU-100; w/(2) Supply Grills and (2) Return Grills
- (1) CommStat 3 Controller for the air conditioning units, part #S/04581
- (1) Integrated Transfer Switch, Circuit Panel (identified on Exhibit A room drawing as Panel "CC")
- (1) E-Mon Power Meter Monitor Assembly, Mod/208200CEY, Kit Class 3000 KWH with Ethernet options
- (1) 48 VDC Battery Plant consisting of two (2) racks housing 16 Deka Unigy 1 batteries, Mod/12AVR170ET, and chargers
- (6) 7 foot high steel equipment racks and attached elevated steel cable ladders
- (4) Tait, TB8100 VHF Radio Repeaters
- (3) Tait, TB8100 VHF Radio Receive-only base stations

- (1) Tait, 800 MHz Radio Receive-only base station¹
- (1) Multicoupler
- (1) Alcatel-Lucent MDR 8000 Digital Microwave Radio System, including:
 - (1) LaMarche Power distribution panel with trim fuse panel
 - (1) Alcatel-Lucent TSS-5 including (1) fiber patch panel
 - (1) Harris Intraplex channel bank
 - (1) ADC DR-19 DSX-1 panel for monitoring communications between the microwave and 2-way radio equipment
 - (2) Spectracom simulcast units
- Miscellaneous equipment/hardware, coax cables and conduit to connect and support the above radio equipment

¹ Tait 800 MHz Receive-only radio programmed for the Yolo County Mutual Aid (8Yolo) to be added in the future.



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members

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

DATE: December 6, 2011

FROM: Dawn Van Dyke, Management Analyst *DVD*

SUBJECT: Acceptance of Public Service Easement Deed for installation, maintenance and operation of a public sidewalk on property owned by the Roman Catholic Bishop of Sacramento, St. Anthony's Church.

RECOMMENDATION: That the City Council accept a public service easement deed for installation, maintenance and operation of a public sidewalk on property owned by the Roman Catholic Bishop of Sacramento, St. Anthony's Church.

BACKGROUND: The City of Winters received a grant from the Sacramento Area Council of Governments (SACOG) through the 2009 Community Design Program for construction of a sidewalk on the south side of Grant Avenue adjacent to Waggoner Elementary School. The Winters Joint Unified School District (WJUSD) recently deeded property to the City for construction of the sidewalk project in order to avoid construction in the Caltrans right of way. The project engineer is recommending that the City accept a public service easement on a portion of property just west of Waggoner School, belonging to St. Anthony Catholic Church. This easement will allow for a smoother transition at the end of the sidewalk, with a gradual slope, rather than an abrupt end. SACOG funds may not be used for projects on private property, so construction of the remaining sidewalk from the Waggoner School property to the intersection of Grant Avenue and Main Street, will not be completed at this time.

FISCAL IMPACT: This transition portion will add approximately \$600 to the project cost, to be paid for by the City as SACOG funding may not be used for projects on private property.

RECORDING REQUESTED BY:

CITY OF WINTERS

**SPACE ABOVE THIS LINE FOR
RECORDER'S USE**

WHEN RECORDED MAIL TO:

City Clerk
City of Winters
318 First Street
Winters, CA 95694

APN: 003 - 120 - 003

DOCUMENT TRANSFER TAX \$ 0

"No Fee Required" (Government Code Section 6103 & 27383)
recorded for the benefit of: The City of Winters

City of Winters, by: (signature required above this line)

P U B L I C S E R V I C E E A S E M E N T D E E D

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Roman Catholic Bishop of Sacramento, St. Anthony's Church

GRANT(S) TO CITY OF WINTERS, A MUNICIPAL CORPORATION, all of that real property situate in the County of Yolo, State of California, described as follows:

A permanent Public Service Easement for installation, maintenance and operation of a public sidewalk over and upon the portion of real property situate, lying and being in the City of Winters, County of Yolo, State of California, such easement being more particularly described as:

THAT portion of real property situate in the City of Winters, County of Yolo, State of California, and being a portion of the Rancho Rio De Los Putos, Township 8 North, Range 1 West Mount Diablo Base and Meridian, and also being a portion of that Parcel of land as described in Book 1877 of Official Records at Page 154, said County Records, being more particularly described as follows:

BEGINNING at a point on the Northeasterly corner of said Parcel of land as described in said Book 1877 of Official Records at Page 154, said County Records; thence, from said POINT OF BEGINNING and along the Easterly line of said Parcel, South 25°00'00" East 8.00 feet; thence, leaving said Easterly line and along a line parallel with and distant 8.00 feet Southerly of as measured right angles from the said Northerly line of said Parcel of land, South 65°00'00" West 12.00 feet; thence, leaving said parallel line, North 25°00'00" West 8.00 feet; thence, along the said Northerly line, North 65°00'00" East 12.00 feet to the POINT OF BEGINNING.

Containing 96 square feet of land, more or less.

Said Public Service Easement excludes maintenance and operation of other facilities including fences, gates, and driveways that lay within the easement boundaries except where those facilities are utilized specifically for public sidewalk uses.

Signature(s) must be acknowledged by a Notary Public.

IN WITNESS WHEREOF, this Public Service Easement Deed is executed by the undersigned this

9 day of September, 2011

Signature: Rev. Michael J. Hobda

ROMAN CATHOLIC BISHOP OF SACRAMENTO, ST. ANTHONY'S CHURCH
(Print Grantor's Legal Name, Company or Corporation as applicable)

By: Rev. Michael J. Hobda
(Print name and title of signatory if company or corporation)

"This conveyance is accepted by the undersigned on behalf of the City of Winters pursuant to City Council Resolution No. _____, adopted by City Council on the _____ day of _____ in the year 2011."

Dated: _____

Signed: _____
Nanci Mills, City Clerk

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

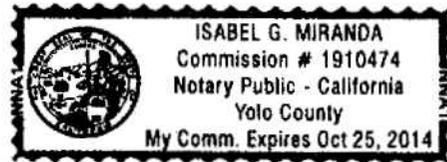
State of California
County of YOLO } ss.

On (date) SEPTEMBER 9, 2011 before me, ISABEL G MIRANDA, Notary Public, personally appeared MICHAEL JOSEPH HEBDA, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.


Signature of Notary Public



OPTIONAL INFORMATION

Date of Document: SEPTEMBER 9, 2011

Type, or Title of Document: PUBLIC SERVICE EASMENT DEED

Number of Pages in Document: 2

Type of Satisfactory Evidence:

- Personally Known with Paper Identification
- Paper Identification
- Credible Witness(es)

Capacity of Signer:

- Individual Partner(s) General or Limited
- CEO / CFO / COO President / Vice-President / Secretary / Treasurer
- Power of Attorney Trustee/Guardian/Conservator
- Other: _____

Other Information: _____

RECORDING REQUESTED BY:

CITY OF WINTERS

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

WHEN RECORDED MAIL TO:

City Clerk
City of Winters
318 First Street
Winters, CA 95694

APN: 003 - 120 - 003

DOCUMENT TRANSFER TAX \$ 0

"No Fee Required" (Government Code Section 6103 & 27383)
recorded for the benefit of: The City of Winters

City of Winters, by: (signature required above this line)

P U B L I C S E R V I C E E A S E M E N T D E E D

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Roman Catholic Bishop of Sacramento, St. Anthony's Church

GRANT(S) TO CITY OF WINTERS, A MUNICIPAL CORPORATION, all of that real property situate in the County of Yolo, State of California, described as follows:

A permanent Public Service Easement for installation, maintenance and operation of a public sidewalk over and upon the portion of real property situate, lying and being in the City of Winters, County of Yolo, State of California, such easement being more particularly described by:

Exhibit A composed of two (2) pages, attached hereto and made a part hereof by reference,

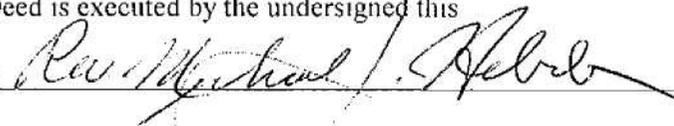
Said Public Service Easement excludes maintenance and operation of other facilities including fences, gates, and driveways that lay within the easement boundaries except where those facilities are utilized specifically for public sidewalk uses.

Signature(s) must be acknowledged by a Notary Public.

IN WITNESS WHEREOF, this Public Service Easement Deed is executed by the undersigned this

19 day of August, 2011

Signature: _____



ROMAN CATHOLIC BISHOP OF SACRAMENTO, ST. ANTHONY'S CHURCH
(Print Grantor's Legal Name, Company or Corporation as applicable)

By: _____

Rev. Michael J. Hebda, Pastor

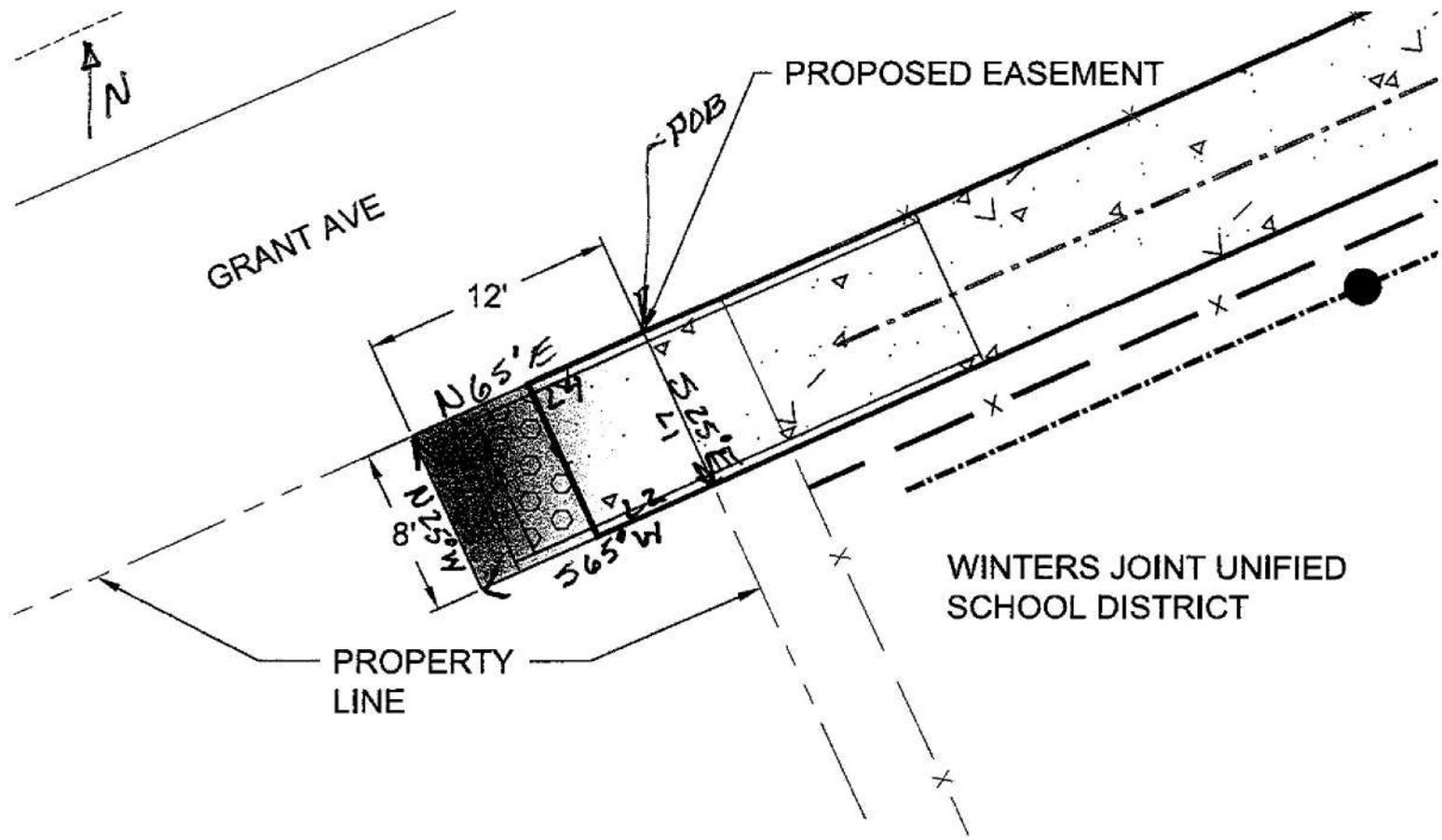
(Print name and title of signatory if company or corporation)

"This conveyance is accepted by the undersigned on behalf of the City of Winters pursuant to City Council Resolution No. _____, adopted by City Council on the _____ day of _____ in the year 2011."

Dated: _____

Signed: _____

Nanci Mills, City Clerk



PONTICELLO ENTERPRISES
 CONSULTING ENGINEERS, INC.
 1216 Fortna Avenue
 Woodland, CA 95776
 Phone: (530) 668-5883
 Fax: (530) 668-5893

GRANT AVENUE SIDEWALK CONNECTIVITY
 City of Winters

DATE: JULY 15, 2011
 DRAWN BY: JTS
 DESIGNED BY: JEF
 PAGE 1 OF 1

RECORDING REQUESTED BY:

CITY OF WINTERS

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

WHEN RECORDED MAIL TO:

City Clerk
City of Winters
318 First Street
Winters, CA 95694

APN: 003 - 120 - 003

DOCUMENT TRANSFER TAX \$ 0

"No Fee Required" (Government Code Section 6103 & 27383)
recorded for the benefit of: The City of Winters

City of Winters, by: (signature required above this line)

P U B L I C S E R V I C E E A S E M E N T D E E D

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Roman Catholic Bishop of Sacramento, St. Anthony's Church

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THAT portion of real property situate in the City of Winters, County of Yolo, State of California, and being a portion of the Rancho Rio De Los Putos, Township 8 North, Range 1 West Mount Diablo Base and Meridian, and also being a portion of that Parcel of land as described in Book 1877 of Official Records at Page 154, said County Records, being more particularly described as follows:

BEGINNING at a point on the Northeasterly corner of said Parcel of land as described in said Book 1877 of Official Records at Page 154, said County Records; thence, from said POINT OF BEGINNING and along the Easterly line of said Parcel, South 25°00'00" East 8.00 feet; thence, leaving said Easterly line and along a line parallel with and distant 8.00 feet Southerly of as measured right angles from the said Northerly line of said Parcel of land, South 65°00'00" West 12.00 feet; thence, leaving said parallel line, North 25°00'00" West 8.00 feet; thence, along the said Northerly line, North 65°00'00" East 12.00 feet to the POINT OF BEGINNING.

Containing 96 square feet of land, more or less.

Said Public Service Easement excludes maintenance and operation of other facilities including fences, gates, and driveways that lay within the easement boundaries except where those facilities are utilized specifically for public sidewalk uses.

Signature(s) must be acknowledged by a Notary Public.

IN WITNESS WHEREOF, this Public Service Easement Deed is executed by the undersigned this

9 day of September 2011

Signature: Rev. Michael J. Hebdan

ROMAN CATHOLIC BISHOP OF SACRAMENTO, ST. ANTHONY'S CHURCH
(Print Grantor's Legal Name, Company or Corporation as applicable)

By: Rev. Michael J. Hebdan
(Print name and title of signatory if company or corporation)

"This conveyance is accepted by the undersigned on behalf of the City of Winters pursuant to City Council Resolution No. _____, adopted by City Council on the _____ day of _____ in the year 2011."

Dated: _____

Signed: _____
Nanci Mills, City Clerk



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and City Council Members
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Nelia C. Dyer, Community Development Director
Dan Maguire, Housing Programs Manager *DM*
SUBJECT: Second Reading and Possible Adoption of Four (4) Ordinances of the City of Winters, 2011-07, 2011-08, 2011-09, and 2011-10 Amending and Adding chapters to the Winters Municipal Code pertaining to Single Room Occupancy Units, Emergency Shelters, Manufactured and Factory-Built Homes, and Second Residential Units

RECOMMENDATION: Staff recommends that the City Council take the following actions: 1) Receive the staff report; 2) Waive second reading, read by title only, and adopt:

- a) An Ordinance amending Winters Municipal Code Sections 17.04.140, 17.52.020, 17.58.050, and 17.72.020 and adding Chapter 17.122 regarding Single Room Occupancy Units
- b) An Ordinance amending Winters Municipal Code Sections 17.52.020 and 17.72.020 and adding Chapter 17.121 regarding Emergency Shelters
- c) An Ordinance amending Winters Municipal Code Sections 17.04.140 and 17.52.020 and Chapter 17.92 regarding Manufactured and Factory-Built Homes
- d) An Ordinance amending Winters Municipal Code Section 17.60.070 regarding Second Residential Units

BACKGROUND: The State of California requires all local jurisdictions to plan to provide housing for every segment of the local population. Each jurisdiction has a responsibility to institute policies and programs designed to encourage the provision of housing that is affordable to its citizens. As stated in Government Code 65580 (d):

Local and state governments have a responsibility to use the powers vested in them to facilitate the improvement and development of housing to make adequate provision for the housing needs of all economic segments of the community.

To meet this affordable housing planning requirement, every jurisdiction prepares a Housing Element

section of its General Plan. The Housing Element is just one of seven mandated General Plan elements.

State law requires that Housing Elements be periodically reviewed and updated. The City of Winters Housing Element Update for the 2008-2013 planning period was adopted by the City Council on September 1, 2009. As part of the Housing Element Update, City staff prepared an implementation program which sets forth a five-year schedule of actions that the City was undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the Housing Element. These actions include the administration of land use and development controls, provision of regulatory concessions and incentives, and the utilization of appropriate federal and state financing and subsidy programs.

Since the adoption of the current Housing Element update, the City Council adopted Ordinance 2009-18, repealing Section 17.60.030 (B) and adding Chapter 17.200 to the Winters Municipal Code pertaining to Affordable Housing Requirements. The substantive change resulting from the addition of Chapter 17.200 is that it establishes an exemption from an affordable housing obligation for infill projects of 15 dwelling units or less constructed in the Redevelopment Agency Project Area. The exemption was previously granted to projects of 4 dwelling units or less. These changes were first vetted through the Affordable Housing Steering Committee, with numerous stakeholders involved in the meetings that led to the recommendation that was ultimately adopted by City Council. The stakeholder participants included Legal Services of Northern California, the Yolo County Housing Authority, non-profit affordable housing developers, and for-profit developers.

California Government Code Section 65400 requires each governing body (City Council or Board of Supervisors) to prepare an annual report on the status and progress in implementing the jurisdiction's housing element of the general plan using forms and definitions adopted by the California Department of Housing and Community Development. In the City's progress report for the 2009 Reporting Period, staff revised the goal of completing revisions to the Zoning Ordinance in 2009 to 2011 due to the change in the Redevelopment Agency's outside legal counsel.

The attached ordinances address the proposed changes to the Winters Municipal Code that are directly from Chapter 4 (Implementation Plan) of the current Housing Element Update. These changes are as follows:

- 1) **Amendment to Winters Municipal Code, Section 17.60.070 (Second Residential Units) -** The City will revise its Zoning Ordinance with regard to secondary dwelling units to bring it current with State Law. Through the Zoning Ordinance, the City shall continue to allow secondary dwelling units in residential zones, subject to criteria concerning floor area, relationship to principal residence, required parking, and other features. Development of secondary residential units shall be encouraged through flexible application of the City's development standards.
- 2) **Amendment to Winters Municipal Code, Sections 17.52.020 and 17.72.020 and adding Chapter 17.121 to the Winters Municipal Code regarding Emergency Shelters -** The City will revise the Zoning Ordinance to permit year round emergency shelters in R-3, R-4, C-2, and

PQP zones as a permitted use without the requirement for a conditional use permit. Emergency shelters will be subject to the same development and management standards as other permitted uses in the R-3, R-4, C-2, and PQP zones. In addition, the City will develop written, objective standards for emergency shelters to regulate the following, as permitted under Chapter 633, Statutes of 2007 (SB 2):

- a. The maximum number of beds/persons permitted to be served nightly;
 - b. Off-street parking based on demonstrated need, but not to exceed parking requirements for other residential or commercial uses in the same zone;
 - c. The size/location of exterior and interior onsite waiting and client intake areas;
 - d. The provision of onsite management;
 - e. The proximity of other emergency shelters, provided that emergency shelters are not required to be more than 300 feet apart;
 - f. The length of stay;
 - g. Lighting;
 - h. Security during hours that the emergency shelter is in operation.
- 3) **Amendment to Winters Municipal Code, Sections 17.04.140 and 17.52.020 and Chapter 17.92 regarding manufactured homes and factory-built homes** – The City shall continue to permit manufactured homes on permanent foundations in all zones that permit single-family homes according to the same development standards as site-built homes. The Zoning Ordinance will be revised to specifically mention manufactured and factory-built housing. Such housing will be mentioned as specifically being allowed in R-R, R-1, and R-2 zoned by right and in R-4 zones with a Conditional Use Permit, which is the same for all single-family homes.
- 4) **Amendment to the Winters Municipal Code, Sections 17.08.050, 17.52.020, 17.58.050, and 17.72.020, and the addition of Winters Municipal Code, Section 17.60.090 regarding single room occupancy units** – The City shall revised the Zoning Ordinance to specifically address the development of single-room occupancy dwellings (SROs). The City believes that SROs are an important housing resource for extremely low-and very low-income households. The Zoning Ordinance revisions shall be undertaken with the goal of encouraging and facilitating the development of new SROs and the preservation of existing structures for such use. SRO housing will be allowed by right in R-3 and R-4 zones and with a Conditional Use Permit in C-2 zones.

The proposed Ordinances were reviewed by the Affordable Housing Steering Committee (AHSC) on October 19, 2011. The AHSC recommended the proposed Ordinances with modifications to the Planning Commission. On November 8, 2011, a Public Hearing was held, and the Planning Commission reviewed and recommended approval of all four ordinances to the City Council.

The proposed Ordinances were introduced to the City Council on November 15, 2011. A public hearing was also held. The City Council waived the first reading, read by title only, and introduced the proposed Ordinances.

PROJECT NOTIFICATION: Public notice for the public hearing on this project was prepared by the Community Development Department's Administrative Assistant in accordance with notification procedures set forth in the City of Winters' Municipal Code and State Planning Law. Legal notices were published in the Winters Express on Thursday, November 3, 2011. At the November 15, 2011 City Council meeting, the City Council scheduled the second reading of the Ordinances for the regularly scheduled City Council meeting on December 6, 2011.

ENVIRONMENTAL ASSESSMENT: The proposed Ordinances are exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061 (b)(3).

RECOMMENDATION: Staff recommends that the City Council approve the proposed Ordinances by making four affirmative motions as follows:

1. I MOVE THAT THE WINTERS CITY COUNCIL WAIVE THE SECOND READING, READ BY TITLE ONLY, AND ADOPT AN ORDINANCE OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTIONS 17.04.140, 17.52.020, 17.58.050, AND 17.72.020 AND ADDING CHAPTER 17.122 REGARDING SINGLE ROOM OCCUPANCY UNITS
2. I MOVE THAT THE WINTERS CITY COUNCIL WAIVE THE SECOND READING, READ BY TITLE ONLY, AND ADOPT AN ORDINANCE OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTIONS 17.52.020 AND 17.72.020 AND ADDING CHAPTER 17.121 REGARDING EMERGENCY SHELTERS
3. I MOVE THAT THE WINTERS CITY COUNCIL WAIVE THE SECOND READING, READ BY TITLE ONLY, AND ADOPT AN ORDINANCE OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTIONS 17.04.140 AND 17.52.020 AND CHAPTER 17.92 REGARDING MANUFACTURED AND FACTORY-BUILT HOMES
4. I MOVE THAT THE WINTERS CITY COUCIL WAIVE THE SECOND READING, READ BY TITLE ONLY, AND ADOPT AN ORDINANCE OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTION 17.60.070 REGARDING SECOND RESIDENTIAL UNITS

ALTERNATIVES: The City Council may modify the Ordinances or the City Council may choose to not adopt the Ordinances.

ATTACHMENTS:

- A. An Ordinance amending Winters Municipal Code Sections 17.04.140, 17.52.020, 17.58.050, and 17.72.020 and adding Chapter 17.122 regarding Single Room Occupancy Units
- B. An Ordinance amending Winters Municipal Code Sections 17.52.020 and 17.72.020 and adding Chapter 17.121 regarding Emergency Shelters
- C. An Ordinance amending Winters Municipal Code Sections 17.04.140 and 17.52.020 and

- Chapter 17.92 regarding Manufactured and Factory-Built Homes
- D. An Ordinance amending Winters Municipal Code Section 17.60.070 regarding Second Residential Units

ORDINANCE 2011-07

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTIONS 17.04.140, 17.52.020, 17.58.050, AND 17.72.020 AND ADDING CHAPTER 17.122 TO THE WINTERS MUNICIPAL CODE REGARDING SINGLE ROOM OCCUPANCY UNITS

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

SECTION 1 PURPOSE

The purpose of this ordinance is to amend and update Sections 17.04.140, 17.52.020, 17.58.050, and 17.72.020 and to add Chapter 17.122 to the Winters Municipal Code concerning single room occupancy units in order to comply with the City's adopted housing element.

SECTION 2 FINDINGS

The City Council hereby finds and determines as follows:

- A. The State Department of Housing and Community Development recognizes that Single Room Occupancy units can provide a valuable form of affordable private housing for lower-income individuals, seniors, and persons with disabilities;
- B. The Winters 2008 Housing Element identified revising the Zoning Ordinance to address the development of single-room occupancy dwellings as Implementation Program II.24;
- C. The proposed amendments to Sections 17.04.140, 17.52.020, 17.58.050, and 17.72.020 and the proposed Chapter 17.122 of the Winters Municipal Code will complete Implementation Program II.24 of the Winters 2008 Housing Element. Specifically, the new chapter of, and amendments to, the Zoning Ordinance will provide development standards and a permitting process for single room occupancy facilities; and
- D. The proposed amendments to Sections 17.04.140, 17.52.020, 17.58.050, and 17.72.020 and the proposed Chapter 17.122 of the Winters Municipal Code is consistent with the goals and policies in the General Plan in that the outlined regulations will further bring the Zoning Ordinance into compliance with the outlined Implementation Programs necessary through the 2008-2013 Housing Element planning period.

SECTION 3 Section 17.04.140 of the Winters Municipal Code is hereby amended to read as follows:

17.04.140 Definitions.

"Single-Room Occupancy" shall mean a facility providing dwelling units where each unit has a minimum floor area of 150 feet and a maximum floor area of 400 square feet. These dwelling units may have kitchen or bathroom facilities and shall be offered on a monthly basis or longer.

SECTION 8 Chapter 17.122 is hereby added to the Winters Municipal Code to read as follows:

Chapter 17.122 SINGLE ROOM OCCUPANCY UNITS

Sections:

17.122.010 Purpose and intent.

17.122.020 Definitions.

17.122.030 Standards.

17.121.010 Purpose and Intent.

It is the purpose and intent of this chapter to regulate the development and operation of Single Room Occupancy land uses. Single Room Occupancy (SRO) units provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless individuals.

17.122.020 Definitions.

For the purposes of this chapter, the following word shall have the meaning respectively ascribed to it in this section.

"Single Room Occupancy" means a facility providing six or more dwelling units where each unit has a minimum floor area of 150 feet and a maximum floor area of 400 square feet. These dwelling units may have kitchen or bathroom facilities and shall be offered on a monthly basis or longer.

17.122.030 Standards.

A. Single Room Occupancy Units. The following standards apply to single room occupancy units. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this Section shall apply.

1. Unit size. The minimum size of a unit shall be 150 square feet and the maximum size shall be 400 square feet.
2. Bathroom facilities. An SRO unit is not required to but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink, and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided, common bathroom facilities shall be provided in accordance with California Building Code for congregate residences with at least one full bathroom per every three units on a floor.
3. Kitchen. An SRO unit is not required to but may contain partial or full kitchen facilities. A full kitchen includes a sink, a refrigerator, and a stove, range top, or oven. A partial kitchen is missing at least one of these appliances. If a full kitchen is not provided, common kitchen facilities shall be provided with at least one full kitchen per floor.
4. Closet. Each SRO shall have a separate closet.
5. Code Compliance. All SRO units shall comply with all requirements of the California Building Code.

B. Single Room Occupancy Facilities. In addition to the development standards in the underlying zoning district, the following standards apply to single room occupancy facilities. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this Section shall apply.

1. Density. A Single Room Occupancy Facility is not required to meet density standards of the General Plan.

2. Common Area. *Four square feet of interior common space per unit shall be provided, with at least 200 square feet in area of interior common space, excluding janitorial storage, laundry facilities, and common hallways. All common areas shall comply with all applicable ADA accessibility and adaptability requirements.*
3. Bathroom facilities. *If private bathing facilities are not provided for each unit, shared shower or bathtub facilities shall be provided in accordance with the most recent edition of the California Building Code for congregate residences with at least one full bathroom (including toilets, sinks, and bathing facilities) per every three units on a floor. The shared shower or bathtub facility shall be accessible from a common area or hallway. Each shared shower or bathtub facility shall be provided with an interior lockable door.*
4. Laundry Facilities. *Laundry facilities shall be provided in a separate room at the ratio of one washer and dryer for every 10 units, with at least one washer and dryer per floor.*
5. Cleaning Supply Room. *A cleaning supply room or utility closet with a wash tub with hot and cold running water shall be provided on each floor of the SRO facility.*
6. Management Plan. *A management plan shall be submitted with the development application for an SRO facility and shall be approved by the Community Development Director and Housing Programs Manager. The management plan must address management and operation of the facility, rental procedures, safety and security of the residents and building maintenance.*
7. Facility Management. *An SRO facility with 10 or more units shall have an on-site manager. An SRO facility with less than 10 units shall provide a management office on-site.*
8. Parking. *Parking shall be provided for a SRO facility at a rate of one parking space per unit plus an additional space for the on-site manager. Different parking standards apply in the Form Based Code Area. See Chapter 17.58, Section 17.58.060, Table 17.58-15: Parking.*
9. Accessibility. *All SRO facilities shall comply with all applicable ADA accessibility and adaptability requirements.*
10. Existing Structures. *An existing structure may be converted to an SRO facility, consistent with the provisions of this Section.*

SECTION 9 CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FINDING

This ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that the ordinance will not have a significant effect on the environment; therefore, the ordinance is not subject to CEQA.

SECTION 10 SCOPE

Except as set forth in this ordinance, all other provisions of the Winters Municipal Code shall remain in full force and effect.

SECTION 11 SEVERABILITY

if any section, subsection, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 12 EFFECTIVE DATE

This ordinance shall become effective thirty (30) days from and after its passage and adoption, provided it is published in full or in summary within twenty (20) days after its adoption in a newspaper of general circulation in the City.

The foregoing ordinance was introduced on November 15, 2011, and passed and adopted during a regular meeting of the City Council of the City of Winters, this 6 day of December, 2011, by the following vote to wit:

- AYES: Council Member(s):
- NOES: Council Member(s):
- ABSENT: Council Member(s):
- ABSTAIN: Council Member(s):

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK

Effective: January 5, 2012

ORDINANCE 2011-08

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WINTERS AMENDING WINTERS MUNICIPAL CODE SECTIONS 17.52.020 AND 17.72.020 AND ADDING CHAPTER 17.121 TO THE WINTERS MUNICIPAL CODE REGARDING EMERGENCY SHELTERS

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

SECTION 1 PURPOSE

The purpose of this ordinance is to amend and update Sections 17.52.020 and 17.72.020 and to add Chapter 17.121 to the Winters Municipal Code concerning emergency shelters in order to comply with the requirements of state law under California Government Code Section 65583.

SECTION 2 FINDINGS

The City Council hereby finds and determines as follows:

- A. Chapter 633, Statutes of 2007 (SB 2) clarifies and strengthens housing element law to ensure zoning encourages and facilitates emergency shelters and limits the denial of emergency shelters under the Housing Accountability Act;
- B. The Winters 2008 Housing Element identified revising the Zoning Ordinance to permit year-round emergency shelters in the R-3, R-4, C-2 and PQP zones as Implementation Program II.7;
- C. The proposed amendments to Section 17.52.020 and 17.72.020 and the addition of Chapter 17.121 of the Winters Municipal Code will complete Implementation Program II.7 of the Winters 2008 Housing Element. Specifically, the new chapter of, and amendments to, the Zoning Ordinance will provide development standards and a permitting process for emergency shelters; and
- D. The proposed amendments to Section 17.52.020 and 17.72.020 and the addition of Chapter 17.121 of the Winters Municipal Code is consistent with the goals and policies in the General Plan in that the outlined regulations will further bring the Zoning Ordinance into compliance with the outlined Implementation Programs necessary through the 2008-2013 Housing Element planning period.

SECTION 3 Section 17.52.020 of the Winters Municipal Code is hereby amended to read as follows:

17.52.020 Land Use/Zone Matrix

	R-3	R-4	C-2	PQP
Emergency Shelter	CP	CP	CP	CP

SECTION 4 Section 17.72.020 of the Winters Municipal Code is hereby amended to read as follows:

17.72.020 Number of Spaces Required

Emergency Shelter Per-Use Permit 2 spaces for staff per facility
1 space/6 occupants

SECTION 5 Chapter 17.121 is hereby added to the Winters Municipal Code to read as follows:

Chapter 17.121 EMERGENCY SHELTERS

Sections:

17.121.010 Purpose and intent.

17.121.020 Definitions.

17.121.030 Location of emergency shelters.

17.121.040 Standards.

17.121.010 Purpose and Intent.

This chapter establishes use and development regulations for emergency shelter facilities in accordance with state law and the city's adopted housing element. In accordance with state law, local communities have a responsibility to provide adequate sites for emergency shelters that serve homeless individuals and families. The goal of emergency shelters is to address acute needs of individuals and families by providing basic residential facilities and may include programs that help residents find available social services. Consistent with the findings of the state legislature, the city recognizes the need for, and the benefit of, temporary housing and services for homeless persons and families. This chapter is intended to allow for the development of emergency shelter facilities in conjunction with specified uses and in particular zoning districts, subject to development and operational standards that minimize potential adverse impacts on nearby properties and the community as a whole.

17.121.020 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meaning respectively ascribed to them in this section.

"Emergency shelter" means a building providing temporary shelter for persons in distressed circumstances, including temporary housing for homeless persons. Counseling services as well as temporary room or board may be provided.

"Religious institution" means an institution that people regularly attend to participate in or hold religious services, meetings, and other activities, including a church or other place of religious worship in which religious services of any denomination are held.

17.121.030 Location of emergency shelters.

Emergency shelters are permitted in conjunction with religious facilities, subject to the location restrictions identified in this Section. Emergency shelters are further permitted by right in the multifamily residential (R-3), high density multifamily residential (R-4), central business district (C-2), and public quasi-public (PQP) zoning districts as a permitted use without a conditional use or other discretionary permit. Emergency shelters shall not be located within three hundred feet of an existing emergency shelter facility, measured from the closest point on each property line.

17.121.040 Standards.

In addition to the development standards in the underlying zoning district, the following standards apply to emergency shelters, and each emergency shelter shall comply with the standards set forth in this Section. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this Section shall apply. Nothing in this Section modifies the requirements for approval of a religious institution as otherwise provided in this Code.

- A. Facility compliance with applicable state and local standards and requirements.
 - 1. If an emergency shelter operates a program incidental to the emergency shelter, it shall comply with all federal, state and local licensing requirements for such program.
- B. Physical Characteristics.
 - 1. An emergency shelter shall comply with applicable state and local housing, building, and fire code requirements.
 - 2. An emergency shelter shall have on-site security during all hours when the shelter is open.
 - 3. An emergency shelter shall provide exterior lighting on pedestrian pathways and parking lot areas on the property. Lighting shall reflect away from residential areas and public streets.
 - 4. If the emergency shelter is proposed in conjunction with a religious institution, the area utilized for emergency shelter facilities may not exceed 50 percent of the total floor area used for the religious institution.
 - 5. Where a day care facility or elementary or middle school is operated on the same site as an emergency shelter, the day care and school facilities must be separated from the emergency shelter facilities by means to prevent access from one facility to the other.
- C. Limited Number of Beds per Facility. Emergency shelters accessory to a religious institution shall not exceed 10 beds. Other emergency shelters located in the City's zoning districts specified in this Chapter shall not exceed 20 beds.
- D. Limited Terms of Stay. The maximum term of staying at an emergency shelter is 6 months in any consecutive 12-month period.
- E. Parking. The emergency shelter shall provide on-site parking at a rate of 2 spaces per facility for staff plus 1 space for every 6 occupants, determined by the emergency shelter's maximum capacity.
- F. Emergency Shelter Management Plan. Prior to the operation of the emergency shelter and annually thereafter, the shelter shall prepare and file a management plan with the Community Development Department that discusses operational rules and standards, including, but not limited to, standards governing expulsions, lights-out, client supervision, client services, and food services. The plan shall also include a floor plan that demonstrates compliance with the physical standards required by this chapter.

SECTION 6 CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FINDING

This ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that the ordinance will not have a significant effect on the environment and is, therefore, not subject to CEQA.

SECTION 7 SCOPE

Except as set forth in this ordinance, all other provisions of the Winters Municipal Code shall remain in full force and effect.

SECTION 8 SEVERABILITY

If any section, subsection, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 7 EFFECTIVE DATE

This ordinance shall become effective thirty (30) days from and after its passage and adoption, provided it is published in full or in summary within twenty (20) days after its adoption in a newspaper of general circulation in the City.

The foregoing ordinance was introduced on November 15, 2011, and passed and adopted during a regular meeting of the City Council of the City of Winters on December 6, 2011, by the following vote to wit:

- AYES: Council Member(s):
- NOES: Council Member(s):
- ABSENT: Council Member(s):
- ABSTAIN: Council Member(s):

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK

Effective: January 5, 2011

ORDINANCE 2011-09

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WINTERS AMENDING SECTIONS 17.04.140 AND 17.52.020 AND CHAPTER 17.92 OF THE WINTERS MUNICIPAL CODE REGARDING MANUFACTURED HOMES AND FACTORY-BUILT HOMES

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

SECTION 1 PURPOSE

The purpose of this ordinance is to amend and update Sections 17.04.140 and 17.52.020 and Chapter 17.92 of the Winters Municipal Code (the "Code") concerning manufactured homes and factory-built homes in order to comply with the city's adopted housing element.

SECTION 2 FINDINGS

The City Council hereby finds and determines as follows:

- A. The State Department of Housing and Community Development recognizes that manufactured homes and factory-built homes provide a valuable form of affordable private housing for lower-income individuals, seniors, and persons with disabilities;
- B. The Winters 2008 Housing Element identified this as Implementation Program II.5;
- C. The proposed amendments to Section 17.04.140 and 17.52.020 and Chapter 17.92 of the Winters Municipal Code will complete Implementation Program II.5 of the Winters 2008 Housing Element. Specifically, the amendments to the Zoning Ordinance will provide development standards and a permitting process for manufactured and factory-built homes;
- D. The proposed amendments to Section 17.04.140 and 17.52.020 and Chapter 17.92 of the Winters Municipal Code is consistent with the goals and policies in the General Plan in that the outlined regulations will further bring the Zoning Ordinance into compliance with the outlined Implementation Programs necessary through the 2008-2013 Housing Element planning period.

SECTION 3 AMENDMENT TO CODE

Sections 17.04.140 and 17.52.020 and Chapter 17.92 of the Winters Municipal Code are hereby amended to read as follows:

17.04.140 Definitions.

"Factory-Built Home" means a residential building constructed in conformance with the State of California Factory-Built Housing Code. A factory-built home shall not be deemed to include a mobile home or manufactured home as defined in this Section.

“Mobilehome” means any standard make of trailer constructed and equipped in such a manner as to permit permanent occupancy thereof as living quarters for a family unit. In general, any trailer over, twenty-five (25) feet in length may be considered a mobilehome; provided, that such trailer complies with all applicable laws and regulations controlling the design, construction, equipment or occupancy thereto. Mobilehomes are considered structures for the purpose of this ~~chapter~~ title when they are parked in a mobilehome park. Small mobilehomes or trailers are defined as being five hundred (500) square feet or less in size, average mobilehomes or trailers as being five hundred one (501) to one thousand (1,000) square feet in size, and large mobile homes or trailers as being more than one thousand (1,000) square feet in size.

17.52.020 Land Use/Zone Matrix.

	R-R	R-1	R-2	R-4
Dwelling, Single Family	P ⁴	P ⁴	P ⁴	C ⁴

Footnotes

4. Manufactured homes and factory-built homes located on a permanent foundation are allowed in the specified zones by right or upon planning commission approval of a Conditional Use Permit (CUP).

CHAPTER 17.92 PRE-MANUFACTURED BUILDINGS

17.92.010 Mobilehomes as permanent dwellings.

Mobilehomes may shall be used as permanent dwellings (dwelling units) in mobile home parks subject to the following rules:

- A. The mobilehome shall have a floor area of sufficient size to be compatible with existing dwellings in the area.
- B. An enclosed storage building of at least eighty (80) square feet in size shall be provided on the same lot with the mobilehome.
- C. Approved mobilehome skirting shall be applied around the base of the mobile home so as to obscure the area beneath the unit. Wood skirting located closer than six inches to the earth shall be treated wood or wood of natural resistance to decay and termites as defined in subsection (A) of Section 2502 of the Uniform Building Code, or any amendment thereto. Metal skirting shall be galvanized or treated metal or metal resistant to corrosion, and painted. Landscaping to help screen mobilehome skirting is encouraged.
- D. The mobilehome, its installation, maintenance, use, occupancy and facilities, any permanent buildings and any mobilehome accessory buildings and structures shall be governed by the standards adopted by the California Department of Housing and Community Development.

E. Any mobilehome placed in a residential zone shall be affixed to a permanent foundation and shall comply with all the requirements of this title.

F. No such mobilehome shall be permitted in the Main Street Historic District. (Ord. 97-03 § 2 (part); prior code § 8-1-6008(A))

17.92.030 Standards for Manufactured Homes and Factory-Built Homes as permanent dwellings.

A manufactured home or factory built home located on a permanent foundation on a private parcel shall:

- A. **Be occupied only as a residential use type.**
- B. **Be subject to all provisions of the Municipal Code applicable to conventional residential structures.**
- C. **Meet all development and design standards for the zone in which they are to be installed including but not limited to the parking standards in Chapter 17.72, conforming to the maximum floor area ratio, and landscape requirements, as applicable.**
- D. **Be attached to a permanent foundation in compliance with all applicable building regulations, and of the California Health and Safety Code.**
- E. **Have a minimum width of eight (8) feet and a minimum length of forty (40) feet, as set forth in the California Health and Safety Code.**
- F. **Be governed by the standards adopted by the California Department of Housing and Community Development.**
- G. **Not be permitted in the Form Based Code Regulating Plan Area.**
- H. **Obtain Design Review approval pursuant to Chapter 17.36 of this code.**
- I. **Be covered with exterior building materials and have architectural features customarily used on conventional residential housing and be approved by the Planning Commission. The exterior covering shall extend to finished grade, except that when a solid concrete or masonry perimeter foundation is used, the exterior covering material need not extend below the top of the foundation.**
- J. **Assure that the general appearance of the structure and the property is in keeping with the character of the neighborhood. To achieve this assurance, the Planning Commission shall require porches and eaves or roofs with eaves, specific roofing materials and siding when, in its opinion, it is necessary to be compatible with the dwellings in the area.**
- K. **Be provided with standard utility connections. The housing unit electrical, gas, water, and drain connections shall be made permanent in a manner applicable to permanent buildings. Gas shutoff valves, meters, and regulators shall not be located beneath the manufactured home.**

17.92.040 Modification of Standards.

Modification of the standards set forth in Section 17.92.030, paragraphs (E), (I), and (J), may be granted by the Planning Commission if it finds that such modification will not be detrimental to the public interest or surrounding residents or properties.

SECTION 4 CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FINDING

This ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), Review for Exemption, because it can be seen with certainty that the project will not have a significant effect on the environment; therefore, the project is not subject to CEQA.

SECTION 5 SCOPE

Except as set forth in this ordinance, all other provisions of the Winters Municipal Code shall remain in full force and effect.

SECTION 6 SEVERABILITY

If any section, subsection, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 7 EFFECTIVE DATE

This ordinance shall become effective thirty (30) days from and after its passage and adoption, provided it is published in full or in summary within twenty (20) days after its adoption in a newspaper of general circulation in the City.

On a motion by Council Member _____ seconded by Council Member _____, the foregoing ordinance was passed and adopted by the City Council of the City of Winters, this X day of X 2011, by the following vote to wit:

- AYES: Council Member(s):
- NOES: Council Member(s):
- ABSENT: Council Member(s):
- ABSTAIN: Council Member(s):

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK

Effective: MONTH DAY, 2011

ORDINANCE 2011-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WINTERS AMENDING SECTION 17.60.070 OF THE WINTERS MUNICIPAL CODE REGARDING SECOND RESIDENTIAL UNITS

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

SECTION 1 PURPOSE

The purpose of this ordinance is to amend and update Section 17.60.070 of the Winters Municipal Code concerning second residential units in order to comply with California Government Code Sections 65852.150 through 65852.2 and the City's adopted housing element.

SECTION 2 FINDINGS

The City Council hereby finds and determines as follows:

- A. The State Department of Housing and Community Development recognizes that second residential units provide an important source of affordable housing. By promoting the development of second residential units, a community may ease a rental housing deficit, maximize limited land resources and existing infrastructure, and assist low and moderate-income homeowners with supplemental income;
- B. The Winters 2008 Housing Element identified revisions to Section 17.60.070 concerning secondary dwelling units as Implementation Program II.4;
- C. The proposed amendments to Section 17.60.070 of the Winters Municipal Code will complete Implementation Program II.4 of the Winters 2008 Housing Element. Specifically, the amendments to the Zoning Ordinance will provide development standards and a permitting process for second residential units; and
- D. The proposed amendments to Section 17.60.070 of the Winters Municipal Code are consistent with the goals and policies in the General Plan in that the outlined regulations will further bring the Zoning Ordinance into compliance with the outlined Implementation Programs necessary through the 2008-2013 Housing Element planning period.

SECTION 3 Section 17.60.070 of the Winters Municipal Code is hereby amended to read as follows:

17.60.070 Second residential units.

~~Secondary housing units shall be conditionally allowed in any R-district on any lot subject to planning commission approval and the following regulations:~~

- A. Purpose.

The purpose of this section is to permit second residential units in single-family residential zoning districts and on residential property consistent with state law (California Government Code Sections 65852.150 through 65852.2). This section is intended to expand housing opportunities by increasing the number of housing units available within existing neighborhoods while maintaining the primarily residential character of the area. Second residential units are intended to provide livable housing at lower cost while providing greater security, companionship, and family support for the occupants, consistent with the general plan.

B. Permit.

An approved Second Residential Unit permit shall be obtained prior to construction, conversion and/or development of a second residential unit. Pursuant to California Government Code section 65852.2, the Second Residential Unit permit shall be considered ministerially without any discretionary review or a hearing.

C. Data to be furnished.

Applications for Second Residential Unit permits shall be filed with the Community Development Director on forms provided by the Community Development Department.

D. Second Residential Unit Application Fee.

An application for a Second Residential Unit permit shall be accompanied by a fee established by resolution of the City Council to cover the cost of handling the application as prescribed in this subsection.

E. Development Standards

All second residential units shall comply with the following development standards:

1. A- The maximum area of floor space of any second residential unit shall not exceed twelve hundred (1,200) square feet of living area on lots with a net lot area of twenty thousand (20,000) square feet or more and seven hundred fifty (750) square feet of living area on lots with a net lot area of less than twenty thousand (20,000) square feet. A second residential unit may be attached to or detached from the principal residence.
2. B- The site on which the proposed second residential unit is to be located meets the minimum lot size requirements for the zone in which it is located, and in no instance is less than seven thousand (7,000) square feet.
3. C- Construction under this section shall be subject to zoning requirements applicable to residential construction in single and multifamily zones, except as modified by the conditions of this section.

4. ~~D.~~ Second residential units shall be subject to the payment of building and community development fees as established under the Municipal Code and/or by city council action.
5. ~~E.~~ ~~Second residential units shall also pay for city services as a separate and independent residence under this code.~~
6. ~~F.~~ ~~The second residential unit must be located on the same lot or parcel on which the owner of record currently maintains his or her principal place of residence, and either the second residential unit or principal unit will be owner occupied. The owner shall record a deed restriction to this effect.~~
5. ~~G.~~ The lot on which the second residential unit is proposed shall contain a principal residence at the time of construction of the second unit. In the case of vacant lots, the principal residence and second residential unit may be constructed at the same time.
6. ~~H.~~ The second residential unit is self-contained with its own separate entrance, kitchen and bathroom ~~which~~ ***and shall*** comply with all applicable building, fire, energy and other health and safety codes.
7. ~~I.~~ Only one second residential unit shall be allowed for each principal residence per lot, ~~and shall be occupied by a maximum of two people.~~ ***A second residential unit shall not be permitted on a lot already having two or more dwelling units located thereon and shall not be permitted in addition to a guest dwelling. A guest dwelling shall not be permitted on any lot developed with a second residential unit.***
8. ~~J.~~ The second residential unit shall be in compliance with all current zoning requirements, including structure height and yard setbacks. No second residential unit shall be constructed forward of the line of a principal residence. Consistent with the general plan, second residential units ***that front on alleys*** shall be encouraged ~~which front on alleys.~~
9. ~~K.~~ One off-street parking space shall be provided for every second residential unit, in addition to parking required for the principal residence. ***When development of the second residential unit displaces existing required off-street parking (e.g., conversion of a garage) the required parking shall be replaced on the property in compliance with the Off-Street Parking regulations.***
10. ~~L.~~ Not more than forty (40) percent of the front yard of a parcel, inclusive of second residential unit off-street parking requirements, shall be devoted to a driveway.

11. ~~M~~. The second residential unit shall not cause excessive noise, traffic congestion, parking congestion or overloading of public facilities.
12. ~~N~~. Separate hookups for city services and/or utilities may be required as determined by city standards as applied by city staff or by the appropriate public utility.
13. ~~O~~. Second residential units shall achieve architectural continuity with the principal residence and with the character of the surrounding neighborhood, as determined by the planning commission. No entrance to a second residential unit shall be located on the front building elevation of the principal residence if the second residential unit is attached to the residence, in order to maintain the appearance of the structure as a single-family unit.
14. ~~P~~. A second residential unit may be sold separately from the parcel on which it is located only if subdivided and the resultant parcels meet all applicable city development and Subdivision Map Act regulations, including minimum lot size, site coverage, lot depth/width, and yard setback standards. (Ord. 97-03 § 2 (part); prior code § 8-1.5307)
15. *The size of the second residential unit shall be counted towards the maximum floor area ratio (FAR) for the site.*
16. *Second residential unit permits shall not be issued for second residential units that result in adverse impacts to the adequacy of water and sewer services, and/or that result in adverse impacts on traffic flow, and/or that result in adverse impacts on any real property that is listed in the California Register of Historic Places.*
17. *All new construction, or exterior alterations to existing structures proposed under the second residential unit permit may be subject to design review as prescribed in Chapter 17.36 of this Title, except that design review shall be conducted ministerially without any discretionary review or a hearing.*

F. Existing Second Residential Units.

This section shall in no way validate an illegal second residential unit. An application for a Second Residential Unit permit may be made pursuant to the provisions of this chapter to convert an illegal second residential unit to a lawful second residential unit, or to allow for the replacement, alteration or expansion of an existing nonconforming second residential unit. The conversion of an illegal second residential unit to a lawful second residential unit, or the replacement, alteration or expansion of an existing nonconforming second residential unit shall be subject to the requirements of this chapter.

This ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that the ordinance will not have a significant effect on the environment and is, therefore, not subject to CEQA.

SECTION 5 SCOPE

Except as set forth in this ordinance, all other provisions of the Winters Municipal Code shall remain in full force and effect.

SECTION 6 SEVERABILITY

If any section, subsection, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 7 EFFECTIVE DATE

This ordinance shall become effective thirty (30) days from and after its passage and adoption, provided it is published in full or in summary within twenty (20) days after its adoption in a newspaper of general circulation in the City.

The foregoing ordinance was introduced on November 15, 2011, and passed and adopted during a regular meeting of the City Council of the City of Winters on December 6, 2011 by the following vote to wit:

- AYES: Council Member(s):
- NOES: Council Member(s):
- ABSENT: Council Member(s):
- ABSTAIN: Council Member(s):

Woody Fridae, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK

Effective: January 5, 2012



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Sergio Gutierrez, Chief of Police *[Signature]*
SUBJECT: Yolo County Community Corrections Operational Agreement and Funding Agreement

RECOMMENDATIONS: The Staff recommends the City Council adopt the Community Corrections Operational Agreement and Funding Agreement between the City of Winters and the Yolo County Probation Department.

BACKGROUND:

These agreements stem from the Public Safety Realignment in accordance with AB 109 for the Yolo County Community Corrections Program that involves the Winters Police Department.

The Operational Agreement affirms the protocols, roles, and responsibilities between each agency in order to support the process and share information regarding Post Release Community Supervision [PRCS] subjects. The information will consist of contacts, compliance checks, cross-department collaboration, and any other information required and mutually agreed upon.

The Funding Agreement is set on a fixed amount of \$7,500 for the remainder of the 2011-2012 fiscal year [ending June 30, 2012] to cover overtime cost for officers who are assigned to a special task involving the Community Corrections Program. This funding would be used to minimize the impacts of routine patrol duties by operating outside their normal patrol schedules.

There are still situations and circumstances that may require a patrol officer to become involved during the normal course of their duties.

These agreements shall expire June 30, 2012 and shall require the City's approval for

adoption for the subsequent fiscal year(s).

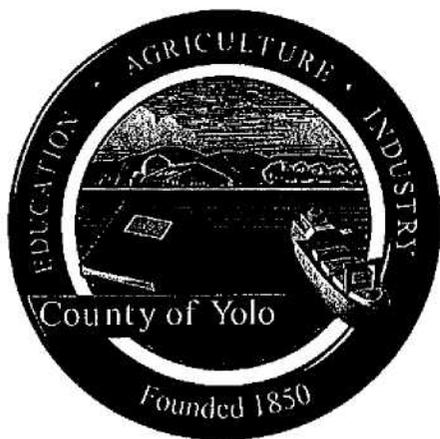
The Staff is recommending the City Council adopt these two agreements to continue the process.

FISCAL IMPACTS:

None. Unless the \$7,500 is depleted.

ATTACHMENTS:

- County of Yolo Operational Agreement between Winters and Yolo County Probation Department
- Funding Agreement between the City of Winters and the Yolo County Probation Department to facilitate the implementation of Assembly Bill 109



County Of Yolo

Operational Agreement

between

Winters Police Department

and

Yolo County Probation Department

November 6, 2011

I. Purpose

The purpose of this Operational Agreement (OA) is to set forth the responsibilities and expectations of the participating departments related to the supervision of persons subject to Post Release Community Supervision (PRCS) and other community corrections populations under the jurisdiction of the Yolo County Probation Department. Working together, the participating departments will endeavor to effectively enforce the tenets of Assembly Bill (AB) 109, subsequent clarifying legislation, and other laws and regulations surrounding the community corrections population, with respect to the supervision of persons and the sharing of data between departments.

II. Participating Departments

The following departments are participants in this OA:

- Winters Police Department (Police)
- Yolo County Probation Department (Probation)

III. Roles and Responsibilities

The following matrix identifies the roles and responsibilities of the participating departments.

Role/ Task	Police	Probation
Designate multiple Points of Contact (POC)	√	√
POCs communicate weekly	√	√
Attend monthly County investigative meetings	√	√
Designate a process for police officer access to an on-call (24/7) Probation Officer		√
Share information from the Field Interview (FI) cards	√	
Track impact of supervised persons on local law enforcement	√	√
Track all compliance checks conducted on supervised persons	√	√
Track actions between participating departments	√	√
Maintain the Probation Mapping System and make it available to all participating departments		√

IV. Initial Training

To ensure that all participating departments are familiar with the Community Corrections Case Management model utilized by the Yolo County Probation Department to supervise/case manage at-risk persons, designated staff from the Winters Police Department will be included in the Community Corrections Case Management training to be held in November 2011, and in follow-up training sessions as deemed necessary.

Additionally, the Yolo County Probation Department will provide a PowerPoint presentation to Winters Police Department personnel, containing foundational information about AB 109, associated legislation, policies, and procedures. The Winters Police Department will ensure that this information is disseminated throughout the department to all patrol officers and other pertinent staff. The Yolo County Probation Department will answer questions regarding AB 109.

V. Law Enforcement Support

Each participating department agrees to provide a staff member to serve as the department's Point of Contact (POC). Each participating department's POC will assist in coordinating multi-agency trainings, meetings, field operations, enforcement activities, data sharing, information exchange, and other unforeseen realignment-related activities/issues as they develop. Additionally, the Yolo County Probation Department agrees to provide the most recent and accurate information regarding the residence of offenders and performance-on-supervision for high-risk offenders who are under community corrections supervision.

VI. Communication

Consistent and two-way communication is essential to ensure that all participating departments are informed of activities relating to supervised persons. The following identifies activities that are critical to ensure that consistent communication is maintained:

Point of Contact Designation

Each participating department will designate a POC to facilitate communication between the departments. Each participating department will immediately notify the other of any POC changes during the term of this OA. The POC is responsible for receiving, consolidating, and disseminating information regarding all supervised persons to the appropriate POC within each participating department. Points of Contact, for the police department, by position, are:

Primary POC – Operations Supervisor

Records Manager – Karla Ferguson

Officer –

Community Services Officer – Gail Jimenez

On-Call Probation Officer

Effective October 1, 2011, the Yolo County Probation Department will designate an on-call (24/7) Probation Officer to specifically address questions after regular business hours related to arrests of

the PRCS population. The Officer can be reached at 530-681-6442. This number is available to all law enforcement officers via the LEADS (Law Enforcement Automated Data System).

Weekly Communication

The POCs from each participating department will communicate weekly to share intelligence relating to all supervised persons. This weekly communication may be conducted via conference call or in person.

Monthly Investigative Meetings

A Yolo County Probation Department representative will attend the monthly investigative meetings held at 10:00 a.m. the first Wednesday of each month at the Woodland Police Department. The Yolo County Probation Department representative will show a photograph, taken upon release from the institution, of each PRCS person, and will advise all attending police department representatives of the following:

- Number of PRCS releases for the upcoming month
- Name, address, transient status and release date of each PRCS person for upcoming month
- Offenses for which each PRCS person was convicted
- All PRCS persons that are in warrant status or in abscond

Alerts

When a Probation Officer believes there may be imminent risk of a supervised person re-offending, the Yolo County Probation Department POC will immediately contact the local law enforcement agency where the supervised person resides. The Probation Officer will provide the information that has led her/him to believe the supervised person is at imminent risk of re-offending.

Access to Information

- **Pre/Post Release Packets**
Each participating department shall have full access to all pre/post release information received by the Yolo County Probation Department from the California Department of Corrections and Rehabilitation (CDCR). The Probation Department will scan and email such information to the identified police department's POC.
- **Probation Mapping System**
The Yolo County Probation Department will maintain the Probation Mapping System, and upgrades will be made to ensure a layer of all high risk persons and their residences. This information will be made available to all participating departments.
- **Field Interview Cards**
Patrol officers from each participating department will share information from the Field Interview (FI) cards, for at least the PRCS population (with the goal of sharing information for the entire high risk community corrections population, as soon as practicable), with the

Yolo County Probation Department. The patrol officers can provide FI card information to the Yolo County Probation Department POC in one of the following ways:

- Scan the card and email it to the POC
- Fax the information to the POC at fax number 530-661-1211

The Yolo County Probation Department POC will monitor each of these means of communication on a daily basis.

The Yolo County Probation Department will use the information gathered from the FI cards to compile intelligence regarding PRCS persons to track the contact patterns between the supervised population and local law enforcement.

Use of LEADS (Law Enforcement Automated Data System)

The Supervised Release File (SRF) maintained by the Department of Justice does not currently identify a PRCS person as such. System updates, to enable this identification, may be completed within the next six months. Until that time, patrol officers must rely on LEADS when checking on the status of persons in the field. The LEADS System will provide to officers the Yolo County Probation Officer on-call phone number.

Sharing of Face Sheets

Upon receipt of the Pre-Release Packet from the releasing institution, the Yolo County Probation Department will notify the police department where the PRCS person will potentially be released. The Yolo County Probation Department will send to that police department, via electronic mail, a face sheet for the person who is to be potentially released into that police department's jurisdiction for the upcoming month. The face sheet will contain the following information:

- Name
- Date of birth
- Offenses
- Address or transient status
- Release date
- Photo (if CDCR includes one, if not attempt will be made to include Yolo County Jail photo if one exists)

After the Yolo County Probation Officer has completed the initial interview with the PRCS person and confirmed the person's residence, a second face sheet will be sent, via electronic mail (in PDF format), to the police department POC in the jurisdiction in which the PRCS person resides. The second face sheet will contain the following information:

- Any updates to the information provided in the first face sheet
- A current photo taken by the Yolo County Probation Officer

Sharing Information Across Counties

If the Yolo County Probation Department receives information regarding a PRCS person from a neighboring county, the Probation Department POC will attempt to make that information available to all Yolo County law enforcement agencies.

VII. Enforcement of Violation of Post Release Community Supervision

When notified by a local law enforcement officer that a PRCS or other supervised person is exhibiting non-compliant behavior, the Yolo County Probation Department will utilize established department processes, including the Violation of Probation (VOP) matrix, to determine the appropriate action to be taken, which may include arrest, either for “flash incarceration” or pending revocation by the Court.

Law enforcement officers are prohibited from arresting a PRCS person on a technical violation without the approval of the Yolo County Probation Department. Arrests for a new offense (fresh arrests) are not subject to approval by the Yolo County Probation Department.

VIII. Data Analysis

Sharing data is critical to the effective monitoring of the community corrections population and to the associated supervision activities on local law enforcement and the community as a whole. The following identifies the type of data that will be tracked, analyzed, and evaluated.

- **Field Information Cards**
The Yolo County Probation Department will use information from the FI cards to track the impact that PRCS and other supervised persons have on local law enforcement.
- **Compliance Checks**
The participating departments will track information gathered during compliance checks on PRCS and other supervised persons. This information will be used to identify the impact PRCS and other supervised persons have on the community.
- **Cross-Department Collaboration**
Both the Yolo County Probation Department and all participating police departments will track information pertaining to work conducted in tandem (compliance checks, serving warrants, making arrests, etc.).

A collaborative analysis of available data will be undertaken to ensure that data tracking methods are as unobtrusive as possible, relying on existing data and business processes whenever possible.

A workgroup has been established to work on both short and long-term specific data elements to be collected and/or examined as this process moves forward. As such, the terms of this section of this agreement may change substantially. Changes will be made upon mutual agreement.

**FUNDING AGREEMENT BETWEEN THE CITY OF WINTERS AND THE YOLO
COUNTY PROBATION DEPARTMENT TO FACILITATE THE IMPLEMENTATION
OF ASSEMBLY BILL 109**

THIS AGREEMENT is entered into this 7th day of November, 2011, between the City of Winters (“Winters”) and the Yolo County Probation Department (“Probation Department”) (“Agreement”).

WHEREAS, the Winters Police Department and the Probation Department have been working on a set of protocols to set forth their respective departments’ responsibilities and expectations regarding the supervision of persons subject to Post Release Community Supervision (“PRCS”) and other community corrections populations under the jurisdiction of the Probation Department; and

WHEREAS, the Winters Police Department and the Probation Department desire to cooperate in sharing information and in supervising persons subject to PRCS, to further the goals of Assembly Bill No. 109 (“A.B. 109”), subsequent clarifying legislation, and other laws and regulations pertaining to the corrections population, as more specifically set forth in the MOU.

NOW, THEREFORE, the City of Winters and the Probation Department agree as follows:

1. The Probation Department will transfer \$7,500.00 dollars to Winters and Winters agrees to use these funds within the Police Department to facilitate the implementation of A.B. 109 and associated legislation, policies, and procedures, as the City in its discretion determines.
2. The Chief of the Probation Department and the Winters Police Chief may develop protocols to facilitate cooperation between the departments in accordance with the goals of A.B. 109 relating to the supervision of persons and the sharing of data.

IN WITNESS WHEREOF, the parties hereto, have duly executed this Agreement as of this 7th day of November, 2011.

CITY OF WINTERS

COUNTY OF YOLO

Dated: _____

Dated: _____



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council members
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Housing Programs Manager *DM*
SUBJECT: Request for Appointment of a City Council Member to the Board of Commissioners for the Yolo County Housing Authority

Recommended Action

That the City Council:

- 1) Appoint a member to serve as the City's representative on the Board of Commissioners for the Housing Authority of the County of Yolo (Yolo County Housing, or "YCH") in accordance with Chapter 2 of Article 37 of the Yolo County Code; and
- 2) Authorize the City Manager, or designee, to forward the name to the County Board of Supervisors for appointment to the Commission.

Background/Discussion

The Housing Authority of the County of Yolo (informally known as "Yolo County Housing" or "YCH") serves the four cities and the unincorporated county of Yolo in the provision of affordable housing. Yolo County Housing (YCH) is a body both corporate and politic and is a political subdivision of the State of California. In 1950, when YCH was created, the Board of Supervisors created an independent Housing Commission to oversee the authority's operations. This Board of Commissioners existed until 2006, when concerns over the Authority's operations resulted in the resignation of the Executive Director and of the members of the Board of Commissioners.

In June 2006, the Board of Supervisors adopted Resolution 06-91 to rescind the February 15, 1950 Resolution and to declare itself to be the Interim Board of Commissioners. Later in 2006, two tenant commissioners were also added to the Board, in conformance with State and Federal legal requirements. Since 2006, this Board has functioned as the Interim Board of Commissioners.

In a 2008 Strategic Planning session, the Interim Board of Commissioners discussed alternatives

for its transition to a permanent Board after the stabilization of YCH. The Commissioners appointed an *ad-hoc* subcommittee of members to guide that transition. As a result, the subcommittee brought back a recommendation to the full board that was sent on to the Board of Supervisors. It was recommended that the membership of YCH be broadened to encompass decision-makers from each of the cities that YCH serves, along with the County in order be representative of the areas served by YCH. That recommendation was accepted and YCH and the County began outreach to the cities through its individual city managers and through the existing 2 x 2 process. Through the 2 x 2 process, there was consensus that broadening the Board of YCH to reflect the needs of each of the represented cities made sense both from the perspective of meeting housing needs within the community, as well as from the perspective of shared services and the recent Shared Services Resolutions adopted by each City, the County and by YCH.

On March 1, 2011, the Board of Supervisors held the first reading of the proposed Ordinance, adding Article 37 to Chapter 2 of the Yolo County Code, thereby creating a Housing Commission to oversee YCH. The Board of Supervisors would remain as a five member Board of Governors, with the majority of duties delegated to the new seven member Housing Commission. The 2nd reading and adoption of the ordinance was held on March 15, 2011 and the amendment took effect April 2011.

In July and August 2011, the County and YCH considered timing and transition issues, with the proposed transition taking place in January 2012. The County and YCH are currently recruiting Commissioners for the new Housing Commission.

Housing Commission, Powers and Duties

The new Housing Commission has been created using LAFCO as its model. Accordingly, the new Board of Commissioners will be made up of the following members:

- One representative from each of the four cities, three of whom will sit on the Board of Commissioners with the fourth serving as an alternate (for the first term of the Board the alternate will be the City of Davis);
- Two at-large members from the County, who may be residents of any of the four cities and/or the unincorporated County;
- Two tenant commissioners drawn from either YCH's Voucher or Public Housing programs, one of whom is over the age of 62, in conformance with state and federal requirements.

Each of the cities, the County and YCH will forward its proposed appointments to the Board of Supervisors for appointment to the Housing Commission.

The powers and duties of the Housing Commission and Board of Governors are divided as follows:

The Board of Governors has delegated to the Board of Commissioners the authority set forth in Chapter 3, Part 2, Division 24 of the Health and Safety Code titled the "Housing Operations Law," with the following exceptions:

- The following powers, duties, and functions are not delegated to the Housing Commission:

- a. Section 3411(a) – Ability to sue and be sued;
- b. Section 3411(b) - Have a seal and alter it;
- c. Section 3411(c) - Have perpetual succession;
- d. Section 34315(d) – Acquisition of real property by eminent domain;
- e. Section 34316(b) –Purchase of bonds;
- f. Section 34325 – Eminent domain authority.

The authority to issue bonds pursuant to Article 5, Chapter 1, Part 2, Division 24 of the Health and Safety Code shall be exercised by the Board of Governors of the Housing Authority. The Housing Commission may recommend such action as the issuance of bonds or conditions relating thereto.

Additional communication between the Board of Governors and the Housing Commission would exist, principally through a quarterly 2 x 2 process and annual or bi-annual meeting of the Board of Governors.

The Housing Commission of YCH typically meets eleven (11) times per year.

FISCAL IMPACT:

There is no fiscal impact. Yolo County Housing is a separate public agency with its own funding. Commissioners with YCH are paid a stipend of \$50.00 per meeting, with a maximum of one meeting per month.

CONCLUSION:

Staff recommends that the City Council appoint one of its members to serve on the Housing Commission of the Housing Authority of the County of Yolo to represent the City in accordance with Chapter 2 of Article 37 of the Yolo County Code.



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council members
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager: *[Signature]*
FROM: Dan Maguire, Housing Programs Manager and Mary Jo Rodolfa, Executive Assistant to the City Manager
SUBJECT: City of Winters Emergency Operations Center and Yolo Operational Area Multi Hazard Mitigation Plan

RECOMMENDATION:

That the Council receives an informational report on the City of Winters Emergency Operations Center and the status of the Yolo County Hazard Mitigation Plan.

BACKGROUND:

The City of Winters is committed to having in place plans that provide for the preservation of life and the minimization of property damage during an emergency. In 2009 the City was fortunate enough to be included in a grant through the City of Woodland Fire Department with the express purpose of reviewing and updating the emergency operations plans for the cities of Woodland, Davis and Winters resulting in an updated City of Winters Emergency Operations Plan which was approved by the City Council in February 2010. The City's existing plan and supporting documents are compliant with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) policies, procedures and guidelines. Most recently, a staff training exercise was conducted on October 4, 2011 in the Emergency Operations Center (EOC) room at the new Public Safety facility during which staff reviewed the City's EOP and their roles in the event the EOC is activated.

The Federal Emergency Management Agency ("FEMA") and the Disaster Mitigation Act of 2000 ("DMA") require that local jurisdictions have plans in place to mitigate all reasonably known hazards, both natural and man-made. Future hazard mitigation grant funding is contingent upon

jurisdictions having FEMA approved hazard mitigation plans in place.

At the August 12, 2011 Council meeting, the City Council approved a Memorandum of Understanding between the City of Winters and the County of Yolo and Cities of Davis, Woodland, West Sacramento, Yocha deHe Wintun Nation and Yolo County Housing for shared Emergency Management Services, including the development of the Yolo Operational Area - Multi Hazard Mitigation Plan. The City of Winters is hosting a Hazard Mitigation Plan Public Meeting on Wednesday, December 7 from 6:00-7:00 p.m. in the Winters City Hall Council Chambers.

FISCAL IMPACT:

None



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Shelly A. Gunby, Director of Financial Management 
SUBJECT: September 2011 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for September 2011.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review. The report for September 2011 is attached.

Items of note in the attached report are as follows:

General Fund

General Fund revenues are 10% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax was will be received in January 2012.
- The first installment of Property Tax in lieu of Sales Tax will be received in January 2012.
- The first installment t of Property Tax in lieu of VLF will received in January 2012.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization.
- Municipal Services taxes are 25% of budget.
- Utility User Tax is 15-% of budget. We receive the UUT approximately 1-3 months after the utilities are used.
- Building permit fees received are 26% of budget.
- General Fund expenditures are 25% of budget.

Other funds:

Fund 221 Gas Tax Fund: Gas Tax revenues are 14% of budgeted; we will begin receiving these funds in September 2011.

Fund 211 City Wide Assessment District: Revenues are 0% of budgeted; the first installment will be received in January 2012.

Fund 701 Non Housing Redevelopment Fund: The first installment will be received in January 2012.

711 Redevelopment Housing Fund: The first installment will be received in January 2012.

Fund 611 Water: Water fund revenues are 29% of budget and expenditures are 37% of budget.

Fund 621 Sewer: Sewer fund revenues are 26% of budget and expenditures are 46% of budget.

FISCAL IMPACT:

None

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balance as of September 30, 2011

Fund	Description	Balance 6/30/2011	Balance 9/30/2011
101	General Fund	\$ 1,380,248	\$ 989,793
103	Community Center and Pool Fund	18,358	18,379
104	Fireworks Fund	6,940	4,523
105	Senior Fund	1,000	1,000
107	Park Maintenance		2,294
201	Fire Prevention Grant	1,148	1,054
208	First Time Homebuyer	83,736	83,836
211	City Wide Assessment	(10,610)	(84,986)
212	Flood Assessment District	3,796	3,801
221	Gas Tax	115,133	99,773
231	State COPS 1913	(94,402)	(114,700)
248	Tower Grant	(50,595)	(50,595)
249	Homeland Grant	(6,500)	(6,500)
251	Traffic Safety	214,577	215,657
252	Asset Forfeiture	14,151	14,167
254	Vehicle Theft Deterrent	48,393	48,450
267	STIP Downtown Phase II		(139,823)
276	North Bank Putah Creek Project	(26,642)	(31,157)
277	First 5 Grant	(5,947)	(5,978)
279	ardin de Ninos	4,725	4,975
287	After School Contributions	5,000	4,551
291	Beverage Recycling Fund	21,179	25,881
294	Transportation(Including Bus Svc	192,791	130,784
299	After School Program	103,988	217,293
303	EECBG Grant	(21,000)	(2,100)
305	Community Pedestrian Grant	(4,116)	(9,156)
341	Green House	(1,755)	(6,500)
351	RLF Housing Rehab	7,609	7,618
352	RLF First Time Homebuyer	37,527	37,529
355	RLF Small Business	99,559	104,734
356	RLF-HOME Program	74,426	74,514
411	Street Impact Fee	1,169,573	1,170,276
412	Storm Impact Fee	161,793	161,969
413	Parks and Recreation impact Fee	637,431	638,073
414	Police Impact Fee	360,340	354,274
415	Fire Impact Fee	292,062	289,598
416	General Facilities Impact Fee	338,885	339,058
417	Water Impact Fee	797,823	743,753
418	Sewer Impact Fee	432,188	432,288
419	Flood Fee	172,800	172,800
421	General Fund Capital	547,270	547,866
422	Landfill Capital	218,956	215,716
424	Parks and Recreation Capital	8,428	8,438
427	Capital Equipment Fund	52,212	52,271
429	Service Reserve	43,421	568,472
481	General Plan 1992 Study	(490,143)	(490,143)
482	Flood Control Study	1,285	1,287
492	RAJA Storm Drain	38,144	38,190
494	Captial Asset Recovery Fee	47,484	49,570
496	Storm Drain Non-Flood	232	232
501	General Debt Service	55,691	55,757
611	Water O & M	1,037,313	941,555
612	Water Reserve	85,906	88,045
615	07 Water Bonds	(21,524)	(38,051)
616	Water Conservation	9,026	9,037
617	Water Meter	99,171	122,193
621	Sewer O & M	1,505,445	1,322,300
626	07 Sewer Bonds	(56,175)	(64,459)
629	Sewer Debt Service	52,952	52,952
651	Central Services	13,912	49,542
701	Redevelopment	1,188,992	262,888
703	2007 Bond Proceeds	824,898	338,129
711	RDA Low Income Housing	48,865	(2,176)
712	RDA 2004 LIH Bond Proceeds	242	
713	2007 LIH Bond Proceeds	1,154,415	1,155,976
751	Redevelopment LTD	472,445	472,445
821	Winters Library	78,513	78,606
831	Swim Team	75,047	91,789
833	Festival de la Comunidad	1,320	6,892
846	Quilt Festival	808	768
Total Cash		\$ 13,670,163	\$ 11,877,237

City of Winters
General Fund Revenues
July 1, 2011 through September 30, 2011

% Of Year Completed 25%

G/L Code	Account Description	Budget 2011-2012	September Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 643,731			
101-41102	Property Tax in Lieu of Sales Tax	75,912			
101-41103	Property Tax in Lieu of VLF	478,512			
101-41401	Sales & Use Tax	238,063	32,065	32,065	13%
101-41402	Prop 172	23,806			0%
101-41403	Franchise Fee	211,495			0%
101-41404	Property Transfer Tax	10,000			0%
101-41405	Utility Tax	790,000	69,080	118,619	15%
101-41406	Municipal Services Tax	294,960	24,560	73,790	25%
101-41408	TOT Tax	5,500			0%
101-41407	Business Licenses	24,000	450	1,560	7%
101-46102	Building Permits	42,193	3,671	11,146	26%
101-46103	Encroachment Permit	1,200	63	1,632	136%
101-46104	Other Licenses & Permits	9,940	704	7,843	79%
101-41507	Motor Vehicle in Lieu	28,490	3,511	16,638	58%
101-41509	Homeowners Property Tax Relief	16,300			0%
101-48106	Post Reimbursement	1,500			0%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	50	3	24	48%
101-42103	Plan Check Fees	18,581	215	3,268	18%
101-42104	Planning Application Fees	10,000			0%
101-42107	Project Monitoring Fees	500		2,731	546%
101-42108	Police Reports	500	30	86	17%
101-42109	Fingerprint Fees	3,500	153	623	18%
101-42111	Towing/DUI Reimbursement	1,000	300	665	67%
101-42112	Ticket Sign Off Fees	250	95	135	54%
101-42116	Fire Reports		50	50	
101-42201	Recreation Fees	3,660	800	800	22%
101-42205	Basketball Revenues	4,400			0%
101-42208	Masters Swim Passes	3,600			0%
101-42211	Pool Ticket Sales	5,400	224	224	4%
101-42213	Pool Proceeds	1,350		225	17%
101-42212	Pool Concession Stand Revenues	4,500	915	2,495	55%
101-42215	Swim Passes	6,000	51	3,997	67%
101-42216	Swim Lessons	11,800		4,052	34%
101-42217	Water Aerobics Fees			145	
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	750	370	775	103%
101-42303	Community Center Rental	63,920	1,285	3,788	6%
101-42304	Community Center Insurance Collected		176	259	
101-42308	Ambulance Service Charge	7,500	146	2,308	31%
101-44101	Rents/Leases Revenues	38,500	3,938	12,144	32%
101-44102	Interest Earnings	3,000		129	4%
101-46106	Reinspect Fee	250			0%
101-49101	Contributions	15,457	4,101	12,302	80%
101-49102	Reimbursements/Refunds			1,541	
101-49104	Miscellaneous Revenues	1,000	1,937	2,126	213%
101-49106	Cash Over/Short			13	
101-49125	Fire District Payment	190,528			
101-49999	Interfund Operating Transfer	5,000			0%
	TOTAL	\$ 3,304,598	\$ 148,893	\$ 318,198	10%

City of Winters
 Summary of Revenues
 July 1, 2011 through September 30, 2011

Fund	Fund Description	Percent of Year Complete					25%
		Budget 2011-2012	September Actual	Year to Date Actual YTD	Budget to Receive	% of Budget Received	
101	General Fund	\$ 3,304,598	\$ 148,893	\$ 318,199	\$ 2,986,399	10%	
104	Fireworks Fund		20	3,078	-3,078		
107	Park Maintenance			3,687	-3,687		
211	City Wide Assessment	236,335			236,335		
212	Flood Assessment District	416			416		
221	Gas Tax	119,383	16,630	16,630	102,753	14%	
231	State COPS AB1913	100,000			100,000		
251	Traffic Safety	10,500		25	10,475		
252	Asset Forfeiture	300			300		
254	Vehicle Theft Deterrent	250			250		
261	Traffic Congestion Relief	70,226			70,226		
268	STiP Downtown Phase II		31,429	31,429	-31,429		
279	Jardin De Ninos			250	-250		
291	Beverage Recycling	5,050		5,000	50	99%	
294	Transportation	217,341			217,341		
298	Workforce Grant	141,670			141,670		
299	AFTer School Program		29,155	145,482	-145,482		
313	STBG 96-1043 Housing & Public W	8,724	727	2,181	6,543	25%	
321	EDBG 99-688 Buckhorn	16,168		2,901	13,267	18%	
351	RLF Housing Rehab	6,697			6,697		
355	RLF Small Business	1,838	727	5,082	-3,244	277%	
411	Street Impact Fee	152,163			152,163		
412	Storm Drain Impact Fee	98,788			98,788		
414	Public Safety Impact Fee	27,172			27,172		
415	Fire Impact Fee	55,974			55,974		
416	General Facilities Impact Fee	101,080			101,080		
417	Water Impact Fee	55,974			55,974		
418	Sewer Impact Fee	108,145			108,145		
422	Landfill Capital	1,144			1,144		
424	Parks & Recreation Capital	390			390		
427	Capital Equipment	2,000			2,000		
429	Service Reserve Fund	5,000		525,000	-520,000	999%	
481	General Plan 1992	34,780			34,780		
494	CARF	300	500	2,020	-1,720	673%	
495	Monitoring Fee	34,780			34,780		
501	General Debt Service	275			275		
611	Water O & M	1,025,751	103,386	299,954	725,797	29%	
612	Water Reserve	10,560	1,100	1,100	9,460	10%	
616	Water Conservation	11,592			11,592		
617	Water Meter Fund	10,200	5,541	18,054	-7,854	177%	
619	Water Debt Service			6,169	-6,169		
621	Sewer O & M	1,463,063	122,059	384,933	1,078,130	26%	
629	Sewer Debt Service			7,917	-7,917		
701	Community Redevelopment	1,448,300	492	23,012	1,425,288	2%	
711	Community Redevelopment LIH	346,234			346,234		
713	2007 LIH Bond Project Fund	4,125		242	3,883	6%	
751	Community Redevelopment LTD	30,663			30,663		
821	Winters Library	500			500		
831	Swim Team	71,250	24,821	52,138	19,112	73%	
832	Masters Swim Program	3,000			3,000		
833	Festival de la Comunidad	6,400	3,843	7,843	-1,443	123%	
	Total Revenues	\$ 9,349,099	\$ 489,323	\$ 1,862,326	\$ 7,486,773	20%	

City of Winters
 Summary of Expenditures
 July 1, 2011 through September 30, 2011

Fund #	Fund Description	% of Year Completed				25%
		Budget 2011-2012	September Actual	Year to Date Actual	Budget Balance	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	\$ 22,870	\$ 15	\$ 93	\$ 22,777	0%
120	City Clerk	15,440	926	3,839	11,601	25%
130	City Treasurer	338	27	81	257	24%
160	City Manager	35,812	3,454	6,467	29,345	18%
170	Administrative Services	171,464	14,512	45,673	125,791	27%
180	Finance	3,174	253	687	2,487	22%
210	Police Department	1,875,476	130,485	424,484	1,450,992	23%
310	Fire Department	802,350	90,631	198,923	603,427	25%
410	Community Development	242,982	28,650	103,858	139,124	43%
420	Building Inspections	101,291	9,215	30,676	70,615	30%
610	Public Works-Administration	237,235	17,897	43,361	193,874	18%
710	Recreation	8,050	937	4,495	3,555	56%
720	Community Center	85,161	5,985	25,725	59,436	30%
730	Swimming Pool	69,861	2,015	28,541	41,320	41%
999	Transfers Out		273	273	(273)	
	Total General Fund Expenditure	\$ 3,671,504	\$ 305,002	\$ 916,903	\$ 2,754,601	25%
104	Fireworks Fund			5,495	(5,495)	
107	Park Maintenance			1,393	(1,393)	
201	Fire Prevention Grant	750		96	654	13%
211	City Wide Assessment	236,333	27,807	97,376	138,957	41%
221	Gas Tax Fund	113,269	9,884	33,664	79,605	30%
231	State COPS 1913	89,870	7,143	20,470	69,400	23%
251	Traffic Safety			2,874	(2,874)	
268	STIP Downtown Phase II	495,000	163,788	330,918	164,082	67%
276	Putah Creek North Bank Improvem	76,904	4,598	8,962	67,942	12%
277	First 5 Grant		60	90	(90)	
287	Afterschool Donations		433	544	(544)	
291	Beverage Recycling Grant	5,000	319	319	4,681	6%
294	Transportation	301,879	36,115	71,474	230,405	24%
299	After School Program	141,668	15,720	20,778	120,890	15%
305	Community Pedestrian Grant		832	5,872	(5,872)	
313	STBG 96-1043 Housing & P ublic W	8,724	727	2,181	6,543	25%
321	EDBG 99-688 Buckhorn	16,168		2,901	13,267	18%
341	Green House Reduction		500	3,620	(3,620)	
355	RLF Small Business	5,000			5,000	
411	Street Impact Fee	196,596			196,596	
414	Public Safety Impact Fee		13,353	17,004	(17,004)	
415	Fire Impact Fee		6,817	6,817	(6,817)	
417	Water Impact Fee	4,420		54,192	(49,772)	99%
422	Landfill Capital	17,800		3,500	14,300	20%
424	Parks & Recreation Capital	1,200			1,200	
429	Service Reserve	500			500	
611	Water O & M	1,092,517	73,480	409,276	683,241	37%
615	07 Water Bonds	174,897	3,034	19,560	155,337	11%
616	Water Conservation Fund	3,800			3,800	
617	Water Meter Fund		4,669	4,669	(4,669)	
619	Water Debt Service			6,169	(6,169)	
621	Sewer O & M	1,213,043	97,120	559,845	653,198	46%
626	2007 Sewer Bond	4,941	7,544	15,827	(10,886)	20%
629	Sewer Debt Service			7,917	(7,917)	
651	Central Service Overhead		6,042			
701	Community Redevelopment	1,774,017	25,916	981,380	792,637	55%
703	2007 Bond Project Fund	732,598	332,533	797,463	(64,865)	9%
711	Community Redevelopment UH	591,160	21,461	64,295	526,865	11%
712	UH Bond Proceeds		22,319	22,561	(22,561)	
713	2007 LH Bond Project Fund	245,635			245,635	
751	Community Redevelopment LTD			21,471	(21,471)	
821	Winters Library	25,000			25,000	
831	Swim Team	54,374	14,229	35,441	18,933	65%
832	Masters Swim Program	3,000			3,000	
833	Festival de la Comunidad	6,400	2,257	4,528	1,872	71%
846	Quilt Festival			40	(40)	
	Total Expenditures	\$ 11,303,967	\$ 1,203,975	\$ 4,558,158	\$ 6,745,809	40%

City of Winters
Fund Balances Report
Estimated Fund Balances as of September 30, 2011

Fund	Fund Description	Audited		Transfers In/(Out)	Ending Fund Balance	Change From 6/30/2011	
		Fund Balance 6/30/2011	Current Year Revenues				Current Year Expenditures
101	General Fund	\$ 1,525,826	\$ 318,200	\$ 917,175	\$ -	\$ 926,851	\$ (598,975)
103	Community Center and Pool	18,379			-	18,379	
104	Fireworks Fund	6,940	3,078	5,495	-	4,523	(2,417)
105	Senior Fund	1,000			-	1,000	
107	City Park Maintenance		3,687	1,393	-	2,294	2,294
201	Fire Prevention Grant	1,149		96	-	1,053	(96)
208	First Time Homebuyer	83,836			-	83,836	
211	City Wide Assessment	(1,837)		97,376	-	(99,213)	(97,376)
212	Flood Assessment District	3,801			-	3,801	
221	Gas Tax	137,892	16,630	33,664	-	120,858	(17,034)
231	State COPS 1913	(82,280)		20,470	-	(102,750)	(20,470)
248	Tower Grant	(50,595)			-	(50,595)	
249	HomeLand Grant	(6,500)			-	(6,500)	
251	Traffic Safety	218,506	25	2,874	-	215,657	(2,849)
252	Asset Forfeiture	14,167			-	14,167	
254	Vehicle Theft Deterrent	48,450			-	48,450	
268	STIP Downtown Phase II	(4,122)	31,428	330,918	-	(303,612)	(299,490)
276	Putah Creek North Bank Imp	(26,793)		8,962	-	(35,755)	(8,962)
277	First Five Grant	(5,947)		90	-	(6,037)	(90)
279	Jardin De Ninos	4,725	250		-	4,975	250
287	After School Program Contr	5,000		544	-	4,456	(544)
291	Beverage Recycling Grant	21,200	5,000	319	-	25,881	4,681
294	Transportation	420,550		71,474	-	349,076	(71,474)
299	After School Program	103,247	145,482	20,778	-	227,951	124,704
305	Community Pedestrian Grant	(4,116)		5,872	-	(9,988)	(5,872)
313	STBG-96-1043 Housing and P	(29,070)	2,181		(2,181)	(29,070)	
321	EDBG 99-688 Buckhorn		2,901		(2,901)		
341	Green House Reduction	(2,880)		3,620	-	(6,500)	(3,620)
351	RLF Housing Rehabilitation	19,261			-	19,261	
352	RLF Affordable Housing	54,956			-	54,956	
355	RLF Small Business	99,652			5,082	104,734	5,082
356	RLF HOME Program	74,514			-	74,514	
411	Street Impact Fee	1,265,276			-	1,265,276	
412	Storm Drain Impact Fee	191,969			-	191,969	
413	Parks & Recreation Impact	638,073			-	638,073	
414	Public Safety Impact Fee	360,340		17,004	-	343,336	(17,004)
415	Fire Impact Fee	292,062		6,817	-	285,245	(6,817)
416	General Facilities Impact	339,058			-	339,058	
417	Water Impact Fee	797,945		54,192	-	743,753	(54,192)
418	Sewer Impact Fee	15,731			-	15,731	
419	Flood Control Fee	172,800			-	172,800	
421	General Fund Capital	547,866			-	547,866	
422	Landfill Capital	219,216		3,500	-	215,716	(3,500)
424	Parks and Recreation Capit	8,438			-	8,438	
427	Equipment Replacement Fund	376,194			-	376,194	
429	Service Reserve Fund	500,997	525,000		-	1,025,997	525,000
481	General Plan 1992	(490,143)			-	(490,143)	
482	Flood Control Study	(123,713)			-	(123,713)	
492	RAJA Storm Drain	28,601			-	28,601	
494	CARF	47,530	2,020		-	49,550	2,020
496	Storm Drain Non-Flood	232			-	232	
501	General Debt Service	55,757			-	55,757	
502	General LTD	(32,687)			-	(32,687)	
611	Water O & M	2,883,395	293,784	409,276	6,169	2,774,072	(109,323)
612	Water Reserve	88,072	1,100		-	89,172	1,100
615	2007 Water Bonds	366,920		19,560	-	347,360	(19,560)
616	Water Conservation	9,037			-	9,037	
617	Water Meter Fund	105,998	18,054	4,669	-	119,383	13,385
619	Water Debt Service Fund	(3,174,554)	6,169		(6,169)	(3,174,554)	
621	Sewer O & M	4,665,374	377,017	559,845	7,917	4,490,463	(174,911)
626	2007 Sewer Bonds	2,139,720		15,827	-	2,123,893	(15,827)
629	Sewer Debt Service	(4,024,704)	7,917		(7,917)	(4,024,704)	
651	Central Service Overhead	(6,042)			-	(6,042)	
701	Community Redevelopment	404,664	1,541	981,380	21,471	(553,704)	(958,368)
703	2007 Bond Project Fund	805,794		797,463	-	8,331	(797,463)
711	Community Redevelopment II	61,922		64,295	-	(2,373)	(64,295)
712	ROA Housing Project Area	242		22,319	(242)	(22,319)	(22,561)
713	2007 LIH Bond Projects	1,282,984			242	1,283,226	242
751	Community Redevelopment LT	1,015,387			(21,471)	993,916	(21,471)
821	Winters Library	78,606			-	78,606	
831	Winters Library	75,091	52,138	35,441	-	91,788	16,697
833	Festival de La Comunidad	1,321	7,843	4,528	-	4,636	3,315
846	Quilt Festival	808		40	-	768	(40)
911	General Fixed Assets	22,380,872			-	22,380,872	
Totals		\$ 37,021,360	\$ 1,821,445	\$ 4,517,276	\$ -	\$ 34,325,529	\$ (2,695,831)



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: September 2011 Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters monthly investment for September 2011.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for September 2011. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, a Guaranteed Investment Contract (GIC) for the 2004 Tax Allocation Bond Reserve, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters.

The investment report for the month of September reflects interest received from our savings account at First Northern Bank, and the interest received from the various CDBG and EDBG loans.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
Investment Earnings as of September 30, 2011

Fund	Description	September Interest Earnings	Year to Date Interest Earnings
101	GENERAL FUND		\$ 129
313	STBG 96-1043	11	34
321	EDBG 99-688		1,326
Total Interest Earnings		<u>\$ 11</u>	<u>\$ 1,489</u>



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: October 2011 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for October 2011.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review. The report for October 2011 is attached.

Items of note in the attached report are as follows:

General Fund

General Fund revenues are 15% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in January 2012.
- The first installment of Property Tax in lieu of Sales Tax will be received in January 2012.
- The first installment of Property Tax in lieu of VLF will be received in January 2012.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, currently the receipts are 20% of the budgeted amount.
- Municipal Services taxes are 34% of budget.
- Utility User Tax is 23% of budget. We receive the UUT approximately 1-3 months after the utilities are used.
- Building permit fees received are 35% of budget.
- General Fund expenditures are 31% of budget.

Other funds:

Fund 221 Gas Tax Fund: Gas Tax revenues are 25% of budgeted; we will begin receiving these funds in September 2011.

Fund 211 City Wide Assessment District: Revenues are 0% of budgeted; the first installment will be received in January 2012.

Fund 701 Non Housing Redevelopment Fund: The first installment will be received in January 2012.

711 Redevelopment Housing Fund: The first installment will be received in January 2012.

Fund 611 Water: Water fund revenues are 49% of budget and expenditures are 67% of budget.

Fund 621 Sewer: Sewer fund revenues are 47% of budget and expenditures are 52% of budget.

FISCAL IMPACT:

None

City of Winters
Fund Balances Report
Estimated Fund Balances as of October 31, 2011

Fund	Fund Description	Audited		Current Year Expenditures	Transfers In/(Out)	Ending Fund Balance	Change From 6/30/2011
		Fund Balance 30-Jun-11	Current Year Revenues				
101	General Fund	\$ 1,525,826	\$ 510,797	\$ 1,142,653	\$ -	\$ 893,970	\$ (631,856)
103	Community Center and Pool	18,379	17	-	-	18,396	17
104	Fireworks Fund	6,940	3,122	5,495	-	4,567	(2,373)
105	Senior Fund	1,000	1	-	-	1,001	1
107	City Park Maintenance	-	3,689	1,393	-	2,296	2,296
201	Fire Prevention Grant	1,149	1	96	-	1,054	(95)
208	First Time Homebuyer	83,836	76	-	-	83,912	76
211	City Wide Assessment	(1,837)	26	96,667	-	(98,478)	(96,641)
212	Flood Assessment District	3,801	3	-	-	3,804	3
221	Gas Tax	137,892	29,839	37,937	-	129,794	(8,098)
231	State COPS 1913	(82,280)	-	28,586	-	(110,866)	(28,586)
248	Tower Grant	(50,595)	-	-	-	(50,595)	-
249	Homeland Grant	(6,500)	-	-	-	(6,500)	-
251	Traffic Safety	218,506	216	2,874	-	215,848	(2,658)
252	Asset Forfeiture	14,167	12	-	-	14,179	12
254	Vehicle Theft Deterrent	48,450	44	-	-	48,494	44
268	STIP Downtown Phase II	(4,122)	31,428	330,918	-	(303,612)	(299,490)
276	Putah Creek North Bank Imp	(26,793)	-	8,962	-	(35,755)	(8,962)
277	First Five Grant	(5,947)	-	90	-	(6,037)	(90)
279	Jardin De Ninos	4,725	255	-	-	4,980	255
287	After School Program Contr	5,600	5	811	-	4,194	(806)
291	Beverage Recycling Grant	21,200	5,024	319	-	25,905	4,705
294	Transportation	420,550	118	71,474	-	349,194	(71,356)
299	After School Program	103,247	128,418	31,018	-	200,647	97,400
305	Community Pedestrian Grant	(4,116)	-	5,872	-	(9,988)	(5,872)
313	STBG-96-1043 Housing and P	(29,070)	2,908	-	(2,908)	(29,070)	-
321	EDBG 99-688 Buckhorn	-	5,801	-	(5,801)	-	-
341	Green House Reduction	(2,880)	6,500	3,620	-	-	2,880
351	RLF Housing Rehabilitation	19,261	7	-	-	19,268	7
352	RLF Affordable Housing	54,956	34	-	-	54,990	34
355	RLF Small Business	99,652	95	76,000	8,709	32,456	(67,196)
356	RLF HOME Program	74,514	67	-	-	74,581	67
411	Street Impact Fee	1,265,276	1,059	-	-	1,266,335	1,059
412	Storm Drain Impact Fee	191,969	147	-	-	192,116	147
413	Parks & Recreation Impact	638,073	577	-	-	638,650	577
414	Public Safety Impact Fee	360,340	320	20,144	-	340,516	(19,824)
415	Fire Impact Fee	292,062	262	9,379	-	282,945	(9,117)
416	General Facilities Impact	339,058	307	-	-	339,365	307
417	Water Impact Fee	797,945	673	54,192	-	744,426	(53,519)
418	Sewer Impact Fee	15,731	391	-	-	16,122	391
419	Flood Control Fee	172,800	156	-	-	172,956	156
421	General Fund Capital	547,866	496	-	-	548,362	496
422	Landfill Capital	219,216	195	3,500	-	215,911	(3,305)
424	Parks and Recreation Capit	8,438	8	-	-	8,446	8
427	Equipment Replacement Fund	376,194	1,382	-	-	377,576	1,382
429	Service Reserve Fund	500,997	525,514	-	-	1,026,511	525,514
481	General Plan 1992	(490,143)	-	-	-	(490,143)	-
482	Flood Control Study	(123,713)	1	-	-	(123,712)	1
492	RAJA Storm Drain	28,601	35	-	-	28,636	35
494	CARF	47,530	2,590	-	-	50,120	2,590
496	Storm Drain Non-Flood	232	-	-	-	232	-
501	General Debt Service	55,757	50	-	-	55,807	50
502	General LTD	(32,687)	-	-	-	(32,687)	-
611	Water O & M	2,883,395	496,830	733,503	6,169	2,652,891	(230,504)
612	Water Reserve	88,072	1,314	-	-	89,386	1,314
615	2007 Water Bonds	366,920	-	19,903	-	347,017	(19,903)
616	Water Conservation	9,037	8	-	-	9,045	8
617	Water Meter Fund	105,998	22,833	5,887	-	122,944	16,946
619	Water Debt Service Fund	(3,174,554)	6,169	-	(6,169)	(3,174,554)	-
621	Sewer O & M	4,665,374	681,624	625,815	7,917	4,729,100	63,726
626	2007 Sewer Bonds	2,139,720	-	15,827	-	2,123,893	(15,827)
629	Sewer Debt Service	(4,024,704)	7,917	-	(7,917)	(4,024,704)	-
651	Central Service Overhead	(6,042)	-	-	-	(6,042)	-
701	Community Redevelopment	404,664	766	998,872	21,471	(571,971)	(976,635)
703	2007 Bond Project Fund	805,794	350	800,563	-	5,581	(800,213)
711	Community Redevelopment LI	61,922	-	83,071	-	(21,149)	(83,071)
712	RDA Housing Project Area	242	-	22,319	(242)	(22,319)	(22,561)
713	2007 LIH Bond Projects	1,282,984	1,270	-	242	1,284,496	1,512
751	Community Redevelopment LT	1,015,387	-	-	(21,471)	993,916	(21,471)
821	Winters Library	78,606	71	-	-	78,677	71
831	Winters Library	75,091	52,401	35,732	-	91,760	16,669
833	Festival de La Comunidad	1,321	8,007	7,094	-	2,234	913
846	Quilt Festival	808	1	40	-	769	(39)
911	General Fixed Assets	22,380,872	-	-	-	22,380,872	-
Totals		\$ 37,021,360	\$ 2,542,227	\$ 5,280,626	\$ -	\$ 34,282,961	\$ (2,738,399)

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balance as of October 31, 2011

Fund	Description	Balance	
		6/30/2011	10/31/2011
101	General Fund	\$ 1,380,248	\$ 972,608
103	Community Center and Pool Fund	18,358	18,396
104	Fireworks Fund	6,940	4,567
105	Senior Fund	1,000	1,001
107	Park Maintenance		2,296
201	Fire Prevention Grant	1,148	1,054
208	First Time Homebuyer	83,736	83,911
211	City Wide Assessment	(10,610)	(93,126)
212	Flood Assessment District	3,796	3,804
221	Gas Tax	115,133	129,794
231	State COPS 1913	(94,402)	(110,866)
248	Tower Grant	(50,595)	(50,595)
249	Homeland Grant	(6,500)	(6,500)
251	Traffic Safety	214,577	215,848
252	Asset Forfeiture	14,151	14,179
254	Vehicle Theft Deterrent	48,393	48,494
267	STIP Downtown Phase II		(303,611)
276	North Bank Putah Creek Project	(26,642)	(35,756)
277	First 5 Grant	(5,947)	(6,037)
279	Jardin de Ninos	4,725	4,980
287	After School Contributions	5,000	4,341
291	Beverage Recycling Fund	21,179	25,905
294	Transportation(Including Bus S	192,791	96,288
299	After School Program	103,988	182,927
303	ECCBG Grant	(21,000)	(2,100)
305	Community Pedestrian Grant	(4,116)	(9,988)
341	Green House	(1,755)	
351	RLF Housing Rehab	7,609	7,525
352	RLF First Time Homebuyer	37,527	37,563
355	RLF Small Business	99,559	32,457
356	RLF-HOME Program	74,426	74,581
411	Street Impact Fee	1,169,573	1,171,335
412	Storm Impact Fee	161,793	162,115
413	Parks and Recreation Impact Fe	637,431	638,650
414	Police Impact Fee	360,340	340,516
415	Fire Impact Fee	292,062	282,945
416	General Facilities Impact Fee	338,885	339,365
417	Water Impact Fee	797,823	744,426
418	Sewer Impact Fee	432,188	432,679
419	Flood Fee	172,800	172,956
421	General Fund Capital	547,270	548,362
422	Landfill Capital	218,956	215,911
424	Parks and Recreation Capital	8,428	8,445
427	Capital Equipment Fund	52,212	53,653
429	Service Reserve	43,421	568,987
481	General Plan 1992 Study	(490,143)	(490,143)
482	Flood Control Study	1,285	1,288
492	RAJA Storm Drain	38,144	38,224
494	Capital Asset Recovery Fee	47,484	50,120
496	Storm Drain Non-Flood	232	233
501	General Debt Service	55,691	55,807
611	Water O & M	1,037,313	805,541
612	Water Reserve	85,906	88,795
615	07 Water Bonds	(21,524)	(41,427)
616	Water Conservation	9,026	9,045
617	Water Meter	99,171	120,869
621	Sewer O & M	1,505,445	1,586,340
626	07 Sewer Bonds	(56,175)	(72,003)
629	Sewer Debt Service	52,952	52,952
651	Central Services	13,912	5,157
701	Redevelopment	1,188,992	244,273
703	2007 Bond Proceeds	824,898	16,652
711	RDA Low Income Housing	48,865	(21,149)
712	RDA 2004 LIH Bond Proceeds	242	(22,319)
713	2007 LIH Bond Proceeds	1,154,415	1,157,196
751	Redevelopment LTD	472,445	472,445
821	Winters Library	78,513	78,677
831	Swim Team	75,047	91,761
833	Festival de la Comunidad	1,320	2,383
846	Quilt Festival	808	769
	Total Cash	\$ 13,670,163	\$ 11,255,871

City of Winters
Summary of Expenditures
July 1, 2011 through October 31, 2011

		% of Year Complete				33%
Fund	Fund Description	Budget 2011-2012	October Actual	Year to Date Actual	Unspent Balance	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	\$ 22,870	\$ 9	\$ 102	\$ 22,768	
120	City Clerk	15,440	263	4,102	11,338	27%
130	City Treasurer	338	27	108	230	32%
160	City Manager	35,812	2,491	8,958	26,854	25%
170	Administrative Services	171,464	10,394	56,067	115,397	33%
180	Finance	3,174	173	860	2,314	27%
210	Police Department	1,875,476	121,518	546,001	1,329,475	29%
310	Fire Department	802,350	53,959	252,882	549,468	32%
410	Community Development	242,982	9,448	113,306	129,676	47%
420	Building Inspections	101,291	9,285	39,961	61,330	39%
610	Public Works-Administration	237,235	8,785	52,146	185,089	22%
710	Recreation	8,050	830	5,325	2,725	66%
720	Community Center	85,161	7,767	33,492	51,669	39%
730	Swimming Pool	69,861	529	29,071	40,790	42%
999	Transfers Out			273	-273	
	Total General Fund Expenditure	\$ 3,671,504	\$ 225,478	\$ 1,142,381	\$ 2,529,123	31%
104	Fireworks Fund			5,495	(5,495)	
107	Park Maintenance			1,393	(1,393)	
201	Fire Prevention Grant	750		96	654	13%
211	City Wide Assessment	236,333	(709)	96,667	139,666	41%
221	Gas Tax Fund	113,269	4,273	37,937	75,332	33%
231	State COPS 1913	89,870	8,115	28,586	61,284	32%
251	Traffic Saftey			2,874	(2,874)	
268	STIP Downtown Phase II	495,000		330,918	164,082	67%
276	Putah Creek North Bank Improvem	76,904		8,962	67,942	12%
277	First 5 Grant			90	(90)	
287	Afterschool Donations		268	811	(811)	
291	Beverage Recycling Grant	5,000		319	4,681	6%
294	Transportation	301,879		71,474	230,405	24%
299	After School Program	141,668	10,240	31,018	110,650	22%
305	Community Pedestrian Grant			5,872	(5,872)	
313	STBG 96-1043 Housing & Public W	8,724	727	2,908	5,816	33%
321	EDBG 99-688 Buckhorn	16,168	2,901	5,801	10,367	36%
341	Green House Reduction			3,620	(3,620)	
355	RLF Small Business	5,000	76,000	76,000	(71,000)	99%
411	Street Impact Fee	196,596			196,596	
414	Public Saftey Impact Fee		3,140	20,144	(20,144)	
415	Fire Impact Fee		2,561	9,379	(9,379)	
417	Water Impact Fee	4,420		54,192	(49,772)	99%
422	Landfill Capital	17,800		3,500	14,300	20%
424	Parks & Recreation Captial	1,200			1,200	
429	Service Reserve	500			500	
611	Water O & M	1,092,517	324,227	733,503	359,014	67%
615	07 Water Bonds	174,897	343	19,903	154,994	11%
616	Water Conservation Fund	3,800			3,800	
617	Water Meter Fund		1,218	5,887	(5,887)	
619	Water Debt Service			6,169	(6,169)	
621	Sewer O & M	1,213,043	65,971	625,815	587,228	52%
626	2007 Sewer Bond	4,941		15,827	(10,886)	20%
629	Sewer Debt Service			7,917	(7,917)	
701	Community Redevelopment	1,774,017	17,491	998,872	775,145	56%
703	2007 Bond Project Fund	732,598	3,100	800,563	(67,965)	9%
711	Community Redevelopment LIH	591,160	18,776	83,071	508,089	14%
712	LIH Bond Proceeds			22,561	(22,561)	
713	2007 LIH Bond Project Fund	245,635			245,635	
751	Community Redevelopment LTD			21,471	(21,471)	
821	Winters Library	25,000			25,000	
831	Swim Team	54,374	291	35,732	18,642	66%
832	Masters Swim Program	3,000			3,000	
833	Festival de la Comunidad	6,400	2,566	7,094	(694)	11%
846	Quilt Festival			40	(40)	
	Total Expenditures	\$ 11,303,967	\$ 766,977	\$ 5,325,135	\$ 5,978,832	47%

City of Winters
Summary of Revenues
July 1, 2011 through October 31, 2011

Fund	Fund Description	% of Year Complete				33%
		Budget 2011-2012	October Actual	Year to Date Actual	Budget to Be Received	% of budget Received
101	General Fund	\$ 3,304,598	\$ 292,597	\$ 510,797	\$ 2,793,801	15%
103	Community Center and Pool Fund		17	17	(17)	
104	Fireworks Fund		44	3,122	(3,122)	
107	Park Maintenance		2	3,689	(3,689)	
201	Fire Prevention Grant		1	1	(1)	
208	First Time Homebuyer In Lieu		76	76	(76)	
211	City Wide Assessment	236,335	26	26	236,309	
212	Flood Assessment District	416	3	3	413	1%
221	Gas Tax	119,383	13,208	29,839	89,544	25%
231	State COPS AB1913	100,000			100,000	
251	Traffic Safety	10,500	191	216	10,284	2%
252	Asset Forfeiture	300	12	12	288	4%
254	Vehicle Theft Deterrent	250	44	44	206	18%
261	Traffic Congestion Relief	70,226			70,226	
268	STIP Downtown Phase II			31,428		
279	Jardin De Ninos		5	255	(255)	
287	After School Contributions		5	5	(5)	
291	Beverage Recycling	5,050	24	5,024	26	99%
294	Transportation	217,341	118	118	217,223	
298	Workforce Grant	141,670			141,670	
299	AFTER School Program		(17,065)	128,418	(128,418)	
313	STBG 96-1043 Housing & Public W	8,724	727	2,908	5,816	33%
321	EDBG 99-688 Buckhorn	16,168	2,901	5,801	10,367	36%
341	Greenhouse Gas Reduction		6,500	6,500		
351	RLF Housing Rehab	6,697	7	7	6,690	
352	RLF Affordable Housing		34	34	(34)	
355	RLF Small Business	1,838	3,722	8,804	(6,966)	479%
356	RLF HOME Program		67	67	(67)	
411	Street Impact Fee	152,163	1,059	1,059	151,104	1%
412	Storm Drain Impact Fee	98,788	147	147	98,641	
413	Parks & Recreation Impact Fee		577	577	(577)	
414	Public Safety Impact Fee	27,172	320	320	26,852	1%
415	Fire Impact Fee	55,974	262	262	55,712	
416	General Facilities Impact Fee	101,080	307	307	100,773	
417	Water Impact Fee	55,974	673	673	55,301	1%
418	Sewer Impact Fee	108,145	391	391	107,754	
419	Flood Control Fee		156	156		
421	General Fund Capital		496	496	(496)	
422	Landfill Capital	1,144	195	195	949	17%
424	Parks & Recreation Capital	390	8	8	382	2%
427	Capital Equipment	2,000	1,382	1,382	618	69%
429	Service Reserve Fund	5,000	514	525,514	(520,514)	999%
481	General Plan 1992	34,780			34,780	
482	Flood Control Study		1	1	(1)	
492	RAJA Storm Drain		35	35	(35)	
494	CARF	300	570	2,590	(2,290)	863%
495	Monitoring Fee	34,780			34,780	
501	General Debt Service	275	50	50	225	18%
611	Water O & M	1,025,751	203,046	503,000	522,751	49%
612	Water Reserve	10,560	214	1,314	9,246	12%
616	Water Conservation	11,592	8	8	11,584	
617	Water Meter Fund	10,200	4,779	22,833	(12,633)	224%
619	Water Debt Service			6,169	(6,169)	
621	Sewer O & M	1,463,063	304,608	689,541	773,522	47%
629	Sewer Debt Service			7,917	(7,917)	
701	Community Redevelopment	1,448,300	(775)	22,237	1,426,063	2%
703	2007 Bond Project Fund		350	350	(350)	
711	Community Redevelopment LIH	346,234			346,234	
713	2007 LIH Bond Project Fund	4,125	1,270	1,512	2,613	37%
751	Community Redevelopment LTD	30,663			30,663	
821	Winters Library	500	71	71	429	14%
831	Swim Team	71,250	263	52,401	18,849	74%
832	Masters Swim Program	3,000			3,000	
833	Festival de la Comunidad	6,400	164	8,007	(1,607)	125%
846	Quilt Festival		1	1	(1)	
Total Revenues		\$ 9,349,099	\$ 724,408	\$ 2,586,735	\$ 6,800,448	27%

City of Winters
General Fund Summary
July 1, 2011 through October 31, 2011

		% of Year Comp		33%	
G/L Code	Account Description	Budget 2011-2012	October Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	643,731			
101-41102	Property Tax in Lieu of Sales Tax	75,912			
101-41103	Property Tax in Lieu of VLF	478,512			
101-41401	Sales & Use Tax	238,063	14,600	46,665	20%
101-41402	Prop 172	23,806			0%
101-41403	Franchise Fee	211,495			0%
101-41404	Property Transfer Tax	10,000			0%
101-41405	Utility Tax	790,000	64,740	183,359	23%
101-41406	Municipal Services Tax	294,960	25,150	98,940	34%
101-41408	TOT Tax	5,500			0%
101-41407	Business Licenses	24,000	545	2,105	9%
101-46102	Building Permits	42,193	3,547	14,693	35%
101-46103	Encroachment Permit	1,200	195	1,827	152%
101-46104	Other Licenses & Permits	9,940	1,381	9,224	93%
101-41507	Motor Vehicle in Lieu	28,490	-13,127	3,511	12%
101-41509	Homeowners Property Tax Relief	16,300			0%
101-48106	Post Reimbursement	1,500	1,199	1,199	80%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	50		24	48%
101-42103	Plan Check Fees	18,581	497	3,765	20%
101-42104	Planning Application Fees	10,000			0%
101-42107	Project Monitoring Fees	500		2,731	546%
101-42108	Police Reports	500	69	155	31%
101-42109	Fingerprint Fees	3,500	244	867	25%
101-42111	Towing/DUI Reimbursement	1,000	240	905	91%
101-42112	Ticket Sign Off Fees	250	425	560	224%
101-42116	Fire Reports			50	
101-42201	Recreation Fees	3,660	400	1,200	33%
101-42205	Basketball Revenues	4,400			0%
101-42208	Masters Swim Passes	3,600			0%
101-42211	Pool Ticket Sales	5,400		224	4%
101-42213	Pool Proceeds	1,350	75	300	22%
101-42212	Pool Concession Stand Revenues	4,500	510	3,005	67%
101-42215	Swim Passes	6,000		3,997	67%
101-42216	Swim Lessons	11,800		4,052	34%
101-42217	Water Aerobics Fees			145	
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	750	150	925	123%
101-42303	Community Center Rental	63,920	2,212	6,000	9%
101-42304	Community Center Insurance Collected			259	
101-42308	Ambulance Service Charge	7,500	811	3,118	42%
101-44101	Rents/Leases Revenues	38,500	2,636	14,780	38%
101-44102	Interest Earnings	3,000	532	661	22%
101-46106	Reinspect Fee	250			0%
101-49101	Contributions	15,457	4,101	16,402	106%
101-49102	Reimbursements/Refunds			1,541	
101-49104	Miscellaneous Revenues	1,000	7,394	9,520	952%
101-49106	Cash Over/Short			13	
101-49107	Restitution-T. Martin		52	52	
101-43151	Fire District Payment	190,528	68,021	68,021	
101-49113	Donations-Community Center		6,000	6,000	
101-49999	Interfund Operating Transfer	5,000			0%
Total		\$ 3,304,598	\$ 192,599	\$ 510,795	15%



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 6, 2011
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: October 2011 Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters monthly investment for October 2011.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for October 2011. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, a Guaranteed Investment Contract (GIC) for the 2004 Tax Allocation Bond Reserve, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters.

The investment report for the month of October reflects interest received from all the above sources.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
Investment Earnings as of October 31, 2011

Fund	Fund Description	October Investment Earnings	Year to Date Investment Earnings
101	GENERAL FUND	\$ 532	\$ 661
103	Community Center and Pool Fund	17	17
201	FIRE PREVENTION FUND	1	1
208	FIRST TIME HOMEBUYER	76	76
212	FLOOD ASSESSMENT DISTRICT	3	3
221	GAS TAX FUND	81	81
251	TRAFFIC SAFETY	191	191
252	ASSET FORFEITURE	12	12
254	VEHICLE THEFT DETERRENT	44	44
291	BEVERAGE RECYCLE GRANT	24	24
294	TRANSPORTATION/BUS	118	118
299	AFTER SCHOOL PROGRAM	183	183
313	STBG 96-1043	7	41
321	EDBG 99-688	1,301	2,627
351	RLF HOUSING REHAB	7	7
352	RLF AFFORDABLE HOUSING	34	34
355	RLF SMALL BUSINESS	95	95
356	RLF HOME PROGRAM	67	67
411	STREET IMPACT FEE	1,059	1,059
412	STORM IMPACT FEE	147	147
413	PARKS & REC IMPACT FEE	577	577
414	POLICE IMPACT FEE	320	320
415	FIRE IMPACT FEE	262	262
416	GENERAL FACILITY IMPACT FEE	307	307
417	WATER IMPACT FEE	673	673
418	SEWER IMPACT FEE	391	391
421	GENERAL FUND CAPITAL	496	496
422	LANDFILL CAPITAL	195	195
424	PARKS & REC CAPITAL	8	8
427	EQUIPMENT REPLACEMENT FUND	47	47
429	SERVICE RESERVE	514	514
482	FLOOD CONTROL STUDY	1	1
492	RAJA STORM DRAIN	35	35
494	CARF	45	45
501	GENERAL DEBT SERVICE	50	50
611	WATER O & M	454	454
612	WATER RESERVE	63	63
616	WATER CONSERVATION	8	8
617	WATER METER FUND	99	99
621	SEWER O & M	695	695
701	REDEVELOPMENT	187	187
703	2007 BOND PROJECT FUND	350	350
713	2007 LIH BOND PROJECT	1,270	1,270
821	WINTERS LIBRARY	71	71
831	SWIM TEAM	83	83
846	Quilt Festival	1	1
Total Investment Earnings		<u>\$ 11,201</u>	<u>\$ 12,690</u>