



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, April 16, 2013
6:30 p.m.
AGENDA
(pp. 1-4)

Members of the City Council

*Cecilia Aguiar-Curry, Mayor
Woody Fridae, Mayor Pro-Tempore
Harold Anderson
Wade Cowan
Bruce Guelden*

*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, April 2, 2013 (pp. 5-12)
- B. Authorize Contract Amendment to the Professional Services Contract of Melton Design Group for Design & Engineering Services for the Orchard Village Park Construction Project (pp. 13-18)
- C. Authorize Contract Addendum to the Professional Services Contract of BSK Associates for Environmental Services for the Orchard Village Park Construction Project. (pp. 19-22)
- D. City/Cross Development Purchase and Sale Agreement Extension (pp. 23-25)
- E. Resolution 2013-09, a Resolution of the City Council of the City of Winters Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters and Ordering the Institution of Proceedings to Abate said Public Nuisances (pp. 26-32)
- F. A Proclamation of the City Council of the City of Winters Supporting the Development of a Comprehensive Statewide Earthquake Early Warning System in California (p. 33)
- G. Authorize Bid Issuance for Construction Improvements of City Owned Property for the Orchard Village Park Construction Project (APN # 003 360 025) (pp. 34-35)
- H. Amplified Sound Permit – Roots to Wine Festival (pp. 36-37)
- I. Acceptance of FEMA SAAFR Grant – Fire-Truck (pp. 38-41)

DISCUSSION ITEMS

- 1. Public Hearing to Adopt Resolution 2013-12, Transferring CDBG Program Income from the First Time Homebuyer Revolving Loan Fund to the Housing Rehabilitation Revolving Loan Fund (pp. 42-45)
- 2. Public Hearing and Possible Approval of Resolutions 2013-14, Approving the Issuance of a Certificate For Public Convenience

- and Necessity (Taxicab Permit) for Applicant Jaime F. Rodarte, and Resolution 2013-15, Establishing Fees and Charges/Open Stand for the Regulation of Taxicabs (pp. 46-49)
3. Putah Creek Hamlet Unused Easement Property Located at 112 East Main Street (Caselli) - Approval of Quitclaim Deed from the City of Winters to Gene J. Caselli and Marion J. Caselli (pp. 50-55)
 4. Approval to Issue a Request for Proposal for Consultant to Provide Over the Counter (OTC) Project Application Preparation and Loan Servicing Administrative Services for the Business Assistance Loan Program funded by Community Development Block Grant. (pp.56-64)
 5. Discussion to Consider Names for the New Neighborhood Park (currently referred to as Orchard Village Park) (p. 65)
 6. City Council Retreat Scheduled for Sunday, April 21, 2013 – No Backup

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

- 1.

CITY MANAGER REPORT

INFORMATION ONLY

1. January 2013 Investment Report (pp. 66-67)
2. January 2013 Treasurer Report (pp. 68-74)

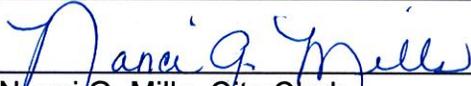
ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the April 16, 2013 regular meeting of the Winters City Council was personally delivered to each Councilmember's mail boxes in City Hall and posted on the outside public bulletin board at City Hall, 318 First Street on April 10, 2013, and made available to the public during normal business hours.

City Council will adjourn to Executive Session on April 21, 2013 at 4:00 p.m. at 319 Anderson Avenue, Woodland, CA 95694

AGENDA

Pursuant to Government Code Section 54957 - Public Employee Performance Evaluation – City Manager


Nanci G. Mills, City Clerk

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Wednesday at 10:00 a.m.

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**Minutes of the Winters City Council Meeting
Held on April 2, 2013**

Executive Session

Safe Harbor for Closed Session – Pursuant to Government Code Section 54954.5

Pursuant to Government Code Section 54957 - Public Employee Performance Evaluation – City Manager

Mayor Aguiar-Curry said there was nothing to report in Executive Session. Council Member Fridae was absent.

Regular Meeting

Mayor Aguiar-Curry called the meeting to order at 6:30 p.m.

Present: Council Members Harold Anderson, Wade Cowan, Bruce Guelden, and Mayor Cecilia Aguiar-Curry
Absent: Council Member Woody Fridae
Staff: City Manager John Donlevy, City Attorney John Wallace, City Clerk Nanci Mills, Police Chief Sergio Gutierrez, Environmental Services Manager Carol Scianna and Management Analyst Tracy Jensen.

Richard Kleeberg led the Pledge of Allegiance.

Approval of Agenda: Motion by Council Member Cowan, second by Council Member Anderson to approve the agenda with no changes. Motion carried unanimously with one absent.

COUNCIL/STAFF COMMENTS

Council Member Anderson attended the annual Farm Bureau breakfast meeting in Woodland with Mayor Aguiar-Curry to celebrate Ag Week in the U.S. on 3/21; attended the City Council Housing Workshop on 3/27; the Local Government Commission (LGC) will be holding a dinner meeting in Sacramento on 4/4.

Council Member Guelden attended the City Council Housing Workshop on 3/27; helped serve lunch for the Senior Nutrition Program at the Community Center for the Mayors for Meals event on 3/20, and attended the 2X2 with the WJUSD on 3/28.

Council Member Cowan attended the Bureau of Reclamation meeting regarding Lake Berryessa at the Public Safety Facility on 3/27, where City Manager Donlevy is a committee member; also attended the City Council Housing Workshop on 3/27 and the 2X2 with the WJUSD on 3/28; met with Mayor Aguiar-Curry, City Manager Donlevy and Planning Commission Chairman Biasi regarding plan review guidelines.

Mayor Aguiar-Curry helped serve lunch for the Senior Nutrition Program ie: Mayors on Wheels with Council Members Anderson and Guelden at the Winters Community Center on 3/20 and will be returning for a presentation regarding City of Winters activities, Veteran's assistance and senior social services; briefly attended the Farm Bureau breakfast meeting in Woodland and thanked Council Member Anderson for presenting the Proclamation on behalf of the City of Winters; attended the SACOG orientation meeting, Board of Directors meeting and the Shared Services meeting on 3/21; attended the City Council Housing Workshop, where potential needs in the community, senior housing, locations, financing, and the housing element were discussed. Thanks to Greg Chew from SACOG for the presentation of the Blueprint Overview and the MTP/SCC; attended Congressman Garamendi's ravioli dinner on 3/22, where he spoke to his 6-step plan to deal with water conveyance and Delta issues; met with Kevin Sanchez from Yolo Food Bank on 3/26 to discuss the future of the food bank and potential opportunities; served on the Tenant Interview Team for the Yolo County Housing on 3/26, as well as served as a judge for the Poetry Jam at Winters High School; attended the Bureau of Reclamation meeting regarding Lake Berryessa at the Public Safety Facility on 3/27; attended the planting of wild flowers with 4th graders at Putah Creek on 3/28, which was coordinated by the Putah Creek Council; chaired the Yolo County Housing Board of Directors meeting, and said April is Child Abuse Prevention Month.

PUBLIC COMMENTS: None

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, March 19, 2013
- B. 77th Annual Winters Youth Day Parade Permit Application and Street Closure Request
- C. Proclamation of the City Council of the City of Winters Declaring April 2013 as Child Abuse Prevention Month

City Manager Donlevy gave an overview. Motion by Council Member Anderson, second by Council Member Guelden to approve the consent calendar. Motion carried unanimously, with one absent.

PRESENTATIONS

Police Chief Sergio Gutierrez talked about the chaplaincy program and welcomed Jim Wilson as the first chaplain for the Winters Police Department. Jim retired from the Solano County Sheriff's department after 18 years, where he was peer counselor for dramatic events and offered support during critical times. Jim attended the Public Safety/Law Enforcement Chaplaincy Program in Sacramento, graduating in 2012. Jim also serves the City of Dixon and has made contact with the City of Woodland and St. Anthony's Church and is looking forward to meeting other religious leaders in Winters. Jim was then sworn in by City Clerk Mills and said he was looking forward to getting involved in the community. He has already started contact with the faith community and since Winters is a relatively small community, he is looking forward to becoming more involved. The sky is the limit on what we can do and what we can accomplish.

Mayor Aguiar-Curry presented the Proclamation declaring April 2013 as Child Abuse Prevention Month to Julie Gallelo of the Yolo County Children's Alliance.

DISCUSSION ITEMS

1. **Resolution 2013-08, A Resolution of the City Council of the City of Winters Approving a Budget Adjustment in the Amount of \$5,000 from Beverage Recycling Grant Funds**

Environmental Services Manager Carol Scianna gave an overview and said the City receives \$5,000 a year as our allotment of Beverage Recycling Grant Funds, which is spent on school assemblies, supplies and containers. Carol would like to purchase three picnic tables and a bike rack made from recycled content materials to be installed at Rotary and City Parks. Council Member Guelden said the new benches and tables on the Putah Creek Trail looked good and asked if

there were more planned. Carol said there are three more metal benches and one more trash can to be placed once the best locations are determined.

Motion by Council Member Anderson, second by Council Member Guelden to approve Resolution 2013-08, approving budget adjustments of Beverage Recycling Grant Funds for FY 2013-2014 for an additional \$5,000. Motion carried with the following vote:

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

2. Animal Services Contract Request for Approval

Police Chief Gutierrez gave an overview. After steadily working on this agreement, the City was notified by the Yolo County Sheriff's Department after our budget had been approved that the City of Winters would be charged double for animal services, increasing from \$37,000 to \$76,000, which is unacceptable. Chief Gutierrez asked the Yolo County Sheriff's Department to reconsider and retain the cost from the prior year, FY 2011/2012. The Yolo County Sheriff's Department proposed an agreement at this cost which resulted in a reduction of services, eliminating response to free roaming or stray dogs unless they were sick, injured or vicious. Staff renegotiated and Yolo County Sheriff's Department agreed to reinstate the key services at a \$15,000 increase above the previous year, FY 2012/2013. The new proposed amount is \$52,991, and the conditions listed in the agreement allows the City to be proactive rather than reactive.

City Manager Donlevy said Christine Crawford of Yolo County gave a presentation in September 2012, spearheading an overall analysis for a comprehensive shared services program as a high priority item. By July, 2013, a comprehensive shared services program will be brought before Council to form a JPA for animal control services that will include three components: veterinary medical care (UCD & Private), shelter operations and services through a non-profit, and a business operation/privatization such as fund raising. Basic licensing will go far to fund the program.

Mayor Aguiar-Curry said she is frustrated by having to come up with extra money after the budget has been finalized. Council Member Cowan asked if the JPA comes forward, will we be able to dump the agreement and discontinue payment. City Manager Donlevy said the Yolo County Sheriff is aware of the pending JPA. When the JPA becomes a reality, this agreement would be dissolved, hopefully beginning in FY 2014. Council Member Anderson asked if the cost of the agreement would be prorated if the JPA is initiated during the duration of the agreement. Chief Gutierrez said this agreement and funding is valid only through

the current fiscal year and will expire on 6/30/13. He hopes to have the JPA in place by 7/1/13.

Motion by Council Member Anderson, second by Council Member Cowan to authorize the Mayor to sign the Animal Services Agreement between the County of Yolo and the City of Winters. Motion carried unanimously, with one absent.

3. Design/Sight Review Process

City Manager Donlevy gave an overview and recommended to Council that they direct the Design/Sight Review Process to the Planning Commission for their review and recommendations. This can immediately improve the process in three ways: completeness of the review process, expedited processing will improve the likeliness when a project comes before the City, and transparency.

City Manager Donlevy met with Mayor Aguiar-Curry, Planning Commission Chairman Bill Biasi and City Council Member Wade Cowan to brainstorm and come up with the proposed draft, a process that includes six parts, most of which already exist. The proposed draft is just polishing and enhancing the process. City Manager Donlevy said the proposed process and the draft agenda for the Design Review Committee (DRC) will translate over to the Planning Commission. City staff will look at and sharpen the Municipal Code. No applications have been received yet, but if an application is received, City Manager Donlevy suggested the matrix from the checklist be put into place and advertise this process to the applicants.

Mayor Aguiar-Curry thanked City Manager Donlevy for putting this process together and asked for a timeline to have the process in place. City Manager Donlevy said this proposed process will go before the Planning Commission at their April 23rd meeting and back to the City Council on May 7th. If an application is received in the meantime, staff will try to follow the guidelines presented tonight.

Council Member Anderson asked what the intent was of the self-scored checklist that is shifting the duty and responsibility of the applicant from the Planning Commission to the applicant and asked who will review it. City Manager Donlevy said the checklist provides an explanation of the project. The application will then receive written comments back from the DRC and the project, which has already been scored, will then be ready to go to the Planning Commission. Council Member Cowan said the checklist was conceived by EDAC (Economic Development Advisory Committee) and the whole purpose is to allow developers a way to score their own project against the design guidelines so they know and we know that they are compliant with all design guidelines. It will be important for the developers to complete the checklist ahead of time to allow the DRC to answer questions or debate anything questionable. When the project get to the

Planning Commission, they will receive a completed checklist that has been reviewed by the developer, the DRC and staff that will minimize future changes and the developer can move forward with a good, solid project.

Council Member Anderson asked if this process wasn't already in an ordinance. Council Member Cowan said yes, but the process needed to be better defined and more clear so there will be fewer problems getting a project past the Planning Commission. The problem with the Dollar General project was the information was not provided to the Planning Commission right out of the gate. City Manager Donlevy said once a project goes to the Planning Commission, all boxes on the checklist have been checked. The goal is to increase the likelihood of success once it gets there. It will cost the developer time and money if the process has to be repeated.

Council Member Anderson asked if the public will be included in the process. Council Member Cowan said there will be public involvement in several places, beginning with the pre-application and consultation, which will go before the Planning Commission as an informational item. This gives the public an opportunity to see it and comment on it, and allows the Planning Commission to comment on it without the pressure of having to vote on it. Council Member Fridae, through Council Member Cowan, wanted to emphasize the importance of releasing information to the public as soon as possible, including artist renderings in the newspaper ahead of time. The DRC will include two City Council members and two Planning Commission members to give it additional eyes and additional input before it goes before the Planning Commission as an informational item.

Planning Commission Chairman Biasi said the EDAC committee streamlined the process, but the DRC looks more involved. The expectations, questions, and concerns will be addressed at the beginning of the process, which will streamline the process in the long run. Council Member Guelder said this process adds another layer to smooth things out. Council Member Cowan said staff has meetings every week or can meet any day. This will save time and money (\$1,500) and the developer will receive the necessary review if the guidelines are used. City Manager Donlevy said everything in the process already exists, this will just tighten it up. The role of the Planning Commission will be validation-does the project meet the City guidelines? In the last three years, the City has received two applications. The Dollar General project could have been presented better. It should have been clear, transparent, and easy for the Planning Commission to see whether it met the guidelines.

Richard Kleeberg, 209 Abbey Street and member of the Planning Commission, but not representing the Planning Commission or have discussed his comments with the Planning Commission, is hesitant to say too much but is concerned about the new layer or expanded design review committee and the diminished role of the Planning Commission. Mr. Kleeberg alleged that at the last Planning Commission meeting, there was a major error in the staff report at the very start.

Two major changes that did not follow design guidelines were questioned. The resulting vote was 4-3 approving the project. He alleged that the developer did not follow design guidelines, was asked for a checklist and the developer chose not to provide one. If the Planning Commission's role is to validate the project, there is little need for a Planning Commission. Their limited role would be to say yes. Mr. Kleeberg is also concerned about the logistics of the DRC. Two Planning Commissioners and two City Council members available to meet during business hours could be difficult and asked how they would be chosen and what will happen if one or two can't make the meeting. Mr. Kleeberg is hesitant and concerned as a member of the Planning Commission and respects the members of the Council and the City Manager, but sees this process as diminishing the role of the Planning Commission.

Mayor Aguiar-Curry thanked Mr. Kleeberg for this comments. Council Member Cowan said a big component of the Planning Commission is to hold public hearings, receive public comments, listen to the public and factor this information into their decisions. The proposed process is meant to give staff the opportunity to respond to the developer prior to the Planning Commission meeting. It's not to make the Planning Commissioners yes-men, but to help streamline, not add a layer to the process. Council Member Cowan is in favor of the new process and would like to see it set up as soon as possible. The individuals involved in the DRC have made a commitment and added that staff should advocate to the City, not to the developers.

City Attorney Wallace confirmed he had reviewed the proposed process and Council Member Cowan said all projects will be noticed to give the public the opportunity to learn about the projects and the process. While on the EDAC committee, Council Member Cowan said not many members of the public attended the numerous workshops and meetings held over a six-month period, except for the last one just before the vote. Council and City staff will try to make everything as transparent and available as possible.

Regarding the Dollar General project, Council Member Guelden said many of the questions posed by the Planning Commission at their meeting could have been addressed by staff prior to the meeting, but the Planning Commission did not talk to staff prior to the meeting and were not prepared for the meeting. Mayor Aguiar-Curry said that in dealing with the process, the Planning Commission as well as the City Council will be looked upon for their input. She is willing to give this process a try and said the work put in by the EDAC committee and the resulting process was not recognized. Council Member Anderson said he was not trying to discount the EDAC committee, but said we're trying to rush it and asked if the Planning Commission still has the authority to put on conditions. Mayor Aguiar-Curry said the design guidelines must be followed and confirmed the Planning Commission will continue to have the authority.

Council Member Cowan said it was important we get back on track with a planner five days a week to help at the Planning Commission meetings, someone who knows the issues and can address them. He would like to see an emphasis put on getting a planner on board. City Attorney Wallace confirmed this does not supplant the required legal process. Council Member Anderson said he would like to see how projects are filtered for the downtown. Council Member Cowan said all projects are reviewed by staff and if the developer meets the criteria, it's done. Small projects that are non-controversial shouldn't need to go before the Planning Commission. These can be done internally with the DRC. Mayor Aguiar-Curry said we are all concerned about the same things and this process has nothing but good written all over it.

City Manager Donlevy said to hire a Community Development Director would cost approximately \$100,000, where the planning and building department already have a \$300,000/year deficit. Mayor Aguiar-Curry requested an interim planner until one can be hired. Until then, this proposed process will work for the interim. We will wait to select two Council Members for the DRC until after it has gone through the Planning Commission.

Motion by Council Member Guelden, second by Council Member Anderson to send the proposed Design/Site Plan Review Process to the Planning Commission for their input, and to use this process if an application is received in the meantime. Motion carried unanimously, with one absent.

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

1.

CITY MANAGER REPORT: You may see, hear, and smell the trench pipeline work that has begun, but it is non-toxic. This is a slow process while they clean the lines of any blockage, lay the plastic liner and send it up the pipe to the lateral, and then drill the hole into the plastic liner. During the housing workshop, Council Member Anderson brought up the idea of taking a tour of the Domas project on April 27th or May 4th and suggested carpooling.

ADJOURNMENT: Mayor Aguiar-Curry adjourned the meeting at 8:13 p.m.

Cecilia Aguiar-Curry, MAYOR

ATTEST:

Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: Authorize Contract Amendment to the Professional Services Contract of Melton Design Group for Design and Engineering Services to be Used as a Basis for Construction Drawings/Documents for the Orchard Village Park Construction Project (APN # 003 360 025)

RECOMMENDATIONS:

1) Receive the report from staff updating City Council on Contract Amendment to the Melton Design Group Professional Services Contract for Design and Engineering Services to be Used as a Basis for Construction Drawings/Documents for the Orchard Village Park Construction Project, and 2) Authorize the City Manager to execute a Professional Services Contract Amendment with Melton Design Group for Design and Engineering Services for the Orchard Village Park Construction Project.

BACKGROUND:

The City is under contract to receive Prop 84 grant funds from the California State Parks and Recreation Department, and will also receive CDBG grant funds from the State's CDBG General Allocation Program. Funding from both sources will be utilized for the development of a new city park to be located on the 5 acre parcel (APN # 003 360 025) between Dutton Street and Walnut Lane due east of the new Orchard Village Apartments. At the Council meeting of July 3, 2012, the City Council authorized the City Manager to execute a Professional Services Contract with Melton Design Group.

At the City Council and Planning Commission Joint Workshop on January 22, 2013, a plan for phasing the park construction was presented. The phasing is necessitated by the expenditure deadline differences between the CDBG Grant and the Prop 84 Grant, coupled with the timeframe needed for the environmental mitigation of the seasonal wetlands located on the property.

FISCAL IMPACTS:

Total contract amendment cost is \$31,700. The authorization for the Professional Services Contract Amendment will have no impact on City's General Fund or other City funds as expenses incurred in providing Design and Engineering Services are eligible for reimbursement under the terms of the Grants. Design and Engineering services are an eligible construction cost under the terms of the Prop 84 Grant, and those expenses are eligible for reimbursement as an Activity Delivery Cost under the CDBG General Allocation Grant.

ATTACHMENTS:

Contract Amendment #1



CONTRACT AMENDMENT #1

GENERAL UNDERSTANDING

The following is an outline of additional services and associated fees to be added to the existing Consultant Services Agreement for Orchard Village Park – Melton Design Group – Design Services, City of Winters Agreement No. 006-12. The additional services are needed for the project in order to provide Construction Documents and associated services in two phases. The phasing is necessary due to the presence of wetlands on the site, for which final mitigation requirements are pending; however, one of the grant allocations has a deadline requiring that the funding be spent prior to the anticipated timeline for the wetland mitigation outcome.

SCOPE OF WORK

Task 1 – Preliminary Phasing Plan – (mostly complete at this point).....\$2,500

- 1.1 Coordination with City Staff – review parameters of phasing needs and proposed direction.
- 1.2 Project Team Meetings – provide direction for changes to preliminary design.
- 1.3 Review Environmental Documents – in relation to existing wetland delineations, regulations and options for construction around the wetland. Coordinate with City’s environmental consultant.
- 1.4 Prepare a Preliminary Phasing Plan – outline existing Park Master Plan to illustrate two phases of improvements.
- 1.5 Provide Opinion of Probable Construction Cost – for each phase. Measure second phase quantities and subtract from first phase. Add second stage installation factors such as utility lines set up in phase one to be ties into for phase two and the cost for a contractor to mobilize twice.
- 1.6 Review Phasing Plan and Cost Estimate with City Staff – verify elements to include in phase one construction.
- 1.7 Present Phasing Plan to Planning Commission as part of the Public Workshop. Address public comments regarding phasing options.

Task 2 – Phasing One Construction Documents – (partially complete).....\$3,000

Services under this task are mostly Design and Plan Graphic related items that are in addition to the existing Consultant Services Agreement plus the phase one Additive Alternate designs requested by the Planning Commission.

- 2.1 Construction Drawings
 - A. Designate phased areas on all drawings.
 - B. Utility Line Stub-outs – Design for stub-outs of phase one utilities; specify size, elevation, location and type of utility pull- boxes to accommodate for phase two construction.
 - Irrigation
 - Potable Water
 - Electrical
 - Storm Drain – Phase 1 drainage design to function in the temporary condition and the fully built out condition. This may necessitate the inclusion of temporary retention areas within Phase 2 depending on existing versus proposed grades along the Phase 1 and 2 interface.



- C. Phasing design considerations for park elements other than utilities:
 - Temporary paths
 - Grading – Temporary slopes in between phase one and phase two
 - Calculate anticipated soil stockpile, its location and erosion prevention; hydroseed (typical for all disturbed areas to secure soil in place during time in-between phase one and two).
 - Temporary fencing at wetlands – possibly split rail cedar

2.2 Wetland Protection

- A. Review Project environmental documents (provided by owner) to obtain wetland protection requirements.
- B. Include wetland protection language as required in Construction Documents.
- C. Coordination with City’s environmental consultant.
- D. Any additional plan submittals to State or Federal regulatory agencies since wetland is now in phase one design.

2.3 Add Alternates – Provide phase one alternate design elements requested by City Planning Commission:

- A. Shade Structure
- B. Detention Basin Paths
- C. Decorative Fencing
- D. Interpretive Panels

Task 3 – Phase One Record Drawings.....\$500

- 3.1 As-Built Drawings – the Contractor will be required to provide as-built drawings for underground utilities. Melton Design Group will document this information in the AutoCAD base map drawing to set up for Phase Two Construction Documents.

Task 4 – Phase Two Construction Documents.....\$12,500

Services under this task are mostly to do with having to produce a Second Set of Construction Documents and a second round of Submitting Plans to the City, plus the phase two Additive Alternate designs requested by the Planning Commission. There will of course not be a charge for the design or document production for areas in phase two that are already in the existing Agreement for Design Services. The same will apply for the services listed in Task 5 and 6 of this Amendment #1.

4.1 Construction Drawings

Prepare a standalone set of Phase 2 improvement plans which depict the Phase 1 improvements as existing conditions. The plans will include completion of the remainder of the park design in accordance with the scope items and submittals outlined in our existing Consultant Services Agreement No. 006-12.

- A. Title Sheet – Project Location Maps and Drawing Index – 1 sheet
- B. Erosion Control Plan – 1 sheet
- C. Storm Water Pollution Prevention Plan (SWPPP) – update existing phase one documents on file with the State Water Regional Control Board.
- D. Construction Plan - Site dimensioning for detailed areas
 - Identify all park elements and locations
 - Describe materials, size, color and finish
 - Layout and dimension park element details only. Site layout will be provided as points file to the Contractor at time of construction.
- E. Utility Plan: one storm drain system, potable water and irrigation system.



- F. Grading and Drainage Plan
Prepare grading and drainage plan for phase two site with connections to phase one stub-outs; including grades and design of storm drainage system and minor relocations of existing facilities required by the proposed improvements.
 - G. Planting Plan
 - H. Irrigation Plan
 - Layout irrigation system, pipe size and product specifications
 - Provide water budget and typical watering schedule and calculations
 - I. Electrical and Lighting Plans, Installation Details
 - Site electrical supply and security lighting, panel connection and routing
- 4.2 Add Alternates – Provide phase one alternate design elements requested by City Planning Commission:
- A. Basketball Court
 - B. Concrete Path in place of Decomposed Granite Path along Walnut Lane
 - C. Steel Arch with Sign at playground
- 4.3 Technical Specifications - CSI Division 1 through 16 as needed according to project elements, development standards and County standard specifications.
- 4.4 Cost Estimates – Adjust existing Estimated Cost of Construction as Construction Documents are approved through the Submittal Process.
- A. Compare project elements with available project budget
 - B. Prepare final estimates
- 4.5 Submittal Process and Final Construction Documents
- A. Construction Drawings and Technical Specifications will be submitted to the City for comment and approval at 90% and 100% completion.
 - B. Adjust Construction Drawings and Technical Specifications per City comments
 - C. Provide Final Bid Set of Construction Documents; Construction Drawings, Technical Specifications, Cost Estimates and Bid Documents in hardcopy and electronic format to City.

Task 5 – Bid Documents and Administration \$1,000

- 5.1 Produce Contract Documents – Utilize existing Phase One General Conditions, Special Provisions, Bid Form and Contract Forms. Incorporate project Construction Drawings and Technical Specifications to produce a Phase Two Contract Document package.
- A. Print construction drawings and construction document book sets.
 - B. Incorporate all Prop 84 grant Forms and Specification into the Construction General Conditions.
- 5.2 Provide Bid form of Construction for bidders to use for proposal.
- A. Bid sheet to include all items from cost estimate and alternate or deductive options for bidders to provide additional services if budget allows.
 - B. Public Bid Notice – provide document needed to advertise bid. City to publish bid advertisement.
- 5.3 Pre Bid Meeting – Attend Pre-Bid meeting to review plans and specifications with prospective bidders.
- 5.4 Addendums – After a question and answer period addendums will follow as needed to complete package and clarify bid.
- 5.5 Award Bid – provide consultation to City in awarding contract according to bids received and contractor qualifications.



- Task 6 – Construction Administration**..... \$11,250
- 6.1 Pre Construction Meeting / Review submittals and respond as necessary
 - 6.2 Amendments to documents – issue as needed throughout project if necessary in response to contractor.
 - 6.3 RFI (Requests for Information) – respond to contractor requests
 - 6.4 Submittal Review – review contractor product and material submittals for conformance to design intent.
 - 6.5 Memorandum Directives and Field Orders- provide to contractor as needed
 - 6.6 Change Order Requests – review and provide recommendations to City staff and issue as needed.
 - 6.7 Field Observations and Inspections per plans and specifications (10 total)
Typical observations include site visits to report finish grade work, concrete formwork, concrete finish, irrigation installation, planting, punch lists and final observations. Field Observation reports will follow each observation and be submitted to the Construction Manager, City and contractor with approval of the work or suggested remedies.
 - 6.8 Reporting administration documents as needed to the City and Contractor.
 - 6.9 Contractor Payment Request – Consultant will review payment requests with Construction Manager and respond as necessary.

TASK 7 – Reimbursable Expenses..... \$950
 MDG will provide digital and hardcopies to the City to review and comment Agreement designated submittals. Re-production of drawings for meetings or submittals will be billed per the attached Schedule of Rates and will be itemized for your review as part of the invoice. Additional expenses incurred during process such as requests for bid sets or large quantities of copies or additional colored drawings will be approved prior to production and will be billed in addition to Contract Terms of Compensation per the attached Schedule of Rates.

TERMS OF COMPENSATION

Compensation for Tasks 1 through 4 shall be billed on a monthly basis according to the percentage of tasks complete at that time. Tasks 5 through 6 shall be billed on a time and materials basis, not to exceed the fee as shown below.

FEE PER TASK SUMMARY

Task 1 – Preliminary Phasing Plan – (mostly complete at this point).....	\$2,500
Task 2 – Phasing One Construction Documents – (partially complete).....	\$3,000
Task 3 – Phase One Record Drawings.....	\$500
Task 4 – Phase Two Construction Documents.....	\$12,500
Task 5 – Bid Documents and Administration.....	\$1,000
Task 6 – Construction Administration.....	\$11,250
TASK 7 – Reimbursable Expenses.....	\$950

TOTAL COMPENSATION..... **\$31,700**





**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: Authorize Contract Addendum to the Professional Services Contract of BSK Associates for Environmental Services for the Orchard Village Park Construction Project (APN # 003 360 025)

RECOMMENDATIONS:

1) Receive the report from staff updating City Council on Contract Addendum to the BSK Associates Professional Services Contract for Environmental Services for the Orchard Village Park Construction Project, and 2) Authorize the City Manager to execute a Professional Services Contract Addendum with BSK Associates for Environmental Services for the Orchard Village Park Construction Project.

BACKGROUND:

The City is under contract to receive Prop 84 grant funds from the California State Parks and Recreation Department, and will also receive CDBG grant funds from the State's CDBG General Allocation Program. Funding from both sources will be utilized for the development of a new city park to be located on the 5 acre parcel (APN # 003 360 025) between Dutton Street and Walnut Lane due east of the new Orchard Village Apartments. At the Council meeting of July 17, 2012, the City Council authorized the City Manager to execute a Professional Services Contract with BSK Associates.

Melton Design Group, the Design and Engineering Consultant for the project, identified the need to have the environmental consultant (BSK) complete a Worker Environmental Awareness Plan ("WEAP") as well as a detailed attachment to the Storm Water Pollution Plan ("SWPPP") that outlines a Site-Specific Spill Prevention Plan. This work was originally identified in the City of Winters Initial Study/Mitigated Negative Declaration for the park project. The addendum has been reviewed by City Engineer Alan Mitchell and Environmental Services Manager Carol Scianna.

FISCAL IMPACTS:

Total contract amendment cost is \$3,000. The authorization for the Professional Services Contract Amendment will have no impact on City's General Fund or other City funds as expenses incurred in providing Environmental Mitigation is eligible for reimbursement under the terms of the Prop 84 Grant.

ATTACHMENTS:

Contract Amendment #1

March 27, 2013

Mr. Dan Maguire
Economic Development and Housing Programs Manager
City of Winters
318 First Street
Winters, CA 95694

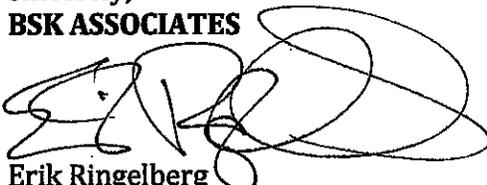
SUBJECT: Addendum- Environmental Services for the City of Winters' Orchard Park Development

Dear Mr. Maguire:

BSK Associates is pleased to provide the following *Addendum* to the July 9, 2012 *Scope of Services* to complete the Worker Environmental Awareness Plan (WEAP), for the protection of listed vernal species for the Orchard Park Development project in Winters, California. These attached task items were identified in the recent communications with the Melton Design Group in the context of the Endangered Species Act permit prepared for the City of Winters, and the following cost proposal is intended to satisfy that request.

BSK Associates is committed to meeting the City of Winters' needs for the Orchard Park project build out. If you have any questions regarding this proposal, please contact me at (916) 853-9293.

Sincerely,
BSK ASSOCIATES



Erik Ringelberg
Ecological Services Group Manager

Addendum: Environmental Services for the City of Winters' Orchard Park Development

The following task items were identified for BSK's completion by Melton Design Group. These activities are proposed in order to reduce the potential threat and consequential liability of impacts from the proposed construction activities on listed vernal pool species, namely the Endangered Species Act *Threatened* vernal pool fairy shrimp. Additional tasks can be completed by BSK at the City's direction.

Worker Environmental Awareness Plan (WEAP) and Spill Plan

- The City of Winters Initial Study/Mitigated Negative Declaration for the Orchard Park Project identified a series of mitigation and monitoring requirements applicable to the project.
 - BSK will provide one Worker Environmental Protection Plan (WEAP) on-site training, videotaped by others for use in additional trainings. Trainings and documentation of participation are *required* before earthmoving and every time new, previously untrained, equipment operators, and other site personnel are used. *Estimated Cost \$1,500.*
 - BSK will provide an attachment to the Storm Water Pollution Prevention Plan (SWPPP) prepared by others detailing the Site-Specific Spill Prevention Plan to protect vernal species. *Estimated Cost \$1,500.*

FEE AND ANTICIPATED SCHEDULE

BSK proposes to provide the above scope of services on a time and materials basis, for a not to exceed total fee of **\$3,000**. If circumstances change, you will be immediately notified and if necessary an amendment to the agreement will be developed for your review.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: City/Cross Development Purchase and Sale Agreement Extension

RECOMMENDATIONS:

Staff recommends that the City Council authorize the City Manager to extend the Purchase and Sale Agreement with Cross Development regarding the City Sale of Portions of Real Property as follows: Grant Avenue Commercial Property (APN #'s 003-370-028, 003-370-029, and 003-370-030).

BACKGROUND:

In May 2009, the Winters CDA ("Redevelopment Agency") 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 subsequently authorized the issuance of an RFP for potential developers to offer proposals for development of the site. Although the CDA did enter into an Exclusive Negotiation Agreement ("ENA") with the Yackzan Group, that ENA did not result in any development on the property.

In March 2011, the City Council adopted Resolution 2011-15 approving a Purchase and Sale Agreement with the Winters CDA with respect to the property. The Resolution laid out the findings for the transfer of this property in consideration of the debt owed to the City by the Winters CDA, and authorized staff to contract with Bartholomew and Associates to have the property appraised to determine fair market value. The appraised value for the 4.5 acre property was determined to be \$980,000 as of the date of the appraisal. This appraised value calculates to approximately \$4.97 per square foot.

At the October 2, 2013 City Council meeting, the City Council authorized the City Manager to execute a Purchase and Sale Agreement ("Agreement") with Cross Development for commercial development on the property, consistent with the original

intent of the acquisition. The Agreement allowed for up to 180 days for Cross to complete their due diligence review, with the close of escrow to be completed by May 24, 2013. Cross has requested the Agreement be extended by an additional 90 days. The property is being purchased for the development of a Dollar General Store. Dollar General is one of the largest retailers in the U.S., with 10,000 stores in 40 states. They offer customers general merchandise, along with limited food lines.

FISCAL IMPACTS:

The City's costs associated with selling the properties are to-be-determined; however, at the proposed sales price, the City stands to realize \$266,587.20 from the transaction.

ATTACHMENTS:

Request for 90 day Extension correspondence

Daniel Maguire

From: Dan Dover [dan@crossdevelopment.net]
Sent: Tuesday, April 09, 2013 6:34 AM
To: Daniel Maguire
Subject: Dollar General-Cross Development Land Contract Extension

Dan, per our conversation yesterday, we respectfully request a 3 month extension on our land contract. We are in design currently, and it has taken a little longer to get to this point than we had hoped. We are working with CalTrans to see what the ROW improvements look like and will eventually cost. If approved, we would be happy to send a draft contract extension for the City's review.

Thank you for your time, and help in this process.

Sincerely,

Dan

Dan Dover
Cross Development, LLC
6617 Village Springs Drive
Plano, TX 75024
Off: 214-614-8252
Fax: 214-556-1110
Mob: 214-605-1440
Email: Dan@CrossDevelopment.net





**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE : April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Gene Ashdown, Building Official 
SUBJECT: Resolution 2013-09, Declaring Weeds and Rubbish on Certain Lots and
Parcels within the City of Winters to be a Public Nuisance and Ordering
the Institution of Proceedings to Abate said Public Nuisances

RECOMMENDATION:

Approve Resolution 2013-09, a Resolution Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate said Public Nuisances.

BACKGROUND:

Each year at this time the Winters Fire Department/Code Enforcement surveys parcels for which weeds or rubbish, or both, have been observed.

A public hearing has been scheduled for the May 21st City Council meeting, to be held at 6:30 p.m. for the purpose of hearing and considering all objections to the proposed removal of the weeds, rubbish, and refuse from the parcels described in attached list.

FISCAL IMPACT:

None by this action.

Resolution No. 2013-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
DECLARING WEEDS AND RUBBISH ON CERTAIN LOTS AND PARCELS
WITHIN THE CITY OF WINTERS TO BE A PUBLIC NUISANCE AND
ORDERING THE INSTITUTION OF PROCEEDINGS
TO ABATE SAID PUBLIC NUISANCES**

WHEREAS, Title 4, Division 3, Part 2, Chapter 13, Article 2 of the Government Code, commencing with section 39560 (herein "Weed Abatement Law"). Provides the City Council with an alternative procedure which it may use for the abatement of weed and rubbish on lots and parcels within the City as public nuisances, and

WHEREAS, The City Council desires to utilize the procedures provided in the weed abatement law as a means of abating certain public nuisance conditions located throughout the City consisting of weeds and rubbish on lots and parcels within the City, and

WHEREAS, The Winters Fire Department and Building & Code Enforcement Division has presented the City Council with a list describing by street name and assessor's parcel number the lots and parcels within the City upon which weeds or rubbish, or both have been observed; and

WHEREAS, The City Council desires to abate weeds growing on said lots as seasonal and recurrent nuisances as provided in Section 39562.1 of the Weed Abatement Law;

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WINTERS AS
FOLLOWS:**

1. That all weeds growing upon the streets, sidewalks and private property and all rubbish and refuse upon parkways, sidewalks and private property within the City are hereby declared to be, a public nuisances subject to abatement as provided in the weed abatement Law and this resolution.
2. That all weeds growing upon streets, sidewalks and private property within the City are also declared to be a seasonal and recurrent nuisance subject to abatement as provided in Section 39562.1 of the weed Abatement Law.
3. That the location of each such lot and parcel upon which a public nuisance has been observed to presently exist, listed by street upon which it fronts and Yolo County Assessor's parcel number, is set forth in **Exhibit "A"** attached hereto and incorporated herein by reference.

4. That the Fire Chief or his Representative of the Winters Fire Department is hereby designated to be the "superintendent" as defined in Section 39560 of the Weed Abatement Law. For purposes of performing the duties imposed by said law within the City. Except that, the City Manager will be responsible for filing all liens and signature approval of the abatement contractor.
5. That a public hearing is hereby set before the City Council to be held at 6:30 P.M. on May 21, 2013 at the City Council Chambers, City Hall 318 First Street, Winters, California, for the purposes of hearing and considering all objections to the proposed removal of the weeds, rubbish and refuse from the parcels described in **Exhibit "A"**.
6. That the Winters Fire Department is hereby directed to give mailed notice of said hearing to all persons owning property described in **Exhibit "A"** as provided in Section 39567.1 of the Weed Abatement Law. Said mailed notice to be in the form provided for in the Weed Abatement Law for such notice. Said notice shall state that weeds are seasonal and recurrent nuisances as provided in Section 39562.1 of the Weed Abatement Law.
7. The Fire Chief or his representative is hereby authorized and directed to seek informal competitive bids for the performance of said abatement work on lots and parcels through the city and to present to the City Manager for consideration following the conclusion of the public hearing described above. The City Council finds and determines that said work of removing weeds and rubbish as provided in the Weed Abatement Law constitutes on professional services to the City.

PASSED AND ADOPTED THIS 16th DAY OF APRIL, 2013, BY THE FOLLOWING VOTE:

**AYES:
NOES:
ABSTAIN:
ABSENT:**

Cecilia Aguiar-Curry, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK



Building & Code Enforcement Division
(530) 795-4910 Ext. 117 Fax (530) 795-4935
318 First Street Winters, CA 95694
gene.ashdown@cityofwinter.org

2013 PROPOSED WEED ABATEMENT

- March 10-20, 2013 Identify parcels for potential abatement by Building Official
- April 9, 2013 <noon WFD Administrative Assistant to return identified parcel list to Building Official
- April 16, 2013 Adopt resolution specified parcels declaring public nuisance on
- April 17, 2013 WFD Administrative Assistant to mail notices based on approved list
- May 21, 2013 Public Hearing
- May 31, 2013 Deadline for voluntary abatement by property owners
- June 1, 2013 City abatement contractor to begin abatement on parcels not in compliance
- June 15, 2013 Contractor to finish first abatement
- June 17, 2013 Contractor to submit first billing for weed abatement
- August 1, 2013 Deadline for voluntary removal of any secondary re-growth of weeds
- August 2, 2013 City abatement contractor to begin removal of second growth of weeds on parcels not in compliance
- August 16, 2013 Contractor to finish second abatement
- August 19, 2013 Contractor to submit second abatement billing

Gene Ashdown
Building Official

Parcel #	Name	Mailing address	City, State, Zip
030-200-039	(B1) 27956 HWY 128 Breznock address not on APN		
030-200-047	(B1) 27956 HWY 128 Breznock address not on APN		
030-280-033	(B1) not on APN		
003-430-010	(B1) Country Investors	2706 Land Park Dr	Sacramento, Ca 95815
003-450-015	(B2) Baysierra-Norcal Properties LLC	1410 Neotomas Ave Ste 106	Santa Rosa, CA 95405
003-450-016	(B2) Baysierra-Norcal Properties LLC	1410 Neotomas Ave Ste 106	Santa Rosa, CA 95405
003-450-017	(B2) Baysierra-Norcal Properties LLC	1410 Neotomas Ave Ste 106	Santa Rosa, CA 95405
003-450-018	(B2) Castro Survivors Trust	27852 Matsumoto Ln	Winters, CA 95694
003-430-011	(B2) Country Investors	2706 Land Park Dr	Sacramento, Ca 95815
003-430-012	(B2) Roman Catholic Bishop of Sacramento	2110 Broadway	Sacramento, Ca 95818
003-120-004	(B2) Roman Catholic Church	2110 Broadway	Sacramento, Ca 95818
003-120-003	(B2) Roman Catholic Church	511 Main St	Winters, CA 95694
003-182-071	(B3) Oremus Family Trust	P.O. Box 81	Siletz, Or 97380
003-230-029	(B3) Fridae, Keith & Rebecca	112 Liwai Village Ct	Winters, CA 95694
003-230-030	(B3) Barbour/Whitworth Family Trust	P.O. Box 757	Winters, CA 95694
003-230-017	(B3) Paradise Farms LLC	709 Dutton St	Winters, CA 95694
003-141-006	(B3) Beatrice C Jordan	302 Grant Ave	Winters, CA 95694
003-276-014	(B3) German Alea & Thompson Jared	211 Anderson Ave	Winters, CA 95694
003-242-013	(B3) Coman Elizabeth ETAL	105 Orchard Lane	Winters, CA 95694
003-241-013	(B4) Castro Marital Deduction Trust	27852 Matsumoto Ln	Winters, CA 95694
003-241-028	(B4) Winters City Of	318 First St	Winters, CA 95694
030-361-032	(C1) Alsbury Merwyn G & Linda Lea	1206 Valley Oak Dr	Winters, CA 95694
030-361-001	(C1) not on APN		
003-474-001	(C1) Winters City Of	318 First St	Winters, CA 95694
030-220-017	(C1) D2 GBH-Winters Highlands LLC ETAL	725 Folger Ave	Berkeley, CA 94710
030-220-019	(C1) D2 GBH-Winters Highlands LLC ETAL	725 Folger Ave	Berkeley, CA 94710
003-430-030	(C2) Ogando Joe E & Karen M	102 Wolfskill Street	Winters, CA 95694
030-220-049	(C2) Winters Investors LLC	P.O. Box 907	Concord, CA 94710
003-430-033	(C2) Winters Investors LLC	P.O. Box 907	Concord, CA 94710
003-430-034	(C2) Winters Investors LLC	P.O. Box 907	Concord, CA 94710
003-430-008	(C2) Winters MHP LLC	9929 Venice Blvd	Los Angeles, CA 90034
030-220-039	(C2) Winters City Of	318 1st Street	Winters, CA 95694
003-130-003	(C2) Dolores Ramos TR	P.O. Box 1019	Winters, CA 95694

003-524-019	(C2)	Carter Phillip John & Carmen & Carter Rev Trust	P.O. Box 929	Winters, CA 95694
003-144-014	(C3)	Golden Hills Development LLC	7 E Main St	Winters, CA 95694
038-203-018	(C5)	Winters City Of	318 1st Street	Winters, CA 95694
030-220-040	(D2)	GBH-Winters Highlands LLC ETAL	725 Folger Ave	Berkeley, CA 94710
030-220-049	(D2)	Winters Investors LLC	P.O. Box 907	Concord, CA 94522
030-392-006	(D2)	Carter Ranch 36 LP	730 Alhambra Blvd Ste 201	Sacramento, Ca 95816
003-392-001	(D3)	Valadez Fam Trust	1137 Williams Way	Yuba City, CA 95991
030-220-008	(D3)	Miyao Gene	720 Borchard Ct	Woodland, CA 95776
030-220-009	(D3)	Neimann Trust	235 Montgomery St Ste 642	San Francisco, CA 94104
030-220-010	(D3)	Pinkston Lois 2011 Rev Trust	442 Russell St	Winters, CA 95694
003-330-017	(D3)	Conway Louis W	417 F Street #3	Davis, CA 95616
003-360-028	(D4)	Winters City Of	318 1st Street	Winters, CA 95694
038-050-018	(D4)	South Market Court PTN LP	7700 College Town Dr Ste201	Sacramento, Ca 95826
038-190-035	(D4)	Christie Robert J/Katherine L	P.O. Box 683070	Park City, UT 84068
038-170-020	(D4)	Winters City Of	318 1st Street	Winters, CA 95694
		121 E Grant Ave is not on APN		
038-070-035	(D5)	Rabada John & Rabada John S & MD INC Ret Tru	5830 Sterling Greens Circle	Pleasanton, CA 94566
038-220-008		Winters Village East LLC	7 E Main St	Winters, CA 95694
038-220-009		Winters Village East LLC	7 E Main St	Winters, CA 95694
038-220-010		Winters Village East LLC	7 E Main St	Winters, CA 95694
038-220-012		Winters Village East LLC	7 E Main St	Winters, CA 95694
038-220-013		Winters Village East LLC	7 E Main St	Winters, CA 95694
038-050-029		Robben Family Trust	8057 Runge Rd	Dixon, CA 95620
038-050-060		Ali Samir	5000 E 2nd St Ste G	Benicia, CA 94510
038-050-057		Ali Ashraf & Yasmin A	5000 E 2nd St Ste G	Benicia, CA 94510
038-070-031	(D5)	Jordan Fam Partnership IV	1008 2nd St 2nd Floor	Sacramento, Ca 95814
038-070-032		Jordan Fam Partnership IV	1008 2nd St 2nd Floor	Sacramento, Ca 95814
038-070-030		Jordan Fam Partnership IV	1008 2nd St 2nd Floor	Sacramento, Ca 95814
038-070-029		Jordan Fam Partnership IV	1008 2nd St 2nd Floor	Sacramento, Ca 95814
038-070-028		Jordan Fam Partnership IV	1008 2nd St 2nd Floor	Sacramento, Ca 95814
030-381-001	(E2)	Aguilar Rudolfo C	410 Moody Slough Rd	Winters, CA 95694
030-220-013	(E3)	Winters JT Unified School Dist	909 W Grant Ave	Winters, CA 95694
030-220-014		Winters JT Unified School Dist	909 W Grant Ave	Winters, CA 95694
030-220-027		Statewide Properties Winters	200 B St Suite F	Davis, CA 95616

038-050-073
038-050-063

(E5) Kristensen & Pearce Holdings LLC
Winters Gateway INC DBA Arco #83333

P.O. Box 663
1904 Via Di Salerno

Winters, CA 95694
Pleasanton, CA 94566



**A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF WINTERS
SUPPORTING SB1525 (PADILLA) THAT WOULD CREATE AN
EARTHQUAKE EARLY WARNING SYSTEM IN CALIFORNIA**

WHEREAS, according to the United States Geological Survey, California is one of the most seismically active states, second only to Alaska, and has experienced dozens of disastrous earthquakes that have caused fatalities, serious injuries, and significant economic loss; and

WHEREAS, ninety percent of the world's earthquakes and over eighty percent of the world's largest earthquakes occur along the Circum-Pacific Belt, also known as the Pacific Ring of Fire. The Pacific Ring of Fire includes the very active San Andreas Fault Zone in California; and

WHEREAS, the Uniform California Earthquake Rupture Forecast (UCERF) released in 2008 predicted a 99.7 percent likelihood of a magnitude 6.7 or larger earthquake in California in the next 30 years; and

WHEREAS, a 2013 study published by the Caltech and the Japan Agency for Marine-Earth Science and Technology discovered that a statewide California earthquake involving both the Los Angeles and San Francisco metropolitan areas may be possible; and

WHEREAS, Japan, Taiwan, Mexico, Turkey, Romania, Italy, and China either have or are working on earthquake early warning systems that are capable of saving lives and helping to mitigate loss; and

WHEREAS, California Emergency Management Agency, Caltech, California Geological Survey, University of California Berkeley, United States Geological Survey, and others have been conducting earthquake early warning research and development in California and together they operate the California Integrated Seismic Network, which has a demonstration earthquake early warning capability; and

WHEREAS, by building upon the California Integrated Seismic Network and processing data from an array of sensors throughout the state, a fully developed earthquake early warning system would effectively detect the strength and progression of earthquakes and alert the public within seconds, up to 60 seconds, before potentially damaging ground shaking is felt; and

WHEREAS, the City of Winters must do all it can to better prepare for future earthquakes and that an earthquake early warning system should disseminate earthquake information in support of public safety, emergency response, and loss mitigation.

NOW, THEREFORE, BE IT PROCLAIMED, the City Council of the City of Winters hereby SUPPORTS Senate Bill 1525 (Padilla) that would create an earthquake early warning system in California.

PASSED AND ADOPTED, this 16th Day of April, 2013.

Cecilia Aguiar-Curry, MAYOR

ATTEST: Nanci G. Mills, City Clerk



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: Authorize Bid Issuance for Construction Improvements of City Owned Property for the Orchard Village Park Construction Project (APN # 003 360 025)

RECOMMENDATION:

Authorize the City Manager or his designees to issue Bid documents for the construction improvements for the Orchard Village Park Construction Project.

BACKGROUND:

The City is under contract to receive Prop 84 grant funds from the California State Parks and Recreation Department, and will also receive CDBG grant funds from the State's CDBG General Allocation Program. Funding from both sources will be utilized for the development of a new city park to be located on the 5 acre parcel (APN # 003 360 025) between Dutton Street and Walnut Lane due east of the new Orchard Village Apartments. At the Council meeting of May 15, 2012, the City Council authorized the issuance of a Request for Proposal ("RFP") for Design and Engineering Services for the Orchard Village Park Project.

At the July 3, 2012 City Council meeting, the Council authorized the City Manager to execute a Professional Services Contract with Melton Design Group ("MDG") for design and engineering services for the park project. The City Council and Planning Commission participated in a joint workshop in January of 2013 to refine the Park Master Plan. The Planning Commission approved the Master Plan and issued the required Conditional Use Permit ("CUP") at a special meeting of the Planning Commission on February 12, 2013. MDG, working with City staff and City Engineer Alan Mitchell, has subsequently finalized the construction and bid documents in order to go out to bid on the phase one portion of the project.

Staff recommends the City Council authorize the issuance and public noticing of the bid documents.

FISCAL IMPACTS:

None by this action as expenses are eligible for reimbursement as an Activity Delivery Cost under the CDBG General Allocation Grant.

ATTACHMENTS:



STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JD*
FROM: Nanci G. Mills, Director of Administrative Services *Nanci*
SUBJECT: Amplified Sound Permit Application

RECOMMENDATION:

Approve the amplified sound permit application for the Roots to Wine Festival.

BACKGROUND:

The Roots to Wine organization is requesting this amplified sound permit for the annual Roots to Wine / Wine & Art in the Park Festival to be held on May 11, 2013.

Per the City's noise Ordinance, the application requires Council approval.

FISCAL IMPACT:

None

Date of Application: 12-10-12

To City Council: _____

Name of Person(s)/ Organization: Roots to Wine

Contact: Julie DeNapoli

Business Address: 7786 West Ranch Ln

Telephone: _____

Vacaville, CA 95688

Telephone: 707-631-0489

Type of Event: Wine & Art in the Park

Purpose of Event: (ie; fundraiser, parade, festival, etc.): festival

Date/Time of Event: 5/11/13 From: 9am To: 5pm

Location/Address of Event: Rotary Park

Rated Output of Amplifier in Watts: _____ Number of Speakers: 4

I have provided a list of and contacted all property owners adjacent to and within 300 feet of the event. Their approval of this event is indicated by their signature on the attached petition. Complaints about the sound will result in a warning and a request to reduce the volume. Additional complaints will result in the cessation of amplified sound. All amplified sound must be extinguished no later 10:00 p.m. pursuant to Winters Municipal Code Title VI; Chapter 7-Noise Control. Signing below certifies that all information contained within this application is correct. In the event that any of this information is found to be fraudulent, it may result in an automatic denial of this application.

Signature: 

For City Use Only

Proof of Insurance: N/A (Not City Property) Yes No

Rental Fee Paid: N/A (Not City Property) Yes No

Police Department: Approved Denied Date: _____

Authorized Signature: _____

City Council: Approved Denied Date: _____

Authorized Signature: _____



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Aaron McAlister, Fire Chief
SUBJECT: Acceptance of FEMA SAAFR Grant – Fire Truck

RECOMMENDATION:

Adopt Resolution 2013-13 accepting a grant from FEMA in the amount of \$479,430 with matching funds in the amount of \$25,233.00 for a total project cost of \$504,663.00.

BACKGROUND:

In 2012 the Winters Fire Department identified the replacement of the front line engine (pumper) as a critical need in its fleet of fire suppression apparatus. An application was field with the FEMA Assistance to Firefighters grant program. In March 2013 we learned our application was successful.

The concept presented to FEMA was that one new engine would serve as a replacement for two older units in our fleet. This engine will be a multi-purpose or All-Risk response vehicle capable of responding to wildland fires, structural fires, motor vehicle accidents, medical emergencies and all other types of incidents. It will be the day-today first out unit.

The two older units being replaced have been identified as Grass 226 and Engine 226. Both of these units were used when they came into possession of the Winters Fire Department and have outlived their useful service life. The size and scope of the fire department fleet are discussed in detail in the contract for services with the Winters Fire Protection District. Accordingly, staff may be returning to Council at a later date with a proposed contract amendment. Staff will also be returning to council when we are in a

position to declare the units being removed from service as surplus.

The immediate action before council is to accept the FEMA award and commit to the 5% match in the amount of \$25,233.00. Staff can then begin the process of identifying the desired vehicle and return to council with a purchase agreement.

Given the relative size of Winters, it is not likely staff will recommend a Request for Proposal (RFP) process for this purchase. The most likely scenario is a "tag-on" or "piggy-back" purchasing agreement to another entity who has already conducted a competitive bidding scenario.

FISCAL IMPACT:

Staff recommends council accept this award and allocate matching funds in the amount of \$25,233 from the equipment replacement funds for a total project cost of \$504,663.00

ATTACHMENTS:

1. Resolution 2013-13
2. FEMA Award Letter

Resolution No. 2013-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS ADOPTING A RESOLUTION ACCEPTING A GRANT FROM FEMA IN THE AMOUNT OF \$479,430 WITH MATCHING FUNDS IN THE AMOUNT OF \$25,233.00 FOR A TOTAL PROJECT COST OF \$504,663.00.

WHEREAS, The City of Winters Fire Department identified the replacement of a front line engine as a critical need in its fleet of fire suppression apparatus and,

WHEREAS, The Fire Department filed an application with the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Program in the amount of \$504,663.00,

WHEREAS, the Fire Departments application was selected for an award and,

WHEREAS, the City of Winters will allocate funds from the equipment replacement fund in the amount of \$25,233 in order to meet the required 5% match for a total project cost of \$504,663.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winters, that the City Manager John Donlevy is authorized to accept the grant from FEMA on behalf of the City and through the City Manager, the Fire Chief is directed to identify and select an apparatus for purchase and return to the Council with a recommended purchase.

DULY AND REGULARLY ADOPTED this 16th day of April, 2013 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

CITY OF WINTERS

Cecilia Aguiar Curry, Mayor

ATTEST:

Nanci G. Mills, City Clerk

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Aaron Mcalister
Winters Fire Department
700 Main St
Winters, California 95694-1689

Re: Grant No.EMW-2012-FV-03204

Dear Mr. Mcalister:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2012 Assistance to Firefighters Grant has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$504,663.00. The Federal share is 95 percent or \$479,430.00 of the approved amount and your share of the costs is 5 percent or \$25,233.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy W. Manning".

Timothy W. Manning
Deputy Administrator for National Preparedness and Protection



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Dan Maguire, Economic Development and Housing Manager *DM*
SUBJECT: Public Hearing to Adopt Resolution 2013-12, Transferring CDBG Program Income from the First Time Home Buyer Revolving Loan Fund to the Housing Rehabilitation Revolving Loan Fund.

RECOMMENDATIONS:

Staff recommends that the City Council take the following actions:

- 1) Open the Public Hearing to solicit Citizen Input
- 2) Close the Public Hearing
- 3) Receive the Staff Report, and
- 4) Adopt Resolution 2013-12, Transferring CDBG Program Income from the First Time Homebuyer Revolving Loan Fund ("RLF") to the Housing Rehabilitation Revolving Loan Fund ("RLF").

BACKGROUND:

The City of Winters has received funding in the past from the Community Development Block Grant ("CDBG") Program. The City has used this funding to provide loans to low income households for First Time Homebuyers, to rehabilitate qualifying homes and multi-family complexes in need of repair, and to assist small businesses throughout the City. As these loans have been repaid, they go into Program Income Accounts to be re-loaned to provide assistance to additional homebuyers, homeowners, and small businesses. The City currently has \$60,457.98 in the First Time Home Buyers Revolving Loan Fund (FTHB RLF), \$75,497.71 in the Small Business RLF, and \$295,873.33 in the Housing Rehabilitation RLF, for a total in all RLF accounts of \$431,829.02.

Program Income in the Revolving Loan Fund (RLF) accounts is monitored by the State and excess program income can result in the City of Winters receiving a "hold out" letter from the State. A

hold out letter is sent to an agency when they have excess program income on hand. The current RLF limit that triggers a hold out letter is \$500,000. Hold out status prevents the agency from applying for grants until the program income is committed or spent. Staff has been working to disburse as much as possible from the various RLF's as the disbursement of these funds would prevent the City of Winters from receiving a "hold out" letter.

The City has an active open CDBG Grant (Grant # 10-STBD-6745) that includes \$353,000 in Homebuyer Assistance, not including the FTHB RLF funds. CDBG program guidelines require that any funds in the FTHB RLF must be expended before using these grant funds. Unfortunately, circumstances beyond the City's control make it unlikely that the City will expend its FTHB RLF funds prior to the expenditure deadline. This situation is due to a number of factors, including: recent market conditions (very limited housing inventory), and adverse rulings from the Department of Finance ("DOF") and the State Controller's Office ("SCO") that have precluded the City from pursuing properties under an acquisition/rehab/resale program and/or a First Look program on bank owned properties.

In order to preserve the City's ability to use these funds to benefit low to moderate income persons in the community and to further the City's commitment to affordable housing, the City will need to reallocate funds to other projects or the City will have to disencumber the majority of those funds after the 6/30/2013 expenditure deadline.

By reallocating the unused FTHB funds to another existing RLF, the community can continue to realize the benefit of those funds, with funding for FTHB still available through the grant itself. Staff is proposing the aggregating of resources to lend financial assistance to housing rehabilitation projects and programs. As some examples of potential projects, staff is working on revisions to the existing Single Family Residence Rehabilitation program in order to encourage additional participation and there have been recent preliminary discussions with Yolo County Housing regarding an apartment complex that could be acquired and rehabilitated. To protect the funds and encourage additional affordable rehabilitation, staff is recommending the transfer of the \$60,457.98 in the FTHB RLF to the Housing Rehabilitation RLF, bringing the balance of that RLF to \$356,331.31. This will preserve the \$353,000 that the City still has in Homeowner Assistance funds available in the open CDBG grant, Grant # 10-STBG-6745.

The City published a "Combined Notice of 30 Day Comment Period and Public Hearing" in the April 4, 2013 edition of the Winters Express. To date, no public comments have been received. The thirty day public comment period ends on May 6, 2013. Any public comments received after tonight's Public Hearing, but received during the 30 day comment period that would require change or review by the City Council would be brought back to the Council at a May Council meeting.

FISCAL IMPACT:

No impact to General Fund. No other impacts at this time. Preserves existing program income funds. Funds will be loaned to a housing rehabilitation project when needed.

ATTACHMENTS:

Combined Notice of 30 Day Comment Period and Public Hearing
Resolution 2013-12



COMBINED NOTICE OF 30 DAY COMMENT PERIOD AND PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Winters will conduct a hearing by the City Council on Tuesday, April 16, 2013, at 6:30 p.m. in the Council Chambers at City Hall to discuss the existing prior year funds for the Community Development Block Grant ("CDBG") Program for the General Allocation and to solicit citizen input.

The purpose of the public hearing is to discuss current fund balances and open Grant # 10-STBG-6745, and is to provide citizens an opportunity to comment on proposed reallocation of funds. The major activity categories are Homeownership Assistance, Housing Rehabilitation, Business Assistance, Public Facilities, Public Services, and Public Improvement activities. If you are unable to attend the public hearing, you may direct written comments to the City of Winters Community Development/Housing Department, 318 First Street, Winters, CA 95694 or you may telephone 530-795-4910.

The thirty-day public comment period will begin on April 4, 2013 and end on May 6, 2013. At the public hearing, any persons or organizations desiring to be heard on this topic will be afforded an opportunity to speak. Interested persons may also provide written comments during the thirty-day comment period. Written comments and/or questions should be addressed to: Dan Maguire, Economic Development and Housing Manager, City of Winters, 318 First Street, Winters, CA 95694. Oral comments and/or questions may be made to Mr. Maguire at 530-795-4910. In addition a public information file is available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays.

If you plan on attending the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, please contact Dan Maguire, 530-795-4910, to arrange for those accommodations to be made.

NONDISCRIMINATION

The City of Winters prohibits discrimination in employment, services, and activities on the basis of race, color, creed, religion, sex, ancestry, familial status, national origin, sexual orientation, age, disability, source of income or other legally protected status

RESOLUTION NO. 2013-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
AUTHORIZING TRANSFER OF COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM INCOME FROM THE FIRST TIME HOMEBUYER REVOLVING LOAN
FUND TO THE HOUSING REHABILITATION HOMEBUYER REVOLVING LOAN
FUND**

WHEREAS, the City of Winters wants to be able to initiate Housing Rehabilitation loans utilizing Community Development Block Grant Program (CDBG) and CDBG Program Income Funds; and

WHEREAS, the State Community Development Block Grant Program is administered by the State of California Department of Housing and Community Development; and

WHEREAS, Federal and State Community Development Block Grant regulations require that local jurisdictions conduct a public hearing in conjunction with transferring Program Income Funds from one Revolving Loan Fund (First Time Homebuyer) to another Revolving Loan Fund (Housing Rehabilitation);

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Winters hereby authorizes the transfer of \$60,457.98 from the First Time Homebuyer Revolving Loan Fund to the Housing Rehabilitation Revolving Loan Fund.

Passed and adopted this 16th day of April, 2013 by the following vote.

AYES
NOES:
ABSTAIN:
ABSENT:

Cecilia Aguiar-Curry, Mayor,
City of Winters

John W. Donlevy, Jr.
City Manager, City of Winters

ATTEST:

Nanci G. Mills, City Clerk
City of Winters



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: John C. Wallace, City Attorney
SUBJECT: Public Hearing on the issuance of a taxicab
Certificate/Rates/Designated Area

RECOMMENDATION: 1. Hold the Public Hearing, and decide on approving or denying the application for a taxicab permit. If approved, adopt Resolution 2013-14 so stating. 2. Decide on limits on taxicab rates. Adopt Resolution 2013-15 so stating. 3. Decide if the City Council wishes to (a) designate a space or area for taxicab operation, or (b) have the Winters Police Department so designate.

BACKGROUND: Under the terms of the City's taxicab ordinance, Permits to operate must be approved by the Winters City Council. This section was included in the ordinance in case the number of taxicab operators becomes too large, or if an applicant does not qualify. The other decisions are on maximum rates (the suggested rate structure comes from Sacramento), and on whether the City Council wishes to have a dedicated area or space for taxicab service.

FISCAL IMPACT: Staff time and costs, to be offset by fees.

Resolution No. 2013-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS APPROVING THE ISSUANCE OF A CERTIFICATE FOR PUBLIC CONVENIENCE AND NECESSITY (TAXICAB PERMIT) (RODARTE) PURSUANT TO TITLE 5, CHAPTER 5.44 OF THE WINTERS MUNICIPAL CODE

WHEREAS, THE CITY COUNCIL of the CITY OF WINTERS has adopted City of Winters Ordinance 2012-07, effective January 3, 2013, Regulating the operation of taxicab service in Winters by adding Title 5, Chapter 5.44 to the Winters Municipal Code; and

WHEREAS, the Ordinance by its terms, specifically Section 5.44.050, provides for a Public Hearing on an application for a Certificate of Public Convenience and Necessity (a Taxicab permit to operate); and

WHEREAS, the City Council conducted on April 16, 2013, a Public Hearing on the Application by **JAIME F. RODARTE** for a Certificate of Public Convenience and Necessity (a Taxicab permit to operate); and

WHEREAS, The City Council of the City of Winters finds that taxicab service in the city will improve the public convenience and necessity and that the applicant is fit, willing, and able to perform such public transportation and to conform to the provisions of this chapter and the rules promulgated by the city council;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINTERS AS FOLLOWS:

The Winters Chief of Police shall issue a certificate (taxicab permit to operate) stating the name and address of the applicant, the number of vehicles authorized under said certificate and the date of issuance.

THIS RESOLUTION WAS INTRODUCED AT A REGULAR MEETING OF THE WINTERS CITY COUNCIL ON THE 16TH DAY OF APRIL, 2013, AND ADOPTED BY THE FOLLOWING VOTE:

**AYES:
NOES:
ABSTAIN:**

CECILIA AGUIAR-CURRY, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK

Resolution No. 2013-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
ESTABLISHING FEES AND CHARGES FOR REGULATION OF TAXICABS
PURSUANT TO TITLE 5, CHAPTER 5.44 OF THE WINTERS MUNICIPAL
CODE**

WHEREAS, THE CITY COUNCIL of the CITY OF WINTERS has adopted City of Winters Ordinance 2012-07, effective January 3, 2013, Regulating the operation of taxicab service in Winters by adding Title 5, Chapter 5.44 to the Winters Municipal Code; and

WHEREAS, the Ordinance by its terms provides for the fees and charges for that regulation to be set by Resolution of the Winters City Council; and

WHEREAS, the City Council by Resolution No. 2013-03, on January 15, 2013 adopted Application Fees, and Annual Renewal Fees, and

WHEREAS, the Winters Police Department, in regulating taxicab service, has determined the project cost of regulation to be equal to the fees listed therein; and

WHEREAS, the City Council of the City of Winters, in regulating taxicab service, has determined that the public convenience and necessity will be served by the establishment of maximum meter rates for the operation of taxicab services in Winters;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF WINTERS AS FOLLOWS:**

- 1. The following schedule of Maximum rates, fares and charges for taxicabs and taxicab service in the City of Winters is as follows:**

Flag Drop - \$2.00
Per mile - \$3.00
Per Hour - \$28.00
Per Mile Increment - \$.60 per 1/5 mile.

THIS RESOLUTION WAS INTRODUCED AT A REGULAR MEETING OF THE WINTERS CITY COUNCIL ON THE 16TH DAY OF APRIL, 2013, AND ADOPTED BY THE FOLLOWING VOTE:

**AYES:
NOES:
ABSTAIN:**

CECILIA AGUIAR-CURRY, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: John C. Wallace, City Attorney
SUBJECT: Putah Creek Hamlet – Unused Easement Property – 112 East Main Street (Caselli) – **Approval of Quitclaim Deed from the City of Winters to Gene J. Caselli and Marion J. Caselli**

RECOMMENDATION: That the City Council by vote authorize the Mayor to sign, and the City Clerk to Attest, a Quitclaim deed to the portion of the City's unused street easement abutting 112 East Main Street to the original property owner, Gene and Marion Caselli.

BACKGROUND: Putah Creek Hamlet – excess property. In 1986, the City approved the Putah Creek Hamlet subdivision. This is in east Winters, beginning roughly at the intersection of Main and East street and going east. It includes the single-family homes. As part of the development Putah Creek Associates (PCA), the developer, purchased most of the old Caselli ranch and built on it. The Caselli home property was left off, and the Casellis (Gene J. Caselli and Marion J. Caselli) currently reside there. The Caselli deed to the city of the street easement is attached. The tentative subdivision map included this street dedication. During development the street alignment was changed, leaving a small remainder parcel (approximately 4,392 square feet) between the Caselli home parcel and Main Street). The legal description of the remainder parcel is attached. The Caselli deed to the City of Winters included this remainder parcel. Once both the developer (PCA) and the Casellis learned of the unused parcel, the two parties reached agreement that any interest held by Putah Creek Associates in this remainder parcel would be transferred back to the Casellis, upon recording the Subdivision Map.

That Agreement is attached. The Yolo County Recorder has no record of the transfer deed back from PCA to the Casellis, and the correspondence between them indicates that it never took place. The City in the past has had issues with weeds on the parcel. Steve Caselli approached the City about the problem, and Mary Jo Rodolfa and I met with Steve to review the documents. The City staff conclusion was that the City Council could, by Quitclaim Deed, transfer back to the Casellis any interest held by the City in the remainder parcel. That would (1) allow a property tax assessment on the remainder parcel, generating funds for the City; and (2) provide an incentive for the issue to be resolved between the owner and the developer. This is on the agenda, then, for City Council approval of the transfer back to the Casellis.

FISCAL IMPACT: Aside from the negative cost of staff time, the quitclaim should generate property tax revenues to the City of Winters. Recording of the deed will also remove the City as a part with an interest in the property, saving future staff time.

PARCEL MAP NO. 3520
for
GENE J. & MARION J. CASELLI
PARCEL TWO OF BOOK 7 OF MAPS & SURVEYS
PAGE 70, YOLO COUNTY RECORDS

ENGINEER'S CERTIFICATE:
THIS MAP WAS PREPARED BY ME OR UNDER MY SUPERVISION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE PRESENT TIME. I AM A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF CALIFORNIA AND AM A MEMBER OF THE PROFESSIONAL ENGINEERS SOCIETY OF CALIFORNIA. I HAVE PERSONALLY CONDUCTED THE SURVEY AND HAVE BEEN ASSISTED BY THE FOLLOWING ASSISTANTS: [List names]

CITY ENGINEER'S CERTIFICATE:
THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

COUNTY TAX COLLECTOR CERTIFICATE:
I, THE COUNTY TAX COLLECTOR AND DEPARTMENT CHIEF OF YOLO COUNTY, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THIS COUNTY THERE IS NO LIEN AGAINST THIS PARCEL OF LAND, EITHER FEDERAL, STATE, COUNTY OR LOCAL, AND THAT THE PARCEL IS NOT SUBJECT TO ANY SPECIAL ASSESSMENT OR TAX.

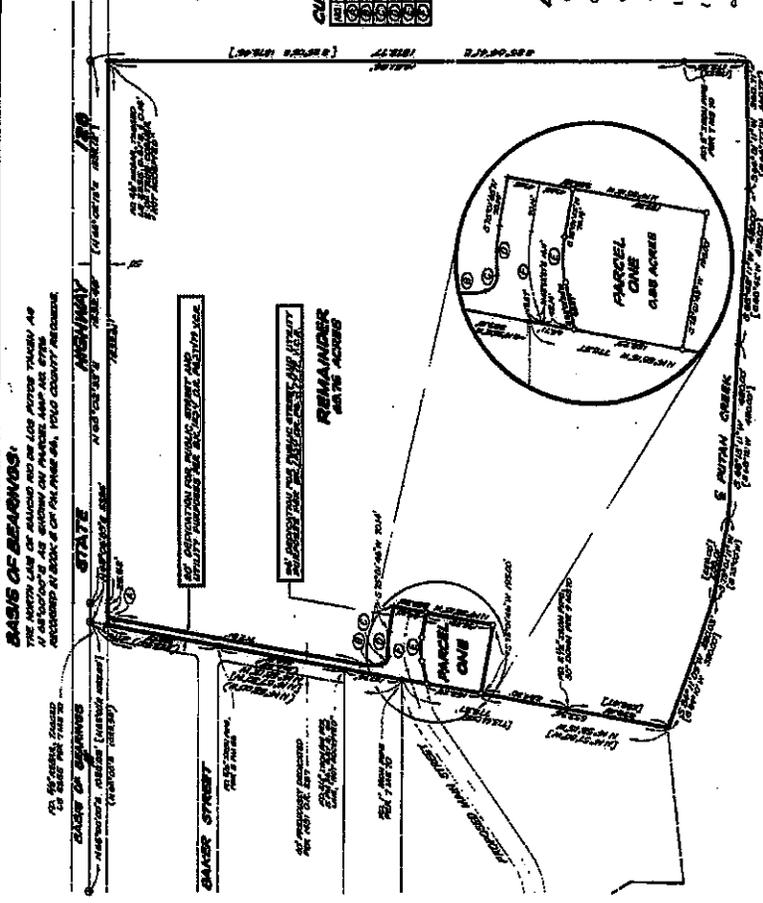
CLERK OF THE BOARD OF SUPERVISORS CERTIFICATE:
I, THE CLERK OF THE BOARD OF SUPERVISORS OF YOLO COUNTY, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT THIS PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

CHAIRMAN OF PLANNING COMMISSION CERTIFICATE:
I, THE CHAIRMAN OF THE PLANNING COMMISSION OF YOLO COUNTY, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT THIS PARCEL MAP IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

CURVE DATA TABLE

STATION	CHORD BEARING	CHORD DISTANCE	ARC BEARING	ARC DISTANCE
1+00	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+05	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+10	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+15	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+20	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+25	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+30	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+35	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+40	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+45	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+50	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+55	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+60	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+65	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+70	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+75	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+80	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+85	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+90	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
1+95	N 89° 59' 54" E	100.00	179° 59' 48"	100.00
2+00	N 89° 59' 54" E	100.00	179° 59' 48"	100.00

- LEGEND:**
- 1. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 2. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 3. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
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 - 12. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 13. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
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 - 16. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 17. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 18. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 19. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.
 - 20. PARCELS ACQUIRED BY THE STATE OF CALIFORNIA AND TRANSFERRED TO THE COUNTY OF YOLO BY THE STATE OF CALIFORNIA.



OWNER'S CERTIFICATE:
I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

ACKNOWLEDGEMENT:
I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

COUNTY RECORDER'S CERTIFICATE:
I, THE COUNTY RECORDER, DO HEREBY CERTIFY THAT THIS PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

ACKNOWLEDGEMENT:
I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

ACKNOWLEDGEMENT:
I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE PARCEL MAP HAS BEEN FILED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE.

①

AGREEMENT

PUTAH CREEK ASSOCIATES, a general partnership (hereafter PUTAH) and GENE J. CASELLI and MARION J. CASELLI (hereafter CASELLI) agree as follows:

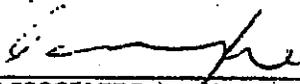
WHEREAS, PUTAH has purchased and CASELLI has sold certain parcels of land located in the City of Winters, Yolo County, California; and

WHEREAS, PUTAH and CASELLI wish to add to the CASELLI parcel, as shown in the shaded areas of Exhibit "A" attached; and

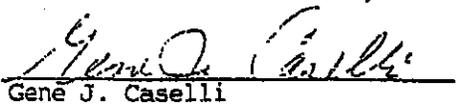
WHEREAS, in anticipation of the City of Winters releasing the shaded area of Exhibit "A" attached to PUTAH, and upon recording of a Subdivision Map, PUTAH agrees to convey the said shaded area of EXHIBIT "A" to CASELLI at no cost to CASELLI; and

WHEREAS, PUTAH agrees to all terms and conditions contained in the promissory note dated December 1, 1986, (Exhibit "B" attached) except CASELLI agrees to extend the due date of the note to March 1, 1995. PUTAH agrees to continue payments of \$3750.00 interest only, 10% payable monthly, balance of \$450,000.00 all due and payable March 1, 1995. PUTAH and CASELLI also agree that there will be no prepayment penalty due in the event payments are made in advance of the due date.

Dated: October 8, 1992



PUTAH CREEK ASSOCIATES by Morton H. Vandenberghe

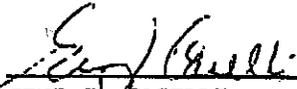


Gene J. Caselli



Marion J. Caselli

I agree to reconvey Parcel 4 of attached map without demand. In addition, Mort VandenBerghe agrees to convey shaded area marked #2 of attached Exhibit "A" to Gene J. Caselli and Marion J. Caselli.



GENE J. CASELLI



MARION J. CASELLI



PUTAH CREEK ASSOCIATES, by Mort H. VandenBerghe

EXHIBIT A

PARCEL MAP No. 2728
EX. 5, PG. 66,
Y.C.R.

BAKER STREET

20' DEDICATION FOR ROAD & UTILITY PURPOSES RECORDED DEC. 30, 1966 IN BK. 1824 OF OFFICIAL RECORDS, PG. 304, Y.C.R.

REMAINDER PARCEL NO. 1
BK. 9 PM, PG 04
VANDENBERGHE

FND. 5/8" IRON PIPE

FND. 3/4" IRON PIPE
0.21' E. OF LINE
NOT ACCEPTED

FND. 1" IRON PIPE

MORGAN STREET

EAST MAIN STREET

TRACT No. 8675
MORGAN ESTATES
EX. 16, PG. 9 & 10,
Y.C.R.

FND. 3/4" IRON PIPE
TAGGED R.C.E./305D

FND. 2" IRON PIPE
PIPE 2.5' DOWN

CREEKSIDE DRIVE WAY

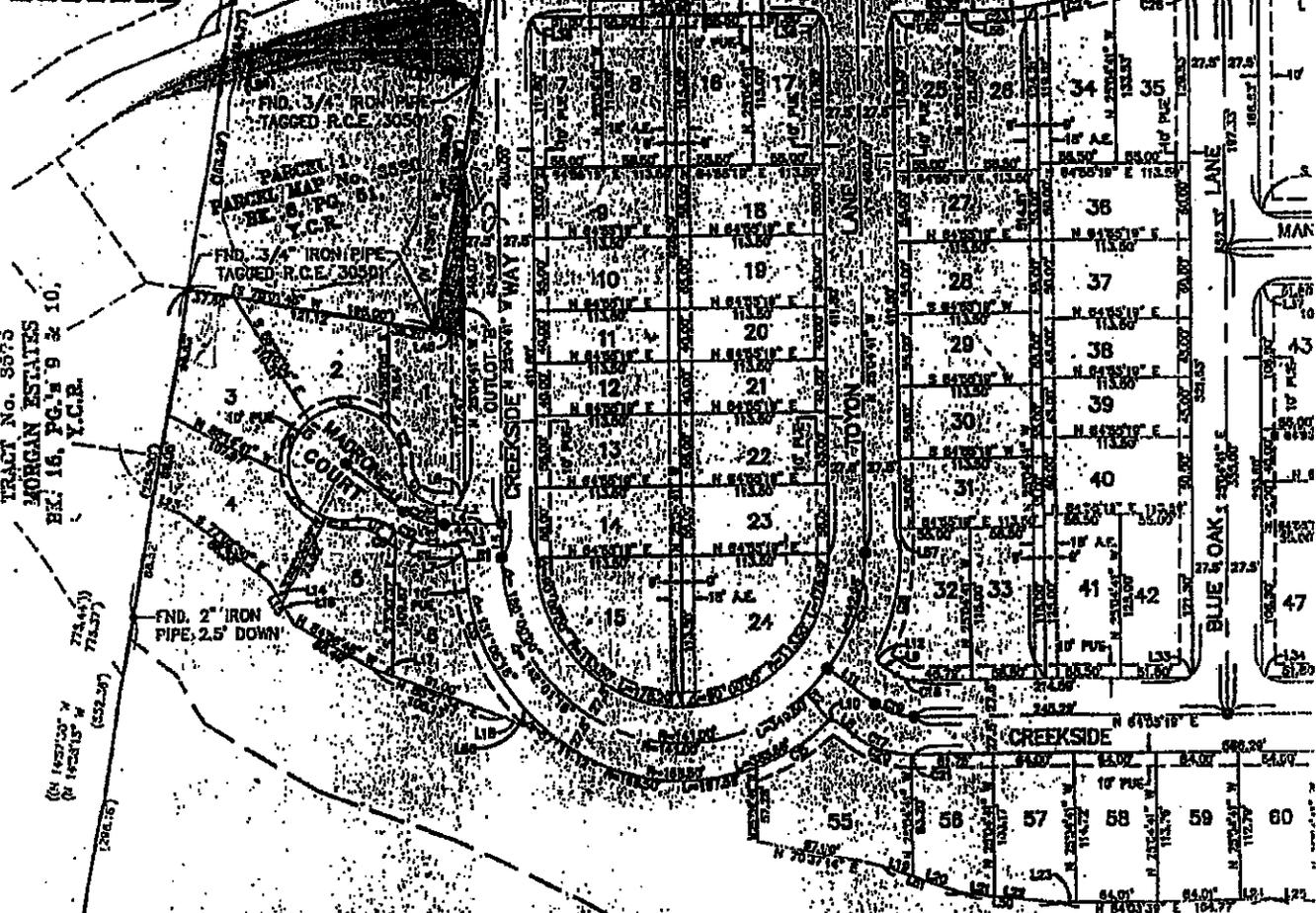
LANE

BLUE OAK DRIVE

MORGAN COURT

CREEKSIDE

OUTLOT A
NOW OFFERED FOR DEDICATION
AS GREENBELT FOR PUBLIC USE



(S 65°12' W 460.00')
S 65°12' W 460.00'



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Dan Maguire, Economic Development and Housing Manager 
SUBJECT: Approval to Issue a Request for Proposal for Consultant to Provide Over the Counter (OTC) Project Application Preparation and Loan Servicing Administrative Services for Business Assistance Loan Program funded by Community Development Block Grant Funds ("CDBG")

RECOMMENDATION:

Staff recommends the City Council:

- 1) Receive the staff report
- 2) Authorize the issuance of a Request for Proposal for a Program Consultant to Provide Over the Counter (OTC) Project Application Preparation and Loan Servicing Administrative Services.

BACKGROUND:

At the March 20, 2012 City Council meeting, Council approved an Exclusive Negotiating Rights Agreement ("ENA") with Presidio Companies in regards to a Downtown Hotel Project. Staff and the Developer have met with various governmental agencies to secure financing for the project, initially with the State Program Manager for the USDA B&I Program. USDA B&I program is a loan guarantee program that encourages lenders to make loans to qualified projects. Most recently, on March 26, 2013, Staff and the Developer met with CDBG Program Staff at the Housing and Community Development Department of the State of California. During this initial meeting with State CDBG staff, the hotel proposal was discussed with a focus on whether the project could be considered for a business assistance loan under the CDBG OTC program. State CDBG Program Representative Patrick Talbott encouraged the City to pursue CDBG OTC funding and recommended issuing the RFP early in the process to secure

the services of a qualified consultant to assist the City.

The State Community Development Block Grant (“CDBG”) program was established by the federal Housing and Community Development Act of 1974 (42 USC 5301, et seq.). Subsequent legislation and regulations (Omnibus Budget Reconciliation Act of 1981 – Public Law 97-34, and 24 CFR Part 570, Subpart 1) allowed states to administer the program for smaller cities and counties. In 1982, California’s Executive Branch and Legislature agreed that the State should administer the program and assigned this responsibility to the Department of Housing and Community Development. The State CDBG program is implemented by the California Health and Safety Code section 50825, et seq., and the California Code of Regulations (Title 25, Section 7050, et seq.).

The Request for Proposal (“RFP”) recommended for issuance was developed from a draft RFP provided by HCD CDBG representative Patrick Talbott. As only minor revisions were made to the RFP provided, this RFP should be consistent with federal and State regulations regarding CDBG program consultant procurement guidelines.

Staff recommends the City Council authorize the issuance of a Request for Proposal (“RFP”) for the services of a qualified program consultant (“Consultant”) who has experience in providing CDBG Over the Counter application development and CDBG loan servicing activities, and is familiar with state CDBG requirements. The cost of using a Consultant will not impact the General Fund as staff has structured the RFP to have the services funded from CDBG funds (program income – General Administration) as program delivery costs as allowed under the CDBG administrative cost guidelines.

FISCAL IMPACT:

None by this action

ATTACHMENTS:

Request for Proposal to Provide Over the Counter (OTC) Project Application Preparation and Loan Servicing Administrative Services

CITY OF WINTERS, CA

REQUEST FOR PROPOSAL (RFP)

**TO PROVIDE OVER THE COUNTER (OTC) PROJECT APPLICATION
PREPARATION AND LOAN SERVICING ADMINISTRATION SERVICES**

PAID FOR WITH

STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

Release Date: May 1, 2013

Closing Date: June 3, 2013

RFP No.: CDBG / ED OTC 2013

CONTACT PERSON:

Dan Maguire
City of Winters
318 First Street
Winters, CA 95694
Phone: 530-795-4910 Ext. 118
Fax: 530-795-4935
E-Mail: daniel.maguire@cityofwinters.org

Proposals to be received by 5 p.m. on June 3, 2013 at the address listed above.

INTRODUCTION

The City of Winters wishes to be proactive in the development of economic development opportunities for its residents. Consultant services need to be secured for CDBG Over the Counter (OTC) application development and CDBG loan servicing activities. These OTC application project underwriting and administrative services will be retained for up to three years under a CDBG contract for services. City staff will oversee and monitor OTC project underwriting and application preparation, loan servicing and general administration activities during the term of this contract.

SCOPE OF SERVICES

Consultant services are needed for CDBG OTC business underwriting and grant application preparation assistance. The successful consultant/administrator will

coordinate with the City's Economic Development Manager to ensure that applications are complete, all program requirements are fulfilled, and all deadlines are met.

The Consultant's basic services will include, but not be limited to, the following:

- OTC project financial underwriting, cash flow and market/sales analysis of business(es) participating in or benefiting from OTC grant funds pursuant to CDBG program regulations, State HCD requirements and City guidance.
- Coordination with City staff to coordinate to ensure accurate and timely completion of OTC application process.
- General Administration Activities – Assist city staff in managing local CDBG program income. This is including but not limited to: 1) adopting new reuse plan; 2) doing required reports; 3) updating citizen participation file as needed; 4) prepare for State CDBG monitoring visits.
- CDBG Loan Servicing Activities – Assist city staff in monitoring existing CDBG loan repayments and ensuring CDBG assets are preserved and repaid.

PROPOSAL FORMAT

A qualifying proposal must address all of the points in the order shown below:

- a. Brief description of firm, contact person, address and telephone number.
- b. Resumes of staff who will work on the CDBG OTC grant application preparation, including qualifications of staff or sub consultants or financing experts, if any.
- c. Consultant's experience in CDBG OTC grants application and obtaining state/HCD approval of grant.
- d. Knowledge and experience of CDBG OTC grant program, eligibility criteria, monitoring and reporting requirements, and grant administration requirements.
- e. Proposed schedule of work and phased milestones for completion, based on the City notice to proceed.
- f. Staff billing rates and charges for costs of preparing a CDBG OTC application. Please include a schedule indicating milestones for completing an OTC application from notice to proceed with a specific project to application completion per current Notice of Funding Availability (NOFA). City acknowledges that the costs for specific projects may vary due to differing complexity and funds availability and expects that specific projects will have different application costs.

- g. Contractor must agree to all applicable CDBG standard clauses. A copy of the proposed agreement is available upon request.

SCHEDULE OF TASKS

Tasks	Date
RFP Response Due and Bid Opening	June 3, 2013; 5:00 p.m.
Bid Award by City Council	June 18, 2013
Postmarked Notification to Bidder	June 19, 2013

PROPOSALS

At a minimum, proposals shall include:

1. Brief description of firm, contact person, address and telephone number.
2. Resumes for each staff who will work on the CDBG OTC application process, including qualifications of business loan underwriting staff, sub-consultants used to do underwriting services and assistance and CDBG overlay compliance.
3. Description of firm's experience in CDBG OTC application process and servicing OTC loans and other commercial loan products.
4. Examples of knowledge and skills in commercial lending cash flow analysis and analysis of market sales projections for businesses requesting OTC funds.
5. Description of firm's experience in CDBG general administration activities listed in the Scope of Services of this RFP.
6. Three references with knowledge of firm's recent work conducting both OTC application preparation and commercial underwriting, as well as general administration and commercial loan servicing activities.
7. Proposed hourly billing rate of each staff to be implementing the application preparation and commercial underwriting services as well as general administration loan servicing activities listed in the scope of services.
8. Proposals must be signed by an authorized employee to receive consideration.

The City of Winters is not responsible for any costs incurred in the preparation of proposals and/or any work rendered by a firm prior to the contract award.

PROPOSAL EVALUATION

The City of Winters is using the competitive proposal process, wherein the experience of each submitted proposal is evaluated as it relates to the Scope of Services. All proposals will be reviewed and discussed, each firm will be rated using the following criteria and rating schedule:

1. How clearly firm addresses the Scope of Services. 25 Points
2. Overall experience of firm in conducting activities in Scope of Services. 25 Points
3. Specific experience in the areas of providing commercial underwriting and financial analysis activities for ED projects. 20 Points
4. Knowledge of CDBG state and federal overlay requirements for activities listed in the Scope of Services. 10 Points
5. Ability to be available to City staff and CDBG applicant 5 Points
6. Knowledge of business community in City of Winters. 5 Points
7. Consultant Hourly Billing Rate for staff, lowest billing rate receives maximum points. 10 Points

100 Points, Total

The City of Winters reserves the right to negotiate final scope of services, accessibility and maximum administration funds to be available under this proposal with the successful firm. An evaluation committee will be assembled to review all proposals using a standard evaluation instrument and will report its recommendation to the City Manager and City Council. City staff may choose to conduct interviews via phone or in person with top three RFP respondents.

The City of Winter's City Council, whom retains the right to reject any and all proposals, will award the contract. Selection will be made within 30 days of the proposal deadline, if possible. The City reserves the right to award a contract to the firm that presents the proposal, which in the sole judgment of the City, best serves the City's interest. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, and/or to negotiate minor deviations with the successful firm.

Prior to contract award, the selected firm shall obtain a business license and submit certificates of insurance naming the City of Winters and the City's officers, employees, and agents as additional ensured as specified in the contract. There are no bonding requirements for the proposed program administration activities.

CDBG PROGRAM REQUIREMENTS

Firms shall be required to adhere to the contracting requirements set forth by HCD's Community Development Block Grant Program and must:

1. Maintain at least the minimum State-required Worker's Compensation Insurance for employees who will perform work under the awarded contract for the entire term.
2. Maintain, if so required by law, unemployment insurance, disability insurance and liability insurance, which is reasonable to compensate any person, firm, or corporation, who may be injured or damaged by the firm, or any subcontractor in performing the scope of work under the awarded Contract.
3. Not be listed on the Federal Consolidated List of Debarred, Suspended, and Ineligible contractors/individuals.
4. Retain all books, records, accounts, documentation, and all other materials relevant to the contract for a period of five (5) years from date of termination of the contract, or five (5) years from the conclusion or resolution of any and all audits or litigation relevant to the contract, and any amendments, whichever is later.

PROPOSAL SUBMITTAL

- A. Three (3) copies of the proposal shall be received no later than 5:00 p.m., on the day of June 3, 2013.

**Send Proposals to: Dan Maguire
 City of Winters
 318 First Street
 Winters, CA 95694
 (530) 795-4910, x 118
 E-Mail: daniel.maguire@cityofwinters.org**

- B. All proposals shall be submitted in a sealed envelope which is clearly marked with the RFP number, title of RFP and closing date and time.
- C. Late proposals shall not be accepted.
- D. All proposals, whether selected or rejected, shall become the property of the City of Winters.
- E. Cost of preparation of proposal shall be borne by the proposer.
- F. Proposals shall be signed by an authorized employee in order to receive consideration.

- G. The City will not be responsible for proposals delivered to a person/location other than specified herein.

CONFLICT OF INTEREST

Consultant warrants and covenants that no official or employee of the City, nor any business entity in which an official of the City has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the City.

INSURANCE REQUIREMENTS

The successful proposer shall provide a Certificate of Insurance naming City of Winters as additional insured for the following:

- A. Worker's Compensation
- B. General Liability and Property Damage with a combined limit of \$1,000,000.
- C. Automobile Liability Insurance in an amount not less than \$500,000.
- D. The policy shall not be cancelable without thirty (30) days advance written notice to the City, and shall be in a form and by a surety approved by the City.
- E. In the event the policy is canceled prior to the completion of the project and the Contractor does not furnish a new Certificate of Insurance prior to cancellation, the City may obtain the required insurance and deduct the premium(s) from contract monies due to the Contractor.
- F. As used above, the term "Administrator" includes the Administrator, and its officers, agents or employees.

INDEMNIFICATION

- A. Administrator agrees to save harmless and to indemnify the City from every claim or demand which may be made for any injury or death, or damage to property caused by Contractor in the performance of this contract.

- B. Such duty shall be irrespective of the date upon which the claim or demand is asserted.
- C. If any judgment is rendered against the City for any injury, death or damage caused by contractor in the performance of this contract, Administrator shall, at his own expense, satisfy and discharge any judgment.
- D. None of the foregoing paragraphs shall be applicable if the injury, death or damage is caused solely by the City's negligence.
- E. Administrator agrees that it shall immediately notify City and Contract's insurance carriers of any incident occurring during performance of this contract which may result in a claim of liability.
- F. As used above, the term "City" means the City of Winters, or its officers, agents or employees.

ASSIGNMENT

- A. Any contract resulting from this bid and any amendments or supplements thereto shall not be assignable by the successful bidder either voluntarily or by operation of law, without the written approval of the City, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council members
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Dan Maguire, Economic Development and Housing Manager *[Signature]*
SUBJECT: Discussion to consider names for the new neighborhood park (currently referred to as Orchard Village Park - APN # 003 360 025)

RECOMMENDATIONS:

1) Receive the report from staff updating City Council on the construction of the new neighborhood park, and 2) Discuss and determine a name for the park.

BACKGROUND:

The City is under contract to receive Prop 84 grant funds from the California State Parks and Recreation Department, and will also receive CDBG grant funds from the State's CDBG General Allocation Program. Funding from both sources are being utilized for the development of a new city park to be located on the 5 acre parcel (APN # 003 360 025) between Dutton Street and Walnut Lane due east of the new Orchard Village Apartments.

The new neighborhood park has used the name of the apartment complex as a name placeholder (Orchard Village Park). Historically, neighborhood parks in Winters are named after trees. Examples of neighborhood park names include Blue Oak Park and Valley Oak Park. If City Council wants to continue this tradition of using names of tree species in the naming of parks, it could consider names of orchard trees such as Walnut Park, Almond Park, or just a reference to orchards in general, i.e. Orchard Park. It should be noted the recently approved park development master plan includes tree plantings to convey a sense of an orchard.

FISCAL IMPACTS:

None by this action



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: January 2013 Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2012 through January 2013.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July through January 2013. 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 January 2013 reflects interest received from all of the above sources.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
As of January 31, 2013

Fund	Fund Description	January Interest Earnings	Interest Earned Year to Date
101	GENERAL FUND	\$ 62	\$ 460
103	Community Center and Pool Fund	15	32
104	Fireworks	3	6
105	Senior Fund	0	1
107	Park Maintenance Committee	2	5
113	Housing 07 TABS	926	1,949
201	FIRE PREVENTION FUND	1	2
208	FIRST TIME HOMEBUYER	70	145
212	FLOOD ASSESSMENT DISTRICT	3	7
221	GAS TAX FUND	156	336
223	PERS TRUST FUND	2	2
251	TRAFFIC SAFTEY	140	340
252	ASSET FORFEITURE	11	24
254	VEHICLE THEFT DETERRENT	56	99
276	N. Putah Creek	13	88
287	Afterschool Donations	1	3
291	BEVERAGE RECYCLE GRANT	23	46
294	TRANSPORTATION/BUS	46	46
299	AFTER SHCOOL PROGRAM	142	250
321	EDBG 99-688	1,224	4,293
322	EDBG 96-405 CRADWICK	871	6,116
351	RLF HOUSING REHAB	246	533
352	RLF AFFORDABLE HOUSING	50	12,581
355	RLF SMALL BUSINESS	231	1,685
356	RLF HOME PROGRAM	62	129
411	STREET IMPACT FEE	575	1,164
412	STORM IMPACT FEE	133	278
413	PARKS & REC IMPACT FEE	317	660
414	POLICE IMPACT FEE	249	524
415	FIRE IMPACT FEE	225	473
416	GENERAL FACILITY IMPACT FEE	287	590
417	WATER IMPACT FEE	351	723
418	SEWER IMPACT FEE	208	595
419	Flood Fees	190	345
421	GENERAL FUND CAPITAL	458	949
422	LANDFILL CAPITAL	174	361
424	PARKS & REC CAPITAL	6	12
427	EQUIPMENT REPLACEMENT FUND	113	254
429	SERVICE RESERVE	430	1,014
482	FLOOD CONTROL STUDY	1	2
492	RAJA STORM DRAIN	32	66
494	CARF	45	93
501	GENERAL DEBT SERVICE	47	97
611	WATER O & M	173	443
612	WATER RESERVE	79	163
616	WATER CONSERVATION	8	16
617	WATER METER FUND	155	321
621	SEWER O & M	581	1,203
629	Sewer Debt Service Fund	51	51
773	2007 TABS	9	9
781	RDA LTD Interest	9	10,170
821	WINTERS LIBRARY	45	93
831	SWIM TEAM	71	147
833	Festival De la Comunidad		2
846	Quilt Show	1	1
Total Investment Earnings		\$ 9,380	\$ 49,997



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: April 16, 2013
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Shelly A. Gunby, Director of Financial Management *[Signature]*
SUBJECT: January 2013 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for January 2013.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review, due to the workload created by the dissolution of the redevelopment agency, staff has prepared a report for the period July 1-January 31, 2013 and it is attached for Council review.

Items of note in the attached report are as follows:

General Fund

General Fund revenues are 45% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax was will has been received, and currently we have 52% of the budgeted amount.
- The first installment of Property Tax in lieu of Sales Tax has been received and we have received 60% of budgeted revenues.
- The first installment t of Property Tax in lieu of VLF has been received and we have received 49% of the budgeted amount.
- 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 37% of the budgeted amount
- Municipal Services taxes are 54% of budget.

- Utility User Tax is 49% of budget. We receive the UUT approximately 1-3 months after the utilities are used.
- Building permit fees received are 55% of budget.
- General Fund expenditures are 58% of budget.

Other funds:

Fund 221 Gas Tax Fund: Gas Tax revenues are 43% of budgeted.

Fund 211 City Wide Assessment District, we have received the first installment from the county and revenues are 39% of budgeted.

Fund 611 Water: Water fund revenues are 52% of budget and expenditures are 69% of budget.

Fund 621 Sewer: Sewer fund revenues are 55% of budget and expenditures are 51% of budget.

FISCAL IMPACT:

None

City of Winters
 General Fund Revenue Summary
 July 1, 2012 through January 31, 2013

		% Of Year		Completed	58%
G/L Code	Account Description	Budget 2012-2013	January Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 649,948	\$ 335,466	\$ 335,466	52%
101-41102	Property Tax in Lieu of Sales Tax	117,672	71,010	71,010	60%
101-41103	Property Tax in Lieu of VLF	449,636	222,232	222,232	49%
101-41401	Sales & Use Tax	356,837	20,900	133,692	37%
101-41402	Prop 172	44,352	19,275	19,275	43%
101-41403	Franchise Fee	201,417		50,737	25%
101-41404	Property Transfer Tax	10,000	6,150	6,150	62%
101-41405	Utility Tax	736,000	52,668	361,498	49%
101-41406	Municipal Services Tax	320,000	24,680	172,750	54%
101-41408	TOT Tax	4,500	2,160	4,750	106%
101-41407	Business Licenses	24,000		4,350	18%
101-46102	Building Permits	40,000	2,717	21,857	55%
101-46103	Encroachment Permit	1,200		1,819	152%
101-46104	Other Licenses & Permits		613	21,503	
101-41507	Motor Vehicle in Lieu	6,500			0%
101-41508	Motor Vehicle Licensing Fee-ERAF			3,639	
101-41509	Homeowners Property Tax Relief	16,300	7,352	7,352	45%
101-48106	Post Reimbursement	5,000	590	2,722	54%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	50	200	236	472%
101-42103	Plan Check Fees	15,000	734	15,940	106%
101-42107	Project Monitoring Fees	500	544	2,393	479%
101-42108	Police Reports	500	35	349	70%
101-42109	Fingerprint Fees	3,500	562	2,971	85%
101-42111	Towing/DUI Reimbursement	1,500		263	18%
101-42112	Ticket Sign Off Fees	250	100	535	214%
101-42201	Recreation Fees	3,000		1,140	38%
101-42205	Basketball Revenues	5,800	370	6,570	113%
101-42211	Pool Ticket Sales	6,100		2,346	38%
101-42213	Pool Proceeds	600		675	113%
101-42212	Pool Concession Stand Revenues	4,500	100	2,680	60%
101-42215	Swim Passes	6,000		1,882	31%
101-42216	Swim Lessons	11,000		5,865	53%
101-42217	Water Aerobics Fees	150		68	45%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	1,400	105	1,414	101%
101-42303	Community Center Rental	12,500	2,196	8,354	67%
101-42304	Community Center Insurance Collected			567	
101-42308	Ambulance Service Charge	7,500	693	4,687	62%
101-44101	Rents/Leases Revenues	38,500	9,376	38,504	100%
101-43151	Fire District Payments	220,329			0%
101-44102	Interest Earnings	3,000	62	460	15%
101-48105	Cal Ema Grant	3,000			0%
101-49101	Contributions	67,416	3,469	22,439	33%
101-49102	Reimbursements/Refunds		15	10,043	
101-49104	Miscellaneous Revenues	26,000	5,657	13,632	52%
101-49106	Cash Over/Short			-7	
101-49107	Restitution-T. Martin			26	
101-49999	Interfund Operating Transfer	129,372		34,254	26%
Total General Fund Revenues		<u>\$ 3,558,829</u>	<u>\$ 790,031</u>	<u>\$ 1,619,088</u>	<u>45%</u>

City of Winters
Summary of Revenues
July 1, 2012 through January 31, 2013

		% of Year Completed				58%
Fund	Fund Description	Budget 2012-2013	January Actual	Year to Date Actual	Amount of Budget to Be Received	% of Budget Received
101	General Fund	\$ 3,599,329	\$ 790,031	\$ 1,619,088	\$ 1,980,241	45%
103	Community Center and Pool Fund		15	32	(32)	
104	Fireworks Fund	14,000	3	4,258	9,742	30%
105	Senior Fund			1	(1)	
107	Park Maintenance					
107	Park Maintenance		2	5	(5)	
113	2007 Housing TABS		926	1,949	(1,949)	
201	Fire Prevention Grant		1	2	(2)	
208	First Time Homebuyer In Lieu		70	145	(145)	
211	City Wide Assessment	252,097	99,014	99,014	153,083	39%
212	Flood Assessment District	28	3	7	21	25%
221	Gas Tax	190,338	29,605	81,139	109,199	43%
223	PERS Trust Fund		2	2	(2)	
231	State COPS AB1913	100,000	16,294	16,294	83,706	16%
233	Realignment Funding		12,560	12,560	(12,560)	
251	Traffic Safty	6,800	7,814	8,169	(1,369)	120%
252	Asset Forfeiture	52	11	435	(383)	837%
254	Vehicle Theft Deterrent	185	56	18,099	(17,914)	999%
262	Street Grants	183,256			183,256	
267	Grant Ave Improvement				-	
276	Putah Creek North Bank Improvem	1,301,354	13	432,488	868,866	33%
287	After School Contributions		1	3	(3)	
289	Dry Slough Bridge Grant			97,297	(97,297)	
291	Beverage Recycling	5,100	23	46	5,054	1%
294	Transportation	301,911	185,292	205,206	96,705	68%
299	After School Program	141,670	4,580	137,016	4,654	97%
303	EEDBG Grant			14,302	(14,302)	
304	2012 SACOG Grant			5,474	(5,474)	
305	Grant Sidewalk		9,010	9,010	(9,010)	
313	STBG 96-1043 Housing & Public W	7,522			7,522	
321	EDBG 99-688 Buckhorn	19,580	3,579	10,831	8,749	55%
322	EDBG 96-405 Cradwick	5,548	871	14,821	(9,273)	267%
351	RLF Housing Rehab		246	533	(533)	
352	RLF Affordable Housing		50	17,346	(17,346)	
355	RLF Small Business	34,113	4,681	23,690	10,423	69%
356	RLF HOME Program	282	62	129	153	46%
411	Street Impact Fee	154,389	575	66,853	87,536	43%
412	Storm Drain Impact Fee	99,104	133	1,589	97,515	2%
413	Parks & Recreation Impact Fee	1,918	317	660	1,258	34%
414	Public Safty Impact Fee	28,491	249	3,045	25,446	11%
415	Fire Impact Fee	57,062	225	4,457	52,605	8%
416	General Facilities Impact Fee	102,381	287	9,617	92,764	9%
417	Water Impact Fee	58,740	351	7,604	51,136	13%
418	Sewer Impact Fee	109,790	208	41,629	68,161	38%
419	Flood Fees		190	55,494	(55,494)	
421	General Fund Capital	2,085	458	949	1,136	46%
422	Landfill Capital	820	174	361	459	44%
424	Parks & Recreation Capital	29	6	12	17	41%
427	Capital Equipment	151,874	199,228	201,319	(49,445)	133%
429	Service Reserve Fund	2,163	430	1,014	1,149	47%
481	General Plan 1992	34,780			34,780	
482	Flood Control Study	5	1	2	3	40%
492	RAJA Storm Drain	246	32	66	180	27%
494	CARF	590	430	4,193	(3,603)	711%
495	Monitoring Fee	34,780			34,780	
496	Storm Drain Non-Flood	1			1	
501	General Debt Service	212	47	97	115	46%
611	Water O & M	1,368,669	76,574	706,622	662,047	52%
612	Water Reserve	9,292	2,103	7,551	1,741	81%
616	Water Conservation	12,000	8	16	11,984	
617	Water Meter Fund	82,716	6,332	53,406	29,310	65%
621	Sewer O & M	1,679,463	129,240	918,943	760,520	55%
629	Sewer Debt Service		51	51	(51)	
771	RORF	1,706,722	632,874	644,295	1,062,427	38%
773	2007 TABS		9	9	(9)	
781	RDA Long Term Debt		9	10,170	(10,170)	
821	Winters Library	250	45	93	157	37%
831	Swim Team	62,300	71	26,008	36,292	42%
833	Festival de la Comunidad	6,401		4,451	1,950	70%
846	Quilt Festival	1,000	1	443	557	44%
Total Revenues		\$ 11,931,438	\$ 2,215,473	\$ 5,600,410	6,331,028	47%

City of Winters
Summary of Expenditures
July 1, 2012 through January 31, 2013

% of Year Completed 58%

Fund	Fund Description	Budget 2012-2013	January Actual	Year to Date Actual YTD	Unspent Budget	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	7,668	191	1,772	5,896	23%
120	City Clerk	16,909	9,806	14,690	2,219	87%
130	City Treasurer	338	53	215	123	64%
160	City Manager	30,292	4,235	37,969	(7,677)	125%
161	Economic Development & Housing	16,906	19,187	148,520	(131,614)	879%
163	Rogers Building		687	1,206	(1,206)	
170	Administrative Services	179,813	14,716	113,738	66,075	63%
180	Finance	3,765	301	2,184	1,581	58%
210	Police Department	2,000,843	122,097	1,129,678	871,165	56%
310	Fire Department	771,435	70,075	387,033	384,402	50%
410	Community Development	152,925	3,274	40,119	112,806	26%
420	Building Inspections	158,068	11,137	96,963	61,105	61%
610	Public Works-Administration	254,757	15,969	118,645	136,112	47%
710	Recreation	6,500	1,573	5,382	1,118	83%
720	Community Center	74,611	6,159	41,024	33,587	55%
730	Swimming Pool	71,008		32,454	38,554	46%
	Total General Fund Expenditure	\$ 3,745,838	\$ 279,460	\$ 2,171,592	\$ 1,574,246	58%
104	Fireworks Fund	14,000			14,000	
105	Senior Fund			283	(283)	
110	Housing Successor Agency		(17,211)	(58,537)	58,537	
201	Fire Prevention Grant	500			500	
211	City Wide Assessment	254,768	21,030	150,036	104,732	59%
221	Gas Tax Fund	216,371	16,397	92,711	123,660	43%
231	State COPS 1913	73,656	6,617	54,881	18,775	75%
233	Realignment Funding		2,278	2,278	(2,278)	
234	Distracted Driver Grant		4,309	4,309	(4,309)	
251	Traffic Safety	92,270		69,470	22,800	75%
252	Asset Forfeiture	4,500		1,035	3,465	23%
262	Street Grants	183,256			183,256	
276	Putah Creek North Bank Improvem	2,188,027	432,262	1,079,729	1,108,298	49%
278	Prop 84 Park Grant	858,320	25,658	42,996	815,324	5%
287	Afterschool Donations		109	1,496	(1,496)	
289	Dry Slough Bridge	159,165	37,036	130,857	28,308	82%
291	Beverage Recycling Grant	5,000		675	4,325	14%
294	Transportation	373,530	5,472	128,203	245,327	34%
299	After School Program	143,624	5,236	71,343	72,281	50%
305	Community Pedestrian Grant	77,414		(5,576)	82,990	-7%
313	STBG 96-1043 Housing & Public W	7,522			7,522	
318	10-STBG-6745 Park Grant		12,075	14,650	(14,650)	
321	EDBG 99-688 Buckhorn	19,580	2,901	10,152	9,428	52%
322	EDBG 405-Cradwick	5,548	1,550	15,500	(9,952)	279%
351	RLF Housing Rehab			26,376	(26,376)	
352	RLF Affordable Housing			3,768	(3,768)	
355	RLF Small Business			4,110	(4,110)	
411	Street Impact Fee	443,999	1,865	42,780	401,219	10%
412	Storm Drain Impact Fee			4,173	(4,173)	
413	Park & Recreation Impact Fee	626,960		4,173	622,787	1%
414	Public Safety Impact Fee	54,000	8,801	19,817	34,183	37%
415	Fire Impact Fee			11,016	(11,016)	
416	General Facility Impact Fee			4,173	(4,173)	
417	Water Impact Fee	429,309		233,482	195,827	54%
418	Sewer Impact Fee	493,672	9,803	235,341	258,331	48%
422	Landfill Capital	16,500	3,500	7,435	9,065	45%
427	Equipment Replacement Fund	74,013	15,530	62,221	11,792	84%
429	Service Reserve	34,187			34,187	
494	CARF	2,500			2,500	
611	Water O & M	1,233,348	174,397	846,026	387,322	69%
616	Water Conservation Fund	12,600		285	12,315	2%
617	Water Meter Fund	5,000	2,323	2,323	2,677	46%
621	Sewer O & M	1,930,817	275,939	983,839	946,978	51%
626	2007 Sewer Bond		185,386	251,312	(251,312)	
651	Central Service Overhead	155,274			155,274	
652	Equipment Fund	419,875			419,875	
771	RORF		34,504	1,148,682	(1,148,682)	
773	2007 TABS			(3,324)	3,324	
781	RDA Long Term Debt			10,161	(10,161)	
821	Winters Library	25,000			25,000	
831	Swim Team	67,715		25,361	42,354	37%
832	Masters Swim Program			(1)	1	
833	Festival de la Comunidad	7,000		7,475	(475)	107%
846	Quilt Festival	750		59	691	8%
	Total Expenditures	\$ 14,455,408	\$ 1,547,227	\$ 7,909,147	\$ 6,546,261	55%

City of Winters
Fund Balances Report
Estimated Fund Balances as of January 31, 2013

Fund	Fund Description	Audited Fund Balance 6/30/2012	Current Year Revenues	Current Year Expenditures	Transfers In/(Out)	Estimated Fund Balance 1/31/2013	Change From 6/30/2012
101	General Fund	\$ 1,172,270	\$ 1,584,834	\$ 2,171,591	\$ 34,254	\$ 619,767	\$ (552,503)
103	Community Center and Pool	18,449	32	-	-	18,481	32
104	Fireworks Fund	(502)	4,258	-	-	3,756	4,258
105	Senior Fund	703	1	283	-	421	(282)
107	City Park Maintenance	2,694	5	-	-	2,699	5
109	Housing Successor Trust	(4,190,123)	-	-	-	(4,190,123)	-
110	Housing Successor	(214,030)	-	(58,537)	-	(155,493)	58,537
113	2007 Housing TABS	1,264,185	1,949	-	-	1,266,134	1,949
201	Fire Prevention Grant	1,058	2	-	-	1,060	2
208	First Time Homebuyer	84,153	145	-	-	84,298	145
211	City Wide Assessment	(2,794)	99,014	150,036	-	(53,816)	(51,022)
212	Flood Assessment District	3,815	7	-	-	3,822	7
221	Gas Tax	211,583	81,139	92,711	-	200,011	(11,572)
223	PERS Trust Fund	-	2	-	-	2	2
231	State COPS 1913	(52,760)	16,294	54,881	-	(91,347)	(38,587)
233	Realignment Funds	2,229	12,560	2,278	-	12,511	10,282
234	Distracted Driver	-	-	4,309	-	(4,309)	-
251	Traffic Safety	232,142	8,169	69,470	-	170,841	(61,301)
252	Asset Forfeiture	14,312	435	1,035	-	13,712	(600)
254	Vehicle Theft Deterrent	48,634	18,099	-	-	66,733	18,099
276	Putah Creek North Bank Imp	(269,335)	432,488	1,079,729	-	(916,576)	(647,241)
278	Prop 84 Park	(11,015)	-	42,996	-	(54,011)	(42,996)
287	After School Program Contr	2,187	3	1,496	-	694	(1,493)
289	Dry Slough Bridge	(1,446)	97,297	130,857	-	(35,006)	(33,560)
291	Beverage Recycling Grant	28,378	46	675	-	27,749	(629)
294	Transportation	131,122	205,206	128,203	-	208,125	77,003
299	After School Program	122,555	137,016	71,343	-	188,228	65,673
303	EECBG Grant	(14,302)	14,302	-	-	-	14,302
304	2012 SACOG Grant	-	5,474	-	-	5,474	5,474
305	Community Pedestrian Grant	(17,067)	9,010	(5,576)	-	(2,481)	14,586
313	STBG-96-1043 Housing and P	(29,070)	-	-	-	(29,070)	-
318	10-STBG-6745 Park Grant	-	-	14,650	-	(14,650)	-
319	CDBG Park Grant	(261)	-	-	-	(261)	-
321	EDBG 99-688 Buckhorn	-	10,831	-	(10,152)	679	679
322	EDBG 96-405 Cradwick	-	10,171	-	(10,850)	(679)	(679)
351	RLF Housing Rehabilitation	333,359	533	-	(26,376)	307,516	(25,843)
352	RLF Affordable Housing	64,307	17,346	-	(3,768)	77,885	13,578
355	RLF Small Business	55,414	2,688	-	16,892	74,994	19,580
356	RLF HOME Program	74,796	129	-	-	74,925	129
411	Street Impact Fee	759,820	66,853	42,780	-	783,893	24,073
412	Storm Drain Impact Fee	192,583	1,589	4,173	-	189,999	(2,584)
413	Parks & Recreation Impact	384,370	650	4,173	-	380,857	(3,513)
414	Public Safety Impact Fee	307,263	3,045	19,817	-	290,491	(16,772)
415	Fire Impact Fee	277,614	4,457	11,016	-	271,055	(6,559)
416	General Facilities Impact	339,658	9,617	4,173	-	345,102	5,444
417	Water Impact Fee	647,369	7,604	233,482	-	421,491	(225,878)
418	Sewer Impact Fee	17,542	41,629	235,341	-	(176,170)	(193,712)
419	Flood Control Fee	173,283	55,494	-	-	228,777	55,494
421	General Fund Capital	549,943	949	-	-	550,892	949
422	Landfill Capital	212,591	361	7,435	-	205,517	(7,074)
424	Parks and Recreation Capit	6,702	12	-	-	6,714	12
427	Equipment Replacement Fund	368,406	11,006	62,221	190,314	507,505	139,099
429	Service Reserve Fund	1,001,171	1,014	-	-	1,002,185	1,014
481	General Plan 1992	211,759	-	-	-	211,759	-
482	Flood Control Study	(123,708)	2	-	-	(123,706)	2
492	RAJA Storm Drain	28,796	66	-	-	28,862	66
494	CARF	54,044	4,193	-	-	58,237	4,193
496	Storm Drain Non-Flood	233	-	-	-	233	-
501	General Debt Service	55,968	97	-	-	56,065	97
511	Water O & M	5,912,456	706,622	747,442	(98,584)	5,773,052	(139,404)
612	Water Reserve	97,908	7,551	-	-	105,459	7,551
615	2007 Water Bonds	189,497	-	-	-	189,497	-
616	Water Conservation	21,071	16	285	-	20,802	(269)
617	Water Meter Fund	191,690	53,406	2,323	-	242,773	51,083
619	Water Debt Service Fund	(3,376,734)	-	-	-	(3,376,734)	-
621	Sewer O & M	4,904,407	918,943	892,109	(91,730)	4,839,511	(64,896)
626	2007 Sewer Bonds	1,971,990	-	251,312	-	1,720,678	(251,312)
629	Sewer Debt Service	(3,935,540)	51	-	-	(3,935,489)	51
771	RORF	(11,582,674)	634,134	1,148,682	10,161	(12,087,061)	(504,387)
772	RDA Trust	12,358,585	-	-	-	12,358,585	-
773	2007 TABS	7,972	9	(3,324)	-	11,305	3,333
781	RDA Long Term Debt	521,472	10,170	-	(10,161)	521,481	9
821	Winters Library	53,857	93	-	-	53,950	93
831	Winters Library	84,631	26,008	25,361	-	85,278	647
832	Master Swim Program	-	-	(1)	-	1	1
833	Festival de La Comunidad	2,405	4,451	7,475	-	(619)	(3,024)
846	Quilt Festival	434	443	59	-	818	384
911	General Fixed Assets	22,380,872	-	-	-	22,380,872	-
	Totals	\$ 34,335,346	\$ 5,340,030	\$ 7,648,764	\$ -	\$ 32,026,612	\$ (2,289,775)

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balances as of January 31, 2013

Fund	Description	Balance	Balance
		6/30/2012	1/31/2013
101	General Fund	\$ 1,029,011	\$ 653,045
103	Community Center and Pool Fund	18,433	18,481
104	Fireworks Fund	(502)	3,756
105	Senior Fund	702	421
107	Park Maintenance	2,691	2,699
110	Housing Successor Agency	(214,879)	(156,425)
113	Housing 2007 Tabs	1,136,886	1,130,725
201	Fire Prevention Grant	1,057	1,059
208	First Time Homebuyer	84,079	84,299
211	City Wide Assessment	(14)	(52,886)
212	Flood Assessment District	3,812	3,822
221	Gas Tax	189,891	204,812
223	PERS Trust Fund		2
231	State COPS 1913	(52,760)	(91,347)
233	Realignment	2,227	12,511
251	Traffic Safety	223,854	170,841
252	Asset Forfeiture	14,299	13,712
254	Vehicle Theft Deterrent	48,591	66,733
276	North Bank Putah Creek Project	(343,975)	(839,845)
278	Prop 84 Park Grant	(8,308)	(42,842)
287	After School Contributions	2,185	693
289	Dry Slough Bridge	(1,446)	(15,204)
291	Beverage Recycling Fund	28,249	27,643
294	Transportation(Including Bus S	47,495	208,125
299	After School Program	124,035	166,848
303	EECBG Grant	(2,100)	
304	2012 SACOG Grant		5,474
305	Community Pedestrian Grant	(14,492)	(2,481)
318	10-STBG 6745 Grant		(9,395)
319	CDBG Park Grant	(261)	(261)
351	RLF Housing Rehab	321,430	295,873
352	RLF First Time Homebuyer	46,838	60,458
355	RLF Small Business	55,365	75,498
356	RLF-HOME Program	74,730	74,926
411	Street Impact Fee	900,924	688,894
412	Storm Impact Fee	162,438	159,999
413	Parks and Recreation Impact Fe	384,029	380,856
414	Police Impact Fee	307,240	290,741
415	Fire Impact Fee	277,368	271,056
416	General Facilities Impact Fee	339,356	345,102
417	Water Impact Fee	714,198	421,491
418	Sewer Impact Fee	433,714	250,191
419	Flood Fee	173,129	228,776
421	General Fund Capital	549,455	550,892
422	Landfill Capital	212,402	209,016
424	Parks and Recreation Capital	6,696	6,713
427	Capital Equipment Fund	112,288	320,392
429	Service Reserve	636,063	732,364
481	General Plan 1992 Study	(490,143)	(490,143)
482	Flood Control Study	1,291	1,294
492	RAJA Storm Drain	38,351	38,451
494	Capitla Asset Recovery Fee	53,996	58,237
496	Storm Drain Non-Flood	233	233
501	General Debt Service	55,918	56,065
611	Water O & M	766,542	705,067
612	Water Reserve	94,192	101,119
615	07 Water Bonds	(115,235)	100
616	Water Conservation	21,063	20,801
617	Water Meter	185,619	238,533
621	Sewer O & M	1,607,114	1,597,406
626	07 Sewer Bonds	(548,260)	(85,055)
629	Sewer Debt Service	60,868	60,919
651	Central Services	21,003	9,486
652	Central Service w PD & FD		7,548
771	RORF	1,184,218	598,370
773	2007 TABS	9,520	11,305
781	Successor RDA LTD	11,311	11,320
821	Winters Library	53,809	53,950
831	Swim Team	88,482	85,278
832	Masters Swim Program		1
833	Festival de la Comunidad	2,403	(619)
846	Quilt Festival	522	819
	Total Cash	\$ 11,129,240	\$ 10,008,738