



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, July 15, 2014

Members of the City Council

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

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

6:00 p.m. – Executive Session

AGENDA

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

Pursuant to Government Code Section 54956.8 of the Government Code – Real Estate Negotiations – Property Located on Abbey Street (APN #'s 003-204-018, 003-204-002, 003, 004, 005, 006), Winters – Real Property Negotiator City Manager John W. Donlevy, Jr.

6:30 p.m. – Regular Session

AGENDA (pp 1-4)

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

Roll Call

Pledge of Allegiance

Approval of Agenda

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS

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

CONSENT CALENDAR

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

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, July 1, 2014 (pp 5-7)
- B. Wastewater Disinfection – Irrigation Improvements (pp 8-10)
- C. Potential Award for Construction of Railroad Avenue Improvements, Project No. 13.02 (pp 11-13)

PRESENTATIONS

Swearing in of New Police Officer – Alan Pinette

Introduction by Howard Hupe of Alan Humason, Executive Director of the Yolo County Visitors Bureau

DISCUSSION ITEMS

- 1. Pool Maintenance and Operations (pp 14-15)

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

1.

CITY MANAGER REPORT

INFORMATION ONLY

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the July 15, 2014 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 July 10, 2014, and made available to the public during normal business hours.

Nanci G. Mills by Tracy Jensen
Nanci G. Mills, City Clerk

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

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

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

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

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Winters Library – 708 Railroad Avenue

City Hall – Finance Office - 318 First Street

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

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Wednesday at 10:00 a.m.

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



Minutes of the Winters City Council Meeting
Held on July 1, 2014

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

Present: Council Members Harold Anderson, Wade Cowan, Woody Fridae,
Pierre Neu and Mayor Cecilia Aguiar-Curry
Absent: None
Staff: City Manager John W. Donlevy, Jr., City Clerk Nanci Mills

Kathy Cowan let the Pledge of Allegiance.

Approval of Agenda: City Manager indicated that there were no changes to the agenda. Motion by Council Member Cowan, second by Council Member Fridae. Motion carried with the following vote:

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

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS

Kathy Cowan presented a \$500 donation to the Winters Fireworks Fund from the Bocce Ball Tournament that was hosted by Main Street Cellars and the Cowan's.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, June 17, 2014 (pp 4-11)

Council Member Anderson made a motion to approve Item A and seconded by Council Member Cowan. Motion carried with the following vote:

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

DISCUSSION ITEMS

1. Winters Swim Project (pp 12-18)

Theresa Dunlop gave a presentation on the Winters Swim Project Proposal.

The proposal is to:

Approval of the City Council for use of Winters recreation fund to umbrella the Winters Swim Project funds and provide letter for donation.

Approval of the City Council for the recreation swim pass for pool use of \$20 for the rest of the season for recreation swim, once lessons are completed.

Approval of the City Council to lower the cost of swim lessons to \$55.00 for the Winters Swim Project instead of the current \$65.00. Project to cover \$45.00 instead of \$55.00 with remaining \$10.00 coming from the individual signing up for lessons.

Approval of Winters Swim Team to accept swimmer once they have successfully completed the swim lessons and can safely swim the length of the pool for a reduced fee of \$25.00 and \$10.00 being covered by the swimmer.

Total annual cost of the Winters Swim Project, would be to offset the cost of advertising for donation requests and fundraising efforts. These costs would be covered by donation monies. There would be no financial burden on the City of Winters aside from \$10 per approved Swim Project lesson and the initial seed money until monies are raised to reimburse the City.

Council Member Fridae made a motion to approve \$1,000 for seed money that the Winters Swim Project would cover by donation monies. Pierre seconded the motion. Council concurred to have the fiscal side come back to them as well as the pool maintenance update. Motion carried with the following vote:

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

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

1. None

CITY MANAGER REPORT: Fireworks Show on July 4th

ADJOURNMENT: Mayor Aguiar Curry adjourned the meeting at 7:30 p.m.

Cecilia Aguiar-Curry, Mayor

ATTEST:

Nanci G. Mills, City Clerk



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: July 15, 2014
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Carol Scianna, Environmental Services Manager *CS*
SUBJECT: Wastewater Disinfection -Irrigation Improvements

RECOMMENDATION: Staff recommends approval of funding for Wastewater Disinfection-Irrigation system improvements, work to be done by Telstar Instruments in the amount not to exceed \$72,500.

BACKGROUND: Several months ago the wastewater plant manager experienced problems with the disinfection chamber. It is difficult to maintain consistent results with the treated effluent because of issues with the size and configuration of the disinfection chamber. Jim Keating obtained quotes from two companies on making the necessary changes to the system which will provide better effluent results.

The proposed improvements will also include connecting the disinfection system to our SCADA system, which will also improve the efficiency of staff's time.

The City has been working on receiving approval from the state agencies for the use of recycled Wastewater. Improving the effluent that we will be selling to the adjacent farmer will also help to ensure the success of the recycled wastewater program.

Funds for this project have been approved as part to the new budget and will be paid for from the Sewer Capital Improvement funding.

FISCAL IMPACT: Not to Exceed \$72,500



C10 Contractor License #422364

**CONTROL SYSTEM INTEGRATION • INSTRUMENTATION SALES & SERVICE
SCADA • PLC/HMI • Telemetry • Calibration • Maintenance**

May 20, 2014

Severn Trent Services

Sent via email: jkeating@stes.com

Attn: James Keating

Subj: Irrigation Disinfection Building

Ref: SR# 25885 Rev. 1

Dear James,

Telstar is pleased to provide a budget estimate for the above referenced project. We propose the following:

1. Supply and install chlorine induction chemical mixing feed pump with mounting rails.
2. Run conduit and wire from nearby electrical panel to supply power to chemical mixing pump and wire into controls.
3. Supply and install chlorine residual analyzer to monitor total chlorine residual.
4. Supply and install two each peristaltic type chemical feed pumps with 4-20 mA signal input.
5. Supply and install necessary piping and fittings for sample to chlorine residual analyzer.
6. Supply and install PLC and program per operator input to control chlorine residual and irrigation valves as desired.
7. Supply and install local HMI touchscreen for local operator interface of the control system.
8. Supply and install MDS radio and antenna hardware to communicate with local electrical room located at the treatment plant.
9. Supply and install motorized valve operator to operate the 12" three-way valve for the irrigation system.
10. Run conduit and wire from the local electrical panel to the motorized valve operator.

Electrical Control Building:

11. Supply and install PLC and program per operator input to control chlorine residual and irrigation valves and VFD'S as desired.
12. Supply and install 10 inch touchscreen for local operator interface and program as required.
13. Supply and install MDS radio and antenna hardware to communicate with irrigation disinfection building located at the treatment plant and the fire station SCADA system.

Fire Station SCADA System:

16. Labor to program the existing Fire Station SCADA system to accept and display all the new process variables noted herein.

1717 Solano Way, Unit 34, **Concord**, CA 94520 Phone 925-671-2888, Fax 925-671-9507
4017 Vista Park Court, **Sacramento**, CA 95834 Phone 916-646-1999, Fax 916-646-1096
202 South Douty Street, **Hanford**, CA 93230 Phone 559-584-7116, Fax 559-584-8028



The budget estimate for this as outlined is\$72,500.00
This price does not include applicable tax and freight.

Terms and Conditions: For your convenience, we now accept all major credit cards. We can commence with this at your direction. This quote is valid for thirty days. This quote is based on information provided to Telstar and may or may not be correct or complete. Please review this proposal for compliance with the complete and final specifications and drawings before acceptance. Our terms are due and payable 30 days from date of invoice. Payments must be made on a minimum of a monthly basis. If payment is not received by the 30th day, a .05% daily service charge (18-3/4% per annum) will be charged on all accounts past due. Rates quoted herein will automatically be increased for overhead, and cost of living at a minimum of every year, or at contract renewal, whichever is less. Attorney's fees, court costs and costs of collection will be paid to prevailing party. Permits and bonding are excluded unless otherwise noted herein. Our standard insurance applies unless otherwise, agreed to in writing by Telstar. We accept no responsibility for consequential damages and our standard warranty applies. Telstar does not warranty OEM equipment; the standard manufacturer's warranty applies. Any labor performed by Telstar due to equipment warranty claims, is due and payable as an extra and/or additional charge to the quote noted herein. Please reference the above stated quote number in all correspondence and purchase orders. Unless otherwise noted, this quote is based on standard straight time hours and does not include any prevailing wage rates unless agreed in writing by Telstar. Vehicle expense will be in addition to the price quote, unless specifically included within the body of this quote. The price quoted herein is for the labor and materials specifically listed within the body of this quote. Service calls and time and materials rates carry a 4-hour minimum per person, any time over 4 hours is charged as 8 hours. Cancellation charges apply including engineering, labor, materials, quote and estimating time, markup, % of profit, return goods fees, etc. at the time of written cancellation notice to Telstar.

We can proceed with this at your notice and look forward to working on this project. If you have any questions please do not hesitate to contact me at 925-671-2888.

Sincerely,

Robert Marston, President

K:\SHARE\QUOTES\Customer Name S-Z 09-current\Severn Trent 25885 Rev. 1 Irrigation Disinfection Bldg 052014mh.docm



STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: July 15, 2014
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Nicholas J. Ponticello, City Engineer
SUBJECT: Award for Construction of Railroad Avenue Improvements,
Project No. 13-02

RECOMMENDATION: Staff recommends that the City Council (1) Award the construction contract for the Railroad Avenue Improvement, Project No. 13-02, to the lowest responsive, responsible bidder following bid opening on July 22, 2014; (2) Approve the attached Project Budget Sheet (PBS) for the project; (3) authorize construction funding limit of Two Hundred Fifty One Thousand Dollars (\$251,000) based upon the engineer's cost estimate plus contingency; (4) authorize the City Manager to execute the Contract on the City's behalf; and, (5) authorize Staff to utilize excess construction funds to replace other corner sidewalk ramps for ADA accessibility.

BACKGROUND: On March 11, 2014 City Council approved a project and PBS in the amount of \$140,000 for the subject project which was based upon the available SACOG and TDA funding at that time. With finalized design of the improvements, the engineer's estimate for construction was \$196,000. Since the March PBS, the City received \$44,000 in gas tax money and identified unused TDA funds totaling \$100,000. As shown in the PBS, the total available project funds are now \$284,000. The March PBS was based upon the available funding at that time. Staff requests that Council approve the attached revised PBS which is based upon the current available funding and project cost estimate.

The bid opening for this project is July 22, 2014. It is anticipated to take at least ten working days for the contractor to sign contracts and be prepared to start construction. A key scheduling objective is to complete the grinding and paving before the first day of the new high school year on August 13th, to avoid potential traffic conflicts. With this in mind, the improvement plans were advertised as soon as the plans and specification were completed. Staff is requesting that Council approve award and the City Manager's execution of the contract to the lowest responsive, responsible bidder for an amount not to exceed \$251,000. This will allow the contractor to complete the more traffic disruptive work items, such as grinding and paving, prior to August 13th.

The plans include one ADA ramp improvement at Anderson and Railroad; however, City Staff would like to complete ADA improvements at the corners of Neimann, Martinez, and Betty Court, as funding allows. With a construction budget of \$251,000 and an engineer's estimate of \$196,000, a \$55,000 contingency is anticipated. Staff is requesting that Council allow unused construction and contingency funds from this PBS to be used for the contractor to complete additional ADA improvement at these and other sites around the City if staff can negotiate a fair and equitable rate with the awarded contractor.

ALTERNATIVES: None recommended by staff.

FISCAL IMPACT: The cost of this project will be fully paid with SACOG, TDA and Gas Tax funds.

Attachment: Project Budget Sheet

**Railroad Avenue Improvements
Project Budget Sheet**

CIP#: 13-02
Last Updated: July 2014
Project Owner: Public Works
Project Manager: Jim Fletter

MPFP#(s):
Original Approval: March 2014
Project Resource: Contract City Engineer

Description:

Funding will be utilized for environmental review, design, and construction of improvements on Railroad Avenue, between Grant Ave. and Niemann St. Specifically, the improvements will include rehabilitation of deficient pavement, curb ramps, signs and striping.

Authority:

General authority to maintain the existing city street infra-structure. This project will generally enhance the community amenities and ridability for this segment.

Budget:					
Item	%	Amount	Item	%	Amount
CM, Testing and Inspection		\$ 15,000	CEQA		\$ 1,000
Pre-Design/Utility Coord.		\$ 8,000	Construction		\$ 196,000
Design and Bidding		\$ 9,000	Contingency		\$ 55,000
Project Total:					\$ 284,000

Financing Schedule:		Project Start: 2014		Project Completion: 2014			
Phases:							
Fund Code:	294						
Name:	SACOG Grant	TDA	Blank	Blank	Blank	Blank	FY Totals
Prior FY:	\$ -						\$ -
FY 13/14:	\$ 10,000	\$ 5,000					\$ 15,000
FY 14/15:	\$ 190,000	\$ 79,000					\$ 269,000
Fund Totals:	\$ 200,000	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ 284,000

Recommended for Submittal

Recommended for Approval (Dept. Head)

Finance Department Approval

City Manager Approval

Jim Fletter 7/11/2014
 Jim Fletter, Project Manager (date)

Nicholas J Ponticello, City Engineer (date)

Shelly Gunby, Director of Finance (date)

John Donlevy, City Manager (date)



**CITY COUNCIL
STAFF REPORT**

TO: Mayor and City Council
DATE: July 15, 2014
FROM: John W. Donlevy, Jr., City Manager 
SUBJECT: Pool Maintenance and Operations

RECOMMENDATION:

That the City Council receive a presentation on maintenance and operational efforts at the Bobbie Greenwood Swim Complex.

BACKGROUND:

At the June 17, 2014, the City Council requested that Staff provide an update on the maintenance and operations status of the community swimming pool.

DISCUSSION:

City Pool Maintenance:

Since June 30, 2014, the City has assumed the day to day maintenance and operation duties for the Bobbie Greenwood Swim Complex. This includes the daily operational rounds, pool and chemical maintenance and the overall operation of the filtering equipment and facilities. Routine maintenance is being provided through a combination of City personnel and the lifeguards/pool staff at the facility.

A key aspect of the operation has included the use of an outside consultant to help in the monitoring of chemical levels within the pool. This has aided in the overall balancing of chemicals and the improvement of overall water quality and clarity.

Pool Operations:

Members of the City Pool Staff will be in attendance at the meeting to provide an update on pool programming and utilization.

Additionally, an update on the Swim Team will be provided at the meeting.

FISCAL IMPACT:

None by this action.