



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, December 15, 2015
6:30 p.m.
AGENDA

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*

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, December 1, 2015 (pp. 5-7)
- B. Resolution 2015-54, A Resolution of the City Council of the City of Winters Amending the 2015-2016 Operating Budget (pp. 8-10)
- C. Resolution 2015-53, A Resolution of the City Council of the City of Winters Authorizing the Director of Financial Management to Execute Agreement with the State Board of Equalization for Implementation of the Local Prepaid Mobile Telephony Services Collection Act (pp. 11-14)
- D. Resolution 2015-55, A Resolution of the City Council of the City of Winters Approving the Purchase of Chevrolet Tahoe to Replace Damaged Police Unit (pp. 15-17)
- E. Modification of Lease for Cell Tower Lease Agreement (pp. 18-22)
- F. Resolution 2015-56, A Resolution of the City Council of the City of Winters Urging the State to Provide New Sustainable Funding for State and Local Transportation Infrastructure (pp. 23-28)
- G. Ponticello Enterprises – Contract Addendum #2 (pp. 29-31)

PRESENTATIONS

Recognition of Winters Volunteer Firefighters Kyle Vaudrin, Steve Grisham and Jeff Winslow, Fire Captain Art Mendoza and Fire Chief Aaron McAlister, Who Represented the City of Winters on the Washington Okanogan Complex Fires

Parking Committee Presentation (pp. 32-33)

DISCUSSION ITEMS

1. Chromium 6 Compliance Update and Review (pp.34-55)

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

1. None
-

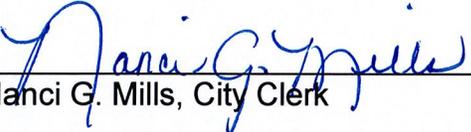
CITY MANAGER REPORT

INFORMATION ONLY

1. July 2015 Investment Report (pp. 56-57)
2. July 2015 Treasurer Report (pp. 58-65)
3. August 2015 Investment Report (pp. 66-67)
4. August 2015 Treasurer Report (pp. 68-74)
5. September 2015 Investment Report (pp. 75-76)
6. September 2015 Treasurer Report (pp. 77-83)

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the December 15, 2015 regular meeting of the Winters City Council was posted on the City of Winters website at www.cityofwinters.org and Councilmembers were notified via e-mail of its' availability. A copy of the foregoing agenda was also posted on the outside public bulletin board at City Hall, 318 First Street on December 9, 2015, and made available to the public during normal business hours.



Nanci G. Mills, City Clerk

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

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

The city does not transcribe its proceedings. Anyone who desires a verbatim record of this meeting should arrange for attendance by a court reporter or for

other acceptable means of recordation. Such arrangements will be at the sole expense of the individual requesting the recordation.

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Winters 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 December 1, 2015

5:30 p.m. - Executive Session

Pursuant to Government Code Section 54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Name of Case: Donald Sipple et al v. City of Alameda et al, Los Angeles County Superior Court Case No. BC462270

Pursuant to Government Code Section 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS – John W. Donlevy, Jr., City Manager and Nanci G. Mills, Director of Administrative Services Regarding the Following Associations:

Department Head Association, Managers Association, Mid-Managers Association, Confidential Association, Miscellaneous Association, Police Officer Association, Sergeant Association, Fire Association.

Mayor Aguiar-Curry said there was nothing to report out of Executive Session. Those present in Executive Session included Mayor Aguiar-Curry, Council Members Anderson, Cowan, Fridae and Neu, City Manager Donlevy, Director of Administrative Services Mills, and City Attorney Walsh.

6:30 p.m. - Regular Session

Mayor 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 Donlevy, City Attorney Ethan Walsh and City Clerk Nanci Mills.

Germaine Hupe led the Pledge of Allegiance.

Approval of Agenda: Motion by Council Member Fridae, second by Council Member Neu to approve the agenda with no changes. Motion carried with the following vote:

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

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS: Edmund Lis, 9 Russell St., voiced his concerns about safety issues surrounding the bridge. As we see an influx of people coming into Winters on the weekends, there is an increase in pedestrian traffic in the crosswalks. The proposed parking lot entrance to Rotary Park on Railroad Avenue will add to the confusion.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, November 17, 2015
- B. Request for Street Closure Submitted by St. Anthony's Parish for Religious Procession on Saturday, December 12, 2015
- C. Approval of Resolution 2015-51, a Resolution of the City Council of the City of Winters Approving a Caltrans Electrical Maintenance Agreement
- D. Right of Way Services Agreement for the Walnut Lane Roundabout Project
- E. Approval of Resolution 2015-52, a Resolution of the City Council of the City of Winters Authorizing Acceptance of Irrevocable Offer of Dedication (Morgan Street)

City Manager Donlevy gave an overview. Motion by Council Member Cowan, second by Council Member Fridae to approve the Consent Calendar. Motion carried with the following vote:

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

PRESENTATIONS

Howard Hupe presented a historical document to Council entitled "Registration of World War Ex-Service Boys Present at the Turkey Banquet Given in Their Honor by the People of Winters on Thanksgiving Eve, November 26, 1919", which had been signed by those Winters residents who had served in World War I. Howard also added that \$2,600 had been raised for the Senior Foundation at a recent Winters Theater Company performance.

Winters High School student Mariah Castillo gave an overview of her Senior Capstone Project, who along with fellow Seniors Audrey Brickey, Daisy Salinas and Andrea Martin, will provide a Winters Historical Mural in the alleyway between First and Second Streets. Mariah addressed Council's questions pertaining to possible graffiti and the spray paint included in their budget.

DISCUSSION ITEMS

1. None

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

1. None

CITY MANAGER REPORT: The car bridge is scheduled to open one lane on Thursday as curb and gutter are not yet completed. Stop signs at the Russell Street and Railroad Avenue intersection would require a lot of work and increase liability. Staff is currently working on a lot of internal housekeeping items.

ADJOURNMENT: Mayor Aguiar-Curry adjourned the meeting at 7:09 p.m.

Cecilia Aguiar-Curry, MAYOR

ATTEST:

Nanci G. Mills, CITY CLERK



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly A. Gunby, Director of Financial Management
SUBJECT: Budget Adjustments for Fiscal Year 2015-2016

RECOMMENDATION:

Approve Resolution 2015-54 Approving Budget Adjustments for Fiscal Year 2015-2016.

BACKGROUND:

Public Works Staff has requested additional items be included in the 2015-2016 budget that were not included in the budget as passed. The majority of the items listed were budgeted in the 2014/15, however staff was unable to complete the project or purchase the specified equipment and would like to carry the funds over to complete these tasks in the 2015/16 budget cycle.

The items requested in last year's budget are the following:

Parks Dept

1 Continuation of Tree of Heaven eradication in the amount of \$4,500.00

Water Dept.

2. Continuing Chrom 6 compliance costs for Water Operations in the amount of \$16,000.00
3. Well Cameras for Water Wells in the amount of \$3,000.00
4. Water Well level Sensors in the amount of \$40,000.00 (for 4 wells)
5. Water Valve changes out in the amount of \$50,000.00 (20 valves)

Wastewater Department

Items 7 and 8 are the final items not completed as part of the WW services being moved to in house operations:

7. Mower/Blower for the Wastewater Operation in the amount of \$2,000.00
8. Awning for the East Street Pump Station in the amount of \$1,200.00

9. Portable Generator for the Wastewater Operation in the amount of \$25,000.00
(this unit would service all lifts stations currently without back up power)
10. Trash Pump for the Wastewater Operation in the amount of \$35,000.00
(current trash/pump is non compliant with Air quality standards)

New Budget items not included in 2014/15 budget initially are:

11. Repairs to the Antique Street Lights in the Downtown in the amount of \$3,040.00
12. Additional transfer from the General fund to the City Wide Assessment District in the amount of \$3,040.00. Because the City Wide Assessment District does not generate enough revenue for all expenditures, the general fund subsidizes any shortfall. The additional cost to repair the Streetlights in the Downtown increase the subsidy from the General Fund to the City Wide Assessment District.

Wastewater Department

13. Backflow Training for Water Operations Staff in the amount of \$2,000.00
As part of our ongoing staff training we'd like to expand and have 2 staff members become certified backflow testers. Once certified they will be able to do the City's backflow device testing which will save \$1800 yearly.

FISCAL IMPACT:

- Increase General Fund Costs of \$7,540.00
- Increased Water Fund Costs of \$21,000.00
- Increased Water Bond Expenditures of \$90,000.00
- Increased Wastewater Fund Costs of \$63,200.00
- Increased City Wide Assessment District Costs of \$3,040.00

ATTACHMENTS:

Resolution 2015-54

RESOLUTION No. 2015-54

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
AMENDING THE CITY OF WINTERS 2015-2016 ADOPTED
OPERATING BUDGET**

WHEREAS, On June 17, 2014 the City Council of the City of Winters adopted the operating budgets for Fiscal Year 2014-2015 and 2015-2016; and

WHEREAS, it has become necessary to add additional items to the 2015-2016 Operating budget;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Winters that the adopted operating budget for fiscal year 2015-2016 be amended as follows:

Section 1: Increase budgeted expenditures in the following funds and accounts:

a.	101-54419-610	Misc Professional Service	4,500.00
b.	611-55212-630	Registration and Tuition	2,000.00
c.	611-57913-630	Miscellaneous Capital Acquisitions	19,000.00
d.	621-57913-640	Miscellaneous Capital Acquisitions	63,200.00
e.	615-57913-630	Miscellaneous Capital Acquisitions	90,000.00
f.	211-54419-650	Misc Professional Service	3,040.00
g.	101-99999-610	Transfer out	3,040.00

PASSED AND ADOPTED by the City Council, City of Winters, this 15th day of December 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Cecilia Aguiar-Curry, Mayor

ATTEST:

Nanci G. Mills, CITY CLERK



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: Adoption of Resolution 2015-53, A Resolution of the City Council of the City of Winters Authorizing the Director of Financial Management to Execute Agreement with the State Board of Equalization for Implementation of the Local Prepaid Mobile Telephony Services Collection Act.

RECOMMENDATION:

Staff recommends the City Council

1. Resolution 2015-53, A Resolution of the City Council of the City of Winters Authorizing the Director of Financial Management to Execute Agreement with the State Board of Equalization for Implementation of the Local Prepaid Mobile Telephony Services Collection Act..

BACKGROUND:

On September 1, 2015, the City Council adopted Resolution 2015-40, authorizing the examination of Prepaid Mobile Telephony Services surcharge records. In order to have the State Board of Equalization collect utility user tax on the Prepaid Mobile Telephone services that are generated by the City of Winters citizens, the City must also authorize a representative to execute an agreement with the State Board of Equalization for the implementation of the collection of the utility user tax.

This particular Resolution was not included in the original packet that the State Board of Equalization sent out, and when we submitted the packet, it was deemed incomplete for that reason. This will remedy the incompleteness issue and allow us to move forward with the State Board of Equalization collecting utility user tax on prepaid mobile telephone service in the future.:

FISCAL IMPACT:

A small increase in utility user tax revenues, but, the total impact is unknown since we don't have the information to determine how much prepaid mobile telephone services are utilized by our residents.

ATTACHMENTS: Resolution 2015-53

RESOLUTION NO. 2015-53

A RESOLUTION

**AUTHORIZING THE DIRECTOR OF FINANCIAL MANAGEMENT TO EXECUTE
AGREEMENT WITH THE STATE BOARD OF EQUALIZATION FOR IMPLEMENTATION
OF THE LOCAL PREPAID MOBILE TELEPHONY SERVICES COLLECTION ACT**

WHEREAS, on 3-8-2010, the City of Winters certified that Ordinance No. 2010-02 applies its local charge(s) (access to 911 or communication services and/or utility user tax) to prepaid mobile telephony services; and

WHEREAS, the Local Prepaid Mobile Telephony Services Collection Act, mandates the Board of Equalization (Board) to administer and collect the local charges for all applicable local jurisdictions (Rev. & Tax Code section 42103); and

WHEREAS, the Board will perform all functions incident to administration and collection of the local charges for the City of Winters; and

WHEREAS, the Board requires that the City of Winters enter into an “Agreement for State Collection and Administration of Local Charges” prior to implementation of the Local Prepaid Mobile Telephony Services Collection Act, and

Whereas, the Board requires that the City of Winters authorize the agreement;

NOW, THEREFORE BE IT RESOLVED by the City of Winters that the attached “Agreement for State Collection and Administration of Local Charges” is hereby approved and the Director of Financial Management is hereby authorized to execute the agreement.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City of Winters held on December 15, 2015, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

DATED: December 15, 2015

ATTEST: (s) _____ (s) _____
(Printed Name & Title) (Signature)



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Sergio Gutierrez, Chief of Police
Shelly Gunby, Director of Financial Management *Shelly*
SUBJECT: Resolution 2015-55, a Resolution of the City Council of the City of Winters Approving the Purchase of Chevrolet Tahoe to Replace Damaged Police Unit

RECOMMENDATION:

Adopt Resolution 2015-55 authorizing a budget amendment to the Police Department capital outlay budget not to exceed \$52,144 which is the amount to replace and outfit a new vehicle. This amount includes the insurance deductible of \$20,000 paid by the City of Winters and the remaining will be covered by the insurance loss coverage.

BACKGROUND:

In August 2015 the Winters Police Department responded to assist the Yolo County Sheriff's Department with a vehicle pursuit. The pursuit traveled through farmland property. Winters officers and a Yolo County Sheriff Deputy pursued through dirt roads near the area of County Road 31 east of Buckeye Road where a Winters officer drove into a drainage ditch due to poor visibility and disabled the vehicle from continuing the pursuit. Based on the results of the collision, Police Unit 141 sustained major damage.

The Police Unit lost was a 2014 Chevrolet Tahoe PPV fully equipped with emergency. The Winters Police Department will build a similar unit as a replacement. Several parts and equipment from this unit can be used to outfit the new police unit. Therefore,

be some cost savings depending on what parts are reusable.

New Vehicle Specifications

The new Police Unit will be the following specifications:

- Current year or newer Chevrolet Tahoe PPV
- Installation will be performed by Lehr Automotive
- Outfit Vehicle to meet the same specification for patrol operations

FISCAL IMPACT:

The cost to the city will be the \$20,000.00 insurance deductible and the rest of the cost will be paid through the insurance company. The city will attempt to recover the deductible through billing the responsible party.

The price breakdown is as follows:

2015 Chevrolet Tahoe PPV	\$34,287.23
Installation = Parts and Labor	\$17,857.22
Total Project not to Exceed	\$52,144.45

ATTACHMENTS:

1. Resolution 2015-55

RESOLUTION 2015-55

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS
AMENDING THE CITY OF WINTERS 2015-2016 ADOPTED OPERATING
BUDGET**

WHEREAS, On June 17, 2014 the City Council of the City of Winters adopted the operating budgets for Fiscal Year 2014-2015 and 2015-2016; and

WHEREAS, it has become necessary to additional costs to the City Budget due to unforeseen issues:

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Winters that the adopted operating budget for fiscal year 2015-2016 be amended as follows:

Section 1: Increase budgeted expenditures in the following funds and accounts

a. 427-57611-210 \$20,000.00

PASSED AND ADOPTED by the City Council, City of Winters, this 15th day of December 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Cecilia Aguiar-Curry, Mayor

ATTEST:

Nanci G. Mills, CITY CLERK



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: Dec. 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Elliot Landes, Associate
SUBJECT: Cell Tower Lease Modification

RECOMMENDATION:

Staff recommends Council authorize the City Manager to execute a Letter Agreement on behalf of the City in the form attached to this staff report, and further to enter into an amendment to the Crown Castle lease with the City of Winters for the cell tower lease at located at Road 88 and Road 32A in accordance with the terms as described in the Letter Agreement.

BACKGROUND:

Crown castle, which operates towers for At&T, would like to expedite the process of adding equipment from other companies to the tower. In return for this change, they are offering:

- 1) A \$5,000 signing bonus.
- 2) \$350 monthly rent additional for each additional future sub-tenant.
- 3) Lengthening the lease to nine renewal terms of five years each, with final date of October 31, 2061.
- 4) Lessee would have the right to sublease without consent or approval of the City.
- 5) Various rights of first refusal for the site.
- 6) Right to increase the area leased at the site.

The initial offer made the \$5,000 signing bonus contingent of a deadline of September 24, 2015. The City has asked this be extended to the current time frame.

Counsel has evaluated similar contracts and determined that the amounts are acceptable, but he asked we decline paragraphs three and four from the original offer.

FISCAL IMPACT: Staff time costs and additional income from the signing bonus and rental to future tenants.



August 3, 2015

City of Winters
Attention: Elliot Landes
318 First Street
Winters, CA 95694

RE: Business Unit # 845748
Site Name S056/WINTERS

Dear Mr. Landes:

This letter agreement ("Letter Agreement") sets forth the terms of the agreement that is to be memorialized between CCATT ("Lessee") and the City of Winters ("Lessor"), to modify, among other things, the length of the term in the lease agreement between the Lessor and Lessee dated December 28, 1992, as may be amended ("Lease") for property located in Winters, Yolo County, CA ("Property").

For and in consideration of Fifty Dollars (\$50.00) to be paid by Lessee to Lessor within 30 days after full execution of this Letter Agreement, the parties agree as follows:

1. Lessor and Lessee will enter into an amendment to the Lease ("Lease Amendment") wherein the term of the Lease will be modified. The Lease currently provides, in section 5, that there are three (3) remaining renewal terms of five (5) years each. That Lease section will be amended to provide that the remaining term of the Lease will be Nine (9) renewal terms of Five (5) years each. The new final Lease expiration date will be October 31, 2061.

2. In addition to the modification described above, the Lease Amendment will further modify the Lease to provide:

2a. Lessee agrees to pay Lessor the sum of Five Thousand and No/100 Dollars (\$5,000.00) for executing and delivering the Letter Agreement to Lessee ~~by no later than September 24, 2015,~~ and executing and delivering the Lease Amendment to Lessee within thirty (30) days of receipt of the executable document(s) (the "Expedite Fee"). Lessor understands time is of the essence and if the signed Lease Amendment is not delivered to Lessee within the specified time period, Lessor forfeits the Expedite Fee. Lessor further agrees that if the Lease Amendment is not fully executed for any reason, Lessor forfeits the Expedite Fee. The Expedite Fee is a one-time payment due and payable within sixty (60) days of the full execution of the Lease Amendment.

2b. Lessee will have the right to sublease or license use of the Property without the consent or approval of Lessor.

2c. In addition to the rent currently paid by Lessee to Lessor pursuant to the Lease, if, after the full execution of the Lease Amendment, Lessee subleases the Property to an unaffiliated third party not already a subtenant on the Property (each a "Future Subtenant"), Lessee agrees to pay to Lessor Three Hundred and Fifty and 00/100 Dollars (\$350.00) per month for each such Future Subtenant (the "Additional Rent").

2d. If Lessor receives an offer to purchase fee title, an easement, a lease, a license, or any other interest in the Property, or Lessor's interest in the Lease, or an option for any of the foregoing, Lessor shall provide written notice to Lessee of said offer, and Lessee shall have a right of first refusal to acquire such interest on the same terms and conditions in the offer, excluding any terms or conditions which are (i) not imposed in good faith or (ii) directly or indirectly designed to defeat or undermine Lessee's possessory or economic interest in the Property. If Lessor's notice covers portions of Lessor's parent parcel beyond the Property, Lessee may elect to acquire an interest in only

the Property, and the consideration shall be pro-rated on an acreage basis. Lessor's notice shall include the prospective buyer's name, the purchase price and/or other consideration being offered, the other terms and conditions of the offer, the due diligence period, the proposed closing date and, if a portion of Lessor's parent parcel is to be sold, leased or otherwise conveyed, a description of said portion. If the Lessor's notice shall provide for a due diligence period of less than sixty (60) days, then the due diligence period shall be extended to be sixty (60) days from exercise of the right of first refusal and closing shall occur no earlier than fifteen days thereafter. If Lessee does not exercise its right of first refusal by written notice to Lessor given within thirty (30) days, Lessor may convey the property as described in the Lessor's notice. If Lessee declines to exercise its right of first refusal, then the Lease shall continue in full force and effect and Lessee's right of first refusal shall survive any such conveyance. Lessee shall have the right, at its sole discretion, to assign the right of first refusal to any person or entity, either separate from an assignment of the Lease or as part of an assignment of the Lease. Such assignment may occur either prior to or after Lessee's receipt of Lessor's notice and the assignment shall be effective upon written notice to Lessor.

2e. As additional consideration for the signing bonus provided in this Letter Agreement, Lessor will grant to Lessee the following option for additional land: during the term of the Lease, Lessee shall have an irrevocable option ("Option") to lease up to a maximum of five hundred square feet of real property adjacent to the existing lease area at a location to be determined at Lessee's sole discretion ("Additional Lease Area") at no additional cost to Lessee and on the same terms and conditions set forth in the Lease. Lessee may exercise the Option by providing written notice to Lessor at any time. Within 30 days after Lessee's exercise of the Option, Lessor shall execute and deliver an amendment to the Lease, a memorandum of lease and/or amendment, and any other documents necessary to grant and record Lessee's interest in the Additional Lease Area. In addition, within 30 days after Lessee's exercise of the Option, Lessor shall obtain and deliver any documentation necessary to free the Additional Lease Area from any mortgages, deeds of trust, liens or encumbrances.

~~3. Furthermore, the Lease Amendment will modify the Lease to provide that if requested by Lessee, Lessor will execute, at Lessee's sole cost and expense, all documents required by any governmental authority in connection with any development of, or construction on, the Property, including documents necessary to petition the appropriate public bodies for certificates, permits, licenses and other approvals deemed necessary by Lessee to utilize the Property for the purpose of constructing, maintaining and operating communications facilities. Lessor will agree to be named applicant if requested by Lessee. In furtherance of the foregoing, Lessor will appoint Lessee as Lessor's attorney in fact to execute all land use applications, permits, licenses and other approvals on Lessor's behalf.~~

~~4. Lessor shall cooperate in all ways, including but not limited to providing information, signing documents and seeking execution by third parties of documents that will remove, subordinate or satisfy any mortgages, deeds of trusts, liens or other encumbrances affecting the Property.~~

5. Upon receipt of this Letter Agreement evidencing Lessor's acceptance of the terms herein, Lessee shall submit this Letter Agreement to its property committee. If the Letter Agreement is approved by the property committee, Lessee shall prepare a Lease Amendment that incorporates the terms and conditions described in this Letter Agreement. In connection therewith, the parties acknowledge and agree that this Letter Agreement is intended to summarize the terms and conditions to be included in the Lease Amendment. Upon receipt of the Lease Amendment, Lessor hereby agrees to execute the Lease Amendment without any unreasonable delay.

6. Irrespective of whether the transaction contemplated by this Letter Agreement is consummated, Lessor and Lessee each will pay its own out-of-pocket expenses.

7. Notwithstanding anything to the contrary contained herein, Lessee has the complete right to terminate this Letter Agreement for any or no reason at any time prior to full execution of the Lease Amendment, without damages.

8. Lessor represents and warrants that Lessor is duly authorized and has the full power, right and authority to enter into this Letter Agreement and to perform all of its obligations under this Letter Agreement and to execute and deliver all documents, including but not limited to the Lease Amendment, required by this Letter Agreement. From the date of this Letter Agreement through the date that Lessor executes the Lease Amendment, Lessor shall use its best efforts to ensure that the foregoing representations and warranties shall remain true and correct and Lessor shall promptly notify Lessee if any representation or warranty is or possibly may not be true or correct. Lessor's representations, warranties and covenants shall survive following the full execution of the Lease Amendment.

9. If Lessor receives written or other notice of a proposed taking by eminent domain of any part of the parcel of land upon which the lease area or any easements are situated, Lessor will notify Lessee of the proposed

taking within five (5) days of receiving said notice and Lessee will have the option to: (i) declare the Lease null and void and thereafter neither party will have any liability or obligation hereunder; or (ii) remain in possession of that portion of the lease area or easements that will not be taken, in which event there shall be an equitable adjustment in rent on account of the portion of the lease area or easements so taken. With either option Lessee shall have the right to contest the taking and directly pursue an award.

If this Letter Agreement accurately sets forth our understanding regarding the foregoing, please so indicate by signing and returning to the undersigned the enclosed copy of this letter.

Lessor:
City of Winters

Lessor:
City of Winters

By: NOT FOR EXECUTION

By: NOT FOR EXECUTION

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Lessee:
CCATT

By: NOT FOR EXECUTION

Name: _____

Title: _____

Date: _____



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Eric Lucero, Public Works Superintendent
SUBJECT: Resolution 2015-56, a Resolution of the City Council of the City of Winters Urging the State to Provide New Sustainable Funding for State & Local Transportation Infrastructure

RECOMMENDATION: Council Support of Extraordinary Session Resolution.

BACKGROUND: Each year the City of Winters Public Works Department has to budget for and maintain the city streets in a way that is the most efficient and cost effective for the City. Currently our streets are in fair condition and the only way to keep them that way and to improve that condition is to maintain them. This resolution is a coalition with the League of California Cities and counties to support the New Transportation Funding in the Legislative Special Session.

FISCAL IMPACT: None at this time



RESOLUTION 2015-56

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS URGING THE STATE TO PROVIDE NEW SUSTAINABLE FUNDING FOR STATE AND LOCAL TRANSPORTATION INFRASTRUCTURE

WHEREAS, Governor Edmund G. Brown, Jr. has called an extraordinary session to address the immense underfunding of California's transportation infrastructure; and

WHEREAS, cities and counties own and operate more than 81 percent of streets and roads in California, and from the moment we open our front door to drive to work, bike to school, or walk to the bus station, people are dependent upon a safe, reliable local transportation network; and

WHEREAS, the City of Winters has participated in efforts with the California State Association of Counties, League of California Cities, and California's Regional Transportation Planning Agencies to study unmet funding needs for local roads and bridges, including sidewalks and other essential components; and

WHEREAS, the resulting 2014 California Statewide Local Streets and Roads Needs Assessment, which provides critical analysis and information on the local transportation network's condition and funding needs, indicates that the condition of the local transportation network is deteriorating as predicted in the initial 2008 study; and

WHEREAS, the results show that California's local streets and roads are on a path of significant decline. On a scale of zero (failed) to 100 (excellent), the statewide average pavement condition index (PCI) is 66, placing it in the "at risk" category where pavements will begin to deteriorate much more rapidly and require rehabilitation or rebuilding rather than more cost-effective preventative maintenance if funding is not increased; and

WHEREAS, the results show that the City of Winters' local streets have a statewide average pavement index of 71, placing them in the "Fair" category; and

WHEREAS, if funding remains at the current levels, in 10 years, 25 percent of local streets and roads in California will be in "failed" condition; and

WHEREAS, cities and counties need an additional \$1.7 billion just to maintain a status quo pavement condition of 66, and much more revenue to operate the system with Best Management Practices, which would reduce the total amount of funding needed for maintenance in the future; and

WHEREAS, models show that an additional \$3 billion annual investment in the local streets and roads system is expected to improve pavement conditions statewide from an average “at risk” condition to an average “good” condition; and

WHEREAS, if additional funding isn’t secured now, it will cost taxpayers twice as much to fix the local system in the future, as failure to act this year will increase unmet funding needs for local transportation facilities by \$11 billion in five years and \$21 billion in ten years; and

WHEREAS, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

WHEREAS, the local street and road system is also critical for farm to market needs, interconnectivity, multimodal needs, and commerce; and

WHEREAS, police, fire, and emergency medical services all need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

WHEREAS, maintaining and preserving the local street and road system in good condition will reduce drive times and traffic congestion, improve bicycle safety, and make the pedestrian experience safer and more appealing, which leads to reduce vehicle emissions helping the State achieve its air quality and greenhouse gas emissions reductions goals; and

WHEREAS, restoring roads before they fail also reduces construction time which results in less air pollution from heavy equipment and less water pollution from site run-off; and

WHEREAS, in addition to the local system, the state highway system needs an additional \$5.7 billion annually to address the state’s deferred maintenance; and

WHEREAS, in order to bring the local system back into a cost-effective condition, at least \$7.3 billion annually in new money going directly to cities and counties; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WINTERS strongly urges the Governor and Legislature to identify a sufficient and stable funding source for local street and road and state highway maintenance and rehabilitation to ensure the safe and efficient mobility of the traveling public and the economic vitality of California.

RESOLVE FURTHER, that the **CITY OF WINTERS** strongly urges the Governor and Legislature to adopt the following priorities for funding California’s streets and roads.

1. **Make a significant investment in transportation infrastructure.** Any package should seek to raise at least \$6 billion annually and should remain in place for at least 10 years or until an alternative method of funding our transportation system is agreed upon.
2. **Focus on maintaining and rehabilitating the current system.** Repairing California's streets and highways involves much more than fixing potholes. It requires major road pavement overlays, fixing unsafe bridges, providing safe access for bicyclists and pedestrians, replacing storm water culverts, as well as operational improvements that necessitate the construction of auxiliary lanes to relieve traffic congestion choke points and fixing design deficiencies that have created unsafe merging and other traffic hazards. Efforts to supply funding for transit in addition to funding for roads should also focus on fixing the system first.
3. **Equal split between state and local projects.** We support sharing revenue for roadway maintenance equally (50/50) between the state and cities and counties, given the equally-pressing funding needs of both systems, as well as the longstanding historical precedent for collecting transportation user fees through a centralized system and sharing the revenues across the entire network through direct subventions. Ensuring that funding to local governments is provided directly, without intermediaries, will accelerate project delivery and ensure maximum accountability.
4. **Raise revenues across a broad range of options.** Research by the California Alliance for Jobs and Transportation California shows that voters strongly support increased funding for transportation improvements. They are much more open to a package that spreads potential tax or fee increases across a broad range of options, including fuel taxes, license fees, and registration fees, rather than just one source. Additionally, any package should move California toward an all-users pay structure, in which everyone who benefits from the system contributes to maintaining it – from traditional gasoline-fueled vehicles, to new hybrids or electric vehicles, to commercial vehicles.
5. **Invest a portion of diesel tax and/or cap & trade revenue to high-priority goods movement projects.** While the focus of a transportation funding package should be on maintaining and rehabilitating the existing system, California has a critical need to upgrade the goods movement infrastructure that is essential to our economic well-being. Establishing a framework to make appropriate investments in major goods movement arteries can lay the groundwork for greater investments in the future that will also improve air quality and reduce greenhouse gas emissions.

6. **Strong accountability requirements to protect the taxpayers' investment.** Voters and taxpayers must be assured that all transportation revenues are spent responsibly. Local governments are accustomed to employing transparent processes for selecting road maintenance projects aided by pavement management systems, as well as reporting on the expenditure of transportation funds through the State Controller's Local Streets and Roads Annual Report.

7. **Provide Consistent Annual Funding Levels.** Under current statute, the annual gas tax adjustment by the Board of Equalization is creating extreme fluctuations in funding levels – a \$900 million drop in this budget year alone. A transportation funding package should contain legislation that will create more consistent revenue projections and allow Caltrans and transportation agencies the certainty they need for longer term planning.

ADOPTED this 15TH day of December, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Cecilia Aguiar-Curry, MAYOR
City of Winters

ATTEST:

Nanci G. Mills, CITY CLERK
City of Winters

I Support the Fix Our Roads Coalition Principles for New Transportation Funding in the Legislative Special Session



Yes, I/my organization support(s) efforts to secure new sources of stable, accountable funding to fix California's highways and road infrastructure. I/we sign-on to join the "Fix our Roads" coalition and in support of the following principles that should guide the legislative special session on transportation.

- 1. Make a significant investment in transportation infrastructure.**
 - 2. Focus on maintaining and rehabilitating the current system.**
 - 3. Invest a portion of diesel tax and/or cap & trade revenue to high-priority goods movement projects.**
 - 4. Raise revenues across a broad range of options.**
 - 5. Equal split between state and local projects.**
 - 6. Strong accountability requirements to protect the taxpayers' investment.**
 - 7. Provide consistent annual funding levels.**
-



**CITY COUNCIL
STAFF REPORT**

DATE: December 15, 2015
TO: Mayor and City Council
FROM: John W. Donlevy, Jr., City Manager 
SUBJECT: Ponticello Enterprises- Contract Addendum #2

RECOMMENDATION:

That the City Council approve:

1. ADDENDUM NO. 2 TO CONSULTANT SERVICES AGREEMENT FOR CITY ENGINEERING SERVICES with Ponticello Enterprises; and
2. Authorize the City Manager to execute the agreement

BACKGROUND:

The current contract with Ponticello Enterprises expires on December 31, 2015. Staff is in the process of developing a revised Request for Qualifications which will meet the revised Caltrans procurement guidelines which will be sent in January, 2016.

Ponticello provides City Engineering Services to the City and is a project manager for a number of key projects. They also provide civil engineering inspection for offsite improvements.

DISCUSSION:

The proposed Addendum No. 2 will extend the current contract terms until June 30, 2016.

FISCAL IMPACT:

None by this action.



**ADDENDUM NO. 2 TO CONSULTANT SERVICES AGREEMENT
FOR CITY ENGINEERING SERVICES**

THIS ADDENDUM NO. 2 is made at Winters, California, as of December __, 2015, by and between the City of Winters ("the CITY") and Ponticello Enterprises, a professional corporation (CONSULTANT)", who agree as follows:

RECITALS

A. CITY and CONSULTANT entered into a Consultant Services Agreement for City Engineering Services dated May 16, 2006 (the "Agreement") for a term that expired on December 31, 2010. CITY and CONSULTANT subsequently entered into an Addendum to the Consultant Services Agreement which extended the Agreement to December 31, 2015, and modified certain terms of the Agreement ("Addendum No. 1").

B. CITY desires to extend the Agreement, as modified by Addendum No. 1, for an additional six (6) months past the current expiration date, to allow time for the CITY to conduct a complete procurement process for continued City Engineering services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, CITY and CONSULTANT agree as follows:

AGREEMENT

1. The expiration date for the term of the Agreement, as modified by Addendum No. 1, is hereby extended to June 30, 2016.
2. Except as amended by this Addendum No. 2, the Agreement as modified by Addendum No. 1 shall remain in full force and effect according to its existing terms.

[Signatures on next page]

**SIGNATURE PAGE TO
ADDENDUM NO. 2 TO CONSULTANT SERVICES AGREEMENT
FOR CITY ENGINEERING SERVICES**

EXECUTED as of day first above-stated.

CITY OF WINTERS
a municipal corporation

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

CONSULTANT

By: _____
Nick Ponticello

ATTEST:

By: _____
Nanci G. Mills, CITY CLERK

Winters Parking Committee Winters City Council Up Date

Introduction

Committee Co-Chairs: Gino Mediati, Chris Turkovich, and Sandy Vickrey

We are here to present our progress report to The Winters City Council.

The committee was formed to help mitigate the impact of the new hotel and future development upon the downtown parking demands. We know the vitality of our town is dependent on future business, and we would like to come to a solution to make this growth as seamless as possible.

Committee Members: Bill Biasi, Nicki Chapman, Kathy Cowan, Wade Cowan, Megan Curry, Kate Frazier, Peter Hunter, Dan Mickel, Pierre Neu, Adina Schwerdtfeger, John Pickerel, Devon Vickrey, and Rachel Wood.

All meetings are open to the public.

We have representation from the City Council, Planning Commission, businesses, and residents. We have been meeting every other Thursday since the end of June 2015. This committee was formed at an ideal time to raise awareness and assist the city.

Accomplishments

- Letter to the Downtown businesses
 - o Letters impact
 - Raising awareness
 - Promoting voluntary cooperation in off street parking
 - o A copy of the letter can be found at the end of packet
 - See Figure.1
- Survey
 - o Goal: To obtain accurate data of employee usage in parking space counts to fully understand demand and inventory
 - o A copy of the survey can be found at the end of packet
 - See Figure.2
- Guest speakers
 - o Police Chief, Sergio Gutierrez
 - o Frederik Venter, Principle Engineer with Kimley-Horn
 - Traffic and Parking Consultants

Early on we organized the committee into working on short-term and long-term solutions. We are here tonight to report our short-term findings and solutions. We define short-term issues as: low cost, easily reversible solutions that can be accomplished within the next 6 months. For our definition of long-term solutions, please see Closing Remarks below.

Commonly Used Solutions

Fredrick Venter presented the following examples of common parking solutions used in other cities similar to ours.

- | | |
|---|---|
| <ul style="list-style-type: none">- Park once & walk strategy- Shared parking- Monitor parking availabilities- Park & walk distance areas<ul style="list-style-type: none">o limited to ¼ mile- Limit Loading Zones | <ul style="list-style-type: none">- Areas of focus<ul style="list-style-type: none">o Wayfinding signageo Pricingo Enforcemento New parking development<ul style="list-style-type: none">▪ lots, structures, automationo In-lieu fees on new developmento Parking district formation |
|---|---|

Winters Parking Committee Winters City Council Up Date

Where We Are Now

Short-Term Solutions

Defined as: low cost, easily reversible solutions that can be accomplished within the next 6 months.

- Re-Stripe downtown parking spaces in need of striping
 - o Especially Railroad Ave from Wolfskill to Grant Ave
 - o Elliott St
- Tree trimming around downtown
 - o Encourage tree canopy to grow above lighting
 - o Trim branches that interfere with lighting
- Continue Historic lighting
 - o Railroad Ave from Wolfskill to Grant Ave
- Increased lighting in City Parking lots
- Angled parking
 - o East Abbey St between Railroad Ave and Elliot St
 - o West side of Elliot St
- Wayfinding signs
 - o Directional Signs guiding cars to Public Parking Lots
- Remove Sign on Grant Ave currently directing traffic to East Main
- Create Entrance into Rotary Park from Railroad Ave
- Valet Parking

Note: We discussed with Chief of Police, Sergio Gutierrez the possibility of parking enforcement. It is not a viable solution at this time, and did not fit in with our definition of short-term solutions.

Closing Remarks

City of Winters Zoning Ordinance 17.72.040C:

"It is the purpose of the city to create a plan and program which will eventually provide the area with adequate tree-shaded parking facilities to promote viable economic activity in the area. The primary goals of developing off-street parking are to attract consumers to the area and aid in the orderly movement of vehicle traffic."

With an updated parking plan, the City would be able to make more educated decisions. Because of the vast complicated nature of parking and urban planning, the Parking Committee recommends the hiring of a professional parking consultant to complete a parking plan for downtown Winters. A comprehensive parking study needs to be done for Downtown Winters. Only then, as a community, can we really start addressing a long-term plan for our Downtown. The Parking Committee is organized and willing to continue meeting in 2016 to help assist the City and a parking consultant.

If you would like to know more, please email Winters Parking Committee at:
wintersparking@gmail.com



STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Carol Scianna, Environmental Services Manager
SUBJECT: Chrom 6 Compliance Update and Review *CS*

RECOMMENDATION: Staff recommends that City Council receive the Chrom 6 Corrective Plan, review Compliance Schedule and Key Milestones and provide staff with direction on next Steps to enable the City to proceed in its efforts to reach Chrom 6 compliance.

BACKGROUND: As part of our efforts to come into compliance with the July 2014 adoption of the new MCL for Chrom 6, the City hired Kennedy Jenks Consulting(KJ) to assist with our compliance planning. As expected, the City was issued a Notice of Violation November 2015. Since that time the City has continued the required quarterly monitoring and notification to residents. Kennedy Jenks developed an Corrective Action Plan which was submitted to the Department of Drinking Water (DDW), October 2015, as yet we have not had a response from DDW on the submitted plan. However our initial meeting with DDW staff was supportive of the efforts we proposed. KJ has provided the City with a selection of short and long term corrective measures, however there is more information needed before the City can develop the most cost effective and reliable options to bring the City into compliance.

Other aspects that need to be developed are; a finance plan and integrating Chrom 6 details with a City Master Plan Update. The City is currently working on with RMC and the Highlands Development project to update the Water Master Plan, so this update will be useful information as we move forward with our Chrom 6 planning.

The City's is expecting to have its water system in full compliance by January 2020

FISCAL IMPACT: TBD

City of Winters

Water System Hexavalent Chromium (Cr6) Compliance Plan Strategy

15 December 2015

City of Winters – Cr6 Compliance Plan Presentation

- **John Donlevy, City Manager**
 - Water System Overview
- **Tim Williams, Kennedy/Jenks Consultants**
 - Cr6 Compliance Plan

City of Winters – Water System Overview – CAROL & JOHN – eliminate this slide and present these facts using next slide

- 100% groundwater (5 wells)
- 1,655 acre-feet year (water system demands)
- 2,100 accounts/meters
- 211 gallons/person/day (10-year average)
- 168 gallons/person/day residential users only
- 20 miles of distribution mains
- No active water storage facilities
- 4 of 5 wells violate new Cr6 Drinking Water MCL of 10 ppb

City of Winters Water System Overview



City of Winters Preliminary Cr6 Monitoring Results

SWRCB Division of Drinking Water (MCL = 10 ppb)

2015 City of Winters, CA Cr6 Quarterly Monitoring Results

Well #	Running Avg. Cr6 Levels	Water System Production Impact			City Compliance Target by 2020
		Max-Day (gpm)	% System	Cr 6 Compliance	
2	7.2 ppb	1,320	18%	Yes	< 8 ppb, accomplished
4	13 ppb	825	12%	No	< 8 ppb
5	14 ppb	700	10%	No	< 8 ppb
6	12 ppb	1,760	24%	No	< 8 ppb
7	17 ppb	2,600	36%	No	< 8 ppb
Total		7,205	100%		

Hexavalent Chromium (Cr6) Chronology

- **July 2014: State approves new Cr6 Primary Drinking Water MCL (10 ppb)**
- **City conducted one-year Cr6 quarterly well monitoring and submitted data to State**
- **City hired K/J to assist with Cr6 Compliance Planning**
- **November 6, 2015: City Cr6 Corrective Action Plan required & submitted after receiving source 'Notice of Violation'**
- **January 1, 2020: City Water System Compliance with new Cr6 Drinking Water MCL**

City's Cr6 Compliance Strategy

- Work cooperatively with State
 - Conduct & report to State quarterly sampling results for all water sources
 - Notify City Water Customers of Cr6 compliance status
 - Develop and Implement Cr6 Corrective Action Plan (✓ Done)
- Provide City with Cr6 Compliance Options & Flexibility
 - Wide selection of corrective measures – short & long-term
 - Sequential implementation
 - Optimize action plan based on most cost-effective compliance and funding
- Update CIP; develop financing plan; & pursue funding (planning & implementation)
- Integrate Cr6 Implementation Details with City Water Master Plan Update

Cr6 Compliance Plan Development Process

- Developed Potential Measures & Actions:
 - Collaboration between City/stakeholders/consultant/State
 - Approach: Reduce Potable Water Demands = Minimize Cr6 Treatment Requirements
 - Type of Measures/Actions & Implementation Priority - short & long-term:
 - Demand Reduction
 - Other Demand Reduction
 - Generate New Water Supply
 - Cr6 Treatment

Cr6 Corrective Action Plan Summary – Demand Reduction (Short-term)

Measures:

1. Establish City Water Use Target
2. Reduce Water Losses
3. Implement WUE



Actions:

1. Convert accounts to 2011 Green Code Standards; Enforce State required landscape standards: & Reduce residential use from 168 to 151 gpcd;
2. Conduct water audits & increase repair of leaking pipes
3. Install efficient sprinkler heads @ City parks & schools; turf replacement program; implement outdoor water use restrictions

Cr6 Corrective Action Plan Summary – Other Demand Reduction

Measures:

Short-term:

1. Convert large turf areas to non-potable water supply

Long-term:

2. New development install dual water distribution systems with potable and non-potable supplies

Actions:

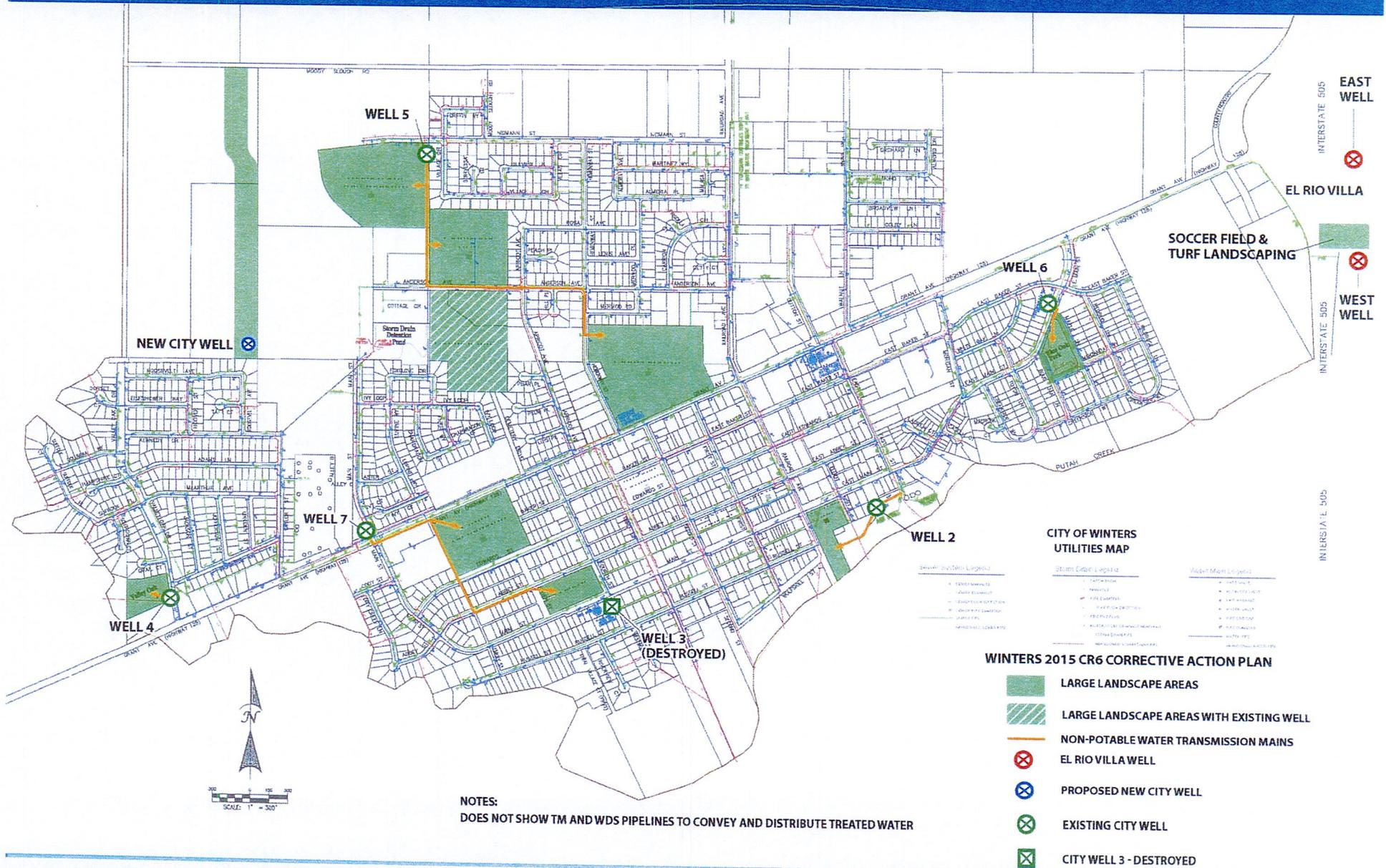
Short-term:

1. Divert irrigation supply from existing wells or drill dedicated non-potable irrigation wells

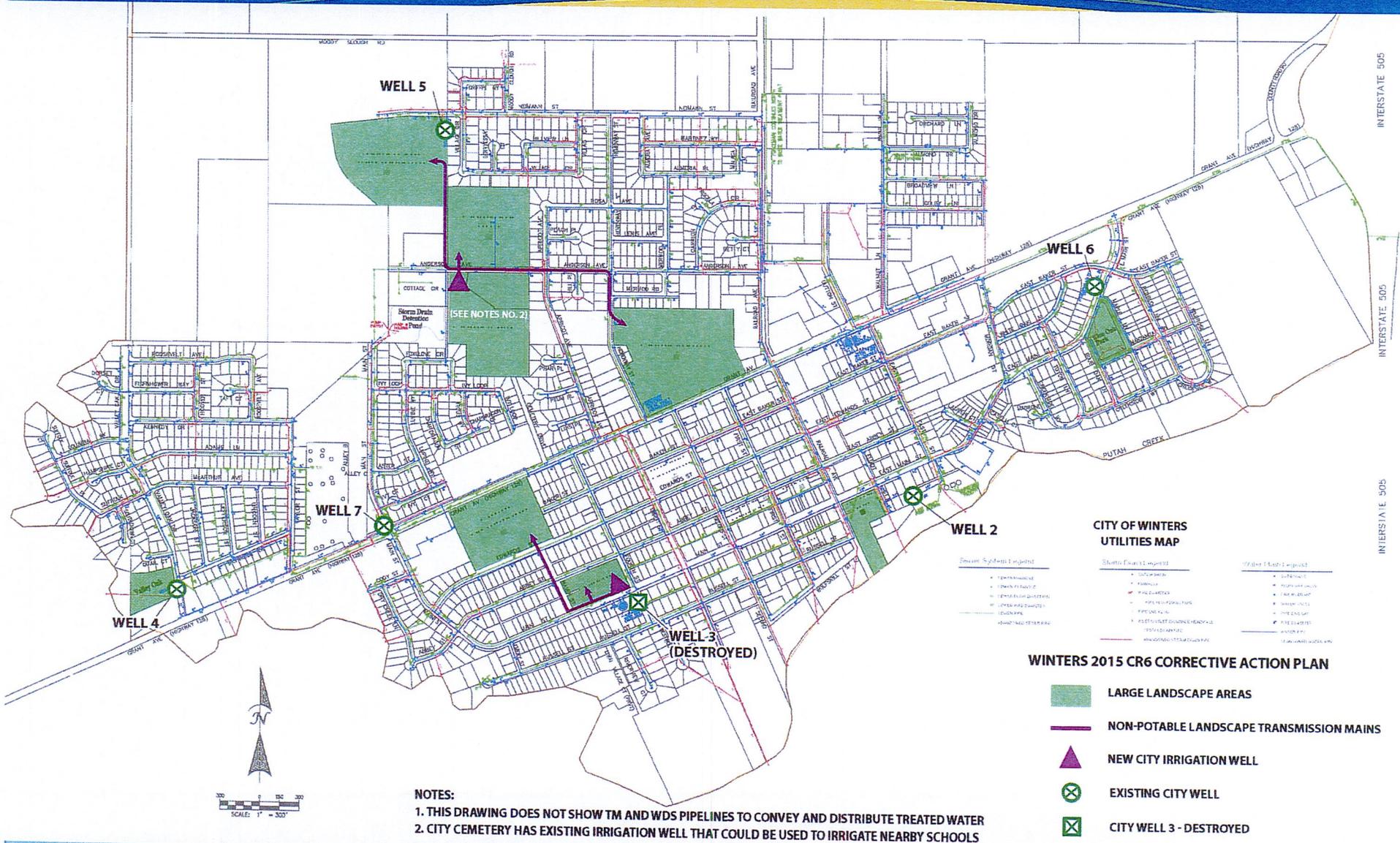
Long-term:

2. New development use smaller potable water system (e.g., wells with Cr6 treatment) and fire/ irrigation non-potable water systems (e.g., irrigation wells)

Option 1: Existing Wells – Non-Potable Landscape Irrigation Alternatives (Prior to Cr6 Treatment)



Option 2: New Irrigation Wells (Non-Potable) for Landscape Irrigation Alternatives



Cr6 Corrective Action Plan Summary – Generating New Water Supply

Measures:

Long-term:

1. Construct new shallow wells near Putah Creek
2. Purchase property with senior water rights and develop surface water system
3. Participate in water conservation project

Actions:

Long-term:

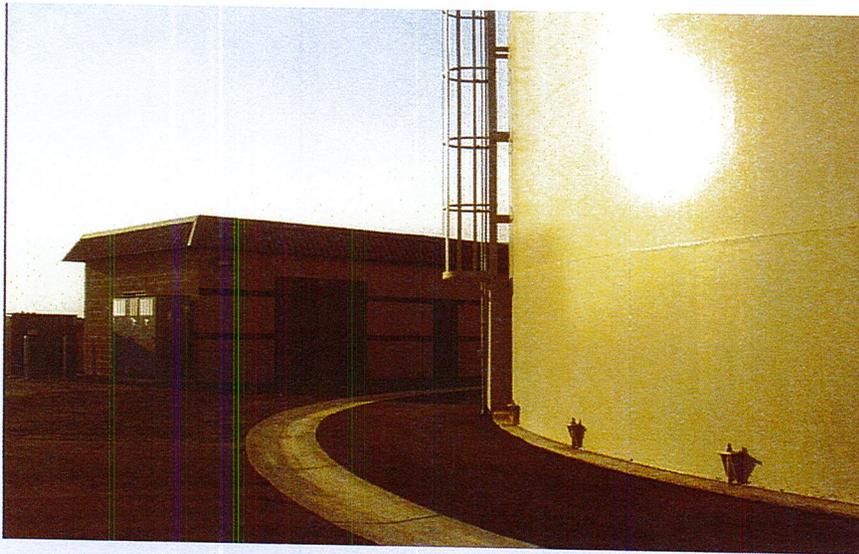
1. Similar to Well 2. May require treat well as GW under the influence & reestablish under flow water right with SWRCB
2. Purchase land, convert to wildlife habitat, & transfer water rights to City for surface water system
3. Partner with SCWA, SID, or YCFCWCD to line canals to conserve water. Develop surface water from savings

Cr6 Corrective Action Plan Summary – Reducing Cr6 Treatment Part 1

Measures:

Long-term:

1. Meet peak hour demand with storage
2. Conduct aquifer zone isolation test on Well 7



Actions:

Long-term:

1. Construct 1.0 to 1.7 MG ground level water storage tank with BPS (cost \$3 mi to \$5 mil)
2. Zone isolation test to identify each well screen section contribution of Cr6. Weigh blocking off high Cr6 contributors to reduce treatment vs. replacement of well production loss (cost for test \$25K to \$40K)

Cr6 Corrective Action Plan Summary – Reducing Cr6 Treatment Part 2

Measures:

Long-term:

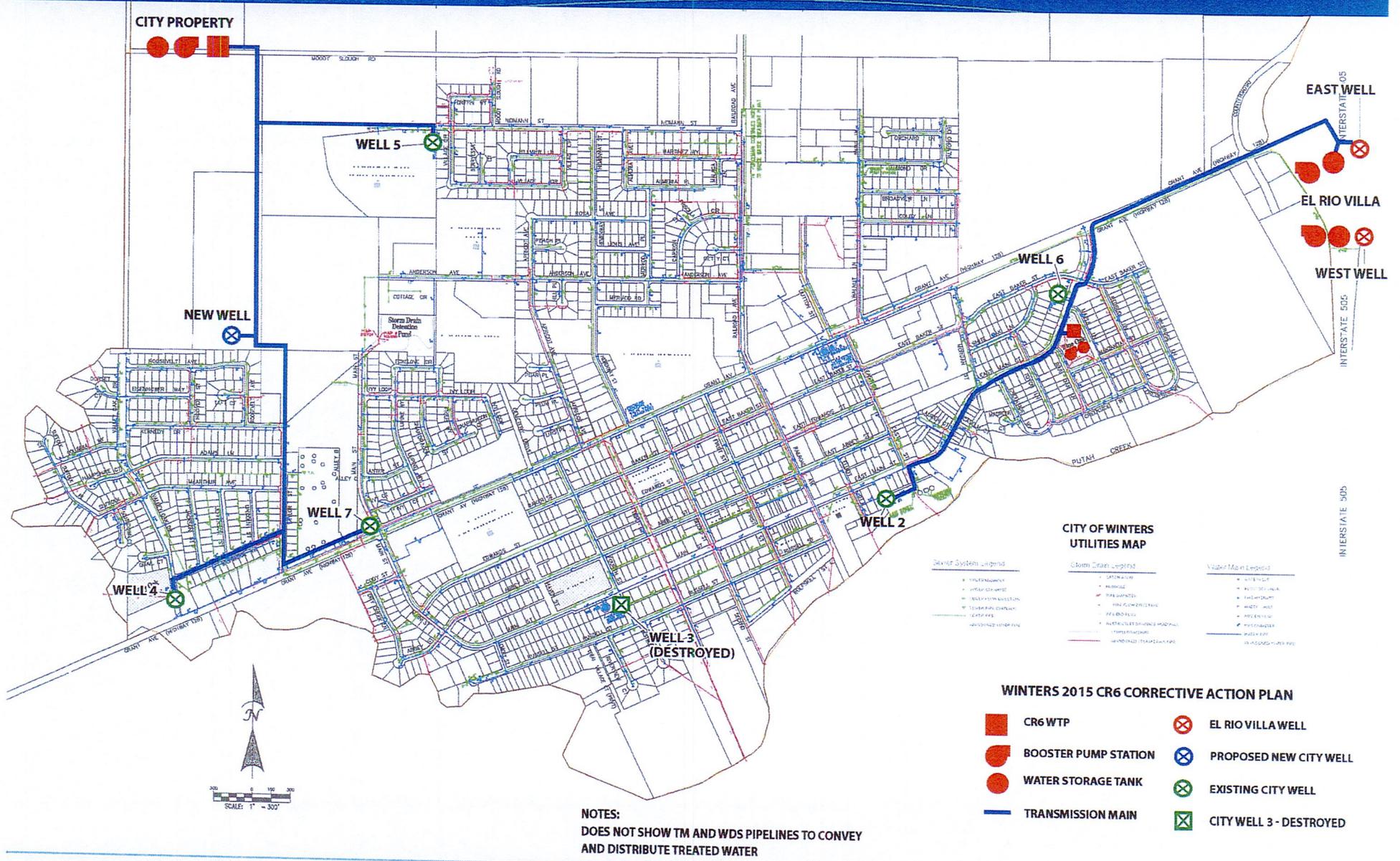
1. Implement side stream treatment & blend
2. City Centralized treatment (side stream treatment) and blend
3. City and YCHA at El Rio Villa Centralized treatment (side stream treatment) and blend

Actions:

Long-term:

1. Treat portion of well capacity and blend with remainder onsite
2. Pipe City wells to centralized treatment sites, side stream treatment, and blend in storage tank(s)
3. Pipe City and YCHA wells to centralized treatment sites, side stream treatment, and blend in storage tank – economy of scale

Satellite Treatment with Blending Alternative

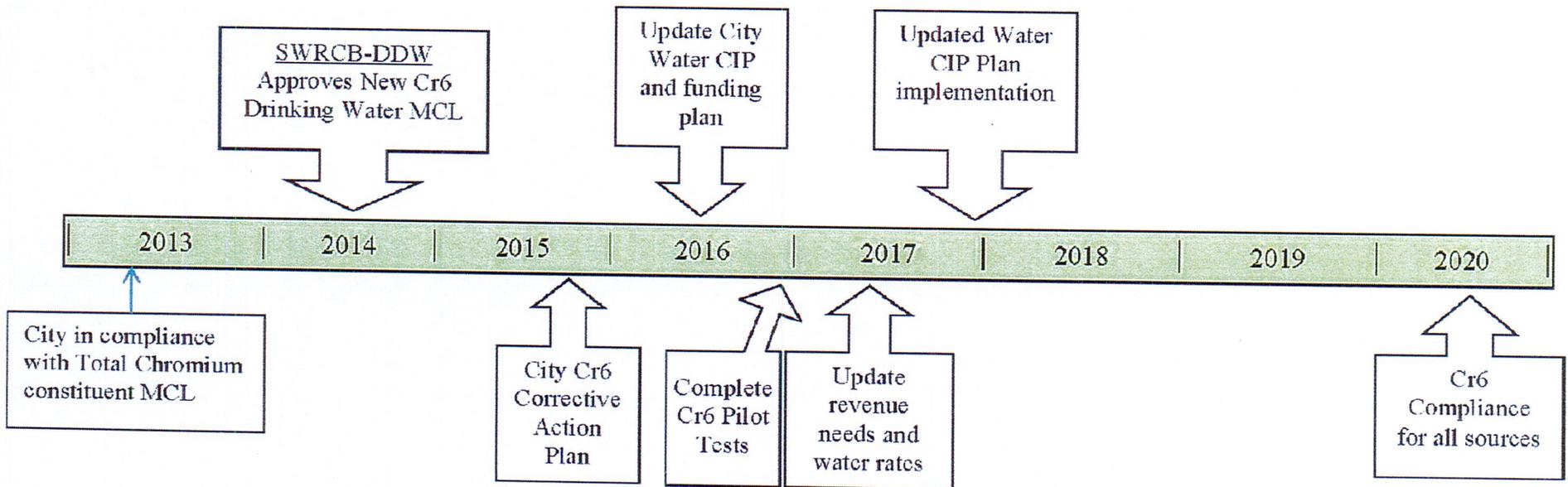


NOTES:
 DOES NOT SHOW TM AND WDS PIPELINES TO CONVEY
 AND DISTRIBUTE TREATED WATER

- WINTERS 2015 CR6 CORRECTIVE ACTION PLAN**
- CR6 WTP
 - BOOSTER PUMP STATION
 - WATER STORAGE TANK
 - TRANSMISSION MAIN
 - ⊗ EL RIO VILLA WELL
 - ⊗ PROPOSED NEW CITY WELL
 - ⊗ EXISTING CITY WELL
 - ⊗ CITY WELL 3 - DESTROYED

Key Milestones

City of Winters Preliminary Cr6 Compliance Schedule



City Cr6 Corrective Action Plan

Recommended Near Term Next Steps:

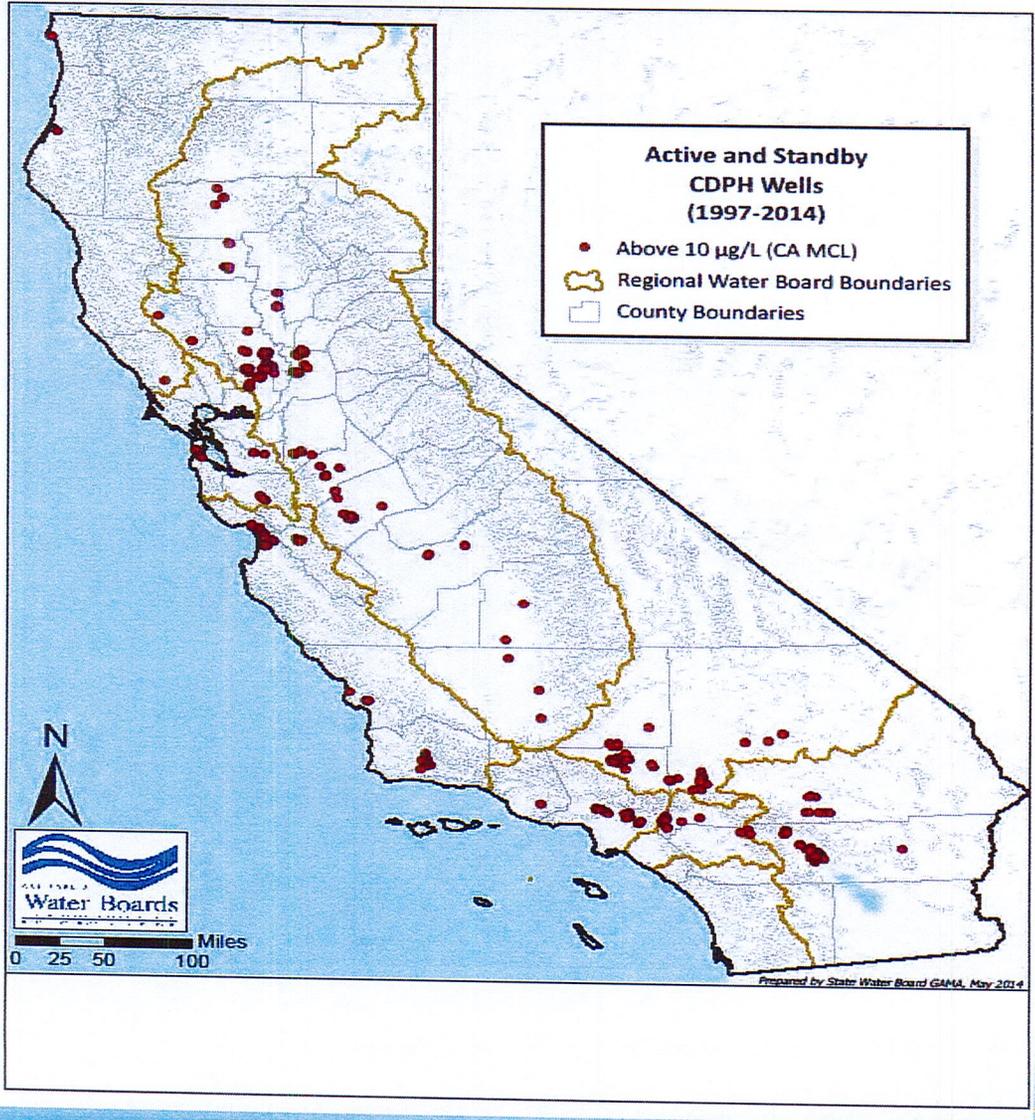
- **Generate more specifics of short and long-term Cr6 Corrective Action Plan measures: details, capital and O&M costs, benefits and challenges**
- **Integrate with Water Master Plan Update – how does it impact new development**
- **Pursue planning and implementation funding**
- **Generate financing plan strategy**
- **Conduct Cr6 Pilot Testing – remaining viable wells**

City Council Actions

- **Receive Cr6 Corrective Action Plan**
- **Review Compliance Schedule/Key Milestones**
- **Provide staff with direction on next steps**

Slides Not Used

Cr6 Statewide Impact (source: SWRCB)





CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: July Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2015 through July 31, 2015.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July 1 2015 through July 31, 2015. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters, as well as from the Money Market Account set up for the North Bank Putah Creek Improvement Elderberry Beetle Mitigation.

The investment report for the month of July 2015 reflects interest from the CDBG and EDBG funded loans as well as from the Money Market Account and Savings Account at First Northern Bank.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
As of July 31, 2015

<u>Fund</u>	<u>Fund Description</u>	<u>July Investment Earnings</u>	<u>Year to Date Investment Earnings</u>
321	EDBG 99-688	\$ 483	\$ 483
322	EDBG 96-405 CRADWICK	800	800
355	RLF SMALL BUSINESS	265	265
803	ELDERBERRY MITIGATION	9	9
Total Investment Earnings		<u>\$ 1,557</u>	<u>\$ 1,557</u>



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: July 2015 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for July 2015.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review. Items of note in the attached report are as follows:

General Fund

General Fund revenues are 2% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in January 2016.
- The first installment of Property Tax in lieu of Sales Tax will be received in January 2016.
- The first installment of Property Tax in lieu of VLF will be received in January 2016.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, we have not received any sales tax in the month of July.
- Utility User Tax is received approximately 1-3 months after the utilities are used, we have not received any UUT in the month of July.
- Building permit fees received are 4% of budget.
- General Fund expenditures are 9% of budget.

Other funds:

Fund 211 City Wide Assessment District: The first installment will be received in January 2016.

Fund 611 Water: Water fund revenues are 9% of budget and expenditures are 10% of budget.

Fund 621 Sewer: Sewer fund revenues are 8% of budget and expenditures are 7% of budget.

FISCAL IMPACT:

None

Fund 211 City Wide Assessment District: The first installment will be received in January 2016.

Fund 611 Water: Water fund revenues are 9% of budget and expenditures are 10% of budget.

Fund 621 Sewer: Sewer fund revenues are 8% of budget and expenditures are 7% of budget.

FISCAL IMPACT:

None

City of Winters
Summary of Revenues
July 1, 2015 through July 31, 2015

Fund	Fund Description	% of Year Completed				8%
		Budget FY 15-16	July Actual	Year to Date Actual YTD	Unreceived Budget	% of Budget Received
101	General Fund	\$ 4,141,975	\$ 63,292	\$ 63,292	\$ 4,078,683	2%
104	Fireworks Fund	15,000	1,748	1,748	13,252	12%
105	Senior Fund	1			1	
108	Munchkin Summer Camp		2,150	2,150	(2,150)	
107	Park Maintenance	6			6	
113	2007 Housing TABS	2,980			2,980	
201	Fire Prevention Grant	4			4	
208	First Time Homebuyer In Lieu	222			222	
211	City Wide Assessment	245,317			245,317	
221	Gas Tax	183,537	19,802	19,802	163,735	11%
231	State COPS AB1913	100,000			100,000	
233	Realignment	8,000			8,000	
251	Traffic Safety	6,800			6,800	
252	Asset Forfeiture	54			54	
254	Vehicle Theft Deterrent	187			187	
267	Grant Ave Improvement				-	
291	Beverage Recycling	5,100			5,100	
294	Transportation	350,841			350,841	
299	AFTer School Program	119,054	100	100	118,954	
321	EDBG 99-688 Buckhorn	19,580	483	483	19,097	2%
322	EDBG 96-405 Cradwick	5,548	800	800	4,748	14%
351	RLF Housing Rehab	5,024			5,024	
352	RLF Affordable Housing	13,119			13,119	
355	RLF Small Business	9,059	265	265	8,794	3%
357	Micro Enterprise RLF	8,795			8,795	
358	Program Income		2,352	2,352	(2,352)	
411	Street Impact Fee	472,606			472,606	
412	Storm Drain Impact Fee	4,260			4,260	
413	Parks & Recreation Impact Fee	110,812			110,812	
414	Public Safety Impact Fee	40,988			40,988	
415	Fire Impact Fee	117,046			117,046	
416	General Facilities Impact Fee	165,034			165,034	
417	Water Impact Fee	269,040			269,040	
418	Sewer Impact Fee	441,112			441,112	
421	General Fund Capital	2,085			2,085	
422	Landfill Capital	820			820	
427	Capital Equipment	151,672			151,672	
429	Service Reserve Fund	1,500			1,500	
481	General Plan 1992	89,904			89,904	
482	Flood Control Study	3			3	
492	RAJA Storm Drain	101			101	
494	CARF	5,890	1,215	1,215	4,675	21%
495	Monitoring Fee	89,004			89,004	
496	Storm Drain Non-Flood	1			1	
501	General Debt Service	148			148	
611	Water O & M	1,392,155	122,245	122,245	1,269,910	9%
612	Water Reserve	12,302			12,302	
616	Water Conservation	12,000			12,000	
617	Water Meter Fund	54,450	4,307	4,307	50,143	8%
621	Sewer O & M	1,803,279	138,141	138,141	1,665,138	8%
771	RORF	1,289,905			1,289,905	
781	RDA Long Term Debt	20,000			20,000	
803	Elderberry Mitigation		9	9	(9)	
831	Swim Team	62,300	20,841	20,841	41,459	33%
833	Festival de la Comunidad	6,404			6,404	
846	Quilt Festival	300			300	
Total Revenues		<u>\$ 11,855,324</u>	<u>\$ 377,750</u>	<u>\$ 377,750</u>	<u>\$ 11,477,574</u>	<u>-14%</u>

City of Winters
 Summary of Expenditures
 July 1, 2015 through July 31, 2015

		% of Year Compl				8%
Fund	Fund Description	Budget FY 15-16	July Actual	Year to Date Actual	Unspent Budget	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	\$ 16,080	\$ 607	\$ 607	\$ 15,473	4%
120	City Clerk	18,640	3,094	3,094	15,546	17%
130	City Treasurer	382	27	27	355	7%
160	City Manager	39,478	6,313	6,313	33,165	16%
161	Economic Development & Housing	49,463	2,145	2,145	47,318	4%
170	Administrative Services	187,437	24,289	24,289	163,148	13%
180	Finance	3,694	381	381	3,313	10%
210	Police Department	2,228,153	180,688	180,688	2,047,465	8%
310	Fire Department	789,389	63,894	63,894	725,495	8%
410	Community Development	137,000	11,697	11,697	125,303	9%
420	Building Inpections	288,257	24,685	24,685	263,572	7%
610	Public Works-Administration	386,420	41,523	41,523	344,897	11%
710	Recreation	18,385	1,795	1,795	16,590	10%
720	Community Center	106,644	10,825	10,825	95,819	10%
730	Swimming Pool	87,681	18,198	18,198	69,483	21%
	Total General Fund Expenditure	\$ 4,357,103	\$ 390,161	\$ 390,161	\$ 3,966,942	9%
104	Fireworks Fund	15,000	6,003	6,003	8,997	40%
108	Munchkin Summer Camp		23,455	23,455	(23,455)	
113	2007 Housing TABS		179	179	(179)	
211	City Wide Assessment	270,459	59,122	59,122	211,337	22%
221	Gas Tax Fund	197,305	19,218	19,218	178,087	10%
231	State COPS 1913	77,665	7,939	7,939	69,726	8%
233	Realignment	8,000	2,320	2,320	5,680	29%
252	Asset Forfeiture		2,389	2,389	(2,389)	
278	Prop 84 Park Grant		4,512	4,512	(4,512)	
291	Beverage Recycling Grant	5,000			5,000	
294	Transportation	344,996	7,322	7,322	337,674	2%
299	After School Program	119,054	1,830	1,830	117,224	2%
321	EDBG 99-688 Buckhorn	19,580	1,450	1,450	18,130	7%
322	EDBG 405-Cradwick	5,548	(253)	(253)	5,801	-5%
355	RLF Small Business		1,155	1,155	(1,155)	
411	Street Impact Fee	735,000	1,656	1,656	733,344	
412	Storm Drain Impact Fee		1,656	1,656	(1,656)	
413	Park & Recreation Impact Fee		1,656	1,656	(1,656)	
414	Public Saftey Impact Fee		1,656	1,656	(1,656)	
415	Fire Impact Fee		1,656	1,656	(1,656)	
416	General Facility Impact Fee		1,656	1,656	(1,656)	
417	Water Impact Fee		1,656	1,656	(1,656)	
418	Sewer Impact Fee		1,656	1,656	(1,656)	
422	Landfill Capital	9,500			9,500	
427	Equipment Replacement Fund	8,180	34,387	34,387	(26,207)	420%
429	Service Reserve		17,848	17,848	(17,848)	
495	Monitoring Fee	89,004			89,004	
611	Water O & M	1,491,474	154,831	154,831	1,336,643	10%
616	Water Conservation Fund	45,100			45,100	
617	Water Meter Fund	6,000			6,000	
621	Sewer O & M	1,994,275	131,732	131,732	1,862,543	7%
626	2007 Sewer Bond		-	-	-	
631	Storm Drain O & M		11	11		
771	RORF	1,235,502	31,858	31,858	1,203,644	3%
781	RDA Long Term Debt	20,664			20,664	
831	Swim Team	61,988	13,526	13,526	48,462	22%
	Total Expenditures	\$ 11,116,397	\$ 924,245	\$ 924,245	\$ 10,192,164	-10%

City of Winters
 General Fund Revenues
 July 1, 2015 through July 31, 2015

G/L Code	Account Description	Budget 2015-2016	% Of Year Completed		% of Budget Received
			July Actual	Year to Date Actual	
101-41101	Property Tax	\$ 753,886			
101-41103	Property Tax in Lieu of VLF	476,733			
101-41401	Sales & Use Tax	560,695			
101-41402	Prop 172	41,438			
101-41403	Franchise Fee	233,579			
101-41404	Property Transfer Tax	11,000			
101-41405	Utility Tax	711,149			
101-41406	Municipal Services Tax	298,680	24,710	24,710	8%
101-41408	TOT Tax	5,100			0%
101-41407	Business Licenses	26,000	1,630	1,630	6%
101-46102	Building Permits	216,606	8,422	8,422	4%
101-46103	Encroachment Permit	5,000	108	108	2%
101-46104	Other Licenses & Permits	109,013	811	811	1%
101-41507	Motor Vehicle in Lieu	6,500			0%
101-41509	Homeowners Property Tax Relief	16,300			0%
101-48106	Post Reimbursement	5,000			0%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	75			0%
101-42103	Plan Check Fees		1,489	1,489	
101-42104	Planning Application Fees	10,000	6,000	6,000	60%
101-42107	Project Monitoring Fees	1,000	85	85	9%
101-42108	Police Reports	500	10	10	2%
101-42109	Fingerprint Fees	3,500	332	332	9%
101-42111	Towing/DUI Reimbursement	1,500			0%
101-42112	Ticket Sign Off Fees	250	15	15	6%
101-42201	Recreation Fees	12,100	725	725	6%
101-42205	Basketball Revenues	5,800			0%
101-42211	Pool Ticket Sales	9,100	2,312	2,312	25%
101-42213	Pool Proceeds	600	675	675	113%
101-42212	Pool Concession Stand Revenues	4,500	1,794	1,794	40%
101-42215	Swim Passes	6,000	150	150	3%
101-42216	Swim Lessons	11,000	3,805	3,805	35%
101-42217	Water Aerobics Fees	150			0%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	1,400	200	200	14%
101-42303	Community Center Rental	12,750	330	330	3%
101-42304	Community Center Insurance Collected	900			0%
101-42308	Ambulance Service Charge	3,000			0%
101-44101	Rents/Leases Revenues	60,000	4,163	4,163	7%
101-43151	Fire District Payments	208,651			0%
101-44102	Interest Earnings	3,000			0%
101-46106	Reinspect Fee	250	123	123	49%
101-49101	Contributions	100,428	4,755	4,755	5%
101-49102	Reimbursements/Refunds	3,500			0%
101-49104	Miscellaneous Revenues	26,000	648	648	2%
101-49999	Interfund Operating Transfer	16,600			0%
Total General Fund Revenues		<u>\$ 3,987,233</u>	<u>\$ 63,292</u>	<u>\$ 63,292</u>	<u>2%</u>

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balances as of July 31, 2015

Fund	Fund Description	Balance 6/30/2015	Balance 31-Jul-15
101	General Fund	\$ 500,446	\$ 308,104
104	Fireworks Fund	1,084	1,909
105	Senior Fund	387	387
106	Monitoring Fee	1,694	1,696
107	Park Maintenance	2,258	2,259
108	Munchkin Summer Camp	41,232	23,021
110	Housing Successor Agency	(98,487)	(98,487)
113	Housing 2007 Tabs	1,243,493	1,243,625
201	Fire Prevention Grant	941	942
208	First Time Homebuyer	84,778	84,838
209	In Lieu Affordable Housing	100,000	100,000
211	City Wide Assessment	71,868	21,739
212	Flood Assessment District	3,843	3,846
221	Gas Tax	258,468	259,085
231	State COPS 1913	(784)	(6,161)
233	Realignment	61,807	80,128
251	Traffic Safety	168,847	168,964
252	Asset Forfeiture	10,950	8,684
254	Vehicle Theft Deterrent	50,249	50,261
278	Prop 84 Park Grant	(150,054)	(150,054)
287	After School Contributions	761	761
289	Dry Slough Bridge	(37,878)	(37,878)
291	Beverage Recycling Fund	23,228	23,244
294	Transportation(Including Bus Se	492,164	477,643
299	After School Program	143,545	142,345
304	2012 SACOG Grant	(9,621)	(1,202)
319	CDBG Park Grant	(142,544)	(8,934)
322	EDBG 96-405 Cradwick Building	(1,803)	
355	RLF Small Business	(197)	
356	RLF-HOME Program	110,526	110,604
358	Program Income Fund	490,500	493,193
382	VFA Grant	(26,818)	(26,867)
411	Street Impact Fee	672,772	671,352
412	Storm Impact Fee	161,396	159,853
413	Parks and Recreation Impact Fee	(102,760)	(104,416)
414	Police Impact Fee	248,931	247,450
415	Fire Impact Fee	290,256	292,380
416	General Facilities Impact Fee	373,107	371,708
417	Water Impact Fee	452,910	451,565
418	Sewer Impact Fee	250,682	249,186
419	Flood Fee	230,077	230,239
421	General Fund Capital	554,024	554,415
422	Landfill Capital	191,781	188,316
427	Capital Equipment Fund	413,561	368,875
429	Service Reserve	264,338	246,662
481	General Plan 1992 Study	(476,851)	(476,851)
482	Flood Control Study	1,301	1,302
492	RAJA Storm Drain	38,670	38,697
494	Captial Asset Recovery Fee	84,866	86,131
496	Storm Drain Non-Flood	235	235
501	General Debt Service	56,383	56,423
611	Water O & M	313,984	256,538
612	Water Reserve	121,925	122,265
615	07 Water Bonds	(20,592)	(20,592)
616	Water Conservation	28,946	28,953
617	Water Meter	356,219	360,464
621	Sewer O & M	1,183,443	1,159,798
626	07 Sewer Bonds		-
631	Storm Drain		(11)
651	Central Services	14,964	20,691
652	Central Service w PD & FD	16,193	21,092
771	RORF	660,937	628,252
773	2007 TABS	19,658	19,666
781	Successor RDA LTD	(7,245)	(7,245)
831	Swim Team	85,006	90,399
833	Festival de la Comunidad	7,018	7,023
835	Senior Foundation	1,141	1,141
836	PCH HOA	15,210	15,220
838	WPD Youth Services	150	150
839	Youth Day	298	298
846	Quilt Festival	434	402
Total Cash and LAIF Balances		\$ 9,797,803	\$ 9,615,721

City of Winters
Fund Balance Report
Estimated Fund Balances as of July 31, 2015

Fund	Fund Description	Unaudited	Current Year		Transfers In/(Out)	Estimated	Change From 6/30/2015
		Fund Balance 6/30/2015	Revenues	Expenditures		Fund Balance 7/31/165	
101	General Fund	\$ 707,294	\$ 63,293	\$ 390,161	\$ -	\$ 380,426	\$ (326,868)
104	Fireworks Fund	1,084	1,748	6,003	-	(3,171)	(4,255)
105	Senior Fund	387			-	387	
106	Monitoring Fee	1,697			-	1,697	
107	City Park Maintenance	2,258			-	2,258	
108	Munchkin Summer Camp	34,697	2,150	23,455	-	13,392	(21,305)
110	Housing Successor	(98,487)			-	(98,487)	
113	2007 Housing TABS	1,244,373		179	-	1,244,194	(179)
201	Fire Prevention Grant	859			-	859	
208	First Time Homebuyer	84,838			-	84,838	
211	City Wide Assessment	70,253		59,122	-	11,131	(59,122)
212	Flood Assessment District	3,846			-	3,846	
221	Gas Tax	137,092	19,802	19,218	-	137,676	584
231	State COPS 1913	13,901		7,939	-	5,962	(7,939)
233	Realignment Funds	82,449		2,320	-	80,129	(2,320)
251	Traffic Saftey	173,226			-	173,226	
252	Asset Forfeiture	11,072		2,389	-	8,683	(2,389)
254	Vehicle Theft Deterrent	50,261			-	50,261	
278	Prop 84 Park	(150,054)		4,512	-	(154,566)	(4,512)
287	After School Program Contr	761			-	761	
289	Dry Slough Bridge	(37,878)			-	(37,878)	
291	Beverage Recycling Grant	23,244			-	23,244	
294	Transportation	473,200		7,322	-	465,878	(7,322)
299	After School Program	135,463	100	1,830	-	133,733	(1,730)
313	STBG-96-1043 Housing and P	(29,070)			-	(29,070)	
314	98-HOME-347 Grant	127,146			-	127,146	
316	HOME-Choc Project	2,843,180			-	2,843,180	
319	CDBG Park Grant	(8,934)			-	(8,934)	
321	EDBG 99-688 Buckhorn	117,429	483		(1,450)	116,462	(967)
322	EDBG 96-405 Cradwick	238,181	547		253	238,981	1,053
351	RLF Housing Rehabilitation	107,584			-	107,584	
352	RLF Affordable Housing	363,988			-	363,988	
355	RLF Small Business	53,137	265		(1,155)	52,247	(890)
356	RLF HOME Program	317,950			-	317,950	
358	Program Income Fund	490,840			2,352	493,192	2,352
382	VFA Grant	(26,867)			-	(26,867)	
411	Street Impact Fee	768,007		1,656	-	766,351	(1,656)
412	Storm Drain Impact Fee	191,508		1,656	-	189,852	(1,656)
413	Parks & Recreation Impact	(99,308)		1,656	-	(100,964)	(1,656)
414	Public Saftey Impact Fee	252,062		1,656	-	250,406	(1,656)
415	Fire Impact Fee	293,413		1,656	-	291,757	(1,656)
416	General Facilities Impact	374,573		1,656	-	372,917	(1,656)
417	Water Impact Fee	453,220		1,656	-	451,564	(1,656)
418	Sewer Impact Fee	(165,715)		1,656	-	(167,371)	(1,656)
419	Flood Control Fee	230,239			-	230,239	
421	General Fund Capital	554,415			-	554,415	
422	Landfill Capital	188,316			-	188,316	
427	Equipment Replacement Fund	591,262		34,387	-	556,875	(34,387)
429	Service Reserve Fund	1,024,332		17,848	-	1,006,484	(17,848)
481	General Plan 1992	(473,472)			-	(473,472)	
482	Flood Control Study	(123,698)			-	(123,698)	
492	RAJA Storm Drain	29,108			-	29,108	
494	CARF	84,916	1,215		-	86,131	1,215
496	Storm Drain Non-Flood	235			-	235	
501	General Debt Service	56,423			-	56,423	
611	Water O & M	3,681,718	122,245	154,831	-	3,649,132	(31,916)
612	Water Reserve	122,637			-	122,637	
615	2007 Water Bonds	163,129			-	163,129	
616	Water Conservation	28,953			-	28,953	
617	Water Meter Fund	361,612	4,307		-	365,919	4,307
619	Water Debt Service Fund	(3,266,556)			-	(3,266,556)	
621	Sewer O & M	4,529,722	138,141	131,732	(2,073,280)	2,462,851	(2,066,201)
626	2007 Sewer Bonds	2,073,280			2,073,280	4,146,560	2,073,280
629	Sewer Debt Service	(3,855,900)			-	(3,855,900)	
631	Storm Drain	-		11	-	(11)	(11)
771	RORF	(14,460,100)		31,858	-	(14,491,958)	(31,858)
772	RDA Trust	608,993			-	608,993	
773	2007 TABS	19,666			-	19,666	
781	RDA Long Term Debt	645,836			-	645,836	
803	Elderberry Mitigation Fund	149,529	9		-	149,538	9
831	Winters Library	72,345	20,841	13,526	-	79,660	7,315
833	Festival de La Comunidad	7,023			-	7,023	
835	Senior Foundation	1,141			-	1,141	
836	PCH HOA	15,220			-	15,220	
846	Quilt Festival	223			-	223	
911	General Fixed Assets	23,617,711			-	23,617,711	
Totals		\$ 26,306,418	\$ 375,146	\$ 921,891	\$ -	\$ 25,759,673	\$ (545,152)



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: August Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2015 through August 31, 2015.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July 1 2015 through August 31, 2015. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters, as well as from the Money Market Account set up for the North Bank Putah Creek Improvement Elderberry Beetle Mitigation.

The investment report for the month of August 2015 reflects interest from the CDBG and EDBG funded loans as well as from the Money Market Account and Savings Account at First Northern Bank.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
As of August 31, 2015

Fund	Fund Description	August Investment Earnings	Year to Date Investment Earnings
321	EDBG 99-688	\$ 495	\$ 977
322	EDBG 96-405 CRADWICK	797	1,597
351	RLF HOUSING REHAB	398	398
355	RLF SMALL BUSINESS		265
803	ELDERBERRY MITIGATION	9	18
	Total Investment Earnings	<u>\$ 1,699</u>	<u>\$ 3,255</u>



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: August 2015 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for August 2015.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review. Items of note in the attached report are as follows:

General Fund

General Fund revenues are 5% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in January 2016.
- The first installment of Property Tax in lieu of Sales Tax will be received in January 2016.
- The first installment of Property Tax in lieu of VLF will be received in January 2016.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, we have not received any sales tax in the month of July.
- Utility User Tax is received approximately 1-3 months after the utilities are used; UUT receipts are 8% of the budgeted amount.
- Building permit fees received are 9% of the budgeted amount.
- General Fund expenditures are 18% of budget.

Other funds:

Fund 211 City Wide Assessment District: The first installment will be received in January 2016.

Fund 611 Water: Water fund revenues are 19% of budget and expenditures are 28% of budget.

Fund 621 Sewer: Sewer fund revenues are 131% of budget, however, this is due to the transfer of assets from the bond fund to the O&M fund, operating revenues are 17% of budget and expenditures are 24% of budget.

FISCAL IMPACT:

None

City of Winters
 Summary of Expenditures
 July 1, 2015 through August 31, 2015

		% of Year Completed					17%
Fund	Fund Description	Budget FY 15-16	August Actual	Year to Date Actual YTD	Unspent Budget	% of Budget Received	
101	General Fund Expenditures by Department						
110	City Council	\$ 16,080	\$ 124	\$ 731	\$ 15,349	5%	
120	City Clerk	18,640	800	3,894	14,746	21%	
130	City Treasurer	382	27	54	328	14%	
160	City Manager	39,478	6,534	12,847	26,631	33%	
161	Economic Development & Housing	49,463	1,742	3,887	45,576	8%	
163	Rogers Building		241	241	(241)		
170	Administrative Services	187,437	15,528	39,817	147,620	21%	
180	Finance	3,694	273	654	3,040	18%	
210	Police Department	2,228,153	190,202	370,889	1,857,264	17%	
310	Fire Department	789,389	118,008	181,902	607,487	23%	
410	Community Development	137,000	1,197	12,894	124,106	9%	
420	Building Inspections	288,257	18,965	40,009	248,248	14%	
610	Public Works-Administration	386,420	20,455	61,978	324,442	16%	
710	Recreation	18,385		1,795	16,590	10%	
720	Community Center	106,644	9,844	20,669	85,975	19%	
730	Swimming Pool	87,681	11,794	29,992	57,689	34%	
	Total General Fund Expenditure	\$ 4,357,103	\$ 395,734	\$ 782,253	\$ 3,574,850	18%	
104	Fireworks Fund	15,000	191	6,194	8,806	41%	
108	Munchkin Summer Camp			23,455	(23,455)		
113	2007 Housing TABS			179	(179)		
211	City Wide Assessment	270,459	16,975	76,098	194,361	28%	
221	Gas Tax Fund	197,305	93,771	112,989	84,316	57%	
231	State COPS 1913	77,665	7,305	15,244	62,421	20%	
233	Realignment	8,000	1,449	3,770	4,230	47%	
235	Avoid		2,137	2,137	(2,137)	0%	
252	Asset Forfeiture			2,389	(2,389)		
278	Prop 84 Park Grant		141,679	146,192	(146,192)		
289	Dry Slough Bridge		626,290	626,290	(626,290)		
291	Beverage Recycling Grant	5,000	500	500	4,500	10%	
294	Transportation	344,996	136,442	143,764	201,232	42%	
299	After School Program	119,054	8,082	9,912	109,142	8%	
321	EDBG 99-688 Buckhorn	19,580	1,450	2,901	16,679	15%	
322	EDBG 405-Cradwick	5,548	1,550	1,297	4,251	23%	
351	RLF Housing Rehab		1,989	1,989	(1,989)		
355	RLF Small Business			1,155	(1,155)		
411	Street Impact Fee	735,000		1,656	733,344		
412	Storm Drain Impact Fee			1,656	(1,656)		
413	Park & Recreation Impact Fee			1,656	(1,656)		
414	Public Safety Impact Fee			1,656	(1,656)		
415	Fire Impact Fee			1,656	(1,656)		
416	General Facility Impact Fee			1,656	(1,656)		
417	Water Impact Fee			1,656	(1,656)		
418	Sewer Impact Fee			1,656	(1,656)		
422	Landfill Capital	9,500			9,500		
427	Equipment Replacement Fund	8,180	2,531	36,918	(28,738)	451%	
429	Service Reserve		8,271	26,119	(26,119)		
495	Monitoring Fee	89,004			89,004		
611	Water O & M	1,491,474	263,414	418,245	1,073,229	28%	
616	Water Conservation Fund	45,100			45,100		
617	Water Meter Fund	6,000	670	670	5,330	11%	
621	Sewer O & M	1,994,275	338,149	469,881	1,524,394	24%	
626	2007 Sewer Bond		4,146,560	2,073,280	(2,073,280)		
631	Storm O & M		(11)	-	-	0%	
771	RORF	1,235,502	138,276	170,134	1,065,368	14%	
781	RDA Long Term Debt	20,664			20,664		
831	Swim Team	61,988	4,228	17,754	44,234	29%	
833	Festival de la Comunidad		1,725	1,725	(1,725)		
	Total Expenditures	\$ 11,116,397	\$ 6,339,356	\$ 5,186,682	\$ 5,929,715	47%	

City of Winters
Fund Balances Report
Estimated Fund Balances as of August 31, 2015

Fund	Fund Name	Unaudited	Current	Current Year	Transfers	Estimated	Change From
		Fund Balance				Fund Balance	
		6/30/2015	Revenues	Expenditures	In/(Out)	8/31/2015	6/30/2015
101	General Fund	\$ 707,294	\$ 189,183	\$ 782,253	\$ -	\$ 114,224	\$ (587,442)
104	Fireworks Fund	1,084	1,748	6,194	-	(3,362)	(4,446)
105	Senior Fund	387			-	387	
106	Monitoring Fee	1,697			-	1,697	
107	City Park Maintenance	2,258			-	2,258	
108	Munchkin Summer Camp	34,697	2,420	23,455	-	13,662	(21,035)
110	Housing Successor	(98,487)			-	(98,487)	
113	2007 Housing TABS	1,244,373		179	-	1,244,194	(179)
201	Fire Prevention Grant	859			-	859	
208	First Time Homebuyer	84,838			-	84,838	
211	City Wide Assessment	70,253		76,098	-	(5,845)	(76,098)
212	Flood Assessment District	3,846			-	3,846	
221	Gas Tax	137,092	19,802	112,989	-	43,905	(93,187)
231	State COPS 1913	13,901		15,244	-	(1,343)	(587,442)
233	Realignment Funds	82,449		3,770	-	78,679	(3,770)
235	Avoid			2,137	-	(2,137)	(2,137)
251	Traffic Safety	173,226			-	173,226	
252	Asset Forfeiture	11,072		2,389	-	8,683	(2,389)
254	Vehicle Theft Deterrent	50,261			-	50,261	
278	Prop 84 Park	(150,054)		146,192	-	(296,246)	(146,192)
287	After School Program Contr	761			-	761	
289	Dry Slough Bridge	(37,878)		626,290	-	(664,168)	(626,290)
291	Beverage Recycling Grant	23,244		500	-	22,744	(500)
294	Transportation	473,200		143,764	-	329,436	(143,764)
299	After School Program	135,463	200	9,912	-	125,751	(9,712)
313	STBG-96-1043 Housing and P	(29,070)			-	(29,070)	
314	98-HOME-347 Grant	127,146			-	127,146	
316	HOME-Choc Project	2,843,180			-	2,843,180	
319	CDBG Park Grant	(8,934)			-	(8,934)	
321	EDBG 99-688 Buckhorn	117,429	977		(2,901)	115,505	(1,924)
322	EDBG 96-405 Cradwick	238,181	1,597		(1,297)	238,481	300
351	RLF Housing Rehabilitation	107,584	398		(1,989)	105,993	(1,591)
352	RLF Affordable Housing	363,988			-	363,988	
355	RLF Small Business	53,137	265		(1,155)	52,247	(890)
356	RLF HOME Program	317,950			-	317,950	
358	Program Income Fund	490,840			7,341	498,181	7,341
382	VFA Grant	(26,867)			-	(26,867)	
411	Street Impact Fee	768,007		1,656	-	766,351	(1,656)
412	Storm Drain Impact Fee	191,508		1,656	-	189,852	(1,656)
413	Parks & Recreation Impact	(99,308)		1,656	-	(100,964)	(1,656)
414	Public Safety Impact Fee	252,062		1,656	-	250,406	(1,656)
415	Fire Impact Fee	293,413		1,656	-	291,757	(1,656)
416	General Facilities Impact	374,573		1,656	-	372,917	(1,656)
417	Water Impact Fee	453,220		1,656	-	451,564	(1,656)
418	Sewer Impact Fee	(165,715)		1,656	-	(167,371)	(1,656)
419	Flood Control Fee	230,239			-	230,239	
421	General Fund Capital	554,415			-	554,415	
422	Landfill Capital	188,316			-	188,316	
427	Equipment Replacement Fund	591,262	1,891	36,918	-	556,235	(35,027)
429	Service Reserve Fund	1,024,332		26,119	-	998,213	(26,119)
481	General Plan 1992	(473,472)			-	(473,472)	
482	Flood Control Study	(123,698)			-	(123,698)	
492	RAJA Storm Drain	29,108			-	29,108	
494	CARF	84,916	3,030		-	87,946	3,030
496	Storm Drain Non-Flood	235			-	235	
501	General Debt Service	56,423			-	56,423	
611	Water O & M	3,681,718	268,508	272,204	(146,041)	3,531,981	(149,737)
612	Water Reserve	122,637	740		-	123,377	740
615	2007 Water Bonds	163,129			-	163,129	
616	Water Conservation	28,953			-	28,953	
617	Water Meter Fund	361,612	8,664	670	-	369,606	7,994
619	Water Debt Service Fund	(3,266,556)			146,041	(3,120,515)	146,041
621	Sewer O & M	4,529,722	283,065	299,117	1,902,615	6,416,285	1,887,134
626	2007 Sewer Bonds	2,073,280			(2,073,280)		(2,073,280)
629	Sewer Debt Service	(3,855,900)			170,665	(3,685,235)	170,665
771	RORF	(14,460,100)	3,400	170,134	-	(14,626,834)	(166,734)
772	RDA Trust	608,993			-	608,993	
773	2007 TABS	19,666			-	19,666	
781	RDA Long Term Debt	645,836			-	645,836	
803	Elderberry Mitigation Fund	149,529	18		-	149,547	18
831	Winters Library	72,345	20,871	17,754	-	75,462	3,117
833	Festival de La Comunidad	7,023	580	1,725	-	5,878	(1,145)
835	Senior Foundation	1,141	1,010		-	2,151	1,010
836	PCH HOA	15,220			-	15,220	
838	WPD Youth Services		100	-	-	100	100
846	Quilt Festival	223			0	223	
911	General Fixed Assets	23,617,711			0	23,617,711	
Total Fund Balances		\$ 26,306,418	\$ 808,367	\$ 2,789,255	\$ (1)	\$ 24,325,629	\$ (1,970,081)

City of Winters
 Summary of Revenues
 July 1, 2015 through August 31, 2015

Fund	Fund Description	Budget FY 15-16	August Actual	Year to Date Actual	% of Year Complete	
					Unreceived Budget	% of Budet Received
101	General Fund	\$ 4,141,975	\$ 125,890	\$ 189,182	\$ 3,952,793	5%
104	Fireworks Fund	15,000		1,748	13,252	12%
105	Senior Fund	1			1	
108	Munchkin Summer Camp		270	2,420	(2,420)	
107	Park Maintenance	6			6	
113	2007 Housing TABS	2,980			2,980	
201	Fire Prevention Grant	4			4	
208	First Time Homebuyer In Lieu	222			222	
211	City Wide Assessment	245,317			245,317	
221	Gas Tax	183,537		19,802	163,735	11%
231	State COPS AB1913	100,000			100,000	
233	Realignment	8,000			8,000	
251	Traffic Saftey	6,800			6,800	
252	Asset Forfeiture	54			54	
254	Vehicle Theft Deterrent	187			187	
267	Grant Ave Improvement					
291	Beverage Recycling	5,100			5,100	
294	Transportation	350,841			350,841	
299	AFter School Program	119,054	100	200	118,854	
321	EDBG 99-688 Buckhorn	19,580	495	977	18,603	5%
322	EDBG 96-405 Cradwick	5,548	797	1,597	3,951	29%
351	RLF Housing Rehab	5,024	398	398	4,626	8%
352	RLF Affordable Housing	13,119			13,119	
355	RLF Small Business	9,059		265	8,794	3%
357	Micro Enterprise RLF	8,795			8,795	
358	Program Income		4,989	7,341	(7,341)	
411	Street Impact Fee	472,606			472,606	
412	Storm Drain Impact Fee	4,260			4,260	
413	Parks & Recreation Impact Fee	110,812			110,812	
414	Public Saftey Impact Fee	40,988			40,988	
415	Fire Impact Fee	117,046			117,046	
416	General Facilities Impact Fee	165,034			165,034	
417	Water Impact Fee	269,040			269,040	
418	Sewer Impact Fee	441,112			441,112	
421	General Fund Capital	2,085			2,085	
422	Landfill Capital	820			820	
427	Capital Equipment	151,672	1,891	1,891	149,781	1%
429	Service Reserve Fund	1,500			1,500	
481	General Plan 1992	89,904			89,904	
482	Flood Control Study	3			3	
492	RAJA Storm Drain	101			101	
494	CARF	5,890	1,815	3,030	2,860	51%
495	Monitoring Fee	89,004			89,004	
496	Storm Drain Non-Flood	1			1	
501	General Debt Service	148			148	
611	Water O & M	1,392,155	146,263	268,508	1,123,647	19%
612	Water Reserve	12,302	740	740	11,562	6%
616	Water Conservation	12,000			12,000	
617	Water Meter Fund	54,450	4,357	8,664	45,786	16%
619	Water Debt Service		146,041	146,041	(146,041)	
621	Sewer O & M	1,803,279	4,291,484	2,356,345	(553,066)	131%
629	Sewer Debt Service		170,665	170,665	(170,665)	
771	RORF	1,289,905	3,400	3,400	1,286,505	
781	RDA Long Term Debt	20,000			20,000	
803	Elderberry Mitigation		9	18	(18)	
831	Swim Team	62,300	30	20,871	41,429	34%
833	Festival de la Comunidad	6,404	580	580	5,824	9%
835	Senior Foundation		1,010	1,010	(1,010)	
838	WPD Youth Services		100	100	(100)	
846	Quilt Festival	300			300	
Total Revenues		\$ 11,855,324	\$ 4,901,324	\$ 3,205,793	\$ 8,649,531	27%

City of Winters
General Fund Revenue Summary
July 1, 2015 through August 31, 2015

G/L Code	Account Description	% Of Year Complete			17%
		Budget 2015-2016	August Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 753,886			
101-41103	Property Tax in Lieu of VLF	476,733			
101-41401	Sales & Use Tax	560,695			
101-41402	Prop 172	41,438			
101-41403	Franchise Fee	233,579			
101-41404	Property Transfer Tax	11,000			
101-41405	Utility Tax	711,149	58,805	58,805	8%
101-41406	Municiple Services Tax	298,680	24,690	49,400	17%
101-41408	TOT Tax	5,100	2,817	2,817	55%
101-41407	Business Licenses	26,000	1,060	2,690	10%
101-46102	Building Permits	216,606	11,195	19,617	9%
101-46103	Encroachment Permit	5,000	172	280	6%
101-46104	Other Licenses & Permits	109,013	1,575	2,386	2%
101-41507	Motor Vehicle in Lieu	6,500			0%
101-41509	Homeowners Property Tax Relief	16,300			0%
101-48106	Post Reimbursement	5,000			0%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	75	20	20	27%
101-42103	Plan Check Fees		2,020	3,509	
101-42104	Planning Application Fees	10,000	685	6,685	67%
101-42107	Project Monitoring Fees	1,000		85	9%
101-42108	Police Reports	500		10	2%
101-42109	Fingerprint Fees	3,500	52	384	11%
101-42111	Towing/DUI Reimbursement	1,500	25	25	2%
101-42112	Ticket Sign Off Fees	250		15	6%
101-42201	Recreation Fees	12,100	700	1,425	12%
101-42205	Basketball Revenues	5,800			0%
101-42211	Pool Ticket Sales	9,100	598	2,910	32%
101-42213	Pool Proceeds	600	104	779	130%
101-42212	Pool Concession Stand Revenues	4,500	1,318	3,112	69%
101-42215	Swim Passes	6,000		150	3%
101-42216	Swim Lessons	11,000	35	3,840	35%
101-42217	Water Aerobics Fees	150			0%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	1,400	300	500	36%
101-42303	Community Center Rental	12,750	600	930	7%
101-42304	Community Center Insurance Collected	900			0%
101-42308	Ambulance Service Charge	3,000			0%
101-44101	Rents/Leases Revenues	60,000	3,611	7,774	13%
101-43151	Fire District Payments	208,651			0%
101-44102	Interest Earnings	3,000			0%
101-46106	Reinspect Fee	250	493	616	246%
101-49101	Contributions	100,428	7,133	11,888	12%
101-49102	Reimbursements/Refunds	3,500			0%
101-49104	Miscellaneous Revenues	26,000	396	1,044	4%
101-49106	Cash Over/Short		5	5	
101-49109	Developer Planning Reimbursement		7,482	7,482	
101-49999	Interfund Operating Transfer	16,600			0%
Total Revenues		\$ 3,987,233	\$ 125,891	\$ 189,183	5%

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balances as of August 31, 2015

Fund	Fund Description	BALANCE 6/30/2015	Balance 31-Aug-15
101	General Fund	\$ 500,446	\$ 131,700
104	Fireworks Fund	1,084	(3,362)
105	Senior Fund	387	387
106	Monitoring Fee	1,694	1,696
107	Park Maintenance	2,258	2,259
108	Munchkin Summer Camp	41,232	13,662
110	Housing Successor Agency	(98,487)	(98,487)
113	Housing 2007 Tabs	1,243,493	1,250,768
201	Fire Prevention Grant	941	942
208	First Time Homebuyer	84,778	84,838
209	In Lieu Affordable Housing	100,000	100,000
211	City Wide Assessment	71,868	5,959
212	Flood Assessment District	3,843	3,846
221	Gas Tax	258,468	211,705
231	State COPS 1913	(784)	458
233	Realignment	61,807	78,679
235	Avoid Grant	-	(2,137)
251	Traffic Saftety	168,847	173,226
252	Asset Forfeiture	10,950	8,684
254	Vehicle Theft Deterrent	50,249	50,261
278	Prop 84 Park Grant	(150,054)	(153,068)
287	After School Contributions	761	761
289	Dry Slough Bridge	(37,878)	(323,334)
291	Beverage Recycling Fund	23,228	23,244
294	Transportation(Including Bus	492,164	418,067
299	After School Program	143,545	132,607
304	2012 SACOG Grant	(9,621)	
319	CDBG Park Grant	(142,544)	(8,934)
322	EDBG 96-405 Cradwick Buildin	(1,803)	
355	RLF Small Business	(197)	
356	RLF-HOME Program	110,526	110,604
358	Program Income Fund	490,500	498,182
382	VFA Grant	(26,818)	(26,867)
411	Street Impact Fee	672,772	671,352
412	Storm Impact Fee	161,396	159,853
413	Parks and Recreation Impact	(102,760)	(104,416)
414	Police Impact Fee	248,931	247,450
415	Fire Impact Fee	290,256	289,423
416	General Facilities Impact Fe	373,107	374,665
417	Water Impact Fee	452,910	451,565
418	Sewer Impact Fee	250,682	249,186
419	Flood Fee	230,077	230,239
421	General Fund Capital	554,024	554,415
422	Landfill Capital	191,781	188,316
427	Capital Equipment Fund	413,561	370,766
429	Service Reserve	264,338	238,391
481	General Plan 1992 Study	(476,851)	(476,851)
482	Flood Control Study	1,301	1,302
492	RAJA Storm Drain	38,670	38,697
494	Captial Asset Recovery Fee	84,866	87,946
496	Storm Drain Non-Flood	235	235
501	General Debt Service	56,383	56,423
611	Water O & M	313,984	98,692
612	Water Reserve	121,925	122,811
615	07 Water Bonds	(20,592)	(20,592)
616	Water Conservation	28,946	28,953
617	Water Meter	356,219	365,350
621	Sewer O & M	1,183,443	993,644
651	Central Services	14,964	15,444
652	Central Service w PD & FD	16,193	48,216
771	RORF	660,937	(18,122)
773	2007 TABS	19,658	19,666
781	Successor RDA LTD	(7,245)	(7,245)
831	Swim Team	85,006	86,114
833	Festival de la Comunidad	7,018	7,603
835	Senior Foundation	1,141	2,151
836	PCH HOA	15,210	15,220
838	WPD Youth Services	150	250
839	Youth Day	298	298
846	Quilt Festival	434	223
Total Cash and LAIF Balances		\$ 9,898,251	\$ 8,073,980



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: September Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2015 through September 30, 2015.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July 1 2015 through September 30, 2015. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank, and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters, as well as from the Money Market Account set up for the North Bank Putah Creek Improvement Elderberry Beetle Mitigation.

The investment report for the month of September 2015 reflects interest from the CDBG and EDBG funded loans as well as from the Money Market Account and Savings Account at First Northern Bank.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
As of September 30, 2015

	September Investment Earnings	Year to Date Investment Earnings
321 EDBG 99-688	\$ 491	\$ 1,468
322 EDBG 96-405 CRADWICK	792	2,390
351 RLF HOUSING REHAB		398
355 RLF SMALL BUSINESS	131	396
803 ELDERBERRY MITIGATION	9	27
 Total Investment Earnings	\$ 1,423	\$ 4,679



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 15, 2015
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Shelly A. Gunby, Director of Financial Management *Shelly*
SUBJECT: September 2015 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for September 2015.

BACKGROUND:

The City of Winters financial policy requires monthly reports regarding receipts, disbursement and fund balances be submitted to the City Council for review. Items of note in the attached report are as follows:

General Fund

General Fund revenues are 8% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in January 2016.
- The first installment of Property Tax in lieu of Sales Tax will be received in January 2016.
- The first installment of Property Tax in lieu of VLF will be received in January 2016.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, we have not received any sales tax in the month of July.
- Utility User Tax is received approximately 1-3 months after the utilities are used; UUT receipts are 13% of the budgeted amount.
- Building permit fees received are 12% of the budgeted amount.
- General Fund expenditures are 25% of budget.

Other funds:

Fund 211 City Wide Assessment District: The first installment will be received in January 2016.

Fund 611 Water: Water fund revenues are 27% of budget and expenditures are 28% of budget.

Fund 621 Sewer: Sewer fund revenues are 138% of budget, however, this is due to the transfer of assets from the bond fund to the O&M fund, operating revenues are 32% of budget and expenditures are 26% of budget.

FISCAL IMPACT:

None

City of Winters
Summary of Expenditures
July 1, 2015 through September 30, 2015

Fund	Fund Description	% of Year Complete				
		Budget FY 15-16	September Actual	Year to Date Actual	Unspent Budget	% of Budget Spent
101	General Fund Expenditures by Department					25%
110	City Council	\$ 16,080	\$ 121	\$ 852	\$ 15,228	5%
120	City Clerk	18,640	101	3,995	14,645	21%
130	City Treasurer	382	27	81	301	21%
160	City Manager	39,478	5,285	18,132	21,346	46%
161	Economic Development & Housing	49,463	1,188	5,075	44,388	10%
163	Rogers Building		930	1,171	(1,171)	
170	Administrative Services	187,437	11,677	51,494	135,943	27%
180	Finance	3,694	265	919	2,775	25%
210	Police Department	2,228,153	136,900	507,790	1,720,363	23%
310	Fire Department	789,389	108,875	290,258	499,131	37%
410	Community Development	137,000	2,488	15,382	121,618	11%
420	Building Inspections	288,257	15,345	59,259	228,998	21%
610	Public Works-Administration	386,420	10,758	72,736	313,684	19%
710	Recreation	18,385		1,795	16,590	10%
720	Community Center	106,644	2,268	22,937	83,707	22%
730	Swimming Pool	87,681	365	30,356	57,325	35%
	Total General Fund Expenditure	\$ 4,357,103	\$ 296,593	\$ 1,082,232	\$ 3,274,871	25%
104	Fireworks Fund	15,000		6,194	8,806	41%
105	Senior Fund		142	142	(142)	
108	Munchkin Summer Camp			23,455	(23,455)	
113	2007 Housing TABS			179	(179)	
211	City Wide Assessment	270,459	8,549	84,647	185,812	31%
221	Gas Tax Fund	197,305	5,457	118,446	78,859	60%
231	State COPS 1913	77,665	5,878	21,122	56,543	27%
233	Realignment	8,000		3,770	4,230	47%
235	Avoid Grant			2,137	(2,137)	
252	Asset Forfeiture			2,389	(2,389)	
278	Prop 84 Park Grant			146,192	(146,192)	
289	Dry Slough Bridge			626,290	(626,290)	
291	Beverage Recycling Grant	5,000		500	4,500	10%
294	Transportation	344,996		143,764	201,232	42%
299	After School Program	119,054	9,082	18,994	100,060	16%
321	EDBG 99-688 Buckhorn	19,580	1,450	4,351	15,229	22%
322	EDBG 405-Cradwick	5,548	1,550	2,847	2,701	51%
351	RLF Housing Rehab			1,989	(1,989)	
355	RLF Small Business		676	1,831	(1,831)	
411	Street Impact Fee	735,000		1,656	733,344	
412	Storm Drain Impact Fee			1,656	(1,656)	
413	Park & Recreation Impact Fee			1,656	(1,656)	
414	Public Safety Impact Fee			1,656	(1,656)	
415	Fire Impact Fee			1,656	(1,656)	
416	General Facility Impact Fee			1,656	(1,656)	
417	Water Impact Fee			1,656	(1,656)	
418	Sewer Impact Fee			1,656	(1,656)	
422	Landfill Capital	9,500			9,500	
427	Equipment Replacement Fund	8,180		36,918	(28,738)	451%
429	Service Reserve			26,119	(26,119)	
495	Monitoring Fee	89,004			89,004	
611	Water O & M	1,491,474	65,080	483,325	1,008,149	32%
616	Water Conservation Fund	45,100			45,100	
617	Water Meter Fund	6,000		670	5,330	11%
621	Sewer O & M	1,994,275	54,069	523,950	1,470,325	26%
626	2007 Sewer Bond			2,073,280	(2,073,280)	
771	RORF	1,235,502	19,064	189,198	1,046,304	15%
781	RDA Long Term Debt	20,664			20,664	
831	Swim Team	61,988		17,754	44,234	29%
833	Festival de la Comunidad			1,725	(1,725)	
	Total Expenditures	\$ 11,116,397	\$ 467,590	\$ 5,657,658	\$ 5,458,739	51%

City of Winters
Fund Balances Report
Estimated Fund Balances as of September 30, 2016

Fund	Fund Name	Unaudited Fund Balance 30-Jun-15	Year to Date Revenues	Year to Date Expenditures	Transfers In/(Out)	Estimated Fund Balance 9/30/2015	Change From 6/30/2015
101	General Fund	\$ 707,294	\$ 317,658	\$ 1,082,232	\$ -	\$ (57,280)	\$ (764,574)
104	Fireworks Fund	1,084	1,748	6,194	-	(3,362)	(4,446)
105	Senior Fund	387		142	-	245	(142)
106	Monitoring Fee	1,697			-	1,697	
107	City Park Maintenance	2,258			-	2,258	
108	Munchkin Summer Camp	34,697	2,420	23,455	-	13,662	(21,035)
110	Housing Successor	(98,487)			-	(98,487)	
113	2007 Housing TABS	1,244,373		179	-	1,244,194	(179)
201	Fire Prevention Grant	859			-	859	
208	First Time Homebuyer	84,838			-	84,838	
211	City Wide Assessment	70,253		84,647	-	(14,394)	(84,647)
212	Flood Assessment District	3,846			-	3,846	
221	Gas Tax	137,092	43,971	118,446	-	62,617	(74,475)
231	State COPS 1913	13,901		21,122	-	(5,421)	(19,322)
233	Realignment Funds	82,449		3,770	-	78,679	(3,770)
235	Avoid Grant			2,137	-	(2,137)	(2,137)
251	Traffic Saffety	173,226			-	173,226	
252	Asset Forfeiture	11,072		2,389	-	8,683	(2,389)
254	Vehicle Theft Deterrent	50,261			-	50,261	
272	Boost Program		9,350		-	(5,421)	(19,322)
278	Prop 84 Park	(150,054)		146,192	-	(296,246)	(146,192)
287	After School Program Contr	761			-	761	
289	Dry Slough Bridge	(37,878)		626,290	-	(664,168)	(626,290)
291	Beverage Recycling Grant	23,244		500	-	22,744	(500)
294	Transportation	473,200		143,764	-	329,436	(143,764)
299	After School Program	135,463	78,518	18,994	-	194,987	59,524
313	STBG-96-1043 Housing and P	(29,070)			-	(29,070)	
314	98-HOME-347 Grant	127,146			-	127,146	
316	HOME-Choc Project	2,843,180			-	2,843,180	
319	CDBG Park Grant	(8,934)			-	(8,934)	
321	EDBG 99-688 Buckhorn	117,429	1,468		(4,351)	114,546	(2,883)
322	EDBG 96-405 Cradwick	238,181	2,390		(2,847)	237,724	(457)
351	RLF Housing Rehabilitation	107,584	398		(1,989)	105,993	(1,591)
352	RLF Affordable Housing	363,988			-	363,988	
355	RLF Small Business	53,137	396		(1,831)	51,702	(1,435)
356	RLF HOME Program	317,950			-	317,950	
358	Program Income Fund	490,840			11,018	501,858	11,018
382	VFA Grant	(26,867)			-	(26,867)	
411	Street Impact Fee	768,007		1,656	-	766,351	(1,656)
412	Storm Drain Impact Fee	191,508		1,656	-	189,852	(1,656)
413	Parks & Recreation Impact	(99,308)		1,656	-	(100,964)	(1,656)
414	Public Saffety Impact Fee	252,062		1,656	-	250,406	(1,656)
415	Fire Impact Fee	293,413		1,656	-	291,757	(1,656)
416	General Facilities Impact	374,573		1,656	-	372,917	(1,656)
417	Water Impact Fee	453,220		1,656	-	451,564	(1,656)
418	Sewer Impact Fee	(165,715)		1,656	-	(167,371)	(1,656)
419	Flood Control Fee	230,239			-	230,239	
421	General Fund Capital	554,415			-	554,415	
422	Landfill Capital	188,316			-	188,316	
427	Equipment Replacement Fund	591,262	9,709	36,918	-	564,053	(27,209)
429	Service Reserve Fund	1,024,332		26,119	-	998,213	(26,119)
481	General Plan 1992	(473,472)			-	(473,472)	
482	Flood Control Study	(123,698)			-	(123,698)	
492	RAJA Storm Drain	29,108			-	29,108	
494	CARF	84,916	4,355		-	89,271	4,355
496	Storm Drain Non-Flood	235			-	235	
501	General Debt Service	56,423			-	56,423	
611	Water O & M	3,681,718	375,342	337,284	(146,041)	3,573,735	(107,983)
612	Water Reserve	122,637	982		-	123,619	982
615	2007 Water Bonds	163,129			-	163,129	
616	Water Conservation	28,953			-	28,953	
617	Water Meter Fund	361,612	13,377	670	-	374,319	12,707
619	Water Debt Service Fund	(3,266,556)			146,041	(3,120,515)	146,041
621	Sewer O & M	4,529,722	413,083	340,264	1,902,615	6,505,156	1,975,434
626	2007 Sewer Bonds	2,073,280			(2,073,280)		(2,073,280)
629	Sewer Debt Service	(3,855,900)			170,665	(3,685,235)	170,665
771	RORF	(14,460,100)	3,400	189,198	-	(14,645,898)	(185,798)
772	RDA Trust	608,993			-	608,993	
773	2007 TABS	19,666			-	19,666	
781	RDA Long Term Debt	645,836			-	645,836	
803	Elderberry Mitigation Fund	149,529	27		-	149,556	27
831	Winters Library	72,345	20,871	17,754	-	75,462	3,117
833	Festival de La Comunidad	7,023	6,314	1,725	-	11,612	4,589
835	Senior Foundation	1,141	1,110		-	2,251	1,110
836	PCH HOA	15,220			-	15,220	
838	WPD Youth Services		100		-	100	100
846	Quilt Festival	223			-	223	
911	General Fixed Assets	23,617,711			-	23,617,711	
Totals		\$ 26,306,418	\$ 1,306,987	\$ 3,243,633	\$ -	\$ 24,356,801	\$ (1,944,824)

City of Winteers
 Summary of Revenues
 July 2015 through September 2015

Fund	Fund Description	Budget FY 15-16	September Actual	Year to Date Actual	% of Year Complete	
					Budget To Be Received	25%
					% of Budget Received	
101	General Fund	\$ 4,141,975	\$ 128,475	\$ 317,658	\$ 3,824,317	8%
104	Fireworks Fund	15,000		1,748	13,252	12%
105	Senior Fund	1			1	
108	Munchkin Summer Camp			2,420	(2,420)	
107	Park Maintenance	6			6	
113	2007 Housing TABS	2,980			2,980	
201	Fire Prevention Grant	4			4	
208	First Time Homebuyer In Lieu	222			222	
211	City Wide Assessment	245,317			245,317	
221	Gas Tax	183,537	24,168	43,971	139,566	24%
231	State COPS AB1913	100,000			100,000	
233	Realignment	8,000			8,000	
251	Traffic Safty	6,800			6,800	
252	Asset Forfeiture	54			54	
254	Vehicle Theft Deterrent	187			187	
267	Grant Ave Improvement					
272	Boost Program		9,350	9,350	-	
291	Beverage Recycling	5,100			5,100	
294	Transportation	350,841			350,841	
299	AFTER School Program	119,054	78,318	78,518	40,536	66%
321	EDBG 99-688 Buckhorn	19,580	491	1,468	18,112	8%
322	EDBG 96-405 Cradwick	5,548	792	2,390	3,158	43%
351	RLF Housing Rehab	5,024		398	4,626	8%
352	RLF Affordable Housing	13,119			13,119	
355	RLF Small Business	9,059	131	396	8,663	4%
357	Micro Enterprise RLF	8,795			8,795	
358	Program Income		3,676	11,018	(11,018)	
411	Street Impact Fee	472,606			472,606	
412	Storm Drain Impact Fee	4,260			4,260	
413	Parks & Recreation Impact Fee	110,812			110,812	
414	Public Safty Impact Fee	40,988			40,988	
415	Fire Impact Fee	117,046			117,046	
416	General Facilities Impact Fee	165,034			165,034	
417	Water Impact Fee	269,040			269,040	
418	Sewer Impact Fee	441,112			441,112	
421	General Fund Capital	2,085			2,085	
422	Landfill Capital	820			820	
427	Capital Equipment	151,672	7,818	9,709	141,963	6%
429	Service Reserve Fund	1,500			1,500	
481	General Plan 1992	89,904			89,904	
482	Flood Control Study	3			3	
492	RAJA Storm Drain	101			101	
494	CARF	5,890	1,325	4,355	1,535	74%
495	Monitoring Fee	89,004			89,004	
496	Storm Drain Non-Flood	1			1	
501	General Debt Service	148			148	
611	Water O & M	1,392,155	106,834	375,342	1,016,813	27%
612	Water Reserve	12,302	241	982	11,320	8%
616	Water Conservation	12,000			12,000	
617	Water Meter Fund	54,450	4,713	13,377	41,073	25%
619	Water Debt Service			146,041	(146,041)	
621	Sewer O & M	1,803,279	130,018	2,486,363	(683,084)	138%
629	Sewer Debt Service			170,665	(170,665)	
771	RORF	1,289,905		3,400	1,286,505	
781	RDA Long Term Debt	20,000			20,000	
803	Elderberry Mitigation		9	27	(27)	
831	Swim Team	62,300		20,871	41,429	34%
833	Festival de la Comunidad	6,404	5,734	6,314	90	99%
835	Senior Foundation		100	1,110	(1,110)	
838	WPD Youth Services		50	150		
846	Quilt Festival	300			300	
Total Revenues		\$ 11,855,324	\$ 502,243	\$ 3,708,041	\$ 8,156,783	31%

City of Winters
General Fund Revenues
July 1, 2015 through September 30, 2015

		% Of Year of Year Complete			25%
G/L Code	Account Description	Budget 2015-2016	September Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 753,886			
101-41103	Property Tax in Lieu of VLF	476,733			
101-41401	Sales & Use Tax	560,695	39,089	39,089	7%
101-41402	Prop 172	41,438			0%
101-41403	Franchise Fee	233,579			0%
101-41404	Property Transfer Tax	11,000			0%
101-41405	Utility Tax	711,149	33,481	92,286	13%
101-41406	Municiple Services Tax	298,680	24,690	74,090	25%
101-41408	TOT Tax	5,100		2,817	55%
101-41407	Business Licenses	26,000	690	3,380	13%
101-46102	Building Permits	216,606	6,732	26,349	12%
101-46103	Encroachment Permit	5,000	353	633	13%
101-46104	Other Licenses & Permits	109,013	2,549	4,935	5%
101-41507	Motor Vehicle in Lieu	6,500			0%
101-41509	Homeowners Property Tax Relief	16,300			0%
101-48106	Post Reimbursement	5,000			0%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	75	66	86	115%
101-42103	Plan Check Fees		2,634	6,143	
101-42104	Planning Application Fees	10,000	1,450	8,135	81%
101-42107	Project Monitoring Fees	1,000	281	366	37%
101-42108	Police Reports	500	25	35	7%
101-42109	Fingerprint Fees	3,500	138	522	15%
101-42111	Towing/DUI Reimbursement	1,500	25	50	3%
101-42112	Ticket Sign Off Fees	250	15	30	12%
101-42201	Recreation Fees	12,100	1,750	3,175	26%
101-42205	Basketball Revenues	5,800			0%
101-42211	Pool Ticket Sales	9,100	15	2,925	32%
101-42213	Pool Proceeds	600		779	130%
101-42212	Pool Concession Stand Revenues	4,500	1,265	4,377	97%
101-42215	Swim Passes	6,000		150	3%
101-42216	Swim Lessons	11,000	35	3,875	35%
101-42217	Water Aerobics Fees	150			0%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	1,400	340	840	60%
101-42303	Community Center Rental	12,750	600	1,530	12%
101-42304	Community Center Insurance Collected	900			0%
101-42308	Ambulance Service Charge	3,000			0%
101-44101	Rents/Leases Revenues	60,000	7,432	15,206	25%
101-43151	Fire District Payments	208,651			0%
101-44102	Interest Earnings	3,000			0%
101-46106	Reinspect Fee	250	61	677	271%
101-49101	Contributions	100,428	4,755	16,643	17%
101-49102	Reimbursements/Refunds	3,500			0%
101-49104	Miscellaneous Revenues	26,000	5	1,049	4%
101-49106	Cash Over/Short			5	
101-49109	Developer Planning Reimbursement			7,482	
101-49999	Interfund Operating Transfer	16,600			0%
Total General Fund Revenues		<u>\$ 3,987,233</u>	<u>\$ 128,476</u>	<u>\$ 317,659</u>	<u>8%</u>

City of Winters
Cash and LAIF Balances Report
Cash and LAIF Balances as of September 30, 2015

Fund	Fund Description	Balance	
		30-Jun-15	30-Sep-15
101	General Fund	\$ 500,446	\$ (124,733)
104	Fireworks Fund	1,084	(3,362)
105	Senior Fund	387	245
106	Monitoring Fee	1,694	1,696
107	Park Maintenance	2,258	2,259
108	Munchkin Summer Camp	41,232	13,662
110	Housing Successor Agency	(98,487)	(98,487)
113	Housing 2007 Tabs	1,243,493	1,243,446
201	Fire Prevention Grant	941	942
208	First Time Homebuyer	84,778	84,838
209	In Lieu Affordable Housing	100,000	100,000
211	City Wide Assessment	71,868	(12,211)
212	Flood Assessment District	3,843	3,846
221	Gas Tax	258,468	183,781
231	State COPS 1913	(784)	(7,221)
233	Realignment	61,807	78,679
235	Avoid Grant	-	(2,137)
251	Traffic Saffey	168,847	173,226
252	Asset Forfeiture	10,950	8,684
254	Vehicle Theft Deterrent	50,249	50,261
272	Boost Program		9,350
278	Prop 84 Park Grant	(150,054)	(296,245)
287	After School Contributions	761	761
289	Dry Slough Bridge	(37,878)	(664,168)
291	Beverage Recycling Fund	23,228	22,744
294	Transportation(Including Bus	492,164	365,728
299	After School Program	143,545	201,768
304	2012 SACOG Grant	(9,621)	
319	CDBG Park Grant	(142,544)	(8,934)
322	EDBG 96-405 Cradwick Buildin	(1,803)	
355	RLF Small Business	(197)	
356	RLF-HOME Program	110,526	110,604
358	Program Income Fund	490,500	501,858
382	VFA Grant	(26,818)	(26,867)
411	Street Impact Fee	672,772	671,352
412	Storm Impact Fee	161,396	159,853
413	Parks and Recreation Impact	(102,760)	(104,416)
414	Police Impact Fee	248,931	247,450
415	Fire Impact Fee	290,256	289,423
416	General Facilities Impact Fe	373,107	374,665
417	Water Impact Fee	452,910	451,565
418	Sewer Impact Fee	250,682	249,186
419	Flood Fee	230,077	230,239
421	General Fund Capital	554,024	554,415
422	Landfill Capital	191,781	188,316
427	Capital Equipment Fund	413,561	378,584
429	Service Reserve	264,338	238,391
481	General Plan 1992 Study	(476,851)	(476,851)
482	Flood Control Study	1,301	1,302
492	RAJA Storm Drain	38,670	38,697
494	Captial Asset Recovery Fee	84,866	89,271
496	Storm Drain Non-Flood	235	235
501	General Debt Service	56,383	56,423
611	Water O & M	313,984	157,388
612	Water Reserve	121,925	123,115
615	07 Water Bonds	(20,592)	(20,592)
616	Water Conservation	28,946	28,953
617	Water Meter	356,219	369,267
621	Sewer O & M	1,183,443	1,033,664
651	Central Services	14,964	2,508
652	Central Service w PD & FD	16,193	18,372
771	RORF	660,937	(38,121)
773	2007 TABS	19,658	19,666
781	Successor RDA LTD	(7,245)	(7,245)
831	Swim Team	85,006	83,461
833	Festival de la Comunidad	7,018	12,611
835	Senior Foundation	1,141	2,251
836	PCH HOA	15,210	15,220
838	WPD Youth Services	150	300
839	Youth Day	298	298
846	Quilt Festival	434	223
Total Cash and LAIF		\$ 9,898,251	\$ 7,353,452