CITY OF WINTERS
California
Est. 1875

Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, June 6, 2017
6:30 p.m.
AGENDA

Members of the City Council

Wade Cowan, Mayor
Bill Biasi, Mayor Pro-Tempore
Harold Anderson
Jesse Loren
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, May 16, 2017 (pp. 1-3)
B. Resolution 2017-28, a Resolution of the City Council of the City of Winters Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate said Public (pp. 4-8)
C. Infrastructure Transition Plan (under separate cover) (pp. 9-10)
D. Amend the Landfill Monitoring Services Contract with Wallace Kuhl & Associates in the Amount Not to Exceed $15,100, and Approve Resolution 2017-29, a Resolution of the City Council of the City of Winters for a Budget Adjustment for FY 2018-2019 in the Amount of $7500 (pp. 11-20)
E. Amplified Sound Permit Application Submitted by St. Anthony's Parish for St. Anthony's Fiesta, a Patronage Festival to be Held on Saturday, June 17th from 6:00 p.m. to 10:00 p.m. (pp. 21-24)
F. Project Acceptance – Walnut Park Phase 2 Improvements, Project No. 11-03 (p. 25)
G. Approve Contract with Hdl for Sales Tax Services (pp. 26-54)
H. Approve Contract with Hansford Economic Consulting (pp. 55-92)

PRESENTATIONS

Proclamation Honoring the Retirement of Richard Pitts and for his Dedication to the Residents of the City of Winters for 39 Years as a Mail Carrier for the U.S. Postal Service

DISCUSSION ITEMS

1. Public Hearing and Adoption of Resolution 2017-30, a Resolution of the City Council of the City of Winters Approving the Engineer's Report and Ordering the Levy and Collection of Assessments within the City of Winters City-Wide Maintenance Assessment District, Fiscal Year 2017/2018 (pp. 93-160)

2. TEFRA Public Hearing and Adoption of Resolution 2017-27, a Resolution of the City Council of the City of Winters Approving Conduit Financing for the Blue Mountain Terrace Senior Apartments Affordable Housing Project (pp.161-165)
3. Intergovernmental Agreement with Yolo County for Senior Services Funded from the CDBG Grant (15-CDBG-10578) (pp. 166-178)
4. Approve Resolution 2017-32 Approving a Large Lot Parcel Map APN 030-220-22, for Callahan Estates Subdivision, to Divide Existing Parcel into two (2) New Lots (pp. 179-182)
5. Cost Allocation Plan (pp. 183-294)
6. City Park Futsal Court Project/Skate Park Update (pp. 295-306)
7. Designation of a Voting Delegate and Alternates for the League of California Cities Annual Conference (pp. 307-311)

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

1.

CITY MANAGER REPORT

INFORMATION ONLY

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the June 6, 2017 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 June 1, 2017, 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.

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Minutes of the Regular Meeting of the Winters City Council
Held on May 16, 2017

Mayor Wade Cowan called the meeting to order at 6:30 p.m.

Present:	Council Members Harold Anderson, Bill Biasi, Jesse Loren, Pierre Neu and Mayor Wade Cowan
Absent:	None
Staff:	City Clerk Nanci Mills, City Attorney Ethan Walsh, Economic Development/Housing Manager Dan Maguire, Building Official Gene Ashdown, Environmental Services Manager Carol Scianna and Management Analyst Tracy Jensen.

Gene Ashdown led the Pledge of Allegiance.

Approval of Agenda: City Clerk Nanci Mills requested that Discussion Item #1 be removed and brought back to Council at a later date. Motion by Council Member Neu, second by Council Member Biasi to approve the agenda with the noted change. Motion carried with the following vote:

AYES:	Council Members Anderson, Biasi, Loren, Neu, Mayor Cowan
NOES:	None
ABSENT:	None
ABSTAIN:	None

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS: None

CONSENT CALENDAR

A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, May 2, 2017
B. Winters Highlands Public Improvement and Maintenance Agreement and a Subdivision Improvement and Maintenance Agreement
C. Resolution No. 2017-25, Amended Salary Schedule
D. Resolution No. 2017-22, Granting Consent to the County of Yolo to Establish the Yolo County Tourism Business Improvement District and Include the City of Winters in the District
E. Appropriation Limit for Fiscal Year 2017- 2018

In the City Manager's absence, City Clerk Nanci Mills gave an overview. Council Member Biasi asked for clarification regarding the oak trees by the retention pond and whether they were going to be removed. City Engineer Alan Mitchell previously confirmed the pond would be made deeper and that no trees would be removed.

Motion by Council Member Neu, second by Council Member Loren to approve the Consent Calendar. Motion carried with the following vote:

AYES: Council Members Anderson, Biasi, Loren, Neu, Mayor Cowan
NOES: None
ABSENT: None
ABSTAIN: None

PRESENTATIONS: None

DISCUSSION ITEMS

1. City Park Futsal Court **(Item Removed from Agenda)**
2. Public Hearing to Consider Adoption of a Resolution of the City Council of the City of Winters to Approve Entering into a Joint Exercise of Powers Agreement to Establish the Yolo Sub-Basin Groundwater Agency and the City's Membership in This Agency, and Authorizing the Agency to Act as the Groundwater Sustainability Agency for the Yolo Sub-Basin of the Sacramento Groundwater Basin, Including the Area Underlying the City of Winters

City Clerk Nanci Mills gave a brief overview and said Tim O'Halloran and Kurt Balasek were present to answer any questions. Council Member Loren said she was pleased with the board and how well they worked together on this project and expressed her appreciation for Tim O'Halloran's leadership.

Mayor Cowan opened the public hearing at 6:43 p.m. and closed the public hearing at 6:44 p.m. with no public comment.

City Attorney Walsh requested the date on the resolution reflect today, May 16th, as the date of adoption. Mayor Cowan asked if there were any changes since they last spoke about the number of agencies that have joined the agency. Tim O'Halloran said yes, the Cities of Woodland, Davis and Winters were taking action tonight, Yolo County took action at their last meeting and five or six water reclamation districts will take action soon.

Motion by Council Member Loren, second by Council Member Neu to adopt Resolution 2017-22, approving a joint exercise of powers agreement establishing the Yolo Sub-Basin Groundwater Agency; and approve and authorize the execution of a Joint Exercises of Powers Agreement establishing the Yolo Sub-Basin Groundwater Agency. Motion carried with the following vote:

AYES:	Council Members Anderson, Biasi, Loren, Neu, Mayor Cowan
NOES:	None
ABSENT:	None
ABSTAIN:	None

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

1. None

CITY MANAGER REPORT: In the City Manager's absence, staff reported there is soccer registration on Saturday morning, staff is participating in EOC training this week, and the State has to come up with the reasoning behind the number they arrived at for Chromium 6, so this issue remains up in the air. Council Member Biasi asked if anyone was looking into getting together and approaching the State Water Board. It was decided that Carol would look into it. Elder Day will be celebrated on Saturday, June 3rd from 2pm-4pm at the Community Center.

ADJOURNMENT: Mayor Cowan adjourned the meeting at 6:51 p.m.

Wade Cowan, MAYOR

ATTEST:

Nanci G. Mills, City Clerk

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STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE : June 6,2017

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

FROM: Gene Ashdown, Building Official GA

SUBJECT: Resolution 2017-28, Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate said Public Nuisances

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RECOMMENDATION:
Approve Resolution 2017-28, a Resolution Declaring Weeds and Rubbish on Certain Lots and Parcels within the City of Winters to be a Public Nuisance and Ordering the Institution of Proceedings to Abate said Public Nuisances.

BACKGROUND:
Each year at this time the Building and Code Enforcement Division surveys parcels for which weeds or rubbish, or both, have been observed.

A public hearing has been scheduled for the June 20st City Council meeting, to be held at 6:30 p.m. for the purpose of hearing and considering all objections to the proposed removal of the weeds, rubbish, and refuse from the parcels described in attached list.

FISCAL IMPACT:
None by this action.

ATTACHMENTS:
a.) Resolution 2017-08
b.) Exhibit "A"

Resolution No. 2017-28

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

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

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

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

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

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

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

4. That the Fire Chief or his Representative of the Winters Fire Department is hereby designated to be the "superintendent" as defined in Section 39560 of the Weed Abatement Law. For purposes of performing the duties imposed by said law within the City. Except that, the City Manager will be responsible for filing all liens and signature approval of the abatement contractor.
5. That a public hearing is hereby set before the City Council to be held at 6:30 P.M. on June 20, 2017 at the City Council Chambers. City Hall 318 First Street, Winters, California, for the purposes of hearing and considering all objections to the proposed removal of the weeds, rubbish and refuse from the parcels described in **Exhibit "A".**
6. That the Building & Code Enforcement Division is hereby directed to give mailed notice of said hearing to all persons owning property described in **Exhibit "A"** as provided in Section 39567.1 of the Weed Abatement Law. Said mailed notice to be in the form provided for in the Weed Abatement Law for such notice. Said notice shall state that weeds are seasonal and recurrent nuisances as provided in Section 39562.1 of the Weed Abatement Law.
7. The Building Official or his representative is hereby authorized and directed to seek informal competitive bids for the performance of said abatement work on lots and parcels through the city and to present to the City Manager for consideration following the conclusion of the public hearing described above. The City Council finds and determines that said work of removing weeds and rubbish as provided in the Weed Abatement Law constitutes on professional services to the City.

PASSED AND ADOPTED THIS 6th DAY OF JUNE, 2017, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Wade Cowan, MAYOR

ATTEST:

_____
Nanci G. Mills, CITY CLERK

EXHIBIT "A"		2017 Weed Abatement - Property Owner Notification List	
APN	Property Address (if known)	Owner	Mailing Address (if different)
030 372 16	902 Southdown Court	Jesse Loren	
030 372 17	904 Southdown Court	KENNETH A & JODIE L ROWELL TR, Rowell Liv Trust	
030 372 18	906 Southdown Court	NEELEY WALLACE W & EILEEN TR	29091 RD 87, Winters, CA 95694
030 372 19	908 Southdown Court	Barbara Kinloch Trust	
030 372 29	910 Southdown Court	Nancy Hackley	
030 200 47	27956 Hwy 128	Eugene & Ann Breznock Trust	
003 450 99	Valley Oak Drive	Pacific Gas & Electric Co Tax Dept	P O Box 7054 MCB12G, San Francisco, CA 94120
003 430 10		Country Investors	2706 Land Park Drive, Sacramento, CA 95818
003 450 15		Thaddeus & Moyra Barsotti	23820 State Hwy 16, Capay, CA 95607
003 450 16		Thaddeus & Moyra Barsotti	23820 State Hwy 16, Capay, CA 95607
003 450 17		Thaddeus & Moyra Barsotti	23820 State Hwy 16, Capay, CA 95607
003 450 18		George Castro	27852 Matsumoto Lane, Winters
003 430 11		COUNTRY INVESTORS	2706 LAND PARK DR., Sacramento, CA 95818
003 430 12		Roman Catholic Bishop of Sacramento	2110 Broadway, Sacramento, CA 95818
003 120 04		Roman Catholic Bishop of Sacramento	2110 Broadway, Sacramento, CA 95818
003 182 69	414 Main Street	ANDERSON BENNY J & CHAREL J	7464 LOCKE RD., Vacaville CA 95688
003 242 01	105 Second Street	ELDRIDGE KATHRYN	
003 242 13	117 Second Street	Elizabeth Coman	105 Orchard Lane, Winters
003 241 01	101 Third Street	PEARSE 2001 REV LIV TRUST, THOMAS C & JUSTINE A PEARSE TR	102 3RD ST., Winters, CA 95694
003 230 17	102 Riverview Court	PARADISE FARMS LLC	709 DUTTON ST, Winters, CA 95694
003 230 30	108 Liwai Village Court	MICHAEL G BARBOUR & VALERIE WHITWORTH TR, Barbour/Whitworth Trust	P O BOX 757, Winters, CA 95694
003 241 13	0 Wolfskill Street	Castro Marital Deduction Trust, George J. Castro, TR	27852 Matsumoto Lane, Winters
030 372 13	212 Suffolk Place	Frank J. & Catherine De La O	
030 220 19		HBT OF WINTERS HIGHLANDS LLC, C/O ZILBER LTD	710 N PLANKINTON AVE. Milwaukee, WI 53203
003 472 11	1031 Kennedy Drive	SELBY HAROLD T & MYLENE	P O BOX 374, Winters, CA 95694
003 472 12	1033 Kennedy Drive	SCHNEIDER DANIEL A	
030 372 08	808 Suffolk Place	SNYDER FREDERICK JR & KATHRYN	1902 MAGNILIA LN., Lebanon, PA 17042-9087
030 372 07	810 Suffolk Place	DAVIS DALE & KYKER ALAN B	
003 430 30	1003 Taylor Street	OGANDO JOE E & KAREN M	102 WOLFSKILL ST., Winters, CA 95694
030 220 49		Turning Point Acquisitions V, LLC	700 Ygnacio Valley Rd., Suite 270, Walnut Creek, CA 94596
003 524 19	415 Grant Avenue	Phillip John & Carmen Carter	P O Box 929, Winters
003 392 01	720 Hemenway Street	SLO Rentals LLC -Christopher Williams, Owner	500 N Street, Ste. 24, Sacramento, CA 95814
003 370 39	501 East Street	PLATT JOHN T & YOLANDA	27 E EDWARDS ST., Winters, CA 95694
030 220 17		HBT of Winters Highlands LLC	11060 White Rock Rd., Ste. 150, Rancho Cordova, CA 95670
030 220 40		HBT of Winters Highlands LLC	11060 White Rock Rd., Ste. 150, Rancho Cordova, CA 95670
030 220 50		HBT of Winters Highlands LLC	11060 White Rock Rd., Ste. 150, Rancho Cordova, CA 95670
030 220 34		Corp of Presiding Bishop - Church of LDS	50 E. North Temple Street, 22nd Flr., Salt Lake City, UT 84150-3620
030 220 35	435 Anderson Avenue	Corp of Presiding Bishop - Church of LDS	50 E. North Temple Street, 22nd Flr., Salt Lake City, UT 84150-3620
030 220 32	502 Niemann Street	Winters JT Unified School District	909 W. Grant Avenue, Winters
030 392 06	Cottage Circle	Carter Ranch 36LP	2481 Sunrise Blvd., Ste. 200, Gold River, CA 95670
030 220 14		Winters JT Unified School District	909 W. Grant Avenue, Winters
030 220 27		Statewide Properties Winters c/o Virgil Smith	200 'B' Street, Ste. F, Davis, CA 95616
030 220 08	111 Niemann Street	Gene Miyao	720 Borchard Court, Woodland, CA 95695
030 220 09	105 Niemann Street	Niemann Trust, David Denebeim, TR	

APN	Property Address (if known)	Owner	Mailing Address (if different)
003 330 17	0 Railroad Avenue	Louis W. Conway c/o Simmons Real Estate	417 'F' Street, #3, Davis, CA 95616
003 330 16	807 Railroad Avenue	Louis W. Conway c/o Simmons Real Estate	417 'F' Street, #3, Davis, CA 95616
038 210 11	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 10	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 09	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 08	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 07	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 06	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 05	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 04	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 03	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 02	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
038 210 01	Corner of E. Baker & E. Main	Jeffrey S. Jaye	2066 Pinecrest Court, Vacaville, CA 95688
003 370 27	180-188 E. Grant Ave	GATEWAY INVESTORS CLUB LLC., C/O SOLANO PROPERTY MGMT.	750 MASON ST #201, Vacaville, CA 95688
003 370 42		Cross Development Winters LLC	5317 Inverrary Drive, Plano, TX 75093
003 370 44		Yolo Federal Credit Union	266 Main Street, Woodland, CA 95695
003 370 45		Blue Mountain Terrace Associates LP c/o Monique Hastings	9 Cushing, Suite 200, Irvine, CA 92618
003 370 46		Winters Healthcare Foundation	P O Box 674, Winters, CA 95694
003 350 17	121 E. Grant Avenue	Lorenzo Family Trust	John R & Karen E Lorenzo TR
038 190 35	E. Grant Ave	THIARA FAM TRUST, THIARA JINDER S & SYMES-THIARA MICHELLE	PO BOX 3599, Yuba City, CA 95992-3599
038 050 18	29500 RUSSELL BLVD	SOUTH MARKET COURT PTN LP, SKREDEN FAM TRUST	7700 COLLEGE TOWN DR STE 201, Sacramento, CA 95826
038 070 35		Rabada MD Inc RET Trust, John S. Rabada TR	2281 Mezzamonte Drive, Livermore, CA 94550-6578
038 070 37	0 Grant Ave	Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	9479 Rhone Valley Way, Elk Grove, CA 95624
038 070 38	0 Grant Ave	Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	9479 Rhone Valley Way, Elk Grove, CA 95624
038 070 39	0 Grant Ave	Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	9479 Rhone Valley Way, Elk Grove, CA 95624
038 070 46		Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	1235 Stewart Rd., Yuba City, CA 95991-9707
038 070 47		Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	1235 Stewart Rd., Yuba City, CA 95991-9707
038 070 48		Newkom Family Liv Trust ETAL, Martin J. & Nancy C. Newkom, TR	1235 Stewart Rd., Yuba City, CA 95991-9707
038 050 60		Samir Ali	5000 E. 2nd Street, Ste G, Benicia, CA 94510
038 050 57	999 E. Grant Avenue	Ashraf & Yasmin A. Ali	5000 E. 2nd Street, Ste G, Benicia, CA 94510
038 070 52		Pacific Gas & Electric Co Tax Dept	P O Box 7054 MCB12G, San Francisco, CA 94120
030 381 01	410 Moody Slough Road	Rudolfo C. Aguilar	
030 220 10	1000 Railroad Avenue	PINKSTON LOIS 2011 REV TRUST, MARCIA HAYES TR.	442 RUSSELL ST., Winters, CA 95694
038 050 19	0 Walnut Lane	Corbett Family Trust, James Corbett, TR	44167 Greenview Drive, El Macero, CA 95618
038 050 77	701 Matsumoto Lane	Winters Gateway Inc Attn: Property Tax Dept.	1904 Via Di Salerno, Pleasanton, CA 94566
038 050 73	27990 CR 90	Kristensen & Pierce Holdings, LLC	P O Box 663, Winters, CA 95694

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CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members

DATE: June 6, 2017

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

FROM: Carol Scianna, Environmental Services Manager

SUBJECT: Approval of Infrastructure Transition Plan

RECOMMENDATION: Staff recommends Council approve the Infrastructure Transition Plan and Complaint Procedure

BACKGROUND: Staff completed a Self- Evaluation for American with Disabilities Act (ADA) Compliance in April of 2009 as required by Section 504 of the ADA and has continued to review and update on a regular basis. Although we are not required to complete a Transition Plan and Complaint Procedure, because we are under 50 full time employees these plan and procedure documents are required by CalTrans in order to qualify for Office of Local Assistance funding. Additionally, the City is required to submit an annual Certification Form (Exhibit 9-C). The form addresses the following: Identifying ADA Liaison Officer, ADA Complaint Procedure, Self -Evaluation, developing a Transition Plan and ensuring that ADA compliance is adhered to for capital improvement projects and City standards are updated as needed to remain compliant. Both the attached Transition Plan (Plan) and the Complaint Procedures were scheduled to be completed by July 2017.

The Plan prioritizes and details problem areas with estimates given on when staff plans on addressing these issues. Prioritization is based on addressing areas that have the highest public usage. The Plan also recommends formalizing a scheduling and tracking system of work that needs to be done and when this work has been completed.

Currently staff addresses complaints regarding ADA access and other sidewalk concerns from the public which are received through phone calls or email and then passed on to the Public Works Department. The Complaint Procedure Form formalizing and improves this process.

The major efforts for ADA compliance tends to be sidewalk improvements the Plan recommends increasing the current budget from $7000 annually to $10,000 beginning 2018-19 budget year.

FISCAL IMPACT: Recommendation to increase Sidewalk Repair/Replacement budget by $3000 annually beginning 2018-9 budget cycle.

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CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

FROM: Carol Scianna, Environmental Services Manager

SUBJECT: Amend Landfill Monitoring Services Contract with Wallace Kuhl & Associates in the amount not to Exceed $15,100, Resolution 2017-29 for 2018-19 Budget Adjustment

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RECOMMENDATION: Approve amendment to Service Agreement No. 006-16 with Wallace-Kuhl& Associates (WKA) to continue Landfill Monitoring Services for 2017 in the amount not to Exceed $7600, additionally to provide services in response to Central Valley Water Quality Control Board (CVRWQCB) requiring the submittal of Report of Waste Discharge (ROWD), this task is estimated at $7500.
Approval of Resolution 2017-29 for a Budget Adjustment of $7500 for 2018-19 budget cycle.

BACKGROUND: The City currently has a service agreement with Wallace- Kuhl & Associates to perform the required semi-annual groundwater monitoring at the former Winters Landfill. Staff recommends continuation of these services with WKA through 2018. Services will be provided on a time and expense reimbursement basis. Sampling and subsequent reports will be done by June and December 2017. There are three monitoring wells at the site. The most recent sampling in December showed that two of the three wells still and not recharged and sampling was not able to be completed at those two monitoring wells. With the wet winter staff is optimistic that recharge has taken place and the City won't be forced to develop new replacement monitoring wells.
Ongoing monitoring of the ground water is required by the CVRWQCB, it is not unusual for this monitoring for closed landfills and other sites to be required indefinitely . The findings from the monitoring over the last few years have shown that the site does appear to be influenced by water migrating from the landfill materials.

WKA has continued to provide reliable and thorough monitoring services for the City

Additionally, on April 2, 2017 staff received a Request for Report of Waste Discharge at the (ROWD) Winters Landfill. The request states that the Monitoring and Reporting (MRP) Order 5-00-802 is out of date and that the waste discharge reporting (WDR)'s implementing Title 27 regulations need to be prepared for the facility.
The proposal received from Wallace Kuhl dated May 17, will provide assistance to complete these tasks. The estimated cost to complete these reports is $7500. It is necessary to also approve budget adjustment resolution 2017-29, to accommodate this additional expense

It is anticipated that the underlying technical documents are readily available, however if they are not additional scope and budget will be required.

FISCAL IMPACT: The monitoring fees are estimated at $7600.00 annually and the additional ROWD reporting is estimated at $7500 for a total of $15,100 will be funded through the Landfill Fund. A budget adjustment, (Resolution 2017-29) is required to comply with this new requirement as noted .

RESOLUTION No. 2017-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS AMENDING THE CITY OF WINTERS 2017-2018 ADOPTED OPERATING BUDGET

WHEREAS, On June 7, 2016 the City Council of the City of Winters adopted operating budget for Fiscal Year 2016-2017 and 2017-2018; and

WHEREAS, expenditures for items not included in the budget are required;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Winters that the adopted operating budget for fiscal year 2018-2019 be amended as follows:

Section 1: Increase budgeted expenditures in the following funds and accounts for fiscal year 2018-2019 for Closed Winters Landfill Report of Waste Discharge Preparation:

a. 422-54419-650 $7500.00

PASSED AND ADOPTED by the City Council, City of Winters, this 6th day of June 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Wade Cowen, Mayor

ATTEST:

Nanci G. Mills, CITY CLERK

Wallace Kuhl
& ASSOCIATES

CORPORATE OFFICE
3050 Industrial Boulevard
West Sacramento, CA 95691
916.372.1434 phone
916.372.2565 fax

STOCKTON OFFICE
3422 West Hammer Lane, Suite D
Stockton, CA 95219
209.234.7722 phone
209.234.7727 fax

February 13, 2017

Ms. Carol Scianna
City of Winters Department of Public Works
318 First Street
Winters, CA 95694-1923

Proposal for Semi-Annual and Annual Groundwater Monitoring 2017
FORMER WINTERS LANDFILL – 2017 MONITORING PROGRAM
County Road 33 and County Road 88
Winters, California
WKA Proposal No. 3PR17027

Dear Ms. Scianna:

Wallace-Kuhl & Associates (WKA) is pleased to provide the City of Winters an estimated budget for two semi-annual groundwater sampling events to collect groundwater samples from three shallow groundwater monitoring wells that are in the vicinity of the Former Winters Landfill. WKA has performed these services since 2009. This scope outlined below is in general conformance with the California Regional Water Quality Control Board, Central Valley Region (CVRWQCB) City of Winters Landfill Revised Monitoring and Reporting Program (MRP) (5-00-802) dated September 11, 2001. The purpose of this proposal is to establish a scope, fee and agreement for required work in the 2017 calendar year.

Scope of Services

WKA's scope of services is comprised of the activities that are listed below:

- Collection and laboratory analyses of groundwater samples from three monitoring wells according to the MRP semi-annual schedule for groundwater monitoring;
- Collection and laboratory analyses of groundwater samples from three monitoring wells according to the MRP annual schedule for groundwater monitoring;
- Preparation of a semi-annual groundwater monitoring report;
- Preparation of an annual groundwater monitoring report;
- Submit data electronically to the California State Water Quality Control Board's GeoTracker database.

Schedule

WKA will collect groundwater samples from the three monitoring wells (MW-1, MW-2, and MW-4) during June and December 2017. WKA will submit the Semi-Annual monitoring report to the CVRWQCB by July 15, 2017. WKA will submit the Annual monitoring report to the CVRWQCB by January 15, 2018.

Compensation

WKA proposes to perform the scope of work described herein for a fee of $7,600, which is summarized in the following table.

Activity	Budget
2017 Semi-Annual Monitoring Event	$3,600
2017 Annual Monitoring Event	$4,000
Total	**$7,600**

Closing

If this proposal is acceptable, please issue a City of Winters Consultant Services Agreement referencing this letter.

WKA appreciates receiving this opportunity to assist the City of Winters in monitoring conditions at the former landfill. WKA looks forward to providing the City with environmental, geotechnical, and materials testing services for its future projects.

Please call either me if you have any questions regarding this proposal.

Sincerely,

Wallace-Kuhl & Associates

Nelson S. Pi, MS, PE
Staff Engineer

Dennis B. Nakamoto, PG, CEG, CHG
Senior Hydrogeologist

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Wallace Kuhl
& ASSOCIATES

CORPORATE OFFICE
3050 Industrial Boulevard
West Sacramento, CA 95691
916.372.1434 phone
916.372.2565 fax

STOCKTON OFFICE
3422 West Hammer Lane, Suite D
Stockton, CA 95219
209.234.7722 phone
209.234.7727 fax

May 17, 2017

Ms. Carol Scianna
City of Winters Department of Public Works
318 First Street
Winters, CA 95694-1923

Proposal for Environmental Services
FORMER WINTERS LANDFILL
County Road 33 and County Road 88
Winters, California
WKA Proposal No. 3PR17116

Dear Ms. Scianna:

Wallace-Kuhl & Associates (WKA) is pleased to provide environmental services to the City of Winters, in response to the Central Valley Regional Water Quality Control Board (CVRWQCB) letter, dated April 7, 2017, titled "Request for Report of Waste Discharge, Winters Landfill, Yolo County" (attached). This former City of Winters Landfill (herein referred to as Site) is currently regulated under the Revised Monitoring and Reporting Program (MRP) (5-00-802), dated September 11, 2001. The purpose of the April 7, 2017 CVRWQCB letter is to regulate the Site under a Waste Discharge Requirement and revised MRP. At your request, WKA has prepared the following scope of services to respond to the April 7, 2017 letter.

Scope of Services

WKA's proposed scope of services is comprised of the activities that are listed below:

Task 1: Enter into a dialog with CVRWQCB to determine the most appropriate manner to move forward with the long term monitoring and disposition of the Site and associated regulatory requirements.

- Review files at the CVRWQB and City of Winters to collect available documentation to accurately respond to the April 7, 2017 CVRWQCB letter.
- Meet with CVRWQCB staff to review existing Site conditions, Site history, and potential options for a path forward.

Task 2: Prepare a Report of Waste Discharge (ROWD) for submittal to the CVRWQCB. The ROWD will include the following information (if available) within the body of the report and/or at attachments.

- Prepare a summary of Site information including ownership, parcel map(s), Site boundary, land use designation(s), etc.
- Summarize landfill gas monitoring information if any including well diagrams, well/boring logs, monitoring data, etc.
- Attach the most current approved or submitted Water Quality Protection Standard Report, if any.
- Attach the most recently approved Sample Collection and Analysis Plan for groundwater monitoring.
- Attach the most recent Site topographic survey conducted including the landfill area.
- Attach the most recent Post-Closure Maintenance Plan including but not limited to post-closure cost estimates.
- Provide corrective action cost estimates to address a known or reasonably foreseeable release from the landfill.
- Complete and attach the Application/Report of Waste Discharge General Information Form for Waste Discharge Requirements or NPDES Permit (Form 200).

Schedule

WKA proposes to complete this proposed scope of services by July 5, 2017. The April 7, 2017 CVRWQCB letter states that the ROWD is required for submittal no later than July 10, 2017.

Compensation

WKA proposes to perform the scope of work described herein for a fee of $7,500, which is summarized in the following table.

Activity	Budget
Task 1 Consultation/File Review	$1,700
Task 2 Document Preparation	$5,800
Total	**$7,500**

Assumptions

WKA made the following assumptions in preparing the proposed scope and budget outlined above:

- No invasive studies including sample collection and laboratory analysis will be required.
- City of Winters staff will sign all required forms and forward the completed package to the CVRWQCB.

- Documents, maps and other data previously completed (as listed above in Task 2) by entities other than WKA will be made available by the City of Winters or the CVRWQCB, in electronic format.
- WKA will not be required to complete the underlying technical documents (outlined above in Task 2) as part of this scope and budget. If the underlying technical documents are not available or require preparation and/or updating, WKA will require additional scope and budget authorization at that time.

Closing

If this proposal is acceptable, please issue a City of Winters Consultant Services Agreement referencing this letter.

WKA appreciates receiving this opportunity to assist the City of Winters in addressing the requirements of the Central Valley Regional Water Quality Control Board regarding the former landfill. WKA looks forward to providing the City with environmental, geotechnical, and materials testing services for future projects.

Please call me if you have any questions regarding this proposal.

Sincerely,

Wallace-Kuhl & Associates

Bryan C. Yates
Project Manager

Michele Kinaan, PG
Senior Geologist

H:\Dept. 3 - G&E\Proposals\2017\3PR17116 - Winters Landfill WDR\3PR17116 - Former Winters Landfill WDR.doc

CALIFORNIA
Water Boards

EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIQUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

Central Valley Regional Water Quality Control Board

7 April 2017

Ms. Carol Scianna
Department of Public Works
City of Winters
318 First Street
Winters, CA 95694

REQUEST FOR REPORT OF WASTE DISCHARGE, WINTERS LANDFILL, YOLO COUNTY

A review of our files indicates that Monitoring and Reporting Program (MRP) Order 5-00-802 for the Winters Landfill is out of date and that waste discharge requirements (WDRs) implementing Title 27 regulations need to be prepared for the subject facility. This letter requests that you submit a completed WDR application (Form 200, copy enclosed) and a Report of Waste Discharge (ROWD) for the landfill, as required under Title 27, section 20080(f).

The Winters Landfill operated from 1962 to 1975, accepting primarily household and agricultural wastes. After several years of inactivity, the landfill was closed with an earthen cover in June 2000. A 1989 Solid Waste Assessment Test (SWAT) investigation confirmed a release of inorganic constituents from the landfill, including, but not limited to, total dissolved solids (TDS) and chloride. In 2000, the Executive Officer issued MRP Order 5-00-802 to monitor the release. Monitoring data for the site continue to show elevated concentrations of inorganic constituents in groundwater with TDS about 650 mg/L down gradient of the landfill and about 190 mg/L upgradient of the landfill.

Section 21710(a) of Title 27 requires that an ROWD be submitted to the Regional Board for any discharge of solid waste to land where water quality could be affected by the discharge. The ROWD needs to include or reference all information relevant to preparing the WDRs. See Title 27, sections 21710 et seq. (e.g., siting and design) and 20380 et seq. (e.g., monitoring and corrective action). A review of our files indicates that much of this information has been previously submitted in various technical and monitoring reports over the years such that only updated information needs to be included in the ROWD, with the previously submitted information can be incorporated by reference. Our review identified the following items that need to be specifically addressed and/or updated in the ROWD:

1. Site information (e.g., property ownership, parcel map, site boundary, land uses). See Title 27, section 21710(h).
2. Gas monitoring information (e.g., wells, logs, monitoring data). See Title 27, sections 20918 et seq.;
3. The most recently approved or submitted Water Quality Protection Standard Report, if any. See Title 27, section 20390;
4. The most recently-approved Sample Collection and Analysis Plan for groundwater monitoring (include or reference);
5. The most recent site topographic survey conducted at the site, including the landfill area.

6. The most recent Postclosure Maintenance Plan, including, but not limited to, postclosure cost estimates (assume a 30-year postclosure period dating from the completion of landfill closure construction). Title 27, section 22212(a); and
7. Corrective action cost estimates to address a known or reasonably foreseeable release from the landfill. Title 27, section 20380(b).

The ROWD shall be certified by an appropriate professional per Title 27, section 21710(d). Once received, Water Board staff will review the ROWD and will notify you if any additional information is needed. To the extent that such information is not provided in a timely manner, the tentative WDRs may include a provision requiring submission of such information by a given date. An electronic version of Form 200 may be downloaded and completed from the Water Board's website at the following link:

http://www.waterboards.ca.gov/santaana/publications_forms/docs/form200.pdf

Please prepare and electronically submit the above-referenced ROWD and completed application form to this office by **10 July 2017**. Please note that the ROWD and any accompanying correspondence must be converted to searchable Portable Document Format (PDF) prior to electronic submission. The document(s) shall then be emailed to the Central Valley Water Board at centralvalleysacramento@waterboards.ca.gov, including a courtesy copy to Water Board permitting staff. Documents greater than 50mb may be submitted by mail on an appropriate electronic storage device (e.g., compact disk, flash drive). The following table shall be included in the body of the email or any documentation submitted to the mailing address for this office:

Attention:	John Moody, Title 27 Permitting and Mining Unit John.Moody@waterboards.ca.gov (916) 464-4641
Discharger Name:	City of Winters
Facility Name:	Winters Landfill
County:	Yolo County
CIWQS Place ID:	(not yet assigned)

If you have any questions, please feel free to contact me at (916) 464-4641 or Marty Hartzell at (916) 464-4630.

John Moody, P.E.
Water Resource Control Engineer
Title 27 Permitting and Mining Unit

Enclosure: WDR Application Form

cc w/o enclosure:

Dawn Plantz; Closed, Illegal, and Abandoned Sites; CalRecycle, Sacramento (email only)
Jianmin Huang, Solid Waste, Yolo County Environmental Health Division, Woodland

CITY OF
WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

FROM: Nanci G. Mills, Director of Administrative Services

SUBJECT: Amplified Sound Permit Application for Saint Anthony's Fiesta

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RECOMMENDATION:
Approve the Amplified Sound Permit Application for Saint Anthony's Fiesta, a patronage festival to be held on Saturday, June 17th from 6:00 p.m. to 10:00 p.m.

BACKGROUND:
City Council approval is required for all Amplified Sound Permit requests that occur within the City limits.

FISCAL IMPACT:
None

CITY OF WINTERS

AMPLIFIED SOUND PERMIT APPLICATION

RECEIVED
MAY 19 2017
CITY OF WINTERS

Date of Application: 5/19/17

To City Council: 6/6/17

Name of Person(s)/ Organization: Saint Anthony's Parish

Contact: Leonila Fernandez

Business Address: 511 Main St.
Winters, Ca. 95694

Telephone: 530-312-2116

Telephone: (530) 795-2230

Type of Event: "Saint Anthony's Fiesta" Patronage festival

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

Date/Time of Event: June 17, 2017 From: 6:00 pm To: 10:00 pm.

Location/Address of Event: 511 Main St. &
Winters, Ca. 95694

Rated Output of Amplifier in Watts:

Number of Speakers:

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

Signature: [illegible]

For City Use Only

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

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

Police Department: ☐ Approved ☐ Denied Date:

Authorized Signature:

City Council: ☐ Approved ☐ Denied Date:

Authorized Signature:

AMPLIFIED SOUND PERMIT APPLICATION

Address	Owner's Last Name	Object	Approve/Sign	NH*
419 Dry Creek Ln.	Alfonso Salas			
418 Dry Creek Lane	[illegible]			
416 Dry Creek Ln	Davis			
414 Dry Creek Ln	Hirst			
417 Dry Creek Ln	Wales			
415 Dry Creek Ln	Holdstock			
413 Dry Creek Ln	Welsh			
410 Dry Creek	Freix		Doug Freix	
411 Dry Creek				✓
516 Main st	Angelica Bermudez		Angelica Bermudez	
512 Main Street				
503 Main st				✓
405 Main St	Letter was left			✓
500 Main st	Letter was left			✓
488 Main St	Letter was left.			✓
471 Edwards st.	McLin		Daniel McLin	
475 EDWARDS	STEVE Levy			
470 Edwards St	Letter was left			✓
466 Edwards St	Navone			✓
462 Edwards St	CRABTREE			
450 Edwards st.	Letter was left			✓
454 Edwards St	Reyes		Reyes	
450 Edwards	Letter was left			✓
438 Edwards St.	Letter was left			✓
436 Edwards St.	Letter was left			✓
451 Edwards St	Letter was left			✓
455 Edwards St	Letter was left.			✓
459 Edwards St	Bryant			
463 Edwards St	Letter was left			✓
467 Edwards St	Marubayashi			✓

* NH-Attempted to contact but noone was home.

AMPLIFIED SOUND PERMIT APPLICATION

Address	Owner's Last Name	Object	Approve/Sign	NH*
501 Main St.	Catholic Church Priest home			✓
716 Aster St	Shurnas			
714 Aster St.	Hagy			
712 Aster St	Letter was left			✓
710 Aster St	Solorio			
708 Aster St				✓
706 - Aster St	Letter was left			✓
702 - Ivy Ct.	Garcia			
706 - Ivy	Letter was left			✓
705 Ivy Ct	Letter was left.			✓
704 Ivy Ct	Letter was left			
707 Ivy Ct.	Letter was left			✓
709 Ivy Ct.	Letter was left.			✓
711 Ivy Ct	Lopez			
713 Ivy Ct	Letter was left			✓
715 Ivy Ct	Letter was left			
716 Ivy Ct	Jimenez			✓
714 Ivy Ct	Letter was left.		Minor at home	✓
712 Ivy CT	Hickman			
710 Ivy Ct	Letter was left			✓
708 Ivy Ct.	Letter was left			✓
700 Ivy Ct.	Letter was left			✓
705 - Ivy Ct.	Terceira			

* NH-Attempted to contact but noone was home.

CITY OF WINTERS
california
Est. 1875

STAFF REPORT

TO: Honorable Mayor and Council Members

DATE: June 6, 2017

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

FROM: Dan Maguire, Economic Development and Housing Manager

SUBJECT: Project Acceptance – Walnut Park Phase 2 Improvements, Project No. 11-03

RECOMMENDATION:
Staff recommends that City Council accept the Walnut Park, Phase 2 Improvements project as complete and direct the City Clerk to file a Notice of Completion.

BACKGROUND:
On June 7, 2016, City Council awarded a contract to Empire Landscape, Inc for the construction of Phase 2 of the Walnut Park project. The project was determined to be fully completed by the Contractor in May of 2017 and determined to be acceptable by Staff.

Council authorized $547,000 for construction. The final construction cost from Empire was $545,299.46.

ALTERNATIVES:
None

FISCAL IMPACT:
The cost of this project is funded with a Prop 84 Grant ($865,191) and local TDA ($33,000) funds.

CITY OF
WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

FROM: Shelly A. Gunby, Director of Financial Management

SUBJECT: Approval of Contract with Hdl

RECOMMENDATION:
Staff recommends the City Council approve a contract with in the amount of $350 per month, or $4,200 per year plus 15% of recovered sales tax (sales tax paid to other jurisdictions in error, that should have been paid to the City of Winters for Sales tax reporting, tracking and consultation services for the City of Winters. Staff also recommends that the City Council authorize the City Manager to sign the approved contract on behalf of the City of Winters.

BACKGROUND:
In July 2002, the City of Winters contracting with Hdl to provide sales tax tracking and consulting services for the City of Winters. Services include quarterly reporting on sales and sales tax collections within the City of Winters, information on sales tax collections through the County Pool, monitoring for decisions made by the State Board of Equalization affecting issues regarding sales tax that would affect sales tax collections in the City of Winters, and processing corrections for sales tax allocated to other jurisdictions that should have been allocated to the City of Winters.

The cost of the service from July 2002 through current, has been $325 per month, or $3,900 per year. Over the last 10 years, Hdl has recovered $621,148 in sales tax that was allocated to other agencies in error. The cost of these recoveries has been $132,172.20, with a net increase in revenues to the City of Winters of $488,975.80 over a 10 year period.

FISCAL IMPACT:
Increase of $300 per year.

ATTACHMENTS:
Proposed contract with Hdl

HdL COMPANIES

Delivering Revenue, Insight and Efficiency to Local Government

1340 Valley Vista Drive
Suite 200
Diamond Bar
California 91765

909.861.4335
Fax 909.861.7726
888.861.0220
www.hdlcompanies.com

May 1, 2017

Shelly Gunby
Director of Financial Management
City of Winters
318 1st Street
Winters, CA 95694

Dear Shelly:

The long and valued relationship between the City of Winters and HdL goes back over 14 years. HdL's sales and use tax contract fee of $325/month has been held at the current level since the agreement was originally executed on 7/2/2002. Over the past 14 years we have significantly expanded our service level, number and quality of management reports and added detailed sales tax budget estimates to our scope of services. Additionally, over the past 14 years the City's economic base and sales tax revenue grew by more than 166%.

Through our affiliation with Beacon Economics we now provide clients with our quarterly Consensus Forecast of state-wide sales tax and economic trends. This forecast is a key component for the development of our highly accurate sales tax revenue projections that are usually within 1% of actual receipts.

We also developed a client web-based sales tax application that provides immediate access to the City's latest sales tax information. Moving to web-based software has eliminated the need for city staff to track and install updates that were formerly provided on CDs and ensures that you are always using the most current information available. The web site also includes an archive of the City's quarterly sales tax reports in PDF format.

Enclosed is a draft contract for your review. This updated agreement incorporates our current compensation language and will bring Winters in line with what other cities of similar size and complexity are paying for the same services. The new compensation increases our monthly service fee from $325 to $350.

We hope this proposed contract meets with your satisfaction. If you would like to discuss the fee increase or if the timing of the increase is problematic, please contact me and we can discuss the matter. We look forward to continuing our relationship with the City of Winters.

Sincerely,

Andy Nickerson
President

Enclosure

AGREEMENT FOR SALES, USE AND TRANSACTIONS TAX AUDIT AND INFORMATION SERVICES

This Agreement is made and entered into as of the ____ day of _____, 2017 (the "Effective Date") by and between the CITY OF WINTERS, a municipal corporation hereinafter called ("CITY"), and HINDERLITER, de LLAMAS AND ASSOCIATES a California Corporation, hereinafter called ("CONTRACTOR").

I. RECITALS

WHEREAS, sales, use and transactions tax (sometimes collectively referred to herein as "sales and use tax") revenues can be increased through a system of continuous monitoring, identification and correction of allocation errors, and

WHEREAS, an effective program of sales and use tax management will improve identification of economic opportunities; provide for more accurate sales and use tax forecasting; and assist in related revenue collections; and

WHEREAS, CITY desires the combination of data entry, report preparation and analysis necessary to effectively manage its sales and use tax base; the recovery of revenues erroneously allocated to other jurisdictions and allocation pools; and to maximize its financial and economic planning; and

WHEREAS, CONTRACTOR has the programs, equipment and personnel required to deliver the sales and use tax related services referenced herein;

THEREFORE, CITY and CONTRACTOR, for the consideration hereinafter described, mutually agree as follows:

II. SERVICES

The CONTRACTOR shall perform the following services (collectively, the "Services"):

A. SALES TAX AND ECONOMIC ANALYSIS SERVICES

1. CONTRACTOR shall establish a special database that identifies the name, address and quarterly allocations of all sales tax producers within the CITY for the most current and all quarters back to fiscal year 1995-1996 or earlier, if the CITY has prior historical sales tax data available on computer readable magnetic media. This database will be utilized to generate special reports to the CITY on: major sales tax producers by rank and category, sales tax activity by categories, or business districts, identification of reporting aberrations, and per capita and outlet comparisons with regional and statewide sales.

2. CONTRACTOR shall provide updated reports following each calendar quarter identifying changes in sales by individual businesses, business groups and categories and by geographic area. These reports may include, without limitation, quarterly aberrations due to State audits, fund transfers, and receivables along with late or double payments, and quarterly reconciliation worksheets to assist with budget forecasting. CONTRACTOR shall meet quarterly with CITY.

3. CONTRACTOR shall additionally provide following each calendar quarter a summary analysis for the CITY to share with Council Members Chambers of Commerce, other economic development interest groups and the public that analyze CITY'S sales tax trends by major groups, and geographic areas without disclosing confidential information.

4. CONTRACTOR shall make available to CITY staff CONTRACTOR's web-based sales tax computer software program containing sellers permit and quarterly allocation information for all in-city business outlets registered with the Board of Equalization and updated quarterly. This software shall allow CITY staff to search businesses by street address, account number, business name, business type and keyword, arrange data by geographic area, and print out a variety of reports.

B. ALLOCATION AUDIT AND RECOVERY SERVICES

1. CONTRACTOR shall conduct initial and on-going sales, use and transactions tax audits to identify and correct distribution and allocation errors, and to proactively affect favorable registration, reporting or formula changes thereby generating previously unrealized sales, use and transactions tax income for the CITY and/or recovering misallocated tax from previously properly registered taxpayers. Common errors that will be monitored and corrected include, but are not limited to: transposition errors resulting in misallocations; erroneous consolidation of multiple outlets; formula errors, misreporting of "point of sale" to the wrong location; delays in reporting new outlets; misallocating use tax payments to the allocation pools or wrong jurisdiction; and erroneous fund transfers and adjustments.

2. CONTRACTOR shall initiate contacts with state agencies, and sales management and accounting officials in companies that have businesses where a probability of error exists to verify whether current tax receipts accurately reflect the local sales activity. Such contacts will be conducted in a professional and courteous manner.

3. CONTRACTOR shall (i) prepare and submit to the Board of Equalization information for the purpose of correcting allocation errors that are identified and (ii) follow-up with individual businesses and the State Board of Equalization to promote recovery by the CITY of back or prospective quarterly payments that may be owing.

4. If during the course of its audit, CONTRACTOR finds businesses located in the CITY that are properly reporting sales and use tax but have the potential for modifying their operation to provide an even greater share to the CITY, CONTRACTOR may so advise CITY and work with those businesses and the CITY to encourage such changes.

C. CONSULTING AND OTHER OPTIONAL SERVICES

CONTRACTOR may, from time to time in its sole discretion, consult with CITY staff, including without limitation, regarding (i) technical questions and other issues related to sales, use and transactions tax; (ii) utilization of reports to enhance business license collection efforts; and (iii) sales tax projections for proposed annexations, economic development projects and budget planning. In addition to the foregoing optional consulting services, CONTRACTOR may, from time to time in its sole discretion, perform other optional Services, including without limitation, negotiating/review of tax sharing agreements, establishing purchasing corporations, and meeting with taxpayers to encourage self-assessment of use tax.

III. CONSIDERATION

A. CONTRACTOR shall provide the sales tax and economic analysis Services described in Section II-A above for a fee of **$350** per month, commencing with the month of the Effective Date (hereafter referred to as "monthly fee"). The monthly fee shall be invoiced quarterly in arrears, and shall be paid by CITY no later than 30 days after the invoice date. The monthly fee shall increase annually following the month of the Effective Date by the percentage increase in the "CPI" for the preceding twelve month period. In no event shall the monthly fee be reduced by this calculation. For purposes of this Agreement, the "CPI" shall mean the Consumer Price Index - All Urban Consumers for the surrounding statistical metropolitan area nearest CITY, All Items (1982-84 = 100), as published by the

U.S. Department of Labor, Bureau of Labor Statistics, or, if such index should cease to be published, any reasonably comparable index selected by CONTRACTOR.

B. 1. CONTRACTOR shall be further paid 15% of all new and recovered sales, use and transactions tax revenue received by the CITY as a result, in whole or in part, of the allocation audit and recovery services described in Section II-B above (hereafter referred to as "audit fee"), including without limitation, any reimbursement or other payment from any state fund and any point of sale misallocations.

2. The audit fee shall be paid even if CITY assists, works in parallel with, and/or incurs attorneys' fees or other costs or expenses in connection with any of the relevant Services. Among other things, the audit fee applies to state fund transfers received for back quarter reallocations and monies received in the first eight consecutive reporting quarters following completion of the allocation audit by CONTRACTOR and confirmation of corrections by the State Board of Equalization. CITY shall pay audit fees upon CONTRACTOR'S submittal of evidence of CONTRACTOR'S work in support of recovery of subject revenue, including, without limitation, copies of BOE 549-S petition forms of any other correspondence between CONTRACTOR and the Board of Equalization or the taxpayer.

3. For any increase in the tax reported by businesses already properly making tax payments to CITY, it shall be CONTRACTOR's responsibility to support in its invoices the audit fee attributable, in whole or in part, to CONTRACTOR's Services.

C. CONTRACTOR shall invoice CITY for any consulting and other optional Services rendered to CITY in accordance with Section II-C above based on the following hourly rates on a monthly or a quarterly basis, at CONTRACTOR's option. All such invoices shall be payable by CITY no later than 30 days following the invoice date. CITY shall not be invoiced for any consulting Services totaling less than an hour in any month. The hourly rates in effect as of the Effective Date are as follows:

Principal	$295 per hour
Programmer	$250 per hour
Senior Analyst	$195 per hour
Analyst	$100 per hour

CONTRACTOR may change such hourly rates from time to time upon not less than 30 days' prior written notice to CITY.

D. Any invoices not paid in accordance with the Thirty (30) day payment terms, shall accrue monthly interest at a rate equivalent to ten percent (10%) per annum until paid.

E. CONTRACTOR unilaterally retains the right to divide any recovery bills in excess of $25,000 over a one (1) year period (Four (4) quarterly billings).

F. CONTRACTOR shall provide CITY with an itemized quarterly invoice showing all formula calculations and amounts due for the audit fee (including, without limitation, a detailed listing of any corrected misallocations), which shall be paid by CITY no later than 30 days following the invoice date.

IV. CONFIDENTIALITY; OWNERSHIP/USE OF INFORMATION

A. Section 7056 of the State of California Revenue and Taxation Code specifically limits the disclosure of confidential taxpayer information contained in the records of the State Board of Equalization. Section 7056 specifies the conditions under which a CITY may authorize persons other than CITY officers and employees to examine State Sales and Use Tax records.

B. The following conditions specified in Section 7056-(b), (1) of the State of California Revenue and Taxation Code are hereby made part of this Agreement:

1. CONTRACTOR is authorized by this Agreement to examine sales, use or transactions and use tax records of the Board of Equalization provided to CITY pursuant to contract under the Bradley-Burns Uniform Sales and Use Tax Law Revenue and Taxation Code section 7200 et.seq.

2. CONTRACTOR is required to disclose information contained in, or derived from, those sales, use or transactions and use tax records only to an officer or employee of the CITY who is authorized by resolution to examine the information.

3. CONTRACTOR is prohibited from performing consulting services for a retailer, as defined in California Revenue & Taxation Code Section 6015, during the term of this Agreement.

4. CONTRACTOR is prohibited from retaining the information contained in, or derived from those sales, use or transactions and use tax records, after this Agreement has expired. Information obtained by examination of Board of Equalization records shall be used only for purposes related to collection of local sales and use tax or for other governmental functions of the CITY as set forth by resolution adopted pursuant to Section 7056 (b) of the Revenue and Taxation Code.

The resolution shall designate the CONTRACTOR as a person authorized to examine sales and use tax records and certify that this Agreement meets the requirements set forth above and in Section 7056 (b), (1) of the Revenue and Taxation Code.

C. Software Use. CONTRACTOR hereby provides authorization to CITY to access CONTRACTOR'S Sales Tax website if CITY chooses to subscribe to the software and reports option. The website shall only be used by authorized CITY staff. No access will be granted to any third party without explicit written authorization by CONTRACTOR. CITY shall not sublet, duplicate, modify, decompile, reverse engineer, disassemble, or attempt to derive the source code of said software. The software use granted hereunder shall not imply ownership by CITY of said software, or any right of CITY to sell said software or the use of same, or any right to use said software for the benefit of others. This software use authorization is not transferable. Upon termination or expiration of this Agreement, the software use authorization shall expire, and all CITY staff website logins shall be de-activated.

D. Proprietary Information. As used herein, the term "proprietary information" means all information or material that has or could have commercial value or other utility in CONTRACTOR's business, including without limitation: CONTRACTOR'S (i) computer or data processing programs; (ii) data processing applications, routines, subroutines, techniques or systems; desktop or web-based software; (iii) business processes; (iv) marketing plans, analysis and strategies; and (v) materials and techniques used; as well as the terms and conditions of this Agreement. Except as otherwise required by law, CITY shall hold in confidence and shall not use (except as expressly authorized by this Agreement) or disclose to any other party any proprietary information provided, learned of or obtained by CITY in connection with this Agreement. The obligations imposed by this Section IV-D shall survive any expiration or termination of

this Agreement or otherwise. The terms of this Section IV-D shall not apply to any information that is public information.

V. CITY MATERIALS AND SUPPORT

CITY shall adopt a resolution in a form acceptable to the State Board of Equalization and in compliance with Section 7056 of the Revenue and Taxation Code, authorizing CONTRACTOR to examine the confidential sales tax records of CITY. CITY further agrees to provide any information or assistance that may readily be available such as business license records within the CITY and to provide CONTRACTOR with proper identification for contacting businesses. CITY further agrees to continue CONTRACTOR's authorization to examine the confidential sales tax records of the CITY by maintaining CONTRACTOR's name on the CITY resolution or by providing copies of future allocation reports on computer readable magnetic media until such time as all audit adjustments have been completed by the State Board of Equalization and any audit fee owing to CONTRACTOR has been paid.

VI. LICENSE, PERMITS, FEES AND ASSESSMENTS

CONTRACTOR shall obtain such licenses, permits and approvals (collectively the "Permits") as may be required by law for the performance of the Services. CITY shall assist CONTRACTOR in obtaining such Permits, and CITY shall absorb all fees, assessments and taxes which are necessary for any Permits required to be issued by CITY.

VII. TERMINATION

This Agreement may be terminated for convenience by either party by giving 30 days written notice to the other of such termination and specifying the effective date thereof. Upon the presentation of such notice, CONTRACTOR may continue to perform Services through the date of termination. Following termination of this Agreement, CITY shall continue to timely pay CONTRACTOR's invoices for Services performed and not paid for prior to termination.

Anything to the contrary herein notwithstanding (and without limitation on the foregoing sentence), CITY shall continue to pay to CONTRACTOR the audit fee for tax payments received by CITY after termination of this Agreement from (i) state fund transfers for back quarter reallocations and the first eight consecutive calendar quarters following completion of the allocation audit by CONTRACTOR and confirmation of corrections by the State Board of Equalization; and (ii) businesses identified by CONTRACTOR pursuant to Section III-B-3 above, to the extent such businesses commence or continue to make increased tax payments during the first 24 months following termination of this Agreement.

VIII. INDEPENDENT CONTRACTOR

CONTRACTOR shall perform the services hereunder as an independent contractor and shall furnish such services in its own manner and method, and under no circumstances or conditions shall any agent, servant, or employee of CONTRACTOR be considered as an employee of CITY.

IX. NON-ASSIGNMENT

This Agreement is not assignable either in whole or in part by CONTRACTOR without the written consent of CITY.

X. INSURANCE

CONTRACTOR shall maintain the policies set out below, and in amounts of coverage not less than those indicated herein. Additionally, where required by CITY, CONTRACTOR shall name the CITY as an additional insured on CONTRACTOR'S comprehensive general liability policy and provide a Certificate of Insurance.

1. Worker's Compensation and Employer's Liability. In accordance with applicable law.

2. Comprehensive General Liability. Bodily injury liability in the amount of $1,000,000 for each person in any one accident, and $1,000,000 for injuries sustained by two or more persons in any one accident. Property damage liability in the amount of $1,000,000 for each accident, and $2,000,000 aggregate for each year of the policy period.

3. Comprehensive Automobile Liability. Bodily injury liability coverage of $1,000,000 for each accident.

4. Errors and Omissions. In addition to any other insurance required by this Agreement, CONTRACTOR shall provide and maintain, during the term of this Agreement, professional liability insurance in the amount of $1,000,000 as evidenced by a Certificate of Insurance.

XI. INDEMNIFICATION

CONTRACTOR hereby agrees to, and shall hold CITY, its elective and appointive boards, officers, agents and employees, harmless from any liability for damage or claims for damage for personal injury, including death, as well as from claims for breach of confidentiality or property damage which may arise from CONTRACTOR'S willful or negligent acts, errors or omissions or those of its employees or agents. CONTRACTOR agrees to and shall defend CITY and its elective and appointive boards, officers, agents and employees from any suits or actions at law or in equity for damages caused, or alleged to have been caused, by reason of any of the aforesaid willful or negligent acts, errors or omissions.

CITY hereby agrees to, and shall hold CONTRACTOR, its officers, agents and employees, harmless from any liability for damage or claims for damage for personal injury, including death, as well as from claims for breach of confidentiality or property damage which may arise from CITY'S negligent acts, errors or omissions including misuse or improper disclosure of confidential information contained in reports submitted by contractor under this Agreement. CITY agrees to and shall defend CONTRACTOR and its officers, agents and employees from any suits or actions at law or in equity for damage caused, or alleged to have

been caused, by reason of any of the aforesaid negligent acts, errors or omissions and/or misuse or improper disclosure of confidential information.

XII. IRREPARABLE HARM

CONTRACTOR and CITY each understands and agrees that any breach of this Agreement by either of them may cause the other party hereto irreparable harm, the amount of which may be difficult to ascertain, and therefore agrees that such other party shall have the right to apply to a court of competent jurisdiction for specific performance and/or an order restraining and enjoining any further breach and for such other relief as such other party shall deem appropriate. Such right is to be in addition to the remedies otherwise available to such other party at law or in equity. The parties hereto expressly waive the defense that a remedy in damages will be adequate and any requirement in an action for specific performance or injunction hereunder for the posting of a bond.

XIII. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of California (without regard to its choice of law provisions). If any legal action is necessary to enforce or interpret this Agreement, the parties agree that such action shall be brought in the Superior Court for the State of California, County of Los Angeles, or the U.S. District Court for the Central District of California, Western Division. The parties hereby submit to the exclusive jurisdiction of such courts and waive any other venue to which either party might be entitled by domicile or otherwise.

XIV. ATTORNEYS' FEES

If any party hereto brings an action or proceeding under this Agreement or to declare rights hereunder, the Prevailing Party in any such proceeding, action, or appeal thereon shall be entitled to recover all reasonable fees, costs and expenses, including reasonable attorneys'

fees. Such fees, costs and expenses may be awarded in the same suit or recovered in a separate suit, whether or not such action or proceeding is pursued to decision or judgment. The attorneys' fees award shall not be computed in accordance with any court fee schedule, but shall be such as to fully reimburse all attorneys' fees reasonably incurred. "Prevailing Party" shall mean and include, without limitation, a party who substantially obtains or defeats the relief sought, as the case may be, whether by compromise, settlement, judgment, or the abandonment by the other party of its claim or defense.

XV. SEVERABILITY; NO WAIVER

The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the other provisions of this Agreement, which shall remain in full force and effect. If any of the provisions of this Agreement shall be deemed to be unenforceable by reason of its extent, duration, scope or otherwise, then the parties contemplate that the court making such determination shall enforce the remaining provisions of this Agreement, and shall reduce such extent, duration, scope, or other provision and shall enforce them in their reduced form for all purposes contemplated by this Agreement. No failure or delay by either party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

XVI. NOTICES

All notices sent by a party under this Agreement shall be in writing and shall be deemed properly delivered to the other party as of the date of receipt, if received on a business day prior to 3:00 PM local time, or otherwise on the next business day after receipt, provided delivery occurs personally, by courier service, or by U.S. mail to the other party at its address set forth below, or to such other address as either party may, by written notice, designate to the other party. Notices to CONTRACTOR shall be sent to HINDERLITER, de LLAMAS and

ASSOCIATES, 1340 Valley Vista Drive, Suite 200, Diamond Bar, CA 91765; and notices to CITY shall be sent to CITY OF WINTERS, 318 1st Street, Winters, CA 95694.

XVII. ENTIRE AGREEMENT; ETC.

This Agreement expresses the full and complete understanding of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous proposals, agreements, representations and understandings, whether written or oral, with respect to the subject matter. This Agreement may not be amended or modified except in writing signed by each of the parties hereto. This Agreement shall be construed as to its fair meaning and not strictly for or against either party. The headings hereof are descriptive only and not to be construed in interpreting the provisions hereof.

XVIII. COUNTERPARTS; AUTHORITY TO SIGN

This Agreement may be executed in any number of counterparts, each of which will constitute an original and all of which, when taken together, will constitute one agreement. Any signature pages of this Agreement transmitted by facsimile or sent by email in portable document format (PDF) will have the same legal effect as an original executed signature page. Each of the persons signing on behalf of a party hereto represents that he or she has the right and power to execute this Agreement on such party's behalf.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first above written by their respective officers duly authorized in their behalf.

CITY:

CITY OF WINTERS

_____

City Manager

_____

City Clerk

CONTRACTOR:

HINDERLITER, DE LLAMAS & ASSOCIATES
A California Corporation

By:_____

Andrew Nickerson, President

APPROVED AS TO FORM:

_____

City Attorney

PONTICELLO ENTERPRISES
CONSULTING ENGINEERS, INC.

City of Winters
318 First Street
Winters, CA 95694
Shelly Gunby

Invoice number 001.138.041
Date 12/06/2016

Project **099001 CITY OF WINTERS CITY ENGINEER**

Progress Billing for Professional Services Rendered 11/1/16 through 11/30/16 for PGE Gas Training Facility

LABOR

	Hours	Rate	Billed Amount
Alan L. Mitchell			
Project Management	10.75	160.00	1,720.00
Kevin J. Burke			
Construction Inspection	7.00	110.00	770.00
Plan Review	1.00	110.00	110.00

EXPENSE

	Units	Rate	Billed Amount
Kevin Mileage			
Non Vendor Expense	100.00	0.58	58.00
Subtotal			58.00

Invoice total **2,658.00**

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
PGE GAS TRAINING FACILITY PLANNING REVIEW	38,024.50	38,024.50	0.00
PGE GAS TRAINING FACILITY PARCEL MAP	5,869.25	5,869.25	0.00
PGE GAS TRAINING FACILITY IMPROVEMENT PLAN CHECK	28,649.95	28,759.95	110.00
PGE GAS TRAINING FACILITY CONSTRUCTION & INSPECTION	39,937.55	42,485.55	2,548.00
Total	112,481.25	115,139.25	2,658.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
001.138.041	12/06/2016	2,658.00	2,658.00				
	Total	2,658.00	2,658.00	0.00	0.00	0.00	0.00

Alan L. Mitchell

Timesheet Date: 12/02/2016

Project	Task	Activity	Employee Type	Sat-26	Sun-27	Mon-28	Tue-29	Wed-30	Thu-01	Fri-02	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				0.50	0.25			0.75
			Regular total	0.00	0.00	0.00	0.50	0.25	0.00	0.00	0.75
			Timesheet total	0.00	0.00	0.00	0.50	0.25	0.00	0.00	0.75

Timesheet Date: 11/25/2016

Project	Task	Activity	Employee Type	Sat-19	Sun-20	Mon-21	Tue-22	Wed-23	Thu-24	Fri-25	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager			0.75	1.50				2.25
			Regular total	0.00	0.00	0.75	1.50	0.00	0.00	0.00	2.25
			Timesheet total	0.00	0.00	0.75	1.50	0.00	0.00	0.00	2.25

Timesheet Date: 11/18/2016

Project	Task	Activity	Employee Type	Sat-12	Sun-13	Mon-14	Tue-15	Wed-16	Thu-17	Fri-18	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager			0.75	1.50	1.25		0.50	4.00
			Regular total	0.00	0.00	0.75	1.50	1.25	0.00	0.50	4.00
			Timesheet total	0.00	0.00	0.75	1.50	1.25	0.00	0.50	4.00

Timesheet Date: 11/11/2016

Project	Task	Activity	Employee Type	Sat-05	Sun-06	Mon-07	Tue-08	Wed-09	Thu-10	Fri-11	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				0.25	1.00		1.00	2.25
			Regular total	0.00	0.00	0.00	0.25	1.00	0.00	1.00	2.25
			Timesheet total	0.00	0.00	0.00	0.25	1.00	0.00	1.00	2.25

Timesheet Date: 11/04/2016

Project	Task	Activity	Employee Type	Sat-29	Sun-30	Mon-31	Tue-01	Wed-02	Thu-03	Fri-04	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				0.75		0.50	0.25	1.50
			Regular total	0.00	0.00	0.00	0.75	0.00	0.50	0.25	1.50
			Timesheet total	0.00	0.00	0.00	0.75	0.00	0.50	0.25	1.50

Kevin J. Burke

Timesheet Date: 11/18/2016

Project	Task	Activity	Employee Type	Sat-12	Sun-13	Mon-14	Tue-15	Wed-16	Thu-17	Fri-18	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Construction Inspection	Senior Construction Inspector					3.00			3.00
City of Winters City Engineer	PGE Gas Training Facility Improvement Plan Check	Plan Review	Senior Construction Inspector			1.00					1.00
			Regular total	0.00	0.00	1.00	0.00	3.00	0.00	0.00	4.00
			Timesheet total	0.00	0.00	1.00	0.00	3.00	0.00	0.00	4.00

Timesheet Date: 11/11/2016

Project	Task	Activity	Employee Type	Sat-05	Sun-06	Mon-07	Tue-08	Wed-09	Thu-10	Fri-11	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Construction Inspection	Senior Construction Inspector				2.00	2.00			4.00
			Regular total	0.00	0.00	0.00	2.00	2.00	0.00	0.00	4.00
			Timesheet total	0.00	0.00	0.00	2.00	2.00	0.00	0.00	4.00

PONTICELLO ENTERPRISES
CONSULTING ENGINEERS, INC.

City of Winters
318 First Street
Winters, CA 95694
Shelly Gunby

Invoice number 001.138.042
Date 01/10/2017

Project **099001 CITY OF WINTERS CITY ENGINEER**

Progress Billing for Professional Services Rendered 12/1/16 through 12/31/16 for PGE Gas Training Facility

LABOR

	Hours	Rate	Billed Amount
Alan L. Mitchell			
Project Management	6.50	160.00	1,040.00

CONSULTANT

		Billed Amount
Consultant		
Laugenour & Meikle		1,077.50
	Subtotal	1,077.50
	Subtotal	1,077.50

Invoice total **2,117.50**

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
PGE GAS TRAINING FACILITY PLANNING REVIEW	38,024.50	38,024.50	0.00
PGE GAS TRAINING FACILITY PARCEL MAP	5,869.25	5,869.25	0.00
PGE GAS TRAINING FACILITY IMPROVEMENT PLAN CHECK	28,759.95	29,837.45	1,077.50
PGE GAS TRAINING FACILITY CONSTRUCTION & INSPECTION	42,485.55	43,525.55	1,040.00
Total	115,139.25	117,256.75	2,117.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
001.138.042	01/10/2017	2,117.50	2,117.50				
	Total	2,117.50	2,117.50	0.00	0.00	0.00	0.00

City of Winters
Project 099001 CITY OF WINTERS CITY ENGINEER

Invoice number 001.138.042
Date 01/10/2017

Alan L. Mitchell

Timesheet Date: 12/30/2016

Project	Task	Activity	Employee Type	Sat-24	Sun-25	Mon-26	Tue-27	Wed-28	Thu-29	Fri-30	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager					0.50			0.50
			Regular total	0.00	0.00	0.00	0.00	0.50	0.00	0.00	0.50
			Timesheet total	0.00	0.00	0.00	0.00	0.50	0.00	0.00	0.50

Timesheet Date: 12/23/2016

Project	Task	Activity	Employee Type	Sat-17	Sun-18	Mon-19	Tue-20	Wed-21	Thu-22	Fri-23	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				0.25	0.50	0.25		1.00
			Regular total	0.00	0.00	0.00	0.25	0.50	0.25	0.00	1.00
			Timesheet total	0.00	0.00	0.00	0.25	0.50	0.25	0.00	1.00

Timesheet Date: 12/16/2016

Project	Task	Activity	Employee Type	Sat-10	Sun-11	Mon-12	Tue-13	Wed-14	Thu-15	Fri-16	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				1.50	0.25		0.25	2.00
			Regular total	0.00	0.00	0.00	1.50	0.25	0.00	0.25	2.00
			Timesheet total	0.00	0.00	0.00	1.50	0.25	0.00	0.25	2.00

Timesheet Date: 12/09/2016

Project	Task	Activity	Employee Type	Sat-03	Sun-04	Mon-05	Tue-06	Wed-07	Thu-08	Fri-09	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager				0.75		1.50	0.50	2.75
			Regular total	0.00	0.00	0.00	0.75	0.00	1.50	0.50	2.75
			Timesheet total	0.00	0.00	0.00	0.75	0.00	1.50	0.50	2.75

Timesheet Date: 12/02/2016

Project	Task	Activity	Employee Type	Sat-26	Sun-27	Mon-28	Tue-29	Wed-30	Thu-01	Fri-02	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Senior Project Manager						0.25		0.25
			Regular total	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.25
			Timesheet total	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.25

LAUGENOUR AND MEIKLE
PO Box 828
Woodland, CA 95776
(530) 662-1755

Ponticello Enterprises
1216 Fortna Avenue
Woodland, CA 95776

Invoice number 17773
Date 12/31/2016

Project **00780-052-C1 PG&E IMPROVEMENT PLAN CHECK FOR CITY OF WINTERS**

FOR PROFESSIONAL SERVICES THROUGH: December 25, 2016

TERMS: NET 30

PLEASE NOTE INVOICE NUMBER ON YOUR CHECK. THANK YOU.

CONTACT: ALAN MITCHELL

PROGRESS BILLING:

Labor

	Date	Hours	Rate	Billed Amount
Principal Engineer				
Bryan P. Bonino				
390 In-House Plan Check				
	11/17/2016	0.50	175.00	87.50
REVIEW STREET LIGHT PLANS				
Senior Engineer/Project Manager				
Paymon Fardanesh				
590 Review Comments				
	11/11/2016	3.00	165.00	495.00
REVIEW PLANS AND BACK CHECK COMMENTS				
	11/14/2016	1.00	165.00	165.00
STREET LIGHT REVIEW				
	11/16/2016	2.00	165.00	330.00
	Subtotal	6.00		990.00
	Labor subtotal	6.50		1,077.50

Invoice total **1,077.50**

Summary to Date

Description	Total Billed	Prior Billed	Current Billed
ENGINEERING & SURVEYING	23,220.45	22,142.95	1,077.50
Total	23,220.45	22,142.95	1,077.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17773	12/31/2016	1,077.50	1,077.50				
	Total	1,077.50	1,077.50	0.00	0.00	0.00	0.00

PONTICELLO ENTERPRISES
CONSULTING ENGINEERS, INC.

City of Winters
318 First Street
Winters, CA 95694
Shelly Gunby

Invoice number 001.138.044
Date 03/16/2017

Project **099001 CITY OF WINTERS CITY ENGINEER**

Progress Billing for Professional Services Rendered 2/01/17 through 02/28/17 for PGE Gas Training Facility

LABOR

	Hours	Rate	Billed Amount
Alan L. Mitchell			
Project Management	5.00	170.00	850.00

CONSULTANT

		Billed Amount
Consultant		
Laugenour & Meikle		330.00
	Subtotal	330.00
	Subtotal	330.00

Invoice total **1,180.00**

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
PGE GAS TRAINING FACILITY PLANNING REVIEW	38,024.50	38,024.50	0.00
PGE GAS TRAINING FACILITY PARCEL MAP	5,869.25	5,869.25	0.00
PGE GAS TRAINING FACILITY IMPROVEMENT PLAN CHECK	29,837.45	29,837.45	0.00
PGE GAS TRAINING FACILITY CONSTRUCTION & INSPECTION	44,821.25	46,001.25	1,180.00
Total	118,552.45	119,732.45	1,180.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
001.138.044	03/16/2017	1,180.00	1,180.00				
	Total	1,180.00	1,180.00	0.00	0.00	0.00	0.00

Alan L. Mitchell

Timesheet Date: 03/03/2017

Project	Task	Activity	Employee Type	Sat-25	Sun-26	Mon-27	Tue-28	Wed-01	Thu-02	Fri-03	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Principal			0.50					0.50
			Regular total	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.50
			Timesheet total	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.50

Timesheet Date: 02/24/2017

Project	Task	Activity	Employee Type	Sat-18	Sun-19	Mon-20	Tue-21	Wed-22	Thu-23	Fri-24	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Principal						0.50	0.25	0.75
			Regular total	0.00	0.00	0.00	0.00	0.00	0.50	0.25	0.75
			Timesheet total	0.00	0.00	0.00	0.00	0.00	0.50	0.25	0.75

Timesheet Date: 02/17/2017

Project	Task	Activity	Employee Type	Sat-11	Sun-12	Mon-13	Tue-14	Wed-15	Thu-16	Fri-17	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Principal			0.25				0.25	0.50
			Regular total	0.00	0.00	0.25	0.00	0.00	0.00	0.25	0.50
			Timesheet total	0.00	0.00	0.25	0.00	0.00	0.00	0.25	0.50

Timesheet Date: 02/10/2017

Project	Task	Activity	Employee Type	Sat-04	Sun-05	Mon-06	Tue-07	Wed-08	Thu-09	Fri-10	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Principal			1.00	0.75	0.75	0.25		2.75
			Regular total	0.00	0.00	1.00	0.75	0.75	0.25	0.00	2.75
			Timesheet total	0.00	0.00	1.00	0.75	0.75	0.25	0.00	2.75

Timesheet Date: 02/03/2017

Project	Task	Activity	Employee Type	Sat-28	Sun-29	Mon-30	Tue-31	Wed-01	Thu-02	Fri-03	Total
City of Winters City Engineer	PGE Gas Training Facility Construction & Inspection	Project Management	Principal						0.50		0.50
			Regular total	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50
			Timesheet total	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50

LAUGENOUR AND MEIKLE
PO Box 828
Woodland, CA 95776
(530) 662-1755

Ponticello Enterprises
1216 Fortna Avenue
Woodland, CA 95776

Invoice number 17919
Date 01/31/2017

Project **00780-052-C1 PG&E IMPROVEMENT PLAN CHECK FOR CITY OF WINTERS**

FOR PROFESSIONAL SERVICES THROUGH: January 22, 2017

TERMS: NET 30

PLEASE NOTE INVOICE NUMBER ON YOUR CHECK. THANK YOU.

CONTACT: ALAN MITCHELL

PROGRESS BILLING:

Labor

	Date	Hours	Rate	Billed Amount
Senior Engineer/Project Manager				
Paymon Fardanesh				
703 Submittals				
	01/18/2017	2.00	165.00	330.00
REVIEW LIGHT SUBMITTAL				

Invoice total **330.00**

Summary to Date

Description	Total Billed	Prior Billed	Current Billed
ENGINEERING & SURVEYING	23,550.45	23,220.45	330.00
Total	23,550.45	23,220.45	330.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17919	01/31/2017	330.00	330.00				
	Total	330.00	330.00	0.00	0.00	0.00	0.00

TO PAY THIS INVOICE WITH VISA, MASTERCARD OR DISCOVER, PLEASE CALL US AT (530) 662-1755. THANK YOU.

entered 2/28/17

Statement

LAUGENOUR AND MEIKLE
PO Box 828
Woodland, CA 95776
(530) 662-1755

Ponticello Enterprises
1216 Fortna Avenue
Woodland, CA 95776

Statement date: 2/27/2017

	Invoice Number	Invoice Date	Amount
Ponticello Enterprises			
00780-052-C1 PG&E Improvement Plan Check for City of Winters			
	17919	1/31/2017	330.00
		Client Outstanding	330.00

Ponticello Enterprises						
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days	Prepayment
330.00	330.00	0.00	0.00	0.00	0.00	0.00

PONTICELLO ENTERPRISES
CONSULTING ENGINEERS, INC.

City of Winters
318 First Street
Winters, CA 95694
Shelly Gunby

Invoice number 001.140.008
Date 11/11/2016

Project **099001 CITY OF WINTERS CITY ENGINEER**

Progress Billing for Professional Services Rendered 10/01/16 through 10/31/16 for Yolo Federal Credit Union

LABOR

	Hours	Rate	Billed Amount
Alan L. Mitchell			
Project Management	2.25	160.00	360.00

Invoice total **360.00**

Invoice Summary

Description	Prior Billed	Total Billed	Current Billed
YOLO FCU CONSTRUCTION AND INSPECTION	10,794.00	11,154.00	360.00
Total	10,794.00	11,154.00	360.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
001.140.008	11/11/2016	360.00	360.00				
	Total	360.00	360.00	0.00	0.00	0.00	0.00

Alan L. Mitchell

Timesheet Date: 10/21/2016

Project	Task	Activity	Employee Type	Sat-15	Sun-16	Mon-17	Tue-18	Wed-19	Thu-20	Fri-21	Total
City of Winters City Engineer	Yolo FCU Construction and Inspection	Project Management	Senior Project Manager			0.50				0.50	1.00
			Regular total	0.00	0.00	0.50	0.00	0.00	0.00	0.50	1.00
			Timesheet total	0.00	0.00	0.50	0.00	0.00	0.00	0.50	1.00

Timesheet Date: 10/07/2016

Project	Task	Activity	Employee Type	Sat-01	Sun-02	Mon-03	Tue-04	Wed-05	Thu-06	Fri-07	Total
City of Winters City Engineer	Yolo FCU Construction and Inspection	Project Management	Senior Project Manager			0.25	0.50			0.50	1.25
			Regular total	0.00	0.00	0.25	0.50	0.00	0.00	0.50	1.25
			Timesheet total	0.00	0.00	0.25	0.50	0.00	0.00	0.50	1.25

CITY OF
WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

FROM: Shelly A. Gunby, Director of Financial Management

SUBJECT: Approval of Contract with Hansford Economic Consulting

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RECOMMENDATION:
Staff recommends the City Council approve a contract with in an amount not to exceed $65,000 for the development of a Public Facilities Financing Plan and Development Impact Fee and Nexus Study. Staff also recommends that the City Council authorize the City Manager to sign the approved contract on behalf of the City of Winters.

BACKGROUND:
The City of Winters last had a Public Facilities Financing Plan and Development Impact Fee Nexus Study prepared in March 2003. The Public Facilities Financing Plan is the document that details the list of public projects needed for the City of Winters, and proposed financing options for obtaining/building those projects.

The Development Impact Fee Nexus Study is to update the impact fee program of the City of Winters, and establish the nexus between projected new development within the City and the additional public capital facilities required to serve the new development. This study is also known as an AB1600, codified under Section 66000 et seq of the California Government Code.

Staff issued a Request for Proposal on April 4, 2017 for consultants interested in providing services to develop a Public Facilities Financing Plan and Development Impact Fee and Nexus Study. Response were due on May 2, 2017, and 5 consultants submitted proposals. All 5 consultants were interviewed by staff on May 24, 2017 and the consensus among involved staff was that Hansford Economic Consulting was the best fit for the project.

FISCAL IMPACT:
$65,000 paid for out of the various impact fee funds (Approximately $7,300 per fund).

ATTACHMENTS:
City of Winters Consultant Agreement.

CITY OF
WINTERS
california
Est. 1875

CONSULTANT SERVICES AGREEMENT
AGREEMENT No. _____

THIS AGREEMENT is made at Winters, California, as of June 6, 2017, by and between the City of Winters ("the CITY") and Hansford Economic Consulting (CONSULTANT)", who agree as follows:

1. SERVICES. Subject to the terms and conditions set forth in this Agreement, CONSULTANTS shall provide to the City the Services described in Exhibit "A", which is the CONSULTANT'S Proposal dated May 2, 2017. Consultant shall provide said services at the time, place, and in the manner specified by the City of Winters and Exhibit "A".

2. PAYMENT. The Consultant shall be paid for the actual costs, for all time and materials expended, in accordance with the Schedule of Fees included in Exhibit "B", but in no event shall total compensation exceed Sixty-five thousand dollars ($65,000.00 _____), without the City's prior written approval. City shall pay consultant for services rendered pursuant to the Agreement and described in Exhibit "A".

3. FACILITIES AND EQUIPMENT. CONSULTANT shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing services pursuant to this Agreement.

4. GENERAL PROVISIONS. The general provisions set forth in Exhibit "C" are part of this Agreement. In the event of any inconsistency between said general provisions and any other terms or conditions of this Agreement, the other term or condition shall control only insofar as it is inconsistent with general Provisions.

5. EXHIBITS. All exhibits referred to therein are attached hereto and are by this reference incorporated herein.

EXECUTED as of day first above-stated.

CITY OF WINTERS
a municipal corporation

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

CONSULTANT

By: _____

ATTEST:

By: _____
Nanci G. Mills, CITY CLERK

Exhibit "A" Provided by Consultant

HANSFORD
ECONOMIC CONSULTING

Development Impact Fee and Nexus Study Proposal for the City of Winters

CITY OF
WINTERS
california
Est. 1875

Submitted:
May 2, 2017

HEC Project #170230

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HANSFORD
ECONOMIC CONSULTING

PO Box 10384
Truckee, CA 96162

Phone: 530-412-3676
Email: catherine@hansfordecon.com

May 2, 2017

Ms. Shelly Gunby
Director of Financial Management
City of Winters
318 First Street
Winters, CA 95694

Subject: PROPOSAL – Public Facilities Financing Plan and Nexus Study

Dear Ms. Gunby:

Thank you for the opportunity to submit a proposal for the City of Winters (City) Update of its Public Facility Financing Plan and Development Impact Fee Program Nexus Study (Study). This Study provides an important update to the 2003 Study to ensure that growth is paying its fair share of City infrastructure costs, allowing the City to develop in a planned and orderly fashion, and not place additional stress on essential City infrastructure and services.

Hansford Economic Consulting (HEC) provides planning, economic, and financial services for public and private clients in the Western United States. The company, founded in 2005, is owned and managed by Catherine Hansford, an applied economist with over 20 years of experience. Catherine is supported by three staff, two of which would be assigned to the Study. With a proven track record of completed projects and references listed herein, HEC offers the necessary skill sets, resources, and personnel for successful, straightforward execution of the Study from the award date to project completion.

We look forward to having the opportunity to discuss our proposal with the City in greater detail. All correspondence should be directed to myself, Catherine Hansford, at (530) 412-3676 or catherine@hansfordecon.com. This proposal is valid for ninety (90) days from the date of submittal.

Sincerely,

C Hansford

Catherine R. Hansford
HANSFORD ECONOMIC CONSULTING

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Proposal Contents

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Attachment A: Staff Resumes	
Placer County Western Affordable Housing Fee Nexus Study (electronic copy only)	

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1. Scope of Services

Understanding and Approach

The City of Winters (City) last updated the Public Facilities Financing Plan and Nexus Study (Study) for development impact fees in 2003. Given that capital projects have likely either been completed or changed substantially since 2003, these fees need to be updated. In addition, it is best practice to review the adequacy of fees at least every five years. This Study will update the fees required of new development to mitigate for their impacts on City infrastructure in accordance with California Government Code Section 66000 et seq.

In this update of the Study, the City can review the methodologies used to allocate costs among new development that benefit from public infrastructure. HEC will recommend changes or opportunities for additional revenue to accommodate Citywide growth.

Per the California Constitution, development impact fees can only fund capital projects in the Capital Improvements Plan (CIP) that benefit future development. Any facilities, or portions of facility costs, that will be built with other revenue sources will be shown as offsetting credits in the analysis. A Public Facilities Financing Plan (PFFP) is created first to demonstrate sufficiency of revenue sources to serve the General Plan anticipated development. The PFFP will identify revenue sources by infrastructure or service type (listed below) in the development impact fee program (DIF) and the assumptions for financing revenue gaps.

Existing fees charged to new development include:

1. Water System
2. Wastewater System
3. General Storm Drain
4. Streets
5. Parks and Recreation
6. Police
7. Fire Protection
8. General Capital
9. Storm Drain Non-Flood
10. Monitoring

Items to be addressed with the DIF program include:

- Fee methodology,
- Estimated potential growth in users over the projected period,
- Construction timing of the CIP projects,
- Credits/reimbursements on the books,

- Administrative cost recovery,
- Potential financing mechanisms and interest charges allocated to future development; and
- Addressing increased costs over time.

The DIF model will be built in Microsoft Excel, giving the ability to test various key assumptions such as inflation, different capital improvement scenarios, and growth rates of new development. The model will allow for adjustments to the calculation methodology if necessary for any fee component. All assumptions used in the model will be clearly defined, and tables will be presented in an easily understandable format.

Tasks

Task 1: Project Kickoff and Project Management

A kickoff meeting to discuss necessary data and information, concur on deliverables and schedule, and discuss the key considerations for each fee component included in the Study (such as police, fire, etc.) will be held. Good comparison cities for the DIF analysis in Task 4 will be discussed.

Project management, including periodic conference calls with City staff, is also included in this task for the duration of the Study.

Meetings: One kick-off meeting.

Deliverables: Prior to each call, HEC will email an agenda of items to be discussed. Following each call, a summary email with discussions and actions to be taken will be sent to the City.

Task 2: Public Facilities Financing Plan

The PFFP will be the collaborative product of the financial consultant, City Engineer, and City staff. Using land use projections provided by City staff and cost estimates for City facilities provided by the City Engineer, HEC will summarize the need for additional infrastructure to serve new development, associated costs, and timing of expenditures. If there are facility costs not yet developed by the City Engineer, HEC may use approaches such as:

- Inflation of costs to 2017 dollars using a construction cost index such as the Engineering News Record (ENR) CCI;
- Interviews with City staff;
- Review of any construction cost data from recent construction in the City;
- Surveying surrounding jurisdictions for relevant cost information, and
- Other data sources such as RSMeans, if no good local cost estimates are available.

All cost assumptions will be reviewed by City staff and will be clearly explained in the PFFP and Nexus Study. Financing alternatives for public facilities needed by new and existing development will be examined. The fiscal impacts of the General Plan and suggestions for mitigation measures will be summarized.

Cash flow may be expressed yearly or in incremental time periods, such as every five years, depending on the level of detail and confidence in the projections. Revenue gaps will be identified for each City infrastructure category in the DIF and financing alternatives presented. Mitigation measures to fill the revenue gaps may include update of the Citywide DIF, new development impact fees for particular areas, land-secured financing mechanisms (such as Community Facility Districts or Assessment Districts), and other financing tools.

Note that the PFFP only addresses infrastructure (capital investment) costs. It does not address the ongoing maintenance and operations costs which would be financed by revenue sources such as property tax, sales tax, Landscape and Lighting Districts, and so forth.

Meetings: Two meetings with staff.

Deliverables: Public Facilities Financing Plan.

Task 3: DIF Review and Data Collection

Financial Assumptions. Developed in Task 2. The PFFP will be the basis for financial assumptions used in the Nexus Study.

Growth Assumptions. Developed in Task 2. Estimates of projected development by land use category in the DIF through buildout of the General Plan will be shown. HEC will review current dwelling unit equivalents (DUEs) used by the City to calculate total DUEs which are used to spread costs between the land uses.

Capital Improvement Assumptions. The PFFP will identify projects that will need to be constructed through the study period (as identified in the General Plan) and their costs. The developed Capital Improvement Plan (CIP) is allocated between infrastructure benefitting existing and new customers. Before moving forward with DIF calculations, HEC will work with City Staff to:

- Update or confirm existing service level standards
- Eliminate facilities previously identified on the DIF capital project lists that have been completed.

HEC may make suggested changes on the impact fee structure before starting calculation of the fees in Task 4, including different fees by location. HEC will work with the City to establish the most appropriate units of allocation (expressed in acres, building square feet,

trips, residents, employees, gallons, or whatever unit of allocation is appropriate) for each fee element. Once confirmed or revised, the units of allocation are applied to growth projections to determine the total number of units of allocation through the time period for each land use for each fee component.

Meetings: One meeting with staff to discuss the assumptions for Task 4.

Deliverables: Email summarizing assumptions for the DIF.

Task 4: DIF Fee Calculations and Analysis

DIF Program: Once the facility needs and costs are fully developed (Tasks 1 through 3), the next step is to calculate the fees. Costs are allocated to each land use based on factors described above (run-off factors for storm drain, or vehicle trips for traffic, for example). Costs that have been allocated to each land use are then divided by projected units (number of residential units and non-residential building square feet) to determine the fee by land use.

A percentage, typically two to three percent, is then applied for administration costs associated with each of the fee program elements (such as for updates to the Nexus Study, accounting staff to maintain the separate fee program funds and so forth). The fee schedule for each fee component includes the cost of both the capital facilities and administration.

Fee Comparison and Feasibility Analysis: HEC will prepare a DIF comparison with neighboring cities that charge similar fees. This will allow the City to compare the proposed City of Winter's development impact fee program with other competing jurisdictions. In addition, a feasibility analysis will be prepared for residential and non-residential land uses to show the impacts of the updated fees and how cumulative City fees may encourage or discourage new development in the City of Winters compared to competing regional jurisdictions.

Meetings: One meeting with staff.

Deliverables: None – all analysis is included in the Nexus Study (Task 5).

Task 5: Prepare & Present DIF Program/Nexus Study

A Nexus Study must be prepared pursuant to Government Code 66000 *et seq*, that documents the findings necessary to establish the fee for each category of fee prepared as an AB1600 fee. The Nexus Study report will provide the legal and financial basis required to adopt the fees needed to fund the identified City capital facilities to serve new development. The report will provide the proposed fee schedules and supporting analysis. Its findings will satisfy the following requirements in a clear and concise manner:

- Identify the purpose of the fee;
- Identify how the fee is to be used;

- Determine how a reasonable relationship exists between the fee's use and the type of development project on which the fee is imposed;
- Determine how a reasonable relationship exists between the need for the public facility and the type of development project on which the fee is imposed;
- Demonstrate a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

In addition to presenting the Nexus findings in compliance with Assembly Bill (AB) 1600 and Government Code 66000 *et seq*, the Nexus Study will serve as the key document used for explaining and documenting the assumptions made in determining the proposed fee levels. Before issuing a public review draft, an administrative draft will be submitted electronically for staff review.

Meetings: Up to three meetings to present findings.

Deliverables: HEC will prepare and present a Public Review Draft of the Study (including the DIF Report and PFFP) to the City, key stakeholders, and/or City Council as directed. After revising the Public Review Draft of the Study based on community and City input, a Final Study will be prepared.

2. Qualifications

About HEC

Hansford Economic Consulting (HEC) provides planning, economic, and financial services for public and private clients in the Western United States. The company, founded in 2005, is owned and managed by Catherine Hansford, an applied economist with over 20 years of experience. HEC clients include regional agencies, counties and cities, special districts, non-profits, private entities, and homeowner associations. Our services include:

- Public Facilities and Services Financing Plans
- Fee Nexus Studies
- Fiscal Impact Studies
- Infrastructure Networks Analysis
- Economic Development & Business Impact Analysis
- Agency Governance, Mergers & Organization
- Water Utilities Resource and Financial Plans

Our high-quality work products span a breadth of land and water resource related topics that touch our human communities and environments. HEC endorses progressive and adaptive planning, understanding that plans are useful only if they are comprehensive, relevant to the specific local conditions, and lead to implementation.

HEC synthesizes ideas with data to produce deliverables that exceed client expectations. Our approach is desirable when working on sensitive community issues with a divergent customer base and/or the interests of multiple stakeholders. HEC works with clients to find the best solutions for their own unique circumstances by listening to and collaborating with them; this is what sets HEC apart from our competition.

Contact HEC
P.O. Box 10384
Truckee, CA 96162

P: (530) 412-3676
E: catherine@hansfordecon.com

Visit HEC
www.hansfordecon.com

HEC Services

Public Facilities and Services Financing Plans
HEC develops financing strategies for public facilities and services and evaluates the feasibility of new real estate. Available financing options specific to an entity may include different types of bonds, or fees, or assessments. Our financing plans consider debt limits and other restrictions that influence financing strategies for infill and greenfield developments. Examples of projects include:

- ✓ *Fresno County* – Financing Plan for Friant Ranch Active Adult Community
- ✓ *City of Sacramento* – North Natomas Public Services Financing Plan
- ✓ *Placer County* - Urban Services Plans for Placer Vineyards and Bickford Ranch
- ✓ *City of Woodland* – Spring Lake Real Estate Feasibility Analysis
- ✓ *Sacramento County* – Metro Air Park Financing Plan

Fee Nexus Studies
HEC conducts studies which show the linkage between a new development and the need for affordable housing, transit, public facilities, or other community resources. The study demonstrates the legal nexus that justifies the fees in support of the resource. Examples of projects include:

- ✓ *City of Williams* – AB1600 Nexus Study and City User Fees Update
- ✓ *City of Sacramento* – Development Impact Fees Review, Best Practices
- ✓ *Yuba County* – East Linda Specific Plan Nexus Study (roads and parks fees)
- ✓ *City of West Sacramento* – Affordable Housing In-Lieu Fee Analysis
- ✓ *Placer County* – East and West County Affordable Housing Fee Nexus Studies

Fiscal Impact Studies
HEC provides projections of the local governmental costs and revenues generated by a new development or change in policy. Changes in tax revenues, demand for services, and infrastructure costs determine whether the estimated costs incurred are balanced with an increase in revenues. Examples of projects include:

- ✓ *Fresno County* – Friant Ranch Active Adult Community Fiscal Impact Study
- ✓ *City of Woodland and Yolo County* – Commercial Development Fiscal Impact Analyses
- ✓ *City of Live Oak* – Review of Master Tax Sharing Agreement
- ✓ *City of Lincoln* – Fiscal Impact Analysis of General Plan Update EIR Alternatives
- ✓ *Northstar Community Services District* – Annexation Tax Sharing Agreement Analysis
- ✓ *City of Live Oak* – General Plan New Development Areas Financial Feasibility

Infrastructure Networks Analysis
HEC provides comprehensive infrastructure networks analysis, including demand analysis, identification of areas with excess/constrained capacity, potential problems that arise from capacity issues, and examination of potential scenarios. Examples of projects include:

- ✓ *Truckee Meadows Regional Planning Agency* - Capacity Constraints in Regional Infrastructure Networks Report
- ✓ *City of Sacramento* - Benefit Cost Analysis for TIGER funding of the Sacramento Valley Station Improvements
- ✓ *City of Fernley* - Safe Routes to Schools Report
- ✓ *City of Lincoln* – Asset Valuation and Replacement Analysis

Economic Development and Business Impact Analysis
HEC assists communities with development, redevelopment and revitalization issues. Thorough analysis of historical background and present conditions, with identification of potential opportunities driven by solid economic analysis and the input of local residents and businesses, helps community leaders take steps forward. Examples of projects include:

- ✓ *Town of Truckee* - Hilltop Development Commercial Use Economic Analysis
- ✓ *Mono County* - June Lake Economic Development and Job Creation Study
- ✓ *Placer County* – North Tahoe Redevelopment Area Market Study
- ✓ *San Joaquin County* – Jobs Housing and Economic Competitiveness Study
- ✓ *Sierra Nevada Memorial Hospital* – Economic Impact of the Hospital to Nevada County

Agency Governance, Mergers, and Organization
HEC has partnered with agencies to analyze organizational changes and strategies to better help the organization meet its goals and objectives. Structural, financial, functional, and strategic analyses are used, singularly or in combination, to provide key information to an organization's decision makers and stakeholders. Examples of projects include:

- ✓ *Truckee Donner Recreation and Parks District* – Strategic Plan
- ✓ *Truckee Meadows Regional Planning Agency* - Regional Governance Models Report
- ✓ *Somersett Owners Association* – Organizational Assessment Report
- ✓ *Spring Creek Homeowners Association* – Governance Alternatives Feasibility Analysis
- ✓ *ArrowCreek Homeowners Association* – Strategic Planning Services

Water Utilities Resource and Financial Plans
HEC helps municipalities with water utilities resource and financial plans, including: water and wastewater demand analysis projections; income surveys; water and wastewater rate and fee studies; and assistance with state and federal low-interest loan and grant program applications. Examples of projects include:

- ✓ *City of St. Helena* – Water and Wastewater Rate Studies
- ✓ *City of Livingston* - Water, Wastewater and Solid Waste Rate Studies
- ✓ *City of Waterford* – Water Rate and Fee Study
- ✓ *Donner Summit Public Utility District and Sierra Lakes County Water District* - State Revolving Fund Loan, USDA Financing, and CDBG Funding for $24 Million Upgrade
- ✓ *California State Parks, Tahoe Regional Planning Agency and the US Army Corps of Engineers* - Economic Analysis for Restoration of the Upper Truckee River

Key Personnel

Resumes are provided in **Attachment A.**

Following are summaries of key personnel and their work experience.

Catherine Hansford, Project Manager

Catherine is a practitioner of financial, economic, and resource sciences. As a professional for more than 20 years, Catherine has built a reputation for creative problem solving, excellent speaking skills and written products. She has worked in both the public and private sectors on municipal finance issues. Catherine offers a fresh perspective, having training and experience in both economics and finance, and continually looks for creative strategies to meet public service needs.

HEC is known for creativity and problem solving. HEC has been selected over large regional firms to provide rate and fee studies because of Catherine's ability to communicate concepts effectively with the audience and for her listening skills used to develop a product that reacts to local preferences.

Catherine has worked in the public and private sectors. She spent four years at the Truckee Meadows Water Authority primarily working on rates and fees and internal cost-benefit analyses. She worked for Economic and Planning Systems (Sacramento office) helping clients with municipal bond sales, new development financing plans and fee nexus studies, as well as fiscal studies. At ECO:LOGIC Engineering (now Stantec) Catherine specialized in water and wastewater public financing. At HEC, Catherine has continued to assist clients with municipal finance and economic analyses.

A list of similar work completed includes:

- City of Williams AB1600 Fees and User Fees Update (in progress)
- City of West Sacramento Affordable Housing In-Lieu Fee
- City of West Sacramento Flood Protection In-Lieu Fee
- Placer County Eastern and Western Affordable Housing Fee Nexus Studies
- City of Live Oak AB1600 Fees
- East Linda (Yuba County) Road and Park Fee Nexus Study
- Western Regional Water Commission Impact Fees Review
- Spanish Springs Wastewater Impact Fee
- City of Fernley Water and Wastewater Fees
- City of Waterford Water Rate and Fee Study
- City of Sacramento Development Impact Fees Review

Elysia Ulrich, Junior Economist

Elysia's responsibilities consist of research, data aggregation, analysis, presentations, reports, and client communications. She has contributed to the successful completion of many projects at HEC including: water and wastewater rate studies, strategic plans, agency governance, and fee nexus studies. Her previous work experience includes operations management and organizational performance, econometric and fundamental investment analysis, business strategy development, and operational support for a private hedge fund.

Elysia earned a Master of Business Administration at Western Governors University and holds a Bachelor of Arts in Economics from the University of Nevada, Reno. Elysia is a member of the Nevada Water Resources Association.

Recent relevant work experience includes:

- City of Williams - Financial model for AB1600 and user fees updates
- City of Live Oak – Utility rates and development fees comparisons
- San Joaquin County – Employees per square foot calculations
- Placer County Affordable Housing Fee Nexus Studies – GIS mapping

Zach Gustafson, Analyst

Since joining HEC in 2015, Zach has primarily been assisting clients with water utilities municipal finance. These include rate and fee studies, as well as applications for State and Federal funding for water and wastewater capital improvement projects. This work requires coordination with the agency, agency consultants, and funding program staff; continual monitoring of application status, advocating for the agency to keep the project(s) moving forward, and frequent meetings. Zach also provides in-depth research and data analysis using many sources of economic information such as US Census, California Department of Finance, and Bureau of Labor Statistics.

Zach graduated with a Bachelor's Degree in Marketing from Bentley University, Massachusetts in 2011 and studied abroad for a year at Bond University, Queensland, Australia studying International Finance, Marketing, and History in 2009.

Recent relevant work experience includes:

- City of Waterford - Water Rate and Fee Study – Fee calculations
- City of Live Oak Utility Rate and Fee Study – Water and sewer new development fee calculations
- City of Williams – Comparison of development impact fees
- Placer County Eastern and Western Affordable Housing Fee Nexus Studies – Data collection and fee calculations
- Western Regional Water Commission – Cost burden analysis of development fees
- Northstar CSD – Fiscal impact of annexation of new development

3. References

Most recently, HEC was selected through a competitive RFP process to update the City of Williams' development impact and user fees. HEC is currently updating the following development impact fees: water, wastewater, police, parks and recreation, administrative facilities, storm water/drainage, traffic, park land (Quimby), and fire.

The following three projects provide examples of recent similar services that have been completed.

Placer County

Eastern and Western Affordable Housing Fee Nexus Studies (2016)

The Western County Affordable Housing Fee Nexus Study is provided (electronically only) as a relevant work product as it is the most recent report prepared specifically to AB1600 nexus requirements. Please note that HEC prepared this report in conjunction with Mintier Harnish.

Conducted By: Catherine Hansford (95%), Chelsey Payne of Mintier Harnish (5%)

Contact: Catherine Donovan, City Manager
(530) 745-3170.....*cdonovan@placer.ca.gov*

HEC conducted two studies for Placer County that calculated the maximum justifiable fee the County could collect for affordable housing in Eastern (Tahoe) Placer County and Western Placer County. The fees were calculated for residential and non-residential land uses to meet inclusionary and workforce housing requirements.

The maximum justifiable fees were calculated pursuant to the legal requirements for enactment of a development impact fee program set forth in Government Code Sections 66000-66025 (also known as the Mitigation Fee Act), which requires demonstration of the nexus between new development and the increase in demand for affordable housing.

Specifically, the purpose of this Study was to:

1. Establish the nexus (reasonable relationship) between new residential and non-residential development and the demand created for additional affordable housing; and

2. Determine the maximum justifiable affordable housing fees *and* present options for adoption of fees.

HEC will be conducting a series of presentations regarding the studies and their findings to County stakeholders in May and June 2017.

City of Live Oak
AB1600 Fee and Nexus Study Update (2010) and
Water and Wastewater Rate and Fee Study (2016)

Conducted By: Catherine Hansford (65%), Zach Gustafson (35%)

Contact: Jim Goodwin, City Manager
(530) 695-2112.....*citymgr@liveoakcity.org*

At ECO:LOGIC Engineering, Catherine worked with the City of Live Oak to update its AB1600 Development Impact Fee program, which includes facilities for police, fire, general administration, public works, and parks. ECO:LOGIC also updated the sewer and water development impact fees under a separate contract as part of the City's Water and Sewer Master Plan work.

As part of the analysis, ECO:LOGIC updated the facility needs list and facility cost information. The analysis also included a review and update of the City's level of service standards for each fee element, based in part on the City's draft General Plan as well as review of the City's current facilities and staffing. All of the assumptions, analysis and Nexus findings were summarized in a Nexus Study Report.

In 2016 the City engaged HEC to prepare a water and wastewater rate study and to update its connection fees. The City desired the connection fees to be collected on the same basis (per unit or per building square foot) as the City's development impact fees. HEC has prepared preliminary fees. No action has yet been taken by City Council on the revised fees; the project is ongoing. The City is taking a proposal from HEC to update its AB1600 fees this year to Council in May.

City of West Sacramento
Flood Protection In-Lieu Fee Update (2013)

Conducted By: Catherine Hansford (65%), Tim Youmans & Amy Lapin of EPS (35%)

Contact: David Tilley, Senior Planner
(916) 617-4645 .....*davidt@cityofwestsacramento.org*

This work was completed by HEC in October 2013 as a sub-consultant to Economic and Planning Systems (EPS); therefore, the report was produced by EPS rather than HEC.

In 2007, a review of the levees surrounding the City of West Sacramento indicated an inadequate system to meet the 100-year flood protection level based on Army Corps of Engineers levee criteria. To provide the funding to match Federal and State sources to bring protection up to the required standard, the City assessed existing properties and created a flood in-lieu fee for new development. The purpose of the flood protection in-lieu fee for new development was to enhance the levee system further to a 200-year flood protection

level. Both the assessments and in-lieu fees were calculated based on engineer's reports of flood depth levels and property damage indexes.

In 2013, the City conducted its first update of the in-lieu fee. HEC was subcontracted by EPS to perform the majority of this work. Steps included describing the financing plan, reviewing the City's parcel database for existing and projected land use types by flood zone, allocating cost of the levee improvements to each land use category based on flood risk to determine a cost per Equivalent Residential Unit (ERU), and then converting the cost per ERU to a fee per type of land use (residential, commercial and industrial). To incentivize development to go vertical in the downtown core and to better reflect the true impact of flooding, the fee was calculated per building square foot basis (ground floor only) rather than total structure size.

4. Disclosure

HEC does not have any professional or personal financial or other interest which could be a possible conflict of interest in performing services for the City of Winters.

5. Insurance

HEC agrees to maintain insurance as specified in Attachment 2 of the Request for Proposal document and shall file with the City a certificate of insurance upon execution of a contract.

6. Cost Proposal

HEC estimates a budget of **$65,000** for the Public Facilities Financing Plan and Development Impact Fee Nexus Study. Estimated costs by task are shown in **Table 1.** Cost estimate assumptions include the following:

- HEC will not charge for travel time. This is reflected in the cost proposal.
- There will be no billing for direct costs such as travel (vehicle mileage), parking, meals, and other direct Study costs.
- The cost estimate includes up to eight meetings in Winters.
- The development of new fees is not included in the budget estimate. The budget only allows for updates to the existing development impact fees. If the need for new fees is identified an amendment to the existing contract will be executed with additional budget.
- All deliverables will be provided electronically.

Table 1
Estimated Budget

Task	*Hourly Billing Rates*	Hansford *$165*	Ulrich *$115*	Gustafson *$100*	Clerical *$75*	Total Estimate
Task 1	Kickoff & Project Management	14	6	6	0	$3,600
Task 2	Public Facilities Financing Plan	60	0	70	10	$17,650
Task 3	DIF Review and Data Collection	6	26	12	0	$5,180
Task 4	DIF Fee Calculations & Analysis	50	120	16	0	$23,650
Task 5	Prepare & Present Nexus Study	30	24	24	18	$11,460
Contingency (5%) & Rounding						$3,460
Total Estimated Cost		**160**	**176**	**128**	**28**	**$65,000**

[1] Consultant reserves the right to move budget between tasks as necessary to complete the scope of services up to the authorized budget amount.

HEC charges for services on a cost not-to-exceed basis; therefore, you will only be billed for the work completed up to the authorized budget amount. Invoices are issued monthly with a brief description of services performed in the period, and are due on receipt.

If additional work is requested by the City that is beyond the original scope of services, HEC will request authorization for an increased budget. HEC will not commence on any additional work outside of the original scope of services without the express direction of the City, with additional budget authorization.

Hourly Rates

Staff hourly rates are $165 per hour for Catherine Hansford, $130 per hour for an Associate, $115 per hour for a Junior Economist, $100 for an Analyst, and $75 per hour for clerical support. HEC hourly rates are valid until project completion.

7. Work Plan and Schedule

The proposed work plan to accomplish the Study is summarized below:

Work Plan Summary

Task 1: Project Kickoff and Project Management	
1.1	Kickoff meeting to discuss project, deliverables, timetables, and tasks.
1.2	Periodic conference calls and project management.
Task 2: Public Facilities Financing Plan	
2.1	Collaborate with City Staff to create the public facilities financing plan.
Task 3: DIF Review and Data Collection	
3.1	Collect all data required to fully support the project.
3.2	Review levels of service and potential for areas with different fee structures.
3.3	Review existing DIFs structure and cost allocation factors.
Task 4: DIF Fee Calculations and Analysis	
4.1	Calculate the maximum justifiable fees for each fee category in accordance with applicable State laws.
4.2	Test new/updated fees for development financial feasibility.
Task 5: Prepare and Present DIF Program/Nexus Study	
5.1	Prepare Nexus Study. The Study will include methodology, findings, supporting justification, recommended impact fees, and demonstrate the legal nexus between the fees and new development as required by law.
5.2	Present Public Review Draft findings at up to 3 meetings.
5.3	Prepare Final Study based on community and City input.

City Responsibilities

HEC is providing a preliminary list of data and information needs that staff and the City Engineer will need to provide below.
As the Study progresses, additional information needs may become apparent. Beyond this initial data and information gathering, City staff will need to review work products and assist in scheduling meetings; however, this time is anticipated to be minimal and not interfere with typical work duties.

I. **Planning**
   a. General Plan, specific plans and any other area-specific planning documents.
   b. Table of planned growth by land use type through buildout of the General Plan (commercial, industrial, residential) as zoned. Need developable acres – gross or net and building square feet (if already developed)
   c. Master fee schedule, including all building permit fees

II. **Financial**
   a. AB1600 funds cash and cash equivalents as of June 30, 2016
   b. Expenditures to date FY 2017 and current fund balances
   c. Asset list, book value, depreciation of impact fee facilities
   d. City staff salary/wages by position
   e. Benefits loading – can be an average except for police and fire

III. **Capital Costs**
   a. Completed projects since 2003 and their costs
   b. Planned projects and costs – need reference documents (such as Water Master Plan)
   c. Known funding (any grants or City revenue sources secured)
   d. All the above for the following services:

Water	Wastewater
Stormwater	Storm Drain Non-Flood
Streets	Monitoring
Police/Public Safety	Fire
Parks & Recreation	General Facilities

IV. **Facilities**
   a. City structures building square feet (for services included in the DIF program), and apparatus/vehicle inventories and other associated depreciated items inventories
   b. Acres of park, by park category (neighborhood, community, regional)

V. **Reference Costs (if necessary)**
   a. Recent municipal infrastructure projects completed for cost information (Winters or any other regional agency)
   b. Names/contact information for regional land developers – residential and non-residential
   c. Recommended local realtors to contact

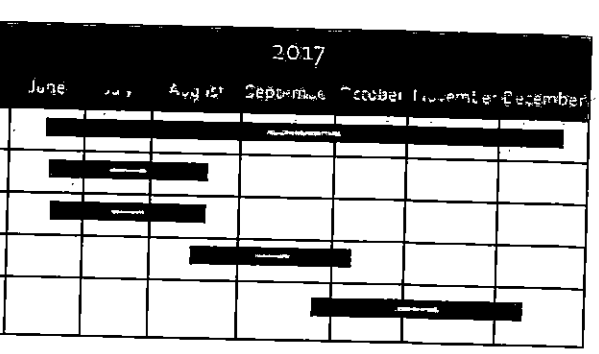
Schedule

HEC anticipates this work program to take approximately seven months depending on the level of analysis required for certain elements of the program. The preliminary schedule shown below provides for a final report before November 21, 2017 and adoption of the fees by City Council no later than December 19, 2017. An illustration of the preliminary schedule is shown in **Figure 1** on the following page.

Depending on discussion at the kickoff meeting this schedule may be revised.

Figure 1
Preliminary Work Schedule

Task	Start	End
Task 1: Project Kickoff and Project Management	Project Entirety	
Task 2: Public Facilities Financing Plan	6/15/17	8/15/17
Task 3: DIF Review and Data Collection	6/15/17	8/15/17
Task 4: DIF Fee Calculations and Analysis	8/15/17	10/5/17
Task 5: Prepare & Present DIF Program/Nexus Study	9/25/17	12/10/17



Quality Assurance

HEC will produce the Study in a timely fashion with internal peer review of all deliverables. HEC has a reputation for excellence in presenting studies to the public and elected officials. The following testimonials speak to HEC's ability to follow through on this statement.

"Hansford Economic Consulting has helped take our Regional Water Plan to a higher level. Catherine's specialized knowledge in the utility field has been invaluable in collecting and analyzing cost and financing data from various sources in our community. Her firm's work is thorough, accurate, and well presented; it's executed with the highest level of professionalism. I would not hesitate to highly recommend Hansford Economic Consulting to any of my colleagues."

Jim Smitherman, Program Manager
Western Regional Water Commission

"Catherine has completed a number of consulting projects for the Truckee Meadows Regional Planning Agency. She has the ability to take very complex topics, distill them into their component parts, and address each element in a clear and concise fashion. She always delivers projects on-time and exceeds expectations for quality. I would highly recommend her services."

Rosanna Coombes, Former Director
Truckee Meadows Regional Planning Agency

"Residents have spoken highly of the clarity of Ms. Hansford's presentations."

Alan Galbraith, Mayor of the City of St. Helena
Quoted in the Napa Valley Register December 13, 2016

ATTACHMENT A

STAFF RESUMES

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Catherine R Hansford

HANSFORD
ECONOMIC CONSULTING

Expertise

Land Use and Infrastructure Financial Feasibility
Catherine understands the process of land development. She has assessed the financial feasibility of real estate, determined potential revenue and expenditure impacts on local governments, and assisted crafting financing strategies that meet objectives and goals of both public and private parties.

Water Resources Planning and Utility Rates
Catherine's passion for water resources coupled with her education and career in economics complement one another. In this era when the link between water and economic vitality becomes more evident and stressed, Catherine draws on her experience to assist with decision making for best use of scarce resources and make appropriate financial planning.

Economic Development and Impact Analyses
Catherine provides clients analyses of current and projected economic conditions using key social and economic indicators. She is particularly sensitive to the public process required for economic development and land reuse plans. Catherine assists public agencies to match budgets with level of service needs for public safety, transportation, and other major infrastructure anticipated to support economic development.

Communications
It is not simply enough to be good at your work; you have to be able to communicate with those you work for. Catherine continually strives to be an excellent communicator. She has completed media spokesperson training, as well as other courses with this goal in mind. In addition, Catherine has managed consumer outreach groups, inter-local working groups and task forces.

M.S. Agricultural Economics (University of Nevada, Reno)

B.S. Rural and Environmental Economics (University of Newcastle-upon-Tyne, UK)

Career

HEC, *Principal*

ECO:LOGIC Engineering, *Senior Economist*

Truckee Meadows Water Authority, *Senior Water Planner*

Economic and Planning Systems, *Senior Associate*

Presentations / Classes

The Cost of Rectifying Over-Appropriation of Groundwater in Diamond Valley, ***2014 Nevada Water Resources Assn Conference***

Financial Management: Understand your Cost Structure, Customer Cost-Share Responsibilities and Funding Options, ***Videoconference Class for the Nevada Rural Water Assn, November 2013***

Rate Setting Fundamentals: Math or Art? ***2013 Nevada Rural Water Assn***

"A Misunderstood Relationship: Economic Vitality and Environmental Improvement in the Tahoe Basin", ***2012 Tahoe Science Conference***

What is a Reasonable Water Rate? ***2011 Nevada Water Resources Assn***

Finding Funding for Energy Efficiency Projects, ***2010 California Rural Water Assn***

Elysia Ulrich

HANSFORD
ECONOMIC CONSULTING

Elysia is a Junior Economist at HEC. Her responsibilities consist of research, data aggregation, analysis, presentations, reports, and client communications. Her previous work experience includes operations management and organizational performance, econometric and fundamental investment analysis, business strategy development, and operational support for a private hedge fund. Elysia uses her passion for knowledge to gather crucial information to support sound decision-making.

Elysia's interest in resource and regional economics began with a high school project examining the challenges faced by the Bear Valley Water District. The original facility design and inability to increase treatment capacity continue to have significant economic effects on the Bear Valley community today.

Elysia looks forward to using her education and work experience to generate a positive impact on communities experiencing infrastructure challenges.

Expertise

Research
Elysia is a thorough fact-finder. She finds relevant current and historical data to create an informational framework that serves as the foundation for identifying pertinent solutions.

Software/Programs
Elysia specializes in use of the IMPLAN economic software, as well as Maptitude, a Geographic Information System program.

M.B.A., (Western Governors University)

B.A., Economics (University of Nevada, Reno)

Career

HEC, *Junior Economist*

High Desert Consulting, *Microenterprise Business Consultant*

Hot Creek Capital, L.L.C., *Executive Assistant*

Ancora West Advisors, *Intern*

Zach Gustafson

HANSFORD
ECONOMIC CONSULTING

Zach is an Analyst at HEC providing support on a wide range of projects. His project experience includes cost burden analysis, economic impact analysis, feasibility studies, and rate studies. Zach has also headed market research efforts, including surverys, for projects to check the validity of assumptions in economic models.

Through webinars and conferences, Zach continues to educate himself in the fields of economics and finance.

Expertise

Capital Project Funding
Through state, federal, local, and public-private partnerships, there are many funding sources available for capital projects. Zach works with the client to determine the ideal strategy to accomplish funding goals.

Research
Accurate and current information is a very important aspect of any project or study. Zach locates and compiles this essential information to create a defensible final product.

B.S., Marketing (Bentley University)

Study Abroad, International Finance, Marketing, and History (Bond University, Queensland, Australia)

Career

HEC, *Analyst*

Upper Playground, *Operations Manager*

Ebben Zall Group, *Public Relations Intern*

SwervePoint, *Marketing Intern*

Exhibit "B" Provided by Consultant

See Exhibit A

EXHIBIT "C"

GENERAL PROVISIONS

(1) INDEPENDENT CONTRACTOR. At all times during the term of this Agreement, CONSULTANT shall be an independent contractor and shall not be an employee of CITY. CITY shall have the right to control CONSULTANT only insofar as the results of CONSULTANT'S services rendered pursuant to this Agreement; however, CITY shall not have the right to control the means by which CONSULTANT accomplishes services rendered pursuant to this Agreement.

(2) LICENSES; PERMITS; ETC.. CONSULTANT represents and warrants to CITY that CONSULTANT has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONSULTANT to practice CONSULTANT'S profession. CONSULTANT represents and warrants to CITY that CONSULTANT shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for CONSULTANT to practice his profession.

(3) TIME. CONSULTANT shall devote such services pursuant to this Agreement as may be reasonably necessary for satisfactory performance of CONSULTANT'S obligations pursuant to this Agreement.

(4) INSURANCE.

(a) WORKER'S COMPENSATION. During the term of this Agreement, CONSULTANT shall fully comply with the terms of the law of California concerning worker's compensation. Said compliance shall include, but not be limited to, maintaining in full force and effect one or more policies of insurance insuring against any liability CONSULTANT may have for worker's compensation.

(b) GENERAL LIABILITY AND AUTOMOBILE INSURANCE. CONSULTANT shall obtain at its sole cost and keep in full force and effect during the term of this agreement broad form property damage, personal injury, automobile, employer, and comprehensive form liability insurance in the amount of $2,000,000 per occurrence; provided (1) that the CITY, its officers, agents, employees and volunteers shall be named as additional insured under the policy; and (2) that the policy shall stipulate that this insurance will operate as primary insurance; and that (3) no other insurance effected by the CITY or other names insured will be called upon to cover a loss covered there under; and (4) insurance shall be provided by an, at least, A-7 rated company.

(c) PROFESSIONAL LIABILITY INSURANCE. During the term of this Agreement, CONSULTANT shall maintain an Errors and Omissions Insurance policy in the amount of not less than $1,000,000.

(d) CERTIFICATES OF INSURANCE. CONSULTANT shall file with CITY'S City Clerk upon the execution of this agreement, certificates of insurance which shall provide that no cancellation, major change in coverage, expiration, or non-renewal will be made during the term of this agreement, without thirty (30) days written notice to the City of Winters prior to the effective date of such cancellation, or change in coverage.

(5) CONSULTANT NOT AGENT. Except as CITY may specify in writing, CONSULTANT shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent.

CONSULTANT shall have no authority, express or implied, pursuant to this Agreement, to bind CITY to any obligation whatsoever.

(6) ASSIGNMENT PROHIBITED. No party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

(7) PERSONNEL. CONSULTANT shall assign only competent personnel to perform services pursuant to this Agreement. In the event that CITY, at its sole discretion, at anytime during the term of this Agreement, desires the removal of any person or persons assigned by CONSULTANT to perform services pursuant to this Agreement, CONSULTANT shall remove any such person immediately upon receiving notice from CITY of the desire of CITY for the removal of such person or persons.

(8) STANDARD OF PERFORMANCE. CONSULTANT shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONSULTANT is engaged in the geographical area in which CONSULTANT practices his profession. CITY pursuant to this Agreement shall be prepared in a substantial, first-class, and workmanlike manner, and conform to the standards of quality normally observed by a person practicing in CONSULTANT'S profession. CITY shall be the sole judge as to whether the product of the CONSULTANT is satisfactory.

(9) CANCELLATION OF AGREEMENT. This Agreement may be canceled at any time by CITY for its convenience upon written notification to CONSULTANT. CONSULTANT shall be entitled to receive full payment for all services performed and all costs incurred to the date of receipt of written notice to cease work on the project. CONSULTANT shall be entitled to no further compensation for work performed after the date of receipt of written notice to cease work. All completed and uncompleted products up to the date of receipt of written notice to cease work shall become the property of the CITY.

(10) PRODUCTS OF CONSULTING. All products of the CONSULTANT resulting from this Agreement shall be the property of the CITY.

(11) INDEMNIFY AND HOLD HARMLESS. CONSULTANT shall indemnify, hold harmless the CITY, its officers, agents and employees from all claims, suits, or actions of every name, kind and description, brought forth on account of injuries to or death of any person or damage to property to the extent arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by the CONSULTANT or any person directly or indirectly employed by or acting as agent for CONSULTANT in the performance of this Agreement, including the concurrent or successive passive negligence of the City, its officers, agents or employees.

It is understood that the duty of CONSULTANT to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code.

Acceptance of insurance certificates and endorsements required under this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

(12) PROHIBITED INTERESTS. No employee of the CITY shall have any direct financial interest in this agreement. This agreement shall be voidable at the option of the CITY if this provision is violated.

(13) LOCAL EMPLOYMENT POLICY. The City of Winters desires wherever possible, to hire qualified local residents to work on city projects. Local resident is defined as a person who resides in Yolo

County.

The City encourages an active affirmative action program on the part of its contractors, consultants, and developers.

When local projects require, subcontractors, contractors, consultants, and developers will solicit proposals from qualified local firms where possible.

As a way of responding to the provisions of the Davis-Bacon Act and this program, contractor, consultants, and developers will be asked to provide no more frequently than monthly, a report which lists the employee's residence, and ethnic origin.

(14) CONSULTANT NOT PUBLIC OFFICIAL. CONSULTANT is not a "public official" for purposes of Government Code §87200 et seq. CONSULTANT conducts research and arrives at conclusions with respect to his or her rendition of information, advise, recommendation or counsel independent of the control and direction of the CITY or any CITY official, other than normal contract monitoring. In addition, CONSULTANT possesses no authority with respect to any CITY decision beyond the rendition of information, advice, recommendation or counsel.

CITY OF
WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members

DATE : June 6, 2017

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

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

SUBJECT: Public Hearing and Adoption of Resolution 2017-30, A Resolution of the City Council of the City of Winters, Approving the Annual Levy Report and Ordering the Levy and Collection of Assessments Within the City of Winters City-Wide Maintenance Assessment District, Fiscal Year 2017/2018

RECOMMENDATION:

1. Conduct a Public Hearing approving the Engineer's Report and ordering the levy of assessments for the Citywide Maintenance Assessment District
2. Adopt Resolution 2017-30, a Resolution of the City Council of the City of Winters, Approving the Annual Levy Report, and Ordering the Levy and Collection of Assessments Within the City of Winters City-Wide Maintenance Assessment District, Fiscal Year 2017/2018

BACKGROUND

As provided in the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 and by previous Resolution, the City Council initiated proceedings for the "City of Winters Citywide Maintenance Assessment District" for the annual levy and collection of assessments to pay for the operation, maintenance and servicing of landscaping and lighting and all appurtenant facilities and ordering the preparation of an Engineer's Annual Levy Report regarding the District and assessment for Fiscal Year 2017/2018, pursuant to Chapter 1, Section 22565 of the Act.

The Citywide Maintenance Assessment District pays for street lighting and park and landscape maintenance. Funds reside in the Citywide Maintenance Assessment District fund. The Assessment District budget for Fiscal Year 2017/2018 is $203,672.50. The Engineer (Willdan Financial Services) selected by the City Council has prepared and filed with the City Clerk said Report in conjunction with the District and the levy of assessments for Fiscal Year 2017/2018 (beginning July 1, 2017 and ending on June 30, 2018) in accordance with Chapter 3, Section 22623 of the Act.

ALTERNATIVE: None

FISCAL IMPACT: None by this action.

ATTACHMENTS: Resolution 2017-30
2017/2018 Engineer's Annual Levy Report

RESOLUTION NO. 2017-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS, CALIFORNIA, AMENDING AND/OR APPROVING THE ANNUAL LEVY REPORT, AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE CITY OF WINTERS CITY-WIDE MAINTENANCE ASSESSMENT DISTRICT, FISCAL YEAR 2017/2018.

The City Council of the City of Winters, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, The City Council has, by previous Resolutions, ordered the preparation of the Engineer's Annual Levy Report (hereafter referred to as the "Report") for said district known and designated as: City of Winters City-Wide Maintenance Assessment District (hereafter referred to as the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereafter referred to as the "Act"); and,

WHEREAS, there has been presented to this City Council the "Engineer's Annual Levy Report" as required by *Chapter 3, Section 22623* of said Act, and as previously directed by Resolution; and,

WHEREAS, this City Council has carefully examined and reviewed the Report as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the levy has been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed, as set forth in said Report; and,

WHEREAS, this City and its legal counsel have reviewed Proposition 218 and found that these assessments comply with applicable provisions of Section XIIID of the California State Constitution; and,.

WHEREAS, upon reasonable written notice by Yolo County of any claim or challenge, the City of Winters agrees to defend with counsel of its choice, indemnify and hold harmless Yolo County, its Board of Supervisors, officers, officials, agents and employees (collectively "the County"), against the payment of any liabilities, losses, costs and expenses, including attorney fees and court costs, not due to the County's own active negligence or willful misconduct, which the County may incur in the exercise and performance of its powers and duties in placing these assessments onto the County roll and tax bills for the City of Winters;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE CITY OF WINTERS, AS FOLLOWS:

Section 1 Following notice duly given, the City Council has held a full and fair public hearing regarding the District, the levy and collection of assessments, the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.

Section 2 Based upon its review (and amendments, as applicable) of the Report, a copy of which has been presented to the City Council, is hereby approved (as amended), and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection, the City Council hereby finds and determines that:

i) the land within the District will receive special benefit by the operation, maintenance and servicing of improvements, located within the boundaries of the District; and,

ii) the District includes all of the lands so benefited; and,

iii) the net amount to be assessed upon the lands within the District in accordance with the fee for the Fiscal Year commencing July 1, 2017, and ending June 30, 2018, is apportioned by a formula and method which fairly distributes the net amount among all eligible parcels in proportion to the estimated special benefits to be received by each parcel from the improvements and services.

Section 3 The maintenance, operation and servicing of the improvements and appurtenant facilities shall be performed pursuant to the Act. The City Council hereby orders the proposed improvements to be made, which improvements are briefly described as follows: the installation, maintenance and operation of and the furnishing of services and materials for public parks, public open space, riparian vegetation, public greenbelts, street landscape strips, landscaping adjacent to public buildings, bank stabilization, furnishing of utilities and lighting and all necessary appurtenances.

Section 4 The County Auditor of the County of Yolo shall enter on the County Assessment Roll opposite each eligible parcel of land the amount of levy so apportioned by the formula and method outlined in the Report, and such levies shall be collected at the same time and in the same manner as the County taxes are collected, pursuant to *Chapter 4, Article 2, Section 22646* of the Act. After collection by the County, the net amount of the levy shall be paid to the City Treasurer.

Section 5 The City Treasurer shall deposit all money representing assessments collected by the County for the District to the credit of a fund for the City of Winters City-Wide Maintenance Assessment District and such money shall be expended only for the maintenance, operation and servicing of the improvements as described in Section 3.

Section 6 The adoption of this Resolution constitutes the District levy for the Fiscal Year commencing July 1, 2017, and ending June 30, 2018.

Section 7 The City Clerk, or their designate, is hereby authorized and directed to file the levy with the County Auditor upon adoption of this Resolution, pursuant to *Chapter 4, Article 1, Section 22641* of the Act.

Section 8 That the above recitals are all true and correct. That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the final approval of the Report.

RESOLUTION NO. 2017-30

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WINTERS, THIS 6th day of June, 2017.

_____,
Wade Cowan, Mayor
City of Winters

_____,
Nanci G. Mills, City Clerk
City of Winters

I, Nanci G. Mills, City Clerk of the City of Winters, County of Yolo, State of California do hereby certify that the foregoing Resolution No. 2017-30 was regularly adopted by the City Council of said City of Winters at a regular meeting of said council held on the 6th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

_____,
Nanci G. Mills, City Clerk
City of Winters

CITY OF WINTERS
california
est. 1875

City of Winters

City-Wide Maintenance Assessment District

2017/2018 Engineer's Annual Levy Report

Intent Meeting: May 2, 2017
Public Hearing: June 6, 2017

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WILLDAN
Financial Services

ENGINEER'S REPORT AFFIDAVIT

City of Winters Maintenance District formed pursuant to the Landscaping and Lighting Act of 1972

City of Winters
Yolo County, State of California

This Report contains the complete Engineer's Annual Levy Report for the City of Winters Maintenance District including the boundaries, improvements, budgets and assessments to be levied for Fiscal Year 2017/2018, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Yolo County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District.

The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 2nd day of May, 2017.

Willdan Financial Services
Assessment Engineer

By: _____

Zaskia Ruiz-Jones, Project Manager

By: Richard Kopecky

Richard Kopecky
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I. OVERVIEW

A. Introduction

The City of Winters ("City") annually levies and collects special assessments in order to maintain the improvements within the City of Winters City-Wide Maintenance Assessment District ("District"). The District was formed in 1993 and is annually levied pursuant to the *Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code* ("1972 Act"). The boundary of the District is coterminous with the City limits.

This Engineer's Annual Levy Report ("Report") has been prepared in accordance with the provisions of *Chapter 3, Section 22622* of the 1972 Act. This Report describes the District, the improvements therein, any annexations or other modifications to the District including any substantial changes to the improvements, the method of apportionment, the boundaries of the District, and financial information including the district budgets and proposed annual assessments for Fiscal Year 2017/2018. The proposed assessments are based on the historic and estimated costs to maintain the improvements that provide a special benefit to properties within the District. The costs of improvements and the annual levy including all expenditures, deficits, surpluses, revenues, and reserves are assessed to each parcel within the District proportionate to the parcel's special benefits.

For the purposes of this Report, the word "parcel" refers to an individual property assigned its own Assessment Number by the County of Yolo Assessor's Office. The County of Yolo Auditor/Controller uses Assessment Numbers and specific fund numbers to identify properties assessed for special district benefit assessments on the tax roll.

Pursuant to *Chapter 3, beginning with Section 22620* of the 1972 Act, the City Council shall conduct a noticed annual public hearing to consider all public comments and written protests regarding the District. Following the annual public hearing and review of the Engineer's Annual Levy Report, the City Council may order amendments to the Report or confirm the Report as submitted. Following final approval of the Report and confirmation of the assessments contained therein, the City Council will by resolution: order the improvements to be made and confirm the levy and collection of assessments pursuant to *Chapter 4, Article 1, beginning with Section 22640* of the 1972 Act. The assessment rate and method of apportionment described in this Report as approved or modified by the City Council defines the assessments to be applied to each parcel within the District for Fiscal Year 2017/2018.

The assessments as approved will be submitted to the County Auditor/Controller to be included on the property tax roll for each parcel within the District. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County. The assessment amount to be levied and collected

for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate contained in this Report as approved by the City Council.

B. Applicable Legislation

The District has been formed and is annually levied pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, beginning with Section 22500*. The assessments and methods of apportionment described in this Report utilize commonly accepted assessment engineering practices and have been calculated and proportionately spread to each parcel based on the special benefits received.

Compliance with the California Constitution

All assessments described in this Report and approved by the City Council are prepared in accordance with the 1972 Act and are in compliance with the provisions of the *California Constitution Article XIIID ("Article XIIID")*, which was added to the California Constitution with the passage of statewide Proposition 218 in 1996.

In compliance with the substantive and procedural requirements of *Article XIIID*, the City initiated and conducted a property owner Validation Vote. At the conclusion of the Public Hearing on June 3, 1997, all property owner ballots returned were opened and tabulated and confirmed in resolution 97-24. The maximum assessment rate of $82.50 per Equivalent Residential Dwelling Unit and $26.25 per Non-Residential parcel was approved by the majority of property owners in the District. Any assessment rate levied that is less than the maximum assessment rate is considered an exempt assessment pursuant to *Article XIIID Section 5(b)*. The proposed assessment for any fiscal year may be increased over the previous fiscal year provided the assessment rate does not exceed the maximum assessment rate of $82.50 per Equivalent Residential Dwelling Unit and $26.25 per Non-Residential parcel. Any proposed new or increased assessment that exceeds the current maximum assessment shall comply with all provisions of *Article XIIID Section 4* including a property owner protest proceeding (property owner assessment balloting).

Provisions of the 1972 Act (Improvements and Services)

As generally defined, the improvements and the associated assessments for any District formed pursuant to the 1972 Act may include one or any combination of the following:

1) The installation or planting of landscaping.
2) The installation or construction of statuary, fountains, and other ornamental structures and facilities.
3) The installation or construction of public lighting facilities, including, but not limited to streetlights and traffic signals.

4) The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof; including but not limited to, grading, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.

5) The installation of park or recreational improvements including, but not limited to the following:
   a) Land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks, and drainage.
   b) Lights, playground equipment, play courts and public restrooms.

6) The maintenance or servicing, or both, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including, but not limited to:
   a) Repair, removal, or replacement of all or any part of any improvements;
   b) Grading, clearing, removal of debris, the installation, repair or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities;
   c) Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury;
   d) The removal of trimmings, rubbish, debris, and other solid waste;
   e) The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.
   f) Electric current or energy, gas, or other agent for the lighting or operation of any other improvements.
   g) Water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

7) The acquisition of land for park, recreational or open-space purposes, or the acquisition of any existing improvement otherwise authorized by the 1972 Act.

8) Incidental expenses associated with the improvements including, but not limited to:
   a) The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
   b) The costs of printing, advertising, and the publishing, posting and mailing of notices;
   c) Compensation payable to the County for collection of assessments;
   d) Compensation of any engineer or attorney employed to render services;
   e) Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; and,
   f) Costs associated with any elections held for the approval of a new or increased assessment.

II. DESCRIPTION OF THE DISTRICT & IMPROVEMENTS

The location, boundaries and specific improvements provided within the District are described in this section. The determination and calculation of special benefit is discussed in the Method of Apportionment and the corresponding expenses, revenues and assessments are summarized in the District Budget.

A. The District

The boundary of the District is coterminous with the City limits. The City is located in the southwestern corner of Yolo County. The southern boundary of the City is Putah Creek. The City is bordered to the west by Dry Creek and a view of the Vaca Mountain Range. The eastern limit is Highway 505 while the northern boundary runs to vast tracts of farmland. The City is approximately 10 miles west of the City of Davis and 10 miles north of the City of Vacaville. Winters' urban limit line contains approximately 1,980 acres, of which 1,277 are currently within the incorporated limits.

The principle highways near the City are Interstate 505 and State Highway 128. I-505 forms the eastern boundary of the City limits and connects to Interstate 80 ten miles to the south and Interstate 5 twenty-three miles to the north. State Highway 128 passes directly through the City and is a major access route from Sacramento and Davis to Lake Berryessa and the Napa Valley.

B. The Improvements

All improvements within the District are maintained and serviced on a regular basis. City staff will determine the frequency and specific maintenance operations required. The District assessments may fund all necessary utilities, operations, services, administration and maintenance costs associated with the improvements. The annual costs of providing the improvements within the District are spread among all benefiting parcels in proportion to the benefits received. The expenditures and assessments set forth in this report are based upon the City's estimate of the costs associated with the improvements including all labor, personnel, equipment, materials and administrative expenses.

The following is a brief description of the improvements to be maintained and operated:

1. City Park, Rotary Park, Valley Oak Park, Blue Oak Park (formerly Putah Creek Hamlet Park), Winters Highlands Park (upon dedication and construction), and the grounds of City Hall and the Community Center:

includes maintenance of sidewalks, curbs and gutters, walkways, trees, shrubs, groundcover, grass, irrigation system, park lighting, play equipment and structures, ball fields, fencing, restrooms, drinking fountains, benches, tables, drainage facilities, slopes, signs, parking lot and street frontage improvements, and other related improvements and facilities.

2. Street Lighting: street, park and trail lighting within the entire District.

3. Median Island Landscaping: public landscaping and irrigation improvements in the median islands within the District.

4. Curbside Landscaping: public landscaping and fencing, behind the curb on collector and arterial streets, where the street is not fronted by a residence or business.

III. METHOD OF APPORTIONMENT

A. General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of public lights, landscaping and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The formula used for calculating assessments in the District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel.

In addition, pursuant to the *Article XIIID Section 4*, a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel and provides that only special benefits are assessable and the District must separate the general benefits from the special benefits.

PROPOSITION 218 BENEFIT ANALYSIS

In conjunction with the provisions of the 1972 Act, the California Constitution Article XIIID addresses several key criteria for the levy of assessments, notably:

Article XIIID Section 2d defines District as follows:

"District means an area determined by an agency to contain all parcels which will receive a special benefit from a proposed public improvement or property-related service";

Article XIIID Section 2i defines Special Benefit as follows:

"Special benefit" means a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute "special benefit."

Article XIIID Section 4a defines proportional special benefit assessments as follows:

"An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each

identified parcel shall be determined in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the property related service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

This District was formed to establish and provide for the improvements that enhance the presentation of the surrounding properties and developments. These improvements will directly benefit the parcels to be assessed within the District. The assessments and method of apportionment is based on the premise that the assessments will be used to construct and install landscape and lighting improvements within the existing City-Wide Maintenance Assessment District as well as provide for the annual maintenance of those improvements, and the assessment revenues generated by District will be used solely for such purposes.

The costs of the proposed improvements have been identified and allocated to properties within the District based on special benefit. The improvements to be provided by this District and for which properties will be assessed have been identified as an essential component and local amenity that provides a direct reflection and extension of the properties within the District which the property owners and residents have expressed a high level of support.

The method of apportionment (method of assessment) set forth in the Report is based on the premise that each assessed property receives special benefits from the landscape and lighting improvements within the District, and the assessment obligation for each parcel reflects that parcel's proportional special benefits as compared to other properties that receive special benefits.

To identify and determine the proportional special benefit to each parcel within the District, it is necessary to consider the entire scope of the improvements provided as well as the properties that benefit from those improvements. The improvements and the associated costs described in this Report, have been carefully reviewed and have been identified and allocated based on a benefit rationale and calculations that proportionally allocate the net cost of only those improvements determined to be of special benefit to properties within the District. The various public improvements and the associated costs have been identified as either "general benefit" (not assessed) or "special benefit".

B. Benefit Analysis

Each of the improvements and the associated costs have been carefully reviewed by the City and the corresponding assessments have been proportionately spread to each parcel based on special benefits received from the improvements.

Special Benefits — The method of apportionment (assessment methodology) is based on the premise that each of the assessed parcels within the District receives benefit from the improvements maintained and financed by annual assessments. Specifically, the assessments are for the maintenance of local street lighting and landscaped improvements. The desirability and security of properties within the District are enhanced by the presence of street lighting and well-maintained landscaping in close proximity to those properties.

The special benefits associated with the local landscaping improvements are specifically:

- Enhanced desirability of properties through association with the improvements.
- Improved aesthetic appeal of properties within the District providing a positive representation of the area.
- Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
- Environmental enhancement through improved erosion resistance, and dust and debris control.
- Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.
- Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities including abatement of graffiti.
- Enhanced environmental quality of the parcels within the District by moderating temperatures, providing oxygenation and attenuating noise.

The special benefits of street lighting are the convenience, safety, and security of property, improvements, and goods. Specifically:

- Enhanced deterrence of crime and the aid to police protection.
- Increased nighttime safety on roads and highways.
- Improved ability of pedestrians and motorists to see.
- Improved ingress and egress to property.
- Reduced vandalism and other criminal acts and damage to improvements or property.
- Improved traffic circulation and reduced nighttime accidents and personal property loss.
- Increased promotion of business during nighttime hours in the case of commercial properties.

The assessments have been apportioned proportionate to the benefit received. Although the District contains a mixture of residential and non-residential uses, it is the belief of the City that residential properties benefit from all of the maintained improvements and commercial and other non-residential properties receive only benefits from street lighting. The improvements maintained serve to increase the quality of life in the community and therefore all residents benefit, without regard to lot size, occupancy, etc. The assessments are therefore apportioned equally to all residential dwelling units within the City. Commercial and other non-residential properties have been assessed an equivalent share of the cost of energy and maintenance of the street lighting system.

Properties owned by other agencies and City-owned lands were reviewed to establish benefit. The Winters Unified School District receives a proportional benefit and has entered into a Joint Use Facilities Agreement with the City, which offsets the benefits received by the School District through the equitable use of School facilities. Therefore the School District properties have been assigned a zero assessment.

In prior years there was an added assessment for bank stabilization for those parcels that receive direct benefit from the repair of said creek banks. Unused money for bank stabilization is held in reserve and there are no new or additional assessments for bank stabilization.

There has been a provision made by the City Council to allow for reimbursement of the assessment. This reimbursement is to be made to all property owners who can prove that they have paid the assessment and can show a household income that falls below the City Council approved minimums. It is estimated that approximately 5% of the assessed residential property owners would qualify for this reimbursement. Consequently, some refunds will be made that will result in a net reduction of revenues.

C. Assessment Methodology

Equivalent Benefit Units: To assess benefits equitably, it is necessary to correlate the different type of parcels within the District to each other as well as their relationship to the improvements. The Equivalent Benefit Unit method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for districts formed under the 1972 Act, as the benefit to each parcel from the improvements are typically apportioned as a function of land use type, size and development.

The Equivalent Benefit Unit method of assessment apportionment uses the single-family home site as the basic unit of assessment. A single-family home site equals one Equivalent Benefit Unit (EBU). Every other land use is typically converted to EBU's based on an assessment formula that equates the property's specific development status, type of development (land use), and size of the property, as compared to a single-family home site.

For the purposes of relating a single-family unit to other residential properties within the District, all residential units were considered as equivalent, i.e. single-family residences are equivalent to apartment units and other multi-family dwelling units. Commercial and other non-residential properties have been assessed per parcel.

The following formulas are used to calculate the annual assessments. The Balance to Levy represents the total amount to be collected through the annual assessments. The Levy per EBU (Assessment Rate) is the result of dividing the total Balance to Levy by the total District EBU. This Assessment Rate multiplied by each parcel's individual EBU determines each parcel's levy amount.

Street Lighting & Administration

Street Lighting & Administration Costs / Total EBU = Levy per EBU

Levy per EBU x Parcel's EBU = Parcel's Levy Amount-Lighting & Administration

Other Budget Items

Remaining Costs / Residential EBU = Levy per Residential EBU

Levy per Residential EBU x Residential Parcel's EBU = Parcel's Levy Amount-Other

A parcel's total levy amount is calculated by adding together the *Parcel's Levy Amount -Lighting and Administration* and the *Parcel's Levy Amount-Other.*

IV. DISTRICT BUDGET

A. Description of Budget Items

The following describes the services and costs that are funded through the District, shown in the District Budget, Section IV B.

DIRECT COSTS:

Park Maintenance — Includes general operation, maintenance, water, electrical costs, repairs, removals and replacements, spraying, trimming and treatments, debris and other related expenses.

Street Lighting — Includes all costs for removal, replace and/or repair of street/trail lights and appurtenant facilities, power and related costs, pole painting and other related expenses.

Median Island Landscape Maintenance — Includes maintenance, replacements, repairs of irrigation and landscaping, power costs, median curb repairs, trimming, spraying, treatments and other related expenses.

Curbside Landscape Maintenance— Includes maintenance, replacements, repairs of irrigation and landscaping, power costs, sidewalk replacement, trimming, spraying, treatments and other related expenses.

ADMINISTRATION COSTS:

District Administration — The cost to all particular departments and staff of the City for providing the coordination of District maintenance, operations and services of the District, response to public concerns and education, and procedures associated with the levy and collection of assessments. Also, the costs of contracting with professionals to provide any additional administrative, legal, or engineering services specific to the District.

County Administration Fee — The costs to the District for the County to collect assessments on the property tax bills.

LEVY BREAKDOWN:

Reserve Collection/ (Transfer) — The 1972 Act pursuant to *Chapter 1, Article 4 Section 22569 (a),* provides for a District Reserve Fund. This Reserve Fund provides for the collection of funds to operate the District from the time period of July 1 (beginning of the Fiscal Year) through December 10th or when the County provides the City with the first installment of assessments collected from the property tax bills (typically January or February). Negative amounts shown for this budget item represent transfers from the Reserve Fund that reduces the Balance to Levy. Maintaining a fully funded Reserve eliminates the

need for the City to transfer funds from non-District accounts to pay for operational expenses during the first half of the fiscal year and also provides the District with sufficient funds to address any unforeseen or unusual expenditures that may occur during the year.

Capital Improvement Fund Collection/(Transfer) — The 1972 Act pursuant to *Chapter 5, beginning with Section 22660,* provides for the District to establish by resolution an assessment installment plan for proposed improvements and expenditures that are greater than can be conveniently raised from a single annual assessment. Depending on the nature of the planned improvements, the collection of funds necessary to complete the project may be collected over a period up to thirty years, but typically not more than five years. The funds collected shall be accumulated in a separate improvement fund commonly referred to as a Capital Improvement Fund (CIF) and are not considered part of the regular maintenance of the improvements or the Reserve Fund.

Because the money accumulated in the Capital Improvement Fund is for a specific planned project (budgeted separately), the amount shown for this item in the annual budget will typically be a positive number representing the amount being collected that year as part of the Balance to Levy. A negative number (Transfer) should only occur after the project has been completed and excess funds are being credited back to the District's regular accounts. The actual fund balances and expenditures for Capital Improvements are clearly identified under the Fund Balance Information section of the Budget.

Although the Budget shown in this Report contains CIF line items, a Capital Improvement Plan has not been established for this District.

Contribution Replenishment — This item represents repayments of amounts that had been temporarily advanced to the District from other revenue sources (usually the General Fund) or represents funds being loaned to the District for the current Fiscal Year that must be repaid by future assessments. Similar to the Reserve Collection/ (Transfer) line item, this item directly impacts the Reserve Fund Balances either positively or negatively.

Repayments are shown as a positive number and represent additional monies being collected in the current annual assessment to repay a prior loan. These loans are typically for capital improvement expenditures or unforeseen expenditures incurred in prior years and Reserve Fund monies were not sufficient to cover the expenses. To ensure the ongoing operation and maintenance of the improvements, the City may advance funds to the District as a temporary loan to meet current expenditures, and collect repayment of the loan through the annual assessments the following year or possibly over several years. Generally, all available Reserve Funds are exhausted before a temporary loan is advanced to the District and the Beginning Reserve Fund Balance will be a negative number indicating the loan amount still outstanding.

A loan for the current fiscal year (Contribution) is shown as a negative number. If the District is expected to incur significant expenditures in the current fiscal year for special services or capital improvements (upgrades or refurbishing of the improvements) and the proposed assessment revenues (annual assessments) and/or available Reserve Funds are not sufficient to cover the expenditures, the City may advance funds to the District as a temporary loan to meet the proposed expenditures. Generally, all available Reserve Funds must be exhausted before a temporary loan is advanced to the District and any funds temporarily loaned in excess of the available Reserve Funds will be reflected as a negative Ending Reserve Fund Balance. This negative Reserve Fund Balance will be repaid and replenished through future assessment revenues.

Other Revenue Source/General Fund Contribution — This item includes additional funds designated for the District that are not annual assessments. These funds are added to the District account to reduce assessments, and may be from non-District or District sources including City General Fund Contributions and/or interest earnings. Any funds indicated on this line will be shown as a negative number indicating a reduction in the amount to be levied and represent funds that do not have to be repaid.

Balance to Levy — This is the total amount to be collected for the current fiscal year through the annual assessments (for special benefits). The Balance to Levy represents the sum of Total Direct and Administration Costs, Reserve Fund Contributions or Transfers, Contributions from Other Revenue Source, and the Contribution Replenishment. Only those costs related to the improvements identified as special benefits are levied and collected on the tax roll.

B. District Budget

Fiscal Year 2017/2018 District Budget

City of Winters City-Wide 2017/2018	
Levy Components	**Total Budget**
DIRECT COSTS	
Park Maintenance	$216,739.00
Street Lighting	62,000.00
Riparian Area Mantenance	0.00
Median Island Landscape Maintenance	800.00
Curbside Landscape Maintenance	1,000.00
Bank Stabilization	0.00
TOTAL DIRECT	**$280,539.00**
ADMINISTRATION COSTS	
District Administration	$29,449.00
County Administration Fee	2,091.00
TOTAL ADMIN	**$31,540.00**
COLLECTIONS/(CREDITS) APPLIED TO LEVY	
TOTAL DIRECT AND ADMIN COSTS	**$312,079.00**
Reserve Collection	0.00
Capital Improvement Fund Collection/(Transfer)	0.00
Contribution Replenishment	0.00
General Fund (Contributions)	(108,406.50)
TOTAL ADJUSTMENTS	**($108,406.50)**
Balance to Levy (Budgeted)	**$203,672.50**
Total Revenue at Maximum Rate	**$203,673.75**
Variance above/(below) Maximum Revenue	**-$1.25**
Levy at Applied Rate	**$203,672.50**
Applied Charge	203,672.50
DISTRICT STATISTICS	
Total Parcels	2,170
Total Residential Parcels Levied	1,966
Total Non-Residential Parcels Levied	125
Total Parcels Levied	2,091
Total Equivalent Residential Benefit Units	2,429
Total Equivalent Non-Residential Benefit Units	125
Applied Residential Levy per Benefit Unit	**$82.50**
Applied Non-Residential Levy per Benefit Unit	**$26.24**
Maximum Levy per Residential Benefit Unit (Current Year)	$82.50
Maximum Levy per Non-Residential Benefit Unit (Current Year)	$26.25

APPENDIX A - DISTRICT BOUNDARY MAPS

The boundary map for the District has been previously approved and submitted to the City in the format required by the 1972 Act. The map is on file in the Office of the City Clerk and by reference made part of this Report.

The boundary for the District is contiguous with the boundary of the City and defined as the corresponding parcels identified on the Yolo County Assessor's Map. The parcel identification, lines, and dimensions of each parcel within the District are those lines and dimensions shown on the Yolo County Assessor's Map for the year in which this Report was prepared and by reference are incorporated and made part of this Report.

APPENDIX B — 2017/2018 ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Yolo County Assessor's map for the year in which this Report is prepared.

A listing of parcels assessed within this District, along with the assessment amounts, is included on the following pages. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

Non-assessable lots or parcels include areas of public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and rights-of-ways including public greenbelts and parkways; utility rights-of-ways; common areas; landlocked parcels, small parcels vacated by the County, bifurcated lots, and any other property that cannot be developed or has specific development restrictions. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

City of Winters
City-Wide
Fiscal Year 2017/18 Preliminary Assessment Roll

Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-120-004-000	NO SITUS AVAILABLE	RES	1	$82.50
003-120-006-000	511 MAIN ST	COM	1	26.24
003-130-003-000	600-602 4TH ST	RES	2	165.00
003-130-009-000	410 GRANT AVE	RES	3	247.50
003-130-010-000	415 BAKER ST	RES	2	165.00
003-130-012-000	407 EDWARDS ST	RES	1	82.50
003-130-013-000	408 GRANT AVE	RES	1	82.50
003-130-014-000	406 GRANT AVE	RES	1	82.50
003-130-015-000	404 GRANT AVE	RES	1	82.50
003-130-016-000	402 GRANT AVE	RES	1	82.50
003-130-017-000	616 4TH ST	RES	1	82.50
003-130-018-000	614 4TH ST	RES	1	82.50
003-130-019-000	403 BAKER ST	RES	1	82.50
003-130-020-000	405 BAKER ST	RES	1	82.50
003-130-021-000	407 BAKER ST	RES	1	82.50
003-130-022-000	409 BAKER ST	RES	1	82.50
003-130-023-000	411 BAKER ST	RES	1	82.50
003-130-024-000	413 BAKER ST	RES	1	82.50
003-130-025-000	414 BAKER ST	RES	1	82.50
003-130-026-000	412 BAKER ST	RES	1	82.50
003-130-027-000	410 BAKER ST	RES	1	82.50
003-130-028-000	408 BAKER ST	RES	1	82.50
003-130-029-000	409 EDWARDS ST	RES	1	82.50
003-130-030-000	411 EDWARDS ST	RES	1	82.50
003-130-031-000	413 EDWARDS ST	RES	1	82.50
003-130-032-000	415 EDWARDS ST	RES	1	82.50
003-130-033-000	508 4TH ST	RES	1	82.50
003-130-034-000	403 EDWARDS ST	RES	1	82.50
003-130-035-000	518 4TH ST	RES	1	82.50
003-130-036-000	406 BAKER ST	RES	1	82.50
003-141-002-000	316 GRANT AVE	RES	2	165.00
003-141-003-000	314 GRANT AVE	RES	1	82.50
003-141-004-000	310 GRANT AVE	RES	1	82.50
003-141-006-000	302 GRANT AVE	RES	1	82.50
003-141-007-000	301 BAKER ST	RES	2	165.00
003-141-008-000	303 BAKER ST A & ST	RES	2	165.00
003-141-009-000	307 BAKER ST	RES	2	165.00
003-141-010-000	309 BAKER ST	RES	1	82.50
003-141-012-000	304 GRANT AVE	RES	1	82.50
003-141-013-000	308 GRANT AVE	RES	1	82.50
003-141-014-000	611 4TH ST	RES	1	82.50
003-141-015-000	607 4TH ST	RES	1	82.50
003-141-016-000	311 BAKER ST	RES	1	82.50
003-141-017-000	313 BAKER ST	RES	1	82.50
003-142-002-000	318 BAKER ST	RES	1	82.50
003-142-003-000	310 BAKER ST	RES	1	82.50
003-142-005-000	304 BAKER ST	RES	1	82.50
003-142-006-000	510 3RD ST	RES	1	82.50
003-142-008-000	305 EDWARDS ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-142-009-000	307 EDWARDS ST	RES	1	82.50
003-142-010-000	309 EDWARDS ST	RES	1	82.50
003-142-011-000	311 EDWARDS ST	RES	1	82.50
003-142-013-000	303 EDWARDS ST	RES	2	165.00
003-142-014-000	502 3RD ST	RES	2	165.00
003-142-015-000	308 BAKER ST	RES	1	82.50
003-142-016-000	306 BAKER ST	RES	1	82.50
003-142-017-000	315 EDWARDS ST	COM	1	26.24
003-143-001-000	315 ABBEY ST	RES	1	82.50
003-143-002-000	415 4TH ST	RES	3	247.50
003-143-003-000	310 EDWARDS ST	RES	1	82.50
003-143-004-000	308 EDWARDS ST	RES	1	82.50
003-143-005-000	306 EDWARDS ST	RES	1	82.50
003-143-006-000	304 EDWARDS ST	RES	1	82.50
003-143-008-000	408 3RD ST	RES	1	82.50
003-143-009-000	400 3RD ST	RES	1	82.50
003-143-011-000	309 ABBEY ST	RES	1	82.50
003-143-012-000	311 ABBEY ST	RES	1	82.50
003-143-013-000	313 ABBEY ST	RES	1	82.50
003-143-014-000	418 3RD ST	RES	1	82.50
003-143-015-000	410 3RD ST	RES	1	82.50
003-143-016-000	307 ABBEY ST	RES	1	82.50
003-143-017-000	305 ABBEY ST	RES	1	82.50
003-144-001-000	215 BAKER ST	RES	1	82.50
003-144-003-000	210 GRANT AVE	RES	1	82.50
003-144-004-000	208 GRANT AVE	RES	12	990.00
003-144-005-000	610 2ND ST	RES	1	82.50
003-144-007-000	203 BAKER ST	RES	1	82.50
003-144-008-000	205 BAKER ST	RES	1	82.50
003-144-011-000	212 GRANT AVE	RES	1	82.50
003-144-012-000	214 GRANT AVE	RES	1	82.50
003-144-013-000	209 BAKER ST	RES	1	82.50
003-144-014-000	602 2ND ST	RES	2	165.00
003-144-015-000	600 2ND ST	RES	2	165.00
003-146-001-000	215 ABBEY ST	RES	1	82.50
003-146-002-000	218 EDWARDS ST	RES	1	82.50
003-146-003-000	216 EDWARDS ST	RES	1	82.50
003-146-004-000	214 EDWARDS ST	RES	1	82.50
003-146-005-000	212 EDWARDS ST	RES	1	82.50
003-146-007-000	204 A EDWARDS ST	RES	2	165.00
003-146-011-000	207 ABBEY ST	RES	1	82.50
003-146-012-000	209 ABBEY ST	RES	1	82.50
003-146-013-000	211 ABBEY ST	RES	1	82.50
003-146-014-000	210 EDWARDS ST	RES	2	165.00
003-146-015-000	206 EDWARDS ST	RES	1	82.50
003-146-017-000	205 ABBEY ST	RES	1	82.50
003-146-018-000	416-18 2ND ST	RES	2	165.00
003-146-019-000	201 ABBEY ST	RES	1	82.50
003-146-020-000	203 ABBEY ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-151-001-000	617 1ST ST	RES	1	82.50
003-151-002-000	14 GRANT AVE	RES	1	82.50
003-151-003-000	12 GRANT AVE	RES	1	82.50
003-151-004-000	8 GRANT AVE	COM	1	26.24
003-151-008-000	611 1ST ST	RES	1	82.50
003-151-013-000	601 1ST ST	RES	1	82.50
003-151-014-000	605 1ST ST	RES	1	82.50
003-151-021-000	11 BAKER ST	RES	12	990.00
003-151-026-000	2 GRANT AVE	COM	1	26.24
003-151-028-000	600 RAILROAD AVE	COM	1	26.24
003-151-029-000	606 RAILROAD AVE	COM	1	26.24
003-152-001-000	NO SITUS AVAILABLE	RES	1	82.50
003-152-002-000	108 GRANT AVE	RES	10	825.00
003-152-003-000	104 GRANT AVE	RES	1	82.50
003-152-004-000	618 1ST ST	RES	1	82.50
003-152-005-000	612 1ST ST	RES	1	82.50
003-152-006-000	600 1ST ST	RES	1	82.50
003-152-007-000	105 BAKER ST	RES	1	82.50
003-152-008-000	109 BAKER ST	RES	1	82.50
003-152-009-000	111 BAKER ST	RES	1	82.50
003-152-010-000	113 BAKER ST	RES	1	82.50
003-152-011-000	115 BAKER ST	RES	1	82.50
003-152-012-000	117 BAKER ST	RES	2	165.00
003-152-013-000	607 2ND ST	RES	1	82.50
003-152-014-000	611 2ND ST	RES	1	82.50
003-153-001-000	16 BAKER ST	RES	1	82.50
003-153-004-000	10 BAKER ST	COM	1	26.24
003-153-005-000	8 BAKER ST	RES	1	82.50
003-153-006-000	510 RAILROAD AVE	COM	1	26.24
003-153-007-000	504 RAILROAD AVE	COM	1	26.24
003-153-008-000	3-5 EDWARDS ST	COM	1	26.24
003-153-009-000	7 EDWARDS ST	COM	1	26.24
003-153-010-000	9 EDWARDS ST	RES	1	82.50
003-153-011-000	15 EDWARDS ST	RES	1	82.50
003-153-015-000	511 1ST ST	RES	1	82.50
003-153-017-000	12 BAKER ST	RES	1	82.50
003-153-018-000	14 BAKER ST	RES	1	82.50
003-154-001-000	517 2ND ST	RES	1	82.50
003-154-002-000	114 BAKER ST	RES	1	82.50
003-154-003-000	110 BAKER ST	RES	1	82.50
003-154-008-000	105 EDWARDS ST	RES	1	82.50
003-154-009-000	107 EDWARDS ST	RES	1	82.50
003-154-010-000	111 EDWARDS ST	RES	1	82.50
003-154-013-000	115 EDWARDS ST	RES	1	82.50
003-154-015-000	515 2ND ST	RES	1	82.50
003-154-016-000	500 1ST ST	RES	1	82.50
003-154-017-000	512 1ST ST	COM	1	26.24
003-155-002-000	12 EDWARDS ST	RES	1	82.50
003-155-004-000	416 RAILROAD AVE	COM	1	26.24

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-155-005-000	400 RAILROAD AVE	COM	1	26.24
003-155-006-000	5 ABBEY ST	COM	1	26.24
003-155-007-000	11 ABBEY ST	RES	1	82.50
003-155-008-000	15 ABBEY ST	RES	1	82.50
003-155-009-000	17 ABBEY ST	COM	1	26.24
003-155-011-000	415 1ST ST	RES	1	82.50
003-155-013-000	409 1ST ST	RES	1	82.50
003-155-014-000	8 EDWARDS ST	RES	1	82.50
003-155-015-000	4 EDWARDS ST	COM	1	26.24
003-156-003-000	106 EDWARDS ST	RES	1	82.50
003-156-004-000	104 EDWARDS ST	RES	1	82.50
003-156-005-000	418 1ST ST	RES	1	82.50
003-156-007-000	105 ABBEY ST	RES	1	82.50
003-156-009-000	119 ABBEY ST	RES	1	82.50
003-156-010-000	121 ABBEY ST	RES	1	82.50
003-156-011-000	123 ABBEY ST	RES	1	82.50
003-156-013-000	417 2ND ST	RES	1	82.50
003-156-014-000	415 2ND ST	RES	1	82.50
003-156-015-000	108 EDWARDS ST	RES	2	165.00
003-156-016-000	110 EDWARDS ST	RES	1	82.50
003-156-017-000	111 ABBEY ST	RES	1	82.50
003-156-018-000	115 ABBEY ST	RES	2	165.00
003-156-019-000	412 1ST ST	RES	1	82.50
003-156-020-000	408 1ST ST	RES	1	82.50
003-156-021-000	101 ABBEY ST	RES	1	82.50
003-160-003-000	11 E BAKER ST	COM	1	26.24
003-160-004-000	10 E GRANT AVE	RES	1	82.50
003-160-005-000	12 E GRANT AVE	RES	1	82.50
003-160-010-000	13 E EDWARDS ST	COM	1	26.24
003-160-012-000	24 E BAKER ST	RES	1	82.50
003-160-013-000	26 E BAKER ST	RES	1	82.50
003-160-014-000	516 EAST ST	RES	1	82.50
003-160-016-000	25 E EDWARDS ST	RES	1	82.50
003-160-020-000	22 E EDWARDS ST	RES	1	82.50
003-160-021-000	20 E EDWARDS ST	RES	1	82.50
003-160-022-000	11 E ABBEY ST	COM	1	26.24
003-160-023-000	10 E EDWARDS ST	COM	1	26.24
003-160-025-000	8 E EDWARDS ST	COM	1	26.24
003-160-028-000	512 EAST ST	RES	2	165.00
003-160-029-000	27 E EDWARDS ST	RES	1	82.50
003-160-032-000	15 E BAKER ST	RES	1	82.50
003-160-033-000	13 E BAKER ST	COM	1	26.24
003-160-035-000	25 E BAKER ST	RES	4	330.00
003-160-036-000	19 E ABBEY ST	RES	1	82.50
003-160-037-000	21 E ABBEY ST	RES	1	82.50
003-160-041-000	18 E BAKER ST	RES	1	82.50
003-160-042-000	21 E EDWARDS ST	RES	1	82.50
003-160-043-000	20 E BAKER ST	RES	1	82.50
003-160-044-000	23 E EDWARDS ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-160-047-000	7 E EDWARDS ST	COM	1	26.24
003-160-048-000	11 E EDWARDS ST	COM	1	26.24
003-160-053-000	7 E BAKER ST	COM	1	26.24
003-160-054-000	NO SITUS AVAILABLE	COM	1	26.24
003-160-055-000	NO SITUS AVAILABLE	COM	1	26.24
003-160-058-000	29 E ABBEY ST	RES	1	82.50
003-160-060-000	23 E ABBEY ST	RES	1	82.50
003-160-062-000	613 RAILROAD AVE	COM	1	26.24
003-160-063-000	517 RAILROAD AVE	COM	1	26.24
003-160-064-000	NO SITUS AVAILABLE	COM	1	26.24
003-160-065-000	NO SITUS AVAILABLE	RES	1	82.50
003-160-066-000	28 E EDWARDS ST	RES	1	82.50
003-171-001-000	437 ABBEY ST	RES	2	165.00
003-171-002-000	438 EDWARDS ST	RES	1	82.50
003-171-003-000	436 EDWARDS ST	RES	2	165.00
003-171-004-000	434 EDWARDS ST	RES	1	82.50
003-171-005-000	432 EDWARDS ST	RES	1	82.50
003-171-006-000	430 EDWARDS ST	RES	1	82.50
003-171-009-000	418 HAVEN AVE	COM	1	26.24
003-171-010-000	419 HAVEN AVE	RES	2	165.00
003-171-011-000	421 ABBEY ST	RES	1	82.50
003-171-012-000	423 ABBEY ST	RES	1	82.50
003-171-014-000	431 ABBEY ST	RES	1	82.50
003-171-015-000	433 ABBEY ST	RES	4	330.00
003-171-016-000	435 ABBEY ST	RES	1	82.50
003-171-017-000	425 ABBEY ST	RES	1	82.50
003-171-018-000	427 ABBEY ST	RES	1	82.50
003-171-019-000	422 EDWARDS ST	RES	1	82.50
003-171-020-000	424 EDWARDS ST	RES	1	82.50
003-171-021-000	428 EDWARDS ST	RES	1	82.50
003-171-022-000	426 EDWARDS ST	RES	1	82.50
003-172-001-000	439 MAIN ST	RES	1	82.50
003-172-005-000	430 ABBEY ST	RES	1	82.50
003-172-006-000	428 ABBEY ST	RES	1	82.50
003-172-007-000	424 ABBEY ST	RES	1	82.50
003-172-008-000	422 ABBEY ST	RES	2	165.00
003-172-009-000	318 HAVEN ST	RES	1	82.50
003-172-012-000	423 MAIN ST	RES	1	82.50
003-172-013-000	427 MAIN ST	RES	1	82.50
003-172-014-000	431 MAIN ST	RES	1	82.50
003-172-015-000	433 MAIN ST	RES	1	82.50
003-172-016-000	435 MAIN ST	RES	1	82.50
003-172-017-000	437 MAIN ST	RES	1	82.50
003-172-018-000	421 MAIN ST	RES	1	82.50
003-172-019-000	432 ABBEY ST	RES	1	82.50
003-172-022-000	434 ABBEY ST	RES	1	82.50
003-172-023-000	438 ABBEY ST	RES	1	82.50
003-173-003-000	400 EDWARDS ST	RES	1	82.50
003-173-010-000	415 ABBEY ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-173-011-000	411 ABBEY ST	RES	1	82.50
003-173-012-000	407 ABBEY ST	RES	1	82.50
003-173-013-000	409 ABBEY ST	RES	1	82.50
003-173-014-000	413 ABBEY ST	RES	1	82.50
003-173-015-000	401 ABBEY ST	RES	1	82.50
003-173-018-000	405 W ABBEY ST	RES	1	82.50
003-173-019-000	410 EDWARDS ST	RES	1	82.50
003-173-020-000	414 EDWARDS ST	RES	1	82.50
003-173-021-000	412 EDWARDS ST	RES	1	82.50
003-173-022-000	406 EDWARDS ST	RES	1	82.50
003-173-023-000	403 ABBEY ST	RES	1	82.50
003-173-024-000	404 EDWARDS ST	RES	1	82.50
003-173-025-000	417 HAVEN AVE	RES	1	82.50
003-173-026-000	416 EDWARDS ST	RES	1	82.50
003-175-002-000	410 MAIN ST	RES	1	82.50
003-175-005-000	200 4TH ST	RES	1	82.50
003-175-006-000	403 RUSSELL ST	RES	1	82.50
003-175-007-000	405-407 RUSSELL ST	RES	3	247.50
003-175-008-000	409 RUSSELL ST	RES	3	247.50
003-175-009-000	406 MAIN ST	RES	1	82.50
003-175-010-000	408 MAIN ST	RES	1	82.50
003-175-012-000	412 MAIN ST	RES	2	165.00
003-175-013-000	413 1/2 RUSSELL ST	RES	1	82.50
003-175-014-000	413 RUSSELL ST	RES	1	82.50
003-182-061-000	205 EMERY ST	RES	1	82.50
003-182-062-000	438 MAIN ST	RES	1	82.50
003-182-063-000	436 MAIN ST	RES	1	82.50
003-182-064-000	434 MAIN ST	RES	1	82.50
003-182-065-000	424 MAIN ST	RES	1	82.50
003-182-066-000	422 MAIN ST	RES	1	82.50
003-182-067-000	418 MAIN ST	RES	1	82.50
003-182-068-000	416 MAIN ST	RES	1	82.50
003-182-069-000	414 MAIN ST	RES	1	82.50
003-182-071-000	437 RUSSELL ST	RES	1	82.50
003-182-072-000	435 RUSSELL ST	RES	1	82.50
003-182-073-000	433 RUSSELL ST	RES	1	82.50
003-182-074-000	431 RUSSELL ST	RES	1	82.50
003-182-076-000	425 RUSSELL ST	RES	1	82.50
003-182-077-000	423 RUSSELL ST	RES	1	82.50
003-182-078-000	421 RUSSELL ST	RES	1	82.50
003-182-079-000	419 RUSSELL ST	RES	1	82.50
003-182-080-000	417 RUSSELL ST	RES	1	82.50
003-182-081-000	415 RUSSELL ST	RES	1	82.50
003-182-082-000	430 MAIN ST	RES	1	82.50
003-182-083-000	430 MAIN ST	RES	1	82.50
003-182-084-000	428 MAIN ST	RES	1	82.50
003-182-085-000	426 MAIN ST	RES	1	82.50
003-182-088-000	427 RUSSELL ST	RES	1	82.50
003-182-090-000	429 RUSSELL ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-182-091-000	203 EMERY ST	RES	1	82.50
003-182-092-000	439 RUSSELL ST	RES	1	82.50
003-183-016-000	442 RUSSELL ST	RES	1	82.50
003-183-017-000	444 RUSSELL ST	RES	1	82.50
003-183-020-000	446 RUSSELL ST	RES	1	82.50
003-183-022-000	434 RUSSELL ST	RES	1	82.50
003-183-023-000	432 RUSSELL ST	RES	1	82.50
003-183-024-000	430 RUSSELL ST	RES	1	82.50
003-183-025-000	428 RUSSELL ST	RES	1	82.50
003-183-026-000	426 RUSSELL ST	RES	1	82.50
003-183-027-000	424 RUSSELL ST	RES	1	82.50
003-183-029-000	440 RUSSELL ST	RES	2	165.00
003-183-032-000	422 RUSSELL ST	RES	3	247.50
003-183-034-000	420 RUSSELL ST	RES	1	82.50
003-183-035-000	436 RUSSELL ST	RES	1	82.50
003-183-036-000	438 RUSSELL ST	RES	1	82.50
003-183-037-000	206 EMERY ST	RES	1	82.50
003-183-038-000	204 EMERY ST	RES	1	82.50
003-183-039-000	202 1/2 EMERY ST	RES	2	165.00
003-183-040-000	445 RUSSELL ST	RES	1	82.50
003-183-042-000	416 RUSSELL ST	RES	1	82.50
003-183-043-000	418 RUSSELL ST	RES	1	82.50
003-183-044-000	456 RUSSELL ST	RES	1	82.50
003-183-045-000	454 RUSSELL BLVD	RES	1	82.50
003-183-047-000	450 RUSSELL ST	RES	1	82.50
003-183-048-000	447 RUSSELL ST	RES	1	82.50
003-183-049-000	NO SITUS AVAILABLE	RES	1	82.50
003-183-050-000	455 RUSSELL ST	RES	1	82.50
003-191-001-000	311 MAIN ST	RES	1	82.50
003-191-005-000	302 ABBEY ST	RES	1	82.50
003-191-006-000	301 MAIN ST	COM	1	26.24
003-191-007-000	303 MAIN ST	RES	1	82.50
003-191-008-000	305 MAIN ST	RES	1	82.50
003-191-009-000	307 MAIN ST	RES	1	82.50
003-191-010-000	309 MAIN ST	RES	1	82.50
003-191-011-000	310 ABBEY ST	RES	1	82.50
003-191-012-000	312 ABBEY ST	RES	1	82.50
003-191-013-000	308 ABBEY ST	RES	1	82.50
003-191-014-000	306 ABBEY ST	RES	1	82.50
003-191-015-000	316 ABBEY ST	RES	1	82.50
003-191-016-000	314 ABBEY ST	RES	1	82.50
003-192-001-000	201 4TH ST	RES	1	82.50
003-192-002-000	310 MAIN ST	COM	1	26.24
003-192-003-000	308 MAIN ST	RES	1	82.50
003-192-004-000	310 MAIN ST	RES	1	82.50
003-192-005-000	304 MAIN ST	RES	1	82.50
003-192-006-000	302 MAIN ST	RES	1	82.50
003-192-007-000	300 MAIN ST	RES	1	82.50
003-192-008-000	301 RUSSELL ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-192-009-000	303 RUSSELL ST	RES	1	82.50
003-192-010-000	305 RUSSELL ST	RES	1	82.50
003-192-012-000	307 RUSSELL ST	RES	1	82.50
003-192-013-000	311 RUSSELL ST	RES	1	82.50
003-193-001-000	213 MAIN ST	RES	1	82.50
003-193-003-000	210 ABBEY ST	RES	1	82.50
003-193-004-000	208 ABBEY ST	RES	1	82.50
003-193-005-000	206 ABBEY ST	RES	1	82.50
003-193-007-000	201 MAIN ST	COM	1	26.24
003-193-008-000	205 MAIN ST	RES	1	82.50
003-193-009-000	209 MAIN ST	RES	1	82.50
003-193-010-000	214 ABBEY ST	RES	2	165.00
003-193-011-000	212 ABBEY ST	RES	1	82.50
003-193-012-000	310 2ND ST	RES	2	165.00
003-193-013-000	204 ABBEY ST	RES	1	82.50
003-194-001-000	211 RUSSELL ST	RES	1	82.50
003-194-002-000	212 MAIN ST	RES	1	82.50
003-194-003-000	210 MAIN ST	RES	1	82.50
003-194-004-000	208 MAIN ST	RES	1	82.50
003-194-005-000	206 MAIN ST	RES	1	82.50
003-194-006-000	204 MAIN ST	RES	1	82.50
003-194-007-000	226 2ND ST	RES	1	82.50
003-194-010-000	209 RUSSELL ST	RES	1	82.50
003-194-011-000	205 RUSSELL ST	COM	1	26.24
003-201-001-000	116 ABBEY ST	RES	2	165.00
003-201-002-000	110 ABBEY ST	RES	1	82.50
003-201-008-000	107 MAIN ST	COM	1	26.24
003-201-012-000	119 MAIN ST	COM	1	26.24
003-201-013-000	311 2ND ST	RES	1	82.50
003-201-015-000	111 MAIN ST	COM	1	26.24
003-201-016-000	101 MAIN ST	COM	1	26.24
003-201-017-000	106 ABBEY ST	RES	1	82.50
003-202-002-000	112 MAIN ST	RES	1	82.50
003-202-003-000	110 MAIN ST	RES	1	82.50
003-202-004-000	108 MAIN ST	COM	1	26.24
003-202-005-000	106 MAIN ST	COM	1	26.24
003-202-006-000	100 MAIN ST	COM	1	26.24
003-202-007-000	208 1ST ST	RES	1	82.50
003-202-010-000	107 RUSSELL ST	RES	1	82.50
003-202-011-000	123 RUSSELL ST	RES	1	82.50
003-202-012-000	129 RUSSELL ST	RES	1	82.50
003-202-013-000	116 MAIN ST	RES	2	165.00
003-202-014-000	114 MAIN ST	RES	1	82.50
003-202-015-000	101 RUSSELL ST	RES	1	82.50
003-202-017-000	105 RUSSELL ST	RES	1	82.50
003-203-001-000	48 MAIN ST	COM	1	26.24
003-203-002-000	NO SITUS AVAILABLE	COM	1	26.24
003-203-003-000	211 1ST ST	COM	1	26.24
003-203-004-000	42 MAIN ST	COM	1	26.24

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003-203-005-000	36 MAIN ST	COM	1	26.24
003-203-006-000	34 MAIN ST	COM	1	26.24
003-203-007-000	30 MAIN ST	COM	1	26.24
003-203-008-000	26 MAIN ST	COM	1	26.24
003-203-009-000	22 MAIN ST	COM	1	26.24
003-203-010-000	12 MAIN ST	COM	1	26.24
003-203-011-000	2-10 MAIN ST/210 RAILRO ST	COM	1	26.24
003-203-012-000	200-208 RAILROAD AVE	COM	1	26.24
003-203-013-000	7 RUSSELL ST	RES	1	82.50
003-203-014-000	9 RUSSELL ST	RES	1	82.50
003-203-015-000	11 RUSSELL ST	RES	1	82.50
003-203-017-000	18 MAIN ST	COM	1	26.24
003-204-007-000	310-312 RAILROAD AVE	COM	1	26.24
003-204-008-000	1 MAIN ST	COM	1	26.24
003-204-009-000	7-11 MAIN ST	COM	1	26.24
003-204-010-000	15 A & B MAIN ST	COM	1	26.24
003-204-011-000	19-23 MAIN ST	COM	1	26.24
003-204-013-000	31 MAIN ST	COM	1	26.24
003-204-014-000	33 MAIN ST	COM	1	26.24
003-204-015-000	35 MAIN ST	COM	1	26.24
003-204-016-000	37 MAIN ST	COM	1	26.24
003-204-017-000	41-47 MAIN ST	COM	1	26.24
003-221-001-000	11 E MAIN ST	RES	1	82.50
003-221-002-000	14 E ABBEY ST	RES	1	82.50
003-221-003-000	16 E ABBEY ST	RES	2	165.00
003-221-004-000	22 E ABBEY ST	RES	1	82.50
003-221-005-000	24 E ABBEY ST	RES	1	82.50
003-221-006-000	26 E ABBEY ST	RES	1	82.50
003-221-008-000	300 EAST ST	RES	6	495.00
003-221-009-000	23 E MAIN ST	RES	1	82.50
003-221-012-000	13 E MAIN ST	RES	1	82.50
003-221-014-000	21 E MAIN ST	RES	2	165.00
003-221-015-000	17 E MAIN ST	RES	1	82.50
003-221-017-000	28 E ABBEY ST	RES	7	577.50
003-222-003-000	107 ELLIOT ST	RES	2	165.00
003-222-005-000	10 E MAIN ST	RES	1	82.50
003-222-012-000	24 E MAIN ST	RES	1	82.50
003-222-013-000	26 E MAIN ST	RES	1	82.50
003-222-014-000	28 E MAIN ST	RES	1	82.50
003-222-016-000	30 E MAIN ST	RES	1	82.50
003-222-019-000	102 ELLIOT ST	RES	7	577.50
003-222-020-000	101 ELLIOT ST	RES	5	412.50
003-222-021-000	14 E MAIN ST	RES	1	82.50
003-222-022-000	12 E MAIN ST	RES	1	82.50
003-222-023-000	20 E MAIN ST	RES	1	82.50
003-223-002-000	305 EAST ST	RES	1	82.50
003-223-003-000	307 EAST ST	RES	1	82.50
003-223-005-000	31 E MAIN ST	RES	1	82.50
003-223-007-000	29 E MAIN ST	RES	1	82.50

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003-224-002-000	8 E ABBEY ST	COM	1	26.24
003-224-003-000	5 & 7 E MAIN ST	COM	1	26.24
003-224-004-000	9 E MAIN ST	COM	1	26.24
003-230-006-000	106 3RD ST	RES	1	82.50
003-230-007-000	104 3RD ST	RES	1	82.50
003-230-008-000	102 3RD ST	RES	1	82.50
003-230-009-000	312 RUSSELL ST	RES	1	82.50
003-230-010-000	114 3RD ST	RES	1	82.50
003-230-017-000	102 RIVERVIEW CT	COM	1	26.24
003-230-019-000	118 3RD ST	RES	1	82.50
003-230-020-000	116 3RD ST	RES	1	82.50
003-230-024-000	120 LIWAI VILLAGE CT	RES	1	82.50
003-230-025-000	116 LIWAI VILLAGE CT	RES	1	82.50
003-230-029-000	112 LIWAI VILLAGE CT	RES	1	82.50
003-230-030-000	108 LIWAI VILLAGE CT	RES	1	82.50
003-241-001-000	101 3RD ST	RES	1	82.50
003-241-002-000	105 3RD ST	RES	1	82.50
003-241-003-000	107 3RD ST	RES	2	165.00
003-241-005-000	206 RUSSELL ST	RES	1	82.50
003-241-008-000	108 2ND ST	RES	1	82.50
003-241-009-000	102 SECOND ST	RES	1	82.50
003-241-012-000	100 WOLFSKILL ST	RES	1	82.50
003-241-013-000	NO SITUS AVAILABLE	RES	1	82.50
003-241-015-000	NO SITUS AVAILABLE	RES	1	82.50
003-241-017-000	204 RUSSELL ST	RES	1	82.50
003-241-021-000	200 WOLFSKILL ST	RES	1	82.50
003-241-022-000	102 WOLFSKILL ST	RES	1	82.50
003-241-023-000	210 RUSSELL ST	RES	5	412.50
003-241-024-000	109 3RD ST	RES	1	82.50
003-241-027-000	110 2ND ST	RES	1	82.50
003-241-029-000	202 RUSSELL ST	RES	1	82.50
003-242-001-000	105 2ND ST	RES	1	82.50
003-242-003-000	115 2ND ST	RES	1	82.50
003-242-004-000	124 RUSSELL ST	RES	1	82.50
003-242-005-000	120 RUSSELL ST	RES	1	82.50
003-242-010-000	100 FIRST ST	RES	1	82.50
003-242-011-000	106 RUSSELL ST	RES	1	82.50
003-242-013-000	117 2ND ST	RES	1	82.50
003-242-014-000	104 RUSSELL ST	RES	1	82.50
003-242-015-000	105 WOLFSKILL ST	RES	4	330.00
003-242-016-000	118 1ST ST	RES	1	82.50
003-242-017-000	110 1ST ST	RES	1	82.50
003-243-002-000	10 RUSSELL ST	RES	1	82.50
003-243-003-000	8 RUSSELL ST	RES	1	82.50
003-243-005-000	12 RUSSELL ST	RES	2	165.00
003-243-006-000	14 RUSSELL ST	RES	2	165.00
003-243-007-000	6 RUSSELL ST	RES	1	82.50
003-243-008-000	2 RUSSELL ST	COM	1	26.24
003-271-002-000	802 HEMENWAY ST	RES	1	82.50

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003-271-008-000	804 HEMENWAY ST	RES	1	82.50
003-271-009-000	800 HEMENWAY ST	RES	1	82.50
003-271-011-000	900 HEMENWAY ST	RES	1	82.50
003-271-012-000	902 HEMENWAY ST	RES	1	82.50
003-271-013-000	302 ROSA AVE	RES	1	82.50
003-271-014-000	300 ROSA AVE	RES	1	82.50
003-271-015-000	304 ROSA AVE	RES	1	82.50
003-271-016-000	306 ROSA AVE	RES	1	82.50
003-271-017-000	308 ROSA AVE	RES	1	82.50
003-271-018-000	310 ROSA AVE	RES	1	82.50
003-271-019-000	312 ROSA AVE	RES	1	82.50
003-271-020-000	314 ROSA AVE	RES	1	82.50
003-271-021-000	315 PEACH PL	RES	1	82.50
003-271-022-000	313 PEACH PL	RES	1	82.50
003-271-023-000	311 PEACH PL	RES	1	82.50
003-271-024-000	309 PEACH PL	RES	1	82.50
003-271-025-000	307 PEACH PL	RES	1	82.50
003-271-026-000	304 PEACH PL	RES	1	82.50
003-271-027-000	306 PEACH PL	RES	1	82.50
003-271-028-000	308 PEACH PL	RES	1	82.50
003-271-029-000	310 PEACH PL	RES	1	82.50
003-271-030-000	312 PEACH PL	RES	1	82.50
003-271-031-000	803 APRICOT AVE	RES	1	82.50
003-271-032-000	319 ANDERSON AVE	RES	1	82.50
003-271-033-000	315 ANDERSON AVE	RES	1	82.50
003-271-034-000	311 ANDERSON AVE	RES	1	82.50
003-271-035-000	307 ANDERSON AVE	RES	1	82.50
003-271-036-000	303 ANDERSON AVE	RES	1	82.50
003-272-003-000	301 ROSA AVE	RES	1	82.50
003-272-004-000	303 ROSA AVE	RES	1	82.50
003-272-005-000	305 ROSA AVE	RES	1	82.50
003-272-006-000	307 ROSA AVE	RES	1	82.50
003-272-007-000	309 ROSA AVE	RES	1	82.50
003-272-008-000	311 ROSA AVE	RES	1	82.50
003-272-009-000	313 ROSA AVE	RES	1	82.50
003-272-010-000	315 ROSA AVE	RES	1	82.50
003-272-011-000	317 ROSA AVE	RES	1	82.50
003-272-012-000	910 APRICOT AVE	RES	1	82.50
003-272-013-000	908 APRICOT AVE	RES	1	82.50
003-272-014-000	906 APRICOT AVE	RES	1	82.50
003-272-015-000	904 APRICOT AVE	RES	1	82.50
003-272-016-000	902 APRICOT AVE	RES	1	82.50
003-272-017-000	900 APRICOT AVE	RES	1	82.50
003-272-018-000	804 APRICOT AVE	RES	1	82.50
003-272-019-000	802 APRICOT AVE	RES	1	82.50
003-272-020-000	800 APRICOT AVE	RES	1	82.50
003-273-001-000	213 ROSA AVE	RES	1	82.50
003-273-002-000	211 ROSA AVE	RES	1	82.50
003-273-003-000	209 ROSA AVE	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-273-004-000	207 ROSA AVE	RES	1	82.50
003-273-005-000	205 ROSA AVE	RES	1	82.50
003-273-006-000	203 ROSA AVE	RES	1	82.50
003-273-007-000	201 ROSA AVE	RES	1	82.50
003-274-001-000	212 ROSA AVE	RES	1	82.50
003-274-002-000	210 ROSA AVE	RES	1	82.50
003-274-003-000	208 ROSA AVE	RES	1	82.50
003-274-004-000	206 ROSA AVE	RES	1	82.50
003-274-005-000	204 ROSA AVE	RES	1	82.50
003-274-006-000	202 ROSA AVE	RES	1	82.50
003-274-007-000	200 ROSA AVE	RES	1	82.50
003-274-008-000	902 MERMOD PL	RES	1	82.50
003-274-009-000	203 LENIS AVE	RES	1	82.50
003-274-010-000	205 LENIS AVE	RES	1	82.50
003-274-011-000	207 LENIS AVE	RES	1	82.50
003-274-012-000	209 LENIS AVE	RES	1	82.50
003-274-013-000	211 LENIS AVE	RES	1	82.50
003-274-014-000	213 LENIS AVE	RES	1	82.50
003-275-001-000	905 MERMOD PL	RES	1	82.50
003-275-002-000	907 MERMOD PL	RES	1	82.50
003-275-003-000	909 MERMOD PL	RES	1	82.50
003-275-004-000	1001 MERMOD PL	RES	1	82.50
003-275-005-000	1003 MERMOD PL	RES	1	82.50
003-275-006-000	903 MERMOD PL	COM	1	26.24
003-275-007-000	901 MERMOD PL	RES	1	82.50
003-275-008-000	805 MERMOD PL	RES	1	82.50
003-275-009-000	803 MERMOD PL	RES	1	82.50
003-275-010-000	113 ANDERSON AVE	RES	1	82.50
003-276-001-000	213 ANDERSON AVE	RES	1	82.50
003-276-002-000	212 LENIS AVE	RES	1	82.50
003-276-003-000	210 LENIS AVE	RES	1	82.50
003-276-004-000	208 LENIS AVE	RES	1	82.50
003-276-005-000	206 LENIS AVE	RES	1	82.50
003-276-006-000	204 LENIS AVE	RES	1	82.50
003-276-007-000	202 LENIS AVE	RES	1	82.50
003-276-008-000	806 MERMOD PL	RES	1	82.50
003-276-009-000	201 ANDERSON AVE	RES	1	82.50
003-276-010-000	203 ANDERSON AVE	RES	1	82.50
003-276-011-000	205 ANDERSON AVE	RES	1	82.50
003-276-012-000	207 ANDERSON AVE	RES	1	82.50
003-276-013-000	209 ANDERSON AVE	RES	1	82.50
003-276-014-000	211 ANDERSON AVE	RES	1	82.50
003-281-007-000	718 HEMENWAY ST	RES	1	82.50
003-281-008-000	716 HEMENWAY ST	RES	1	82.50
003-281-009-000	714 HEMENWAY ST	RES	1	82.50
003-281-010-000	712 HEMENWAY ST	RES	1	82.50
003-281-011-000	710 HEMENWAY ST	RES	1	82.50
003-281-012-000	708 HEMENWAY ST	RES	1	82.50
003-281-013-000	700 HEMENWAY ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-281-016-000	301 GRANT AVE	RES	1	82.50
003-281-034-000	213 GRANT AVE	RES	1	82.50
003-281-035-000	215 GRANT AVE	RES	1	82.50
003-282-002-000	18 ANDERSON AVE	RES	12	990.00
003-282-003-000	14 ANDERSON AVE	RES	7	577.50
003-282-004-000	12 ANDERSON AVE	RES	1	82.50
003-282-011-000	704 RAILROAD AVE	RES	8	660.00
003-282-018-000	11 GRANT AVE	COM	1	26.24
003-282-021-000	10 ANDERSON AVE	RES	1	82.50
003-282-022-000	722 RAILROAD AVE	RES	1	82.50
003-282-023-000	717 HEMENWAY ST	RES	1	82.50
003-282-024-000	715 HEMENWAY ST	RES	1	82.50
003-282-025-000	3 GRANT AVE	COM	1	26.24
003-282-028-000	NO SITUS AVAILABLE	RES	4	330.00
003-282-029-000	NO SITUS AVAILABLE	RES	1	82.50
003-321-001-000	709 DUTTON ST	COM	1	26.24
003-321-003-000	19 E GRANT AVE	RES	1	82.50
003-321-004-000	15 E GRANT AVE	RES	1	82.50
003-322-003-000	710 DUTTON ST	COM	1	26.24
003-322-020-000	723 RAILROAD AVE	COM	1	26.24
003-322-022-000	NO SITUS AVAILABLE	COM	1	26.24
003-322-024-000	723 RAILROAD AVE	COM	1	26.24
003-330-007-000	NO SITUS AVAILABLE	RES	1	82.50
003-330-011-000	801 DUTTON ST	RES	39	3,217.50
003-330-013-000	NO SITUS AVAILABLE	RES	1	82.50
003-330-016-000	807 RAILROAD AVE	COM	1	26.24
003-330-017-000	NO SITUS AVAILABLE	COM	1	26.24
003-330-018-000	NO SITUS AVAILABLE	COM	1	26.24
003-330-019-000	812 WALNUT LN	RES	1	82.50
003-330-020-000	810 WALNUT LN	RES	1	82.50
003-330-021-000	808 WALNUT LN	RES	1	82.50
003-330-022-000	804 WALNUT LN	RES	1	82.50
003-330-023-000	800 WALNUT LN	RES	1	82.50
003-330-024-000	NO SITUS AVAILABLE	RES	1	82.50
003-341-001-000	401 PEAR PL	RES	1	82.50
003-341-002-000	403 PEAR PL	RES	1	82.50
003-341-005-000	406 PEAR PL	RES	1	82.50
003-341-006-000	404 PEAR PL	RES	1	82.50
003-341-007-000	402 PEAR PL	RES	1	82.50
003-341-008-000	724 APRICOT AVE	RES	1	82.50
003-341-009-000	720 APRICOT AVE	RES	1	82.50
003-341-010-000	716 APRICOT AVE	RES	1	82.50
003-341-011-000	403 PLUM PL	RES	1	82.50
003-341-012-000	405 PLUM PL	RES	1	82.50
003-341-013-000	407 PLUM PL	RES	1	82.50
003-341-014-000	409 PLUM PL	RES	1	82.50
003-341-015-000	411 PLUM PL	RES	1	82.50
003-341-016-000	412 PLUM PL	RES	1	82.50
003-341-017-000	410 PLUM PL	RES	1	82.50

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003-341-018-000	408 PLUM PL	RES	1	82.50
003-341-019-000	406 PLUM PL	RES	1	82.50
003-341-020-000	404 PLUM PL	RES	1	82.50
003-341-021-000	402 PLUM PL	RES	1	82.50
003-341-022-000	400 PLUM PL	RES	1	82.50
003-341-023-000	401 LUIS PL	RES	1	82.50
003-341-024-000	403 LUIS PL	RES	1	82.50
003-341-025-000	405 LUIS PL	RES	1	82.50
003-341-026-000	407 LUIS PL	RES	1	82.50
003-341-027-000	409 LUIS PL	RES	1	82.50
003-341-028-000	411 LUIS PL	RES	1	82.50
003-341-029-000	412 LUIS PL	RES	1	82.50
003-341-030-000	410 LUIS PL	RES	1	82.50
003-341-031-000	408 LUIS PL	RES	1	82.50
003-341-032-000	406 LUIS PL	RES	1	82.50
003-341-033-000	404 LUIS PL	RES	1	82.50
003-341-034-000	402 LUIS PL	RES	1	82.50
003-341-035-000	400 LUIS PL	RES	1	82.50
003-341-036-000	401 GRANT AVE	RES	1	82.50
003-341-037-000	403 GRANT AVE	RES	1	82.50
003-341-038-000	405 GRANT AVE	RES	1	82.50
003-341-039-000	407 GRANT AVE	RES	1	82.50
003-341-040-000	409 GRANT AVE	RES	1	82.50
003-341-041-000	411 GRANT AVE	RES	1	82.50
003-341-042-000	413 GRANT AVE	RES	1	82.50
003-341-044-000	407 PEAR PL	RES	1	82.50
003-341-045-000	405 PEAR PL	RES	1	82.50
003-342-010-000	719 APRICOT AVE	RES	1	82.50
003-342-011-000	721 APRICOT AVE	RES	1	82.50
003-342-012-000	723 APRICOT AVE	RES	1	82.50
003-342-015-000	717 APRICOT AVE	RES	1	82.50
003-342-016-000	715 APRICOT AVE	RES	1	82.50
003-342-017-000	713 APRICOT AVE	RES	1	82.50
003-342-018-000	711 APRICOT AVE	RES	1	82.50
003-342-019-000	709 APRICOT AVE	RES	1	82.50
003-342-020-000	707 APRICOT AVE	RES	1	82.50
003-342-021-000	705 APRICOT AVE	RES	1	82.50
003-342-022-000	703 APRICOT AVE	RES	1	82.50
003-342-023-000	701 APRICOT AVE	RES	1	82.50
003-342-025-000	725 APRICOT AVE	RES	1	82.50
003-350-002-000	807 WALNUT LN	RES	1	82.50
003-350-003-000	803 WALNUT LN	RES	1	82.50
003-350-004-000	711 WALNUT LN	RES	1	82.50
003-350-005-000	709 WALNUT LN	RES	1	82.50
003-350-017-000	121 E GRANT AVE	COM	1	26.24
003-350-018-000	111 E GRANT AVE	COM	1	26.24
003-350-019-000	115 E GRANT AVE	COM	1	26.24
003-350-020-000	101 E GRANT AVE	COM	1	26.24
003-350-021-000	NO SITUS AVAILABLE	COM	1	26.24

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003-360-001-000	844 WALNUT LN	RES	1	82.50
003-360-002-000	842 WALNUT LN	RES	1	82.50
003-360-010-000	1035 RAILROAD AVE	COM	1	26.24
003-360-012-000	836 WALNUT LN	RES	1	82.50
003-360-013-000	NO SITUS AVAILABLE	COM	1	26.24
003-360-014-000	NO SITUS AVAILABLE	COM	1	26.24
003-360-015-000	1029 RAILROAD AVE	COM	1	26.24
003-360-016-000	1029 RAILROAD AVE	COM	1	26.24
003-360-019-000	840 WALNUT LN	RES	1	82.50
003-360-020-000	127 CARRION CT (PRIVAT CT	RES	2	165.00
003-360-021-000	125 CARRION CT	RES	1	82.50
003-360-022-000	126 CARRION CT (PRIVAT CT	RES	1	82.50
003-360-023-000	128 CARRION CT (PRIVAT CT	RES	1	82.50
003-360-027-000	955 RAILROAD AVE	RES	74	6,105.00
003-370-006-000	400 MORGAN ST	RES	38	3,135.00
003-370-023-000	509 EAST ST	RES	1	82.50
003-370-024-000	507 EAST ST	RES	1	82.50
003-370-025-000	505 EAST ST	COM	1	26.24
003-370-026-000	511 EAST ST	RES	1	82.50
003-370-027-000	180-188 E GRANT AVE	COM	1	26.24
003-370-032-000	405 EAST ST	RES	1	82.50
003-370-033-000	403 EAST ST	RES	1	82.50
003-370-034-000	116 E BAKER ST	RES	44	3,630.00
003-370-038-000	110 E BAKER ST	RES	34	2,805.00
003-370-039-000	501 EAST ST	COM	1	26.24
003-370-042-000	NO SITUS AVAILABLE	COM	1	26.24
003-370-044-000	NO SITUS AVAILABLE	COM	1	26.24
003-380-001-000	127 WESTWOOD CT	RES	1	82.50
003-380-002-000	123 WESTWOOD CT	RES	1	82.50
003-380-003-000	119 WESTWOOD CT	RES	1	82.50
003-380-004-000	115 WESTWOOD CT	RES	1	82.50
003-380-005-000	111 WESTWOOD CT	RES	1	82.50
003-380-006-000	107 WESTWOOD CT	RES	1	82.50
003-380-007-000	103 WESTWOOD CT	RES	1	82.50
003-380-008-000	100 WESTWOOD CT	RES	1	82.50
003-380-009-000	104 WESTWOOD CT	RES	1	82.50
003-380-010-000	108 WESTWOOD CT	RES	1	82.50
003-380-011-000	112 WESTWOOD CT	RES	1	82.50
003-380-012-000	116 WESTWOOD CT	RES	1	82.50
003-380-013-000	120 WESTWOOD CT	RES	1	82.50
003-380-014-000	124 WESTWOOD CT	RES	1	82.50
003-380-015-000	316 RUSSELL ST	RES	1	82.50
003-380-016-000	129 RIVERVIEW CT	RES	1	82.50
003-380-017-000	125 RIVERVIEW CT	RES	1	82.50
003-380-018-000	121 RIVERVIEW CT	RES	1	82.50
003-380-019-000	117 RIVERVIEW CT	RES	1	82.50
003-380-020-000	113 RIVERVIEW CT	RES	1	82.50
003-380-021-000	109 RIVERVIEW CT	RES	1	82.50
003-380-022-000	105 RIVERVIEW CT	RES	1	82.50

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003-380-023-000	101 RIVERVIEW CT	RES	1	82.50
003-380-024-000	102 RIVERVIEW CT	RES	1	82.50
003-380-025-000	106 RIVERVIEW CT	RES	1	82.50
003-380-026-000	110 RIVERVIEW CT	RES	1	82.50
003-380-027-000	114 RIVERVIEW CT	RES	1	82.50
003-380-028-000	118 RIVERVIEW CT	RES	1	82.50
003-380-029-000	122 RIVERVIEW CT	RES	1	82.50
003-380-030-000	126 RIVERVIEW CT	RES	1	82.50
003-380-031-000	130 RIVERVIEW CT	RES	1	82.50
003-391-001-000	790 APRICOT AVE	RES	1	82.50
003-391-002-000	786 APRICOT AVE	RES	1	82.50
003-391-003-000	782 APRICOT AVE	RES	1	82.50
003-391-004-000	778 APRICOT AVE	RES	1	82.50
003-391-005-000	NO SITUS AVAILABLE	RES	1	82.50
003-392-001-000	720 HEMENWAY ST	RES	1	82.50
003-392-002-000	777 APRICOT AVE	RES	1	82.50
003-392-003-000	781 APRICOT AVE	RES	1	82.50
003-392-004-000	785 APRICOT AVE	RES	1	82.50
003-392-005-000	320 ANDERSON AVE	RES	1	82.50
003-392-006-000	788 HILL PL	RES	1	82.50
003-392-007-000	784 HILL PL	RES	1	82.50
003-392-008-000	780 HILL PL	RES	1	82.50
003-392-009-000	776 HILL PL	RES	1	82.50
003-392-010-000	775 HILL PL	RES	1	82.50
003-392-011-000	779 HILL PL	RES	1	82.50
003-392-012-000	783 HILL PL	RES	1	82.50
003-392-013-000	787 HILL PL	RES	1	82.50
003-392-014-000	734 HEMENWAY ST	RES	1	82.50
003-392-015-000	732 HEMENWAY ST	RES	1	82.50
003-392-016-000	730 HEMENWAY ST	RES	1	82.50
003-392-017-000	728 HEMENWAY ST	RES	1	82.50
003-393-001-000	215 MERMOD RD	RES	1	82.50
003-393-002-000	214 ANDERSON AVE	RES	1	82.50
003-393-003-000	212 ANDERSON AVE	RES	1	82.50
003-393-004-000	210 ANDERSON AVE	RES	1	82.50
003-393-005-000	208 ANDERSON AVE	RES	1	82.50
003-393-006-000	206 ANDERSON AVE	RES	1	82.50
003-393-007-000	734 MERMOD PL	RES	1	82.50
003-393-008-000	732 MERMOD PL	RES	1	82.50
003-393-009-000	207 MERMOD RD	RES	1	82.50
003-393-010-000	209 MERMOD RD	RES	1	82.50
003-393-011-000	211 MERMOD RD	RES	1	82.50
003-393-012-000	213 MERMOD RD	RES	1	82.50
003-394-001-000	113 MERMOD RD	RES	1	82.50
003-394-002-000	114 ANDERSON AVE	RES	1	82.50
003-395-001-000	729 HEMENWAY ST	RES	1	82.50
003-395-002-000	212 MERMOD RD	RES	1	82.50
003-395-003-000	210 MERMOD RD	RES	1	82.50
003-395-004-000	208 MERMOD RD	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-395-005-000	206 MERMOD RD	RES	1	82.50
003-395-006-000	204 MERMOD RD	RES	1	82.50
003-395-007-000	202 MERMOD RD	RES	1	82.50
003-395-008-000	200 MERMOD RD	RES	1	82.50
003-395-009-000	114 MERMOD RD	RES	1	82.50
003-401-001-000	450 ABBEY ST	RES	1	82.50
003-401-002-000	454 ABBEY ST	RES	1	82.50
003-401-003-000	458 ABBEY ST	RES	1	82.50
003-401-004-000	469 MAIN ST	RES	1	82.50
003-401-005-000	463 MAIN ST	RES	1	82.50
003-401-006-000	459 MAIN ST	RES	1	82.50
003-401-007-000	455 MAIN ST	RES	1	82.50
003-401-008-000	451 MAIN ST	RES	1	82.50
003-402-001-000	468 MAIN ST	RES	1	82.50
003-402-002-000	464 MAIN ST	RES	1	82.50
003-402-003-000	460 MAIN ST	RES	1	82.50
003-402-004-000	456 MAIN ST	RES	1	82.50
003-402-005-000	500 ABBEY ST	RES	1	82.50
003-402-006-000	502 ABBEY ST	RES	1	82.50
003-402-007-000	504 ABBEY ST	RES	1	82.50
003-402-008-000	506 ABBEY ST	RES	1	82.50
003-402-009-000	508 ABBEY ST	RES	1	82.50
003-402-010-000	510 ABBEY ST	RES	1	82.50
003-402-011-000	512 ABBEY ST	RES	1	82.50
003-402-012-000	514 ABBEY ST	RES	1	82.50
003-402-013-000	516 ABBEY ST	RES	1	82.50
003-402-014-000	518 ABBEY ST	RES	1	82.50
003-402-015-000	400 DRY CREEK LN	RES	1	82.50
003-402-016-000	402 DRY CREEK LN	RES	1	82.50
003-402-017-000	404 DRY CREEK LN	RES	1	82.50
003-402-018-000	406 DRY CREEK LN	RES	1	82.50
003-402-019-000	408 DRY CREEK LN	RES	1	82.50
003-402-020-000	410 DRY CREEK LN	RES	1	82.50
003-402-021-000	412 DRY CREEK DR	RES	1	82.50
003-402-022-000	414 DRY CREEK LN	RES	1	82.50
003-402-023-000	416 DRY CREEK LN	RES	1	82.50
003-402-024-000	418 DRY CREEK LN	RES	1	82.50
003-403-001-000	508 MAIN ST	RES	1	82.50
003-403-002-000	504 MAIN ST	RES	1	82.50
003-403-003-000	500 MAIN ST	RES	1	82.50
003-403-004-000	488 MAIN ST	RES	1	82.50
003-403-005-000	484 MAIN ST	RES	1	82.50
003-403-006-000	480 MAIN ST	RES	1	82.50
003-403-007-000	476 MAIN ST	RES	1	82.50
003-403-008-000	472 MAIN ST	RES	1	82.50
003-403-009-000	501 ABBEY ST	RES	1	82.50
003-403-010-000	503 ABBEY ST	RES	1	82.50
003-403-011-000	505 ABBEY ST	RES	1	82.50
003-403-012-000	401 DRY CREEK LN	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-403-013-000	403 DRY CREEK LN	RES	1	82.50
003-403-014-000	405 DRY CREEK LN	RES	1	82.50
003-403-015-000	407 DRY CREEK LN	RES	1	82.50
003-403-016-000	409 DRY CREEK LN	RES	1	82.50
003-403-017-000	411 DRY CREEK LN	RES	1	82.50
003-403-018-000	413 DRY CREEK LN	RES	1	82.50
003-403-019-000	415 DRY CREEK LN	RES	1	82.50
003-403-020-000	417 DRY CREEK LN	RES	1	82.50
003-403-022-000	512 MAIN ST	RES	1	82.50
003-403-023-000	419 DRY CREEK LN	RES	1	82.50
003-403-024-000	516 MAIN ST	RES	1	82.50
003-404-001-000	450 EDWARDS ST	RES	1	82.50
003-404-002-000	454 EDWARDS ST	RES	1	82.50
003-404-003-000	458 EDWARDS ST	RES	1	82.50
003-404-004-000	462 EDWARDS ST	RES	1	82.50
003-404-005-000	466 EDWARDS ST	RES	1	82.50
003-404-006-000	470 EDWARDS ST	RES	1	82.50
003-404-007-000	474 EDWARDS ST	RES	1	82.50
003-404-008-000	471 ABBEY ST	RES	1	82.50
003-404-009-000	467 ABBEY ST	RES	1	82.50
003-404-010-000	463 ABBEY ST	RES	1	82.50
003-404-011-000	459 ABBEY ST	RES	1	82.50
003-404-012-000	455 ABBEY ST	RES	1	82.50
003-404-013-000	451 ABBEY ST	RES	1	82.50
003-405-001-000	451 EDWARDS ST	RES	1	82.50
003-405-002-000	455 EDWARDS ST	RES	1	82.50
003-405-003-000	459 EDWARDS ST	RES	1	82.50
003-405-004-000	463 EDWARDS ST	RES	1	82.50
003-405-005-000	467 EDWARDS ST	RES	1	82.50
003-405-006-000	471 EDWARDS ST	RES	1	82.50
003-405-007-000	475 EDWARDS ST	RES	1	82.50
003-405-008-000	507 MAIN ST	RES	1	82.50
003-410-001-000	800 CARRION CIR	RES	1	82.50
003-410-002-000	802 CARRION CIR	RES	1	82.50
003-410-003-000	804 CARRION CIR	RES	1	82.50
003-410-004-000	806 CARRION CIR	RES	1	82.50
003-410-005-000	808 CARRION CIR	RES	1	82.50
003-410-006-000	810 CARRION CIR	RES	1	82.50
003-410-007-000	812 CARRION CIR	RES	1	82.50
003-410-008-000	22 PRISCILLA CT	RES	1	82.50
003-410-009-000	20 PRISCILLA CT	RES	1	82.50
003-410-010-000	19 PRISCILLA CT	RES	1	82.50
003-410-011-000	17 PRISCILLA CT	RES	1	82.50
003-410-012-000	15 PRISCILLA CT	RES	1	82.50
003-410-013-000	816 CARRION CIR	RES	1	82.50
003-410-014-000	818 CARRION CIR	RES	1	82.50
003-410-015-000	820 CARRION CIR	RES	1	82.50
003-410-016-000	820 RAILROAD AVE	COM	1	26.24
003-410-017-000	823 CARRION CIR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-410-018-000	821 CARRION CIR	RES	1	82.50
003-410-019-000	819 CARRION CIR	RES	1	82.50
003-410-020-000	817 CARRION CIR	RES	1	82.50
003-410-021-000	815 CARRION CIR	RES	1	82.50
003-410-022-000	813 CARRION CIR	RES	1	82.50
003-410-023-000	811 CARRION CIR	RES	1	82.50
003-410-024-000	809 CARRION CIR	RES	1	82.50
003-410-025-000	807 CARRION CIR	RES	1	82.50
003-410-026-000	805 CARRION CIR	RES	1	82.50
003-410-027-000	803 CARRION CIR	RES	1	82.50
003-410-028-000	801 CARRION CIR	RES	1	82.50
003-410-029-000	11 ANDERSON AVE	RES	1	82.50
003-410-030-000	9 ANDERSON AVE	RES	1	82.50
003-410-031-000	7 ANDERSON AVE	RES	1	82.50
003-410-032-000	800 RAILROAD AVE	RES	1	82.50
003-410-033-000	2 BETTY CT	RES	1	82.50
003-410-034-000	4 BETTY CT	RES	1	82.50
003-410-037-000	10 BETTY CT	RES	1	82.50
003-410-038-000	9 BETTY CT	RES	1	82.50
003-410-039-000	7 BETTY CT	RES	1	82.50
003-410-040-000	5 BETTY CT	RES	1	82.50
003-410-041-000	3 BETTY CT	RES	1	82.50
003-410-042-000	1 BETTY CT	RES	1	82.50
003-410-043-000	6 BETTY CT	RES	1	82.50
003-410-045-000	8 BETTY CT	RES	1	82.50
003-421-003-000	1000 HEMENWAY ST	RES	1	82.50
003-421-004-000	1002 HEMENWAY ST	RES	1	82.50
003-421-005-000	1004 HEMENWAY ST	RES	1	82.50
003-421-006-000	1006 HEMENWAY ST	RES	1	82.50
003-421-007-000	1008 HEMENWAY ST	RES	1	82.50
003-421-008-000	1010 HEMENWAY ST	RES	1	82.50
003-421-009-000	1012 HEMENWAY ST	RES	1	82.50
003-421-010-000	1014 HEMENWAY ST	RES	1	82.50
003-421-011-000	1016 HEMENWAY ST	RES	1	82.50
003-421-012-000	1018 HEMENWAY ST	RES	1	82.50
003-421-013-000	1020 HEMENWAY ST	RES	1	82.50
003-422-001-000	1001 HEMENWAY ST	RES	1	82.50
003-422-002-000	1003 HEMENWAY ST	RES	1	82.50
003-422-003-000	1005 HEMENWAY ST	RES	1	82.50
003-422-004-000	1007 HEMENWAY ST	RES	1	82.50
003-422-005-000	1009 HEMENWAY ST	RES	1	82.50
003-422-006-000	1011 HEMENWAY ST	RES	1	82.50
003-422-007-000	1013 HEMENWAY ST	RES	1	82.50
003-422-008-000	1015 HEMENWAY ST	RES	1	82.50
003-422-009-000	1017 HEMENWAY ST	RES	1	82.50
003-422-010-000	1019 HEMENWAY ST	RES	1	82.50
003-422-011-000	1021 HEMENWAY ST	RES	1	82.50
003-422-012-000	1204 ALMERIA AVE	RES	1	82.50
003-422-013-000	1202 ALMERIA AVE	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-422-014-000	1200 ALMERIA AVE	RES	1	82.50
003-422-015-000	1106 ALMERIA AVE	RES	1	82.50
003-422-016-000	1104 ALMERIA AVE	RES	1	82.50
003-422-017-000	1102 ALMERIA AVE	RES	1	82.50
003-422-018-000	1100 ALMERIA AVE	RES	1	82.50
003-422-019-000	206 ALMERIA PL	RES	1	82.50
003-422-020-000	204 ALMERIA PL	RES	1	82.50
003-422-021-000	202 ALMERIA PL	RES	1	82.50
003-422-022-000	200 ALMERIA PL	RES	1	82.50
003-423-001-000	204 NIEMANN ST	RES	1	82.50
003-423-002-000	202 NIEMANN ST	RES	1	82.50
003-423-003-000	200 NIEMANN ST	RES	1	82.50
003-423-004-000	112 NIEMANN ST	RES	1	82.50
003-423-005-000	110 NIEMANN ST	RES	1	82.50
003-423-006-000	108 NIEMANN ST	RES	1	82.50
003-423-007-000	106 NIEMANN ST	RES	1	82.50
003-423-008-000	104 NIEMANN ST	RES	1	82.50
003-423-009-000	102 NIEMANN ST	RES	1	82.50
003-423-010-000	100 NIEMANN ST	RES	1	82.50
003-423-011-000	98 NIEMANN ST	RES	1	82.50
003-423-012-000	96 NIEMANN ST	RES	1	82.50
003-423-013-000	97 MARTINEZ WAY	RES	1	82.50
003-423-014-000	99 MARTINEZ WAY	RES	1	82.50
003-423-015-000	101 MARTINEZ WAY	RES	1	82.50
003-423-016-000	103 MARTINEZ WAY	RES	1	82.50
003-423-017-000	105 MARTINEZ WAY	RES	1	82.50
003-423-018-000	107 MARTINEZ WAY	RES	1	82.50
003-423-019-000	109 MARTINEZ WAY	RES	1	82.50
003-423-020-000	111 MARTINEZ WAY	RES	1	82.50
003-423-021-000	113 MARTINEZ WAY	RES	1	82.50
003-423-022-000	201 MARTINEZ WAY	RES	1	82.50
003-423-023-000	203 MARTINEZ WAY	RES	1	82.50
003-423-024-000	205 MARTINEZ WAY	RES	1	82.50
003-424-001-000	204 MARTINEZ WAY	RES	1	82.50
003-424-002-000	202 MARTINEZ WAY	RES	1	82.50
003-424-003-000	200 MARTINEZ WAY	RES	1	82.50
003-424-004-000	114 MARTINEZ WAY	RES	1	82.50
003-424-005-000	112 MARTINEZ WAY	RES	1	82.50
003-424-006-000	110 MARTINEZ WAY	RES	1	82.50
003-424-007-000	108 MARTINEZ WAY	RES	1	82.50
003-424-008-000	106 MARTINEZ WAY	RES	1	82.50
003-424-009-000	104 MARTINEZ WAY	RES	1	82.50
003-424-010-000	1104 MALAGA LN	RES	1	82.50
003-424-011-000	1102 MALAGA LN	RES	1	82.50
003-424-012-000	1100 MALAGA LN	RES	1	82.50
003-424-013-000	103 ALMERIA PL	RES	1	82.50
003-424-014-000	105 ALMERIA PL	RES	1	82.50
003-424-015-000	107 ALMERIA PL	RES	1	82.50
003-424-016-000	109 ALMERIA PL	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-424-017-000	111 ALMERIA PL	RES	1	82.50
003-424-018-000	113 ALMERIA PL	RES	1	82.50
003-424-019-000	201 ALMERIA PL	RES	1	82.50
003-424-020-000	203 ALMERIA PL	RES	1	82.50
003-424-021-000	205 ALMERIA PL	RES	1	82.50
003-424-022-000	114 ALMERIA PL	RES	1	82.50
003-424-023-000	112 ALMERIA PL	RES	1	82.50
003-424-024-000	110 ALMERIA PL	RES	1	82.50
003-424-025-000	108 ALMERIA PL	RES	1	82.50
003-424-026-000	822 RAILROAD AVE	RES	3	247.50
003-424-027-000	1101 MALAGA LN	RES	1	82.50
003-424-028-000	1103 MALAGA LN	RES	1	82.50
003-424-029-000	1105 MALAGA LN	RES	1	82.50
003-430-008-000	NO SITUS AVAILABLE	RES	1	82.50
003-430-010-000	NO SITUS AVAILABLE	COM	1	26.24
003-430-011-000	NO SITUS AVAILABLE	COM	1	26.24
003-430-012-000	NO SITUS AVAILABLE	RES	1	82.50
003-430-015-000	NO SITUS AVAILABLE	RES	1	82.50
003-430-030-000	1003 TAYLOR ST	RES	1	82.50
003-441-001-000	1001 ADAMS LN	RES	1	82.50
003-441-002-000	1003 ADAMS LN	RES	1	82.50
003-441-003-000	1005 ADAMS LN	RES	1	82.50
003-441-004-000	1007 ADAMS LN	RES	1	82.50
003-441-005-000	1009 ADAMS LN	RES	1	82.50
003-441-006-000	1011 ADAMS LN	RES	1	82.50
003-441-007-000	1013 ADAMS LN	RES	1	82.50
003-441-008-000	1015 ADAMS LN	RES	1	82.50
003-441-009-000	1017 ADAMS LN	RES	1	82.50
003-441-010-000	1019 ADAMS LN	RES	1	82.50
003-441-011-000	1021 ADAMS LN	RES	1	82.50
003-441-012-000	1023 ADAMS LN	RES	1	82.50
003-441-013-000	1025 ADAMS LN	RES	1	82.50
003-441-014-000	1027 ADAMS LN	RES	1	82.50
003-441-015-000	1029 ADAMS LN	RES	1	82.50
003-441-016-000	1031 ADAMS LN	RES	1	82.50
003-441-017-000	1033 ADAMS LN	RES	1	82.50
003-441-018-000	1035 ADAMS LN	RES	1	82.50
003-441-019-000	1037 ADAMS LN	RES	1	82.50
003-441-020-000	1039 ADAMS LN	RES	1	82.50
003-441-021-000	901 VALLEY OAK DR	RES	1	82.50
003-442-001-000	1000 ADAMS LN	RES	1	82.50
003-442-002-000	1002 ADAMS LN	RES	1	82.50
003-442-003-000	1004 ADAMS LN	RES	1	82.50
003-442-004-000	1006 ADAMS LN	RES	1	82.50
003-442-005-000	1008 ADAMS LN	RES	1	82.50
003-442-006-000	1010 ADAMS LN	RES	1	82.50
003-442-007-000	1012 ADAMS LN	RES	1	82.50
003-442-008-000	1014 ADAMS LN	RES	1	82.50
003-442-009-000	1016 ADAMS LN	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-442-010-000	1018 ADAMS LN	RES	1	82.50
003-442-011-000	1020 ADAMS LN	RES	1	82.50
003-442-012-000	1022 ADAMS LN	RES	1	82.50
003-442-013-000	1024 ADAMS LN	RES	1	82.50
003-442-014-000	1026 ADAMS LN	RES	1	82.50
003-442-015-000	1028 ADAMS LN	RES	1	82.50
003-442-016-000	1030 ADAMS LN	RES	1	82.50
003-442-017-000	1032 ADAMS LN	RES	1	82.50
003-442-018-000	1034 ADAMS LN	RES	1	82.50
003-442-019-000	1036 ADAMS LN	RES	1	82.50
003-442-020-000	805 VALLEY OAK DR	RES	1	82.50
003-442-021-000	803 VALLEY OAK DR	RES	1	82.50
003-442-022-000	801 VALLEY OAK DR	RES	1	82.50
003-442-023-000	1133 MCARTHUR AVE	RES	1	82.50
003-442-024-000	1129 MCARTHUR AVE	RES	1	82.50
003-442-025-000	1125 MCARTHUR AVE	RES	1	82.50
003-444-001-000	716 VALLEY OAK DR	RES	1	82.50
003-444-002-000	714 VALLEY OAK DR	RES	1	82.50
003-444-003-000	712 VALLEY OAK DR	RES	1	82.50
003-444-004-000	710 VALLEY OAK DR	RES	1	82.50
003-444-005-000	708 VALLEY OAK DR	RES	1	82.50
003-444-006-000	706 VALLEY OAK DR	RES	1	82.50
003-445-001-000	1124 MCARTHUR AVE	RES	1	82.50
003-445-002-000	1128 MCARTHUR AVE	RES	1	82.50
003-445-003-000	1132 MCARTHUR AVE	RES	1	82.50
003-445-004-000	711 VALLEY OAK DR	RES	1	82.50
003-445-005-000	709 VALLEY OAK DR	RES	1	82.50
003-445-006-000	707 VALLEY OAK DR	RES	1	82.50
003-445-007-000	705 VALLEY OAK DR	RES	1	82.50
003-445-008-000	703 VALLEY OAK DR	RES	1	82.50
003-445-010-000	701 VALLEY OAK DR	RES	1	82.50
003-445-011-000	699 VALLEY OAK DR	RES	1	82.50
003-450-001-000	101 QUAIL CT	RES	1	82.50
003-450-002-000	103 QUAIL CT	RES	1	82.50
003-450-003-000	105 QUAIL CT	RES	1	82.50
003-450-004-000	107 QUAIL CT	RES	1	82.50
003-450-005-000	108 QUAIL CT	RES	1	82.50
003-450-006-000	106 QUAIL CT	RES	1	82.50
003-450-007-000	104 QUAIL CT	RES	1	82.50
003-450-008-000	102 QUAIL CT	RES	1	82.50
003-450-009-000	100 QUAIL CT	RES	1	82.50
003-450-014-000	1123 W GRANT AVE	COM	1	26.24
003-450-015-000	NO SITUS AVAILABLE	COM	1	26.24
003-450-016-000	NO SITUS AVAILABLE	COM	1	26.24
003-450-017-000	NO SITUS AVAILABLE	COM	1	26.24
003-450-018-000	NO SITUS AVAILABLE	COM	1	26.24
003-450-020-000	700 VALLEY OAK DR	COM	1	26.24
003-460-001-000	1001 MCARTHUR AVE	RES	1	82.50
003-460-002-000	1005 MCARTHUR AVE	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-460-003-000	1009 MCARTHUR AVE	RES	1	82.50
003-460-004-000	1015 MCARTHUR AVE	RES	1	82.50
003-460-005-000	1017 MCARTHUR AVE	RES	1	82.50
003-460-006-000	1021 MCARTHUR AVE	RES	1	82.50
003-460-007-000	1025 MCARTHUR AVE	RES	1	82.50
003-460-008-000	1029 MCARTHUR AVE	RES	1	82.50
003-460-009-000	1101 MCARTHUR AVE	RES	1	82.50
003-460-010-000	1105 MCARTHUR AVE	RES	1	82.50
003-460-011-000	1109 MCARTHUR AVE	RES	1	82.50
003-460-012-000	1113 MCARTHUR AVE	RES	1	82.50
003-460-013-000	1117 MCARTHUR AVE	RES	1	82.50
003-460-014-000	1121 MCARTHUR AVE	RES	1	82.50
003-461-001-000	840 JACKSON ST	RES	1	82.50
003-461-002-000	836 JACKSON ST	RES	1	82.50
003-461-003-000	832 JACKSON ST	RES	1	82.50
003-461-004-000	828 JACKSON ST	RES	1	82.50
003-461-005-000	824 JACKSON ST	RES	1	82.50
003-461-006-000	820 JACKSON ST	RES	1	82.50
003-461-007-000	816 JACKSON ST	RES	1	82.50
003-461-008-000	812 JACKSON ST	RES	1	82.50
003-461-009-000	808 JACKSON ST	RES	1	82.50
003-461-010-000	804 JACKSON ST	RES	1	82.50
003-461-011-000	800 JACKSON ST	RES	1	82.50
003-462-001-000	832 JEFFERSON ST	RES	1	82.50
003-462-002-000	828 JEFFERSON ST	RES	1	82.50
003-462-003-000	824 JEFFERSON ST	RES	1	82.50
003-462-004-000	820 JEFFERSON ST	RES	1	82.50
003-462-005-000	816 JEFFERSON ST	RES	1	82.50
003-462-006-000	812 JEFFERSON ST	RES	1	82.50
003-462-007-000	808 JEFFERSON ST	RES	1	82.50
003-462-008-000	804 JEFFERSON ST	RES	1	82.50
003-462-009-000	800 JEFFERSON ST	RES	1	82.50
003-462-010-000	801 JACKSON ST	RES	1	82.50
003-462-011-000	805 JACKSON ST	RES	1	82.50
003-462-012-000	809 JACKSON ST	RES	1	82.50
003-462-013-000	813 JACKSON ST	RES	1	82.50
003-462-014-000	817 JACKSON ST	RES	1	82.50
003-462-015-000	821 JACKSON ST	RES	1	82.50
003-462-016-000	825 JACKSON ST	RES	1	82.50
003-462-017-000	829 JACKSON ST	RES	1	82.50
003-462-018-000	833 JACKSON ST	RES	1	82.50
003-463-001-000	824 LINCOLN LN	RES	1	82.50
003-463-002-000	820 LINCOLN LN	RES	1	82.50
003-463-003-000	816 LINCOLN LN	RES	1	82.50
003-463-004-000	812 LINCOLN LN	RES	1	82.50
003-463-005-000	808 LINCOLN LN	RES	1	82.50
003-463-006-000	804 LINCOLN LN	RES	1	82.50
003-463-007-000	800 LINCOLN ST	RES	1	82.50
003-463-008-000	801 JEFFERSON ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-463-009-000	805 JEFFERSON ST	RES	1	82.50
003-463-010-000	809 JEFFERSON ST	RES	1	82.50
003-463-011-000	813 JEFFERSON ST	RES	1	82.50
003-463-012-000	817 JEFFERSON ST	RES	1	82.50
003-463-013-000	821 JEFFERSON ST	RES	1	82.50
003-463-014-000	825 JEFFERSON ST	RES	1	82.50
003-463-015-000	829 JEFFERSON ST	RES	1	82.50
003-464-001-000	1104 WASHINGTON AVE	RES	1	82.50
003-464-002-000	1100-2 WASHINGTON AVE	RES	2	165.00
003-464-003-000	1024-26 WASHINGTON AVE	RES	2	165.00
003-464-004-000	1020 WASHINGTON AVE	RES	1	82.50
003-464-005-000	1016 WASHINGTON AVE	RES	1	82.50
003-464-006-000	1012 WASHINGTON AVE	RES	1	82.50
003-464-007-000	1008 WASHINGTON AVE	RES	1	82.50
003-464-008-000	1004 WASHINGTON AVE	RES	1	82.50
003-464-009-000	1000 WASHINGTON AVE	RES	1	82.50
003-464-010-000	1108 WASHINGTON AVE	RES	1	82.50
003-464-011-000	1112 WASHINGTON AVE	RES	1	82.50
003-464-012-000	1116 WASHINGTON AVE	RES	1	82.50
003-464-013-000	1120 WASHINGTON AVE	RES	1	82.50
003-465-001-000	816 TAYLOR ST	RES	1	82.50
003-465-002-000	812 TAYLOR ST	RES	1	82.50
003-465-003-000	808 TAYLOR ST	RES	1	82.50
003-465-004-000	804 TAYLOR ST	RES	1	82.50
003-465-005-000	800 TAYLOR ST	RES	1	82.50
003-465-006-000	801 LINCOLN LN	RES	1	82.50
003-465-007-000	805 LINCOLN LN	RES	1	82.50
003-465-008-000	809 LINCOLN LN	RES	1	82.50
003-465-009-000	813 LINCOLN ST	RES	1	82.50
003-465-010-000	817 LINCOLN LN	RES	1	82.50
003-465-011-000	821 LINCOLN LN	RES	1	82.50
003-466-001-000	711 TAYLOR ST	RES	1	82.50
003-466-002-000	713 TAYLOR ST	RES	1	82.50
003-466-003-000	717 TAYLOR ST	RES	1	82.50
003-466-004-000	721 TAYLOR ST	RES	1	82.50
003-466-005-000	801 TAYLOR ST	RES	1	82.50
003-466-006-000	805 TAYLOR ST	RES	1	82.50
003-466-007-000	809 TAYLOR ST	RES	1	82.50
003-466-008-000	813 TAYLOR ST	RES	1	82.50
003-466-009-000	817 TAYLOR ST	RES	1	82.50
003-466-010-000	821 TAYLOR ST	RES	1	82.50
003-466-011-000	901 TAYLOR ST	RES	1	82.50
003-466-012-000	905 TAYLOR ST	RES	1	82.50
003-467-001-000	803 W GRANT AVE	RES	66	5,445.00
003-471-001-000	903 VALLEY OAK DR	RES	1	82.50
003-471-002-000	905 VALLEY OAK DR	RES	1	82.50
003-471-003-000	907 VALLEY OAK DR	RES	1	82.50
003-471-004-000	1038 KENNEDY DR	RES	1	82.50
003-471-005-000	1036 KENNEDY DR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-471-006-000	1034 KENNEDY DR	RES	1	82.50
003-471-007-000	1032 KENNEDY DR	RES	1	82.50
003-471-008-000	1030 KENNEDY DR	RES	1	82.50
003-471-009-000	1028 KENNEDY DR	RES	1	82.50
003-471-010-000	1026 KENNEDY DR	RES	1	82.50
003-471-011-000	1024 KENNEDY DR	RES	1	82.50
003-471-012-000	1022 KENNEDY DR	RES	1	82.50
003-471-013-000	1020 KENNEDY DR	RES	1	82.50
003-471-014-000	1018 KENNEDY DR	RES	1	82.50
003-471-015-000	1016 KENNEDY DR	RES	1	82.50
003-471-016-000	1014 KENNEDY DR	RES	1	82.50
003-471-017-000	1012 KENNEDY DR	RES	1	82.50
003-471-018-000	1010 KENNEDY DR	RES	1	82.50
003-471-019-000	1008 KENNEDY DR	RES	1	82.50
003-471-020-000	1006 KENNEDY DR	RES	1	82.50
003-471-021-000	1004 KENNEDY DR	RES	1	82.50
003-471-022-000	1002 KENNEDY DR	RES	1	82.50
003-471-023-000	1000 KENNEDY DR	RES	1	82.50
003-472-001-000	1040 EISENHOWER WAY	RES	1	82.50
003-472-002-000	1038 EISENHOWER WAY	RES	1	82.50
003-472-003-000	1036 EISENHOWER WAY	RES	1	82.50
003-472-004-000	1034 EISENHOWER WAY	RES	1	82.50
003-472-005-000	1032 EISENHOWER WAY	RES	1	82.50
003-472-006-000	1030 EISENHOWER WAY	RES	1	82.50
003-472-007-000	1028 EISENHOWER WAY	RES	1	82.50
003-472-008-000	1026 EISENHOWER WAY	RES	1	82.50
003-472-009-000	1027 KENNEDY DR	RES	1	82.50
003-472-010-000	1029 KENNEDY DR	RES	1	82.50
003-472-011-000	1031 KENNEDY DR	RES	1	82.50
003-472-012-000	1033 KENNEDY DR	RES	1	82.50
003-472-013-000	1035 KENNEDY DR	RES	1	82.50
003-472-014-000	1037 KENNEDY DR	RES	1	82.50
003-472-015-000	1039 KENNEDY DR	RES	1	82.50
003-472-016-000	1041 KENNEDY DR	RES	1	82.50
003-473-001-000	1040 ROOSEVELT AVE	RES	1	82.50
003-473-002-000	1038 ROOSEVELT AVE	RES	1	82.50
003-473-003-000	1036 ROOSEVELT AVE	RES	1	82.50
003-473-004-000	1034 ROOSEVELT AVE	RES	1	82.50
003-473-005-000	1032 ROOSEVELT AVE	RES	1	82.50
003-473-006-000	1030 ROOSEVELT AVE	RES	1	82.50
003-473-007-000	1028 ROOSEVELT AVE	RES	1	82.50
003-473-008-000	1026 ROOSEVELT AVE	RES	1	82.50
003-473-009-000	1027 EISENHOWER WAY	RES	1	82.50
003-473-010-000	1029 EISENHOWER WAY	RES	1	82.50
003-473-011-000	1031 EISENHOWER WAY	RES	1	82.50
003-473-012-000	1033 EISENHOWER WAY	RES	1	82.50
003-473-013-000	1035 EISENHOWER WAY	RES	1	82.50
003-473-014-000	1037 EISENHOWER WAY	RES	1	82.50
003-473-015-000	1039 EISENHOWER WAY	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-473-016-000	1041 EISENHOWER WAY	RES	1	82.50
003-474-002-000	1041 ROOSEVELT AVE	RES	1	82.50
003-474-003-000	1039 ROOSEVELT AVE	RES	1	82.50
003-474-004-000	1037 ROOSEVELT AVE	RES	1	82.50
003-474-005-000	1035 ROOSEVELT AVE	RES	1	82.50
003-474-006-000	1033 ROOSEVELT AVE	RES	1	82.50
003-474-007-000	1031 ROOSEVELT AVE	RES	1	82.50
003-474-008-000	1029 ROOSEVELT AVE	RES	1	82.50
003-474-009-000	1027 ROOSEVELT AVE	RES	1	82.50
003-474-010-000	1025 ROOSEVELT AVE	RES	1	82.50
003-474-011-000	1023 ROOSEVELT AVE	RES	1	82.50
003-474-012-000	1021 ROOSEVELT AVE	RES	1	82.50
003-474-013-000	1019 ROOSEVELT AVE	RES	1	82.50
003-474-014-000	1017 ROOSEVELT AVE	RES	1	82.50
003-474-015-000	1015 ROOSEVELT AVE	RES	1	82.50
003-474-016-000	1013 ROOSEVELT AVE	RES	1	82.50
003-474-017-000	1011 ROOSEVELT AVE	RES	1	82.50
003-474-018-000	1109 ROOSEVELT AVE	RES	1	82.50
003-474-019-000	1107 ROOSEVELT AVE	RES	1	82.50
003-474-020-000	1105 ROOSEVELT AVE	RES	1	82.50
003-474-021-000	1103 ROOSEVELT AVE	RES	1	82.50
003-474-022-000	1101 ROOSEVELT AVE	RES	1	82.50
003-474-023-000	1007 ROOSEVELT AVE	RES	1	82.50
003-474-026-000	1003 ROOSEVELT AVE	RES	1	82.50
003-474-028-000	1001-05 ROOSEVELT AVE	RES	1	82.50
003-475-001-000	1105 HOOVER ST	RES	1	82.50
003-475-002-000	1103 HOOVER ST	RES	1	82.50
003-475-003-000	1101 HOOVER ST	RES	1	82.50
003-475-004-000	1007 HOOVER ST	RES	1	82.50
003-475-005-000	1005 HOOVER ST	RES	1	82.50
003-475-006-000	1003 HOOVER ST	RES	1	82.50
003-475-007-000	1001 HOOVER ST	RES	1	82.50
003-475-008-000	1017 KENNEDY DR	RES	1	82.50
003-475-009-000	1015 KENNEDY DR	RES	1	82.50
003-475-010-000	1013 KENNEDY DR	RES	1	82.50
003-475-011-000	1011 KENNEDY DR	RES	1	82.50
003-475-012-000	1012 TAFT CT	RES	2	165.00
003-475-013-000	1014 TAFT CT	RES	1	82.50
003-475-014-000	1016 TAFT CT	RES	1	82.50
003-475-015-000	1018 TAFT CT	RES	1	82.50
003-475-016-000	1017 TAFT CT	RES	1	82.50
003-475-017-000	1015 TAFT CT	RES	1	82.50
003-475-018-000	1013 TAFT CT	RES	1	82.50
003-475-019-000	1011 TAFT CT	RES	1	82.50
003-475-020-000	1012 ROOSEVELT AVE	RES	1	82.50
003-475-021-000	1014 ROOSEVELT AVE	RES	1	82.50
003-475-022-000	1016 ROOSEVELT AVE	RES	1	82.50
003-475-023-000	1018 ROOSEVELT AVE	RES	1	82.50
003-480-023-000	107 CASELLI CT	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-480-024-000	105 CASELLI CT	RES	1	82.50
003-480-025-000	103 CASELLI CT	RES	1	82.50
003-480-026-000	101 CASELLI CT	RES	1	82.50
003-480-027-000	110 E MAIN ST	RES	1	82.50
003-480-028-000	108 E MAIN ST	RES	1	82.50
003-480-029-000	106 E MAIN ST	RES	1	82.50
003-480-030-000	104 E MAIN ST	RES	1	82.50
003-480-031-000	102 E MAIN ST	RES	1	82.50
003-480-032-000	100 E MAIN ST	RES	1	82.50
003-480-033-000	40 E MAIN ST	RES	1	82.50
003-480-034-000	38 E MAIN ST	RES	1	82.50
003-480-035-000	36 E MAIN ST	RES	1	82.50
003-480-036-000	34 E MAIN ST	RES	1	82.50
003-480-037-000	100 CASELLI CT	RES	1	82.50
003-480-038-000	102 CASELLI CT	RES	1	82.50
003-480-040-000	107 E MAIN ST	RES	1	82.50
003-480-041-000	105 E MAIN ST	RES	1	82.50
003-480-042-000	103 E MAIN ST	RES	1	82.50
003-480-043-000	101 E MAIN ST	RES	1	82.50
003-480-044-000	101 LAUREN CT	RES	1	82.50
003-480-045-000	103 LAUREN CT	RES	1	82.50
003-480-046-000	105 LAUREN CT	RES	1	82.50
003-480-047-000	107 LAUREN CT	RES	1	82.50
003-480-048-000	109 LAUREN CT	RES	1	82.50
003-480-049-000	111 LAUREN CT	RES	1	82.50
003-480-050-000	110 LAUREN CT	RES	1	82.50
003-480-051-000	401 EAST ST	RES	1	82.50
003-480-052-000	399 EAST ST	RES	1	82.50
003-480-053-000	108 LAUREN CT	RES	1	82.50
003-480-054-000	106 LAUREN CT	RES	1	82.50
003-480-055-000	104 LAUREN CT	RES	1	82.50
003-480-056-000	102 LAUREN CT	RES	1	82.50
003-480-057-000	100 LAUREN CT	RES	1	82.50
003-480-058-000	39 E MAIN ST	RES	1	82.50
003-480-059-000	37 E MAIN ST	RES	1	82.50
003-480-060-000	35 E MAIN ST	RES	1	82.50
003-480-061-000	33 E MAIN ST	RES	1	82.50
003-480-064-000	104 CASELLI CT	RES	1	82.50
003-480-066-000	106 CASELLI CT	RES	1	82.50
003-480-068-000	32 E MAIN ST	RES	32	2,640.00
003-491-001-000	841 WALNUT LN	RES	1	82.50
003-491-002-000	101 ORCHARD LN	RES	1	82.50
003-491-003-000	103 ORCHARD LN	RES	1	82.50
003-491-004-000	105 ORCHARD LN	RES	1	82.50
003-491-005-000	107 ORCHARD LN	RES	1	82.50
003-491-006-000	109 ORCHARD LN	RES	1	82.50
003-491-007-000	111 ORCHARD LN	RES	1	82.50
003-491-008-000	113 ORCHARD LN	RES	1	82.50
003-491-009-000	115 ORCHARD LN	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-491-010-000	114 ORCHARD LN	RES	1	82.50
003-491-011-000	112 ORCHARD LN	RES	1	82.50
003-491-012-000	110 ORCHARD LN	RES	1	82.50
003-491-013-000	108 ORCHARD LN	RES	1	82.50
003-491-014-000	106 ORCHARD LN	RES	1	82.50
003-491-015-000	104 ORCHARD LN	RES	1	82.50
003-491-016-000	102 ORCHARD LN	RES	1	82.50
003-491-017-000	100 ORCHARD LN	RES	1	82.50
003-491-018-000	839 WALNUT LN	RES	1	82.50
003-491-019-000	837 WALNUT LN	RES	1	82.50
003-491-020-000	101 ALMOND DR	RES	1	82.50
003-491-021-000	103 ALMOND DR	RES	1	82.50
003-491-022-000	105 ALMOND DR	RES	1	82.50
003-491-023-000	107 ALMOND DR	RES	1	82.50
003-491-024-000	109 ALMOND DR	RES	1	82.50
003-491-025-000	111 ALMOND DR	RES	1	82.50
003-491-026-000	113 ALMOND DR	RES	1	82.50
003-491-027-000	115 ALMOND DR	RES	1	82.50
003-491-028-000	117 ALMOND DR	RES	1	82.50
003-492-001-000	100 ALMOND DR	RES	1	82.50
003-492-002-000	102 ALMOND DR	RES	1	82.50
003-492-003-000	104 ALMOND DR	RES	1	82.50
003-492-004-000	106 ALMOND DR	RES	1	82.50
003-492-005-000	108 ALMOND DR	RES	1	82.50
003-492-006-000	110 ALMOND DR	RES	1	82.50
003-492-007-000	112 ALMOND DR	RES	1	82.50
003-492-008-000	114 ALMOND DR	RES	1	82.50
003-492-009-000	116 ALMOND DR	RES	1	82.50
003-492-010-000	118 ALMOND DR	RES	1	82.50
003-492-011-000	200 ALMOND DR	RES	1	82.50
003-492-012-000	202 ALMOND DR	RES	1	82.50
003-492-013-000	204 ALMOND DR	RES	1	82.50
003-492-014-000	206 ALMOND DR	RES	1	82.50
003-492-015-000	208 ALMOND DR	RES	1	82.50
003-492-016-000	210 ALMOND DR	RES	1	82.50
003-492-017-000	212 ALMOND DR	RES	1	82.50
003-492-019-000	121 BROADVIEW LN	RES	1	82.50
003-492-020-000	119 BROADVIEW LN	RES	1	82.50
003-492-021-000	117 BROADVIEW LN	RES	1	82.50
003-492-022-000	115 BROADVIEW LN	RES	1	82.50
003-492-023-000	113 BROADVIEW LN	RES	1	82.50
003-492-024-000	111 BROADVIEW LN	RES	1	82.50
003-492-025-000	109 BROADVIEW LN	RES	1	82.50
003-492-026-000	107 BROADVIEW LN	RES	1	82.50
003-492-027-000	105 BROADVIEW LN	RES	1	82.50
003-492-028-000	103 BROADVIEW LN	RES	1	82.50
003-492-029-000	101 BROADVIEW LN	RES	1	82.50
003-492-030-000	100 BROADVIEW LN	RES	1	82.50
003-492-031-000	102 BROADVIEW LN	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-492-032-000	104 BROADVIEW LN	RES	1	82.50
003-492-033-000	106 BROADVIEW LN	RES	1	82.50
003-492-034-000	108 BROADVIEW LN	RES	1	82.50
003-492-035-000	110 BROADVIEW LN	RES	1	82.50
003-492-036-000	112 BROADVIEW LN	RES	1	82.50
003-492-037-000	114 BROADVIEW LN	RES	1	82.50
003-492-038-000	116 BROADVIEW LN	RES	1	82.50
003-492-039-000	118 BROADVIEW LN	RES	1	82.50
003-492-040-000	120 BROADVIEW LN	RES	1	82.50
003-492-041-000	127 COLBY LN	RES	1	82.50
003-492-042-000	125 COLBY LN	RES	1	82.50
003-492-043-000	123 COLBY LN	RES	1	82.50
003-492-044-000	121 COLBY LN	RES	1	82.50
003-492-045-000	119 COLBY LN	RES	1	82.50
003-492-046-000	117 COLBY LN	RES	1	82.50
003-492-047-000	115 COLBY LN	RES	1	82.50
003-492-048-000	113 COLBY LN	RES	1	82.50
003-492-049-000	111 COLBY LN	RES	1	82.50
003-492-050-000	109 COLBY LN	RES	1	82.50
003-492-051-000	107 COLBY LN	RES	1	82.50
003-492-052-000	105 COLBY LN	RES	1	82.50
003-492-053-000	103 COLBY LN	RES	1	82.50
003-492-054-000	101 COLBY LN	RES	1	82.50
003-492-055-000	100 COLBY LN	RES	1	82.50
003-492-056-000	102 COLBY LN	RES	1	82.50
003-492-057-000	104 COLBY LN	RES	1	82.50
003-492-058-000	106 COLBY LN	RES	1	82.50
003-492-059-000	108 COLBY LN	RES	1	82.50
003-492-060-000	110 COLBY LN	RES	1	82.50
003-492-061-000	112 COLBY LN	RES	1	82.50
003-492-062-000	114 COLBY LN	RES	1	82.50
003-492-063-000	116 COLBY LN	RES	1	82.50
003-492-064-000	118 COLBY LN	RES	1	82.50
003-492-065-000	120 COLBY LN	RES	1	82.50
003-492-066-000	122 COLBY LN	RES	1	82.50
003-492-067-000	124 COLBY LN	RES	1	82.50
003-492-068-000	126 COLBY LN	RES	1	82.50
003-501-001-000	1033 VILLAGE CIR	RES	1	82.50
003-501-002-000	1031 VILLAGE CIR	RES	1	82.50
003-501-003-000	1029 VILLAGE CIR	RES	1	82.50
003-501-004-000	1027 VILLAGE CIR	RES	1	82.50
003-501-005-000	1025 VILLAGE CIR	RES	1	82.50
003-501-006-000	1023 VILLAGE CIR	RES	1	82.50
003-501-007-000	1008 BERRYESSA CT	RES	1	82.50
003-501-008-000	1010 BERRYESSA CT	RES	1	82.50
003-501-009-000	1012 BERRYESSA CT	RES	1	82.50
003-501-010-000	1014 BERRYESSA CT	RES	1	82.50
003-501-011-000	408 NIEMANN ST	RES	1	82.50
003-501-012-000	406 NIEMANN ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-501-013-000	1016 BERRYESSA CT	RES	1	82.50
003-501-014-000	404 NIEMANN ST	RES	1	82.50
003-501-015-000	1015 BERRYESSA CT	RES	1	82.50
003-501-016-000	1013 BERRYESSA CT	RES	1	82.50
003-501-017-000	1011 BERRYESSA CT	RES	1	82.50
003-501-018-000	1009 BERRYESSA CT	RES	1	82.50
003-501-019-000	1008 HILLVIEW LN	RES	1	82.50
003-501-020-000	1010 HILLVIEW LN	RES	1	82.50
003-501-021-000	1012 HILLVIEW LN	RES	1	82.50
003-501-022-000	1014 HILLVIEW LN	RES	1	82.50
003-501-023-000	323 HILLVIEW LN	RES	1	82.50
003-501-024-000	321 HILLVIEW LN	RES	1	82.50
003-501-025-000	319 HILLVIEW LN	RES	1	82.50
003-501-026-000	317 HILLVIEW LN	RES	1	82.50
003-501-027-000	315 HILLVIEW LN	RES	1	82.50
003-501-028-000	313 HILLVIEW LN	RES	1	82.50
003-501-029-000	311 HILLVIEW LN	RES	1	82.50
003-501-030-000	310 NIEMANN ST	RES	1	82.50
003-501-031-000	312 NIEMANN ST	RES	1	82.50
003-501-032-000	314 NIEMANN ST	RES	1	82.50
003-501-033-000	316 NIEMANN ST	RES	1	82.50
003-501-034-000	318 NIEMANN ST	RES	1	82.50
003-501-035-000	320 NIEMANN ST	RES	1	82.50
003-501-036-000	400 NIEMANN ST	RES	1	82.50
003-501-037-000	402 NIEMANN ST	RES	1	82.50
003-502-001-000	1009 HILLVIEW LN	RES	1	82.50
003-502-002-000	1011 HILLVIEW LN	RES	1	82.50
003-502-003-000	1013 HILLVIEW LN	RES	1	82.50
003-502-004-000	316 HILLVIEW LN	RES	1	82.50
003-502-005-000	314 HILLVIEW LN	RES	1	82.50
003-502-006-000	312 HILLVIEW LN	RES	1	82.50
003-502-007-000	1012 VILLAGE CIR	RES	1	82.50
003-502-008-000	1010 VILLAGE CIR	RES	1	82.50
003-502-009-000	1008 VILLAGE CIR	RES	1	82.50
003-502-010-000	313 VILLAGE CIR	RES	1	82.50
003-502-011-000	315 VILLAGE CIR	RES	1	82.50
003-502-012-000	317 VILLAGE CIR	RES	1	82.50
003-503-001-000	1032 VILLAGE CIR	RES	1	82.50
003-503-002-000	1030 VILLAGE CIR	RES	1	82.50
003-503-003-000	1028 VILLAGE CIR	RES	1	82.50
003-503-004-000	1026 VILLAGE CIR	RES	1	82.50
003-503-005-000	1024 VILLAGE CIR	RES	1	82.50
003-503-006-000	1022 VILLAGE CIR	RES	1	82.50
003-503-007-000	414 VILLAGE CIR	RES	1	82.50
003-503-008-000	412 VILLAGE CIR	RES	1	82.50
003-503-009-000	410 VILLAGE CIR	RES	1	82.50
003-503-010-000	408 VILLAGE CIR	RES	1	82.50
003-503-012-000	406 VILLAGE CIR	RES	1	82.50
003-503-013-000	404 VILLAGE CIR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-503-014-000	402 VILLAGE CIR	RES	1	82.50
003-503-015-000	400 VILLAGE CIR	RES	1	82.50
003-503-016-000	318 VILLAGE CIR	RES	1	82.50
003-503-017-000	316 VILLAGE CIR	RES	1	82.50
003-503-018-000	314 VILLAGE CIR	RES	1	82.50
003-503-019-000	312 VILLAGE CIR	RES	1	82.50
003-503-020-000	310 VILLAGE CIR	RES	1	82.50
003-503-021-000	308 VILLAGE CIR	RES	1	82.50
003-503-022-000	1005 VILLAGE CIR	RES	1	82.50
003-503-023-000	1007 VILLAGE CIR	RES	1	82.50
003-503-024-000	1009 VILLAGE CIR	RES	1	82.50
003-503-025-000	1011 VILLAGE CIR	RES	1	82.50
003-503-026-000	1013 VILLAGE CIR	RES	1	82.50
003-503-027-000	1015 VILLAGE CIR	RES	1	82.50
003-503-028-000	1017 VILLAGE CIR	RES	1	82.50
003-503-029-000	1019 VILLAGE CIR	RES	1	82.50
003-503-030-000	1021 VILLAGE CIR	RES	1	82.50
003-510-007-000	718 LUPINE WAY	RES	1	82.50
003-510-008-000	720 LUPINE WAY	RES	1	82.50
003-510-009-000	722 LUPINE WAY	RES	1	82.50
003-510-010-000	724 LUPINE WAY	RES	1	82.50
003-510-011-000	726 LUPINE WAY	RES	1	82.50
003-510-012-000	728 LUPINE WAY	RES	1	82.50
003-510-013-000	730 LUPINE WAY	RES	1	82.50
003-510-014-000	731 MAIN ST	RES	1	82.50
003-510-015-000	729 MAIN ST	RES	1	82.50
003-510-016-000	727 MAIN ST	RES	1	82.50
003-510-017-000	725 MAIN ST	RES	1	82.50
003-510-018-000	723 MAIN ST	RES	1	82.50
003-510-019-000	721 MAIN ST	RES	1	82.50
003-510-020-000	719 MAIN ST	RES	1	82.50
003-511-001-000	743 MAIN ST	RES	1	82.50
003-511-002-000	741 MAIN ST	RES	1	82.50
003-511-003-000	739 MAIN ST	RES	1	82.50
003-511-004-000	737 MAIN ST	RES	1	82.50
003-511-005-000	735 MAIN ST	RES	1	82.50
003-511-006-000	733 MAIN ST	RES	1	82.50
003-511-007-000	732 FOXGLOVE CIR	RES	1	82.50
003-511-008-000	734 FOXGLOVE CIR	RES	1	82.50
003-511-009-000	736 FOXGLOVE CIR	RES	1	82.50
003-511-010-000	738 FOXGLOVE CIR	RES	1	82.50
003-511-011-000	713 FOXGLOVE CIR	RES	1	82.50
003-511-012-000	711 FOXGLOVE CIR	RES	1	82.50
003-511-013-000	709 FOXGLOVE CIR	RES	1	82.50
003-511-014-000	707 FOXGLOVE CIR	RES	1	82.50
003-511-015-000	620 FOXGLOVE CIR	RES	1	82.50
003-511-016-000	615 FOXGLOVE CIR	RES	1	82.50
003-512-001-000	710 FOXGLOVE CIR	RES	1	82.50
003-512-002-000	708 FOXGLOVE CIR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-512-003-000	706 FOXGLOVE CIR	RES	1	82.50
003-512-004-000	618 FOXGLOVE CIR	RES	1	82.50
003-512-005-000	636 FOXGLOVE CIR	RES	1	82.50
003-512-006-000	634 FOXGLOVE CIR	RES	1	82.50
003-512-007-000	632 FOXGLOVE CIR	RES	1	82.50
003-512-008-000	615 IVY LOOP	RES	1	82.50
003-512-009-000	706 IVY LP	RES	1	82.50
003-512-010-000	708 IVY LOOP	RES	1	82.50
003-512-011-000	712 IVY LOOP	RES	1	82.50
003-513-001-000	641 FOXGLOVE CIR	RES	1	82.50
003-513-002-000	639 FOXGLOVE CIR	RES	1	82.50
003-513-003-000	637 FOXGLOVE CIR	RES	1	82.50
003-513-004-000	635 FOXGLOVE CIR	RES	1	82.50
003-513-005-000	633 FOXGLOVE CIR	RES	1	82.50
003-513-006-000	631 FOXGLOVE CIR	RES	1	82.50
003-513-007-000	609 IVY LOOP	RES	1	82.50
003-513-008-000	607 IVY LOOP	RES	1	82.50
003-513-009-000	605 IVY LOOP	RES	1	82.50
003-513-010-000	603 IVY LOOP	RES	1	82.50
003-513-011-000	601 IVY LOOP	RES	1	82.50
003-513-012-000	631 IVY LOOP	RES	1	82.50
003-513-013-000	629 IVY LOOP	RES	1	82.50
003-513-014-000	627 IVY LOOP	RES	1	82.50
003-513-015-000	625 IVY LOOP	RES	1	82.50
003-513-016-000	623 IVY LOOP	RES	1	82.50
003-513-017-000	621 IVY LOOP	RES	1	82.50
003-514-001-000	606 IVY LOOP	RES	1	82.50
003-514-002-000	604 IVY LOOP	RES	1	82.50
003-514-003-000	602 IVY LOOP	RES	1	82.50
003-514-004-000	600 IVY LOOP	RES	1	82.50
003-514-005-000	626 IVY LOOP	RES	2	165.00
003-514-006-000	624 IVY LOOP	RES	1	82.50
003-514-007-000	601 SNAPDRAGON CT	RES	1	82.50
003-514-008-000	621 FICUS WAY	RES	1	82.50
003-514-009-000	625 FICUS WAY	RES	1	82.50
003-515-001-000	629 SNAPDRAGON DR	RES	1	82.50
003-515-002-000	627 SNAPDRAGON DR	RES	1	82.50
003-515-003-000	625 SNAPDRAGON DR	RES	1	82.50
003-515-004-000	623 SNAPDRAGON DR	RES	1	82.50
003-515-005-000	621 SNAPDRAGON DR	RES	1	82.50
003-515-006-000	611 SNAPDRAGON DR	RES	1	82.50
003-515-007-000	609 SNAPDRAGON DR	RES	1	82.50
003-515-008-000	607 SNAPDRAGON DR	RES	1	82.50
003-515-009-000	624 FICUS WAY	RES	1	82.50
003-515-010-000	626 FICUS WAY	RES	1	82.50
003-515-011-000	628 FICUS WAY	RES	1	82.50
003-515-012-000	630 FICUS WAY	RES	1	82.50
003-516-001-000	727 LUPINE WAY	RES	1	82.50
003-516-002-000	725 LUPINE WAY	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-516-003-000	723 LUPINE WAY	RES	1	82.50
003-516-004-000	721 LUPINE WAY	RES	1	82.50
003-516-005-000	719 LUPINE WAY	RES	1	82.50
003-516-006-000	717 LUPINE WAY	RES	1	82.50
003-516-007-000	620 SNAPDRAGON DR	RES	1	82.50
003-516-008-000	622 SNAPDRAGON DR	RES	1	82.50
003-516-009-000	624 SNAPDRAGON DR	RES	1	82.50
003-516-010-000	626 SNAPDRAGON DR	RES	1	82.50
003-516-011-000	628 SNAPDRAGON DR	RES	1	82.50
003-516-012-000	630 SNAPDRAGON DR	RES	1	82.50
003-516-013-000	632 SNAPDRAGON DR	RES	1	82.50
003-516-014-000	729 LUPINE WAY	RES	1	82.50
003-521-001-000	717 MAIN ST	RES	1	82.50
003-521-002-000	715 MAIN ST	RES	1	82.50
003-521-003-000	715 ASTER ST	RES	1	82.50
003-521-004-000	713 ASTER ST	RES	1	82.50
003-521-005-000	711 ASTER ST	RES	1	82.50
003-521-006-000	709 ASTER ST	RES	1	82.50
003-521-007-000	707 ASTER ST	RES	1	82.50
003-521-008-000	716 LUPINE WAY	RES	1	82.50
003-523-001-000	700 IVY LOOP	RES	1	82.50
003-523-002-000	702 IVY LOOP	RES	1	82.50
003-523-003-000	704 IVY CT	RES	1	82.50
003-523-004-000	706 IVY CT	RES	1	82.50
003-523-005-000	708 IVY CT	RES	1	82.50
003-523-006-000	710 IVY CT	RES	1	82.50
003-523-007-000	712 IVY CT	RES	1	82.50
003-523-008-000	714 IVY CT	RES	1	82.50
003-523-009-000	716 IVY CT	RES	1	82.50
003-523-010-000	715 IVY CT	RES	1	82.50
003-523-011-000	713 IVY CT	RES	1	82.50
003-523-012-000	711 IVY CT	RES	1	82.50
003-523-013-000	709 IVY CT	RES	1	82.50
003-523-014-000	707 IVY CT	RES	1	82.50
003-523-015-000	705 IVY CT	RES	1	82.50
003-523-016-000	706 ASTER ST	RES	1	82.50
003-523-017-000	708 ASTER ST	RES	1	82.50
003-523-018-000	710 ASTER ST	RES	1	82.50
003-523-019-000	712 ASTER ST	RES	1	82.50
003-523-020-000	714 ASTER ST	RES	1	82.50
003-523-021-000	716 ASTER ST	RES	1	82.50
003-524-001-000	715 LUPINE WAY	RES	1	82.50
003-524-002-000	713 LUPINE WAY	RES	1	82.50
003-524-003-000	711 LUPINE WAY	RES	1	82.50
003-524-004-000	709 LUPINE WAY	RES	1	82.50
003-524-005-000	707 LUPINE WAY	RES	1	82.50
003-524-006-000	705 LUPINE WAY	RES	1	82.50
003-524-007-000	618 SNAPDRAGON DR	RES	1	82.50
003-524-008-000	616 SNAPDRAGON DR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-524-009-000	614 SNAPDRAGON DR	RES	1	82.50
003-524-010-000	612 SNAPDRAGON DR	RES	1	82.50
003-524-011-000	610 SNAPDRAGON DR	RES	1	82.50
003-524-012-000	608 SNAPDRAGON DR	RES	1	82.50
003-524-013-000	606 SNAPDRAGON DR	RES	1	82.50
003-524-014-000	604 SNAPDRAGON CT	RES	1	82.50
003-524-015-000	602 SNAPDRAGON CT	RES	1	82.50
003-524-016-000	600 SNAPDRAGON CT	RES	1	82.50
003-524-017-000	620 IVY LOOP	RES	1	82.50
003-524-018-000	622 IVY LOOP	RES	1	82.50
003-524-019-000	415 GRANT AVE	COM	1	26.24
003-531-001-000	940 VASEY ST	RES	1	82.50
003-531-002-000	941 IRELAND ST	RES	1	82.50
003-531-003-000	943 IRELAND ST	RES	1	82.50
003-531-004-000	945 IRELAND ST	RES	1	82.50
003-531-005-000	947 IRELAND ST	RES	1	82.50
003-531-006-000	949 IRELAND ST	RES	1	82.50
003-531-007-000	951 IRELAND ST	RES	1	82.50
003-531-008-000	953 IRELAND ST	RES	1	82.50
003-531-009-000	955 IRELAND ST	RES	1	82.50
003-531-010-000	957 IRELAND ST	RES	1	82.50
003-532-001-000	940 IRELAND ST	RES	1	82.50
003-532-002-000	942 IRELAND ST	RES	1	82.50
003-532-003-000	944 IRELAND ST	RES	1	82.50
003-532-004-000	946 IRELAND ST	RES	1	82.50
003-532-005-000	948 IRELAND ST	RES	1	82.50
003-532-006-000	950 IRELAND ST	RES	1	82.50
003-532-007-000	952 IRELAND ST	RES	1	82.50
003-532-008-000	954 IRELAND ST	RES	1	82.50
003-532-009-000	956 IRELAND ST	RES	1	82.50
003-532-010-000	957 POTTER ST	RES	1	82.50
003-532-011-000	955 POTTER ST	RES	1	82.50
003-532-012-000	953 POTTER ST	RES	1	82.50
003-532-013-000	951 POTTER ST	RES	1	82.50
003-532-014-000	949 POTTER ST	RES	1	82.50
003-532-015-000	947 POTTER ST	RES	1	82.50
003-532-016-000	945 POTTER ST	RES	1	82.50
003-532-017-000	943 POTTER ST	RES	1	82.50
003-532-018-000	941 POTTER ST	RES	1	82.50
003-533-001-000	940 POTTER ST	RES	1	82.50
003-533-002-000	942 POTTER ST	RES	1	82.50
003-533-003-000	944 POTTER ST	RES	1	82.50
003-533-004-000	946 POTTER ST	RES	1	82.50
003-533-005-000	948 POTTER ST	RES	1	82.50
003-533-006-000	950 POTTER ST	RES	1	82.50
003-533-007-000	952 POTTER ST	RES	1	82.50
003-533-008-000	954 POTTER ST	RES	1	82.50
003-533-009-000	956 POTTER ST	RES	1	82.50
003-533-010-000	957 KENNEDY DR	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
003-533-011-000	955 KENNEDY DR	RES	1	82.50
003-533-012-000	953 KENNEDY DR	RES	1	82.50
003-533-013-000	951 KENNEDY DR	RES	1	82.50
003-533-014-000	949 KENNEDY DR	RES	1	82.50
003-533-015-000	947 KENNEDY DR	RES	1	82.50
003-533-016-000	945 KENNEDY DR	RES	1	82.50
003-533-017-000	943 KENNEDY DR	RES	1	82.50
003-533-018-000	941 KENNEDY DR	RES	1	82.50
003-534-001-000	936 KENNEDY DR	RES	1	82.50
003-534-002-000	934 KENNEDY DR	RES	1	82.50
003-534-003-000	932 KENNEDY DR	RES	1	82.50
003-534-004-000	930 KENNEDY DR	RES	1	82.50
003-534-005-000	928 KENNEDY DR	RES	1	82.50
003-534-006-000	926 KENNEDY DR	RES	1	82.50
003-534-007-000	924 KENNEDY DR	RES	1	82.50
003-534-008-000	922 KENNEDY DR	RES	1	82.50
003-534-009-000	920 KENNEDY DR	RES	1	82.50
003-534-010-000	918 KENNEDY DR	RES	1	82.50
003-534-011-000	916 KENNEDY DR	RES	1	82.50
003-534-012-000	914 KENNEDY DR	RES	1	82.50
003-534-013-000	912 KENNEDY DR	RES	1	82.50
003-534-014-000	910 KENNEDY DR	RES	1	82.50
003-536-001-000	724 W MAIN ST	RES	1	82.50
003-536-002-000	722 W MAIN ST	RES	1	82.50
003-536-003-000	720 W MAIN ST	RES	1	82.50
003-536-004-000	718 W MAIN ST	RES	1	82.50
003-536-005-000	716 W MAIN ST	RES	1	82.50
003-536-006-000	714 W MAIN ST	RES	1	82.50
003-536-007-000	712 W MAIN ST	RES	1	82.50
003-536-008-000	710 W MAIN ST	RES	1	82.50
003-536-009-000	708 W MAIN ST	RES	1	82.50
003-536-010-000	706 W MAIN ST	RES	1	82.50
003-536-011-000	704 W MAIN ST	RES	1	82.50
030-210-004-000	NO SITUS AVAILABLE	RES	1	82.50
030-220-008-000	111 NIEMANN ST	RES	1	82.50
030-220-009-000	105 NIEMANN ST	RES	1	82.50
030-220-010-000	NO SITUS AVAILABLE	COM	1	26.24
030-220-027-000	NO SITUS AVAILABLE	RES	1	82.50
030-220-034-000	NO SITUS AVAILABLE	COM	1	26.24
030-220-035-000	435 ANDERSON AVE	COM	1	26.24
030-361-004-000	1204 VALLEY OAK DR	RES	1	82.50
030-361-005-000	1202 VALLEY OAK DR	RES	1	82.50
030-361-006-000	1200 VALLEY OAK DR	RES	1	82.50
030-361-007-000	503 DORSET CT	RES	1	82.50
030-361-008-000	505 DORSET CT	RES	1	82.50
030-361-009-000	508 DORSET CT	RES	1	82.50
030-361-010-000	506 DORSET CT	RES	1	82.50
030-361-011-000	504 DORSET CT	RES	1	82.50
030-361-012-000	502 DORSET CT	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
030-361-013-000	500 DORSET CT	RES	1	82.50
030-361-014-000	1104 VALLEY OAK DR	RES	1	82.50
030-361-015-000	1102 VALLEY OAK DR	RES	1	82.50
030-361-016-000	1100 VALLEY OAK DR	RES	1	82.50
030-361-017-000	401 COLUMBIA WAY	RES	1	82.50
030-361-018-000	403 COLUMBIA WAY	RES	1	82.50
030-361-019-000	405 COLUMBIA WAY	RES	1	82.50
030-361-020-000	407 COLUMBIA WAY	RES	1	82.50
030-361-021-000	409 COLUMBIA WAY	RES	1	82.50
030-361-022-000	411 COLUMBIA WAY	RES	1	82.50
030-361-023-000	413 COLUMBIA WAY	RES	1	82.50
030-361-024-000	415 COLUMBIA WAY	RES	1	82.50
030-361-025-000	417 COLUMBIA WAY	RES	1	82.50
030-361-026-000	1005 SUFFOLK CT	RES	1	82.50
030-361-028-000	1010 SUFFOLK CT	RES	1	82.50
030-361-029-000	1008 SUFFOLK CT	RES	1	82.50
030-361-030-000	1006 SUFFOLK CT	RES	1	82.50
030-361-031-000	1004 SUFFOLK CT	RES	1	82.50
030-361-032-000	1206 VALLEY OAK DR	RES	1	82.50
030-362-001-000	404 COLUMBIA WAY	RES	1	82.50
030-362-002-000	402 COLUMBIA WAY	RES	1	82.50
030-362-003-000	400 COLUMBIA WAY	RES	1	82.50
030-371-001-000	201 SUFFOLK PL	RES	1	82.50
030-371-002-000	203 SUFFOLK PL	RES	1	82.50
030-371-003-000	205 SUFFOLK PL	RES	1	82.50
030-371-004-000	207 SUFFOLK PL	RES	1	82.50
030-371-005-000	209 SUFFOLK PL	RES	1	82.50
030-371-006-000	211 SUFFOLK PL	RES	1	82.50
030-371-007-000	803 SUFFOLK PL	RES	1	82.50
030-371-008-000	805 SUFFOLK PL	RES	1	82.50
030-371-009-000	807 SUFFOLK PL	RES	1	82.50
030-371-010-000	901 SUFFOLK PL	RES	1	82.50
030-371-011-000	903 SUFFOLK PL	RES	1	82.50
030-371-012-000	905 SUFFOLK PL	RES	1	82.50
030-371-013-000	907 SUFFOLK PL	RES	1	82.50
030-371-014-000	410 COLUMBIA WAY	RES	1	82.50
030-371-015-000	408 COLUMBIA WAY	RES	1	82.50
030-371-016-000	406 COLUMBIA WAY	RES	1	82.50
030-371-017-000	301 HAMPSHIRE CT	RES	1	82.50
030-371-018-000	303 HAMPSHIRE CT	RES	1	82.50
030-371-019-000	305 HAMPSHIRE CT	RES	1	82.50
030-371-020-000	307 HAMPSHIRE CT	RES	1	82.50
030-371-021-000	309 HAMPSHIRE CT	RES	1	82.50
030-371-022-000	311 HAMPSHIRE CT	RES	1	82.50
030-371-023-000	308 HAMPSHIRE CT	RES	1	82.50
030-371-024-000	306 HAMPSHIRE CT	RES	1	82.50
030-371-025-000	304 HAMPSHIRE CT	RES	1	82.50
030-371-026-000	302 HAMPSHIRE CT	RES	1	82.50
030-371-027-000	300 HAMPSHIRE CT	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
030-372-001-000	1002 SUFFOLK CT	RES	1	82.50
030-372-002-000	1000 SUFFOLK CT	RES	1	82.50
030-372-003-000	906 SUFFOLK PL	RES	1	82.50
030-372-004-000	904 SUFFOLK PL	RES	1	82.50
030-372-005-000	902 SUFFOLK PL	RES	1	82.50
030-372-006-000	900 SUFFOLK PL	RES	1	82.50
030-372-007-000	810 SUFFOLK PL	RES	1	82.50
030-372-008-000	808 SUFFOLK PL	RES	1	82.50
030-372-009-000	806 SUFFOLK PL	RES	1	82.50
030-372-010-000	804 SUFFOLK PL	RES	1	82.50
030-372-011-000	802 SUFFOLK PL	RES	1	82.50
030-372-012-000	800 SUFFOLK PL	RES	1	82.50
030-372-013-000	212 SUFFOLK PL	RES	1	82.50
030-372-014-000	210 SUFFOLK PL	RES	1	82.50
030-372-015-000	208 SUFFOLK PL	RES	1	82.50
030-372-016-000	902 SOUTHDOWN CT	RES	1	82.50
030-372-017-000	904 SOUTHDOWN CT	RES	1	82.50
030-372-018-000	906 SOUTHDOWN CT	RES	1	82.50
030-372-019-000	908 SOUTHDOWN CT	RES	1	82.50
030-372-020-000	910 SOUTHDOWN CT	RES	1	82.50
030-372-021-000	909 SOUTHDOWN CT	RES	1	82.50
030-372-022-000	907 SOUTHDOWN CT	RES	1	82.50
030-372-023-000	905 SOUTHDOWN CT	RES	1	82.50
030-372-024-000	903 SOUTHDOWN CT	RES	1	82.50
030-372-025-000	901 SOUTHDOWN CT	RES	1	82.50
030-381-001-000	410 MOODY SLOUGH RD	RES	1	82.50
030-381-002-000	401 GRIFFIN WAY	RES	1	82.50
030-381-003-000	403 GRIFFIN WAY	RES	1	82.50
030-381-004-000	405 GRIFFIN WAY	RES	1	82.50
030-381-005-000	407 GRIFFIN WAY	RES	1	82.50
030-381-006-000	409 GRIFFIN WAY	RES	1	82.50
030-381-007-000	1108 GRIFFIN WAY	RES	1	82.50
030-381-010-000	1102 GRIFFIN WAY	RES	1	82.50
030-381-011-000	1100 GRIFFIN WAY	RES	1	82.50
030-381-013-000	1104 GRIFFIN WAY	RES	1	82.50
030-381-015-000	1106 GRIFFIN WAY	RES	1	82.50
030-382-001-000	402 GRIFFIN WAY	RES	1	82.50
030-382-002-000	404 GRIFFIN WAY	RES	1	82.50
030-382-003-000	406 GRIFFIN WAY	RES	1	82.50
030-382-004-000	408 GRIFFIN WAY	RES	1	82.50
030-382-005-000	409 NIEMANN ST	RES	1	82.50
030-382-006-000	407 NIEMANN ST	RES	1	82.50
030-382-007-000	405 NIEMANN ST	RES	1	82.50
030-382-008-000	403 NIEMANN ST	RES	1	82.50
030-391-001-000	443 COTTAGE CIR	RES	1	82.50
030-391-002-000	439 COTTAGE CIR	RES	1	82.50
030-391-003-000	435 COTTAGE CIR	RES	1	82.50
030-391-004-000	431 COTTAGE CIR	RES	1	82.50
030-391-005-000	427 COTTAGE CIR	RES	1	82.50

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030-391-006-000	423 COTTAGE CIR	RES	1	82.50
030-391-007-000	419 COTTAGE CIR	RES	1	82.50
030-391-010-000	410 ANDERSON AVE	RES	1	82.50
030-391-011-000	414 ANDERSON AVE	RES	1	82.50
030-391-012-000	418 ANDERSON AVE	RES	1	82.50
030-391-013-000	422 ANDERSON AVE	RES	1	82.50
030-391-014-000	426 ANDERSON AVE	RES	1	82.50
030-391-015-000	430 ANDERSON AVE	RES	1	82.50
030-391-016-000	434 ANDERSON AVE	RES	1	82.50
030-391-017-000	438 ANDERSON AVE	RES	1	82.50
030-391-018-000	442 ANDERSON AVE	RES	1	82.50
030-391-019-000	415 COTTAGE CIR	RES	1	82.50
030-391-021-000	411 COTTAGE CIR	RES	1	82.50
030-392-001-000	474 COTTAGE CIR	RES	1	82.50
030-392-002-000	470 COTTAGE CIR	RES	1	82.50
030-392-003-000	466 COTTAGE CIR	RES	1	82.50
030-392-004-000	462 COTTAGE CIR	RES	1	82.50
030-392-005-000	458 COTTAGE CIR	RES	1	82.50
030-392-006-000	NO SITUS AVAILABLE	RES	1	82.50
030-392-007-000	430 COTTAGE CIR	RES	1	82.50
030-392-008-000	426 COTTAGE CIR	RES	1	82.50
030-392-009-000	422 COTTAGE CIR	RES	1	82.50
030-392-010-000	418 COTTAGE CIR	RES	1	82.50
030-392-011-000	414 COTTAGE CIR	RES	1	82.50
030-392-012-000	410 COTTAGE CIR	RES	1	82.50
030-392-013-000	408 COTTAGE CIR	RES	1	82.50
038-050-013-000	27600 CR 90	COM	1	26.24
038-050-019-000	NO SITUS AVAILABLE	RES	1	82.50
038-050-021-000	T8N T8N R1W POR SEC 22	COM	1	26.24
038-050-023-000	T8N T8N R1W POR SEC 22	COM	1	26.24
038-050-027-000	NO SITUS AVAILABLE	COM	1	26.24
038-050-029-000	901 E GRANT AVE	COM	1	26.24
038-050-051-000	27710 CR 90	COM	1	26.24
038-050-052-000	NO SITUS AVAILABLE	COM	1	26.24
038-050-057-000	999 E GRANT AVE	COM	1	26.24
038-050-060-000	NO SITUS AVAILABLE	COM	1	26.24
038-050-068-000	NO SITUS AVAILABLE	COM	1	26.24
038-050-072-000	27852 CR 90	COM	1	26.24
038-050-073-000	27990 CR 90	COM	1	26.24
038-050-076-000	703 MATSUMOTO LN	COM	1	26.24
038-050-077-000	701 MATSUMOTO LN	COM	1	26.24
038-070-035-000	NO SITUS AVAILABLE	RES	1	82.50
038-070-041-000	112 E MAIN ST	RES	1	82.50
038-070-043-000	NO SITUS AVAILABLE	RES	1	82.50
038-070-046-000	NO SITUS AVAILABLE	COM	1	26.24
038-170-002-000	412 MANZANITA WAY	RES	1	82.50
038-170-003-000	408 MANZANITA WAY	RES	1	82.50
038-170-004-000	404 MANZANITA WAY	RES	1	82.50
038-170-005-000	400 MANZANITA WAY	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
038-170-006-000	216 BLUE OAK LN	RES	1	82.50
038-170-007-000	220 BLUE OAK LN	RES	1	82.50
038-170-008-000	312 E MAIN ST	RES	1	82.50
038-170-009-000	308 E MAIN ST	RES	1	82.50
038-170-010-000	304 E MAIN ST	RES	1	82.50
038-170-011-000	300 E MAIN ST	RES	1	82.50
038-170-012-000	221 TOYON LN	RES	1	82.50
038-170-013-000	217 TOYON LN	RES	1	82.50
038-170-014-000	224 TOYON LN	RES	1	82.50
038-170-015-000	212 E MAIN ST	RES	1	82.50
038-170-016-000	208 E MAIN ST	RES	1	82.50
038-170-017-000	204 E MAIN ST	RES	1	82.50
038-170-018-000	200 E MAIN ST	RES	1	82.50
038-170-019-000	225 CREEKSIDE WAY	RES	1	82.50
038-180-001-000	201 MADRONE CT	RES	1	82.50
038-180-002-000	NO SITUS AVAILABLE	RES	1	82.50
038-180-003-000	209 MADRONE CT	RES	1	82.50
038-180-004-000	208 MADRONE CT	RES	1	82.50
038-180-007-000	201 CREEKSIDE WAY	RES	1	82.50
038-180-008-000	205 CREEKSIDE WAY	RES	1	82.50
038-180-009-000	209 CREEKSIDE WAY	RES	1	82.50
038-180-010-000	213 CREEKSIDE WAY	RES	1	82.50
038-180-011-000	217 CREEKSIDE WAY	RES	1	82.50
038-180-012-000	221 CREEKSIDE WAY	RES	1	82.50
038-180-013-000	220 TOYON LN	RES	1	82.50
038-180-014-000	216 TOYON LN	RES	1	82.50
038-180-015-000	212 TOYON LN	RES	1	82.50
038-180-016-000	208 TOYON LN	RES	1	82.50
038-180-017-000	204 TOYON LN	RES	1	82.50
038-180-018-000	200 TOYON LN	RES	1	82.50
038-180-019-000	301 CREEKSIDE WAY	RES	1	82.50
038-180-020-000	305 CREEKSIDE WAY	RES	1	82.50
038-180-021-000	205 TOYON LN	RES	1	82.50
038-180-022-000	209 TOYON LN	RES	1	82.50
038-180-023-000	213 TOYON LN	RES	1	82.50
038-180-024-000	212 BLUE OAK LN	RES	1	82.50
038-180-025-000	208 BLUE OAK LN	RES	1	82.50
038-180-026-000	204 BLUE OAK LN	RES	1	82.50
038-180-027-000	309 CREEKSIDE WAY	RES	1	82.50
038-180-028-000	313 CREEKSIDE WAY	RES	1	82.50
038-180-029-000	401 CREEKSIDE WAY	RES	1	82.50
038-180-030-000	405 CREEKSIDE WAY	RES	1	82.50
038-180-031-000	205 BLUE OAK LN	RES	1	82.50
038-180-032-000	209 BLUE OAK LN	RES	1	82.50
038-180-033-000	208 MAPLE LN	RES	1	82.50
038-180-034-000	204 MAPLE LN	RES	1	82.50
038-180-035-000	409 CREEKSIDE WAY	RES	1	82.50
038-180-036-000	413 CREEKSIDE WAY	RES	1	82.50
038-180-037-000	412 CREEKSIDE WAY	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
038-180-038-000	408 CREEKSIDE WAY	RES	1	82.50
038-180-039-000	404 CREEKSIDE WAY	RES	1	82.50
038-180-040-000	400 CREEKSIDE WAY	RES	1	82.50
038-180-041-000	316 CREEKSIDE WAY	RES	1	82.50
038-180-042-000	312 CREEKSIDE WAY	RES	1	82.50
038-180-043-000	308 CREEKSIDE WAY	RES	1	82.50
038-180-044-000	304 CREEKSIDE WAY	RES	1	82.50
038-180-045-000	300 CREEKSIDE WAY	RES	1	82.50
038-180-047-000	200 MADRONE CT	RES	1	82.50
038-190-002-000	421 E MAIN ST	RES	1	82.50
038-190-003-000	417 E MAIN ST	RES	1	82.50
038-190-004-000	413 E MAIN ST	RES	1	82.50
038-190-005-000	409 E MAIN ST	RES	1	82.50
038-190-006-000	405 E MAIN ST	RES	1	82.50
038-190-007-000	401 E MAIN ST	RES	1	82.50
038-190-008-000	309 E MAIN ST	RES	1	82.50
038-190-009-000	305 E MAIN ST	RES	1	82.50
038-190-010-000	301 E MAIN ST	RES	1	82.50
038-190-011-000	213 E MAIN ST	RES	1	82.50
038-190-012-000	211 E MAIN ST	RES	1	82.50
038-190-013-000	209 E MAIN ST	RES	1	82.50
038-190-014-000	207 E MAIN ST	RES	1	82.50
038-190-015-000	205 E MAIN ST	RES	1	82.50
038-190-016-000	203 E MAIN ST	RES	1	82.50
038-190-017-000	201 E MAIN ST	RES	1	82.50
038-190-018-000	200 WHITE OAK LN	RES	1	82.50
038-190-019-000	204 WHITE OAK LN	RES	1	82.50
038-190-020-000	208 WHITE OAK LN	RES	1	82.50
038-190-021-000	212 WHITE OAK LN	RES	1	82.50
038-190-022-000	216 WHITE OAK LN	RES	1	82.50
038-190-023-000	220 WHITE OAK LN	RES	1	82.50
038-190-024-000	224 WHITE OAK LN	RES	1	82.50
038-190-025-000	300 WHITE OAK LN	RES	1	82.50
038-190-026-000	304 WHITE OAK LN	RES	1	82.50
038-190-027-000	308 WHITE OAK LN	RES	1	82.50
038-190-028-000	312 WHITE OAK LN	RES	1	82.50
038-190-029-000	316 WHITE OAK LN	RES	1	82.50
038-190-030-000	320 WHITE OAK LN	RES	1	82.50
038-190-031-000	400 WHITE OAK LN	RES	1	82.50
038-190-032-000	404 WHITE OAK LN	RES	1	82.50
038-190-035-000	NO SITUS AVAILABLE	RES	1	82.50
038-190-036-000	309 WHITE OAK LN	RES	1	82.50
038-190-037-000	308 E BAKER ST	RES	1	82.50
038-190-038-000	304 E BAKER ST	RES	1	82.50
038-190-039-000	300 E BAKER ST	RES	1	82.50
038-190-040-000	220 E BAKER ST	RES	1	82.50
038-190-041-000	216 E BAKER ST	RES	1	82.50
038-190-042-000	212 E BAKER ST	RES	1	82.50
038-190-043-000	208 E BAKER ST	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
038-190-044-000	204 E BAKER ST	RES	1	82.50
038-190-045-000	200 E BAKER ST	RES	1	82.50
038-190-046-000	201 WHITE OAK LN	RES	1	82.50
038-190-047-000	205 WHITE OAK LN	RES	1	82.50
038-190-048-000	209 WHITE OAK LN	RES	1	82.50
038-190-049-000	213 WHITE OAK LN	RES	1	82.50
038-190-050-000	217 WHITE OAK LN	RES	1	82.50
038-190-051-000	221 WHITE OAK LN	RES	1	82.50
038-190-052-000	225 WHITE OAK LN	RES	1	82.50
038-190-053-000	301 WHITE OAK LN	RES	1	82.50
038-190-054-000	305 WHITE OAK LN	RES	1	82.50
038-190-056-000	408 WHITE OAK LN	RES	1	82.50
038-201-001-000	220 WILDROSE LN	RES	1	82.50
038-201-002-000	613 MANZANITA WAY	RES	1	82.50
038-201-003-000	609 MANZANITA WAY	RES	1	82.50
038-201-004-000	605 MANZANITA WAY	RES	1	82.50
038-201-005-000	601 MANZANITA WAY	RES	1	82.50
038-201-006-000	221 RED BUD LN	RES	1	82.50
038-201-007-000	225 RED BUD LN	RES	1	82.50
038-201-008-000	229 RED BUD LN	RES	1	82.50
038-201-009-000	233 RED BUD LN	RES	1	82.50
038-201-010-000	237 RED BUD LN	RES	1	82.50
038-201-011-000	241 RED BUD LN	RES	1	82.50
038-201-012-000	245 RED BUD LN	RES	1	82.50
038-201-013-000	249 RED BUD LN	RES	1	82.50
038-201-014-000	248 WILDROSE LN	RES	1	82.50
038-201-015-000	244 WILDROSE LN	RES	1	82.50
038-201-016-000	240 WILDROSE LN	RES	1	82.50
038-201-017-000	236 WILDROSE LN	RES	1	82.50
038-201-018-000	232 WILDROSE LN	RES	1	82.50
038-201-019-000	228 WILDROSE LN	RES	1	82.50
038-201-020-000	224 WILDROSE LN	RES	1	82.50
038-202-001-000	600 MANZANITA WAY	RES	1	82.50
038-202-002-000	604 MANZANITA WAY	RES	1	82.50
038-202-003-000	608 MANZANITA WAY	RES	1	82.50
038-202-004-000	612 MANZANITA WAY	RES	1	82.50
038-202-005-000	208 WILDROSE LN	RES	1	82.50
038-202-006-000	204 WILDROSE LN	RES	1	82.50
038-202-007-000	200 WILDROSE LN	RES	1	82.50
038-202-008-000	196 WILDROSE LN	RES	1	82.50
038-202-009-000	605 CREEKSIDE WAY	RES	1	82.50
038-202-010-000	601 CREEKSIDE WAY	RES	1	82.50
038-202-011-000	197 RED BUD LN	RES	1	82.50
038-202-012-000	201 RED BUD LN	RES	1	82.50
038-202-013-000	205 RED BUD LN	RES	1	82.50
038-202-014-000	209 RED BUD LN	RES	1	82.50
038-203-001-000	245 WILDROSE LN	RES	1	82.50
038-203-002-000	241 WILDROSE LN	RES	1	82.50
038-203-003-000	237 WILDROSE LN	RES	1	82.50

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Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
038-203-004-000	233 WILDROSE LN	RES	1	82.50
038-203-005-000	229 WILDROSE LN	RES	1	82.50
038-203-006-000	225 WILDROSE LN	RES	1	82.50
038-203-007-000	221 WILDROSE LN	RES	1	82.50
038-203-008-000	217 WILDROSE LN	RES	1	82.50
038-203-009-000	213 WILDROSE LN	RES	1	82.50
038-203-010-000	209 WILDROSE LN	RES	1	82.50
038-203-011-000	205 WILDROSE LN	RES	1	82.50
038-203-012-000	201 WILDROSE LN	RES	1	82.50
038-203-013-000	197 WILD ROSE LN	RES	1	82.50
038-203-014-000	193 WILDROSE LN	RES	1	82.50
038-203-015-000	616 CREEKSIDE WAY	RES	1	82.50
038-203-016-000	612 CREEKSIDE WAY	RES	1	82.50
038-203-017-000	608 CREEKSIDE WAY	RES	1	82.50
038-203-019-000	NO SITUS AVAILABLE	RES	1	82.50
038-203-020-000	512 CREEKSIDE WAY	RES	1	82.50
038-203-021-000	508 CREEKSIDE WAY	RES	1	82.50
038-203-022-000	504 CREEKSIDE WAY	RES	1	82.50
038-203-023-000	500 CREEKSIDE WAY	RES	1	82.50
038-204-001-000	513 CREEKSIDE WAY	RES	1	82.50
038-204-002-000	509 CREEKSIDE WAY	RES	1	82.50
038-204-003-000	505 CREEKSIDE WAY	RES	1	82.50
038-204-004-000	501 CREEKSIDE WAY	RES	1	82.50
038-204-005-000	205 MAPLE LN	RES	1	82.50
038-204-006-000	204 RED BUD LN	RES	1	82.50
038-204-007-000	208 RED BUD LN	RES	1	82.50
038-204-008-000	209 MAPLE LN	RES	1	82.50
038-204-009-000	500 MANZANITA WAY	RES	1	82.50
038-204-010-000	504 MANZANITA WAY	RES	1	82.50
038-204-011-000	508 MANZANITA WAY	RES	1	82.50
038-204-012-000	512 MANZANITA WAY	RES	1	82.50
038-205-001-000	220 RED BUD LN	RES	1	82.50
038-205-002-000	224 RED BUD LN	RES	1	82.50
038-205-003-000	228 RED BUD LN	RES	1	82.50
038-205-004-000	232 RED BUD LN	RES	1	82.50
038-205-005-000	236 RED BUD LN	RES	1	82.50
038-205-006-000	240 RED BUD LN	RES	1	82.50
038-205-007-000	244 RED BUD LN	RES	1	82.50
038-205-009-000	245 MAPLE LN	RES	1	82.50
038-205-010-000	241 MAPLE LN	RES	1	82.50
038-205-011-000	237 MAPLE LN	RES	1	82.50
038-205-012-000	233 MAPLE LN	RES	1	82.50
038-205-013-000	229 MAPLE LN	RES	1	82.50
038-205-014-000	225 MAPLE LN	RES	1	82.50
038-205-015-000	221 MAPLE LN	RES	1	82.50
038-205-016-000	501 MANZANITA WAY	RES	1	82.50
038-205-017-000	505 MANZANITA WAY	RES	1	82.50
038-205-018-000	509 MANZANITA WAY	RES	1	82.50
038-205-019-000	513 MANZANITA WAY	RES	1	82.50

City of Winters
City-Wide
Fiscal Year 2017/18 Preliminary Assessment Roll

Assessor's Parcel Number	Situs Address	Land Use Code	Taxable Units	Charge
038-210-001-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-002-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-004-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-005-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-006-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-007-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-008-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-009-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-010-000	NO SITUS AVAILABLE	RES	1	82.50
038-210-011-000	NO SITUS AVAILABLE	RES	1	82.50
038-220-008-000	504 E BAKER ST	RES	1	82.50
038-220-009-000	500 E BAKER ST	RES	1	82.50
038-220-010-000	516 E MAIN ST	RES	1	82.50
038-220-011-000	512 E MAIN ST	RES	1	82.50
038-220-012-000	508 E MAIN ST	RES	1	82.50
910-001-425-000	803 W GRANT AVE ##47	RES	1	82.50
910-004-496-000	803 W GRANT AVE ##50	RES	1	82.50
910-004-497-000	803 W GRANT AVE ##45	RES	1	82.50
910-004-498-000	803 W GRANT AVE ##37	RES	1	82.50
910-004-499-000	803 W GRANT AVE ##80	RES	1	82.50
910-004-500-000	803 W GRANT AVE ##52	RES	1	82.50
910-004-501-000	803 W GRANT AVE ##27	RES	1	82.50
910-004-502-000	803 W GRANT AVE ##10	RES	1	82.50
910-004-503-000	803 W GRANT AVE ##4	RES	1	82.50
910-004-504-000	803 W GRANT AVE ##8	RES	1	82.50
910-004-505-000	803 W GRANT AVE ##54	RES	1	82.50
910-004-506-000	803 W GRANT AVE ##60	RES	1	82.50
910-004-507-000	803 W GRANT AVE ##66	RES	1	82.50
910-004-508-000	803 W GRANT AVE ##69	RES	1	82.50
910-004-509-000	803 W GRANT AVE ##55	RES	1	82.50
910-004-510-000	803 W GRANT AVE ##65	RES	1	82.50
910-004-511-000	803 W GRANT AVE ##75	RES	1	82.50
910-004-512-000	803 W GRANT AVE ##81	RES	1	82.50
Totals			**2,554**	**$203,672.50**
Parcel Count				**2,091**

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STAFF REPORT

To: Honorable Mayor and Council Members

Date: June 6, 2017

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

From: Dan Maguire, Economic Development and Housing Manager

Subject: Conduit Financing for the Blue Mountain Terrace Senior Apartments Affordable Housing Project

RECOMMENDATION:

Staff recommends the City Council take the following actions:

1) Conduct the public hearing under the requirements of TEFRA and the Internal Revenue Code of 1986, as amended (the "Code"), and
2) Adopt Resolution 2017-27, a resolution of the City Council of the City of Winters approving the issuance of the Bonds by the CMFA for the benefit of Blue Mountain Terrace Associates, L.P. (the "Borrower") or a partnership created by Newport Partners, LLC (the "Developer"), to provide for the financing of the Project, such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code Section 6500 (and following).

BACKGROUND:

The Borrower requested that the CMFA serve as the municipal issuer of the Bonds in an aggregate principal amount not to exceed $15,000,000 of tax-exempt revenue bonds. The proceeds of the Bonds will be used for the acquisition, construction, improvement and equipping of a 63-unit senior multifamily rental housing project located at 147 East Baker Street, Winters, California, generally known as Blue Mountain Terrace Apartments and operated by Domus Management Company.

In order for all or a portion of the Bonds to qualify as tax-exempt bonds, the City of Winters must conduct a public hearing (the "TEFRA Hearing") providing for the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Staff published the Public Notice for the TEFRA Hearing in the May 18, 2017 edition of the Winters Express. Following the close of the TEFRA Hearing, an "applicable elected representative" of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project.

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Based on these requirements, staff recommends conducting a public hearing under the Tax and Equity Fiscal Responsibility Act ("TEFRA") on June 6, 2017 in connection with the proposed issuance of revenue bonds by the California Municipal Finance Authority ("CMFA"), a joint exercise of powers authority and public entity of the State of California, in an amount not to exceed $15,000,000, (the "Bond"), to assist in the financing the acquisition, construction, improvement and equipping of a 63-unit senior multifamily rental housing project located at 147 East Baker Street, Winters, California (the "Project").

ADDITIONAL BACKGROUND INFORMATION ON THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY:

The CMFA was created on January 1, 2004 pursuant to a joint exercise of powers agreement to promote economic, cultural and community development, through the financing of economic development and charitable activities throughout California. To date, over 260 municipalities, including the City of Winters, have become members of CMFA.

The CMFA was formed to assist local governments, non-profit organizations and businesses with the issuance of taxable and tax-exempt bonds aimed at improving the standard of living in California. The CMFA's representatives and its Board of Directors have considerable experience in bond financings.

There are no costs associated with membership in the CMFA and the City will in no way become exposed to any financial liability by reason of its membership in the CMFA. In addition, participation by the City in the CMFA will not impact the City's appropriations limits and will not constitute any type of indebtedness by the City. Outside of holding the TEFRA hearing, adopting the required resolution and executing the Joint Exercise of Powers Agreement of the CMFA, no other participation or activity of the City or the City Council with respect to the issuance of the Bonds will be required.

FISCAL IMPACT:

The Bonds to be issued by the CMFA for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project. All financing documents with respect to the issuance of the Bonds will contain clear disclaimers that the Bonds are not obligations of the City or the State of California, but are to be paid for solely from funds provided by the Borrower.

The Board of Directors of the California Foundation for Stronger Communities, a California non-profit public benefit corporation (the "Foundation"), acts as the Board of Directors for the CMFA. Through its conduit issuance activities, the CMFA shares a portion of the issuance fees it receives with its member communities and donates a portion of these issuance fees to the

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Foundation for the support of local charities. With respect to the City of Winters, it is expected that that a portion of the issuance fee attributable to the City will be granted by the CMFA to the general fund of the City. Such grant may be used for any lawful purpose of the City.

RESOLUTION NO. 2017-27

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY MULTIFAMILY HOUSING REVENUE BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $15,000,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, CONSTRUCTION, IMPROVEMENT AND EQUIPPING OF BLUE MOUNTAIN TERRACE APARTMENTS AND CERTAIN OTHER MATTERS RELATING THERETO

WHEREAS, Blue Mountain Terrace Associates, L.P. (the "Borrower") or a partnership created by Newport Partners, LLC (the "Developer"), consisting at least of the Developer or a related person to the Developer and one or more limited partners, has requested that the California Municipal Finance Authority (the "Authority") adopt a plan of financing providing for the issuance of one or more series of revenue bonds issued from time to time, including bonds issued to refund such revenue bonds in one or more series from time to time, in an aggregate principal amount not to exceed $15,000,000 (the "Bonds") for the acquisition, construction, improvement and equipping of a 63-unit senior multifamily rental housing project located at 147 East Baker Street, Winters, California, generally known as Blue Mountain Terrace Apartments (the "Project") and operated by Domus Management Company; and

WHEREAS, pursuant to Section 147(f) of the Internal Revenue Code of 1986 (the "Code"), the issuance of the Bonds by the Authority must be approved by the City of Winters (the "City") because the Project is to be located within the territorial limits of the City; and

WHEREAS, the City Council of the City (the "City Council") is the elected legislative body of the City and is one of the "applicable elected representatives" required to approve the issuance of the Bonds under Section 147(f) of the Code; and

WHEREAS, the Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the "Agreement"), among certain local agencies, including the City; and

WHEREAS, pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds, and now desires to approve the issuance of the Bonds by the Authority;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Winters as follows:

Section 1. The foregoing resolutions are true and correct.

Section 2. The City Council hereby approves the issuance of the Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds by the Authority, for the purposes of (a) Section 147(f) of the Code by the

applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is to be located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.

Section 3. The issuance of the Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. The City shall have no responsibility or liability whatsoever with respect to the Bonds.

Section 4. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct the Project or any refinancing of the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation, installation or operation of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.

Section 5. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

Section 6. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Winters this 6th day of June, 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

CITY OF WINTERS

_____
Wade Cowan, Mayor

Attest:

By:_____
Nanci G. Mills, City Clerk

CITY OF
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CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members

DATE: June 6, 2017

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

FROM: Dan Maguire, Economic Development and Housing Manager

SUBJECT: Intergovernmental Agreement with Yolo County for Senior Services Funded From the CDBG Grant (Grant # 15-CDBG-10578)

RECOMMENDATIONS:
1) Receive the report from staff recommending the issuance of an Intergovernmental Agreement ("IGA") contract for Professional Services for Community Development Block Grant ("CDBG") Senior Services delivery, and 2) Authorize the City Manager to execute a contract with Yolo County for Senior Services.

BACKGROUND:
At the March 19, 2013 City Council meeting, Council authorized an Intergovernmental Agreement with Yolo County Housing ("YCH") for CDBG Technical Assistance to assist staff with implementation of a grant award (Grant # 10-STBG-6745) for the construction of Phase One of Walnut Park. The City was subsequently notified of an award of CDBG grant funds from the State's CDBG General Allocation Program (Grant # 15-CDBG-10578). At the January 5, 2016 City Council meeting, Council approved an Intergovernmental Agreement with YCH for assistance with that new CDBG Grant.

Funding from this grant will be utilized for the development of new Senior Center to be located on a portion of the approximately 1.5 acre parcel (APN # 003 370 029) being developed by Domus Development for the Blue Mountain Terrace Senior Apartments. The grant award also includes funding for senior services.

Normally, Federal Procurement Guidelines (associated with receiving Federal Funds such as CDBG) for contracting for Professional Services require the jurisdiction to utilize an RFP/RFQ process for the selection of the service provider. Intergovernmental Agreements are exempt from this requirement, as long as the HUD guidelines are adhered to in the contract language.

Staff recommends the City enter into contract with Yolo County to provide technical assistance and guidance in executing the delivery of senior services under the CDBG General Allocation Grant contract (Grant # 15-CDBG-10578) and in complying with the CDBG reporting requirements. The scope of work by the County under the IGA will include substantial community engagement to develop the senior services to be delivered with emphasis on sustainability of service delivery, including after the grant expenditure deadline, as well as the actual delivery of senior services.

The work performed under the IGA with Yolo County would be under the direction of Sheila Allen, RN, PhD. In addition to her position with Yolo County, Ms. Allen is the Executive Director of the Yolo Healthy Aging Alliance.

FISCAL IMPACTS:
Total contract cost is $161,000. The issuance of the Intergovernmental Agreement Contract will have little to no impact on City's General Fund or other City funds as expenses incurred in providing the CDBG Senior Services will be funded from the budget within the CDBG Grant.

ATTACHMENTS:
Intergovernmental Agreement with Yolo County
Yolo County Proposed Budget for Senior Services

INTERGOVERNMENTAL AGREEMENT

(Intergovernmental Agreement for Grant Management Services between the City of Winters and the County of Yolo)

This Intergovernmental Agreement (Agreement) is made this _____ day of _____ _____, 2017, by and between the City of Winters (Winters) and the County of Yolo, a political subdivision of the State of California, (Yolo) for the professional services of development of senior citizen programs and services.

A. Project. Winters is working with Domus Development to build 63 affordable senior housing units and a senior center near downtown Winters. Winters has secured $500,000 in CDBG funds to facilitate the planning and implementation of senior services and programs which must be spent by September of 2018. Winters is requesting assistance working with the community, City Council and staff to create sustainable senior services and programming.

B. Services to be Provided by Yolo. During the term of this Agreement, Yolo will provide a .5 FTE consultant, and support staff, to assist Winters with the development of senior citizen programs and services. The consultant will provide the following services:

1. Develop a Winters Older Adult Report and Plan for the Future including results from the community input, demographic data and a 10-year plan for older adults to address needs and services for the City of Winters in general, and the Winters Senior Center in particular. This process could utilize the AARP Age Friendly Community process or another tool.
2. Create a timeline, project deliverables, budget and scope of work.
3. Form a Winters Senior Services Steering Committee and work closely and cooperatively with committee to give and receive input, reports and support for the development of an acceptable model for senior services.
4. Develop and implement a community input process including creation of on-line and paper surveys, town hall meetings and focus groups for harder to reach groups, such as mono-lingual Spanish speakers. Input should be sought from current seniors, caregivers and families of seniors and adults in the community who will benefit from the services in future years.
5. Investigate and report on best practices and innovative models for senior services.
6. Create the program for activities for senior services in Winters.
7. Work with existing community-based organizations to provide services and educational programs in Winters. Possible collaborations could include: information and connections to services, legal services, Alzheimer's Association, Yolo County Health and Human Services Agency, Rural Innovation for Social Economics ("RISE"), Winters Healthcare Foundation, Yolo Healthy Aging Alliance, Resources for Independent Living, U.C. Davis and CSU Sacramento Schools of nursing, medicine and allied health.

8. Work with Meals on Wheels of Yolo County and Agency on Aging-Area 4 to implement a welcoming congregate meals and community dining vouchers.
9. Work with Yolo Bus and/or other transportation services to create a sustainable transportation plan.

C. Compensation and Expenses to be Paid by Winters. For the professional services provided during the term of this Agreement, Winters will pay Yolo for services and costs up to the maximum amount set forth in and according to the budget attached to and incorporated into this Agreement as Exhibit A.

D. Payment for Services. Yolo will submit an invoice monthly in arrears for services rendered under the Agreement to the following address:

City of Winters
Attention: City Manager
318 First Street
Winters, CA 95694

Invoices will include hours worked by each person who performed services during the billing period, expenses, the hourly rate of pay for each person who performed services, the dates on which the services were performed, a description of the services performed, and such other information as Winters may reasonably require.

Within thirty (30) calendar days of the City of Winters City Manager's authorization for payment of an invoice, the City's Finance Director shall either issue the payment or advise Yolo in writing of any concerns that the Finance Director has with the request and any need for further documentation.

The City of Winters reserves the right to withhold payments in the event of Yolo's performance being materially non-compliant with the Agreement. Yolo's final invoice shall be clearly marked "FINAL."

E. Term. The term of this Agreement shall begin on _____, 2017 and end on _____, 2018 unless sooner terminated as provided in this Agreement. Thereafter, the Agreement may be renewed or extended by the parties, based on a mutually agreeable schedule of costs and tasks.

F. Termination.

1. This Agreement may be terminated by either party at any time for any reason or no reason by giving the other party 30 calendar days' advance written notice. Upon termination, Yolo shall promptly submit its final invoice to Winters.

2. Following termination, Winters shall reimburse Yolo for all expenditures made in good faith that are unpaid at the time of termination, not to exceed the maximum amount payable under this Agreement.

G. Indemnification/Hold Harmless. Each party shall indemnify, defend, protect, hold harmless, and release the other, their elected bodies, officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying party. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

H. Independent Contractor

1. Yolo is an independent contractor and not an agent, officer or employee of Winters. The parties mutually understand that this Agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
2. Yolo shall have no claim against Winters for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.
3. As an independent contractor, Yolo is not subject to the direction and control of Winters except as to the final result contracted for under this Agreement. Winters may not require Yolo to change Yolo's manner of doing business, but may require redirection of efforts to fulfill this Agreement.
4. Yolo may provide services to others during the same period Yolo provides service to County under this Contract.
5. Any third persons employed by Yolo shall be under Yolo's exclusive direction, supervision and control. Yolo shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.

I. Notice. During the term of this Agreement, all notices shall be made in writing and either served personally, sent by first class mail, or sent by facsimile provided confirmation of delivery is obtained at the time of facsimile transmission, addressed as follows:

County of Yolo
Attention:

Telephone No.: (530)
Fax No.: (530)

City of Winters
Attention: City Manager 318 First Street
Winters, CA 95694
Telephone No.: (530) 795-4910
Fax No.: (530) 795-4935

Any party may change the address to which notice is to be given by providing the other party with written notice of such change to the other party.

Service of notices shall be deemed complete on the date of receipt if personally served or if served using facsimile machines provided confirmation of delivery is obtained at the time of facsimile transmission. Service of notices sent by first class mail shall be deemed complete on the fifth (5th) day following deposit in the United States mail.

J. Applicable Laws. Yolo shall observe and comply with all applicable federal, state and county statutes, ordinances, regulations, directives and laws, including those set forth in Exhibit B attached to and incorporated into this Agreement.

K. Assignment. This Agreement shall not be assigned by Yolo without the express written consent of Winters.

L. Governing Law. This Agreement shall be deemed to be executed within the State of California and construed in accordance with and governed by laws of the State of California. Any action or proceeding arising out of this Agreement shall be filed and resolved in a court of competent jurisdiction located in Woodland, California.

M. Severability. If any provision of this Agreement is adjudicated by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.

N. Amendment. This Agreement may only be amended in writing signed by both parties, and any other purported amendment shall be of no force or effect. This Agreement may be amended to both extend the term and conditions, as well as to add tasks. Yolo will not begin new tasks without express written permission of Winters.

O. Entire Agreement. This Agreement and its exhibits constitute the entire agreement between Winters and Yolo and supersedes all prior negotiations, representations, or agreements, whether written or oral.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day and year set forth above.

CITY OF WINTERS

_____

Wade Cowan, Mayor
Winters City Council

COUNTY OF YOLO

_____

Duane Chamberlain, Chair
Yolo County Board of Supervisors

Attest:
Julie Dacthler, Deputy Clerk
Board of Supervisors

By: _____
Deputy Seal

Approved as to Form:
Philip J. Pogledich, County Counsel

By: _____
Carrie Scarlata, Asst. County Counsel

Exhibit A

BUDGET

City of Winters Grant Budget

Organization:	**Yolo County**		
Project Title: Programs and	**Services for Older Adults in Winters**	**Project Period:**	**April 2017 - Sept. 2018**
Project Director Name/Title:	**Sheila A. Allen, RN, PhD**		
Cell: 530-400-3471		**Email:**	sheila.allen@yolocounty.org

A. Project Staff

Name	Title	Consultant fee	Contract length	FTE%	Total
Sheila Allen	Contract Project Manager	$75,000	18 months	50%	$ 75,000
TBD	Contract Project Assistant	$18,000	18 months	20%	$ 18,000
					$ -
				Total Salary and Benefits	$ 93,000

B. Other Direct Costs

Item	Description/Justification	Total
Office supplies and printing	Surveys, communication, work of the committee and consultant	$ 5,000
Books and literature	Information and support materials for work of committee and program	$ 5,000
Travel expenses	Travel by consultant and committee members to investigate model programs	$ 5,000
Meeting support	Note takers, food, room rentals for committee meetings and town halls	$ 5,000
Website and Newsletter	Design of website & newsletter for all senior programs/resources in Winters	$ 8,000
Accounting and evaluation	Data and finance tracking for project	$ 2,000
Publicity and Outreach	Development and distribution of informational campaign to public	$ 5,000
Including Equipment		
Equipment Type	**Purpose**	$ -
Laptop computers	Training of seniors in multiple locations (i.e. St Anthony's Church, Community Center, DESS office, and other Winters locations)	$ 5,000
Printer/copier	Printing of materials for project and use with laptops for training	$ 2,000
	Total Other Direct Costs	$ 42,000

C. Subcontract(s)

Organization	Contact Person	Activity	Total
TBD	TBD	Survey and statistical analysis	$ 5,000
TBD	TBD	Translation services	$ 7,000
Intern stipend	TBD		$ 4,000
Instructor Stipends	TBD		$ 10,000
		Total Subcontract(s)	$ 26,000

4/14/2017

TOTAL BUDGET REQUEST	$ 161,000

Exhibit B
LAWS

Yolo assures and certifies that it will comply with all of the applicable requirements of the following, as the same may be amended from time to time:

1. Compliance with Community Development Block Grant policies, guidelines, requirements and regulations found at 24 CFR Part 85 and OMB Circulars A-87, A-110 (implemented at 24 CFR part 84), A-122, A-133 (implemented at 24 CFR part 45), and A-128 (implemented at 24 CFR part 44), as applicable, as they relate to the acceptance and use of federal funds under this part. The applicable sections of 24 CFR parts 84 and 85 are set forth in Section 570.502. OMB Uniform guidance at 2 CFR 200 supersedes the above Uniform Administrative Requirements, effective July 1, 2015; and if there are any discrepancies between the above mentioned circulars and the OMB Uniform Guidance, the Uniform Guidance takes precedence.

2. Compliance with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations {41 CFR chapter 60). (All construction contracts awarded in excess of $10,000 by grantees and their contractors or subgrantees).

3. Compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR part 3). (All contracts and subgrants for construction or repair).

4. Compliance with the Davis-Bacon Act {40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR part 1,3,5). (Construction contracts in excess of $2000 awarded by grantees and subgrantees when required by Federal grant program legislation).

5. Compliance with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3702) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts awarded by grantees and subgrantees in excess of $2000, and in excess of $2500 for other contracts which involve the employment of mechanics or laborers).

6. Notice of awarding agency requirements and regulations pertaining to reporting.

7. Notice of awarding agency requirements and regulations pertaining to patent rights with respect to any discovery or invention which arises or is developed in the course of or under such contract.

8. Awarding agency requirements and regulations pertaining to copyrights and rights in data.

9. Access by the grantee, the subgrantee, the Federal and/or State granter agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions .

10. Retention of all required records for five years after grantees or subgrantees make final payments and all other pending matters are closed.

11. Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act {42 U.S.C. 1857{h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15), State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (Pub.L.94-163,89 Stat.871),Drug Free Workplace Act of 1988. (Contracts, subcontracts, and subgrants of amounts in excess of $100,000).

12. Contractor or subrecipient is not listed on the Federal Consolidated List of Debarred, Suspended, and Ineligible Contractors.

13. Compliance with the requirements concerning citizen participation contained in Federal Regulations at 24 CFR, Part 570.486, Local Government Requirements, Part 91.105 and 91.115.

Exhibit C
INSURANCE REQUIREMENTS

On or before the commencement of the term of this Agreement, Yolo County shall furnish the City of Winters with certificates showing the type, amount, class of operations covered, effective dates and dates of expiration of insurance coverage. It is agreed that Yolo County shall maintain in force at all times during the performance of this Agreement all appropriate coverage of insurance required by this Agreement with an insurance company that is acceptable to the City of Winters and licensed to do insurance business in the State of California. Endorsements naming the City of Winters as additional insured shall be submitted with the insurance certificates.

1. Coverage: Yolo County shall maintain the following insurance coverage:

a) Workers' Compensation: Statutory coverage as required by the State of California.

b) Liability: Commercial general liability coverage in the following minimum limits

Bodily Injury: $1,000,000 each occurrence
$2,000,000 aggregate - all other
Property Damage: $1,000,000 each occurrence
$2,000,000 aggregate

If submitted, combined single limit policy with aggregate limits in the amounts of $1,000,000 will be considered equivalent to the required minimum limits shown above.

c) Automotive: Comprehensive automotive liability coverage in the following minimum limits:

Bodily Injury: $1,000,000 each occurrence
$2,000,000 aggregate - all other
Property Damage: $1,000,000 each occurrence
$2,000,000 aggregate — all other
Or
Combined Single Limit: $1,000,000 each occurrence

2. Subrogation Waiver: Yolo County agrees that in the event of loss due to any of the perils for which it has agreed to provide comprehensive general and automotive liability insurance, Yolo County shall look solely to its insurance for recovery. Yolo County hereby grants to City of Winters, on behalf of any insurer providing comprehensive general and automotive liability insurance to either Yolo County or City of Winters with respect to the services of Yolo County herein, a waiver of any right to subrogation, which any such insurer of said Yolo County

may acquire against City of Winters by virtue of the payment of any loss under such insurance.

3. Failure to Secure: If Yolo County at any time during the term hereof should fail to secure or maintain the foregoing insurance, the City of Winters shall be permitted to obtain such insurance in the Yolo County's name or as an agent of the Yolo County and shall be compensated by the Yolo County for the costs of the insurance premiums at the maximum rate permitted by law and computed from the date written notice is received that the premiums have not been paid.

4. Additional Insured: the City of Winters, its city council, officers, and employees shall be named as an additional insured under all insurance coverages, except any professional liability insurance, required by this Agreement. The naming of an additional insured shall not affect any recovery to which such additional insured would be entitled under this policy if not named as such additional insured. An additional insured named herein shall not be held liable for any premium, deductible portion of any loss, or expense of any nature on this policy or any extension thereof.

5. Any other insurance held by an additional insured shall not be required to contribute anything toward any loss or expense covered by the insurance provided by this policy.

CITY OF WINTERS
california
Est. 1875

CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and Council Members

DATE: June 6, 2017

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

FROM: Alan Mitchell, City Engineer

SUBJECT: Resolution 2017-32 to Approve a Large Lot Parcel Map (2 lots) for APN 030-220-22, for Callahan Estates Subdivision, to divide the existing parcel into two (2) new lots: Parcel 1 – 515,525 square feet and Parcel 2 – 637,096 square feet.

RECOMMENDATION: Staff recommends that the City Council take the following actions:
1) Receive the staff report;
2) Approve Resolution 2017-32, Large Lot Parcel Map (2 lots) for APN 030-220-22, for Callahan Estates Subdivision.

BACKGROUND: The Callahan Estates Subdivision project consists of approximately 109 single-family lots on 26.4 acres, located at the north end of the new Winters Ranch Subdivision (north end of Main Street). In June 2005, the City entered into a Development Agreement for Callahan Estates Subdivision. Due to the decline in the economy, the subdivision has not moved forward. Early in 2016 the City started meeting with representatives of Turning Point Acquisitions V, LLC, and an amended and re-stated DA was approved by the City. The developer is prepared to move forward.

DISCUSSION: Turning Point Acquisitions V, LLC and their Land Surveyor have prepared a Large Lot Parcel Map, which divides the proposed Subdivision parcel into 2 separate lots. The lots created with the Parcel Map are consistent with the two phases proposed by the developer for build-out of the Subdivision.

The Developer has furnished the City with the necessary documentation to complete the processing of the Large Lot Parcel Map. The Parcel Map was reviewed by the City's On-Call Land Surveyor for technical correctness and the City Engineer for conformance with the approved tentative map and conditions of approval. A copy of the Large Lot Final Map is attached for reference.

ALTERNATIVES:

1. Do not adopt resolution approving the Large Lot Parcel Map.
2. Provide staff with additional direction.

FISCAL IMPACT:

There is no new public infrastructure associated with this parcel map, therefore no City funds will be impacted.

Attachment: Callahan Large Lot Final Map
Resolution No. 2017-32

RESOLUTION NO. 2017-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS APPROVING THE LARGE LOT PARCEL MAP FOR CALLAHAN ESTATES SUBDIVISION

WHEREAS, the City Council approved the Tentative Map for Callahan Estates Subdivision; and

WHEREAS, Turning Point Acquisitions V, LLC has had prepared, a Large Lot Parcel Map with 2 Lots, and has requested the recordation of Map for Callahan Estates; and

WHEREAS, the Large Lot Parcel Map is technically accurate as approved by the City's On-Call Surveyor; and,

WHEREAS, the City Engineer has determined that Large Lot Parcel Map is consistent with the proposed phasing of the approved Tentative Map; and,

WHEREAS, the Large Lot Parcel Map does not affect or remove any requirements associated with the approved Tentative Map; and

WHEREAS, the City Engineer has determined that all provisions of the Subdivision Map Act and any local ordinances applicable at the time of approval of the Large Lot Parcel Map been satisfied; and

WHEREAS, the City has determined that the Large Lot Parcel Map is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code 21080 (b)(1) and CEQA Guidelines section 15268.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Winters as follows:

1. Large Lot Parcel Map for Callahan Estates Subdivision is hereby approved, and the City Clerk is authorized to sign the Clerk's Statement and have the Map recorded with the County.

PASSED AND ADOPTED by the City Council of the City of Winters, on this 6th day of June, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Nanci G. Mills, City Clerk

Approved as to form:

_____
Ethan Walsh, City Attorney

OWNER'S STATEMENT

THE UNDERSIGNED BEING THE ONLY PARTIES HAVING RECORD TITLE INTEREST IN ALL THE LAND DELINEATED WITHIN THE EXTERIOR BOUNDARY OF THIS PARCEL MAP, HEREBY CONSENT TO THE PREPARATION AND FILING OF THIS PARCEL MAP NO. 5122.

BY: _____
EUNICE EDWARDS, TRUSTEE
THE JOHN AND EUNICE EDWARDS TRUST DATED APRIL 21, 2004

BY: _____
JOHN EDWARDS, TRUSTEE
THE JOHN AND EUNICE EDWARDS TRUST DATED APRIL 21, 2004

TURNING POINT ACQUISITIONS V LLC, A CALIFORNIA LIMITED LIABILITY COMPANY:

BY: _____

NAME: JAMES A. NEIGHBOR

ITS: CO-MANAGER

ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF _____

ON _____, BEFORE ME, _____

A NOTARY PUBLIC, PERSONALLY APPEARED _____

_____

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

SIGNATURE _____

_____
NAME (TYPED OR PRINTED), NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE.

PRINCIPAL COUNTY OF BUSINESS: _____

COMMISSION EXPIRES: _____

COMMISSION # OF NOTARY: _____

ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT TO THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF _____

ON _____, BEFORE ME, _____

A NOTARY PUBLIC, PERSONALLY APPEARED _____

_____

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

SIGNATURE _____

_____
NAME (TYPED OR PRINTED), NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE.

PRINCIPAL COUNTY OF BUSINESS: _____

COMMISSION EXPIRES: _____

COMMISSION # OF NOTARY: _____

COUNTY TAX COLLECTOR'S STATEMENT:

I, THE UNDERSIGNED, TAX COLLECTOR AND REDEMPTION OFFICER OF YOLO COUNTY, STATE OF CALIFORNIA, DO HEREBY STATE THAT ACCORDING TO THE RECORDS OF THIS OFFICE THERE ARE NO LIENS AGAINST THIS SUBDIVISION, OR ANY PART THEREOF, FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES, AND SPECIAL ASSESSMENTS COLLECTED AS TAXES, EXCEPT TAXES OR SPECIAL ASSESSMENTS NOT YET PAYABLE.

FURTHERMORE, PURSUANT TO THE YOLO COUNTY BOARD OF SUPERVISORS RESOLUTION NO. 89-168, I DO HEREBY STATE ON BEHALF OF THE CLERK OF THE BOARD OF SUPERVISORS THAT CHAPTER 4, ARTICLE 8, OF THE SUBDIVISION MAP ACT HAS BEEN COMPLIED WITH REGARDING DEPOSITS.

IN WITNESS THEREOF, THE UNDERSIGNED HAS CAUSED HIS NAME TO BE SUBSCRIBED ON THIS _____ DAY OF _____, 2017.

_____
HOWARD NEWENS
COUNTY TAX COLLECTOR
YOLO COUNTY, CALIFORNIA

BY: _____
DEPUTY

CITY ENGINEER'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS PLAT OF PARCEL MAP NO. 5122, AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP SUBMITTED TO THE PLANNING COMMISSION OF THE CITY OF WINTERS, AND ANY APPROVED ALTERATIONS THEREOF, AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL CITY ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP, IF REQUIRED, HAVE BEEN COMPLIED WITH.

DATE: _____

_____
ALAN L. MITCHELL, P.E.
R.C.E. 52598
CITY ENGINEER
CITY OF WINTERS

COMMUNITY DEVELOPMENT DIRECTOR'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS PARCEL MAP NO. 5122, AND HAVE FOUND IT TO BE SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, AND ANY APPROVED ALTERATIONS THEREOF, AND THAT IT COMPLIES WITH ALL APPLICABLE CITY ORDINANCES, AND ALL CONDITIONS OF APPROVAL HAVE BEEN COMPLIED WITH.

_____ DATE:

_____
JOHN DONLEVY
COMMUNITY DEVELOPMENT DIRECTOR
CITY OF WINTERS

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME, OR UNDER MY DIRECTION, AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF TURNING POINT ACQUISITIONS LLC ON JULY 23, 2015. I HEREBY STATE THAT THIS MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR WILL BE IN SUCH POSITION ON OR WITHIN ONE YEAR FROM THE FILING OF THIS MAP, AND SAID MONUMENT'S WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

Bryan P. Bonino
BRYAN P. BONINO

DATE: 5-30-2017

LICENSED LAND SURVEYOR BRYAN P. BONINO L.S. 7531 STATE OF CALIFORNIA

CITY CONSULTANT'S STATEMENT:

I, THE CITY'S CONSULTANT LAND SURVEYOR, HEREBY STATE THAT I HAVE EXAMINED THIS PLAT OF "PARCEL MAP NO. 5122" AND FIND IT TO BE SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND AM SATISFIED THAT SAID PLAT IS TECHNICALLY CORRECT IN ACCORDANCE WITH SECTION 66442 OF THE SUBDIVISION MAP ACT.

DATE: _____

_____
CHRISTINE M. JOHNSON, LS 6596

COUNTY RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 2017, AT _____ .M., IN BOOK _____ OF MAPS, AT PAGES _____ AT THE FIRST AMERICAN TITLE COMPANY.

_____
JESSE SALINAS
COUNTY CLERK-RECORDER
YOLO COUNTY, CALIFORNIA

BY: _____
DEPUTY

PARCEL MAP NO. 5122
OF
CALLAHAN ESTATES
A PORTION OF THE NORTHWEST ONE QUARTER OF SECTION 21, TOWNSHIP 8 NORTH, RANGE 1 WEST, MOUNT DIABLO MERIDIAN
CITY OF WINTERS, COUNTY OF YOLO, CALIFORNIA

LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERING · LAND SURVEYING · PLANNING
606 COURT STREET, WOODLAND, CALIFORNIA 95695 • PHONE: (530) 662-1755
P.O. BOX 828, WOODLAND, CALIFORNIA 95776 • WEB: www.lmse.net

MAY 30, 2017 SHEET 1 OF 2

CITY OF
WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

FROM: Shelly A. Gunby, Director of Financial Management

SUBJECT: City Wide Cost Allocation Plan

RECOMMENDATION:
Staff recommends the City Council receive the proposed City-wide Cost Allocation Plan and authorize staff to implement it for the 16-17 fiscal year, as well as succeeding years.

BACKGROUND:
A City-wide Cost Allocation Plan and User Fee Analysis project was initiated in November 2016 by entering into a contract Matrix Consulting Group. This project was implemented in two phases. This first phase was to prepare an updated Cost Allocation Plan which spreads the cost of general government and support services across the direct services provided to the public. The first phase was completed March 2017.

The Cost Allocation Plan determined the costs of central service departments, such as Finance, City Clerk, City Manager' office, etc., and centrally budgeted expenditures and developed detail costs for all allocated cetral service departments, including assigning payroll and other costs to functions. These costs were then allocated to the departments that received the services. This means that overhead costs are reflected in the total costs of the departments, and then the total cost of the departments are used in setting user fees.

While the City Wide Cost Allocation plan allocates costs to all departments/funds receiving services, not all departments/funds are eligible to have costs allocated to them based on restrictions for the department/fund. For Example, the Afterschool program should have costs allocated to it based on the cost allocation plan, however, by the terms of the grant, only a certain percentage of costs are allowed that are not costs directly related to the classrooms, and the City has determined that cost allocations for those programs is less important than offering the program.

Matrix Consulting Group has provided a spreadsheet for updating the Cost Allocation Plan based on the current budget year.

The User Fee Study will be presented to the City Council at a later date.

FISCAL IMPACT:
Total decrease in General Fund charges for 16-17 of $39,104.

ATTACHMENTS:
Draft City Wide Cost Allocation Plan

FULL COST ALLOCATION PLAN

FY 16-17 PROPOSED BUDGET

CITY OF WINTERS, CA

March 22, 2017

matrix consulting group

201 San Antonio Circle, Ste. 148
Mountain View, CA 94040
650.858.0507

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1. EXECUTIVE SUMMARY

1. BACKGROUND

The Matrix Consulting Group has prepared this Full Cost Allocation Plan (CAP) for the City of Winters, CA. The report, which follows, presents a summary of the comprehensive analysis undertaken to identify the appropriate distribution of citywide administrative and support costs to all City operating departments, divisions, and programs.

The primary objective of a Full Cost Allocation Plan is to spread costs from central support departments, generally called "Central Service Departments" to those departments, divisions, cost centers, and/or funds that receive services in support of conducting their operations. In doing so, an organization can both better understand its full cost of providing specific services to the community, and also generate organizational awareness regarding indirect (overhead) costs associated with operations.

2. METHODOLOGY

This plan was compiled in accordance with Generally Accepted Accounting Principles, and is also based on many of the methods of indirect cost allocation defined by the federal Office of Management and Budget's (OMB) Circular A-87.

These principles can be summarized in the following points:

- Necessary and reasonable
- Determined by allocation "bases" that relate to benefit received

In addition, Circular A-87 defines a method for allocating indirect costs called the double-step down allocation method, which utilizes two "steps" or "passes" to fully allocate costs. The double-step down procedure is reflected in this plan, and ensures that the benefit of services between Central Service support departments are recognized first, before final allocations to receivers of services are made. For example:

- **First Step:** Central Service Department expenditures are allocated to other central service departments such as Human Resources, Information Technology, etc., as well as to Receiving Departments.
- **Second Step:** Distributes Central Service department expenses and first step allocations to the Receiving Departments only.

It should be noted that there are two types of cost allocation plans. This plan is a Full Cost Allocation plan. The second form of Cost Allocation Plan is known as an OMB A-87 Compliant Plan. An OMB-Compliant Plan is generally concerned with the use of the resulting cost allocations to develop, submit, and secure approval for claims. For example, OMB-Compliant allocations could be used to reimburse indirect costs associated with the administration of State and/or Federal grants. An OMB-Compliant plan is far more sensitive in terms of recovering administrative costs within the framework of the specific federal requirements outlined in OMB A-87.

(1) PROJECT STEPS

The summary steps to accomplish this study included:

- Meet with the City of Winters's administrative staff to customize the structure of the plan
- Identify / classify Central Service support departments
- Determine the major services or "functions" provided by each Central Service support department
- Establish the optimal allocation basis for each function
- Identify the source, and collect allocation basis data and statistics
- Populate the analytical model, and calculate results
- Employ quality control processes for accurate results
- Review results with the City
- Revise and finalize
- Discuss implementation strategies
- Document and communicate results

3. SUMMARY

The final product of a Cost Allocation Plan is a summary worksheet that illustrates the final distribution of costs to each of the receiving departments and funds. This summary worksheet along with the detail workbook that details all of the distributions and their bases provides a well-documented, defensible basis for the City's indirect overhead costs. In summary, key project details for the cost plan are as follows:

- Cost figures are based on Fiscal Year 2016 / 2017 Budgeted Expenditures,
- The allocation methodology is Full Cost, not Circular OMB A-87 Compliant,
- The results presented in this plan were derived using a double "step-down" allocation process.

2. READING THE PLAN

The final documentation of a CAP can be hundreds of pages in length. The following provides a guide for navigating and reviewing the plan:

- **Table of Contents:** All summary and detail allocation schedules can be referenced here, and appear in the same order as shown.
- **Summary of Overhead Allocations:** Lists Central Service departments on one axis, and Receiving departments on the other. Shows how much was allocated from each Central Service department to each Receiving department. Summarized with unallocated and direct billed entries and produces a grand total for each axis.
- **Summary of Functions and Allocation Bases:** Recaps the source and basis for each function of each Central Service department. For example, if the Building Maintenance function of the Facilities Management Department allocates by square footage, then the basis for the allocation of that function shown on this schedule would be square footage, and the source would potentially be blueprints of the building, or square footage records.
- **Central Services Departments:** Lists all central service departments, including their fund, department, and or division number, along with expenditure totals per department, as well as a subtotal of disallowed costs, and a total of all expenditures being allocated through the plan.
- **Grantee Departments:** Lists all grantee or receiving departments, including their fund, department, and or division number.
- **Detail Reports:** There is one set of reports for each Central Service department in the plan. The reports show an aggregate picture of the department's expenses, a function-by-function breakdown of the expenses, each function's allocation, and an allocation summary. Each set of Detail Reports contains:

- **Narrative:** This is a summary of the Central Service department including a brief description of the activities performed, the major functions and services provided, and how costs associated with each function are allocated to Receiving Departments, or those departments and programs within the City that benefit from services.

- **Costs to Be Allocated:** This is a summary of the costs being allocated for the identified Central Service department. This worksheet shows the total expenditures for the Central Service department, along with the incoming allocations from all other Central Service departments.

- **Departmental Expense Detail:** This worksheet details the Central Service's direct expenditures, and provides a recap of the incoming expenses, and arrives at a total this department encumbers on each pass of allocations. This worksheet also adds in incoming allocations, and breaks total costs down by function. It also demonstrates how the G&A (General and Administrative) column is reallocated, and also subtotals for each pass of allocations. Here, unallocated functions are dropped from the Plan's calculations.

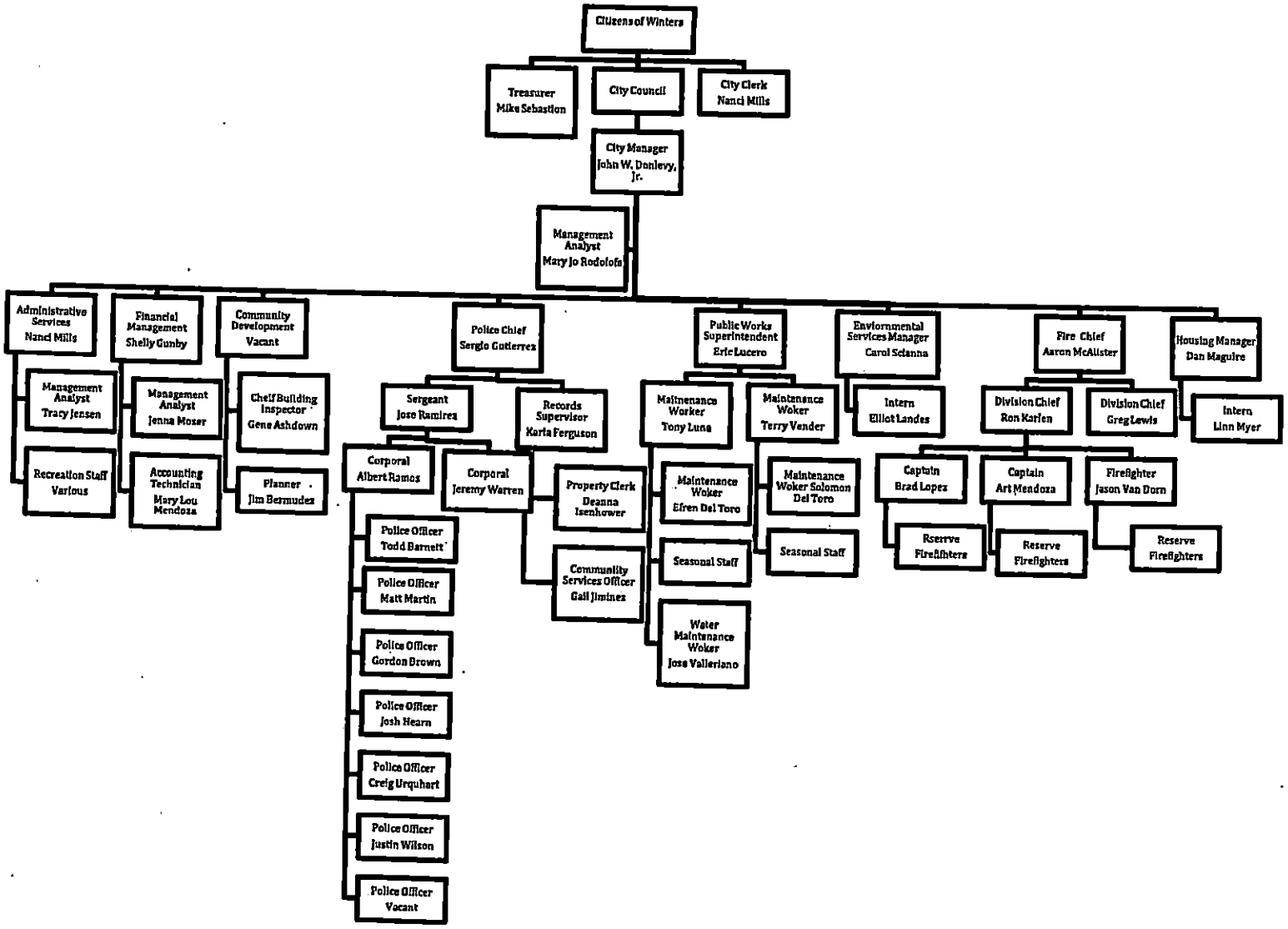
- **Allocation Detail:** For each allocable function, this report shows the Receiving departments its costs are allocated to, and shows the amount of allocations per pass.

- **Allocation Summary:** This worksheet shows the total costs being allocated to receiving departments by function.

The Summary of Resulting Overhead Allocations and the Summary of Functions and Allocation Bases are the optimal documents for beginning review of the Cost Allocation Plan. The Summary of Resulting Overhead Allocations provides a summary of results and "bottom-line" picture of the analysis. The reviewer may then refer to the Detail Reports for more information on how allocations are derived and shown on the Summary of Overhead Allocations. The Summary of Functions and Allocation Bases provides a matrix detailing the allocation methodology applied to each central service department along with the source of the data.

3. ORGANIZATIONAL CHART

The organizational chart on the following page shows the overall structure for the City of Winters, including illustrating how each of the City's Department's divisions are organized.


Citizens of Winters
Treasurer Mike Sebastion
City Council
City Clerk Nanci Mills
City Manager John W. Donlevy, Jr.
Management Analyst Mary Jo Rodolofo
Administrative Services Nanci Mills
Management Analyst Tracy Jensen
Recreation Staff Various
Financial Management Shelly Gunby
Management Analyst Jenna Moser
Accounting Technician Mary Lou Mendoza
Community Development Vacant
Chelf Building Inspector Gene Ashdown
Planner Jim Bermudez
Police Chief Sergio Gutierrez
Sergeant Jose Ramirez
Corporal Albert Ramos
Police Officer Todd Barnett
Police Officer Matt Martin
Police Officer Gordon Brown
Police Officer Josh Hearn
Police Officer Creig Urquhart
Police Officer Justin Wilson
Police Officer Vacant
Corporal Jeremy Warren
Records Supervisor Karla Ferguson
Property Clerk Deanna Isenhower
Community Services Officer Gail Jiminez
Public Works Superintendent Eric Lucero
Maintenance Worker Tony Luna
Maintenance Woker Efren Del Toro
Seasonal Staff
Water Maintenance Woker Jose Valleriano
Maintenance Woker Terry Vender
Maintenance Woker Solomon Del Toro
Seasonal Staff
Enviornmental Services Manager Carol Scianna
Intern Elliot Landes
Fire Chief Aaron McAllister
Division Chief Ron Karlen
Captain Brad Lopez
Reserve Firefighters
Captain Art Mendoza
Reserve Firefighters
Firefighter Jason Van Dorn
Reserve Firefighters
Division Chief Greg Lewis
Housing Manager Dan Maguire
Intern Linn Myer

4. SUMMARY OF OVERHEAD ALLOCATIONS

Provided on the following pages are a summary of results and a "bottom-line" picture of the resulting cost allocation plan analysis. This summary shows how much was allocated from each Central Service department to each end Receiving department. Departmental costs have been summarized with unallocated and direct billed entries and produces a grand total for each Central Service department, as well as for each Receiving department. The Central Service departments are listed down the left hand side, and Receiving departments across the top.

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT.	NAME	101-161-Housing & Econ Development	101-210-Police Department	101-310- Fire Department	101-710-Recreation	101-720-Community Center	101-730-Swimming Pool
101	110	City Council	$ 1,093	$ 13,086	$ 4,372	$ 23	$ 483	$ 1,389
101	120	City Clerk	$ 1,175	$ 1,104	$ 1,144	$ 376	$ -	$ -
101	130	City Treasurer	$ 7	$ 74	$ 28	$ 0	$ 3	$ 3
101	160	City Manager	$ 2,126	$ 22,519	$ 8,509	$ 102	$ 789	$ 983
101	170	Administrative Services	$ 6,437	$ 101,186	$ 42,447	$ 1,267	$ 3,629	$ 1,040
101	180	Finance	$ 5,029	$ 45,614	$ 22,205	$ 2,062	$ 3,890	$ 6,132
101	610	Public Works	$ 2,507	$ 9,890	$ 9,188	$ -	$ 16,024	$ 41,506
		Total Allocated	**$ 18,374**	**$ 193,473**	**$ 87,893**	**$ 3,831**	**$ 24,818**	**$ 51,053**
		Direct Bill Adjustments						
		Proposed Costs	**$ 18,374**	**$ 193,473**	**$ 87,893**	**$ 3,831**	**$ 24,818**	**$ 51,053**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	NAME	102-410-Community Development	102-420-Building Inspections	104-0-Fireworks Fund	105-720-Senior Fund	106-720-Winter Swim	107-650-Park Maintenance
101	110	City Council	$ 355	$ 1,838	$ 34	$ 0	$ 1	$ 5
101	120	City Clerk	$ 1,581	$ 457	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ 4	$ 9	$ 0	$ 0	$ 0	$ 0
101	160	City Manager	$ 1,278	$ 2,745	$ 148	$ 1	$ 5	$ 38
101	170	Administrative Services	$ 644	$ 14,673	$ 79	$ 1	$ -	$ -
101	180	Finance	$ 3,157	$ 13,736	$ 575	$ 24	$ 6	$ 26
101	610	Public Works	$ 19,706	$ 5,014	$ -	$ -	$ -	$ -
		Total Allocated	**$ 26,724**	**$ 38,471**	**$ 836**	**$ 27**	**$ 12**	**$ 69**
		Direct Bill Adjustments						
		Proposed Costs	**$ 26,724**	**$ 38,471**	**$ 836**	**$ 27**	**$ 12**	**$ 69**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	NAME	108-710-Koda Camp	113-510-TABS 2007 Fund	201-0- Fire Prevention Grant	211-650-Citywide Assess. Dist. Cost Alloc.	221-660-Gas Tax	231-210-COPS
101	110	City Council	$ 53	$ 1,703	$ 0	$ 1,320	$ 294	$ 224
101	120	City Clerk	$ -	$ -	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ 1	$ 24	$ 0	$ 9	$ 4	$ 3
101	160	City Manager	$ 231	$ 7,385	$ 2	$ 5,120	$ 2,286	$ 970
101	170	Administrative Services	$ 220	$ -	$ -	$ 1	$ 7,107	$ 9
101	180	Finance	$ 1,150	$ 212	$ 2	$ 7,487	$ 4,006	$ 2,036
101	610	Public Works	$ -	$ -	$ -	$ -	$ 70,033	$ -
		Total Allocated	**$ 1,654**	**$ 9,324**	**$ 5**	**$ 13,937**	**$ 83,731**	**$ 3,241**
		Direct Bill Adjustments						
		Proposed Costs	**$ 1,654**	**$ 9,324**	**$ 5**	**$ 13,937**	**$ 83,731**	**$ 3,241**

201

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT.	NAME	233-210-Realignment (PD)	251-210-Traffic Safety	252-210-Asset Forfeiture	272-650-Boost Grant	278-650-Prop 84 Park Grant	291-650-Beverage Recycle
101	110	City Council	$ 18	$ 34	$ 14	$ 39	$ 1,335	$ -
101	120	City Clerk	$ -	$ -	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ 0	$ 0	$ 0	$ 1	$ 19	$ 0
101	160	City Manager	$ 79	$ 148	$ 59	$ 309	$ 10,385	$ 39
101	170	Administrative Services	$ 2	$ 1	$ 1	$ 8	$ 2	$ 1
101	180	Finance	$ 99	$ 311	$ 92	$ 354	$ 7,040	$ 99
101	610	Public Works	$ -	$ -	$ -	$ -	$ -	$ -
		Total Allocated	**$ 198**	**$ 494**	**$ 166**	**$ 711**	**$ 18,781**	**$ 139**
		Direct Bill Adjustments						
		Proposed Costs	**$ 198**	**$ 494**	**$ 166**	**$ 711**	**$ 18,781**	**$ 139**

202

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	NAME	294-660-TDA Capital Acquisitions	299-710-Afterschool Program	321-0- EDBG 99-69	355-0- RLF Small Business	411-0- Street Impact	412-0-Storm Impact
101	110	City Council	$ 1,116	$ 4,470	$ -	$ -	$ 304	$ 3
101	120	City Clerk	$ -	$ -	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ 16	$ -	$ -	$ -	$ -	$ -
101	160	City Manager	$ 8,678	$ -	$ -	$ -	$ -	$ -
101	170	Administrative Services	$ 1	$ 11,997	$ 22	$ 26	$ 10	$ 61
101	180	Finance	$ 6,950	$ 1,419	$ 76	$ 92	$ 1,661	$ 227
101	610	Public Works	$ -	$ -	$ -	$ -	$ -	$ -
		Total Allocated	**$ 16,760**	**$ 17,886**	**$ 98**	**$ 118**	**$ 1,975**	**$ 290**
		Direct Bill Adjustments						
		Proposed Costs	**$ 16,760**	**$ 17,886**	**$ 98**	**$ 118**	**$ 1,975**	**$ 290**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	NAME	413-0- Park Impact	414-0- Police Impact	415-0- Fire Impact Fee	416-0- General Impact Fee	417-0- Water Impact Fee	418-0- Sewer Impact Misc Capital Acquisition
101	110	City Council	$ 141	$ 27	$ 27	$ 27	$ 27	$ 27
101	120	City Clerk	$ -	$ -	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ -	$ -	$ -	$ -	$ -	$ -
101	160	City Manager	$ -	$ -	$ -	$ -	$ -	$ -
101	170	Administrative Services	$ 30	$ 32	$ 33	$ 31	$ 30	$ 31
101	180	Finance	$ 840.78	$ 250	$ 256	$ 247	$ 301	$ 247
101	610	Public Works	$ -	$ -	$ -	$ -	$ -	$ -
		Total Allocated	**$ 1,011**	**$ 309**	**$ 317**	**$ 305**	**$ 358**	**$ 305**
		Direct Bill Adjustments						
		Proposed Costs	**$ 1,011**	**$ 309**	**$ 317**	**$ 305**	**$ 358**	**$ 305**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT.	NAME	422-0-Landfill Capital	427-0-Equipment Replacement Fund	495-0-Monitoring Fee	611-630-Water	616-630-Water Conservation	617-630-Water Meter Fund
101	110	City Council	$ 22	$ 341	$ 340	$ 3,888	$ 6	$ 14
101	120	City Clerk	$ -	$ -	$ -	$ 1,228	$ -	$ -
101	130	City Treasurer	$ -	$ -	$ -	$ 35	$ 0	$ 0
101	160	City Manager	$ -	$ -	$ -	$ 101,957	$ 50	$ 105
101	170	Administrative Services	$ -	$ 48	$ -	$ 25,639	$ -	$ -
101	180	Finance	$ 187	$ 1,992	$ 1,731	$ 79,973	$ 50	$ 146
101	610	Public Works	$ -	$ -	$ -	$ 156,217	$ 540	$ -
		Total Allocated	**$ 208**	**$ 2,381**	**$ 2,071**	**$ 368,937**	**$ 647**	**$ 265**
		Direct Bill Adjustments						
		Proposed Costs	**$ 208**	**$ 2,381**	**$ 2,071**	**$ 368,937**	**$ 647**	**$ 265**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT.	NAME	621-640-Sewer Fund	651/652-0-Central Service Overhead	771-510-Sucessor Agency - RORF	773-510-TABS Bond Processed	831-730-Swim Team	833-999- Festival De La Communidad
101	110	City Council	$ 6,500	$ 1,669	$ 2,140	$ 32	$ 159	$ 18
101	120	City Clerk	$ 1,325	$ -	$ -	$ -	$ -	$ -
101	130	City Treasurer	$ 55	$ 24	$ 30	$ 0	$ 2	$ 0
101	160	City Manager	$ 94,253	$ 7,237	$ 9,278	$ 138	$ 689	$ 78
101	170	Administrative Services	$ 38,404	$ 2	$ 1	$ -	$ 13	$ 40
101	180	Finance	$ 89,284	$ 18,995	$ 40,816	$ 250	$ 969	$ 597
101	610	Public Works	$ 210,092	$ -	$ -	$ -	$ -	$ -
		Total Allocated	**$ 439,912**	**$ 27,927**	**$ 52,266**	**$ 420**	**$ 1,831**	**$ 734**
		Direct Bill Adjustments						
		Proposed Costs	**$ 439,912**	**$ 27,927**	**$ 52,266**	**$ 420**	**$ 1,831**	**$ 734**

SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	NAME	846-999-Quilt Festival	0-0-Other	Subtotal	Direct Billed	Unallocated	Total
101	110	City Council	$ -	$ -	$ 49,014	$ -	$ -	$ 49,014
101	120	City Clerk	$ -	$ -	$ 18,389	$ -	$ 8,084	$ 16,473
101	130	City Treasurer	$ -	$ -	$ 353	$ -	$ -	$ 353
101	160	City Manager	$ -	$ -	$ 288,718	$ -	$ 106,891	$ 395,609
101	170	Administrative Services	$ 1	$ 457	$ 255,660	$ -	$ -	$ 255,660
101	180	Finance	$ 22	$ 3,321	$ 376,244	$ -	$ -	$ 376,244
101	610	Public Works	$ -	$ -	$ 540,716	$ -	$ 154,072	$ 694,788
		Total Allocated	$ 23	$ 3,778	$ 1,519,096	$ -	$ 269,046	$ 1,788,142
		Direct Bill Adjustments			$ -			
		Proposed Costs	$ 23	$ 3,778	$ 1,519,096	$ -	$ 269,046	$ 1,788,142

5. SUMMARY OF FUNCTIONS AND ALLOCATION BASES

The Summary of Functions and Allocation Bases provided on the following pages shows a recap of the allocation methodology applied to each central service department. For example, if the Building Maintenance function of the Facilities Management Department allocates by square footage, then the basis for the allocation of that function shown on this schedule would be square footage, and the source would potentially be blueprints of the building, or square footage records.

SUMMARY OF FUNCTIONS AND ALLOCATION BASES

CS DEPARTMENT	FUNCTION	ALLOCATION BASIS	SOURCE
101-110- City Council			
	Administrative Support	FY 16-17 Budget per Fund / Dept	FY 17 Proposed Budget
	Managerial Support	FY 16-17 FTE per Fund / Dept	FY 16-17 Payroll Report
101-120- City Clerk			
	Council Support	# of Agenda Items per Dept	FY16 Agenda Report
	Elections	Not Allocated	
	Public Records	Not Allocated	
	Claims	Not Allocated	
	Contracts	# of Contracts per Fund / Dept	FY 16 Agreements Report
	Records Management	# of Record Boxes per Dept	FY 16 Records Report
101-130- City Treasurer			
	Treasury	FY 16-17 Budget per Fund / Dept	FY 17 Proposed Budget
101-160- City Manager			
	Citywide Support	FY 16-17 Budget per Fund / Dept	FY 17 Proposed Budget
	Public Works	50% PW FTE & 50% PW Budget	FY 17 Proposed Budget & FY16-17 Payroll Report
	Economic Development	Not Allocated	
	Enterprise Funds	60% Water, 40% Sewer	
101-170- Administrative Services			
	Employee Relations	FY 16-17 FTE per Fund / Dept	FY 16-17 Payroll Report
	Benefits Administration	FY 16-17 FTE per Fund / Dept	FY 16-17 Payroll Report
	Risk Management	# of Workers Comp Claims per Fund / Dept	FY15-16 Claims Report
	Cashiering	# of Cash Transactions per Fund / Dept	FY 15-16 Cash Receipt Log
101-180- Finance			
	Payroll	# of FTE per Fund / Dept (1.5x PD & FD)	FY 16-17 Payroll Report
	Accounts Payable	# of AP Transactions per Fund / Dept	FY15-16 Accounts Payable Report
	Accounts Receivable / Cash Receipts	# of Cash Transactions per Fund / Dept	FY 15-16 Cash Receipt Log
	PERS Reporting	# of FTE per Fund / Dept (1.5x PD & FD)	FY 16-17 Payroll Report
	Successor Agency	Direct to Successor Agency Fund	
	Monthly Reporting	# of Journal Entries per Fund / Dept	FY 15-16 Journal Entries Log
	Utility Billing	45% Water, 45% Sewer, 10% Finance	
101-610- Public Works			
	Facilities Maintenance	Labor Hours per Dept	FY 15-16 Work Orders Report
	Streets Maintenance	Direct to Gas Tax	
	Parks Maintenance	Not Allocated	
	Planning	Direct to Planning	
	Utility Billing	45% Water, 45% Sewer, 10% Finance	
	Public Works Support	Not Allocated	

6. CENTRAL SERVICES DEPARTMENTS (PROVIDERS)

The follow page provides a list of all the departments included as central services, including their fund, department, and or division number, along with expenditure totals per department, a subtotal of disallowed costs, and a total of all expenditures allocated through the plan.

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CENTRAL SERVICES DEPARTMENTS (PROVIDERS)

FUND	DEPT	NAME	Expenditures	Cost Adjustments	TOTAL $
101	110	City Council	$ 57,580	$ -	$ 57,580
101	120	City Clerk	$ 19,453	$ -	$ 19,453
101	130	City Treasurer	$ 401	$ -	$ 401
101	160	City Manager	$ 395,089	$ -	$ 395,089
101	170	Administrative Services	$ 307,207	$ -	$ 307,207
101	180	Finance	$ 378,295	$ -	$ 378,295
101	610	Public Works	$ 630,117	$ -	$ 630,117
		Subtotal	$ 1,788,142	$ -	$ 1,788,142
		Disallowed Items (All Departments)			$ -
		TOTAL ALLOCATED EXPENDITURES			**$ 1,788,142**

7. GRANTEE DEPARTMENTS (RECEIVERS)

The following page provides a list of all the departments included as receiving departments, including their fund, department, and or division number.

GRANTEE DEPARTMENTS (RECEIVERS)

DEPT	NAME
161	Housing & Econ Development
210	Police Department
310	Fire Department
710	Recreation
720	Community Center
730	Swimming Pool
410	Community Development
420	Building Inspections
	Fireworks Fund
720	Senior Fund
720	Winter Swim
650	Park Maintenance
710	Koda Camp
510	TABS 2007 Fund
	Fire Prevention Grant
650	Citywide Assess. Dist. Cost Alloc.
660	Gas Tax
210	COPS
210	Realignment (PD)
210	Traffic Safety
210	Asset Forfeiture
650	Boost Grant
650	Prop 84 Park Grant
650	Beverage Recycle
660	TDA Capital Acquisitions
710	Afterschool Program
	EDBG 99-69
	RLF Small Business
	RLF Home Program
	Total Program Income
	Street Impact
	Storm Impact
	Park Impact
	Police Impact
	Fire Impact Fee
	General Impact Fee
	Water Impact Fee
	Sewer Impact Misc Capital Acquisition

GRANTEE DEPARTMENTS (RECEIVERS)

DEPT	NAME
	Landfill Capital
	Equipment Replacement Fund
	Monitoring Fee
630	Water
630	Water Conservation
630	Water Meter Fund
640	Sewer Fund
	Central Service Overhead
510	Sucessor Agency - RORF
510	TABS Bond Processed
730	Swim Team
999	Festival De La Communidad
999	Quilt Festival
	Other

8. COST ALLOCATION PLAN

This section provides the detail for each Central Service support department identified for the City of Winters, including:

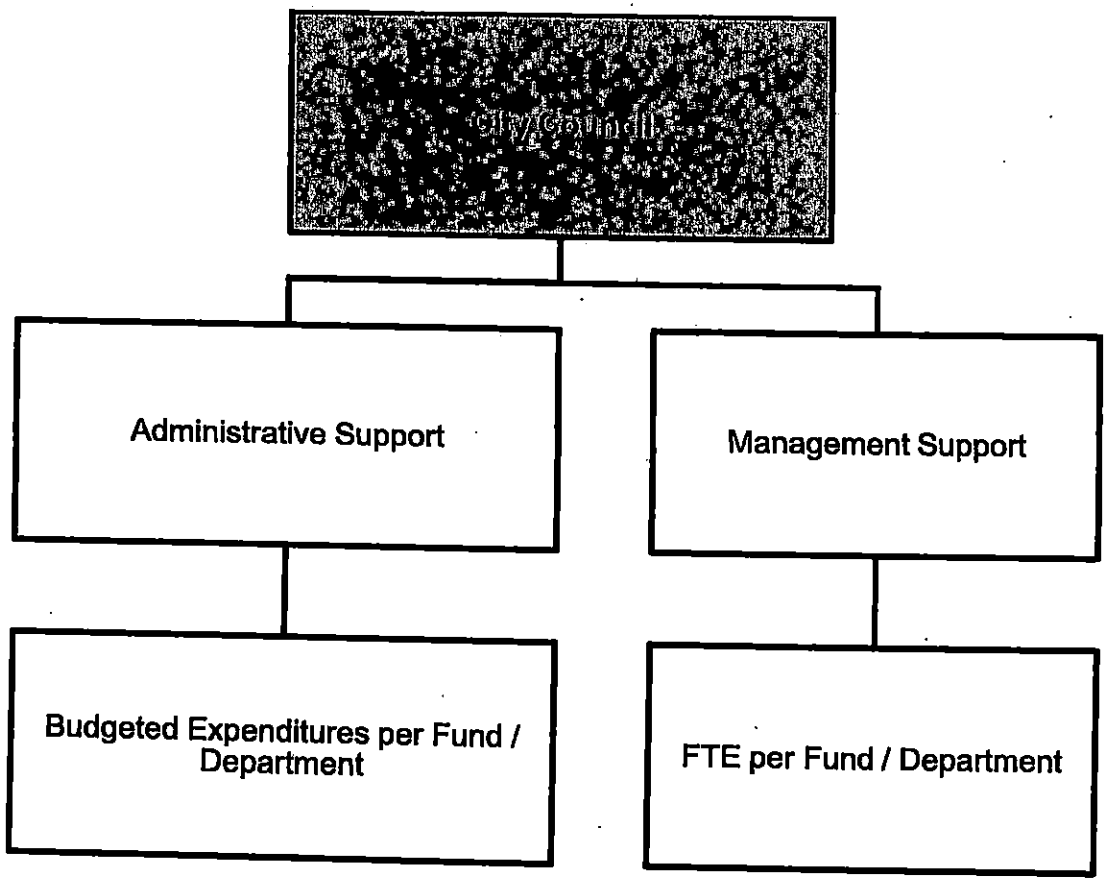
- Departmental narrative;
- Costs to be allocated;
- Departmental expense detail;
- Allocation detail, and
- Allocation summary.

(1) City Council

City Council serves as the primary legislative body responsible for acting upon all policy matters by approving and adopting ordinances and resolutions. There are five elected individuals that comprise the council, each of which serve a four year term. The City Council appoints the City Manager and City Attorney positions as well as various boards, commissions, and advisory committees. City Council costs are allocated to Receiving Departments, as follows:

- **Administrative Support** – represents administrative support and guidance provided to all City departments and divisions. This function is allocated based on FY17 budgeted expenditures per Fund / Department.
- **Management Support** – represents managerial support and guidance provided to all City departments and divisions. This function is allocated based on the number of FTE per Fund / Department.

The chart on the following page illustrates the functions and measures used to allocate City Council costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


City Council
Administrative Support
Management Support
Budgeted Expenditures per Fund / Department
FTE per Fund / Department

(1.1) City Council Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-110- City Council

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 57,580		$ 57,580
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council		$ 125	$ 125
101-130- City Treasurer		$ 2	$ 2
101-160- City Manager		$ 517	$ 517
101-180- Finance		$ 1,003	$ 1,003
101-610- Public Works		$ 1,192	$ 1,192
Total Incoming Costs	$ -	$ 2,839	$ 2,839
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 57,580	$ 2,839	$ 60,419

DEPARTMENTAL EXPENSE DETAIL

101-110- City Council

Expense Type	$	General Admin	Administrative Support	Managerial Support
Personnel				
Salaries & Wages	$ 10,800	$ -	$ 5,400	$ 5,400
Fringe Benefits	$ 1,258	$ -	$ 629	$ 629
Subtotal Personnel Cost	$ 12,058	$ -	$ 6,029	$ 6,029
Operating Services & Supplies				
Operating Expenditures	$ 35,103	$ -	$ 17,552	$ 17,552
Contingencies	$ 10,419	$ -	$ 5,210	$ 5,210
Subtotal Operating Cost	$ 45,522	$ -	$ 22,761	$ 22,761
DEPARTMENTAL EXPENDITURES	$ 57,580	$ -	$ 28,790	$ 28,790
Disallowed Costs				
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -
Cost Adjustments				
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 57,580	$ -	$ 28,790	$ 28,790
First Allocation				
Incoming - All Others	$ -	$ -	$ -	$ -
Reallocate Admin Costs	$ -	$ -	$ -	$ -
Unallocated Costs	$ -		$ -	$ -
Subtotal of First Allocation	$ 57,580		$ 28,790	$ 28,790
Second Allocation				
Incoming - All Others	$ 2,839	$ -	$ 1,419	$ 1,419
Reallocate Admin Costs	$ -	$ -	$ -	$ -
Unallocated Costs	$ -		$ -	$ -
Subtotal of Second Allocation	$ 2,839		$ 1,419.35	$ 1,419.35
TOTAL ALLOCATED	$ 60,419		$ 30,209	$ 30,209

101-110- City Council

ALLOCATION DETAIL

Administrative Support	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-110- City Council	57,580.04	0.433%	$ 125		$ 125		$ 125
101-120- City Clerk	19,452.85	0.146%	$ 42		$ 42	$ 2	$ 44
101-130- City Treasurer	401.08	0.003%	$ 1		$ 1	$ 0	$ 1
101-160- City Manager	395,089.96	2.970%	$ 855		$ 855	$ 42	$ 897
101-170- Administrative Services	307,206.90	2.309%	$ 665		$ 665	$ 33	$ 698
101-180- Finance	378,296.16	2.844%	$ 819		$ 819	$ 41	$ 859
101-610- Public Works	630,117.38	4.737%	$ 1,364		$ 1,364	$ 68	$ 1,431
101-161- Housing & Econ Development	215,972.74	1.623%	$ 467		$ 467	$ 23	$ 491
101-210- Police Department	2,287,074.75	17.192%	$ 4,949		$ 4,949	$ 245	$ 5,195
101-310- Fire Department	864,216.37	6.496%	$ 1,870		$ 1,870	$ 93	$ 1,963
101-710- Recreation	10,320.70	0.078%	$ 22		$ 22	$ 1	$ 23
101-720- Community Center	80,120.62	0.602%	$ 173		$ 173	$ 9	$ 182
101-730- Swimming Pool	99,815.71	0.750%	$ 216		$ 216	$ 11	$ 227
102-410- Community Development	129,753.00	0.975%	$ 281		$ 281	$ 14	$ 295
102-420- Building Inspections	278,831.56	2.096%	$ 603		$ 603	$ 30	$ 633
104-0- Fireworks Fund	15,000.00	0.113%	$ 32		$ 32	$ 2	$ 34
105-720- Senior Fund	150.00	0.001%	$ 0		$ 0	$ 0	$ 0
106-720- Winter Swim	500.00	0.004%	$ 1		$ 1	$ 0	$ 1
107-650- Park Maintenance	2,261.31	0.017%	$ 5		$ 5	$ 0	$ 5
108-710- Koda Camp	23,456.45	0.176%	$ 51		$ 51	$ 3	$ 53
113-510- TABS 2007 Fund	750,000.00	5.638%	$ 1,623		$ 1,623	$ 80	$ 1,703
201-0- Fire Prevention Grant	200.00	0.002%	$ 0		$ 0	$ 0	$ 0
211-650- Citywide Assess. Dist. Cost Alloc.	289,617.49	2.177%	$ 627		$ 627	$ 31	$ 658
221-660- Gas Tax	129,549.23	0.974%	$ 280		$ 280	$ 14	$ 294
231-210- COPS	98,476.21	0.740%	$ 213		$ 213	$ 11	$ 224
233-210- Realignment (PD)	8,000.00	0.060%	$ 17		$ 17	$ 1	$ 18
251-210- Traffic Safety	15,000.00	0.113%	$ 32		$ 32	$ 2	$ 34
252-210- Asset Forfeiture	6,000.00	0.045%	$ 13		$ 13	$ 1	$ 14
272-650- Boost Grant	17,320.00	0.130%	$ 37		$ 37	$ 2	$ 39
278-650- Prop 84 Park Grant	587,733.00	4.418%	$ 1,272		$ 1,272	$ 63	$ 1,335
294-660- TDA Capital Acquisitions	491,148.00	3.692%	$ 1,063		$ 1,063	$ 53	$ 1,116

101-110- City Council

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
411-0- Street Impact	134,000.00	1.007%	$ 290		$ 290	$ 14	$ 304
412-0- Storm Impact	1,200.00	0.009%	$ 3		$ 3	$ 0	$ 3
413-0- Park Impact	62,000.00	0.466%	$ 134		$ 134	$ 7	$ 141
414-0- Police Impact	12,000.00	0.090%	$ 26		$ 26	$ 1	$ 27
415-0- Fire Impact Fee	12,000.00	0.090%	$ 26		$ 26	$ 1	$ 27
416-0- General Impact Fee	12,000.00	0.090%	$ 26		$ 26	$ 1	$ 27
417-0- Water Impact Fee	12,000.00	0.090%	$ 26		$ 26	$ 1	$ 27
418-0- Sewer Impact Misc Capital Acquisition	12,000.00	0.090%	$ 26		$ 26	$ 1	$ 27
422-0- Landfill Capital	9,500.00	0.071%	$ 21		$ 21	$ 1	$ 22
427-0- Equipment Replacement Fund	150,294.00	1.130%	$ 325		$ 325	$ 16	$ 341
495-0- Monitoring Fee	149,758.00	1.126%	$ 324		$ 324	$ 16	$ 340
611-630- Water	1,075,324.62	8.083%	$ 2,327		$ 2,327	$ 115	$ 2,442
616-630- Water Conservation	2,700.00	0.020%	$ 6		$ 6	$ 0	$ 6
617-630- Water Meter Fund	6,000.00	0.045%	$ 13		$ 13	$ 1	$ 14
621-640- Sewer Fund	1,694,705.19	12.739%	$ 3,668		$ 3,668	$ 182	$ 3,849
651/652-0- Central Service Overhead	734,992.00	5.525%	$ 1,591		$ 1,591	$ 79	$ 1,669
771-510- Sucessor Agency - RORF	942,349.00	7.084%	$ 2,039		$ 2,039	$ 101	$ 2,140
773-510- TABS Bond Processed	14,000.00	0.105%	$ 30		$ 30	$ 2	$ 32
831-730- Swim Team	69,972.50	0.526%	$ 151		$ 151	$ 7	$ 159
833-999- Festival De La Communidad	7,950.00	0.060%	$ 17		$ 17	$ 1	$ 18
Total	**13,303,406.82**	**100.000%**	**$ 28,790**	**$ -**	**$ 28,790**	**$ 1,419**	**$ 30,209**

Allocation Basis: **FY 16-17 Budget per Fund / Dept**

Source of Allocation: **FY 17 Proposed Budget**

101-110- City Council

ALLOCATION DETAIL

Managerial Support	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-160- City Manager	2.95	5.882%	$ 1,694		$ 1,694	$ 83	$ 1,777
101-170- Administrative Services	2.00	3.988%	$ 1,148		$ 1,148	$ 57	$ 1,205
101-180- Finance	3.15	6.281%	$ 1,808		$ 1,808	$ 89	$ 1,897
101-610- Public Works	4.10	8.175%	$ 2,354		$ 2,354	$ 116	$ 2,470
101-161- Housing & Econ Development	1.00	1.994%	$ 574		$ 574	$ 28	$ 602
101-210- Police Department	13.10	26.122%	$ 7,520		$ 7,520	$ 371	$ 7,891
101-310- Fire Department	4.00	7.976%	$ 2,296		$ 2,296	$ 113	$ 2,410
101-720- Community Center	0.50	0.997%	$ 287		$ 287	$ 14	$ 301
101-730- Swimming Pool	1.93	3.848%	$ 1,108		$ 1,108	$ 55	$ 1,163
102-410- Community Development	0.10	0.199%	$ 57		$ 57	$ 3	$ 60
102-420- Building Inspections	2.00	3.988%	$ 1,148		$ 1,148	$ 57	$ 1,205
211-650- Citywide Assess. Dist. Cost Alloc.	1.10	2.193%	$ 631		$ 631	$ 31	$ 663
299-710- Afterschool Program	7.42	14.796%	$ 4,260		$ 4,260	$ 210	$ 4,470
611-630- Water	2.40	4.786%	$ 1,378		$ 1,378	$ 68	$ 1,446
621-640- Sewer Fund	4.40	8.774%	$ 2,526		$ 2,526	$ 125	$ 2,650
Total	**50.15**	**100.000%**	**$ 28,790**	**$ -**	**$ 28,790**	**$ 1,419**	**$ 30,209**

Allocation Basis: FY 16-17 FTE per Fund / Dept

Source of Allocation: FY 16-17 Payroll Report

ALLOCATION SUMMARY

101-110- City Council

	Administrative Support	Managerial Support	Total
101-110- City Council	$ 125	$ -	$ 125
101-120- City Clerk	$ 44	$ -	$ 44
101-130- City Treasurer	$ 1	$ -	$ 1
101-160- City Manager	$ 897	$ 1,777	$ 2,674
101-170- Administrative Services	$ 698	$ 1,205	$ 1,903
101-180- Finance	$ 859	$ 1,897	$ 2,757
101-610- Public Works	$ 1,431	$ 2,470	$ 3,901
101-161- Housing & Econ Development	$ 491	$ 602	$ 1,093
101-210- Police Department	$ 5,195	$ 7,891	$ 13,086
101-310- Fire Department	$ 1,963	$ 2,410	$ 4,372
101-710- Recreation	$ 23	$ -	$ 23
101-720- Community Center	$ 182	$ 301	$ 483
101-730- Swimming Pool	$ 227	$ 1,163	$ 1,389
102-410- Community Development	$ 295	$ 60	$ 355
102-420- Building Inspections	$ 633	$ 1,205	$ 1,838
104-0- Fireworks Fund	$ 34	$ -	$ 34
105-720- Senior Fund	$ 0	$ -	$ 0.34
106-720- Winter Swim	$ 1	$ -	$ 1
107-650- Park Maintenance	$ 5	$ -	$ 5
108-710- Koda Camp	$ 53	$ -	$ 53
113-510- TABS 2007 Fund	$ 1,703	$ -	$ 1,703
201-0- Fire Prevention Grant	$ 0	$ -	$ 0.45
211-650- Citywide Assess. Dist. Cost Alloc.	$ 658	$ 663	$ 1,320
221-660- Gas Tax	$ 294	$ -	$ 294
231-210- COPS	$ 224	$ -	$ 224
233-210- Realignment (PD)	$ 18	$ -	$ 18
251-210- Traffic Safety	$ 34	$ -	$ 34

ALLOCATION SUMMARY

101-110- City Council

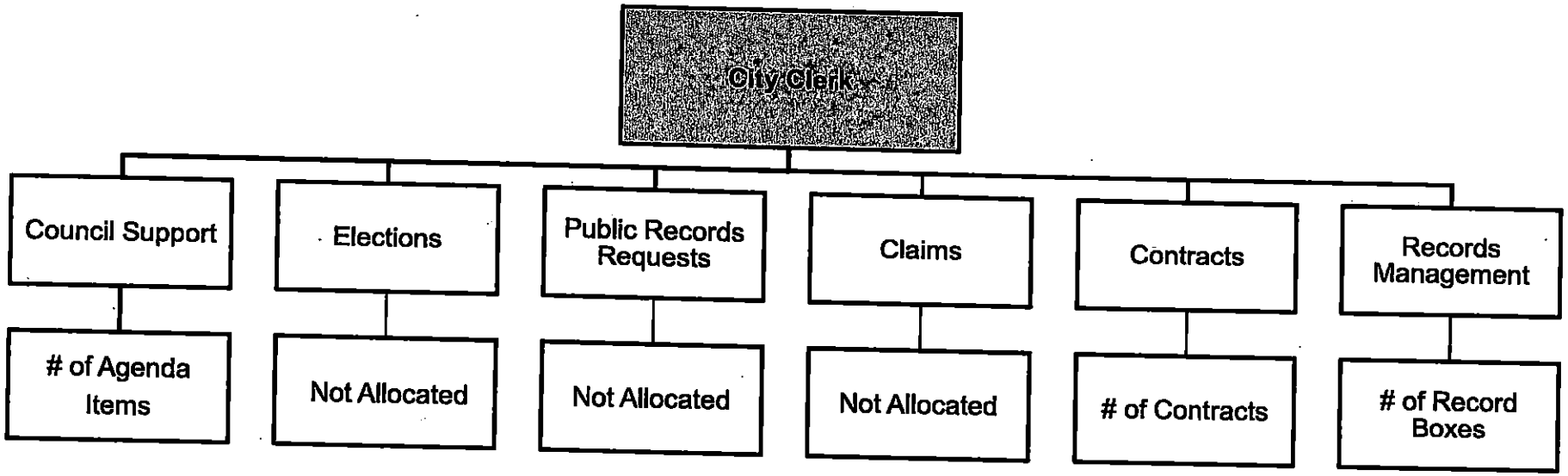
	Administrative Support	Managerial Support	Total
252-210- Asset Forfeiture	$ 14	$ -	$ 14
272-650- Boost Grant	$ 39	$ -	$ 39
278-650- Prop 84 Park Grant	$ 1,335	$ -	$ 1,335
294-660- TDA Capital Acquisitions	$ 1,116	$ -	$ 1,116
299-710- Afterschool Program	$ -	$ 4,470	$ 4,470
411-0- Street Impact	$ 304	$ -	$ 304
412-0- Storm Impact	$ 3	$ -	$ 3
413-0- Park Impact	$ 141	$ -	$ 141
414-0- Police Impact	$ 27	$ -	$ 27
415-0- Fire Impact Fee	$ 27	$ -	$ 27
416-0- General Impact Fee	$ 27	$ -	$ 27
417-0- Water Impact Fee	$ 27	$ -	$ 27
418-0- Sewer Impact Misc Capital Acquisition	$ 27	$ -	$ 27
422-0- Landfill Capital	$ 22	$ -	$ 22
427-0- Equipment Replacement Fund	$ 341	$ -	$ 341
495-0- Monitoring Fee	$ 340	$ -	$ 340
611-630- Water	$ 2,442	$ 1,446	$ 3,888
616-630- Water Conservation	$ 6	$ -	$ 6
617-630- Water Meter Fund	$ 14	$ -	$ 14
621-640- Sewer Fund	$ 3,849	$ 2,650	$ 6,500
651/652-0- Central Service Overhead	$ 1,669	$ -	$ 1,669
771-510- Sucessor Agency - RORF	$ 2,140	$ -	$ 2,140
773-510- TABS Bond Processed	$ 32	$ -	$ 32
831-730- Swim Team	$ 159	$ -	$ 159
833-999- Festival De La Communidad	$ 18	$ -	$ 18
Total	**$ 30,209**	**$ 30,209**	**$ 60,419**

(2) City Clerk

The City Clerk's office is responsible for administering legislative and election-related tasks. Additionally, the primary responsibility of the City Clerk is to file and safeguard all municipal records citywide, including minutes, City Ordinance, Resolutions, Minutes, Contracts, and Agreements. The City Clerk's office serves as the compliance office for all federal, state, and local statutes regarding elections processes. City Clerk costs are allocated to Receiving Departments, as follows:

- **Council Support** – relates to support provided to City Council in regards agenda preparation, meeting minutes, staff reports, resolutions, ordinances, etc. The costs associated with this function are based on the number of agenda items per Department.
- **Elections** – includes costs associated with providing support for City Elections and FPPC Filings. These costs have not been allocated per OMB guidelines.
- **Public Records** – includes support provided to Citizens associated with processing any public records requests and these costs have not been allocated per OMB guidelines.
- **Claims** – represents costs associated with receiving all citywide claims. These costs have not been allocated per OMB guidelines.
- **Contracts** – relates to support associated with management and oversight of the City. These costs have been allocated based upon the number of contracts per Fund / Dept.
- **Records Management** – relates to costs associated to managing the City's ordinances, resolutions, minutes, and contracts, as well as updating the records retention schedule. These costs have been allocated based upon the number of Record Boxes Fund / Department.

The chart on the following page illustrates the functions and measures used to allocate City Clerk costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


City Clerk
Council Support
Elections
Public Records Requests
Claims
Contracts
Records Management
# of Agenda Items
Not Allocated
Not Allocated
Not Allocated
# of Contracts
# of Record Boxes

(2.1) City Clerk Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-120- City Clerk

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 19,453		$ 19,453
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 42	$ 2	$ 44
101-120- City Clerk		$ 1,634	$ 1,634
101-130- City Treasurer		$ 1	$ 1
101-160- City Manager		$ 175	$ 175
101-180- Finance		$ 250	$ 250
Total Incoming Costs	$ 42	$ 2,061	$ 2,104
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 19,495	$ 2,061	$ 21,557

DEPARTMENTAL EXPENSE DETAIL

101-120- City Clerk

Expense Type	$	General Admin	Council Support	Elections	Public Records	Claims	Contracts	Records Management
Personnel								
Salaries & Wages	$ 960	$ 192	$ 192	$ 96	$ 96	$ 96	$ 96	$ 192
Fringe Benefits	$ 112	$ 22	$ 22	$ 11	$ 11	$ 11	$ 11	$ 22
Subtotal Personnel Cost	$ 1,072	$ 214	$ 214	$ 107	$ 107	$ 107	$ 107	$ 214
Operating Services & Supplies								
Operating Expenditures	$ 10,464	$ 2,091	$ 2,091	$ 1,045	$ 1,045	$ 1,045	$ 1,045	$ 2,091
ISF Allocation	$ 7,927	$ 1,585	$ 1,585	$ 793	$ 793	$ 793	$ 793	$ 1,585
Subtotal Operating Cost	$ 18,391	$ 3,676	$ 3,676	$ 1,838	$ 1,838	$ 1,838	$ 1,838	$ 3,676
DEPARTMENTAL EXPENDITURES	$ 19,463	$ 3,891	$ 3,891	$ 1,945	$ 1,945	$ 1,945	$ 1,945	$ 3,891
Disallowed Costs								
			$ -	$ -				
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cost Adjustments								
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 19,463	$ 3,891	$ 3,891	$ 1,945	$ 1,945	$ 1,945	$ 1,945	$ 3,891
First Allocation								
Incoming - All Others	$ 42	$ 8	$ 8	$ 4	$ 4	$ 4	$ 4	$ 8
Reallocate Admin Costs	$ 0	$ (3,899)	$ 975	$ 487	$ 487	$ 487	$ 487	$ 975
Unallocated Costs	$ (7,311)		$ -	$ (2,437)	$ (2,437)	$ (2,437)	$ -	$ -
Subtotal of First Allocation	$ 12,184		$ 4,874	$ -	$ -	$ -	$ 2,437	$ 4,874
Second Allocation								
Incoming - All Others	$ 2,061	$ 412	$ 412	$ 206	$ 206	$ 206	$ 206	$ 412
Reallocate Admin Costs	$ 0	$ (412)	$ 103	$ 52	$ 52	$ 52	$ 52	$ 103
Unallocated Costs	$ (773)		$ -	$ (258)	$ (258)	$ (258)	$ -	$ -
Subtotal of Second Allocation	$ 1,288		$ 515	$ -	$ -	$ -	$ 258	$ 515
TOTAL ALLOCATED	$ 13,473		$ 5,389	$ -	$ -	$ -	$ 2,695	$ 5,389

101-120- City Clerk

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Council Support							
101-120- City Clerk	51.00	25.123%	$ 1,224		$ 1,224		$ 1,224
101-170- Administrative Services	30.00	14.778%	$ 720		$ 720	$ 102	$ 822
101-180- Finance	19.00	9.360%	$ 456		$ 456	$ 64	$ 521
101-610- Public Works	17.00	8.374%	$ 408		$ 408	$ 58	$ 466
101-161- Housing & Econ Development	23.00	11.330%	$ 552		$ 552	$ 78	$ 630
101-210- Police Department	4.00	1.970%	$ 96		$ 96	$ 14	$ 110
101-310- Fire Department	4.00	1.970%	$ 96		$ 96	$ 14	$ 110
101-710- Recreation	1.00	0.493%	$ 24		$ 24	$ 3	$ 27
102-410- Community Development	19.00	9.360%	$ 456		$ 456	$ 64	$ 521
611-630- Water	15.00	7.389%	$ 360		$ 360	$ 51	$ 411
621-640- Sewer Fund	20.00	9.852%	$ 480		$ 480	$ 68	$ 548
Total	**203.00**	**100.000%**	**$ 4,874**	**$ -**	**$ 4,874**	**$ 515**	**$ 5,389**

Allocation Basis: **# of Agenda Items per Dept**

Source of Allocation: **FY16 Agenda Report**

101-120- City Clerk

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Contracts							
101-170- Administrative Services	3.00	4.478%	$ 109		$ 109	$ 12	$ 121
101-180- Finance	6.00	8.955%	$ 218		$ 218	$ 23	$ 241
101-610- Public Works	5.00	7.463%	$ 182		$ 182	$ 19	$ 201
101-161- Housing & Econ Development	9.00	13.433%	$ 327		$ 327	$ 35	$ 362
101-210- Police Department	2.00	2.985%	$ 73		$ 73	$ 8	$ 80
101-310- Fire Department	3.00	4.478%	$ 109		$ 109	$ 12	$ 121
101-710- Recreation	3.00	4.478%	$ 109		$ 109	$ 12	$ 121
102-410- Community Development	15.00	22.388%	$ 546		$ 546	$ 58	$ 603
611-630- Water	11.00	16.418%	$ 400		$ 400	$ 42	$ 442
621-640- Sewer Fund	10.00	14.925%	$ 364		$ 364	$ 38	$ 402
Total	**67.00**	**100.000%**	**$ 2,437**	**$ -**	**$ 2,437**	**$ 258**	**$ 2,695**

Allocation Basis: **# of Contracts per Fund / Dept**

Source of Allocation: **FY 16 Agreements Report**

101-120- City Clerk

ALLOCATION DETAIL

Records Management	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-120- City Clerk	25.00	8.403%	$ 410		$ 410		$ 410
101-170- Administrative Services	25.00	8.403%	$ 410		$ 410	$ 47	$ 457
101-180- Finance	25.00	8.403%	$ 410		$ 410	$ 47	$ 457
101-610- Public Works	9.00	3.025%	$ 147		$ 147	$ 17	$ 164
101-161- Housing & Econ Development	10.00	3.361%	$ 164		$ 164	$ 19	$ 183
101-210- Police Department	50.00	16.807%	$ 819		$ 819	$ 95	$ 914
101-310- Fire Department	50.00	16.807%	$ 819		$ 819	$ 95	$ 914
101-710- Recreation	12.50	4.202%	$ 205		$ 205	$ 24	$ 228
102-410- Community Development	25.00	8.403%	$ 410		$ 410	$ 47	$ 457
102-420- Building Inspections	25.00	8.403%	$ 410		$ 410	$ 47	$ 457
611-630- Water	20.50	6.891%	$ 336		$ 336	$ 39	$ 375
621-640- Sewer Fund	20.50	6.891%	$ 336		$ 336	$ 39	$ 375
Total	**297.50**	**100.000%**	**$ 4,874**	**$ -**	**$ 4,874**	**$ 515**	**$ 5,389**

Allocation Basis: **# of Record Boxes per Dept**

Source of Allocation: **FY 16 Records Report**

ALLOCATION SUMMARY

101-120- City Clerk

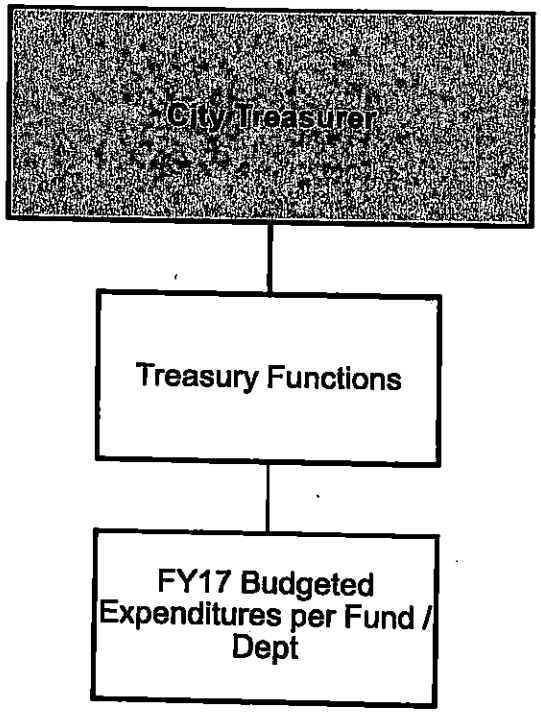
	Council Support	Contracts	Records Management	Total
101-120- City Clerk	$ 1,224	$ -	$ 410	$ 1,634
101-170- Administrative Services	$ 822	$ 121	$ 457	$ 1,399
101-180- Finance	$ 521	$ 241	$ 457	$ 1,219
101-610- Public Works	$ 466	$ 201	$ 164	$ 831
101-161- Housing & Econ Development	$ 630	$ 362	$ 183	$ 1,175
101-210- Police Department	$ 110	$ 80	$ 914	$ 1,104
101-310- Fire Department	$ 110	$ 121	$ 914	$ 1,144
101-710- Recreation	$ 27	$ 121	$ 228	$ 376
102-410- Community Development	$ 521	$ 603	$ 457	$ 1,581
102-420- Building Inspections	$ -	$ -	$ 457	$ 457
611-630- Water	$ 411	$ 442	$ 375	$ 1,228
621-640- Sewer Fund	$ 548	$ 402	$ 375	$ 1,325
Total	**$ 5,389**	**$ 2,695**	**$ 5,389**	**$ 13,473**

(3) City Treasurer

The City Treasurer is elected to a 4 your term and is responsible for all financial accounts of the City. By function, the City Treasurer pays warrants signed by any two of the following positions: Treasurer, City Manager, City Clerk, City Councilmember. All City Treasurer responsibilities are delegated to the Director of Financial Management. City Treasurer costs are allocated to Receiving Departments, as follows:

- **Treasury Functions** – relates to costs associated with financial duties carried out by the City Treasurer. These costs are allocated based on budgeted expenditures per Fund / Dept.

The chart on the following page illustrates the functions and measures used to allocate City Treasurer costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


City Treasurer
Treasury Functions
FY17 Budgeted Expenditures per Fund / Dept

(3.1) City Treasurer Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-130- City Treasurer

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 401		$ 401
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 1	$ 0.04	$ 1
101-130- City Treasurer		$ 0.01	$ 0.01
101-160- City Manager		$ 4	$ 4
101-180- Finance		$ 5	$ 5
Total Incoming Costs	$ 1	$ 9	$ 9
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 402	$ 9	$ 410

DEPARTMENTAL EXPENSE DETAIL

101-130- City Treasurer

Expense Type	$	General Admin	Treasury
Personnel			
Salaries & Wages	$ 300	$ -	$ 300
Fringe Benefits	$ 35	$ -	$ 35
Subtotal Personnel Cost	$ 335	$ -	$ 335
Operating Services & Supplies			
Operating Expenditures	$ 54	$ -	$ 54
ISF Allocation	$ 12	$ -	$ 12
Subtotal Operating Cost	$ 66	$ -	$ 66
DEPARTMENTAL EXPENDITURES	$ 401	$ -	$ 401
Disallowed Costs			
Subtotal Disallowed Costs	$ -	$ -	$ -
Cost Adjustments			
Subtotal Cost Adjustments	$ -	$ -	$ -
FUNCTIONAL COST	$ 401	$ -	$ 401
First Allocation			
Incoming - All Others	$ 1	$ -	$ 1
Reallocate Admin Costs	$ -	$ -	$ -
Unallocated Costs	$ -		$ -
Subtotal of First Allocation	$ 402		$ 402
Second Allocation			
Incoming - All Others	$ 9	$ -	$ 9
Reallocate Admin Costs	$ -	$ -	$ -
Unallocated Costs	$ -		$ -
Subtotal of Second Allocation	$ 9		$ 8.63
TOTAL ALLOCATED	$ 410		$ 410

101-130- City Treasurer

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Treasury							
101-110- City Council	57,580	0.452%	$ 2		$ 2		$ 2
101-120- City Clerk	19,453	0.153%	$ 1		$ 1		$ 1
101-130- City Treasurer	401	0.003%	$ 0		$ 0		$ 0
101-160- City Manager	395,090	3.101%	$ 12		$ 12	$ 0	$ 13
101-170- Administrative Services	307,207	2.411%	$ 10		$ 10	$ 0	$ 10
101-180- Finance	378,296	2.969%	$ 12		$ 12	$ 0	$ 12
101-610- Public Works	630,117	4.945%	$ 20		$ 20	$ 0	$ 20
101-161- Housing & Econ Development	215,973	1.695%	$ 7		$ 7	$ 0	$ 7
101-210- Police Department	2,287,075	17.950%	$ 72		$ 72	$ 2	$ 74
101-310- Fire Department	864,216	6.783%	$ 27		$ 27	$ 1	$ 28
101-710- Recreation	10,321	0.081%	$ 0		$ 0	$ 0	$ 0
101-720- Community Center	80,121	0.629%	$ 3		$ 3	$ 0	$ 3
101-730- Swimming Pool	99,816	0.783%	$ 3		$ 3	$ 0	$ 3
102-410- Community Development	129,753	1.018%	$ 4		$ 4	$ 0	$ 4
102-420- Building Inspections	278,832	2.188%	$ 9		$ 9	$ 0	$ 9
104-0- Fireworks Fund	15,000	0.118%	$ 0		$ 0	$ 0	$ 0
105-720- Senior Fund	150	0.001%	$ 0		$ 0	$ 0	$ 0
106-720- Winter Swim	500	0.004%	$ 0		$ 0	$ 0	$ 0
107-650- Park Maintenance	2,261	0.018%	$ 0		$ 0	$ 0	$ 0
108-710- Koda Camp	23,456	0.184%	$ 1		$ 1	$ 0	$ 1
113-510- TABS 2007 Fund	750,000	5.886%	$ 24		$ 24	$ 1	$ 24
201-0- Fire Prevention Grant	200	0.002%	$ 0		$ 0	$ 0	$ 0
211-650- Citywide Assess. Dist. Cost Alloc.	289,617	2.273%	$ 9		$ 9	$ 0	$ 9
221-660- Gas Tax	129,549	1.017%	$ 4		$ 4	$ 0	$ 4
231-210- COPS	98,476	0.773%	$ 3		$ 3	$ 0	$ 3
233-210- Realignment (PD)	8,000	0.063%	$ 0		$ 0	$ 0	$ 0
251-210- Traffic Safety	15,000	0.118%	$ 0		$ 0	$ 0	$ 0
252-210- Asset Forfeiture	6,000	0.047%	$ 0		$ 0	$ 0	$ 0
272-650- Boost Grant	17,320	0.136%	$ 1		$ 1	$ 0	$ 1

101-130- City Treasurer

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
278-650- Prop 84 Park Grant	587,733	4.613%	$ 19		$ 19	$ 0	$ 19
291-650- Beverage Recycle	5,000	0.039%	$ 0		$ 0	$ 0	$ 0
294-660- TDA Capital Acquisitions	491,148	3.855%	$ 15		$ 15	$ 0	$ 16
611-630- Water	1,075,325	8.439%	$ 34		$ 34	$ 1	$ 35
616-630- Water Conservation	2,700	0.021%	$ 0.1		$ 0	$ 0	$ 0
617-630- Water Meter Fund	6,000	0.047%	$ 0.2		$ 0	$ 0	$ 0
621-640- Sewer Fund	1,694,705	13.301%	$ 53		$ 53	$ 1	$ 55
651/652-0- Central Service Overhead	734,992	5.768%	$ 23		$ 23	$ 1	$ 24
771-510- Sucessor Agency - RORF	942,349	7.396%	$ 30		$ 30	$ 1	$ 30
773-510- TABS Bond Processed	14,000	0.110%	$ 0		$ 0	$ 0	$ 0
831-730- Swim Team	69,973	0.549%	$ 2		$ 2	$ 0	$ 2
833-999- Festival De La Communidad	7,950	0.062%	$ 0		$ 0	$ 0	$ 0
Total	**12,741,654.82**	**100.000%**	**$ 402**	**$ -**	**$ 402**	**$ 9**	**$ 410**

Allocation Basis: **FY 16-17 Budget per Fund / Dept**

Source of Allocation: **FY 17 Proposed Budget**

ALLOCATION SUMMARY

101-130- City Treasurer

	Treasury	Total
101-110- City Council	$ 2	$ 2
101-120- City Clerk	$ 1	$ 1
101-130- City Treasurer	$ 0	$ 0.01
101-160- City Manager	$ 13	$ 13
101-170- Administrative Services	$ 10	$ 10
101-180- Finance	$ 12	$ 12
101-610- Public Works	$ 20	$ 20
101-161- Housing & Econ Development	$ 7	$ 7
101-210- Police Department	$ 74	$ 74
101-310- Fire Department	$ 28	$ 28
101-710- Recreation	$ 0	$ 0.33
101-720- Community Center	$ 3	$ 3
101-730- Swimming Pool	$ 3	$ 3
102-410- Community Development	$ 4	$ 4
102-420- Building Inspections	$ 9	$ 9
104-0- Fireworks Fund	$ 0	$ 0.48
106-720- Winter Swim	$ 0	$ 0.02
107-650- Park Maintenance	$ 0	$ 0.07
108-710- Koda Camp	$ 1	$ 1
113-510- TABS 2007 Fund	$ 24	$ 24
201-0- Fire Prevention Grant	$ 0	$ 0.01
211-650- Citywide Assess. Dist. Cost Alloc.	$ 9	$ 9
221-660- Gas Tax	$ 4	$ 4
231-210- COPS	$ 3	$ 3
233-210- Realignment (PD)	$ 0	$ 0.26

ALLOCATION SUMMARY

101-130- City Treasurer

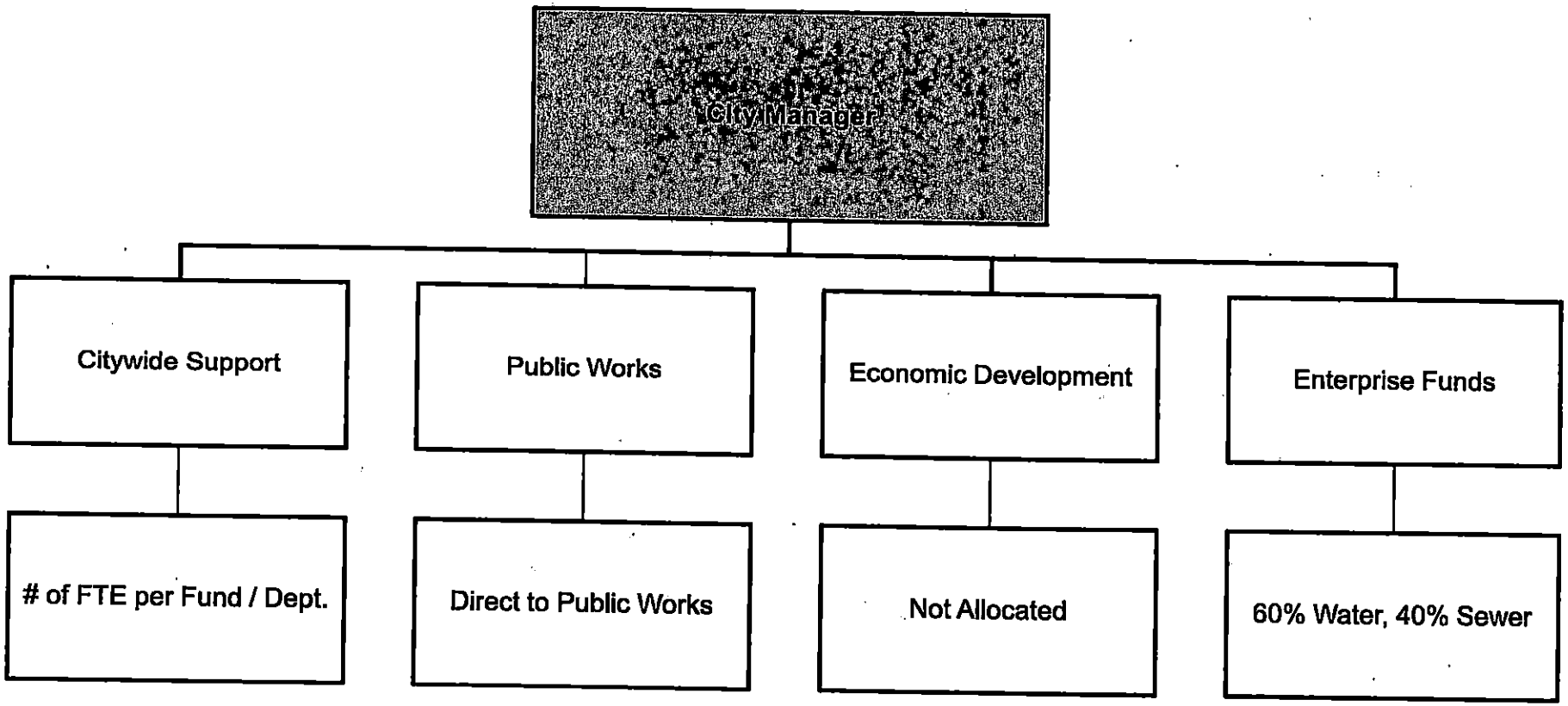
	Treasury	Total
251-210- Traffic Safety	$ 0	$ 0.48
252-210- Asset Forfeiture	$ 0	$ 0.19
272-650- Boost Grant	$ 1	$ 1
278-650- Prop 84 Park Grant	$ 19	$ 19
291-650- Beverage Recycle	$ 0	$ 0.16
294-660- TDA Capital Acquisitions	$ 16	$ 16
611-630- Water	$ 35	$ 35
616-630- Water Conservation	$ 0	$ 0.09
617-630- Water Meter Fund	$ 0	$ 0.19
621-640- Sewer Fund	$ 55	$ 55
651/652-0- Central Service Overhead	$ 24	$ 24
771-510- Sucessor Agency - RORF	$ 30	$ 30
773-510- TABS Bond Processed	$ 0	$ 0.45
831-730- Swim Team	$ 2	$ 2
833-999- Festival De La Communidad	$ 0	$ 0.26
Total	**$ 410**	**$ 410**

(4) City Manager

The City Manager's office assists in the implementation of adopted policy goals and objectives as directed by City Council. The City Manager is responsible for overseeing all citywide programs by promoting inter-agency collaboration, fostering community partnerships, and serving as the chief advisor to council on policy issues. The City Manager's office also supervises all appointed directors (excluding the City Attorney), and advises City Council on the financial conditions of the City. City Manager costs are allocated to Receiving Departments, as follows:

- **Citywide Support** – this function represents the general oversight and citywide support provided to departments. These costs have been allocated based on budgeted expenditures per fund / department.
- **Public Works** – this function relates to support provided by the City Manager for serving as Public Work Director. This function is allocated directly to Public Works.
- **Economic Development** – represents management and administrative support provided to Economic Development functions. These costs have not been allocated in accordance with OMB guidelines.
- **Enterprise Funds** – includes the support provided by the City Manager in support of any Enterprise projects and research for other City Departments. These costs have been allocated 60% to Water and 40% to Sewer.

The chart on the following page illustrates the functions and measures used to allocate City Manager costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


City Manager
Citywide Support
Public Works
Economic Development
Enterprise Funds
# of FTE per Fund / Dept.
Direct to Public Works
Not Allocated
60% Water, 40% Sewer

(4.1) City Manager Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-160- City Manager

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 395,089		$ 395,089
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 2,549	$ 126	$ 2,674
101-130- City Treasurer	$ 12	$ 0	$ 13
101-160- City Manager		$ 3,549	$ 3,549
101-170- Administrative Services		$ 17,465	$ 17,465
101-180- Finance		$ 9,008	$ 9,008
101-610- Public Works		$ 6,658	$ 6,658
Total Incoming Costs	**$ 2,561**	**$ 36,806**	**$ 39,367**
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	**$ 397,650**	**$ 36,806**	**$ 434,456**

DEPARTMENTAL EXPENSE DETAIL

101-160- City Manager

Expense Type	$	General Admin	Citywide Support	Public Works	Economic Development	Enterprise Funds
Personnel						
Salaries & Wages	$ 231,631	$ 59,344	$ 49,569	$ 30,598	$ 42,388	$ 49,731
Fringe Benefits	$ 148,896	$ 38,147	$ 31,864	$ 19,669	$ 27,248	$ 31,968
Subtotal Personnel Cost	$ 380,527	$ 97,491	$ 81,433	$ 50,268	$ 69,636	$ 81,699
Operating Services & Supplies						
Operating Expenditures	$ 9,362	$ 2,399	$ 2,003	$ 1,237	$ 1,713	$ 2,010
ISF Allocation	$ 5,200	$ 1,332	$ 1,113	$ 687	$ 952	$ 1,116
Subtotal Operating Cost	$ 14,562	$ 3,731	$ 3,116	$ 1,924	$ 2,665	$ 3,126
DEPARTMENTAL EXPENDITURES	$ 395,089	$ 101,222	$ 84,549	$ 52,191	$ 72,301	$ 84,826
Disallowed Costs						
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -	$ -	$ -
Cost Adjustments						
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 395,089	$ 101,222	$ 84,549	$ 52,191	$ 72,301	$ 84,826
First Allocation						
Incoming - All Others	$ 2,561	$ 656	$ 548	$ 338	$ 469	$ 550
Reallocate Admin Costs	$ -	$ (101,878)	$ 29,311	$ 18,094	$ 25,065	$ 29,407
Unallocated Costs	$ (97,835)		$ -	$ -	$ (97,835)	$ -
Subtotal of First Allocation	$ 299,815		$ 114,409	$ 70,623	$ -	$ 114,783
Second Allocation						
Incoming - All Others	$ 36,806	$ 9,430	$ 7,876	$ 4,862	$ 6,735	$ 7,902
Reallocate Admin Costs	$ -	$ (9,430)	$ 2,713	$ 1,675	$ 2,320	$ 2,722
Unallocated Costs	$ (9,056)		$ -	$ -	$ (9,056)	$ -
Subtotal of Second Allocation	$ 27,750		$ 10,589.52	$ 6,536.60		$ 10,624.16
TOTAL ALLOCATED	$ 327,565		$ 124,998	$ 77,160		$ 125,407

101-160- City Manager

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Support							
101-110- City Council	57,580.04	0.452%	$ 517		$ 517		$ 517
101-120- City Clerk	19,452.85	0.153%	$ 175		$ 175		$ 175
101-130- City Treasurer	401.08	0.003%	$ 4		$ 4		$ 4
101-160- City Manager	395,089.96	3.102%	$ 3,549		$ 3,549		$ 3,549
101-170- Administrative Services	307,206.90	2.412%	$ 2,760		$ 2,760	$ 265	$ 3,025
101-180- Finance	378,296.16	2.970%	$ 3,398		$ 3,398	$ 327	$ 3,725
101-610- Public Works	630,117.38	4.947%	$ 5,660		$ 5,660	$ 544	$ 6,204
101-161- Housing & Econ Development	215,972.74	1.696%	$ 1,940		$ 1,940	$ 186	$ 2,126
101-210- Police Department	2,287,074.75	17.957%	$ 20,544		$ 20,544	$ 1,975	$ 22,519
101-310- Fire Department	864,216.37	6.785%	$ 7,763		$ 7,763	$ 746	$ 8,509
101-710- Recreation	10,320.70	0.081%	$ 93		$ 93	$ 9	$ 102
101-720- Community Center	80,120.62	0.629%	$ 720		$ 720	$ 69	$ 789
101-730- Swimming Pool	99,815.71	0.784%	$ 897		$ 897	$ 86	$ 983
102-410- Community Development	129,753.00	1.019%	$ 1,166		$ 1,166	$ 112	$ 1,278
102-420- Building Inspections	278,831.56	2.189%	$ 2,505		$ 2,505	$ 241	$ 2,745
104-0- Fireworks Fund	15,000.00	0.118%	$ 135		$ 135	$ 13	$ 148
105-720- Senior Fund	150.00	0.001%	$ 1		$ 1	$ 0	$ 1
106-720- Winter Swim	500.00	0.004%	$ 4		$ 4	$ 0	$ 5
107-650- Park Maintenance	2,261.31	0.018%	$ 20		$ 20	$ 2	$ 22
108-710- Koda Camp	23,456.45	0.184%	$ 211		$ 211	$ 20	$ 231
113-510- TABS 2007 Fund	750,000.00	5.889%	$ 6,737		$ 6,737	$ 648	$ 7,385
201-0- Fire Prevention Grant	200.00	0.002%	$ 2		$ 2	$ 0	$ 2
211-650- Citywide Assess. Dist. Cost Alloc.	289,617.49	2.274%	$ 2,602		$ 2,602	$ 250	$ 2,852
221-660- Gas Tax	129,549.23	1.017%	$ 1,164		$ 1,164	$ 112	$ 1,276
231-210- COPS	98,476.21	0.773%	$ 885		$ 885	$ 85	$ 970
233-210- Realignment (PD)	8,000.00	0.063%	$ 72		$ 72	$ 7	$ 79
251-210- Traffic Safety	15,000.00	0.118%	$ 135		$ 135	$ 13	$ 148
252-210- Asset Forfeiture	6,000.00	0.047%	$ 54		$ 54	$ 5	$ 59

101-160- City Manager

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
272-650- Boost Grant	17,320.00	0.136%	$ 156		$ 156	$ 15	$ 171
278-650- Prop 84 Park Grant	587,733.00	4.615%	$ 5,279		$ 5,279	$ 507	$ 5,787
294-660- TDA Capital Acquisitions	491,148.00	3.856%	$ 4,412		$ 4,412	$ 424	$ 4,836
611-630- Water	1,075,324.62	8.443%	$ 9,659		$ 9,659	$ 928	$ 10,588
616-630- Water Conservation	2,700.00	0.021%	$ 24		$ 24	$ 2	$ 27
617-630- Water Meter Fund	6,000.00	0.047%	$ 54		$ 54	$ 5	$ 59
621-640- Sewer Fund	1,694,705.19	13.306%	$ 15,223		$ 15,223	$ 1,463	$ 16,686
651/652-0- Central Service Overhead	734,992.00	5.771%	$ 6,602		$ 6,602	$ 635	$ 7,237
771-510- Sucessor Agency - RORF	942,349.00	7.399%	$ 8,465		$ 8,465	$ 814	$ 9,278
773-510- TABS Bond Processed	14,000.00	0.110%	$ 126		$ 126	$ 12	$ 138
831-730- Swim Team	69,972.50	0.549%	$ 629		$ 629	$ 60	$ 689
833-999- Festival De La Communidad	7,950.00	0.062%	$ 71		$ 71	$ 7	$ 78
Total	**12,736,654.82**	**100.000%**	**$ 114,409**	**$ -**	**$ 114,409**	**$ 10,590**	**$ 124,998**

Allocation Basis: **FY 16-17 Budget per Fund / Dept**

Source of Allocation: **FY 17 Proposed Budget**

101-160- City Manager

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Public Works							
101-610- Public Works	0.28	28.057%	$ 19,815		$ 19,815	$ 1,834	$ 21,649
107-650- Park Maintenance	0.00	0.020%	$ 14		$ 14	$ 1	$ 15
211-650- Citywide Assess. Dist. Cost Alloc.	0.03	2.940%	$ 2,076		$ 2,076	$ 192	$ 2,268
221-660- Gas Tax	0.01	1.310%	$ 925		$ 925	$ 86	$ 1,011
272-650- Boost Grant	0.00	0.180%	$ 127		$ 127	$ 12	$ 139
278-650- Prop 84 Park Grant	0.06	5.959%	$ 4,209		$ 4,209	$ 390	$ 4,598
291-650- Beverage Recycle	0.00	0.050%	$ 35		$ 35	$ 3	$ 39
294-660- TDA Capital Acquisitions	0.05	4.980%	$ 3,517		$ 3,517	$ 326	$ 3,842
611-630- Water	0.21	20.898%	$ 14,759		$ 14,759	$ 1,366	$ 16,125
616-630- Water Conservation	0.00	0.030%	$ 21		$ 21	$ 2	$ 23
617-630- Water Meter Fund	0.00	0.060%	$ 42		$ 42	$ 4	$ 46
621-640- Sewer Fund	0.36	35.516%	$ 25,083		$ 25,083	$ 2,322	$ 27,405
Total	**1.00**	**100.000%**	**$ 70,623**	**$ -**	**$ 70,623**	**$ 6,537**	**$ 77,160**

Allocation Basis: **50% PW FTE & 50% PW Budget**

Source of Allocation: **FY 17 Proposed Budget & FY16-17 Payroll Report**

101-160- City Manager

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Enterprise Funds							
611-630- Water	0.60	60.000%	$ 68,870		$ 68,870	$ 6,374	$ 75,244
621-640- Sewer Fund	0.40	40.000%	$ 45,913		$ 45,913	$ 4,250	$ 50,163
Total	**1.00**	**100.000%**	**$ 114,783**	**$ -**	**$ 114,783**	**$ 10,624**	**$ 125,407**

Allocation Basis: **60% Water, 40% Sewer**

ALLOCATION SUMMARY

101-160- City Manager

	Citywide Support	Public Works	Enterprise Funds	Total
101-110- City Council	$ 517	$ -	$ -	$ 517
101-120- City Clerk	$ 175	$ -	$ -	$ 175
101-130- City Treasurer	$ 4	$ -	$ -	$ 4
101-160- City Manager	$ 3,549	$ -	$ -	$ 3,549
101-170- Administrative Services	$ 3,025	$ -	$ -	$ 3,025
101-180- Finance	$ 3,725	$ -	$ -	$ 3,725
101-610- Public Works	$ 6,204	$ 21,649	$ -	$ 27,853
101-161- Housing & Econ Development	$ 2,126	$ -	$ -	$ 2,126
101-210- Police Department	$ 22,519	$ -	$ -	$ 22,519
101-310- Fire Department	$ 8,509	$ -	$ -	$ 8,509
101-710- Recreation	$ 102	$ -	$ -	$ 102
101-720- Community Center	$ 789	$ -	$ -	$ 789
101-730- Swimming Pool	$ 983	$ -	$ -	$ 983
102-410- Community Development	$ 1,278	$ -	$ -	$ 1,278
102-420- Building Inspections	$ 2,745	$ -	$ -	$ 2,745
104-0- Fireworks Fund	$ 148	$ -	$ -	$ 148
105-720- Senior Fund	$ 1	$ -	$ -	$ 1
106-720- Winter Swim	$ 5	$ -	$ -	$ 5
107-650- Park Maintenance	$ 22	$ 15	$ -	$ 38
108-710- Koda Camp	$ 231	$ -	$ -	$ 231
113-510- TABS 2007 Fund	$ 7,385	$ -	$ -	$ 7,385
201-0- Fire Prevention Grant	$ 2	$ -	$ -	$ 2
211-650- Citywide Assess. Dist. Cost Alloc.	$ 2,852	$ 2,268	$ -	$ 5,120
221-660- Gas Tax	$ 1,276	$ 1,011	$ -	$ 2,286
231-210- COPS	$ 970	$ -	$ -	$ 970

ALLOCATION SUMMARY

101-160- City Manager

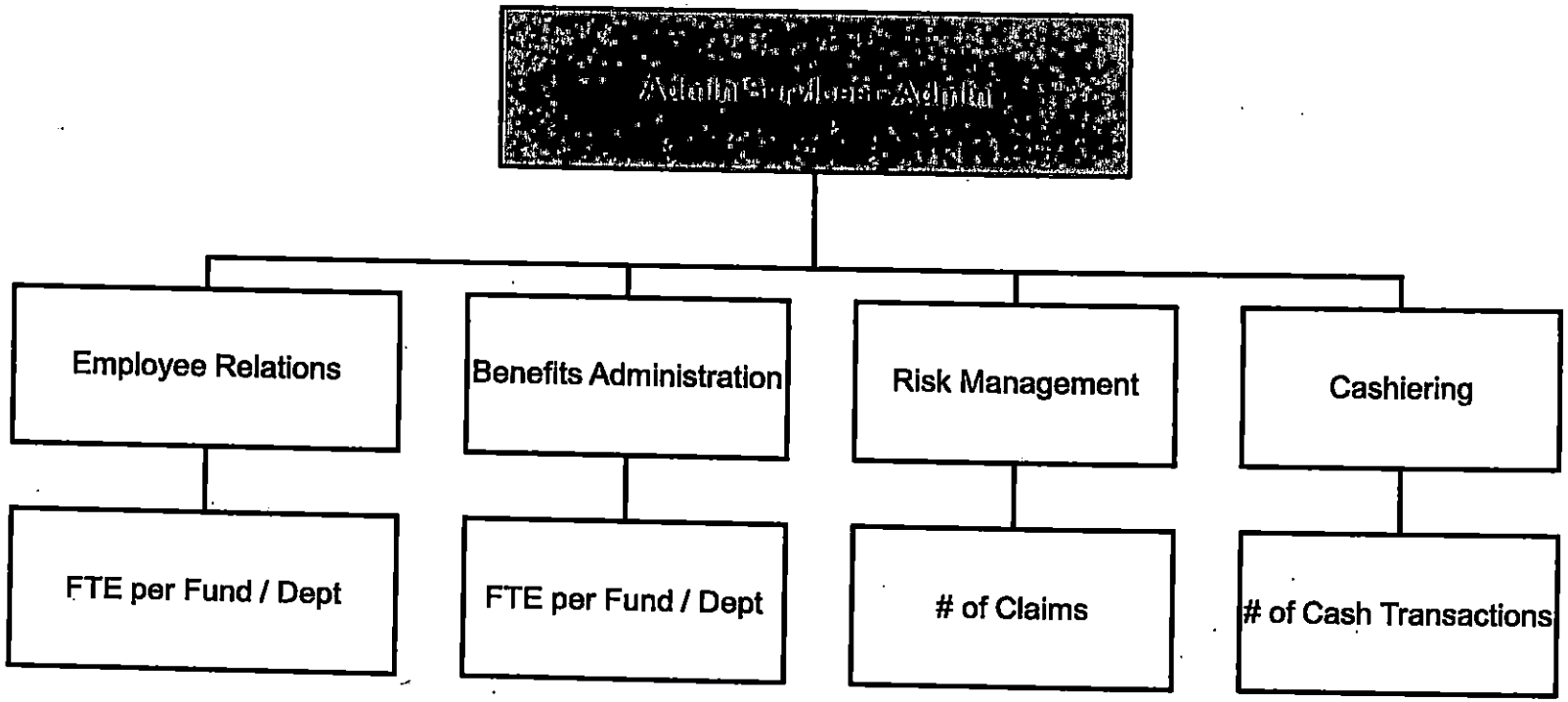
	Citywide Support	Public Works	Enterprise Funds	Total
233-210- Realignment (PD)	$ 79	$ -	$ -	$ 79
251-210- Traffic Safety	$ 148	$ -	$ -	$ 148
252-210- Asset Forfeiture	$ 59	$ -	$ -	$ 59
272-650- Boost Grant	$ 171	$ 139	$ -	$ 309
278-650- Prop 84 Park Grant	$ 5,787	$ 4,598	$ -	$ 10,385
291-650- Beverage Recycle	$ -	$ 39	$ -	$ 39
294-660- TDA Capital Acquisitions	$ 4,836	$ 3,842	$ -	$ 8,678
611-630- Water	$ 10,588	$ 16,125	$ 75,244	$ 101,957
616-630- Water Conservation	$ 27	$ 23	$ -	$ 50
617-630- Water Meter Fund	$ 59	$ 46	$ -	$ 105
621-640- Sewer Fund	$ 16,686	$ 27,405	$ 50,163	$ 94,253
651/652-0- Central Service Overhead	$ 7,237	$ -	$ -	$ 7,237
771-510- Sucessor Agency - RORF	$ 9,278	$ -	$ -	$ 9,278
773-510- TABS Bond Processed	$ 138	$ -	$ -	$ 138
831-730- Swim Team	$ 689	$ -	$ -	$ 689
833-999- Festival De La Communidad	$ 78	$ -	$ -	$ 78
Total	**$ 124,998**	**$ 77,160**	**$ 125,407**	**$ 327,565**

(5) Administrative Services

The Administrative Services Department provides support to City Departments in areas of Human Resources and Risk Management. The Administrative Services Department also administers Recreation functions for the City. Costs for this department were allocated to Receiving Departments, as follows:

- **Employee Relations** – represents the support associated with HR related tasks such as recruitment, reclassification, labor relations, employee actions, etc. These costs are allocated based on the number of FTE per Fund / Department.
- **Benefits Administration** – this function represents the support and oversight provided to benefit changes including open enrollment and administration. These costs are allocated based on the number of FTE per Fund / Department.
- **Risk Management** – this function represents the support and oversight related to risk management including workers' comp, auto, and general liability, etc.. These costs are allocated based on the number of Claims per Fund / Department.
- **Cashiering** – related to costs associated with front desk cashiering support. These costs have been allocated based on the number of cashiering transaction per Fund / Department.

The chart on the following page illustrates the functions and measures used to allocate Administrative Services - Admin costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


Employee Relations
Benefits Administration
Risk Management
Cashiering
FTE per Fund / Dept
FTE per Fund / Dept
# of Claims
# of Cash Transactions

(5.1) Administrative Services Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-170- Administrative Services

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 307,207		$ 307,207
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 1,813	$ 90	$ 1,903
101-120- City Clerk	$ 1,239	$ 161	$ 1,399
101-130- City Treasurer	$ 10	$ 0	$ 10
101-160- City Manager	$ 2,760	$ 265	$ 3,025
101-170- Administrative Services		$ 11,841	$ 11,841
101-180- Finance		$ 7,304	$ 7,304
101-610- Public Works		$ 4,514	$ 4,514
Total Incoming Costs	$ 5,821	$ 24,175	$ 29,996
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 313,028	$ 24,175	$ 337,203

DEPARTMENTAL EXPENSE DETAIL

101-170- Administrative Services

Expense Type	$	General Admin	Employee Relations	Benefits Administration	Risk Management	Cashiering
Personnel						
Salaries & Wages	$ 136,385	$ 47,468	$ 56,504	$ 15,410	$ 10,273	$ 6,730
Fringe Benefits	$ 114,756	$ 39,940	$ 47,543	$ 12,966	$ 8,644	$ 5,663
Subtotal Personnel Cost	$ 251,141	$ 87,408	$ 104,046	$ 28,376	$ 18,918	$ 12,393
Operating Services & Supplies						
Operating Expenditures	$ 23,920	$ 8,325	$ 9,910	$ 2,703	$ 1,802	$ 1,180
ISF Allocation	$ 32,146	$ 11,188	$ 13,318	$ 3,632	$ 2,421	$ 1,586
Subtotal Operating Cost	$ 56,066	$ 19,513	$ 23,228	$ 6,335	$ 4,223	$ 2,767
DEPARTMENTAL EXPENDITURES	$ 307,207	$ 106,921	$ 127,274	$ 34,711	$ 23,141	$ 15,160
Disallowed Costs						
		$ -				
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -	$ -	$ -
Cost Adjustments						
		$ -				
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 307,207	$ 106,921	$ 127,274	$ 34,711	$ 23,141	$ 15,160
First Allocation						
Incoming - All Others	$ 5,821	$ 2,026	$ 2,412	$ 658	$ 438	$ 287
Reallocate Admin Costs	$ 0	$ (108,947)	$ 69,232	$ 18,881	$ 12,588	$ 8,246
Unallocated Costs	$ -		$ -	$ -	$ -	$ -
Subtotal of First Allocation	$ 313,028		$ 198,918	$ 54,250	$ 36,167	$ 23,693
Second Allocation						
Incoming - All Others	$ 24,175	$ 8,414	$ 10,015	$ 2,731	$ 1,821	$ 1,193
Reallocate Admin Costs	$ 0	$ (8,414)	$ 5,347	$ 1,458	$ 972	$ 637
Unallocated Costs	$ -		$ -	$ -	$ -	$ -
Subtotal of Second Allocation	$ 24,175		$ 15,362.07	$ 4,189.65	$ 2,793.10	$ 1,829.80
TOTAL ALLOCATED	$ 337,203		$ 214,280	$ 58,440	$ 38,960	$ 25,523

101-170- Administrative Services

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Employee Relations							
101-160- City Manager	2.95	6.899%	$ 13,722		$ 13,722		$ 13,722
101-170- Administrative Services	2.00	4.677%	$ 9,303		$ 9,303		$ 9,303
101-180- Finance	3.15	7.366%	$ 14,653		$ 14,653	$ 1,280	$ 15,933
101-610- Public Works	4.10	9.588%	$ 19,072		$ 19,072	$ 1,666	$ 20,738
101-161- Housing & Econ Development	1.00	2.338%	$ 4,652		$ 4,652	$ 406	$ 5,058
101-210- Police Department	13.10	30.634%	$ 60,937		$ 60,937	$ 5,322	$ 66,259
101-310- Fire Department	4.00	9.354%	$ 18,607		$ 18,607	$ 1,625	$ 20,232
101-710- Recreation	0.13	0.292%	$ 581		$ 581	$ 51	$ 632
101-720- Community Center	0.48	1.128%	$ 2,244		$ 2,244	$ 196	$ 2,440
102-410- Community Development	0.10	0.234%	$ 465		$ 465	$ 41	$ 506
102-420- Building Inspections	2.00	4.677%	$ 9,303		$ 9,303	$ 813	$ 10,116
221-660- Gas Tax	1.10	2.572%	$ 5,117		$ 5,117	$ 447	$ 5,564
299-710- Afterschool Program	1.86	4.338%	$ 8,629		$ 8,629	$ 754	$ 9,383
611-630- Water	2.40	5.612%	$ 11,164		$ 11,164	$ 975	$ 12,139
621-640- Sewer Fund	4.40	10.289%	$ 20,467		$ 20,467	$ 1,788	$ 22,255
Total	**42.76**	**100.000%**	**$ 198,918**	**$ -**	**$ 198,918**	**$ 15,362**	**$ 214,280**

Allocation Basis: FY 16-17 FTE per Fund / Dept

Source of Allocation: FY 16-17 Payroll Report

101-170- Administrative Services

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Benefits Administration							
101-160- City Manager	2.95	6.899%	$ 3,742		$ 3,742		$ 3,742
101-170- Administrative Services	2.00	4.677%	$ 2,537		$ 2,537		$ 2,537
101-180- Finance	3.15	7.366%	$ 3,996		$ 3,996	$ 349	$ 4,345
101-610- Public Works	4.10	9.588%	$ 5,201		$ 5,201	$ 454	$ 5,656
101-161- Housing & Econ Development	1.00	2.338%	$ 1,269		$ 1,269	$ 111	$ 1,379
101-210- Police Department	13.10	30.634%	$ 16,619		$ 16,619	$ 1,451	$ 18,071
101-310- Fire Department	4.00	9.354%	$ 5,075		$ 5,075	$ 443	$ 5,518
101-710- Recreation	0.13	0.292%	$ 159		$ 159	$ 14	$ 172
101-720- Community Center	0.48	1.128%	$ 612		$ 612	$ 53	$ 666
102-410- Community Development	0.10	0.234%	$ 127		$ 127	$ 11	$ 138
102-420- Building Inspections	2.00	4.677%	$ 2,537		$ 2,537	$ 222	$ 2,759
221-660- Gas Tax	1.10	2.572%	$ 1,396		$ 1,396	$ 122	$ 1,517
299-710- Afterschool Program	1.86	4.338%	$ 2,353		$ 2,353	$ 206	$ 2,559
611-630- Water	2.40	5.612%	$ 3,045		$ 3,045	$ 266	$ 3,311
621-640- Sewer Fund	4.40	10.289%	$ 5,582		$ 5,582	$ 488	$ 6,070
Total	**42.76**	**100.000%**	**$ 54,250**	**$ -**	**$ 54,250**	**$ 4,190**	**$ 58,440**

Allocation Basis: FY 16-17 FTE per Fund / Dept

Source of Allocation: FY 16-17 Payroll Report

101-170- Administrative Services

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Risk Management							
101-610- Public Works	1.00	14.286%	$ 5,167		$ 5,167	$ 399	$ 5,566
101-210- Police Department	3.00	42.857%	$ 15,500		$ 15,500	$ 1,197	$ 16,697
101-310- Fire Department	3.00	42.857%	$ 15,500		$ 15,500	$ 1,197	$ 16,697
Total	**7.00**	**100.000%**	**$ 36,167**	**$ -**	**$ 36,167**	**$ 2,793**	**$ 38,960**

Allocation Basis: **# of Workers Comp Claims per Fund / Dept**

Source of Allocation: **FY15-16 Claims Report**

101-170- Administrative Services

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Cashiering							
101-210- Police Department	176.23	0.624%	$ 148		$ 148	$ 11	$ 159
101-710- Recreation	511.78	1.812%	$ 429		$ 429	$ 33	$ 462
101-720- Community Center	579.14	2.050%	$ 486		$ 486	$ 38	$ 523
101-730- Swimming Pool	1,150.92	4.074%	$ 965		$ 965	$ 75	$ 1,040
102-420- Building Inspections	1,990.00	7.044%	$ 1,669		$ 1,669	$ 129	$ 1,798
104-0- Fireworks Fund	87.00	0.308%	$ 73		$ 73	$ 6	$ 79
105-720- Senior Fund	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
108-710- Koda Camp	243.00	0.860%	$ 204		$ 204	$ 16	$ 220
211-650- Citywide Assess. Dist. Cost Alloc.	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
221-660- Gas Tax	29.00	0.103%	$ 24		$ 24	$ 2	$ 26
231-210- COPS	10.00	0.035%	$ 8		$ 8	$ 1	$ 9
233-210- Realignment (PD)	2.00	0.007%	$ 2		$ 2	$ 0	$ 2
251-210- Traffic Safety	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
252-210- Asset Forfeiture	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
272-650- Boost Grant	9.00	0.032%	$ 8		$ 8	$ 1	$ 8
278-650- Prop 84 Park Grant	2.00	0.007%	$ 2		$ 2	$ 0	$ 2
291-650- Beverage Recycle	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
294-660- TDA Capital Acquisitions	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
299-710- Afterschool Program	62.00	0.219%	$ 52		$ 52	$ 4	$ 56
321-0- EDBG 99-69	24.00	0.085%	$ 20		$ 20	$ 2	$ 22
355-0- RLF Small Business	29.00	0.103%	$ 24		$ 24	$ 2	$ 26
411-0- Street Impact	11.00	0.039%	$ 9		$ 9	$ 1	$ 10
412-0- Storm Impact	67.00	0.237%	$ 56		$ 56	$ 4	$ 61
413-0- Park Impact	33.00	0.117%	$ 28		$ 28	$ 2	$ 30
414-0- Police Impact	35.00	0.124%	$ 29		$ 29	$ 2	$ 32
415-0- Fire Impact Fee	37.00	0.131%	$ 31		$ 31	$ 2	$ 33
416-0- General Impact Fee	34.00	0.120%	$ 29		$ 29	$ 2	$ 31
417-0- Water Impact Fee	33.00	0.117%	$ 28		$ 28	$ 2	$ 30

101-170- Administrative Services

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
418-0- Sewer Impact Misc Capital Acquisition	34.00	0.120%	$ 29		$ 29	$ 2	$ 31
427-0- Equipment Replacement Fund	53.00	0.188%	$ 44		$ 44	$ 3	$ 48
611-630- Water	11,277.97	39.922%	$ 9,459		$ 9,459	$ 730	$ 10,189
616-630- Water Conservation	-	0.000%	$ -		$ -	$ -	$ -
651/652-0- Central Service Overhead	2.00	0.007%	$ 2		$ 2	$ 0	$ 2
771-510- Sucessor Agency - RORF	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
831-730- Swim Team	14.00	0.050%	$ 12		$ 12	$ 1	$ 13
833-999- Festival De La Communidad	44.00	0.156%	$ 37		$ 37	$ 3	$ 40
846-999- Quilt Festival	1.00	0.004%	$ 1		$ 1	$ 0	$ 1
0-0- Other	506.00	1.791%	$ 424		$ 424	$ 33	$ 457
Total	**28,250.00**	**100.000%**	**$ 23,693**	**$ -**	**$ 23,693**	**$ 1,830**	**$ 25,523**

Allocation Basis: **# of Cash Transactions per Fund / Dept**

Source of Allocation: **FY 15-16 Cash Receipt Log**

ALLOCATION SUMMARY

101-170- Administrative Services

	Employee Relations	Benefits Administration	Risk Management	Cashiering	Total
101-160- City Manager	$ 13,722	$ 3,742	$ -	$ -	$ 17,465
101-170- Administrative Services	$ 9,303	$ 2,537	$ -	$ -	$ 11,841
101-180- Finance	$ 15,933	$ 4,345	$ -	$ -	$ 20,278
101-610- Public Works	$ 20,738	$ 5,656	$ 5,566	$ -	$ 31,959
101-161- Housing & Econ Development	$ 5,058	$ 1,379	$ -	$ -	$ 6,437
101-210- Police Department	$ 66,259	$ 18,071	$ 16,697	$ 159	$ 101,186
101-310- Fire Department	$ 20,232	$ 5,518	$ 16,697	$ -	$ 42,447
101-710- Recreation	$ 632	$ 172	$ -	$ 462	$ 1,267
101-720- Community Center	$ 2,440	$ 666	$ -	$ 523	$ 3,629
101-730- Swimming Pool	$ -	$ -	$ -	$ 1,040	$ 1,040
102-410- Community Development	$ 506	$ 138	$ -	$ -	$ 644
102-420- Building Inspections	$ 10,116	$ 2,759	$ -	$ 1,798	$ 14,673
104-0- Fireworks Fund	$ -	$ -	$ -	$ 79	$ 79
105-720- Senior Fund	$ -	$ -	$ -	$ 1	$ 1
108-710- Koda Camp	$ -	$ -	$ -	$ 220	$ 220
211-650- Citywide Assess. Dist. Cost Alloc.	$ -	$ -	$ -	$ 1	$ 1
221-660- Gas Tax	$ 5,564	$ 1,517	$ -	$ 26	$ 7,107
231-210- COPS	$ -	$ -	$ -	$ 9	$ 9
233-210- Realignment (PD)	$ -	$ -	$ -	$ 2	$ 2
251-210- Traffic Safety	$ -	$ -	$ -	$ 1	$ 1
252-210- Asset Forfeiture	$ -	$ -	$ -	$ 1	$ 1
272-650- Boost Grant	$ -	$ -	$ -	$ 8	$ 8
278-650- Prop 84 Park Grant	$ -	$ -	$ -	$ 2	$ 2
291-650- Beverage Recycle	$ -	$ -	$ -	$ 1	$ 1
294-660- TDA Capital Acquisitions	$ -	$ -	$ -	$ 1	$ 1

ALLOCATION SUMMARY

101-170- Administrative Services

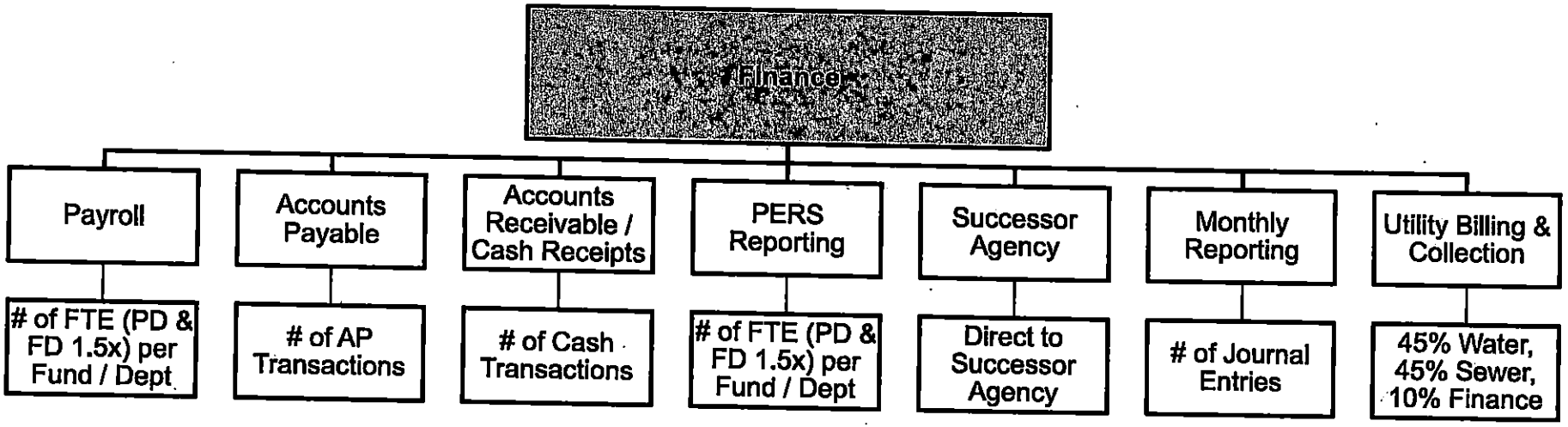
	Employee Relations	Benefits Administration	Risk Management	Cashiering	Total
299-710- Afterschool Program	$ 9,383	$ 2,559	$ -	$ 56	$ 11,997
321-0- EDBG 99-69	$ -	$ -	$ -	$ 22	$ 22
355-0- RLF Small Business	$ -	$ -	$ -	$ 26	$ 26
411-0- Street Impact	$ -	$ -	$ -	$ 10	$ 10
412-0- Storm Impact	$ -	$ -	$ -	$ 61	$ 61
413-0- Park Impact	$ -	$ -	$ -	$ 30	$ 30
414-0- Police Impact	$ -	$ -	$ -	$ 32	$ 32
415-0- Fire Impact Fee	$ -	$ -	$ -	$ 33	$ 33
416-0- General Impact Fee	$ -	$ -	$ -	$ 31	$ 31
417-0- Water Impact Fee	$ -	$ -	$ -	$ 30	$ 30
418-0- Sewer Impact Misc Capital Acquisition	$ -	$ -	$ -	$ 31	$ 31
427-0- Equipment Replacement Fund	$ -	$ -	$ -	$ 48	$ 48
611-630- Water	$ 12,139	$ 3,311	$ -	$ 10,189	$ 25,639
616-630- Water Conservation	$ -	$ -	$ -	$ -	$ -
621-640- Sewer Fund	$ 22,255	$ 6,070	$ -	$ 10,079	$ 38,404
651/652-0- Central Service Overhead	$ -	$ -	$ -	$ 2	$ 2
771-510- Sucessor Agency - RORF	$ -	$ -	$ -	$ 1	$ 1
831-730- Swim Team	$ -	$ -	$ -	$ 13	$ 13
833-999- Festival De La Communidad	$ -	$ -	$ -	$ 40	$ 40
846-999- Quilt Festival	$ -	$ -	$ -	$ 1	$ 1
0-0- Other	$ -	$ -	$ -	$ 457	$ 457
Total	**$ 214,280**	**$ 58,440**	**$ 38,960**	**$ 25,523**	**$ 337,203**

(6) Finance

The Finance Department manages all fiscal functions for the City, including maintaining all financial records, revenue accounting, utility billing, accounts receivable, utility billing, payroll processing, and appropriate control for all City Departments. The Finance Department staff also oversee all debt management functions and city investments. Finance costs are allocated to Receiving Departments, as follows:

- **Payroll** – refers to costs associated with the processing and administering of the City's payroll. These costs have been allocated based upon the number of full-time employees (with Public Safety employees weighed at 1.5 times) per Fund and Department.
- **Accounts Payable** – represents costs associated with processing all accounts payable transactions. These costs have been allocated based upon the number of accounts payable transactions per Fund and Department.
- **Accounts Receivable & Cash Receipts** – includes costs associated with processing all billings and receivables. These costs have been allocated based upon the number of cash receipt transactions per Fund and Department.
- **PERS Reporting** – represents costs associated with support to citywide PERS reporting. These costs have been allocated based upon the number of full-time employees (with Public Safety employees weighed at 1.5 times) per Fund and Department.
- **Successor Agency** – represents costs associated with the management and oversight of Successor Agencies. These costs have been allocated directly to the Successor Agency Fund.
- **Monthly Reporting** – represents costs associated with monthly reporting such as general ledger review, staff report review, journal entry review, and bank reconciliation. These costs have been allocated based upon the number of journal entries per Fund / Department.
- **Utility Billing & Collection** – is the support the department provides in preparing and sending out utility bills. These costs are allocated 45% to Sewer, 45% to Water, and 10% to Finance.

The chart on the following page illustrates the functions and measures used to allocate Finance costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


Finance
Payroll
# of FTE (PD & FD 1.5x) per Fund / Dept
Accounts Payable
# of AP Transactions
Accounts Receivable / Cash Receipts
# of Cash Transactions
PERS Reporting
# of FTE (PD & FD 1.5x) per Fund / Dept
Successor Agency
Direct to Successor Agency
Monthly Reporting
# of Journal Entries
Utility Billing & Collection
45% Water, 45% Sewer, 10% Finance

(6.1) Finance Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-180- Finance

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 378,295		$ 378,295
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 2,627	$ 130	$ 2,757
101-120- City Clerk	$ 1,084	$ 135	$ 1,219
101-130- City Treasurer	$ 12	$ 0	$ 12
101-160- City Manager	$ 3,398	$ 327	$ 3,725
101-170- Administrative Services	$ 18,649	$ 1,629	$ 20,278
101-180- Finance		$ 13,558	$ 13,558
101-610- Public Works		$ 7,703	$ 7,703
Total Incoming Costs	$ 25,770	$ 23,481	$ 49,251
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 404,065	$ 23,481	$ 427,546

DEPARTMENTAL EXPENSE DETAIL

101-180- Finance

Expense Type	$	General Admin	Payroll	Accounts Payable	Accounts Receivable / Cash Receipts	PERS Reporting	Successor Agency	Monthly Reporting	Utility Billing
Personnel									
Salaries & Benefits	$ 370,278	$ 56,660	$ 29,404	$ 57,462	$ 65,899	$ 11,492	$ 29,853	$ 84,358	$ 35,150
Subtotal Personnel Cost	$ 370,278	$ 56,660	$ 29,404	$ 57,462	$ 65,899	$ 11,492	$ 29,853	$ 84,358	$ 35,150
Operating Services & Supplies									
Operating Expenditures	$ 8,017	$ 1,227	$ 637	$ 1,244	$ 1,427	$ 249	$ 646	$ 1,826	$ 761
Subtotal Operating Cost	$ 8,017	$ 1,227	$ 637	$ 1,244	$ 1,427	$ 249	$ 646	$ 1,826	$ 761
DEPARTMENTAL EXPENDITURES	$ 378,295	$ 57,887	$ 30,041	$ 58,706	$ 67,326	$ 11,741	$ 30,499	$ 86,185	$ 35,911
Disallowed Costs									
		$ -							
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cost Adjustments									
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 378,295	$ 57,887	$ 30,041	$ 58,706	$ 67,326	$ 11,741	$ 30,499	$ 86,185	$ 35,911
First Allocation									
Incoming - All Others	$ 25,770	$ 3,943	$ 2,046	$ 3,999	$ 4,586	$ 800	$ 2,078	$ 5,871	$ 2,446
Reallocate Admin Costs	$ 0	$ (61,830)	$ 5,797	$ 11,329	$ 12,992	$ 2,266	$ 5,886	$ 16,631	$ 6,930
Unallocated Costs	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subtotal of First Allocation	$ 404,065		$ 37,884	$ 74,034	$ 84,905	$ 14,807	$ 38,462	$ 108,687	$ 45,287
Second Allocation									
Incoming - All Others	$ 23,481	$ 3,593	$ 1,865	$ 3,644	$ 4,179	$ 729	$ 1,893	$ 5,350	$ 2,229
Reallocate Admin Costs	$ (0)	$ (3,593)	$ 337	$ 658	$ 755	$ 132	$ 342	$ 966	$ 403
Unallocated Costs	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -
Subtotal of Second Allocation	$ 23,481		$ 2,201.55	$ 4,302.31	$ 4,934.07	$ 860.46	$ 2,235.15	$ 6,316.12	$ 2,631.74
TOTAL ALLOCATED	$ 427,546		$ 40,086	$ 78,336	$ 89,839	$ 15,667	$ 40,697	$ 115,003	$ 47,918

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Payroll							
101-160- City Manager	2.95	5.918%	$ 2,242		$ 2,242		$ 2,242
101-170- Administrative Services	2.00	4.012%	$ 1,520		$ 1,520		$ 1,520
101-180- Finance	3.15	6.319%	$ 2,394		$ 2,394		$ 2,394
101-610- Public Works	4.10	8.225%	$ 3,116		$ 3,116	$ 216	$ 3,332
101-161- Housing & Econ Development	1.00	2.006%	$ 760		$ 760	$ 53	$ 813
101-210- Police Department	19.65	39.418%	$ 14,933		$ 14,933	$ 1,036	$ 15,969
101-310- Fire Department	6.00	12.036%	$ 4,560		$ 4,560	$ 316	$ 4,876
102-410- Community Development	1.10	2.207%	$ 836		$ 836	$ 58	$ 894
102-420- Building Inspections	2.00	4.012%	$ 1,520		$ 1,520	$ 105	$ 1,625
221-660- Gas Tax	1.10	2.207%	$ 836		$ 836	$ 58	$ 894
611-630- Water	2.40	4.814%	$ 1,824		$ 1,824	$ 127	$ 1,950
621-640- Sewer Fund	4.40	8.826%	$ 3,344		$ 3,344	$ 232	$ 3,576
Total	**49.85**	**100.000%**	**$ 37,884**	**$ -**	**$ 37,884**	**$ 2,202**	**$ 40,086**

Allocation Basis: **# of FTE per Fund / Dept (1.5x PD & FD)**

Source of Allocation: **FY 16-17 Payroll Report**

101-180- Finance

ALLOCATION DETAIL

Accounts Payable	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-110- City Council	41.81	0.511%	$ 378		$ 378		$ 378
101-120- City Clerk	4.32	0.053%	$ 39		$ 39		$ 39
101-130- City Treasurer	0.07	0.001%	$ 1		$ 1		$ 1
101-160- City Manager	177.33	2.168%	$ 1,605		$ 1,605		$ 1,605
101-170- Administrative Services	205.35	2.510%	$ 1,859		$ 1,859		$ 1,859
101-180- Finance	176.47	2.157%	$ 1,597		$ 1,597		$ 1,597
101-610- Public Works	858.38	10.494%	$ 7,769		$ 7,769	$ 488	$ 8,256
101-161- Housing & Econ Development	145.81	1.782%	$ 1,320		$ 1,320	$ 83	$ 1,402
101-210- Police Department	1,000.76	12.234%	$ 9,057		$ 9,057	$ 568	$ 9,626
101-310- Fire Department	1,084.28	13.255%	$ 9,813		$ 9,813	$ 616	$ 10,429
101-710- Recreation	32.76	0.400%	$ 296		$ 296	$ 19	$ 315
101-720- Community Center	116.65	1.426%	$ 1,056		$ 1,056	$ 66	$ 1,122
101-730- Swimming Pool	137.01	1.675%	$ 1,240		$ 1,240	$ 78	$ 1,318
102-410- Community Development	43.00	0.526%	$ 389		$ 389	$ 24	$ 414
102-420- Building Inspections	200.00	2.445%	$ 1,810		$ 1,810	$ 114	$ 1,924
104-0- Fireworks Fund	13.00	0.159%	$ 118		$ 118	$ 7	$ 125
105-720- Senior Fund	2.00	0.024%	$ 18		$ 18	$ 1	$ 19
108-710- Koda Camp	11.00	0.134%	$ 100		$ 100	$ 6	$ 106
113-510- TABS 2007 Fund	22.00	0.269%	$ 199		$ 199	$ 12	$ 212
211-650- Citywide Assess. Dist. Cost Alloc.	430.00	5.257%	$ 3,892		$ 3,892	$ 244	$ 4,136
221-660- Gas Tax	122.00	1.491%	$ 1,104		$ 1,104	$ 69	$ 1,173
231-210- COPS	90.00	1.100%	$ 815		$ 815	$ 51	$ 866
251-210- Traffic Safety	14.00	0.171%	$ 127		$ 127	$ 8	$ 135
252-210- Asset Forfeiture	2.00	0.024%	$ 18		$ 18	$ 1	$ 19
272-650- Boost Grant	13.00	0.159%	$ 118		$ 118	$ 7	$ 125
278-650- Prop 84 Park Grant	25.00	0.306%	$ 226		$ 226	$ 14	$ 240
291-650- Beverage Recycle	10.00	0.122%	$ 91		$ 91	$ 6	$ 96
294-660- TDA Capital Acquisitions	132.00	1.614%	$ 1,195		$ 1,195	$ 75	$ 1,270
299-710- Afterschool Program	127.00	1.553%	$ 1,149		$ 1,149	$ 72	$ 1,222
411-0- Street Impact	8.00	0.098%	$ 72		$ 72	$ 5	$ 77
413-0- Park Impact	2.00	0.024%	$ 18		$ 18	$ 1	$ 19

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
417-0- Water Impact Fee	6.00	0.073%	$ 54		$ 54	$ 3	$ 58
422-0- Landfill Capital	8.00	0.098%	$ 72		$ 72	$ 5	$ 77
427-0- Equipment Replacement Fund	9.00	0.110%	$ 81		$ 81	$ 5	$ 87
611-630- Water	756.00	9.242%	$ 6,842		$ 6,842	$ 429	$ 7,272
616-630- Water Conservation	2.00	0.024%	$ 18		$ 18	$ 1	$ 19
617-630- Water Meter Fund	8.00	0.098%	$ 72		$ 72	$ 5	$ 77
621-640- Sewer Fund	785.00	9.597%	$ 7,105		$ 7,105	$ 446	$ 7,551
651/652-0- Central Service Overhead	1,091.00	13.337%	$ 9,874		$ 9,874	$ 620	$ 10,494
771-510- Sucessor Agency - RORF	12.00	0.147%	$ 109		$ 109	$ 7	$ 115
773-510- TABS Bond Processed	26.00	0.318%	$ 235		$ 235	$ 15	$ 250
831-730- Swim Team	12.00	0.147%	$ 109		$ 109	$ 7	$ 115
833-999- Festival De La Communidad	38.00	0.465%	$ 344		$ 344	$ 22	$ 366
846-999- Quilt Festival	2.00	0.024%	$ 18		$ 18	$ 1	$ 19
0-0- Other	178.00	2.176%	$ 1,611		$ 1,611	$ 101	$ 1,712
Total	**8,180.00**	**100.000%**	**$ 74,034**	**$ -**	**$ 74,034**	**$ 4,302**	**$ 78,336**

Allocation Basis: **# of AP Transactions per Fund / Dept**

Source of Allocation: **FY15-16 Accounts Payable Report**

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Accounts Receivable / Cash Receipts							
101-210- Police Department	176.23	0.624%	$ 530		$ 530	$ 31	$ 560
101-710- Recreation	511.78	1.812%	$ 1,538		$ 1,538	$ 89	$ 1,628
101-720- Community Center	579.14	2.050%	$ 1,741		$ 1,741	$ 101	$ 1,842
101-730- Swimming Pool	1,150.92	4.074%	$ 3,459		$ 3,459	$ 201	$ 3,660
102-420- Building Inspections	1,990.00	7.044%	$ 5,981		$ 5,981	$ 348	$ 6,328
104-0- Fireworks Fund	87.00	0.308%	$ 261		$ 261	$ 15	$ 277
105-720- Senior Fund	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
108-710- Koda Camp	243.00	0.860%	$ 730		$ 730	$ 42	$ 773
211-650- Citywide Assess. Dist. Cost Alloc.	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
221-660- Gas Tax	29.00	0.103%	$ 87		$ 87	$ 5	$ 92
231-210- COPS	10.00	0.035%	$ 30		$ 30	$ 2	$ 32
233-210- Realignment (PD)	2.00	0.007%	$ 6		$ 6	$ 0	$ 6
251-210- Traffic Safety	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
252-210- Asset Forfeiture	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
272-650- Boost Grant	9.00	0.032%	$ 27		$ 27	$ 2	$ 29
278-650- Prop 84 Park Grant	2.00	0.007%	$ 6		$ 6	$ 0	$ 6
291-650- Beverage Recycle	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
294-660- TDA Capital Acquisitions	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
299-710- Afterschool Program	62.00	0.219%	$ 186		$ 186	$ 11	$ 197
321-0- EDBG 99-69	24.00	0.085%	$ 72		$ 72	$ 4	$ 76
355-0- RLF Small Business	29.00	0.103%	$ 87		$ 87	$ 5	$ 92
411-0- Street Impact	11.00	0.039%	$ 33		$ 33	$ 2	$ 35
412-0- Storm Impact	67.00	0.237%	$ 201		$ 201	$ 12	$ 213
413-0- Park Impact	33.00	0.117%	$ 99		$ 99	$ 6	$ 105
414-0- Police Impact	35.00	0.124%	$ 105		$ 105	$ 6	$ 111
415-0- Fire Impact Fee	37.00	0.131%	$ 111		$ 111	$ 6	$ 118
416-0- General Impact Fee	34.00	0.120%	$ 102		$ 102	$ 6	$ 108
417-0- Water Impact Fee	33.00	0.117%	$ 99		$ 99	$ 6	$ 105
418-0- Sewer Impact Misc Capital Acquisition	34.00	0.120%	$ 102		$ 102	$ 6	$ 108
427-0- Equipment Replacement Fund	53.00	0.188%	$ 159		$ 159	$ 9	$ 169
611-630- Water	11,277.97	39.922%	$ 33,896		$ 33,896	$ 1,970	$ 35,866

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
616-630- Water Conservation	-	0.000%	$ -		$ -	$ -	$ -
651/652-0- Central Service Overhead	2.00	0.007%	$ 6		$ 6	$ 0	$ 6
771-510- Sucessor Agency - RORF	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
831-730- Swim Team	14.00	0.050%	$ 42		$ 42	$ 2	$ 45
833-999- Festival De La Communidad	44.00	0.156%	$ 132		$ 132	$ 8	$ 140
846-999- Quilt Festival	1.00	0.004%	$ 3		$ 3	$ 0	$ 3
0-0- Other	506.00	1.791%	$ 1,521		$ 1,521	$ 88	$ 1,609
Total	**28,250.00**	**100.000%**	**$ 84,905**	**$ -**	**$ 84,905**	**$ 4,934**	**$ 89,839**

Allocation Basis: **# of Cash Transactions per Fund / Dept**

Source of Allocation: **FY 15-16 Cash Receipt Log**

101-180- Finance

ALLOCATION DETAIL

PERS Reporting	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-160- City Manager	2.95	5.918%	$ 876		$ 876		$ 876
101-170- Administrative Services	2.00	4.012%	$ 594		$ 594		$ 594
101-180- Finance	3.15	6.319%	$ 936		$ 936		$ 936
101-610- Public Works	4.10	8.225%	$ 1,218		$ 1,218	$ 85	$ 1,302
101-161- Housing & Econ Development	1.00	2.006%	$ 297		$ 297	$ 21	$ 318
101-210- Police Department	19.65	39.418%	$ 5,837		$ 5,837	$ 405	$ 6,242
101-310- Fire Department	6.00	12.036%	$ 1,782		$ 1,782	$ 124	$ 1,906
102-410- Community Development	1.10	2.207%	$ 327		$ 327	$ 23	$ 349
102-420- Building Inspections	2.00	4.012%	$ 594		$ 594	$ 41	$ 635
221-660- Gas Tax	1.10	2.207%	$ 327		$ 327	$ 23	$ 349
611-630- Water	2.40	4.814%	$ 713		$ 713	$ 49	$ 762
621-640- Sewer Fund	4.40	8.826%	$ 1,307		$ 1,307	$ 91	$ 1,398
Total	**49.85**	**100.000%**	**$ 14,807**	**$ -**	**$ 14,807**	**$ 860**	**$ 15,667**

Allocation Basis: **# of FTE per Fund / Dept (1.5x PD & FD)**

Source of Allocation: **FY 16-17 Payroll Report**

101-180- Finance

ALLOCATION DETAIL

		Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Successor Agency								
771-510- Sucessor Agency - RORF		100.00	100.000%	$ 38,462		$ 38,462	$ 2,235	$ 40,697
	Total	100.00	100.000%	$ 38,462	$ -	$ 38,462	$ 2,235	$ 40,697

Allocation Basis: Direct to Successor Agency Fund

101-180- Finance

ALLOCATION DETAIL

Monthly Reporting	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
101-110- City Council	57,580.04	0.575%	$ 624		$ 624		$ 624
101-120- City Clerk	19,452.85	0.194%	$ 211		$ 211		$ 211
101-130- City Treasurer	401.08	0.004%	$ 4		$ 4		$ 4
101-160- City Manager	395,089.96	3.942%	$ 4,285		$ 4,285		$ 4,285
101-170- Administrative Services	307,206.90	3.066%	$ 3,332		$ 3,332		$ 3,332
101-180- Finance	378,296.16	3.775%	$ 4,103		$ 4,103		$ 4,103
101-610- Public Works	630,117.38	6.288%	$ 6,834		$ 6,834	$ 449	$ 7,283
101-161- Housing & Econ Development	215,972.74	2.155%	$ 2,342		$ 2,342	$ 154	$ 2,496
101-210- Police Department	1,143,537.38	11.411%	$ 12,402		$ 12,402	$ 815	$ 13,217
101-310- Fire Department	432,108.19	4.312%	$ 4,686		$ 4,686	$ 308	$ 4,994
101-710- Recreation	10,320.70	0.103%	$ 112		$ 112	$ 7	$ 119
101-720- Community Center	80,120.62	0.799%	$ 869		$ 869	$ 57	$ 926
101-730- Swimming Pool	99,815.71	0.996%	$ 1,083		$ 1,083	$ 71	$ 1,154
102-410- Community Development	129,753.00	1.295%	$ 1,407		$ 1,407	$ 92	$ 1,500
102-420- Building Inspections	278,831.56	2.782%	$ 3,024		$ 3,024	$ 199	$ 3,223
104-0- Fireworks Fund	15,000.00	0.150%	$ 163		$ 163	$ 11	$ 173
105-720- Senior Fund	150.00	0.001%	$ 2		$ 2	$ 0	$ 2
106-720- Winter Swim	500.00	0.005%	$ 5		$ 5	$ 0	$ 6
107-650- Park Maintenance	2,261.31	0.023%	$ 25		$ 25	$ 2	$ 26
108-710- Koda Camp	23,456.45	0.234%	$ 254		$ 254	$ 17	$ 271
201-0- Fire Prevention Grant	200.00	0.002%	$ 2		$ 2	$ 0	$ 2
211-650- Citywide Assess. Dist. Cost Alloc.	289,617.49	2.890%	$ 3,141		$ 3,141	$ 206	$ 3,347
221-660- Gas Tax	129,549.23	1.293%	$ 1,405		$ 1,405	$ 92	$ 1,497
231-210- COPS	98,476.21	0.983%	$ 1,068		$ 1,068	$ 70	$ 1,138
233-210- Realignment (PD)	8,000.00	0.080%	$ 87		$ 87	$ 6	$ 92
251-210- Traffic Safety	15,000.00	0.150%	$ 163		$ 163	$ 11	$ 173
252-210- Asset Forfeiture	6,000.00	0.060%	$ 65		$ 65	$ 4	$ 69
272-650- Boost Grant	17,320.00	0.173%	$ 188		$ 188	$ 12	$ 200
278-650- Prop 84 Park Grant	587,733.00	5.865%	$ 6,374		$ 6,374	$ 419	$ 6,793
294-660- TDA Capital Acquisitions	491,148.00	4.901%	$ 5,327		$ 5,327	$ 350	$ 5,677
411-0- Street Impact	134,000.00	1.337%	$ 1,453		$ 1,453	$ 95	$ 1,549

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
412-0- Storm Impact	1,200.00	0.012%	$ 13		$ 13	$ 1	$ 14
413-0- Park Impact	62,000.00	0.619%	$ 672		$ 672	$ 44	$ 717
414-0- Police Impact	12,000.00	0.120%	$ 130		$ 130	$ 9	$ 139
415-0- Fire Impact Fee	12,000.00	0.120%	$ 130		$ 130	$ 9	$ 139
416-0- General Impact Fee	12,000.00	0.120%	$ 130		$ 130	$ 9	$ 139
417-0- Water Impact Fee	12,000.00	0.120%	$ 130		$ 130	$ 9	$ 139
418-0- Sewer Impact Misc Capital Acquisition	12,000.00	0.120%	$ 130		$ 130	$ 9	$ 139
422-0- Landfill Capital	9,500.00	0.095%	$ 103		$ 103	$ 7	$ 110
427-0- Equipment Replacement Fund	150,294.00	1.500%	$ 1,630		$ 1,630	$ 107	$ 1,737
495-0- Monitoring Fee	149,758.00	1.494%	$ 1,624		$ 1,624	$ 107	$ 1,731
611-630- Water	1,075,324.62	10.730%	$ 11,662		$ 11,662	$ 766	$ 12,429
616-630- Water Conservation	2,700.00	0.027%	$ 29		$ 29	$ 2	$ 31
617-630- Water Meter Fund	6,000.00	0.060%	$ 65		$ 65	$ 4	$ 69
621-640- Sewer Fund	1,694,705.19	16.911%	$ 18,380		$ 18,380	$ 1,208	$ 19,588
651/652-0- Central Service Overhead	734,992.00	7.334%	$ 7,971		$ 7,971	$ 524	$ 8,495
831-730- Swim Team	69,972.50	0.698%	$ 759		$ 759	$ 50	$ 809
833-999- Festival De La Communidad	7,950.00	0.079%	$ 86		$ 86	$ 6	$ 92
Total	**10,021,412.26**	**100.000%**	**$ 108,687**	**$ -**	**$ 108,687**	**$ 6,316**	**$ 115,003**

Allocation Basis: **# of Journal Entries per Fund / Dept**

Source of Allocation: **FY 15-16 Journal Entries Log**

101-180- Finance

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Utility Billing							
101-180- Finance	0.10	10.000%	$ 4,529		$ 4,529		$ 4,529
611-630- Water	0.45	45.000%	$ 20,379		$ 20,379	$ 1,316	$ 21,695
621-640- Sewer Fund	0.45	45.000%	$ 20,379		$ 20,379	$ 1,316	$ 21,695
Total	**1.00**	**100.000%**	**$ 45,287**	**$ -**	**$ 45,287**	**$ 2,632**	**$ 47,918**

Allocation Basis: **45% Water, 45% Sewer, 10% Finance**

ALLOCATION SUMMARY

101-180- Finance

	Payroll	Accounts Payable	Accounts Receivable / Cash Receipts	PERS Reporting	Successor Agency	Monthly Reporting	Utility Billing	Total
101-110- City Council	$ -	$ 378	$ -	$ -	$ -	$ 624	$ -	$ 1,003
101-120- City Clerk	$ -	$ 39	$ -	$ -	$ -	$ 211	$ -	$ 250
101-130- City Treasurer	$ -	$ 1	$ -	$ -	$ -	$ 4	$ -	$ 5
101-160- City Manager	$ 2,242	$ 1,605	$ -	$ 876	$ -	$ 4,285	$ -	$ 9,008
101-170- Administrative Services	$ 1,520	$ 1,859	$ -	$ 594	$ -	$ 3,332	$ -	$ 7,304
101-180- Finance	$ 2,394	$ 1,597	$ -	$ 936	$ -	$ 4,103	$ 4,529	$ 13,558
101-610- Public Works	$ 3,332	$ 8,256	$ -	$ 1,302	$ -	$ 7,283	$ -	$ 20,174
101-161- Housing & Econ Development	$ 813	$ 1,402	$ -	$ 318	$ -	$ 2,496	$ -	$ 5,029
101-210- Police Department	$ 15,969	$ 9,626	$ 560	$ 6,242	$ -	$ 13,217	$ -	$ 45,614
101-310- Fire Department	$ 4,876	$ 10,429	$ -	$ 1,906	$ -	$ 4,994	$ -	$ 22,205
101-710- Recreation	$ -	$ 315	$ 1,628	$ -	$ -	$ 119	$ -	$ 2,062
101-720- Community Center	$ -	$ 1,122	$ 1,842	$ -	$ -	$ 926	$ -	$ 3,890
101-730- Swimming Pool	$ -	$ 1,318	$ 3,660	$ -	$ -	$ 1,154	$ -	$ 6,132
102-410- Community Development	$ 894	$ 414	$ -	$ 349	$ -	$ 1,500	$ -	$ 3,157
102-420- Building Inspections	$ 1,625	$ 1,924	$ 6,328	$ 635	$ -	$ 3,223	$ -	$ 13,736
104-0- Fireworks Fund	$ -	$ 125	$ 277	$ -	$ -	$ 173	$ -	$ 575
105-720- Senior Fund	$ -	$ 19	$ 3	$ -	$ -	$ 2	$ -	$ 24
106-720- Winter Swim	$ -	$ -	$ -	$ -	$ -	$ 6	$ -	$ 6
107-650- Park Maintenance	$ -	$ -	$ -	$ -	$ -	$ 26	$ -	$ 26
108-710- Koda Camp	$ -	$ 106	$ 773	$ -	$ -	$ 271	$ -	$ 1,150
113-510- TABS 2007 Fund	$ -	$ 212	$ -	$ -	$ -	$ -	$ -	$ 212
201-0- Fire Prevention Grant	$ -	$ -	$ -	$ -	$ -	$ 2	$ -	$ 2
211-650- Citywide Assess. Dist. Cost Alloc.	$ -	$ 4,136	$ 3	$ -	$ -	$ 3,347	$ -	$ 7,487
221-660- Gas Tax	$ 894	$ 1,173	$ 92	$ 349	$ -	$ 1,497	$ -	$ 4,006
231-210- COPS	$ -	$ 866	$ 32	$ -	$ -	$ 1,138	$ -	$ 2,036
233-210- Realignment (PD)	$ -	$ -	$ 6	$ -	$ -	$ 92	$ -	$ 99
251-210- Traffic Safety	$ -	$ 135	$ 3	$ -	$ -	$ 173	$ -	$ 311
252-210- Asset Forfeiture	$ -	$ 19	$ 3	$ -	$ -	$ 69	$ -	$ 92
272-650- Boost Grant	$ -	$ 125	$ 29	$ -	$ -	$ 200	$ -	$ 354
278-650- Prop 84 Park Grant	$ -	$ 240	$ 6	$ -	$ -	$ 6,793	$ -	$ 7,040
291-650- Beverage Recycle	$ -	$ 96	$ 3	$ -	$ -	$ -	$ -	$ 99
294-660- TDA Capital Acquisitions	$ -	$ 1,270	$ 3	$ -	$ -	$ 5,677	$ -	$ 6,950

ALLOCATION SUMMARY

101-180- Finance

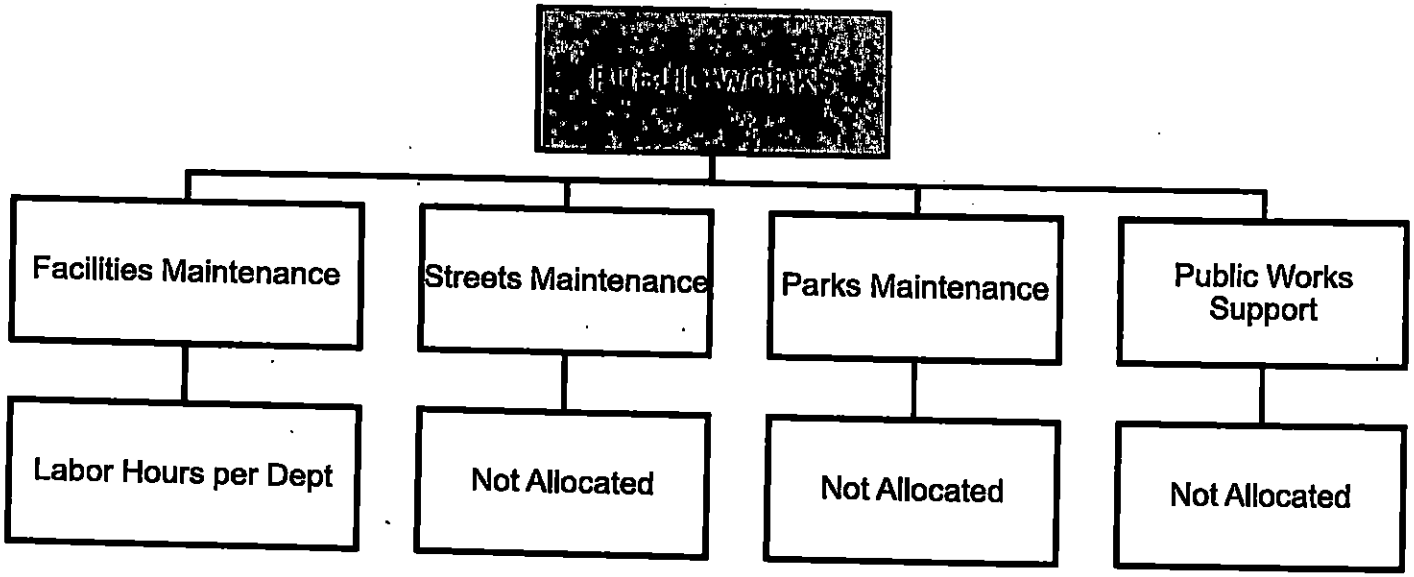
	Payroll	Accounts Payable	Accounts Receivable / Cash Receipts	PERS Reporting	Successor Agency	Monthly Reporting	Utility Billing	Total
299-710- Afterschool Program	$ -	$ 1,222	$ 197	$ -	$ -	$ -	$ -	$ 1,419
321-0- EDBG 99-69	$ -	$ -	$ 76	$ -	$ -	$ -	$ -	$ 76
355-0- RLF Small Business	$ -	$ -	$ 92	$ -	$ -	$ -	$ -	$ 92
411-0- Street Impact	$ -	$ 77	$ 35	$ -	$ -	$ 1,549	$ -	$ 1,661
412-0- Storm Impact	$ -	$ -	$ 213	$ -	$ -	$ 14	$ -	$ 227
413-0- Park Impact	$ -	$ 19	$ 105	$ -	$ -	$ 717	$ -	$ 840.78
414-0- Police Impact	$ -	$ -	$ 111	$ -	$ -	$ 139	$ -	$ 250
415-0- Fire Impact Fee	$ -	$ -	$ 118	$ -	$ -	$ 139	$ -	$ 256
416-0- General Impact Fee	$ -	$ -	$ 108	$ -	$ -	$ 139	$ -	$ 247
417-0- Water Impact Fee	$ -	$ 58	$ 105	$ -	$ -	$ 139	$ -	$ 301
418-0- Sewer Impact Misc Capital Acquisition	$ -	$ -	$ 108	$ -	$ -	$ 139	$ -	$ 247
422-0- Landfill Capital	$ -	$ 77	$ -	$ -	$ -	$ 110	$ -	$ 187
427-0- Equipment Replacement Fund	$ -	$ 87	$ 169	$ -	$ -	$ 1,737	$ -	$ 1,992
495-0- Monitoring Fee	$ -	$ -	$ -	$ -	$ -	$ 1,731	$ -	$ 1,731
611-630- Water	$ 1,950	$ 7,272	$ 35,866	$ 762	$ -	$ 12,429	$ 21,695	$ 79,973
616-630- Water Conservation	$ -	$ 19	$ -	$ -	$ -	$ 31	$ -	$ 50
617-630- Water Meter Fund	$ -	$ 77	$ -	$ -	$ -	$ 69	$ -	$ 146
621-640- Sewer Fund	$ 3,576	$ 7,551	$ 35,478	$ 1,398	$ -	$ 19,588	$ 21,695	$ 89,284
651/652-0- Central Service Overhead	$ -	$ 10,494	$ 6	$ -	$ -	$ 8,495	$ -	$ 18,995
771-510- Sucessor Agency - RORF	$ -	$ 115	$ 3	$ -	$ 40,697	$ -	$ -	$ 40,816
773-510- TABS Bond Processed	$ -	$ 250	$ -	$ -	$ -	$ -	$ -	$ 250
831-730- Swim Team	$ -	$ 115	$ 45	$ -	$ -	$ 809	$ -	$ 969
833-999- Festival De La Communidad	$ -	$ 366	$ 140	$ -	$ -	$ 92	$ -	$ 597
846-999- Quilt Festival	$ -	$ 19	$ 3	$ -	$ -	$ -	$ -	$ 22
0-0- Other	$ -	$ 1,712	$ 1,609	$ -	$ -	$ -	$ -	$ 3,321
Total	**$ 40,086**	**$ 78,336**	**$ 89,839**	**$ 15,667**	**$ 40,697**	**$ 115,003**	**$ 47,918**	**$ 427,546**

(7) Public Works

The Public Works Department is responsible for the management and coordination of all infrastructure system maintenance, planning, and inspecting. The Department also manages all capital improvements while maintaining the following functions: streets, water system, wastewater system, lighting and landscaping, storm drains, and landfill. Costs for Public Works were allocated to Receiving Departments, as follows:

- **Facilities Maintenance** – relates to support for maintaining all City facilities and was allocated based on labor hours worked per City Department.
- **Street Maintenance** – relates to support associated with maintaining City Streets and infrastructure and has not been allocated per OMB guidelines.
- **Parks Maintenance** – relates to support associated with maintaining all City Parks and landscapes and per OMB guidelines has not been allocated.
- **Public Works Support** – relates to support provided to the general public through Public Works fees or oversight of capital projects. Per OMB guidleines this support has not been allocated.

The chart on the following page illustrates the functions and measures used to allocate Public Works costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide:


Facilities Maintenance
Streets Maintenance
Parks Maintenance
Public Works Support
Labor Hours per Dept
Not Allocated
Not Allocated
Not Allocated

(7) Public Works Detail Reports

The following pages provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

COSTS TO BE ALLOCATED

101-610- Public Works

	First Allocation	Second Allocation	Total
Departmental Expenditures	$ 630,117		$ 630,117
Total Deductions	$ -		$ -
Incoming Costs			
101-110- City Council	$ 3,717	$ 184	$ 3,901
101-120- City Clerk	$ 737	$ 94	$ 831
101-130- City Treasurer	$ 20	$ 0	$ 20
101-160- City Manager	$ 25,475	$ 2,378	$ 27,853
101-170- Administrative Services	$ 29,440	$ 2,519	$ 31,959
101-180- Finance	$ 18,936	$ 1,237	$ 20,174
101-610- Public Works		$ 59,145	$ 59,145
Total Incoming Costs	$ 78,326	$ 65,557	$ 143,883
Total Cost Adjustments	$ -		$ -
Total Costs to be Allocated	$ 708,443	$ 65,557	$ 774,000

DEPARTMENTAL EXPENSE DETAIL

101-610- Public Works

Expense Type	$	General Admin.	Facilities Maintenance	Streets Maintenance	Parks Maintenance	Planning	Utility Billing	Public Works Support
Personnel								
Salaries & Wages	$ 235,271	$ 15,881	$ 148,515	$ 19,851	$ 23,821	$ 5,515	$ 1,838	$ 19,851
Fringe Benefits	$ 215,946	$ 14,576	$ 136,316	$ 18,220	$ 21,864	$ 5,062	$ 1,687	$ 18,220
Subtotal Personnel Cost	$ 451,217	$ 30,457	$ 284,832	$ 38,071	$ 45,685	$ 10,576	$ 3,525	$ 38,071
Operating Services & Supplies								
Operating Expenditures	$ 107,408	$ 7,250	$ 67,802	$ 9,062	$ 10,875	$ 2,518	$ 839	$ 9,062
ISF Allocation	$ 71,492	$ 4,826	$ 45,129	$ 6,032	$ 7,238	$ 1,676	$ 559	$ 6,032
Subtotal Operating Cost	$ 178,900	$ 12,076	$ 112,931	$ 15,094	$ 18,113	$ 4,193	$ 1,398	$ 15,094
DEPARTMENTAL EXPENDITURES	$ 630,117	$ 42,532	$ 397,763	$ 53,165	$ 63,798	$ 14,769	$ 4,923	$ 53,165
Disallowed Costs								
Subtotal Disallowed Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cost Adjustments								
Subtotal Cost Adjustments	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FUNCTIONAL COST	$ 630,117	$ 42,532	$ 397,763	$ 53,165	$ 63,798	$ 14,769	$ 4,923	$ 53,165
First Allocation								
Incoming - All Others	$ 78,328	$ 5,287	$ 49,444	$ 6,609	$ 7,930	$ 1,836	$ 612	$ 6,609
Reallocate Admin Costs	$ 0	$ (47,819)	$ 32,371	$ 4,327	$ 5,192	$ 1,202	$ 401	$ 4,327
Unallocated Costs	$ (141,022)		$ -	$ -	$ (76,921)	$ -	$ -	$ (64,101)
Subtotal of First Allocation	$ 567,421		$ 479,577	$ 64,101	$ -	$ 17,807	$ 5,936	$ -
Second Allocation								
Incoming - All Others	$ 65,557	$ 4,425	$ 41,383	$ 5,531	$ 6,638	$ 1,537	$ 512	$ 5,531
Reallocate Admin Costs	$ 0	$ (4,425)	$ 2,996	$ 400	$ 480	$ 111	$ 37	$ 400
Unallocated Costs	$ (13,050)		$ -	$ -	$ (7,118)	$ -	$ -	$ (5,932)
Subtotal of Second Allocation	$ 52,508		$ 44,379	$ 5,931.71	$ -	$ 1,647.64	$ 549.29	$ -
TOTAL ALLOCATED	$ 619,929		$ 523,956	$ 70,033	$ -	$ 19,455	$ 6,485	$ -

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101-610- Public Works

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Facilities Maintenance							
101-110- City Council	24.50	0.249%	$ 1,192		$ 1,192		$ 1,192
101-160- City Manager	136.83	1.388%	$ 6,658		$ 6,658		$ 6,658
101-170- Administrative Services	92.77	0.941%	$ 4,514		$ 4,514		$ 4,514
101-180- Finance	146.11	1.482%	$ 7,110		$ 7,110		$ 7,110
101-610- Public Works	1215.50	12.333%	$ 59,145		$ 59,145		$ 59,145
101-161- Housing & Econ Development	46.38	0.471%	$ 2,257		$ 2,257	$ 250	$ 2,507
101-210- Police Department	183.00	1.857%	$ 8,905		$ 8,905	$ 986	$ 9,890
101-310- Fire Department	170.00	1.725%	$ 8,272		$ 8,272	$ 916	$ 9,188
101-720- Community Center	296.50	3.008%	$ 14,427		$ 14,427	$ 1,597	$ 16,024
101-730- Swimming Pool	768.00	7.792%	$ 37,370		$ 37,370	$ 4,136	$ 41,506
102-410- Community Development	4.64	0.047%	$ 226		$ 226	$ 25	$ 251
102-420- Building Inspections	92.77	0.941%	$ 4,514		$ 4,514	$ 500	$ 5,014
611-630- Water	2836.00	28.775%	$ 137,997		$ 137,997	$ 15,274	$ 153,271
616-630- Water Conservation	10.00	0.101%	$ 487		$ 487	$ 54	$ 540
621-640- Sewer Fund	3832.88	38.889%	$ 186,504		$ 186,504	$ 20,643	$ 207,147
Total	**9855.88**	**100.000%**	**$ 479,577**	**$-**	**$ 479,577**	**$ 44,379**	**$ 523,956**

Allocation Basis: Labor Hours per Dept

Source of Allocation: FY 15-16 Work Orders Report

101-610- Public Works

ALLOCATION DETAIL

		Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Streets Maintenance								
221-660- Gas Tax		100.00	100.000%	$ 64,101		$ 64,101	$ 5,932	$ 70,033
	Total	100.00	100.000%	$ 64,101	$-	$ 64,101	$ 5,932	$ 70,033

Allocation Basis: Direct to Gas Tax

101-610- Public Works

ALLOCATION DETAIL

		Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Planning								
102-410- Community Development		100.00	100.000%	$ 17,807		$ 17,807	$ 1,648	$ 19,455
	Total	**100.00**	**100.000%**	**$ 17,807**	**$-**	**$ 17,807**	**$ 1,648**	**$ 19,455**

Allocation Basis: **Direct to Planning**

101-610- Public Works

ALLOCATION DETAIL

		Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Utility Billing								
101-180- Finance		0.10	10.000%	$ 594		$ 594		$ 594
611-630- Water		0.45	45.000%	$ 2,671		$ 2,671	$ 275	$ 2,946
621-640- Sewer Fund		0.45	45.000%	$ 2,671		$ 2,671	$ 275	$ 2,946
	Total	**1.00**	**100.000%**	**$ 5,936**	**$-**	**$ 5,936**	**$ 549**	**$ 6,485**

Allocation Basis: **45% Water, 45% Sewer, 10% Finance**

ALLOCATION SUMMARY

101-610- Public Works

	Facilities Maintenance	Streets Maintenance	Planning	Utility Billing	Total
101-110- City Council	$ 1,192	$ -	$ -	$ -	$ 1,192
101-160- City Manager	$ 6,658	$ -	$ -	$ -	$ 6,658
101-170- Administrative Services	$ 4,514	$ -	$ -	$ -	$ 4,514
101-180- Finance	$ 7,110	$ -	$ -	$ 594	$ 7,703
101-610- Public Works	$ 59,145	$ -	$ -	$ -	$ 59,145
101-161- Housing & Econ Development	$ 2,507	$ -	$ -	$ -	$ 2,507
101-210- Police Department	$ 9,890	$ -	$ -	$ -	$ 9,890
101-310- Fire Department	$ 9,188	$ -	$ -	$ -	$ 9,188
101-720- Community Center	$ 16,024	$ -	$ -	$ -	$ 16,024
101-730- Swimming Pool	$ 41,506	$ -	$ -	$ -	$ 41,506
102-410- Community Development	$ 251	$ -	$ 19,455	$ -	$ 19,706
102-420- Building Inspections	$ 5,014	$ -	$ -	$ -	$ 5,014
221-660- Gas Tax	$ -	$ 70,033	$ -	$ -	$ 70,033
611-630- Water	$ 153,271	$ -	$ -	$ 2,946	$ 156,217
616-630- Water Conservation	$ 540	$ -	$ -	$ -	$ 540
621-640- Sewer Fund	$ 207,147	$ -	$ -	$ 2,946	$ 210,092
Total	**$ 523,956**	**$ 70,033**	**$ 19,455**	**$ 6,485**	**$ 619,929**

CITY OF WINTERS
california
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Council Members

DATE: June 6, 2017

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

FROM: Dagoberto Fierros, Management Analyst

SUBJECT: City Park Futsal Court Project/Skate park Update

RECOMMENDATION:
To update council on the design and location of the futsal court project at City Park and future skate park amenities.

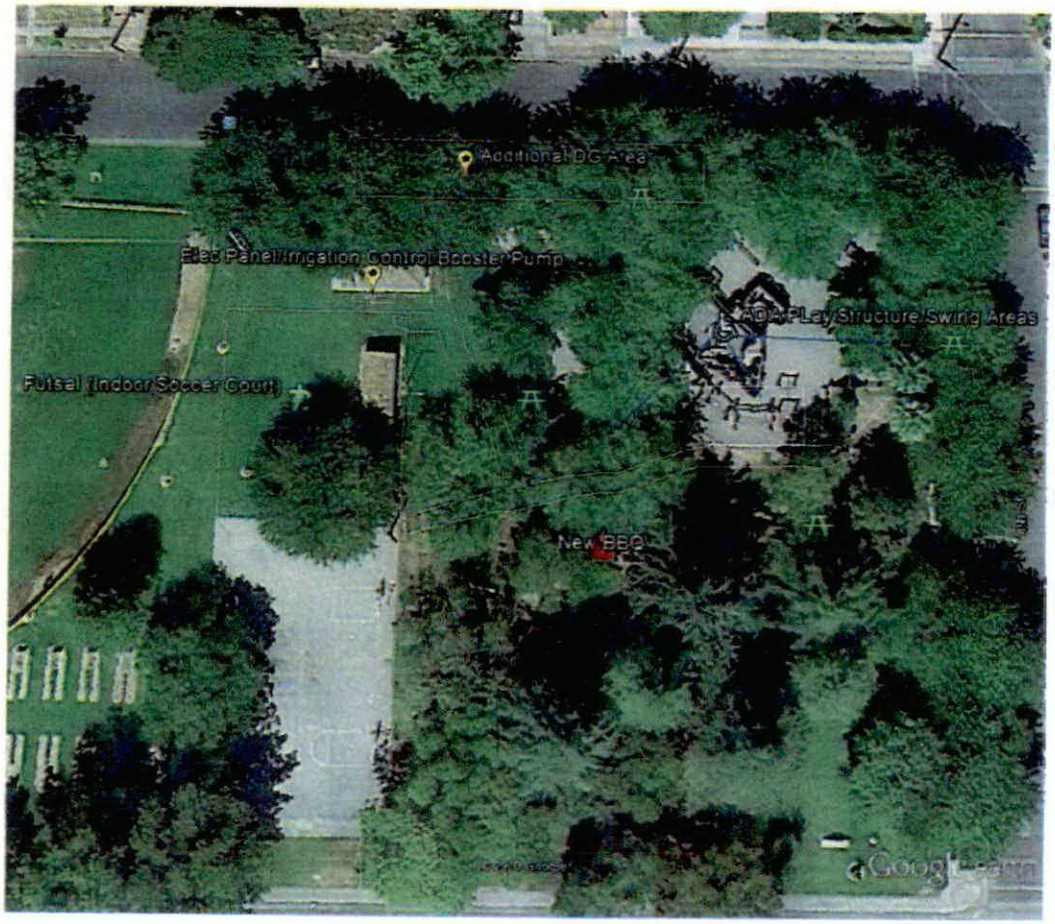
BACKGROUND: City staff has received funds from PG&E to build a Futsal Court at City Park. A futsal court is basically a court used for playing soccer on a tennis court or an outside basketball court with a fence around it. Currently there are about 25-30 people that use the tennis courts on Tuesday and Thursday nights. This not only creates a problem for tennis players but also causes wear and tear on the nets. Building a futsal court at City Park will help bring more of a positive environment along with the basketball courts to the park and will help chase out the negative influence that tends to creep in. Staff pulled the court out of the City Park rehab project at the end of 2015 when we received other funding from PG&E to pay for it. $100,000 dollars was given to the City by PG&E to build the futsal court after removing the old skate park. The remainder of the funds will go towards purchasing skate park features to help build a future skate park structure at Valley Oak Park.

FISCAL IMPACT: Estimated costs to build futsal court is $85,000

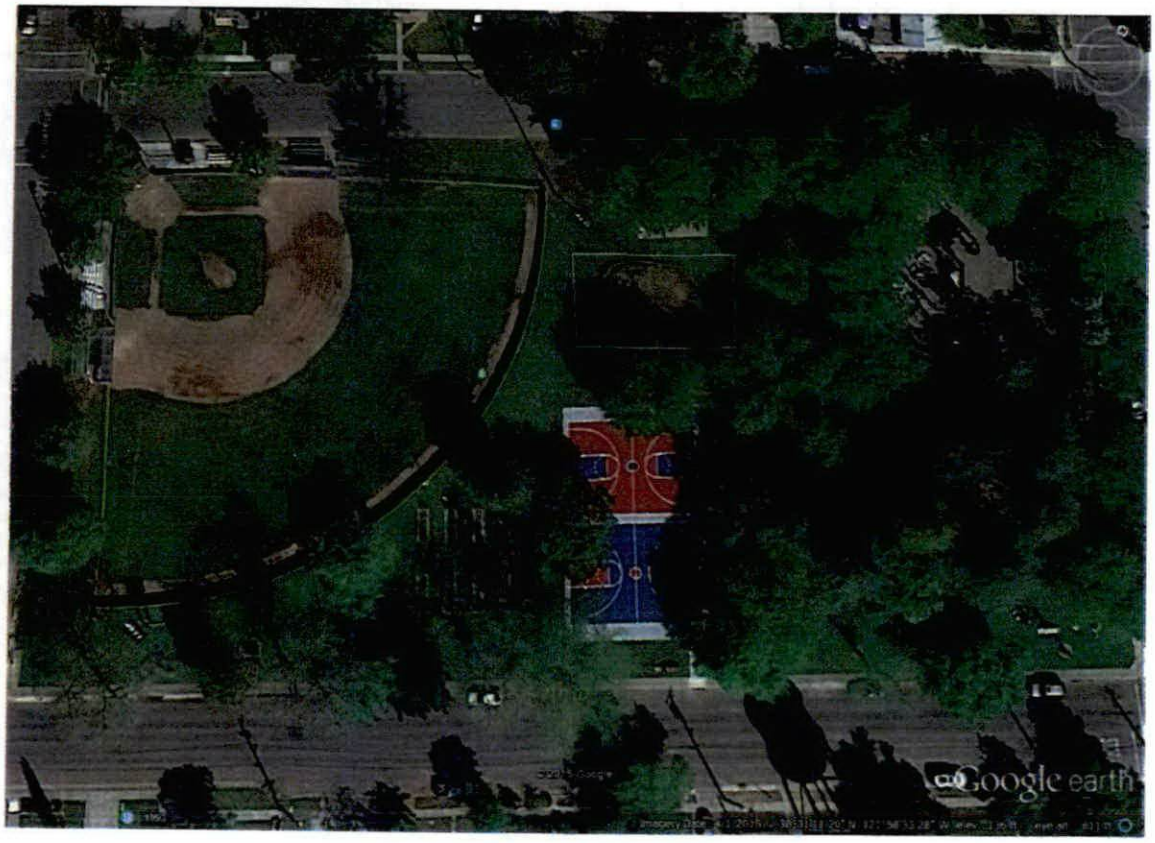
FUTSAL COURT

CITY OF WINTERS

Satellite View - Before



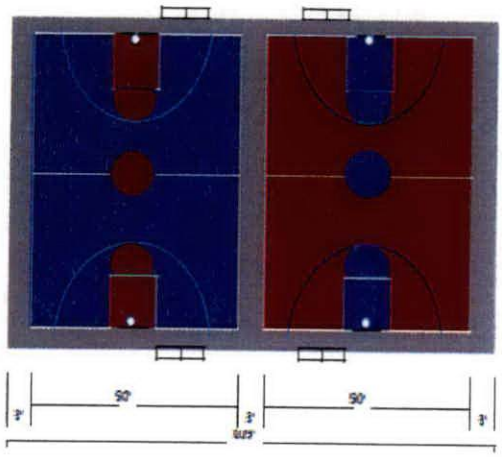
Satellite View - After

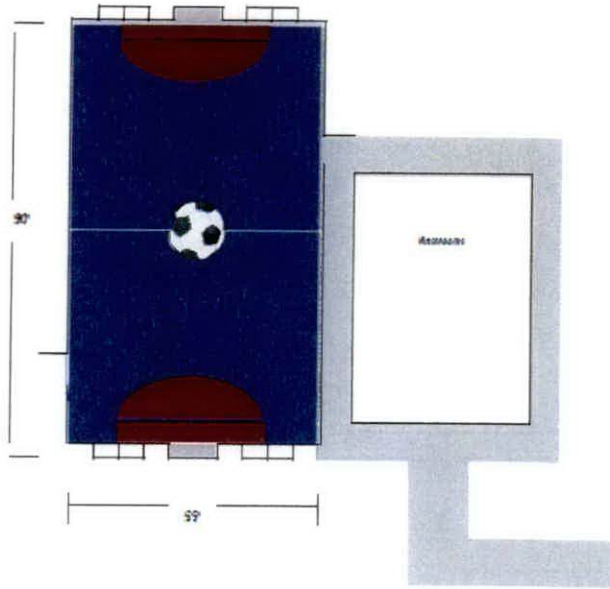


Old Storage Shed

New Court Area

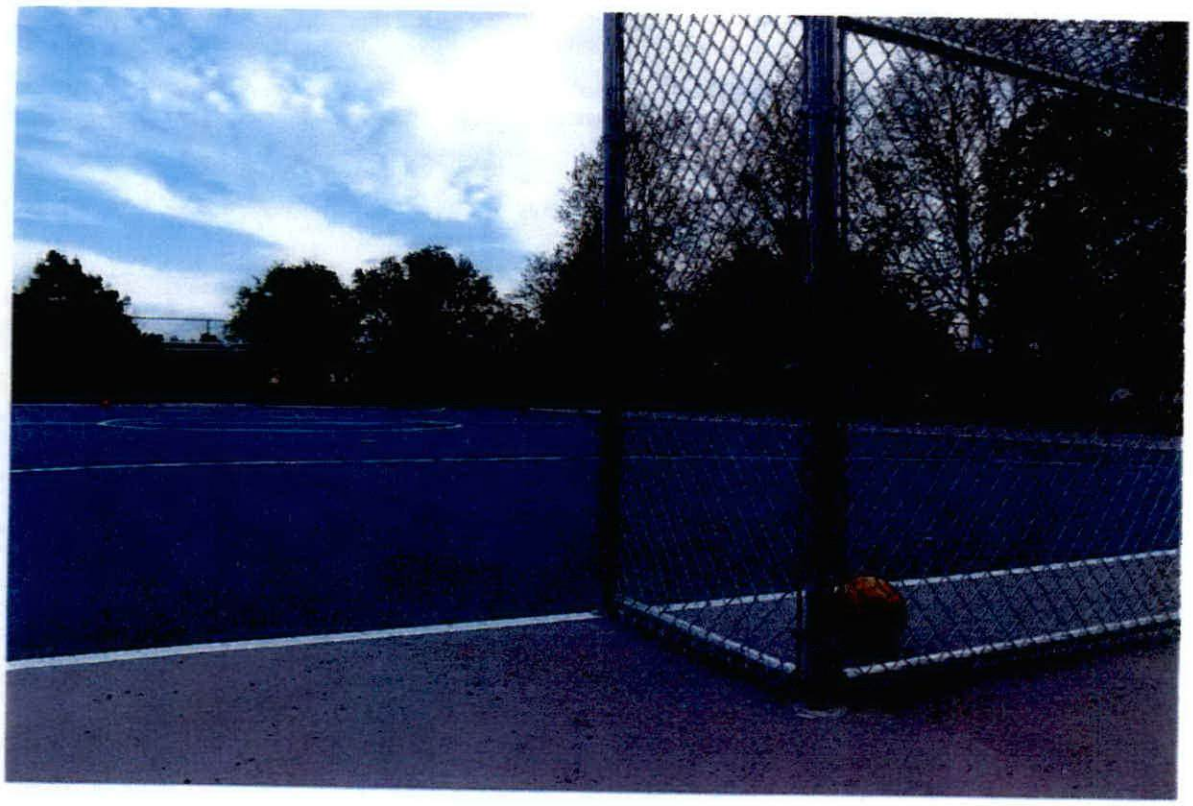
Futsal Courts





Fence Sample

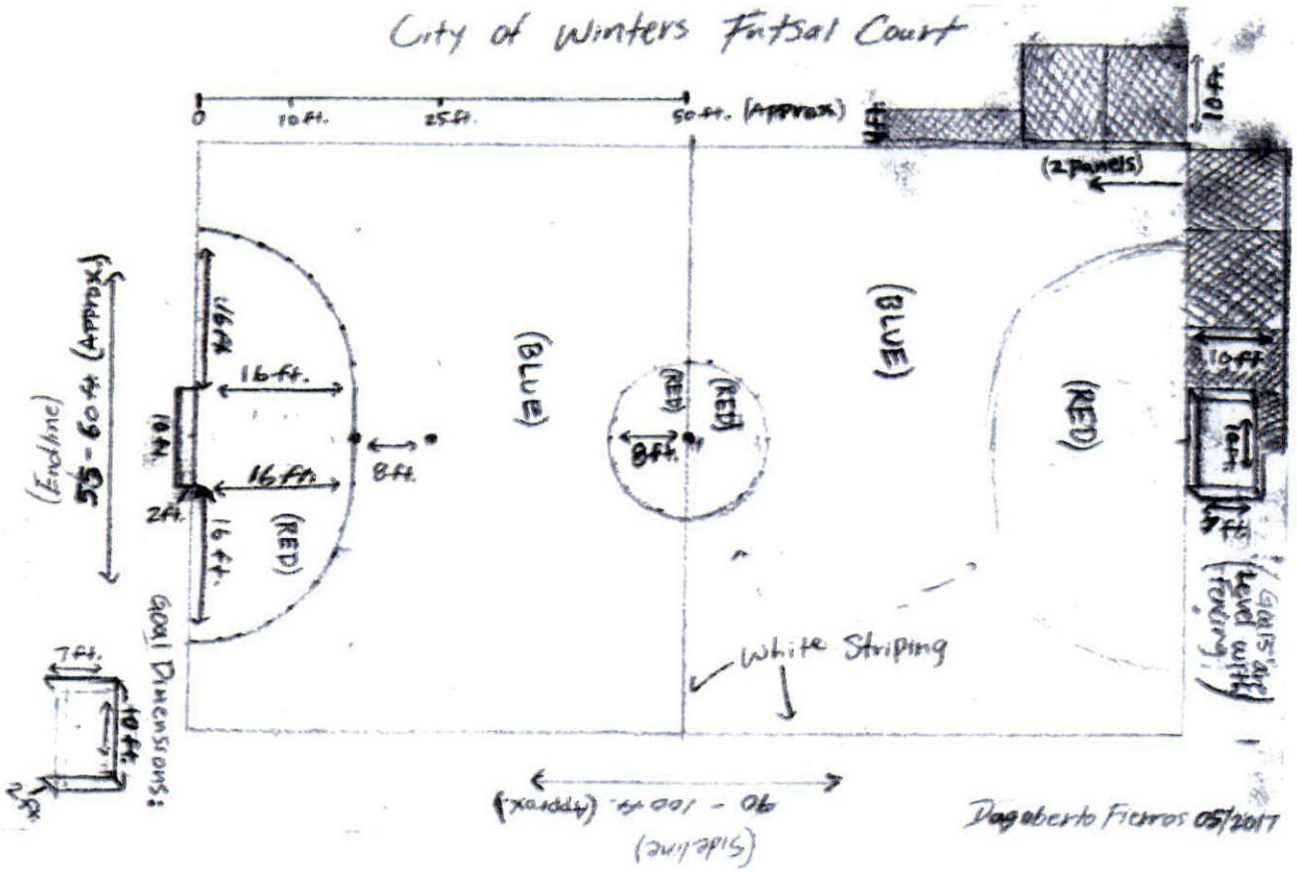
Goal Sample



Fence Visual

Street View

Layout


City of Winters Futsal Court
0
10ft.
25ft.
50ft. (Approx)
10ft.
(2 panels)
(BLUE)
(BLUE)
(RED)
(RED)
(RED)
(RED)
16ft.
16ft.
16ft.
10ft.
2ft.
8ft.
8ft.
(Endline)
55 - 60ft (Approx)
Goal Dimensions:
7ft.
10ft.
2ft.
10ft.
10ft.
7ft.
2ft.
Goals are hand with fencing
White Striping
90 - 100ft. (Approx)
(Sideline)
Dagoberto Fierros 05/2017

CITY OF WINTERS
California
Est. 1875

CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: June 6, 2017

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

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

SUBJECT: Designation of a Voting Delegate and Alternates for the League of California Cities Annual Conference

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RECOMMENDATION: That the Council designate a voting delegate and up to two alternates to vote at the Annual Business Meeting at the League of California Cities Annual Conference to be held in Sacramento, California from September 13th – September 15th, 2017.

BACKGROUND: An Annual Business Meeting is held as part of the League of California Cities Annual Conference each year to consider and take action on resolutions that establish League policy. This year the business meeting will take place at noon on Friday, September 15th, 2017 at the Sacramento Convention Center.

The League's bylaws require that the Council take action to designate the voting delegate and two voting delegate alternates. It is also required that the voting delegate and voting delegate alternates be registered to attend the conference.

FISCAL IMPACT:
None.

LEAGUE OF CALIFORNIA CITIES

1400 K Street, Suite 400 • Sacramento, California 95814
Phone: 916.658.8200 Fax: 916.658.8240
www.cacities.org

Council Action Advised by July 31, 2017

May 3, 2017

TO: Mayors, City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – September 13 – 15, Sacramento

The League's 2017 Annual Conference is scheduled for September 13 – 15 in Sacramento. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, September 15, at the Sacramento Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 1, 2017. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 13, 8:00 a.m. – 6:00 p.m.; Thursday, September 14, 7:00 a.m. – 4:00 p.m.; and Friday, September 15, 7:30 a.m.– Noon. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 1. If you have questions, please call Carly Shelby at (916) 658-8279.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.

2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.

3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.

4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.

5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.

6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.

7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.

LEAGUE® OF CALIFORNIA CITIES

CITY: _____

2017 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, September 1, 2017. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail _____

Mayor or City Clerk _____ Phone: _____
(circle one) (signature)

Date: _____

Please complete and return by Friday, September 1, 2017

League of California Cities
ATTN: Carly Shelby
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: cshelby@cacities.org
(916) 658-8279