



Minutes of the Regular Meeting of the Winters City Council  
Held on August 15, 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 Manager John W. Donlevy Jr., City Attorney Ethan Walsh, City Clerk Nanci Mills, Police Chief John Miller, Administrative Coordinator Karla Ferguson, Police Sergeant Jose Ramirez, Police Officers Jose Hermosillo, Alan Pinette and Victor Barajas, Police Chaplain Robert Duvall and Kepi, Division Fire Chief Dean Sarley, Fire Captains Brad Lopez, Art Mendoza and Matt Schechla, Volunteer Firefighters Brian Madsen, Tyler Fleshman and Isaac Ponce and Management Analyst Tracy Jensen.

Robert Duvall and Kepi led the Pledge of Allegiance.

Approval of Agenda: City Manager Donlevy said there were no changes to the agenda. Motion by Council Member Neu, second by Council Member Loren to approve the agenda. 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, August 1, 2017
- B. Project Acceptance and File Notice of Completion for Downtown Water and Storm Drain Improvement Project

City Manager Donlevy gave a brief overview. Council Member Anderson recused himself from Consent Item B due to a possible conflict of interest. Motion by Council Member Neu, second by Council Member Biasi to approve Consent Item A. Motion carried with the following vote:

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

Motion by Council Member Neu, second by Council Member Biasi to approve Consent Item B. Motion carried with the following vote:

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

PRESENTATIONS

Police Chief Miller introduced new Police Officer Victor Barajas, who grew up in Dixon, became a cadet with the Dixon Police Department and graduated from the Napa Valley Criminal Justice Training Center. City Clerk Nanci Mills performed the swearing-in ceremony and Victor's father, a 31-year employee for Martinez Ranches, pinned Victor's badge to his uniform.

Mayor Cowan adjourned the meeting for a brief celebration and the meeting resumed shortly thereafter.

Fire Captain Brad Lopez (Operations and Training), kicked off the Fire Department's presentation by introducing Division Fire Chief Dean Sarley, Fire Captain Art Mendoza (Fire Prevention and Public Education) Fire Captain Matt Schechla (Facilities & Equipment and EMS Coordinator) and Fire volunteers Brian Madsen, Tyler Fleshman and Isaac Ponce. Brad reviewed his responsibilities as head of operations and training and said the department currently has 47 volunteers and two resident volunteers (those with certification training.) There has been a slight increase in call volume this year and the average response time in 2016 within the City was 4:17 and 9:18 within the

district. There are several national standards that must be met by fire personnel, including California State Fire Training.

Fire Captain Art Mendoza (Fire Prevention and Public Education), said his priority is to respond to calls, but he also performs fire investigations and fire safety inspections, such as the PG&E Facility and new homes in Winters Ranch. Art has also assisted 6-8 Winters High School seniors with their capstone projects and reports that 2 seniors are going on to the Fire Academy. Art performs outreach to the local schools, delivering hats, stickers, and conveys the importance of fire safety.

Fire Captain Matt Schechla (Facilities & Equipment and EMS Coordinator) covers the station maintenance and emergency medical services and said Station 26 covers approximately 90 square miles. Cardiac arrest is the most serious call they can respond to, and of the 300,000 cardiac arrests that occur annually nationwide, 92% don't survive. On average, Winters Fire responds to 700 calls per year, with 64% being medical emergencies, and responds to 5-10 cardiac arrests annually. Matt is currently working on getting AED's into the Police patrol cars and into the school district. WFD always trains for the worst case scenario, with the goal of being better prepared to respond and treat cardiac arrest calls. Unfortunately, when a cardiac arrest occurs, brain damage occurs within 4-8 minutes and brain tissue is dead within 10-15 minutes. CPR starts ASAP and bystander CPR is key! Defibrillation also starts ASAP. It can take as many as 7 EMS personnel for a cardiac arrest call.

City Manager John Donlevy said "Pulse Point" contains 2 apps for your phone: notifies you if CPR is needed within 300 feet of your location, and also identifies the closest AED. As a bonus, it also receives Winters Fire calls!

Captain Lopez summarized the presentation by saying the department is actively engaged in the community through public education programs, they are working on the implementation of AED's with the Police Department and WJUSD, and staff continues to recruit, develop and mentor volunteers. Administration and operations continue to network and improve efficiency in the resources provided, and expected growth and development will continue to impact department operations.

Council Member Biasi thanked all the Fire Captains for all the work they do and said the fire department has come a long way. With the limited number of full-time staff, they do a great job. Mayor Cowan also thanked them for their service. Brad thanked the team and said that volunteers are the backbone of the organization.

## DISCUSSION ITEMS

1. Consideration of Resolution No. 2017-43, Approving a Public Improvements Reimbursement Agreement between the City of Winters and HBT of Winters Highlands LLC (Stone's Throw Development)

City Attorney Ethan Walsh gave an overview and said the proposed public improvements reimbursement agreement provides that the developer would commit to construction improvements but would enter into a reimbursement agreement so when the building goes forward, the developer would be reimbursed. The improvements will benefit their property as well as other properties in the area. The Public Improvement Agreement has previously been approved; this is the reimbursement mechanism.

Council Member Biasi asked if all the property owners in the area are in agreement and Ethan replied no, the agreement was not taken to all the other developments because they are not ready to develop now. The City will be developing a mechanism to calculate the impact fees for these properties. Within the agreement is Exhibit D, the proportionate share of costs for benefitting properties, which will be processed under separate agreements.

Motion by Council Member Neu, second by Council Member Loren to approve Resolution 2017-43 approving a Public Improvements Reimbursement Agreement between the City of Winters and HBT of Winters Highlands LLC (Stone's Throw Development.) Motion carried with the following vote:

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

2. Parking Study Update

City Manager Donlevy gave an overview and said all of the data has been provided to the consultant, Kimley Horn, who will provide a draft report and recommendations the week of September 5<sup>th</sup>. The parking committee will review this information the following week and will hold community meeting #2 the week of October 9<sup>th</sup> that will also include the City Council and Planning Commission for an overall parking plan. The completion and adoption of the plan is expected sometime in November, 2017.

3. Succession Planning

City Manager Donlevy gave an overview and said succession planning was part of the recent City Manager performance evaluation by the City Council. Staff is trying to come up with an overall plan to retain the overall knowledge base and the retention of information, the continuity of operations, and the maintenance of systems.

Council Member Loren asked about the City Clerk and Treasurer positions that are currently elected positions and how the City will be handling these. Will these positions be included on the ballot next year? City Manager Donlevy said staff will be bringing recommendations forward. Mayor Cowan thanked City Manager Donlevy for his report on an important topic.

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

1. None
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CITY MANAGER REPORT: Will meet with CalTrans as the signal is kicking off again. Mayor Cowan said unfortunately the roundabout construction will coincide with walnut harvest. The PG&E GOTTC Grand Opening is scheduled for Wednesday, September 27 and a program of the events scheduled will be provided.

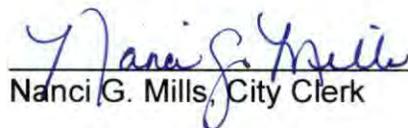
ADJOURNMENT: Mayor Cowan adjourned the meeting at 7:57 p.m.



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Wade Cowan, MAYOR

ATTEST:



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Nanci G. Mills, City Clerk