



Winters City Council Meeting  
City Council Chambers  
318 First Street  
Tuesday, September 18, 2018

*Members of the City Council*

*Bill Biasi, Mayor  
Wade Cowan, Mayor Pro-Tempore  
Harold Anderson  
Jesse Loren  
Pierre Neu*

*John W. Donlevy, Jr., City Manager  
Ethan Walsh, City Attorney  
Tracy Jensen, City Clerk*

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**5:30 p.m. – Executive Session**

**AGENDA**

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

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

Conference with Joint Powers Agency - Insurance Liability - Pursuant to Government Code Section 54956.95

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**6:30 p.m. – Regular Session**

**AGENDA**

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, September 4, 2018 (pp. 5-9)
- B. Final Acceptance and Notice of Completion for Well #6 Rehabilitation (pp. 10)
- C. Final Acceptance and Notice of Completion for the Futsal Court (pp. 11)
- D. Sacramento Yolo Mosquito Vector Control District Appointment (pp. 12-13)
- E. Proclamation of the City Council of the City of Winters Recognizing September 22-29, 2018 as Falls Prevention Awareness Week in the City of Winters (pp. 14-16)
- F. Street Closure Request and Amplified Sound Permit Application for the Winters High School Homecoming Rally (pp. 17-20)
- G. Street Closure Request and Amplified Sound Permit Application for the PorchFest Winters Music Stroll (pp. 21-29)

PRESENTATIONS

None

DISCUSSION ITEMS

1. Public Hearing and Consideration of the Proposed Downtown Parking Master Plan (pp. 30-187)
2. Consideration of Resolution 2018-53, a Resolution of the City Council Authorizing Additional Funding from the Affordable Housing Trust Fund and from HOME Program Income for the Domus Blue Mountain Terrace Senior Housing Project (pp. 188-199)
3. Consideration of Resolution 2018-56 and 2018-57 Regarding the City's Participation in the Golden State Finance Authority PACE Programs (pp. 200-222)

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

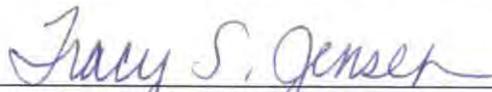
1. None
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CITY MANAGER REPORT

INFORMATION ONLY

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the September 18, 2018 regular meeting of the Winters City Council was posted on the City of Winters website at [www.cityofwinters.org](http://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 September 13, 2018, and made available to the public during normal business hours.

  
\_\_\_\_\_  
Tracy S. Jensen, 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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*Any attachments to the agenda that are not available online may be viewed at the City Clerk's Office or locations where the hard copy packet is available.*

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*City Hall – Finance Office - 318 First Street*

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Minutes of a Regular Meeting of the Winters City Council  
Held on September 4, 2018

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Mayor Bill Biasi called the meeting to order at 6:30 p.m.

Present: Council Members Harold Anderson, Wade Cowan, Jesse Loren, Pierre Neu, Mayor Bill Biasi

Absent: None

Staff: City Manager John W. Donlevy, Jr., City Attorney Ethan Walsh, Housing/Economic Development Manager Dan Maguire, Building Official Gene Ashdown, Management Analyst Kristine DeGuerre, Fire Captains Brad Lopez and Matt Schechla, Police Chief John Miller, Sergeant Jose Ramirez, Corporal Gordon Brown, and City Clerk Tracy Jensen.

Mike Sebastian 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 Cowan to approve the agenda with no changes. Motion carried with the following vote:

AYES: Council Members Anderson, Cowan, Loren, Neu, Mayor Biasi

NOES: None

ABSENT: None

ABSTAIN: None

COUNCIL/STAFF COMMENTS

PUBLIC COMMENTS: Tina Lowden, 320 Niemann St., said she is interested in the beautification of downtown Winters and would like to volunteer as a member of the Winters Downtown Beautification Committee.

Wally Pearce, representing the Elder Day Council, requested Council to draft a resolution to recognize September 22-29, 2018 as Falls Prevention Awareness Week, targeting those residents 65 years and older.

### CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, August 21, 2018
- B. Fairfield Inn Hotel - Development Impact Fee Payment Agreement
- C. Public Improvement Agreement for Fairfield Inn Hotel Project
- D. Street Closure Request for the Festival de la Comunidad
- E. Request for Proposal (RFP) for Administrative Subcontractor for HOME Program Funding in the Blue Mountain Terrace Senior Apartments Project

City Manager Donlevy gave an overview. Council Member Anderson recused himself from Item D due to a possible conflict of interest due to the location of his property in relation to the location of this event. Council Member Loren also recused herself from Item D, as she is currently a Festival de la Comunidad committee member. Motion by Council Member Cowan, second by Council Member Neu to approve Consent Items A, B, C, and E. Motion carried with the following vote:

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

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

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

### PRESENTATIONS

City Manager Donlevy recounted how City personnel and YEMSA representatives, including Director Kristin Weivoda, worked together to upgrade the ambulance services we now have in Winters, increasing the ambulance response time from 20 minutes in 2004 to less than 4 minutes today.

Fire Captain Matt Schechla introduced and recognized the following emergency personnel: Paramedic and EMT in Ambulance AMR322, Lisa Dolezal and Hollay Shayegi, along with Winters Fire First Responders Brad Lopez, Aiden Draper,

Jon Hunt, and Steve Grisham, who were all dispatched to a call involving an adult male in cardiac arrest on July 22<sup>nd</sup>.

Kristin Weivoda, Yolo County Emergency Services Administrator (YEMSA) said the whole system is engaged during a cardiac arrest: early recognition, high performance CPR, and the hospital doing the right thing. Many moving parts came together on July 22<sup>nd</sup> for a positive outcome that shows a commitment to the community. Kristin, along with Jessi Scofield, EMS Specialist II, recognized first responders Fire Captain Brad Lopez, Firefighters Aiden Draper, Jon Hunt, Steve Grisham, Police Sergeant Jose Ramirez and Police Corporal Gordon Brown. She then introduced the victim and presented a lifesaving award to his son, who actually started performing CPR on his father. Captain Lopez said the recognition truly goes to the survivor's son, Oswaldo, who should be commended for the courage and effort it took to do such a courageous thing by beginning CPR while emergency personnel were in route. Oswaldo said he was grateful to share this opportunity with everyone and said he learned about CPR when he was a cadet in the Winters Fire Cadet Program in 2016.

Mayor Biasi then presented Mike Sebastian with a Certificate of Recognition for his service to the City of Winters as the City Treasurer, a position he has held since 2006. On behalf of the City Council, Mayor Biasi thanked Mike for his service to the community and thanked him for all he has done for the City of Winters.

### DISCUSSION ITEMS

1. Public Hearing and City Council Consideration of Return of State CDBG Grant Funds and Re-Application for Proposed Senior Center and Senior Services

Housing/Economic Development Manager Dan Maguire gave an overview and requested that Council approve the disencumbrance of the existing CDBG awarded funds and adopt Resolution 2018-54, approving an application for up to \$5,000,000 in funding from the State CDBG Program for the construction of a 6,000 square foot senior center. Failure to disencumber the existing CDBG grant would result in a penalty to the City that would impact its ability to receive future funding.

Mayor Biasi opened the public hearing at 7:06 p.m. and closed the public hearing at 7:06 p.m. with no comments made.

Council Member Loren said Council has previously discussed this issue and although it's unnatural to give money back, it is part of the process and the City shall prevail. Council Member Cowan said there are ways to fill the gap and this will be a good opportunity to get everything we want out of the Senior Center. As

a member of the Affordable Housing Steering Committee, Mayor Biasi said they talked about funding issues with the Domus project but agreed that this is a positive step forward.

Motion by Council Member Loren, second by Council Member Neu to approve the disencumbrance of the 15-CDBG-10578 agreement with the State Housing and Community Development Department (HCD) and adopt Resolution 2018-54 approving an application for up to \$5,000,000 in funding from the State CDBG Program for the construction of a 6,000 square foot senior center, provide senior services and if awarded, authorize the execution of the grant agreement and any amendments for the project. Motion carried with the following vote:

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

## 2. Building Permitting System - Same Day Permitting

City Manager Donlevy gave an overview and said October 9<sup>th</sup> will be the start date for a same-day permitting system for a number of eligible uses. The City will do their best to streamline the process to make it easy for people to come in and get those permits, which comes as a result of the EDAC meetings. Permits will be issued in an expedited manner during specific hours. Preparation is the most important aspect, although the education process goes along with it. While recently visiting TI (Tenant Improvement) Tuesday at the City of Vacaville, \$20,000 in permits were issued in approximately 45 minutes. The building division on the City's website will be more user friendly and will include effective checklists. The "eligible Uses" will require a less vigorous plan review with a higher level of inspection. A workshop will be held for the local contractors to talk about the new program and to hand out building inspection checklists. Staff will educate, prepare and be ready for the launch on Tuesday, October 9<sup>th</sup>. Building Official Gene Ashdown described Vacaville's TI Tuesday as a swift program that requires training for the contractor and City staff, with an emphasis on inspection time. Incentives for contractors could include code books at cost. Gene said he sees no drawback with this system and thanked City Manager Donlevy for the opportunity and thanked Management Analyst Kristine DeGuerre for her preparation work. Kristine said she is excited to streamline and expedite the process.

Local contractor Don Jordan said it's a great idea and it works great in Vacaville. Council Member Cowan agreed and said it encourages people to get permits, and you can get a permit in one day for smaller jobs. This helps in all aspects and is a good improvement in the building department, making the department work more efficiently. Mayor Biasi asked what would happen if Gene was absent

on a Tuesday and Gene said he would limit those absences and said TI Tuesday will be a top priority on those days. Mayor Biasi said this is a good step forward and the work will be inspected and safer - it's a win-win. A checklist is the key and contractors will know what to bring in beforehand. City Manager once again spoke about offering incentives for contractors to attend a meeting to describe the program, including a coupon toward permit costs. Council Member Neu said the building department is doing a fine job, getting things out and making it easier for contractors, and said he is happy that the City is beginning this program.

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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: Putah Creek Phase 3 started today and we're told that water will be flowing by the end of the month. Council approved some Fairfield Inn items tonight, including the Public Improvement and Maintenance Agreement. Every aspect of project implementation has been finalized. Bathrooms for the downtown hotel have been submitted. Blue Mountain Terrace will be coming to Council on 9/18 for the final piece of financing. Dan said there is a 2-month timeline for value engineering and they will be ready for a permit in 2 months. The Winters Healthcare Foundation project is ramping up toward construction and Gene said a pre-construction meeting will be held. He will also be issuing permits on the various housing projects. City Manager Donlevy said a letter he received from the State Emergency Medical Authorization who oversees ambulance services is in his top five. Fire Chief Scotty Dozier was able to produce a letter from 1998 when the ambulance was licensed to the Winters Fire District, which was the golden ticket and led to the ambulance service we have today. Mike Sebastian was given the Fireman/EMT award in 1982, the first time it was given, and Peg Dozier drove the ambulance. Based on their efforts and their legacy, tonight would not have happened.

INFORMATION ONLY: None

ADJOURNMENT: Mayor Biasi adjourned the meeting at 7:37 p.m.

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Bill Biasi, MAYOR

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Tracy S. Jensen, City Clerk



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Council Members  
**DATE:** September 18 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager *JW*  
**FROM:** Carol Scianna, Environmental Services Manager *CS*  
**SUBJECT:** Final Acceptance of Well 6 Rehabilitation Project

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**RECOMMENDATION:** Staff recommends that the City Council accept the Well 6 Rehabilitation Project improvements as complete and direct the City Clerk to file a Notice of Completion.

**BACKGROUND:** The City entered into a contract No. 005-16A with Utility Service Company, Inc (USGI) for ongoing rehabilitation and maintenance for Well 6 in May 2016 at a cost of \$13,000 annually. The duration of the service contract is 10 years and includes:

- Well rehabilitation installation of maintenance equipment
- Repair or replacement of pumps as needed
- Future Rehab at no cost
- Annual Maintenance
- Annual Performance Test and Call out service

Initial rehabilitation work began in May 2016 with pump efficiency testing, rehabilitation and video of well casing. Beginning pump capacity was noted at 700 gallons per minute (GPM). USCI contracted with Eaton Pump to pull the well and do the rehab work. The well video revealed a hole in the well casing. The well pedestal height did not meet current Department of Drinking Water (DDW) Standards. It was also determined that new bowls were needed. These items were not included as part of the maintenance contract with USCI. The cost for the additional work required was \$75,187.46. This work will extend the life of the well for 10-20 years and has increased pumping capacity to 1200 GPM.

**DISCUSSION:** The well improvements have been completed in accordance with the approved contract and per DDW standards. Staff recommends the City Council accept the improvements and direct the City Clerk to file a Notice of Completion.

**FISCAL IMPACT:** No funding impacts are associated with this request.



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Council Members  
**DATE:** September 18 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Eric Lucero, Public Works Superintendent  
**SUBJECT:** Final Acceptance of Futsal Court Project

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**RECOMMENDATION:** Staff recommends that the City Council accept the Futsal Court Project as complete and direct the City Clerk to file a Notice of Completion.

**BACKGROUND:** City staff received approval from Council to build a futsal court at City Park funded by PG&E on May 18, 2017. After design and bid results, the City entered into a contract with Vintage Paving. Scope of work for Vintage Paving was:

- Excavating
- Compacting
- Grading 6" Class 2 AB
- Paving 3" AC

Vintage started work on September 5, 2017 and ended on September 11, 2017. Costs: \$47,690

The project was put on hold until late October to allow the new play structure to be built. The City also entered into contract with RV Striping. Scope of work for RV Striping was:

- Pressure washing pad
- Taping
- Painting stripes
- Painting two colors on court

RV Striping started work on October 23, 2017 and finished on October 25, 2017. Costs \$15,900

The rest of the work was done by the Public Works staff, which included replacing and re-routing all irrigation in that area, pouring an 8" concrete boarder, pouring concrete pads for the goals, setting fence posts, hanging and attaching the fencing, pouring concrete sidewalks to the gates, laying conduit, pulling wire and setting new LED lights at each end. Costs \$22,815.57  
Total costs of project \$86,405.57 Total budget from PG&E \$100,000

**DISCUSSION:** The project was completed in accordance with the approved contract. Staff recommends the City Council accept the project and direct the City Clerk to file a Notice of Completion.

**FISCAL IMPACT:** No funding impacts are associated with this request.



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Councilmembers  
**DATE:** September 18, 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Tracy Jensen, Records & Info Manager and City Clerk  
**SUBJECT:** Sacramento-Yolo Mosquito Vector Control District Appointment

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**RECOMMENDATION:**

Staff recommends that City Council approve the interim appointment of Gar House to complete the current term of appointment for Trustee Greg Lanzaro to represent the City of Winters as a member of the Board of Trustees of the Sacramento-Yolo Mosquito Vector Control District. This term of appointment is scheduled to expire on December 31, 2019.

**BACKGROUND:**

On June 18, 1946, the Sacramento County-Yolo County Mosquito Abatement District was formed by joint resolution of the Board of Supervisors for Sacramento and Yolo Counties. The motivating force for the formation of the District was the desire of the people for protection against mosquito-borne diseases and relief from serious pest nuisance. In July of 1990, the District Board voted by resolution to change the name of the District to the Sacramento-Yolo Mosquito and Vector Control District to better reflect the expanded services and responsibilities the District assumed regarding ticks, yellowjackets, and other vectors. Within the District boundaries are 2,013 square miles, encompassing both Sacramento and Yolo Counties.

The Board of Trustees consists of twelve members from Yolo and Sacramento Counties, and the cities of Woodland, Sacramento, Galt, Folsom, Isleton, West Sacramento, Elk Grove, Davis, Citrus Heights and Winters.

Carol Scianna, Environmental Services Manager for the City of Winters, was briefly appointed as the interim trustee at the 8/21/2018 City Council meeting until a member of the community could step in and fill the vacancy.

**FISCAL IMPACT:** None by this action.



Application for Appointment to City Board and Commissions

Application for: Sacramento Yolo Mosquito Vector Control District  
(Name of Board/Commission - If applying for multiple positions please list in order of preference)

Name: Gar House

Home Address: 704 West Main Street Winters, CA 95694

Home #: 530-794-6031 Mobile #: 760-522-7777 Are you at least 18 years old? Yes  No

Email Address: GARHOUSE@GMAIL.COM

Why do you wish to serve as a member of this board or commission?  
I have a personal interest in this complicated issue which is impacted by a host of physical, biological and social factors including climate, water, habitats (both macro and micro) and societal awareness and acceptance.

Have you verified your ability to attend regular meetings as scheduled? Yes

List your past and present government experience:	Civic Groups/Clubs/Professional Organization:
	<u>Sustainable Communities Civic Org</u>
	<u>South Vista Communities Member</u>
	<u>Various civic Boards - Member</u>

Other experience which you feel would be helpful to bring to the attention of the City Council in making this appointment:  
I will bring an ecosystem approach perspective to the table. My educational and experiential background in ecosystem ecology provides me with a "birds eye" view of this very multifaceted and complicated issue.

Education (Include high school, college and/or university, and graduate study):  
UCLA BA  
UC DAVIS Agriculture BS  
Univ. of Georgia PhD Ecology

Do you have any interests or associations which might present a conflict of interest? Yes  No   
Please explain: \_\_\_\_\_

[Signature]  
(Signature) (Type name if returning via e-mail or print and sign)

September 6, 2018  
Date

Board/Commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings.  
Board/Commission members are required to satisfy the local ethics training requirement mandated by Government Code Sections 53234 and may be removed if proof of attendance is not filed with the Office of the City Clerk within 60 days of appointment. Additionally, ethics training needs to be repeated every two years. Classroom and on-line training resources will be provided.  
Commissioners are required to file statements of economic interest.

Please return application to: City of Winters, Attn: City Clerk, 318 First Street, Winters, CA 95694



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Councilmembers  
**DATE:** September 18, 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Tracy Jensen, Records & Information Manager & City Clerk  
**SUBJECT:** Proclamation Recognizing September 22-29, 2018 as Falls Prevention Awareness Week in the City of Winters

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**RECOMMENDATION:** Approval of the Proclamation recognizing September 22-29, 2018 as Falls Prevention Awareness Week in the City of Winters.

**BACKGROUND:** Among older adults age 65 and older, falls are the leading cause of injury deaths, unintentional injuries, and hospital visits due to trauma. It is estimated that one in three older adults falls each year, which can take a serious toll on older adults' quality of life and independence. Falls among older adults is a serious issue, but research has shown that many fall risks can be reduced. To recognize this critical issue, at the state level, SCR 77 (D-Lowenthal) was passed in 2008 declaring the first week of Fall each year as Fall Prevention Awareness Week.

At the heart of this initiative is the message that falls are preventable. During Fall Prevention Awareness Week, California's fall prevention coalitions, health care providers, and senior service agencies will hold presentations, health fairs, screenings, and workshops to raise awareness among older adults and their families and caregivers, elder care professionals, and the general public about the seriousness of falls and ways to reduce fall risk.

**FISCAL IMPACT:** None

## PROCLAMATION

### **A Proclamation of the City Council of the City of Winters Recognizing September 22-29, 2018, as Falls Prevention Awareness Week in the City of Winters**

**WHEREAS**, this year marks the 11<sup>th</sup> anniversary of *Falls Prevention Awareness Day* and the theme for 2018 is for a week starting Saturday, September 22<sup>nd</sup> communities will “*Take a Stand to Prevent Falls;*” and

**WHEREAS**, the recognition of *Falls Prevention Awareness Week* is meant to unite healthcare providers, policymakers, caregivers, family and community in creating awareness of the frequency and dangers of falls, especially among the elderly, and ways to prevent them; and

**WHEREAS**, on an annual basis, one fourth of Americans over the age of 65 suffer from a fall, or death from falls-related injuries. Every 11 seconds an older adult is treated in the emergency room for a fall. Every 19 minutes an older adult dies from a fall. These statistics are expected to increase to seven every hour by the year 2030, according to the U.S. Center for Disease Control and Prevention; and

**WHEREAS**, according to the most recent data available from the California Public Health Department, in Yolo County, hundreds of people over the age of 65 were treated in an emergency trauma center for falls-related injuries in 2015, with nearly 300 hospitalized; and

**WHEREAS**, falls are caused by health and environmental risk factors, but are largely preventable through the use of good healthcare and proven fall prevention programs, and education; and

**WHEREAS**, the Winters Elder Day Council is an advisory group on older adult matters to the City of Winters City Council; and

**WHEREAS**, Yolo County associated agencies established older adult fall prevention programs based in large part on the award-winning “A Matter of Balance” curriculum, a course that teaches cognitive behavior and physical activities designed to prevent falls, and the program has resulted in a significant number of older adults graduating from fall prevention classes.

**NOW, THEREFORE, BE IT PROCLAIMED**, that the City of Winters City Council does hereby recognize September 22-29, 2018, as Falls Prevention Awareness Week in the City of Winters.

**I HEREBY CERTIFY** that the foregoing Proclamation was adopted by the City Council of the City of Winters at a regular meeting held on the 18<sup>th</sup> day of September, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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**Bill Biasi, MAYOR**

**ATTEST:**

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**Tracy S. Jensen, City Clerk**



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Council Members  
**DATE :** September 18, 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Tracy Jensen, Records & Information Manager/City Clerk  
**SUBJECT:** Street Closure Request & Amplified Sound Permit Application for the Winters High School Homecoming Rally

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**RECOMMENDATION:**

Approve the Request for Street Closure and Amplified Sound Permit Application to allow for the Winters High School Homecoming Rally.

**BACKGROUND:**

The Winters High School will be holding its Annual Homecoming Rally on Friday, September 28, 2018 in and around the Main and First Street intersection.

Per the City's Street Closure Ordinance, this request requires Council approval for the identified streets on the attached street closure form.

**FISCAL IMPACT:**

None by this action.



**City of Winters Request for Street Closure**

This application is for citizens or groups that have occasion to request that streets be temporarily closed for such things as bicycle races, running contests, block parties and other such events requiring the re-routing of traffic. **For a parade or amplified sound an additional permit is required.**

A request to close streets shall be filed with the Police and Public Works Departments at least ten (10) business days prior to the date the street would be closed.

There shall be no closure of the following streets without Council approval:

1. Main Street
2. Railroad Street
3. Grant Avenue
4. Valley Oak Drive
5. Abbey Street

Request to close these streets shall be processed in much the same manner except that the request shall be submitted to the City Council by the Police Department. Requests to close the streets herein listed shall be submitted at least thirty (30) business days prior to the street closure.

Requests for street closures that are not submitted by the minimum time lines may be granted only by the Winters City Council.

Name: <u>Courtney Casavecchia</u>	Organization: <u>WHS ASB</u>
Address: <u>954 Potter St.</u>	Mailing Address: <u>101 Grant Ave</u>
Telephone: <u>(530) 515-2094</u>	Today's Date: <u>9/5/18</u>
Streets Requested: <u>Main St. &amp; 1st</u>	
Date of Street Closure: <u>9/28/18</u>	Time of Street Closure: <u>10:00<sup>am</sup> - 1:15pm</u>
Description of Activity: <u>downtown rally → parade &amp; rally in intersection</u>	
Services Requested of City: <u>1-2 Winters PD (to assist w/ traffic) &amp; road blocks ≈ 8</u>	
APPROVED: _____ Police Department _____ Public Works Department	

Date of Application: 9-5-18

To City Council: 9/18/18

Name of Person(s)/ Organization: Winters High School ASB

Contact: Courtney Casavecchia

Business Address: 101 Grant Ave

Telephone: (530) 795-6140

Winters, CA 957094

Telephone: (530) 795-6140

(530) 515-2092

Type of Event: Homecoming Downtown Rally (rally + parade)

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

Date/Time of Event: 9/28/18 10:00-1:15 From: 7 To: \_\_\_\_\_

Location/Address of Event: Main & 1st intersection

Rated Output of Amplifier in Watts: \_\_\_\_\_

Number of Speakers: = 4

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

Signature: Courtney Casavecchia

For City Use Only

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

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

Police Department:  Approved  Denied Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

City Council:  Approved  Denied Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

### City of Winters Request for Street Closure

Please provide a listing of the names and signatures of people living on the street (s) to be closed and acknowledging that they know why the closure is requested and that they agree to the closure. Attach additional sheets if necessary.

<del>Julie Becker</del>	<del>9/5/18</del>
Julie Becker	9/5/18
TRACY TIER	9/5/18
Frank Carney -	Buckhorn Catering 9/5
	VPC FIVE
Maria Stephens	Adry's 9/5
Charlene	Pueblo 9/5
<del>John</del>	<del>Velo City 9/5</del>
<del>John</del>	<del>Pacific Hardware 9/5</del>
Jeliana Alva	WHF 9/5
Elisabeth Ayala	WHF 9/5
<del>Michelle</del>	<del>Serendipity</del>
Matthew	BOV 9/5/18
Michael A. Sears	Designworks 9/5/18
<del>John</del>	<del>GIRL MARTI 9/5/18</del>
Rosa	9/5/18
JAMELE WROTEN	STEADY EDDYS 9/5/18
Andrew Fricker	The Palms Playhouse 9/5/18
Jan DeWitt	KW Real Estate 9-5-18
Isabel Martinez	
MIDDLETON	
Tom DeWitt	9/5/18
George	9/5/18



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Councilmembers  
**DATE :** September 18, 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Tracy Jensen, Records & Info. Manager/City Clerk  
**SUBJECT:** Street Closure Request and Amplified Sound Permit for the PorchFest Winters Music Stroll

---

**RECOMMENDATION:**

Staff recommends the approval of the Street Closure Request and Amplified Sound Permit for the PorchFest Winters Music Stroll, sponsored by Winters Music Boosters.

**BACKGROUND:**

The PorchFest Winters Music Stroll is a non-profit music event to benefit the Winters Music Boosters and is being held on Sunday, September 23<sup>rd</sup> from 12pm - 6pm.

Homeowners act as hosts for small bands on various porches and lawns, where the bands will rotate with different genres represented. City Park will host a children's stage, food trucks, art vendors, and a Winters Music Boosters bake sale.

Staff is working with Porchfest on a final permit which will cover security, liability insurance, porta potties, trash and traffic controls.

The streets that have been requested for closure include the following:

- Main Street from 1<sup>st</sup> to 4<sup>th</sup> Street.

**FISCAL IMPACT:** TBD (signage, barricade placement)

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CITY OF WINTERS



City of Winters Request for Street Closure

This application is for citizens or groups that have occasion to request that streets be temporarily closed for such things as bicycle races, running contests, block parties and other such events requiring the re-routing of traffic. For a parade or amplified sound an additional permit is required.

A request to close streets shall be filed with the Police and Public Works Departments at least ten (10) business days prior to the date the street would be closed.

There shall be no closure of the following streets without Council approval:

1. Main Street
2. Railroad Street
3. Grant Avenue
4. Valley Oak Drive
5. Abbey Street

Request to close these streets shall be processed in much the same manner except that the request shall be submitted to the City Council by the Police Department. Requests to close the streets herein listed shall be submitted at least thirty (30) business days prior to the street closure.

Requests for street closures that are not submitted by the minimum time lines may be granted only by the Winters City Council.

Name: <u>Sarah Madsen</u>	Organization: <u>HLP Productions</u> <u>Winters MusicBoasters</u>
Address: <u>1007 Village Circle</u>	Mailing Address: <u>same</u>
Telephone: <u>(530)505 1065</u>	Today's Date: <u>7/10/18</u>
Streets Requested: <u>MAIN ST, <del>RUSSELL ST</del>, 2nd st, 3rd st, 4th st.</u>	
Date of Street Closure: <u>9/23/18</u>	Time of Street Closure: <u>9am - 8pm</u>
Description of Activity: <u>Porchfest Music Stroll. Residents host bands on porches or yards, food trucks, art vendors.</u>	
Services Requested of City: <u>street closure signs</u>	
APPROVED: _____ Police Department _____ Public Works Department	

City of Winters Request for Street Closure

\*MAIN Street

Please provide a listing of the names and signatures of people living on the street (s) to be closed and acknowledging that they know why the closure is requested and that they agree to the closure. Attach additional sheets if necessary.

226 2nd	Lisa Jordan	Lisa Jordan
204 Main St.	Pierre Neu	Pierre Neu
206 Main St.	Christina Cogdell	Christina Cogdell
209 Main St.	Marco	
208 Main St.	Joseph T. Hayward	Tamontana
210 Main St.	Vallecillo	Vallecillo
212 Main St.	<del>Smith</del>	Smith
213 Main St.	Nora Lang	Nora Lang
301 Main St.	Rogelio Ojando	Ojando
300 Main St.	Quintana	Quintana
302 Main St.	Peter	Peter
306 Main St.	Rick Huenz	<del>Rick</del> Rick Huenz
308 Main St.	C. Gonzalez	C. Gonzalez
311 Main St.	A. Karnos	A. Karnos
309 Main St.	Andy Thompson	Andy Thompson
307 Main St.	Joel Kling	<del>schubert</del> Kling
304 Main St.	Carrie Gray	Gray
305 Main St.	Vickery	Vickery
303 Main St.	Perry	Perry
205 Main St.	Reez	Reez

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JUL 13 2018

CITY OF WINTERS

City of Winters Request for Street Closure

\*Russell Street

Please provide a listing of the names and signatures of people living on the street (s) to be closed and acknowledging that they know why the closure is requested and that they agree to the closure. Attach additional sheets if necessary.

201 4th St: ERIC JEFFERS

316 Russell: Peggy Grol *brat*

311 Russell: Nancy McLaughlin *Nancy McLaughlin*

307 Russell: STEPHANIE Myers *Stephanie Myers*

\* 305 Russell: Ragan K. Gordon

312 Russell: Lina J. Redmon *Redmon*

303 Russell: Angela Gramer *Angela Gramer*

301 Russell: Chris Rose *Chris Rose*

\* 211 Russell: Gina Plouderer

210 Russell: - 501 - Sinauer Sunche -

209 Russell: (vacant rental)

204 Russell: Gaylene Anderson *Gaylene Anderson*

202 Russell: Emma C. Vahllo *Emma C. Vahllo*

206 Russell: Elton *Elton*

4th

200 ~~4th~~ Fourth *WNS*

201 Fourth

208 Fourth WNS not in session Sunday *Karen Nul*

3rd St

310 Main St WTHF *Quane Finney*  
WNS

Date of Application: 7/10/18

To City Council: \_\_\_\_\_

Name of Person(s)/

Organization: HapaHole Productions Presents

Contact: Sarah Madson

Business Address: 1007 Village Circle

Telephone: \*707-631-7278  
530-505-1065

WINTERS, CA 95694

Telephone: (707) 631-7278 / (530) 505-1065

Type of Event:

Porchfest Winters Music Stroll

Fundraise for Music Boosters

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

Music Festival Fundraiser

Date/Time of Event: Sunday 9/23/18

From: 12pm To: 6pm

Location/Address of Event:

Main Street from 1st-4th street

Russell Street from 1st-4th street

Rated Output of Amplifier in Watts:

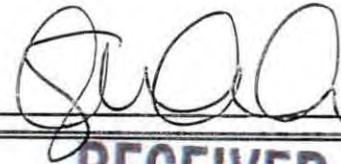
100 (guitar Amps)

Number of Speakers:

12 spread out

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

Signature:



For City Use Only

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

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

Police Department:  Approved  Denied

Date:

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JUL 13 2018  
CITY OF WINTERS

Authorized Signature: \_\_\_\_\_

City Council:  Approved  Denied

Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Address	Owner's Last Name	Object	Approve/Sign	NH*
Alsu Jordan	Jordan			
204 Main St	Neu		x [Signature]	
206 Main St	Cogdell		x [Signature]	
208 Main St	TRAMUNETA		x [Signature]	
210 Main St	Valleullo			x x
212 Main St.	Smith		[Signature]	
213 Main St	[Signature]		Nora Cary	
209 Main St	Carrasco		x [Signature]	
205 Main St	Perez		x [Signature]	
300 Main St	Quintana			x x
301 Main St.	Ogando		x [Signature]	
302 Main St	Petersen		x [Signature]	
303 Main St	Perry		x [Signature]	
304 Main St	Graf		[Signature]	
306 Main St	Heines		x [Signature]	
308 Main St	Gonzalez		x [Signature]	
309 Main St	Thompson		x [Signature]	
305 Main St	Vickrey		x [Signature]	x x
311 Main St	KORMOS		[Signature]	
311 Russell St.	McLaughlin		x [Signature]	x x
307 Russell St	Migero		x [Signature]	
305 Russell St	Holton		x [Signature]	
303 Russell St	Cramer		x [Signature]	x x
301 Russell St	Rose		x [Signature]	
211 Russell St	Mondelen		x [Signature]	
202 Russell St	VanGulic			x x
204 Russell St	Anderson		- [Signature]	
210 Russell St	Sanchez		x [Signature]	
312 Russell St	Rodriguez		x [Signature]	
316 Russell St	Graf		x [Signature]	

\* NH-Attempted to contact but noone was home.

307 Main St

206 Russell St

Kling

Biracasa

x [Signature]

x [Signature]

RECEIVED

JUL 10 2018

CITY OF WINTERS



Special Event Application

DESCRIPTION

Event Title: Porchfest Winters

Description : This is a music event (non-profit) to benefit Music Boosters in Winters. Homeowners act as hosts for small bands on various porches/lawns. There is band rotation/shifts with different genres represented. City Park will host a childrens stage. Food trucks, Art vendors, Boosters bake sale. No Alcohol sold.

Will you charge admission? If so, what amount? :

No

Anticipated Attendance: 500

DATE/TIME

Setup Date: 9/23/18 Time: 9am Day of Week: Sunday

Event Starts: Date: 9/23/18 Time: 12pm Day of Week: Sunday

Event Ends: Date: 9/23/18 Time: 6pm Day of Week: Sunday

Dismantle: Date: 9/23/18 Time: 8pm Day of Week: Sunday

LOCATION

Location Description:

Starting @ Anytime Fitness parking lot on Main St - the hub patrons will pick up a map/schedule, stroll down Main St on foot or bikes - listening to music. They can bring a blanket or chairs, visit food trucks, etc. Third st. will cut through for possible spill over to Russell St. if enough interest from bands/host

Host Organization: HHP Presents & Winters Music Boosters

Host Organization Primary Contact & Phone: (707) 631-7278 / (530) 505-1065

**SITE PLAN**

Please submit a detailed site plan identifying Street Names, parking spaces to be closed, location of barriers/barricades, location of all vendor booths/shade canopies, beer gardens or wine tasting areas, and locations of generators and food preparation equipment.

**ENTERTAINMENT AND RELATED ACTIVITIES**

Performer/Band Name & Type of Music:

Multiple, please see attached

Will amplified sound be used? Yes

Provide rated output of amplifier in watts: 100 (guitar amps - no P.A.)

Number of speakers: 8 host sites

**ALCOHOL**

Does your event involve the use of alcohol? No

Circle One:      Free/Host Alcohol      Alcohol Sales      Host & Sale Alcohol      Beer

                         Beer & Wine                      Beer, Wine & Spirits

Please describe your plan to ensure the safe sale or distribution of alcohol at your event.

N/A

**FOOD & GOODS VENDORS**

Does your event include food concession and/or preparation areas?

Yes. Food trucks w/individual prep areas & permits

How do you intend to cook food in the event area?

Will items or services be sold at your event? Independent Art Vendors

If yes please attach a complete list of vendors and include a description of the types of goods/food/services that the vendor provides.

**COMMUNITY OUTREACH**

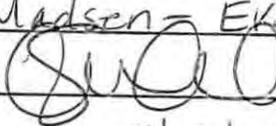
Please attach a copy of your community outreach notice and signature sheet that you provided to the businesses/residents in your event vicinity.

**INSURANCE**

Please attach Commercial General Liability Insurance and a separate additional Insured Endorsement for the Host Organization and all vendors. If your event features alcohol, Liquor Liability Insurance is also required.

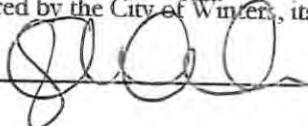
**CERTIFICATION**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event. Applicant agrees to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Winters.

Name of Host Organization: Hapa Hoale Productions / Winters Music Boosters  
Title: Sarah Madsen - Event Manager  
Signature:   
Date: 7/10/18

**INDEMNIFICATION**

The undersigned agrees by their signature that they are an authorized agent/representative for the requesting agency, and further agrees the rules and regulations will be complied with in full. I further agree that I am responsible to the City of Winters for the use and care of City property. I further agree that the nature of the activity will conform to that stated in this application. I agree to indemnify and hold harmless the City of Winters, its officers, agents, and employees against any and all loss, damage and/or liability that may be suffered or incurred by the City of Winters, its officers, agents, and employees.

Signature:  Date: 7/10/18

**FEEES**

Encroachment of Public Right-of-Way \$54.00 per Event  
Business License Fees (per vendor) \$86.00 annual or \$10.00 one-day

non-profit



**CITY COUNCIL  
STAFF REPORT**

**DATE:** September 18, 2018  
**TO:** Mayor and City Council  
**FROM:** John W. Donlevy, Jr., City Manager   
**SUBJECT:** Downtown Parking Master Plan

---

**RECOMMENDATION:**

That the City Council:

1. Receive a Staff Report and Overview of the proposed Downtown Parking Master Plan;
2. Conduct a Public Hearing and receive input and comments related to the proposed plan; and
3. Adopt Resolution 2018-55, A RESOLUTION OF THE CITY OF WINTERS CITY COUNCIL ADOPTING THE DOWNTOWN WINTERS PARKING MASTER PLAN

**BACKGROUND:**

Since June, 2015, the Winters Parking Committee has worked on the analysis and development of an overall strategy to address both current parking issues and future concerns for the Downtown area. The process has involved the hire of a parking consultant, many public meetings and the development of a master plan which is now presented for your consideration.

The Downtown Parking Master Plan is attached along with the report and analysis prepared by the City's parking consultant, Kimley Horn.

**Discussion:**

The Downtown Winters Parking Plan provides an overall strategy and tasks to improve the availability within the main core of the City's commercial district. The central focus and recommendations of the Master Plan are in the following areas:

- Management Body
- Employee Parking
- Event/Overflow Weekend Parking
- On-Street Striping

**Downtown Parking Master Plan  
Agenda Report- September 18, 2018**

**Page 2**

- Zoning and Development Standards
- Future Parking
- Main Street
- Urban Design
- Accessible Parking
- Loading and Unloading Zones
- New and Expanded Parking Lots
- Remote Parking for Special Events
- Parking Structures
- Parking Revenue
- Revenue and Financing Options
- Residential and Commercial Conflicts
- Enforcement
- Electric Vehicle Parking

The goals of the Master Plan are to promote turnover in key/high demand areas of the central business district, while promoting parking availability during the busiest times and during events.

Staff is recommending that the Planning Commission hold a public hearing on the plan, consider and make recommended modifications and recommend adoption to the City Council for approval.

**PROJECT NOTIFICATION:** A notice advertising for the public hearing on this application was prepared by the Community Development Department in accordance with notification procedures set forth in the City of Winters' Municipal Code and State Planning Law and was published in the Winters Express on 9/6/18. Copies of the staff report and all attachments for the proposed project have been on file, available for public review at City Hall since 7/31/18.

**ENVIRONMENTAL ASSESSMENT:** Consider the previously certified and approved CEQA clearance for the Downtown Winters Master Plan in the form of a Mitigated Negative Declaration. Per Section 15060c2 of the CEQA Guidelines, the proposed Downtown Master Plan is not subject to CEQA due to the lack of direct or reasonably foreseeable indirect physical change to the environment which would result from the adoption of the proposed Downtown Winters Parking Master Plan.

**PLANNING COMMISSION ACTION:** Staff recommends the Planning Commission adopt the attached resolution (Attachment 1) recommending the City Council take the following actions:

1. Adopt Resolution 2018-55, A RESOLUTION OF THE CITY OF WINTERS CITY COUNCIL ADOPTING THE DOWNTOWN WINTERS PARKING MASTER PLAN

**CEQA findings:**

1. The City Council finds that based on their review of the Downtown Winters Parking Master Plan find the plan consistent with the Downtown Winters Master Plan and the implementation of the plan are not considered significant enough to require preparation of a subsequent environmental document. In accordance with the California Environmental Quality Act (CEQA), the Downtown Master Plan was found to be consistent with a Community Plan, General Plan, or Zoning per Section 15183 of the CEQA Guidelines. CEQA mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review, except as may be necessary to examine whether there are
2. The City Council has considered comments received on the project during the public review process.

3. The decision not to prepare a subsequent environmental document reflects the independent judgment and analysis of the City of Winters.

**ATTACHMENTS:**

- A. Resolution 2018-55
- B. Downtown Winters Parking Master Plan

**RESOLUTION NO. 2018-55**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS  
ADOPTING THE DOWNTOWN WINTERS PARKING MASTER PLAN**

**WHEREAS**, the Winters City Council held a duly noticed public hearing on September 18, 2018 to review and consider the proposed Downtown Parking Master Plan; and

**WHEREAS**, the City Council reviewed and considered the draft plan and received public input; and

**WHEREAS**, the City Council finds that based the on their review of the Downtown Winters Parking Master Plan find the plan consistent with the Downtown Winters Master Plan and the implementation of the plan are not considered significant enough to require preparation of a subsequent environmental document. In accordance with the California Environmental Quality Act (CEQA), the Downtown Master Plan was found to be consistent with a Community Plan, General Plan, or Zoning per Section 15183 of the CEQA Guidelines. CEQA mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review; and

**WHEREAS**, proper notice of this public hearing was given in all respects required by law; and

**WHEREAS**, the City Council has reviewed all written evidence and all oral testimony presented to date.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Winters, based on substantial evidence in the administrative record of proceedings and pursuant to its independent review and consideration, recommends that the City Council approve the Downtown Winters Parking Master Plan, attached hereto as Exhibit 1.

**PASSED and ADOPTED**, by the City Council of the City of Winters at a regular meeting on the 14th day of August 2018, by the following vote:

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

\_\_\_\_\_  
Bill Biasi, MAYOR

**ATTEST:**

\_\_\_\_\_  
Tracy S. Jensen, City Clerk

**City of Winters  
Parking Master Plan- Final Draft**

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>	<b>Implementation Program</b>
<b>Goal I: Establish a management body to plan and manage parking in collaboration with the City. Management body will be to obtain funding from developers and map parking.</b>			
<b>Management Body</b>	Downtown Property Owners and Businesses	Establish a management body (i.e. BID) to serve as a "Winters Business Association" to plan and manage parking in collaboration with the City. Management body will be to coordinate funding from businesses, property owners, developers and to map and manage parking. The Association will coordinate the formation of a Downtown Assessment/Parking District to finance improvements.	<ol style="list-style-type: none"> <li>1. Solicitation from the business community for the formation of the Winters Business Association.</li> <li>2. Provision of legal guidance through researched examples of similar organizations.</li> </ol> <p>Due Date: Fall, 2018</p>
<b>Parking Benefit District</b>	Downtown Property Owners and Businesses	Established through the Winters Business Association.	
<b>Goal II: Address employee parking within the Downtown core.</b>			
<b>Employee Parking</b>	Winters Business Association	<ol style="list-style-type: none"> <li>1. Establish employee parking locations and protocols.</li> <li>2. Develop enforcement policies to impose graduated violation fees, which increase with the number of offences.</li> </ol>	<ol style="list-style-type: none"> <li>1. Implementation of Recommendations 1 and 2.</li> </ol> <p>Due Date: Fall, 2019</p>

Topic	Lead Entity	Recommendations	Implementation Program
Goal III: Create additional parking for major events and activity periods.			
<b>Event, Overflow and Weekend Parking</b>	Winters Business Association	<ol style="list-style-type: none"> <li>1. Establish remote parking locations at Winters High School (WHS) and at suitable locations on other public and private parcels.</li> <li>2. Provide shuttle service connecting them to downtown venues. Formal agreements with WJUSD and other private parties should be established.</li> <li>3. Facilitate valet service and determine a designated valet lot.</li> <li>4. Facilitate shuttle services for peak season and event parking.</li> </ol>	<ol style="list-style-type: none"> <li>1. Implementation of Recommendations 1-4</li> </ol> Due Date: Fall, 2019
Goal IV: Maximize on street parking			
<b>On-Street Striping</b>	City of Winters	<ol style="list-style-type: none"> <li>1. Establish a striping plan and annual budget to improve striping throughout the Winters Parking District within ¼ mile of Downtown.</li> <li>2. As the Downtown Master Plan develops, consideration should be given to diagonal on-street parking which will provide more parking spaces closer to destinations (when compared to parallel parking).</li> </ol>	<ol style="list-style-type: none"> <li>1. Implementation of Recommendations 1 and 2.</li> </ol> Due Date: Recommendation 1- Summer, 2018 Recommendation 2- Fall, 2018
Goal V: Establish parking policies and standards within the Downtown core.			

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>	<b>Implementation Program</b>
<b>Zoning and Development Standards</b>	City of Winters	Adopt clear and strategic guiding principles as formal policies for the operation and management of public parking.  Define minimum parking requirements for the Downtown.	1. Evaluation of "shared" parking policy and establishment of parking standards for new construction and occupancies.  Due date: Fall, 2019
	City of Winters	Require that all approved parking be made available to the public. This will encourage the sharing of the private parking supply. Private parking should still pay for public spaces through an in-lieu fee.	1. Evaluation of public parking policy and establishment of shared parking standards for new construction and occupancies.  Due date: Fall, 2019
	City of Winters	Clarify parking requirements for reciprocal uses with shared parking facilities. Clarifying this code section will make it easier for reciprocal uses to apply for a shared parking permit.	1. Evaluation of public parking policy and establishment of shared parking standards for new construction and occupancies.  Due date: Fall, 2019
	City of Winters	On-site and remote parking: Make it easier to provide remote parking which will enable multiple uses to share parking facilities and reduce the total demand for parking spaces.	1. City and WBA work to establish strategy on remote parking in Downtown.  Due Date: Fall, 2019
<b>Shared Parking</b>	City of Winters	Establish policies and requirements for new and existing developments to share parking lots.	
<b>Goal VI: Parking Enforcement</b>			
<b>Main Street</b>	Winters Police Dept	Enforce time limits.	1. Re-signage of Downtown time limits.

Topic	Lead Entity	Recommendations	Implementation Program
			2. Begin Parking Enforcement. Due Date: January, 2020
<b>Goal VII: Improved lighting</b>			
<b>Urban Design</b>	City of Winters/Winters Business Association	Improve lighting through implementation of a lighting plan in remote parking lots (Rotary Park, Railroad, Elliot/Abbey, etc.) and trim trees/hedges. Use City standards and consider LED lighting as well as decorative designs.	1. Photometric survey of parking areas. 2. Establish lighting standards. 3. Map and grade parking lighting areas. 4. Establish capital program for the enhancement of Downtown lighting. 5. Purchase and installation as per capital program. Due date: Summer, 2020
	City of Winters	Implement art and landscape where pedestrians will walk or gather.	1. City and WBA to establish Downtown Capital Improvement Program and financing plan for enhanced pedestrian and parking amenities. Due Date: January, 2020
<b>Goal VII: Improve access to parking areas and way finding.</b>			
<b>Signage and Wayfinding</b>	Winters Business Association	Review existing signage and wayfinding to parking and businesses to determine effectiveness, ease of reading/understanding, consistency, etc. Signs should be easily read by motorists, pedestrians, and bicyclists.	

Topic	Lead Entity	Recommendations	Implementation Program
	Winters Business Association	Implement end-user technologies, such as a mobile-responsive website or text-message maps, to enhance wayfinding in the Downtown,	
<b>Goal IX: Improve bike and pedestrian access and facilities within the Downtown core.</b>			
<b>Bike Facilities</b>	City/Winters Business Association	Install and maintain bike parking throughout the Downtown	
	City/Winters Business Association	Bike parking should be part of the overall parking supply at up to 10% of all parking spaces.	
	City/Winters Business Association	Continuously monitor bike demand.	
	Winters Business Association	Establish a bike to car parking ratio.	
<b>Pedestrian Facilities</b>	City of Winters	Repair existing sidewalks throughout the Downtown.	
		:	
	City of Winters	Install new sidewalk at the following locations a. Abbey Street between 1 <sup>st</sup> Street and Railroad Avenue b. Railroad Avenue south of Abbey Street	Due Date: Fall, 2018
	City of Winters	Install ADA compliant sidewalk and curb ramps throughout the City.	See ADA Transition Plan.
	City of Winters	Consider restriping crosswalks at the following intersections: a. Abbey Street / 1 <sup>st</sup> Street	Due Date: Summer, 2018

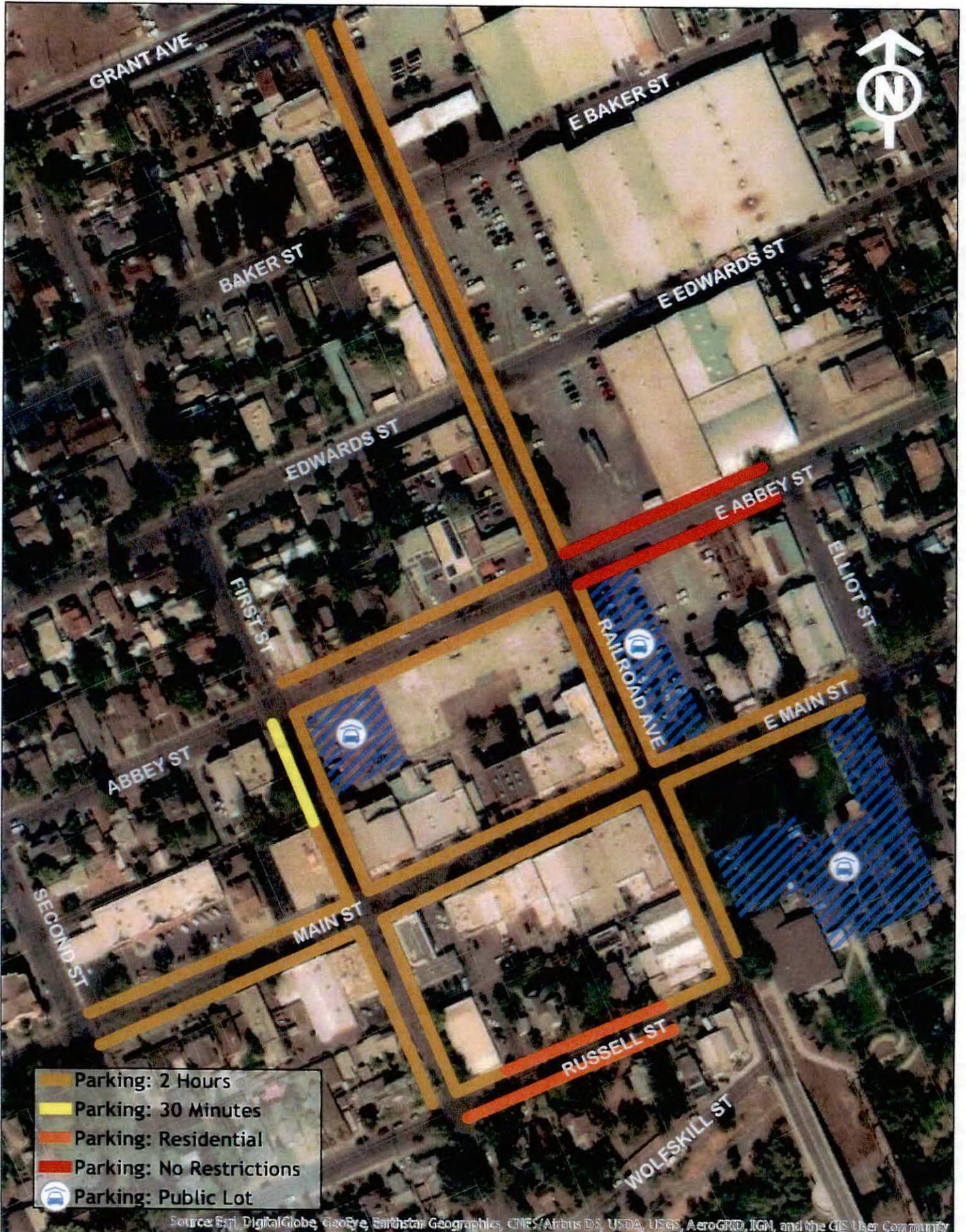
Topic	Lead Entity	Recommendations	Implementation Program
		<ul style="list-style-type: none"> <li>b. Abbey Street / Railroad Avenue</li> <li>c. Abbey Street / Elliott Street</li> <li>d. Edwards Street / 1<sup>st</sup> Street</li> <li>e. Edwards Street / Railroad Avenue</li> <li>f. Main Street / Elliott Street</li> </ul>	
	Winters Business Association/City of Winters	Use warning signs or barriers to discourage jaywalking.	
	City of Winters	Provide pedestrian crosswalks at all legs of downtown intersections.	Ongoing
<b>Goal X: Improve the sense of safety and security for late night employees.</b>			
<b>Employee Security</b>	Winters Business Association	The Winters Business Association should evaluate and consider the hire a security firm for Downtown security, which is anticipated to provide security guards and video surveillance, if needed.	TBA
<b>Goal XI: Improve accessible parking, parking zones and the expansion of parking lots</b>			
<b>Accessible Parking</b>	City of Winters	A striping plan should be established for the Downtown area. ADA spaces should be installed and existing spaces should be re-striped where needed.	Due Date: Fall, 2018
<b>Loading and Unloading Zones</b>	Winters Business Association	Loading and unloading zones, alley delivery locations, and time of day delivery management should be communicated to local businesses and restaurants.	
<b>Community Center Parking Lot</b>	City of Winters	To improve parking lot access and circulation in the area, a new driveway with entrance and	Completed- June 2017

Topic	Lead Entity	Recommendations	Implementation Program
		signage should be installed on Railroad Avenue.	
<b><i>New and Expanded Parking Lots</i></b>	Winters Business Association	Establish a Winters Parking Assessment District, develop a financing plan for purchase and maintenance of new parking, conduct PD advisory vote, and conduct PD final vote. File assessment. Expand downtown parking lots, Winters High School lot (WHS), and develop parking agreements with various private property owners having suitable parcels.	<ol style="list-style-type: none"> <li>1. City and WBA to establish Downtown Capital Improvement Program and financing plan for enhanced pedestrian and parking amenities.</li> </ol> Due Date: January, 2020
<b><i>New and Expanded Parking Lots</i></b>	City of Winters	As new development is constructed and parking demand increases, additional parking spaces and solutions should be supplied. Review existing parking standards including re-evaluation of "shared parking" with review through the Winters Parking District Association and Planning Commission. Valet parking plan and remote lots will be established.	Due Date: Fall, 2019
<b><i>Remote Parking Lots</i></b>	Winters Business Association	Develop a plan (may include valet) and shuttle system for transportation to remote parking lot locations.	TBA
<b><i>Parking Structure</i></b>	Winters Business Association	In the future, develop a plan and financing program for the construction and maintenance of a downtown parking structure. Advisory and final PD votes should be conducted and an	<ol style="list-style-type: none"> <li>1. City and WBA to establish Downtown Capital Improvement Program and financing plan for enhanced pedestrian and parking</li> </ol>

Topic	Lead Entity	Recommendations	Implementation Program
		assessment filed.	amenities. Due Date: January, 2020
<b>Future Facilities and Planning</b>	City/Winters Business Association	New parking structures should not impede circulation flows in Downtown. During the site selection process, the greater locational impacts of parking structures on vehicular circulation should be considered. Ensure that new parking structure is easily found close to arterials and highly visible with well-designed signage that can enhance the image of Downtown. Surface retail parking in new parking configurations should be located facing stores. This allows for easier customer access to stores and better serves retailers. Existing service and delivery access can be maintained by creating loading zones.	1. City and WBA to establish Downtown Capital Improvement Program and financing plan for enhanced pedestrian and parking amenities. Due Date: January, 2020
<b>Goal XII: Establish revenue strategies for parking improvements.</b>			
<b>Paid Parking</b>	Winters Business Association	(Not recommended at this time.) It is not recommended to implement paid parking. However, parking management and payment of in-lieu fees should support the parking management plans.	
<b>Financing Mechanism</b>	Winters Business Association	Develop fees or an assessment district to fund recommended improvements and maintenance of parking through establishment of Downtown Parking District, developed financing plan, advisory and final PD votes, and filing of	TBA

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>	<b>Implementation Program</b>
		assessment.	
<b>Goal XIII: Establish permitting and enhanced enforcement within the Downtown core.</b>			
<b>Residential and Commercial Conflicts</b>	City of Winters	Issue parking permits, install signs in residential areas, establish parking zones, and assign timed parking an implementation plan, monitoring, and annual budget for maintenance.	Due Date: January, 2020
<b>Street Parking Enforcement</b>	City of Winters	Implement enhanced enforcement of time limits as outlined in attached mapping of Downtown core.	1. Re-signage of Downtown time limits. 2. Begin Parking Enforcement. Due Date: January, 2019
	City of Winters	Ensure that parking time limit enforcement restrictions are consistent with signage.	1. Re-signage of Downtown time limits. 2. Begin Parking Enforcement. Due Date: January, 2019
	City of Winters	Increase fines to the legal limits.	1. Re-signage of Downtown time limits. 2. Begin Parking Enforcement. Due Date: January, 2019
<b>Goal XIV: Establish parking for alternative fuel vehicles.</b>			
<b>Electric Vehicle Parking</b>	City/Winters Business Association	Implement electric vehicle charging stations.	Ongoing

# Proposed Parking Time Limits: Downtown Area



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

# Winters Downtown Parking Plan

City of Winters, CA

May 2018 | Final Report

Prepared For:



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## 1. EXECUTIVE SUMMARY

The objective of this study was to collect existing parking data, survey downtown employers, and work with the City of Winters Parking Committee to determine what the existing, near term future, and long term future parking demand would be in the downtown core. The findings, were used to identify what and where the issues are, and to use the findings to develop a set of actionable recommendations. The actionable recommendations should be used as a toolkit to address current and future issues, as they arise.

Based on the existing parking supply and demand data, as well the local employer survey, community outreach sessions, and observations, the following main issues were determined:

- Employees park in prime locations for businesses.
- Bike parking should be more prominent (i.e. high visibility, secure, etc.).
- On-street and off-street parking fills up on Friday nights when events occur.
- On-street time limit restrictions are not followed by motorists and not enforced by the City.
- There are no reserved parking locations for electric vehicle.
- There is insufficient street lighting on Abbey Street and throughout the City.
- Existing pedestrian connectivity in downtown could be improved.
- A new hotel will be constructed on Abbey Street.
- Parking intrusion occurs in some residential neighborhoods from both employees and customers.
- There is a perception that there is a current shortfall of parking in the downtown.

To address the above issues, the *Downtown Parking Recommendations and Plan (2018)*, was developed, is discussed in this report, and included in its entirety in the **Appendix**. Solutions identified included the following:

- Specify and enforce employee parking areas.
- Install more bike parking throughout the City and encourage a bike parking supply of up to 10% the vehicular supply required in the City Municipal Code.
- Identify overflow lots and provide sufficient wayfinding to direct motorists to parking during peak periods. Provide a valet service when necessary.
- Implement and enforce more time limit restrictions when and where they are needed. A maximum of two hour is the recommend time limit.
- Construct additional street lighting throughout the City. Specifically, on Abbey Street. The construction of the hotel provides a good opportunity for this to be implemented.
- Use urban design principles to improve pedestrian connectivity in the downtown area.
- Overflow lots, improved wayfinding, and valet will help to reduce parking intrusion into neighborhoods and will help to reduce the perception that there is an existing parking shortfall.

## REPORT ORGANIZATION

The parking plan analysis results and recommendations are presented in the following chapters:

**Chapter 2** introduces the project and objectives of this study.

**Chapter 3** discusses existing conditions, parking demand, and survey results.

**Chapter 4** discusses future conditions, parking demand, and recommendations.

**Chapter 5** highlights the community outreach meeting that was conducted on May 3, 2017.

**Chapter 6** illustrates the principals of shared parking.

**Chapter 7** describes the roles of various downtown associations.

**Chapter 8** provides this study's findings on downtown parking issues and possible solutions.

**Chapter 9** discusses financing options including in-lieu fee programs.

**Chapter 10** provides information on parking garage/structure construction costs.

The technical appendix is attached containing data sheets and surveys.



## 2. INTRODUCTION

The City of Winters downtown is characterized by small independently owned shops, restaurants, wineries and professional offices and is a vibrant destination for visitors from Davis and Sacramento to the east and the greater San Francisco Bay area to the west, especially over weekends. In addition, the city hosts many special events over the weekends, which also attract residents, and during this time, parking is at a premium. In addition, downtown is expected to keep growing and development applications highlights the need for additional parking. More importantly, additional supply should be “right sized” parking is expensive and building parking lots which are not utilized is a capital disincentive for the City and developers. In addition, a shortfall in parking will hurt businesses and discourage growth. Parking access is served by private lots, City street parking, and City lots. Economic revitalization is an on-going goal for the City.

The Winters Downtown Master Plan Study recommended potential development in the area resulting in a 3.7-fold increase in new land use development including retail, office, restaurants, hotel and other related downtown uses over the existing uses. This is a long-term vision.

The following goals have been identified for this study:

- Provide access to convenient parking for downtown customers, employees, and visitors;
- Support and encourage continued investment in the downtown core;
- Manage supply efficiently to avoid unnecessary investment through providing “right size parking”;
- Identify and plan parking supply to facilitate future development; and
- Mitigate spillover parking in residential neighborhoods.

Existing parking data was collected by City of Winters staff in the downtown core, where existing parking demand is typically greatest, on Railroad Avenue, Abbey Street, Main Street, First Street, Russell Street, and Elliot Street. A vicinity map showing the overall study area, which extends beyond the downtown core, is shown in **Figure 1**.

The following chapters evaluate the existing and future parking supply and occupancy within the City’s downtown area and provides solutions to accomplish the above goals.





**Kimley»Horn**  
Expect More. Experience Better.

CITY OF  
**WINTERS**  
*california*  
EST. 1872



City of Winters Parking Study  
Figure 1

**Downtown Study Area**

### 3. EXISTING CONDITIONS

#### EXISTING DOWNTOWN AREA

The City of Winters is located in Yolo County, California. Approximately 7,000 people lived in the City of Winters in 2015. Regional access to the City primarily occurs from Interstate 505 on the east side of the City. State Road 128 (Grant Avenue) extends east-west through the City and County Road 89 (Railroad Avenue) extends north-south through the City.

Principal east-west roadways within the Downtown Area include:

- SR 128 (Grant Avenue)
- Baker Street
- Edwards Street
- Abbey Street
- Main Street
- Russell Street

Principal north-south roadways within the Downtown Area include:

- 1<sup>st</sup> Street
- 2<sup>nd</sup> Street
- County Road 89 (Railroad Avenue)
- Elliott Street
- East Street



The Downtown Area consists of a mix of land uses including local businesses, restaurants, government buildings, and residences. Locations of important land uses include the following:

- Community Center – southeast corner of Main Street and Railroad Avenue
- City Hall – southwest corner of Abbey Street and 1<sup>st</sup> Street
- Main Street Village – northeast corner of Main Street and Railroad Avenue
- Downtown Scenic Area (includes restaurants, wine tasting, businesses, tourist shops, etc.) – bounded by Main Street, Russell Street, 1<sup>st</sup> Street, and Railroad Avenue
- Railroad Avenue Bridge (crosses Putah Creek) – Railroad Avenue, south of the Community Center
- Mariani Buildings – north of Main Street Village on Railroad Avenue
- Future Hotel Lot – on Abbey Street, bounded by Railroad Avenue and 1<sup>st</sup> Street

Transit stops for Yolobus route 220 are located on 1<sup>st</sup> Street, Main Street, and Grant Avenue.

#### CURRENT WINTERS PARKING CODE

##### PARKING SUPPLY REQUIREMENTS

Currently, the Winters parking code prescribes minimum requirements for various public and private developments within certain land use zones of the City. The requirements are shown in **Table 1**.

**Table 1: Winters Municipal Code Parking Requirements**

Land Use	Off-Street Spaces Required
<b>Residential:</b>	
Single-Family	2/unit (1 covered/enclosed)*
Two-Family / Duplex	1.5/unit*
	*requires in-kind replacement when a garage or carport space is converted to another use
<b>Multifamily:</b>	
1 bedroom or less	1/unit**
2 bedrooms or more	2/unit**
Guest	.25/unit**
	**At least 50 percent of the required spaces shall be covered or enclosed, with a minimum of one covered or enclosed space provided per unit
Mobilehome Park	2/mobilehome
Guest	.25/unit
Single Room Occupancy	1 space for staff per facility 1 space per unit
<b>Commercial and Office Use:</b>	
Adult Entertainment	Per use permit
Automobile Repair, Major/Minor	1/200 s.f. with minimum of 5 customer parking
Bar, Cocktail Lounge	1/50 s.f. of seating area
Bed and Breakfast Inn	1/guest room
Business Service	1/300 s.f.
Equipment Sales/Rental/Repair	
Outdoor Storage Area	1/500 s.f. building area plus 1/5,000 s.f. of
Financial Institutions	1/250 s.f. plus 2/each ATM
Funeral Parlor	1/50 s.f. seating area
Hotel/Motel	1/guest room
Nurseries	1/250 of sales floor area, plus 1/5,000 s.f. outdoor sales area
Office, Business, and Professional	1/250 s.f.
Outdoor Sales	1/250 s.f. of sales floor area, plus 1/5,000 s.f. lot area
Personal Retail Services	1/300 s.f.
Personal Storage	1/2,000 s.f. storage space
Recreation, Indoor or Outdoor	Per use permit
Recreational Vehicle Park	Per use permit
Restaurant	1/3 seats
Restaurant, Drive-Through	1/3 seats, plus on-site queue space for minimum 5 drive-up vehicles
Retail Sales, General	1/250 s.f.
Roadside Stand	1/200 s.f. sales area
Service Station	3 spaces minimum, plus 2/service bay
Veterinary Hospital, Kennel	1/400 s.f.
<b>Industrial Uses:</b>	
Finished Goods Assembly	1/750 s.f.
Heavy Equipment Terminal	1/1,000 s.f. building area, plus 1/5,000 s.f. vehicle storage area
Laboratory, Research/Experimental	1/500 s.f.
Manufacturing, Heavy	1,1,000 s.f., or per use permit
Manufacturing, Light	1,750 s.f.
Recycling Collection Center	2/collection area
Recycling and Salvage Yards	Per use permit
Warehouse, Wholesales/Freight	1/3,000 s.f.
<b>Public &amp; Quasi-Public Uses:</b>	
Assembly Hall/Community Services	1/50 s.f. assembly area
Cemetery	Per use permit
Communication Equipment Facility	1/500 s.f.
Convalescence and Care Services	1/3 beds
Cultural Facility	1/750 s.f.
Day Care	1/employee
Emergency Shelter	2 spaces for staff per facility, 1 space/6 occupants
Government Offices	1/300 s.f.
Hospital	Per use permit
Public Parks	Per use permit
Religious Institutions	1/50 s.f. seating area
Safety Services	1/500 s.f.
Utility Services, Major	Per use permit

**Table 1: Winters Municipal Code Parking Requirements**

Land Use	Off-Street Spaces Required
Utility Services, Minor	Per approved site plan
Vocational Training Facility	Per use permit
<b>Agricultural Uses:</b>	
Agricultural Operation	No requirement
Animal Production	1/employee
Temporary Uses:	Per temporary activity permit

\* Winters Municipal Code 17.72.020

## PARKING DIMENSION REQUIREMENTS

Winters Municipal Code 17.72.050 provides minimum dimension design standards for all off-street parking areas as follows:

1. Full sized spaces shall be nine feet wide by nineteen (19) feet long.
2. Compact spaces shall be not less than eight-feet, six-inches wide by sixteen (16) feet long. Up to thirty (30) percent of all spaces in a parking facility may be compact spaces.
3. Parallel spaces shall be ten (10) feet wide by twenty-four (24) feet long.
4. Spaces for disabled individuals shall be fourteen (14) feet wide by eighteen (18) feet long. Two spaces may be provided within a twenty-three (23) foot wide area, striped to provide a nine-foot wide parking space on each side and a five-foot loading and unloading area in the center. Van spaces shall be seventeen (17) feet wide by eighteen (18) feet long.
5. Maneuvering aisles shall be the width in feet as shown:

Type	One Direction	Two Directions
90 degree	25	25
60 degree	16	25
45 degree	14	25
30 degree	12	25
Parallel	12	25

\*Winters Municipal Code (17.72.050)

6. The minimum width of a driveway with no parking space maneuvering within it shall be ten (10) feet (single family or one way) or twenty (20) feet (commercial or two way).

## ADA SUPPLY REQUIREMENTS

Winters Municipal Code 17.72.030 provides the following guidance:

Off-street parking for disabled individuals shall be provided when new facilities are constructed, or there is a change in the type of occupancy in existing facilities, in accordance with state and federal law and the following:

- A. Total spaces per accessible spaces:
  - 1 to 25 = 1 accessible van space;
  - 26 to 50 = 2 accessible spaces; including 1 van space
  - 51-75 = 3 accessible spaces; including 1 van space
  - 76-100 = 4 accessible spaces; including 1 van space
  - 101-150 = 5 accessible space; including 1 van space

- 151-200 = 6 accessible spaces; including 1 van space
- 201-300 = 7 accessible spaces; including 1 van space
- 301-400 = 8 accessible spaces; including 1 van space
- 401-500 = 9 accessible spaces; including 2 van spaces
- B. Outpatient facilities: ten (10) percent of total spaces.
- C. Facilities that specialize in services for persons with mobility impairments: twenty (20) percent accessible of total.

The location of accessible spaces shall be as follows:

1. Route: on shortest route to accessible entrance(s).
2. In parking not serving a particular building: on shortest accessible route to closest pedestrian entrance of pedestrian facility. (Ord. 97-03 § 2 (part); prior code § 8-1.6003(C))

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## BICYCLE FACILITY REQUIREMENTS

Winters Municipal Code 17.72.080 provides the following guidance:

1. Location of bicycle parking shall be provided to serve all non-single-family residential uses in a convenient and accessible manner. Bicycle parking shall not obstruct pedestrian or vehicular travel, but may be located within pedestrian rights-of-way when properly marked if it provides convenient proximity to a facility or building entrance.
2. One bicycle parking space shall be provided for each ten (10) automobile parking spaces required for each particular use. For each bicycle parking space required, a stationary object, such as a freestanding rack or wallmounted bracket, shall be provided to which a user can secure both wheels and frame of a bicycle.
3. To the extent feasible, bicycle paths shall be provided connecting land uses, including residential, schools, shopping areas and employment centers.
4. New businesses which will employ twenty (20) or more people are encouraged to include shower facilities to promote the use of bicycles for travel to and from the workplace. (Ord. 2003-01 (part); Ord. 97-03 § 2 (part); prior code § 8-1.6003(I))

Zoning Standards implement the City of Winters' broad goals, objectives and policies through regulation that is applied at a site-specific level. It regulates parking, land use, density and the size and placement of buildings. Zoning and regulations are often grandfathered in over many years and a desire to integrate land use and parking demand more efficiently, is typically overlooked. This project makes recommendations for policy reforms to correct such conflicts and identifies opportunities to encourage more efficient use of parking resources, through shared parking and other parking management techniques. The recommendations are specific to changes and/or revisions in current zoning.

It is recommended that parking requirements for the downtown be collapsed from the current designations to five use types for the downtown. Data is not available for each of these uses, however a cumulative rate could be applied. All parking would be made available for public use.

Many cities do not allow parking approved within a minimum requirement to be provided to other "non-accessory" uses, thereby limiting *sharing* of parking that may be underutilized or available during evenings, weekends or events. Encouraging shared parking within existing and new developments is a key goal and intended to maximize parking resources to the highest degree possible.



A model may be Dana Point, CA that allows developers to choose a lower minimum requirement for commercial parking (2.0 stalls per 1,000 square feet) if they are made available to the public. If the developer will not provide them to the public then the citywide zoning requirements for parking continue to apply (which are higher). Another model is Portland, Oregon which simply indicates that new parking approved in the downtown is "commercial" parking; allowing it to be used (shared) with any other use in the downtown. This is at the parking owners' discretion and does not require any further approvals from the City.

## EXISTING PUBLIC PARKING AND RESTRICTIONS

Under existing conditions, the downtown area includes approximately 459 total publicly available parking spaces, which includes 181 off-street (lot) and 278 on-street spaces. Off-street parking is provided in the following lots:

- Community Center Lot
- Main Street Village Lot
- Rail Road Lot

On-street parking is provided on the following street segments:

- Railroad Avenue (North)
- Railroad Avenue (South)
- Abbey Street (West)
- Abbey Street (East)
- 1<sup>st</sup> Street (North)
- 1<sup>st</sup> Street (South)
- Main Street (West)
- Main Street (Central)
- Main Street (East)
- Elliott Street
- Russel Street



## PUBLIC PARKING RESTRICTIONS

All parking within the study area is free. The City uses time restrictions of two hours (from 8:00am to 5:00pm) on Main Street, Railroad Avenue, and Russell Street. Time restrictions are primarily near restaurants and shops located on Main Street Village and Railroad Avenue.

## EXISTING INVENTORY

An existing parking inventory and utilization survey of both off-street and on-street public spaces was performed on Friday, December 2, 2016 from 7:00am to 9:00pm by City staff and volunteers to determine the number of parking spaces supplied (striped) and occupied by vehicles in the downtown area.

**Table 2** includes a listing and description of the existing off-street parking lots. No parking structures are provided in Downtown Winters. **Table 3** provides a summary of the on-street public parking facilities.

**Table 2: Off-Street Parking Inventory**

#	Parking Lot	Street Access Locations	Parking Spaces
1	Community Center	Main St, Elliott St, & Railroad Ave	109
2	Main Street Village	Main St, Elliott St, E. Abbey St	24
3	Railroad	Main St, Elliott St, E. Abbey St	48
<b>Total</b>			<b>181</b>

**Table 3: On-Street Parking Inventory**

#	Street	From	To	Parking Spaces
1	Railroad Ave (North)	Abbey St	Main St	18
2	Railroad Ave (South)	Main St	Russell St	15
3	Abbey St (West)	1 <sup>st</sup> St	Railroad Ave	22
4	Abbey St (East)	Railroad Ave	Elliott St	23
5	1 <sup>st</sup> St (North)	Edwards St	Main St	20
6	1 <sup>st</sup> St (South)	Main St	Russell St	17
7	Main St (West)	2 <sup>nd</sup> St	1 <sup>st</sup> St	41
8	Main St (Central)	1 <sup>st</sup> St	Railroad Ave	41
9	Main St (East)	Railroad Ave	Elliott St	17
10	Elliott St	Abbey St	Community Center Lot	34
11	Russell Street	Railroad Ave	1 <sup>st</sup> St	30
<b>Total</b>				<b>278</b>

As summarized in the tables above, there are a total of 181 existing parking spaces between the three public City lots. 278 parking spaces are estimated to exist on-street within the surveyed area.

## PARKING UTILIZATION SURVEY

As part of the existing parking inventory and utilization survey conducted by the City of Winters (and volunteer staff), parking utilization was determined for both on-street and off-street parking spaces. Based on the data collected on December 2, 2016 and knowledge of the study area, peak parking demand typically occurs on Fridays between 5:00pm and 9:00pm, when events occur at the Community Center and visitors are in downtown restaurants, wineries, etc.

This data paints a detailed picture of how public parking is currently being used in downtown Winters. Prior to a discussion of this effort's major findings, it is important to briefly define several terms that are commonly used when discussing parking utilization.

- **Peak** is the time period associated with the highest observed level of occupancy in a specific area or parking facility. In downtown Winters, the time periods evaluated include Friday daytime (7:00am to 5:00pm) and Friday evening (5:00pm to 9:00pm, which includes a special event).
- **Occupancy** is defined as the number of cars parked in a specific area, lot, or block-face during one period of observation. This metric is often expressed as the percentage of the total physical supply that is occupied by parked cars.
- **Practical Capacity** is the occupancy level or number of vehicles that can be parked in a facility or area before it becomes difficult for motorists to find a vacant space without having to circle or wait for parking. Practical capacity is typically set at an 85% occupancy level.
- **Duration of Stay** is the length of time a vehicle is parked in a specific parking space.
- **Turnover / Parking Event** is each instance where a single, unique vehicle is observed parked in a single, unique space.



## OCCUPANCY BY PERIOD

Peak hour occupancy levels are an important focus for analysis because they provide a glimpse of the parking supply at its most impacted. Practical capacity is defined as 85% occupancy of the supply and is the maximum capacity of parking spaces used in analysis. If occupancies are over 85%, visitors are frustrated and drive around looking for parking, congestion often occurs on the roadway system. Motorists will also stop and wait in one location for a parking space to open up. As a result, less time is spent eating out or shopping in the downtown.

**Table 4** and **Table 5** summarize occupancy data collected on December 2, 2016 (Russel Street was surveyed on September 15, 2017) and highlights which surveyed locations typically exceed 85% occupancy.

**Table 4: Average Parking Occupancy by Off-Street Location**

#	Parking Lot	Street Access Location	Parking Spaces	Daytime (7:00am to 5:00pm)	Evening (5:00pm to 9:00pm)
1	Community Center	Main St, Elliott St, & Railroad Ave	109	26%	<b>88%</b>
2	Main Street Village	Main St, Elliott St, E. Abbey St	24	58%	78%
3	Railroad	Main St, Elliott St, E. Abbey St	48	59%	<b>95%</b>

\*Locations with parking occupancy above 85% are highlighted in **bold**.

As shown in **Table 4**, survey data indicates that the Community Center and Railroad lots are over capacity at 88% and 95% average occupancy, respectively, during the evening peak. The Main Street Village lot is at 78% average occupancy. All three surveyed lots are significantly below capacity for most of the day (7:00am to 5:00pm). It should be noted that an event was held at the community center (started at 6:00pm and ended at approximately 9:00pm) when the data was collected.

**Table 5: Average Parking Occupancy by On-Street Location**

#	Street	From	To	Parking Spaces	Daytime (7:00am to 5:00pm)	Evening (5:00pm to 9:00pm)
1	Railroad Ave (North)	Abbey St	Main St	18	50%	<b>88%</b>
2	Railroad Ave (South)	Main St	Russell St	15	64%	85%
3	Abbey St (West)	1 <sup>st</sup> St	Railroad Ave	22	36%	3%
4	Abbey St (East)	Railroad Ave	Elliott St	23	20%	16%
5	1 <sup>st</sup> St (North)	Edwards St	Main St	20	57%	34%
6	1 <sup>st</sup> St (South)	Main St	Russell St	17	70%	61%
7	Main St (West)	2 <sup>nd</sup> St	1 <sup>st</sup> St	41	46%	42%
8	Main St (Central)	1 <sup>st</sup> St	Railroad Ave	41	73%	<b>91%</b>
9	Main St (East)	Railroad Ave	Elliott St	17	65%	<b>93%</b>
10	Elliott St	Abbey St	Community Center Lot	34	37%	66%
11	Russell St	Railroad Ave	1 <sup>st</sup> St	30	48%	56%

\*Locations with parking occupancy above 85% are highlighted in **bold**.

As shown in **Table 5**, survey data indicates that Railroad Avenue (North), Main Street (Central), and Main Street (East) are over capacity at 88%, 91%, and 93% average occupancy, respectively, during the evening peak. Railroad Avenue (South) is right at capacity during the evening peak at 85% average occupancy. On-street parking is below capacity during the day (7:00am to 5:00pm). The on-street locations that were at or

over capacity at night also have higher occupancies during the day, compared to the other locations. Note that counts on Russell Street were counted on a separate day from the rest of the Downtown.

Of the surveyed on-street and off-street locations, the overall average parking occupancy in Downtown Winters was 46% from 7:00am to 5:00pm and approximately 70% from 5:00pm to 9:00pm. This represents the true demand of parking in the Downtown. Some locations, closer to where visitors want to be and where they feel safe and parking is convenient are over capacity, but the majority of the parking areas and underutilized.

## TURNOVER PER SPACE AND DURATION

While occupancy data is a key metric describing how parking in the downtown is used, occupancy percentages provide only a series of snapshots of how “full” different parking facilities are at different points in time. To truly understand current parking usage in the Downtown, it is equally important to develop an insight into how long vehicles are parked and where employees, customers, and residents park. Since duration data was collected on a 15-minute basis, it is possible to track these metrics.

**Table 6** and **Table 7** summarize average turnover and duration data collected on December 2, 2016 and highlights which surveyed locations are typically occupied for extended durations.

**Table 6: Average Turnover and Duration by Off-Street Location**

#	Parking Lot	Street Access Location	Parking Spaces	Daytime (7:00 am to 5:00 pm)		Evening (5:00pm to 9:00pm)	
				Turnover Per Space	Average Duration (min)	Turnover Per Space	Average Duration (min)
				1	Community Center	Main St, Elliott St, & Railroad Ave	109
2	Main Street Village	Main St, Elliott St, E. Abbey St	24	3.2	110	1.5	121
3	Railroad	Main St, Elliott St, E. Abbey St	48	2.8	131	1.7	132

As shown in **Table 6**, survey data indicates that the Community Center lot has a relatively lower average turnover than the other lots at 1.6 vehicles per space during the day time. The railroad lot has the longest average duration of the surveyed lots at 131 minutes per vehicle during the evening.

**Table 7: Average Turnover and Duration by On-Street Location**

#	Street	From	To	Parking Spaces	7:00am to 5:00pm		5:00pm to 9:00pm	
					Turnover	Average Duration (min)	Turnover	Average Duration (min)
1	Railroad Ave (North)	Abbey St	Main St	18	4.2	73	2.2	97
2	Railroad Ave (South)	Main St	Russell St	15	5.4	72	2.7	74
3	Abbey St (West)	1 <sup>st</sup> St	Railroad Ave	22	2.1	106	0.4	16
4	Abbey St (East)	Railroad Ave	Elliott St	23	1.0	125	1.2	31
5	1 <sup>st</sup> St (North)	Edwards St	Main St	20	3.4	105	1.3	64
6	1 <sup>st</sup> St (South)	Main St	Russell St	17	1.6	91	1.6	91
7	Main St (West)	2 <sup>nd</sup> St	1 <sup>st</sup> St	41	2.0	48	2.0	48
8	Main St (Central)	1 <sup>st</sup> St	Railroad Ave	41	2.9	74	2.9	74
9	Main St (East)	Railroad Ave	Elliott St	17	2.6	84	2.6	84
10	Elliott St	Abbey St	Community Center Lot	34	2.0	77	2.0	77
11	Russell St	Railroad Ave	1 <sup>st</sup> St	30	1.4	243	1.0	108

As shown in **Table 7**, survey data indicates that, on average, vehicles remain parked on Russell Street significantly longer than other locations at 243 minutes (7:00am-5:00pm) and 108 minutes (5:00pm-9:00pm). The data and observations indicate that residents typically leave their cars parked on Russell Street throughout the day, with some vehicles not being moved at all during the entire day of observations. Long average stay durations and low turnover per space metrics are typically indicative of residential and employee parking patterns.

**Figure 2** and **Figure 3** demonstrate the average occupied on-street and off-street parking spaces, existing parking space supply, turnover per space, and average stay (in minutes).

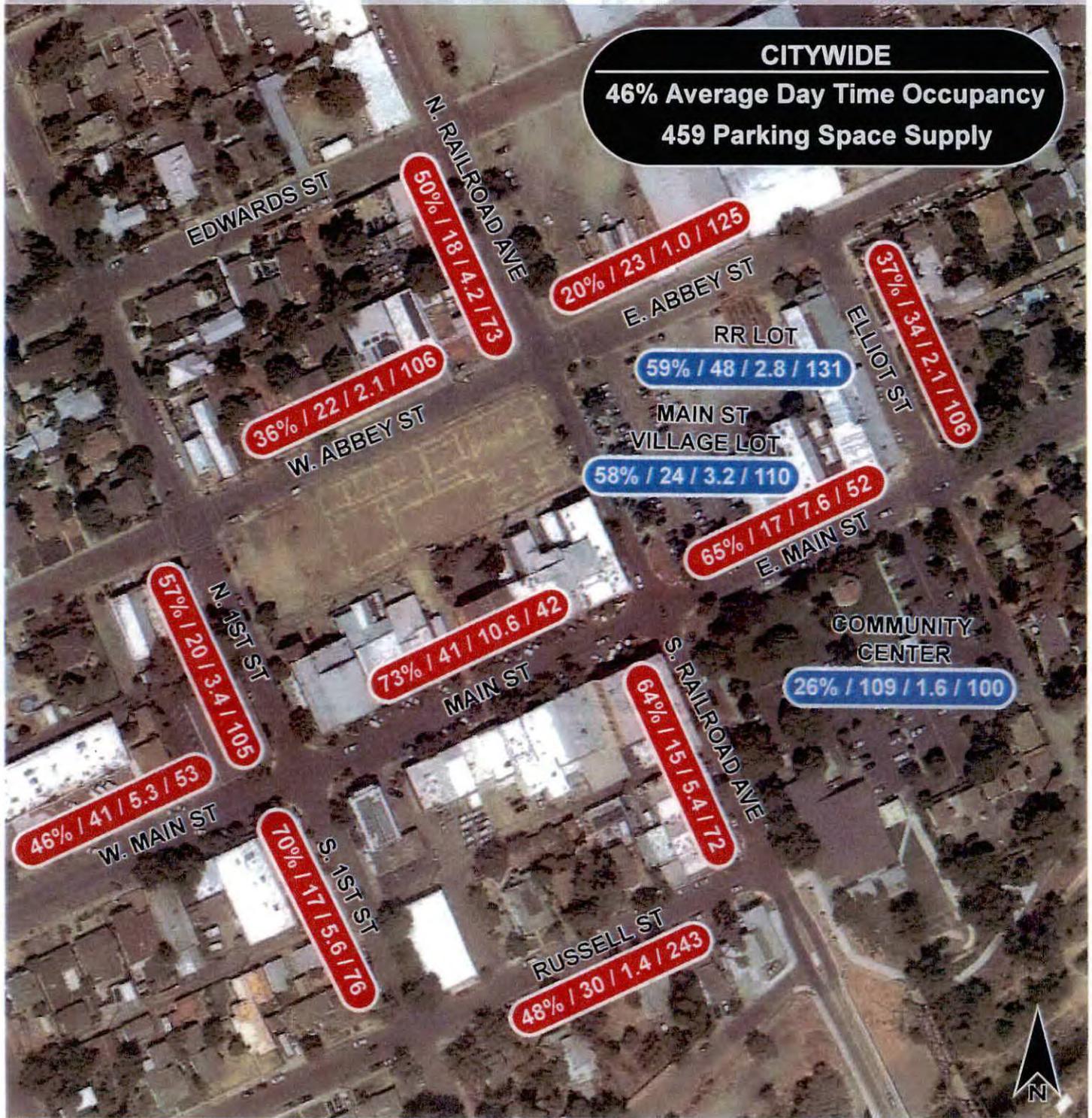
## BICYCLE PARKING

Public bicycle parking facilities were also observed as part of the parking utilization survey conducted in December 2016. In general, bicycle parking primarily took place on Main Street in front of Steady Eddy's Coffee House and on Railroad Avenue near the Community Center. Bike racks are simple and does not lean to the trend to provide art related bike parking spaces, which creates a lively and friendly environment for all visitors, including cyclists.

**LEGEND**

**ON-STREET PARKING** Avg. Occupancy / Supply / Turnover per Space / Average Stay (in min)

**PARKING LOTS** Avg. Occupancy / Supply / Turnover per Space / Average Stay (in min)



Source: Google Earth, 2017

**LEGEND**

**ON-STREET PARKING** Avg. Occupancy / Supply / Turnover per Space / Average Stay (in min)

**PARKING LOTS** Avg. Occupancy / Supply / Turnover per Space / Average Stay (in min)

**CITYWIDE**  
**70% Average Day Time Occupancy**  
**459 Parking Space Supply**



Source: Google Earth, 2017

## UNDERUTILIZED LOCATIONS

Underutilized lots and streets can be used to alleviate overparked locations. Survey data and site observations identified the following locations that could be used to reduce demand on other locations:

### Daytime – 7:00am to 5:00pm

- Community Center lot
- Abbey Street: between Elliott Street and 1<sup>st</sup> Street
- Main Street: west of 1<sup>st</sup> Street
- Elliot Street: between Abbey Street and Main Street

### Evening – 5:00pm to 9:00pm

- Abbey Street: between Elliott Street and 1<sup>st</sup> Street
- Main Street: west of 1<sup>st</sup> Street
- 1<sup>st</sup> Street: between Main Street and Abbey Street

For motorists to use the above locations, it is important that good lighting, sidewalks and curb ramps, and signage and wayfinding be provided. When the preferred locations fill up, motorists will search for alternative places to park. However, the alternative locations must be easy to find and safe to access.

## PEAK PERIOD PARKING GENERATION RATE

An estimate of parking generation for Downtown Winters was developed based on the existing square footage of downtown commercial and office (including governmental) uses and the surveyed parking demand. The represents the true demand, experience today, with vibrant conditions during special events and typically observed on weekends. The calculation of the daytime (7:00am-5:00pm) parking generation is summarized in **Table 8** and the calculation of the evening peak (5:00pm-9:00pm) parking generation is summarized in **Table 9**.

**Table 8: Existing Friday Daytime Parking Generation Rate**

Land Use Type	Size		Source	Daytime (7:00am-5:00pm)			
				Existing Supply	Existing Demand	Existing Average Occupancy	Calculated Demand Rate
Existing Buildings*	237,100	SF	Winters Parking Survey	459	212	46%	1 space per 1120 SF

\*Includes existing building square footages within City defined blocks #5, #6, #7, #8, #9, and #10.

**Table 9: Existing Event Evening Parking Generation Rate**

Land Use Type	Size		Source	Evening Peak (5:00pm-9:00pm)			
				Existing Supply	Existing Demand	Existing Average Occupancy	Calculated Demand Rate
Existing Buildings*	237,100	SF	Winters Parking Survey	459	321	70%	1 space per 740 SF

\*Includes existing building square footages within City defined blocks #5, #6, #7, #8, #9, and #10.

*\*\*Uses include commercial, restaurant, retail, and residential.*

As shown in **Table 8** and **Table 9**, the average daytime demand from 7:00am to 5:00pm is lower than the evening peak demand from 5:00pm to 9:00pm by about one third. The parking generation ratio during the daytime is 1 space per 1120 square feet and 1 space per 740 square feet in the evening peak based on existing building area.

## AUGUST 2015 DATA REVIEW AND VALIDATION

On-street and off-street parking data was surveyed at select locations in August 2015. The data collection spanned multiple days as well as public and private parking locations. Average weekday AM, Midday, and PM parking occupancy was observed to be 59%, 53%, and 47%, respectively. Average weekend AM, Midday, and PM parking occupancy was observed to be 78%, 67%, and 42%, respectively. The data indicates that parking supply is consistent with December 2016 data and shows adequate parking supply for average weekdays during all time periods. For weekends, the data indicates that parking supply is typically adequate, though some weekend morning periods are very busy.

This data is included in the **Appendix**.

## EMPLOYER / EMPLOYEE SURVEY DATA

Employee and customer data was collected from local businesses via a written questionnaire distributed by City staff and volunteers in August 2015. Raw data is shown in the **Appendix**.

Typical weekday and weekend employment by time of day results are shown graphically in **Figure 4** and **Figure 5**. Raw data is included in the Appendix. The August 2015 survey data indicates that businesses typically have the most employees working between 9:00am and 12:00pm on weekdays and 12:00pm to 3:00pm on typical weekends.

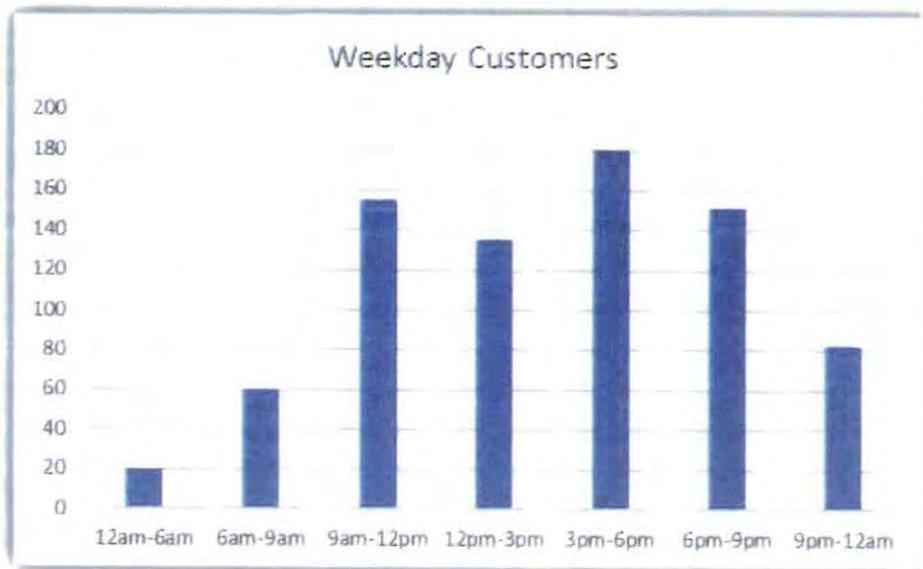


**Figure 4 – Typical Weekday Employment by Time of Day**

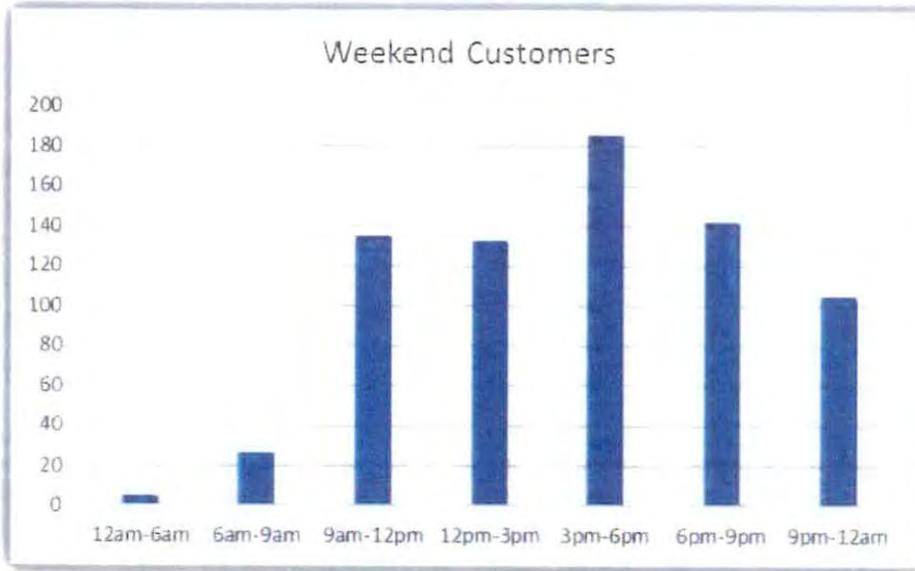


**Figure 5 – Typical Weekend Employment by Time of Day**

Typical weekday and weekend customers by time of day results are shown graphically in **Figure 6** and **Figure 7**. The data indicates that the busiest times for customers visiting local business and restaurants (as estimated by surveyed businesses) is between 3:00pm and 6:00pm on weekdays and weekends.

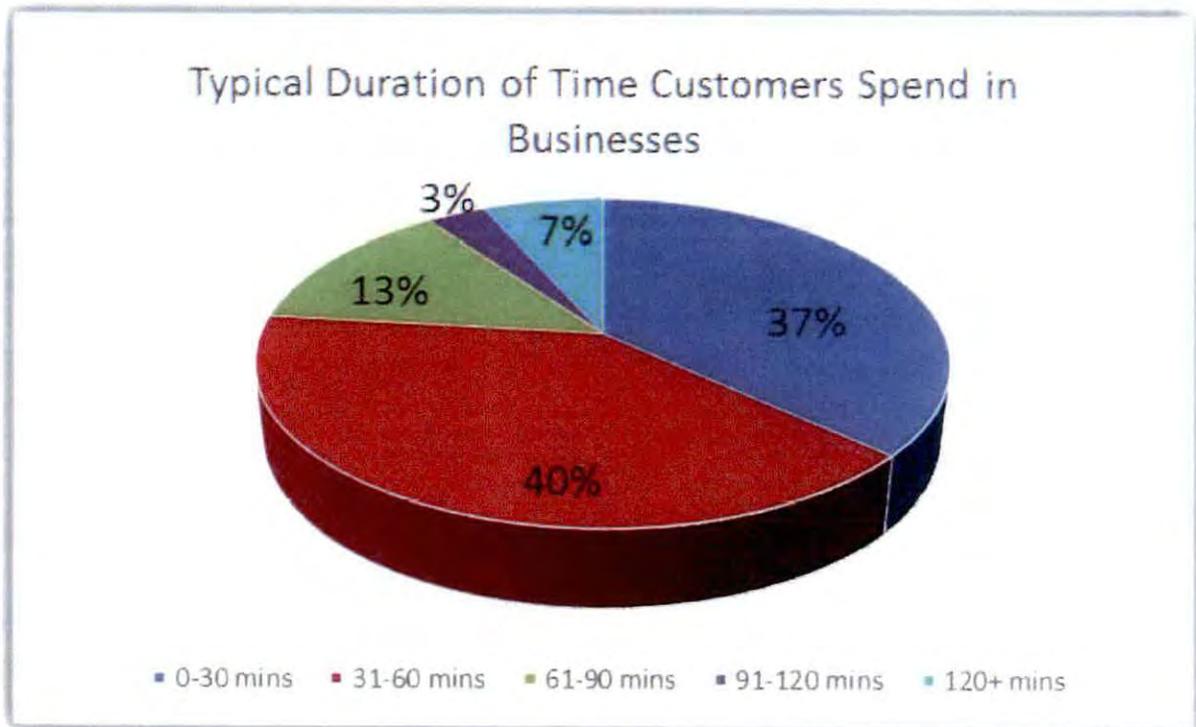


**Figure 6 – Typical Weekday Customers by Time of Day**



**Figure 7 – Typical Weekend Customers by Time of Day**

The typical duration customers spend in businesses is shown graphically in **Figure 8**. The data indicates that customers visiting local businesses (as estimated by surveyed businesses) typically stay in the businesses for less than one hour.



**Figure 8 – Typical Duration of Time Customers Spend in Businesses**

## 4. FUTURE CONDITIONS

This section discusses the assumptions and expected changes in land uses in downtown Winters. The changes were evaluated based on future conditions, as defined by the City of Winters Downtown Master Plan

The following sections identify near term and long term future parking needs.

### NEAR TERM FUTURE DOWNTOWN AREA

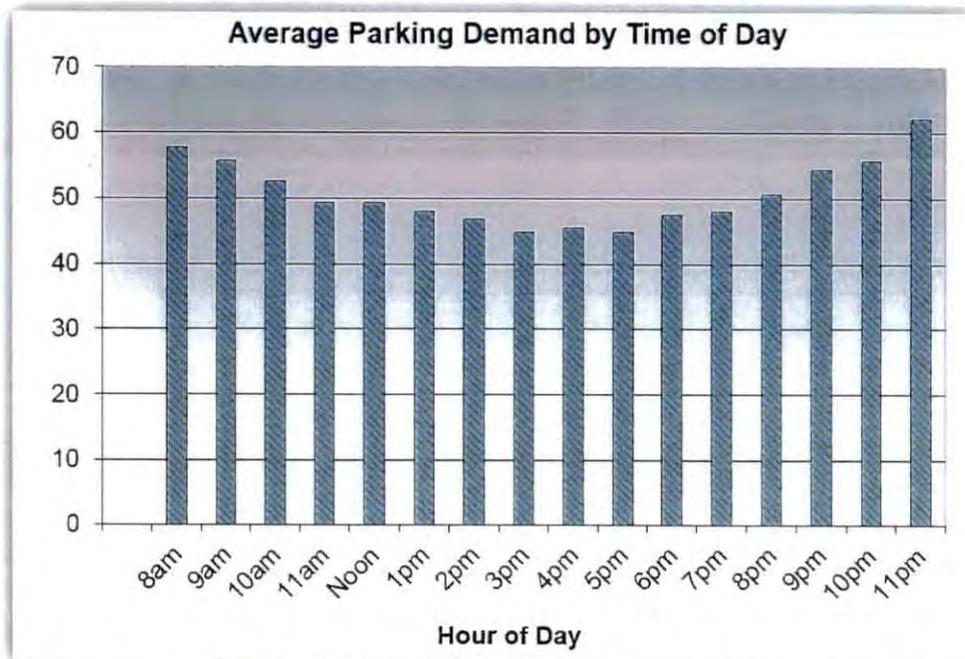
The near term future downtown area and parking needs includes projects that are expected to occur with a high degree of certainty within one to three years. City of Winters staff provided the following projects that are planned to be constructed in the near term:

- Hotel (on Abbey Street) – 72 rooms, restaurant, and event center.
- 50,000 square feet of additional development

### POTENTIAL HOTEL PARKING IMPACTS

ITE and ULI methodologies and data indicate that the anticipated 72-room hotel and restaurant will generate parking demand throughout the day as shown in **Figure 9**. The maximum daytime parking demand would therefore be approximately 58 spaces and evening demand would be approximately 62 spaces. Special events like weddings will have a higher parking demand, is anticipated to be approximately 100 parking spaces.

The location of the planned hotel and restaurant, as well as retail uses is shown in **Figure 11**.



**Figure 9 – 72 Room Hotel and Restaurant Parking Demand by Time of Day**

In **Chapter 3**, the existing parking demand was used to determine a Winters specific parking generation rate of 1 space per 740 square feet. This estimate was used along with the expected future hotel development within the City (provided by the Winters Planning Department) to determine the near term future parking demand. As shown in **Table 10**, it is anticipated that the hotel on Abbey Street will be constructed. This development, in addition to existing demand and 50,000 square feet of near term future development, is anticipated to cause a parking deficit of 71 spaces if an 85% occupancy goal is adopted (i.e. practical capacity). If a lower 75% occupancy goal is adopted, the parking deficit would be 141 spaces. The calculation of peak parking generation at practical capacity (85%) is summarized in **Table 10**. The calculation of peak parking generation at 75% capacity is summarized in **Table 11**.

**Table 10: Near Term Future Parking Generation Demand (At Practical Capacity with Existing, Hotel and 50ksf of development)**

Land Use Type	Size	Source	Evening Peak						
			Calculated Rate	Existing Supply	Future Demand	Average Occupancy Goal	Future Parking Needed (total)	Future Parking Deficit	
Existing + Near Term Development*	287,100	SF	Winters Parking Survey	1 space per 740 SF	459	450	85%	530	-71

\*Includes existing building square footages plus 50,000 square feet of future within City defined blocks #1 thru #13.

**Table 11: Near Term Future Parking Generation Demand (At 75% Capacity with Existing, Hotel and 50ksf of development)**

Land Use Type	Size	Source	Evening Peak						
			Calculated Rate	Existing Supply	Future Demand	Average Occupancy Goal	Future Parking Needed (total)	Future Parking Deficit	
Existing + Near Term Development*	287,100	SF	Winters Parking Survey	1 space per 740 SF	459	450	530	600	-141

\*Includes existing building square footages plus 50,000 square feet of future within City defined blocks #1 thru #13.

## LONG TERM FUTURE DOWNTOWN AREA

The City is in the process of evaluating development of several new business in and around downtown, which would potential increases the need for parking, both during the day, at night, and over the weekends. This long-term future scenario includes development that is anticipated to occur within a three to 20-year time horizon.

**Figure 10** shows the Initial Vision Plan from the City of Winters Downtown Master Plan.

## LONG TERM FUTURE PARKING DEMAND

The existing parking demand was used to determine a Winters specific parking generation rate of 1 space per 740 square feet. This estimate was used along with the expected future development within the City (provided by the Winters Planning Department) to determine the future parking demand. As shown in **Table 12**, it is anticipated that the Downtown Study area will increase from 237,100 square feet in existing

conditions to 894,100 square feet in future conditions. This increase in square feet is anticipated to cause a parking demand increase of 962 spaces if an 85% occupancy goal is adopted. If 75% is adopted as the occupancy goal, parking demand increase would be 1,152. The calculation of peak parking generation at practical capacity (85%) is summarized in **Table 12**. The calculation of peak parking generation at 75% capacity is summarized in **Table 13**.

**Table 12: Future Parking Generation Demand (at practical capacity and with the Hotel)**

Land Use Type	Size		Source	Evening Peak					
				Calculated Rate	Existing Supply	Future Demand	Average Occupancy Goal	Future Parking Deficit	Future Parking Needed (total)
Select Existing Buildings*	894,100	SF	Winters Parking Survey	1 space per 740 SF	459	1208	85%	-962	1422

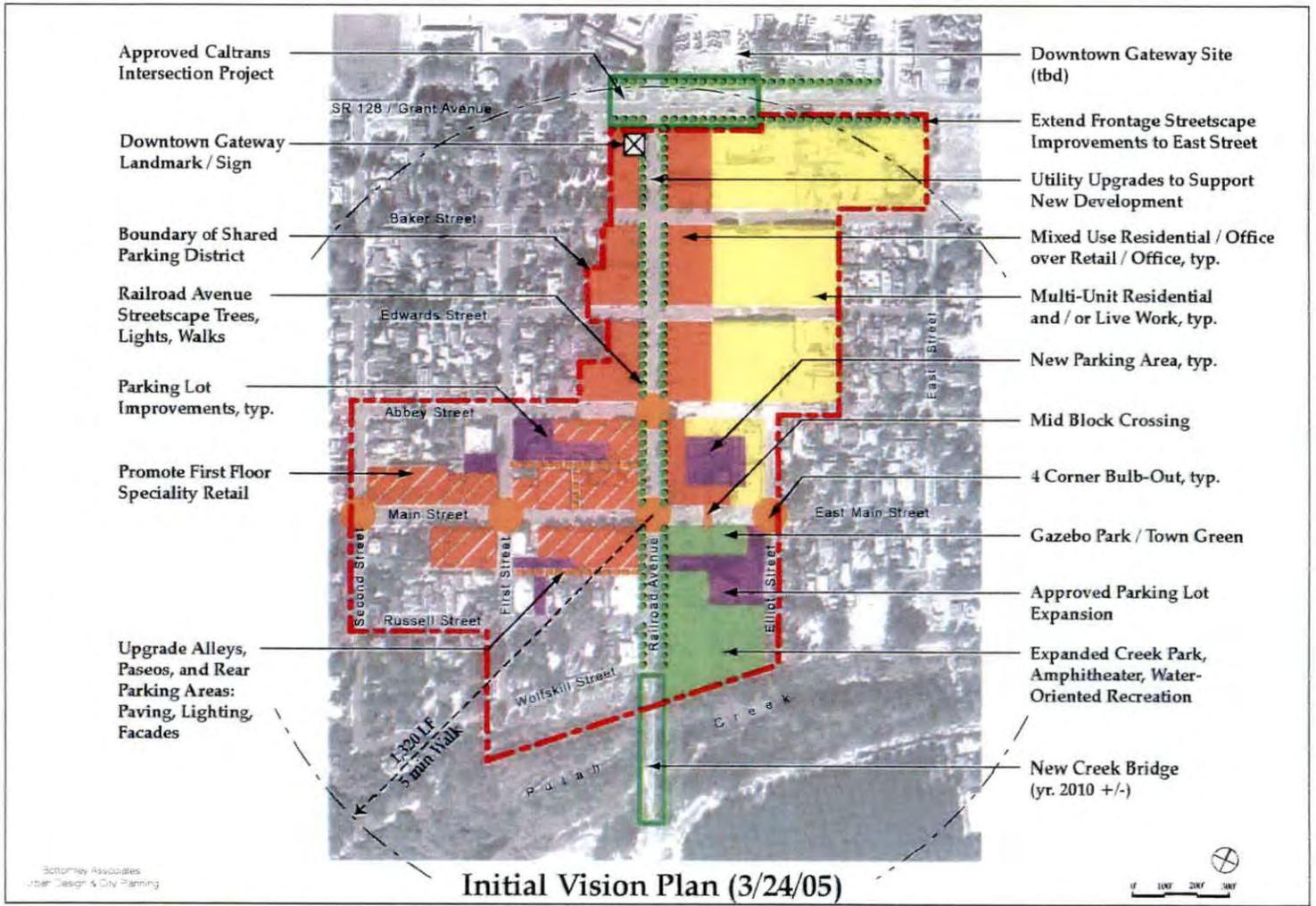
\*Includes future building square footages within City defined blocks #1 thru #13.

**Table 13: Future Parking Generation Demand (at 75% capacity and with the Hotel)**

Land Use Type	Size		Source	Evening Peak					
				Calculated Rate	Existing Supply	Future Demand	Average Occupancy Goal	Future Parking Deficit	Future Parking Needed (total)
Select Existing Buildings*	894,100	SF	Winters Parking Survey	1 space per 740 SF	459	1208	75%	-1152	1611

\*Includes future building square footages within City defined blocks #1 thru #13.

Additional analysis for the development of a 72-room hotel and small restaurant are shown in the following section.





## PARKING DEMAND CONCLUSIONS

As discussed in the previous section, it is anticipated that future growth and development in the downtown area will cause a parking deficit. Future parking hotspots will continue to be Main Street and Railroad Avenue.

The application of an effective parking supply buffer to achieve 85 percent occupancy on a typical weekday would require a maximum of 1,422 spaces. Potential solutions to manage this expected increase in demand are identified in the recommendations section of this report. These spaces include on-street and off-street spaces, either on development sites or in public lots. There are significant parking supply opportunities just one to two blocks north of the downtown core area, if visitors/patrons/employees are willing to walk. For parking spaces to be used effectively, it is important that they be located within the Master Plan area and within a 5-10-minute walking distance of the popular destinations.

The City has a thriving downtown, in large part due to its high-end boutiques, retail shops, wine tasting establishments, and restaurants. In addition, patrons and employees currently enjoy free and convenient parking in a well-maintained area close to nearby attractions. The downtown parking district is not isolated from the surrounding portions of downtown. While the shared parking analysis developed in this study primarily focuses on the available supply within the district, available on-street supply is also available on-street just outside of the district. It is anticipated that increased spillover into these areas could occur.

## 5. COMMUNITY OUTREACH MEETING

The Winters community was invited to attend a public outreach meeting on May 3, 2017 to learn about this study and provide feedback. Approximately 46 community members attended the meeting. Based on an in-meeting poll/survey, comment cards, boards with sticky notes, and one-on-one discussions, the following information was collected:

1. Spaces on Solano side of bridge (City land) should be striped.
2. Improve lighting and signage within the City.
3. Install bike parking on Abbey Street west of Railroad Avenue, on southeast and northeast corners of Main Street / 1<sup>st</sup> Street intersection, on Railroad Avenue north of Russell Street, in Main Street Village lot, and in Community Center lot.
4. Fix/install sidewalks within the City.
5. Neighborhood problems exist west of Railroad Avenue on Abbey Street, Main Street, and Russell Street.
6. Install more lighting in Railroad Avenue / Main Street parking lot.
7. Parking intrusion into the neighborhoods typically occurs in the afternoon and evenings.
8. There is not enough parking in the downtown area.
9. Diagonal on-street parking is preferred over parallel and 90 degree.
10. Parking time limits and meters (if installed) should be enforced.

Name	Email	Address
Diana McKee	dianamckee@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
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John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St
John Doe	john.doe@winters.com	1000 Main St

The feedback provided at this meeting helped to guide the study findings and recommendations. Russell Street parking utilization was surveyed and included in this study at the request of meeting attendees.



## 6. SHARED PARKING

Shared parking is the use of a parking facility that accommodates the parking demands of multiple adjacent land uses without preventing each individual use's ability to provide parking for its patrons. The shared nature of this concept reduces the number of parking spaces required for the facility, increases the facility capacity, and utilizes the space more efficiently. Typically, shared parking can reduce parking requirements 10 to 30 percent, depending upon specific conditions.

In this strategy, parking spaces are shared by the group of motorists serviced by the facility rather than parking spaces being assigned to them. In many instances, users of a parking facility arrive and leave at different times, do not stay for as long as other users, or utilize alternative modes of transportation. Ultimately, the demand for parking spaces does not equal the number of users at any given time. For example, a group of 100 residents or a hotel can share between 60 and 80 parking spaces because residents work at different times, complete daily errands at different times, and some may not even own a vehicle. To provide options for patrons, parking spaces may be reserved at a higher price, but shared spaces can be priced at a lower rate (when pricing for parking).

Shared parking can be applied in many situations. It is particularly appropriate where:

- Land values and parking facility costs are high.
- Clustered development is desired.
- Excessive pavement is undesirable<sup>1</sup>.

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<sup>1</sup> *Shared Parking, VTRI*

In the “adjacent site approach” to shared parking, the parking demands of the adjacent uses vary by hour, by day, or by season. Due to the variance in peak demand times, the parking facility can adequately serve the demands of adjacent uses with less than the maximum number of parking spaces needed to serve the adjacent on an individual basis in private parking facilities. For example, a small office may need 25 spaces for its employees and the neighboring movie theatre requires 100 spaces. On an individual basis, a total of 125 spaces would be needed for both uses, but because the peak demand periods of the uses vary from weekday to evenings and weekends, the parking facility may be shared between the theater and office with a total of 100 spaces. **Table 14** illustrates variance in peak demand by common land uses.

**Table 14: Land Use Peak Demand Variance**

Weekday Peaks	Evening Peaks	Weekend Peaks
Banks	Auditoriums/Theaters	Religious Institutions
Medical Clinics	Bars and Clubs	Parks
Offices	Meeting Halls/Conference Centers	Shops and Malls
Professional Services	Restaurants	
	Shops	

## MAXIMUM WALKING DISTANCES

Within shared parking facilities, there is a maximum distance that users are willing to walk to get from a parking space to a destination. Shared parking is confined by this maximum distance. Passing this threshold pushes users to drive to their next destination, thereby surrendering the purpose of a shared parking facility that serves multiple destinations or the “Park Once” trip concept. Such distances are influenced by a combination of factors including the condition of the pedestrian infrastructure, climate, line of sight, safety, and pedestrian barriers. **Table 15** lists the general acceptable distances accepted by destination and user type.

**Table 15: Generally Acceptable Walking Distances by Destination and User<sup>2</sup>**

Adjacent (Less than 100 ft.)	Short (less than 800 ft.)	Medium (less than 1,200 ft.)	Long (less than 1,600 ft.)
People with disabilities	Grocery stores	General retail	Airport parking
Deliveries and loading	Professional services	Restaurant	Major sport or cultural event
Emergency services	Medical clinics	Employees	Overflow parking
Convenience store	Residents	Entertainment center	
		Religious institution	

<sup>2</sup> Shared Parking: Sharing Parking Facilities Among Multiple Users, *Victoria Transport Policy Institute (2013)*

## 7. POTENTIAL DOWNTOWN ORGANIZATION

### PARKING BENEFIT DISTRICT

Parking Benefit Districts (PBDs) are defined geographic areas, which allow for the consolidation of parking management and financing where parking demand and supply can be shared between users and actively managed through a governing body with supporting ordinances for the mutual benefit of the district membership. Parking requirements encoded within municipal zoning ordinances shape the character of transportation and development within that municipality. The collective ability of the City to use zoning and other tools to shape local transportation conditions around shared values and goals will have increasingly economic, environmental and sustainable impacts.

In the past, development and parking requirements were car centric. Cities began to require sufficient accessory parking at each new development — enough to ensure that spaces would almost always be available for anyone who needed one, even if they were overabundant (and often free). This meant building to meet peak demand for free parking at each location. It also meant generating a high level of redundancies between land uses, even for uses within short walking distances of each other. One of the objectives of a PBD is to preserve traditional, relatively dense, mixed-use centers from conventional development requirements for on-site accessory parking facilities.

In addition, effective PBD implementation can provide:

- Formality and permanence to shared-parking resources, allowing developers (and their lenders) to rely upon them to reduce their on-site parking needs;
- Capacity to manage parking demand via centralized control over policies and pricing;
- Capacity to capture and direct parking revenues toward local investments;
- Capacity to manage the design and functionality of primary parking facilities, including facility and access-point location to minimize conflict with predominant automobile, transit, bicycle, and pedestrian traffic patterns;
- More welcoming conditions for customers and visitors — fewer “Thou Shalt Not Park Here” signs throughout the district;
- Re-captured land and redevelopment opportunities, supporting the general tax base;
- Funding mechanisms for capital improvements and maintenance costs; and
- Consolidated parking management to support member businesses.

Over-requiring parking supply along the corridors can create a number of unwanted effects, including:

- Reducing Infill Development Viability – smaller or awkwardly-configured sites typical of urban centers, as well as historic re-development opportunities in older commercial centers, can present significant challenges to meeting contemporary parking requirements, limiting their re-investment value and encouraging “green field” development instead;
- Discouraging alternatives to auto travel – by promoting free parking, minimum parking requirements put pay-as-you-go modal alternatives like transit at a distinct disadvantage;
- Eroding pedestrian environments – requiring each development to self-park (accommodate all demand on-site) greatly increases the proliferation of driveway-sidewalk intersections and creates large swathes of inhospitable surface parking lots; and

- Adding to the cost of living – by promoting free parking, conventional requirements ensure that parking costs are externalized in higher prices for goods, services, and housing — creating a particularly unfair burden for low-income households and those who do not drive.

Individual land use parking requirements typically result in an oversupply of parking and often stifles new developments, creates adverse neighborhood impacts, and promotes an inefficient use of land. When shared managed parking is implemented, newly available land that is diverted from parking uses can be used to support development pro forma, encourage active lifestyles, increase quality of life, promote mobility, enhance pedestrian safety, and create an environment that respects all stakeholders.

The primary goal of a PBD is to effectively manage an area’s parking supply and demand to support the business activities of the district’s membership and increase the convenience for district visitors. PBDs typically employ a number of parking management techniques to manage parking supply and demand, including but not limited to pooled shared parking supply, issuance of permits, and TDM strategies.

By consolidating the management of parking and sharing in revenue generated by PBDs, member businesses are supported through decreased financial burden of oversupply of parking, enhanced customer experiences, and the provision of district amenities. Financial benefits from a PBD can be used to improve transportation infrastructure along the corridor, fund operations, parking provision, implement neighborhood parking permit programs, and develop infrastructure that promotes healthy lifestyles, i.e. bike racks, bike lanes, user friendly sidewalks.

## FRAMEWORK

To develop the framework for PBD's a few goals have to be established that will form the basis of the district along a corridor.

- Create a Parking Benefit District framework for managing parking in the corridors
- Recommend adoption of performance-based pricing for public parking, on-street and off-street.
- Create a new parking requirement framework for shared-parking within the corridor district
- Phase implementation
- Establish zoning-based incentives for shared parking and demand-management investments
- Protect residential neighborhoods through the implementation of neighborhood parking permit systems
- Do not provide free public parking

The above goals will be established by the following:

- Reduce current requirements, if found appropriate
- Promote a shared parking (i.e., “park once”) focus
- Support local business
- Increase flexibility of standards
- Make standards clear and predictable
- Assess performance
- Identify opportunities for improvement
- Create market incentives to ensure implementation of these goals
- Increase the role of private developers in the provision of publicly-available parking
- Make shared spaces the least expensive for a developer to provide, and excess “reserved” spaces the most expensive to provide.

- The proposed framework must consist of setting baseline ratios for residential and non-residential uses
- Calculate minimum and maximum parking targets that are defined for an abbreviated set of land uses.

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## TARGETED RANGE

Parking requirements in framework plans are sometimes expressed as a target range in the form of a parking supply minimum and a maximum for each land use, rather than a specific number. A target range affords developers the flexibility to meet business goals and pro forma demands without compromising the goals of the public sector. A parking minimum is set at a level where enough parking supply is provided to avoid externalities like spill-over parking into neighboring districts from occurring. The presence of high-quality transit service, shared use parking facilities, and dense mixed-use environments, among other transportation demand management (TDM) strategies, help support low minimum parking standards. On the other hand, parking maximums should reflect the limit where the parking needs of businesses are reasonably met and additional parking would infringe of the urban design goals of the municipality.

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## BELOW MINIMUM

If a parking minimum is established, there are certain conditions that allow a developer to build below that minimum number of spaces. This option requires the payment of an increased Parking Benefit Charge that can then be used to provide more public parking elsewhere.

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## ABOVE MAXIMUM

There are three options for building above the maximum set by the target range, each of which mitigate the impacts of over-supplied parking. To exceed the maximum, a developer or owner may:

Open the increment of additional non-residential parking to public use as part of a shared parking arrangement. This allows for the developer to provide the amount of parking that they desire while offering a supply of shared parking spaces that may be used to offset demand generated by adjacent land uses. "Unbundle" all residential spaces (will allow provision of excess residential spaces only) –separate the cost of parking from the cost of housing, provide the option to rent or purchase fewer (or no) parking spaces to reduce housing costs.

Pay a higher in lieu rate to provide funding for local demand-management investments (transit shuttles, car-share parking, commuter benefits) - developments with on-site supplies in excess of a project's maximum that are neither shared (non-residential) nor unbundled (residential) will incur a higher cost, with the incremental revenues being directed toward the provision of local transit, car-share parking, commuter benefits, or other parking-demand reduction investments.

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## FINANCING OPTIONS

A primary benefit of a PBD is the consolidation of parking management and financing. By addressing parking as a district, member businesses can coordinate major policy decisions and infrastructure improvements that would not be possible with each property owner acting independently. California provides a variety of legal mechanisms for the establishment of a PBD. Financing for these districts is predominantly funded through assessments though other means are possible. The list below provides some examples of parking districts:

**Business Improvement Districts (BIDs):** These are established with support of 50 percent of property owners weighted by assessed value and use assessments to fund capital improvements and maintenance of parking facilities as well as district amenities.

**Assessment Districts (ADs):** These are established with support of 50 percent of property owners weighted by assessed value to fund improvements within the district. Improvements are typically used to support new development but can be used on existing development if a rational nexus between the improvement and assessment can be established.

**Downtown Parking District:** These are established by the City and use property assessments to fund new construction, pay debt, operations, and maintenance costs related to parking.

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## LAND USE CLASSIFICATIONS

Effective PBDs often simplify the land use classification of properties to better reflect the district's parking needs. Consolidated land uses simplify regulations, encourage investment, and enhance the effectiveness of shared parking resources. Some example new land uses might include:

- Residential
- General Office
- General Commercial
- Restaurant and Bar
- Hotel

## PARKING ASSESSMENT DISTRICT

As discussed in the recommendations, a parking assessment district could be used to fund parking related benefits.

## BUSINESS IMPROVEMENT DISTRICT (BID)

Business Improvement Districts (BID) are a revitalization tool for commercial neighborhoods such as shopping malls and regional business districts. BIDs are public/private sector partnerships that promote individual business districts and provide a variety of economic development and promotional services. The Parking and Business Improvement Area Law of 1989 (Streets and Highway Code 36500 et seq.) authorized the formation of a district that provides parking related benefits. The law enables a city, county, or joint powers authority (made up of cities and/or counties only) to establish a BID and levy annual assessments on businesses within its boundaries. Improvements, which may be financed, include parking facilities, parks, fountains, benches, trash receptacles, street lighting, and decorations. Services may also be financed. The law does not allow bonds to be issued by BIDs.

Parking and Business Improvement Areas (PBIA), which can also be called PBIDs, have been used quite frequently in Northern California. The process of forming a BID is as follows:

1. The city must propose a new district by adopting a resolution of intention and the types of improvements and activities to be financed are specified at this time.
2. Public notice must be provided and a public hearing held.
3. If not protested by a majority of affected businesses, the BID is established and an advisory board is appointed.

4. A BID may assess property according to zones of benefit, in relation to the benefit being received by businesses within each zone. Assessments must be directly proportional to the estimated benefit being received by the businesses upon which they are levied.

## PUBLIC/PRIVATE PARTNERSHIPS

Public-Private partnerships provide Cities the opportunity to reduce required parking solution contributions to parking solutions by leveraging the value of the public land to be used. An opportunity study should be conducted, which would evaluate the possibility of allowing private development on a portion of the City's public parking supply in exchange for financial contributions towards the construction of additional parking.

## 8. ISSUES AND RECOMMENDATIONS

This parking plan touches on many different aspects of the Winters downtown parking system. Ultimately, the focus of this study has been to provide a picture of how parking currently functions in the downtown area, to provide insight into how parking needs may change in the future, and to discuss policy and program options the City could pursue to ensure that parking continues to support the growth and success of the downtown.

### DOWNTOWN ISSUES

The following issues were identified during the study through stakeholder meetings and during analysis of parking conditions in downtown Winters and merits further consideration for the development of future management practices:

- Employees park in prime locations for businesses
- Bike parking should be more prominent (i.e. high visibility, secure, etc.)
- On-street and off-street parking fills up on Friday nights when events occur
- On-street time limit restrictions are not followed by motorists and not enforced by the City
- There are no reserved parking locations for electric vehicle
- There is insufficient street lighting on Abbey Street and throughout the City
- Existing pedestrian connectivity in Downtown could be improved
- A new hotel will be constructed on Abbey Street
- Parking intrusion occurs in some residential neighborhoods from both employees and customers
- There is a perception that there is a shortfall of parking in Downtown

### RECOMMENDATIONS

The recommendations in this section seek to holistically improve transportation for pedestrians, bicyclists, and motorists. Recommendations in this chapter address the following topics:

- **Management Body**
- **Employee Parking**
- **Event/Overflow Weekend Parking**
- **On-Street Striping**
- **Zoning and Development Standards**

- *Future Parking*
- *Main Street*
- *Urban Design*
- *Accessible Parking*
- *Loading and Unloading Zones*
- *New and Expanded Parking Lots*
- *Remote Parking Lots for Special Events*
- *Parking Structure*
- *Parking Revenue*
- *Revenue and Financing Programs/Options*
- *Residential and Commercial Conflicts*
- *Enforcement*
- *Electric Vehicle Parking*

The following recommendations, as shown in the *Winters Parking Committee Downtown Parking Recommendations and Plan (2018)* table included in the **Appendix**, are targeted towards helping the City develop a parking management strategy for the downtown that aligns goals and policies.

It is not the City's intention to manage the parking program, rather, a Downtown Association should spearhead this parking plan in collaboration with the City.

## MANAGEMENT BODY

**Recommendation: Establish a management body (i.e. BID) to plan and manage parking in collaboration with the City. Management body will be to obtain funding from developers and map parking.**

## EMPLOYEE PARKING

Employee parking is a key component of downtown area parking requirements since their parking duration is longer than visitors, shoppers, diners, etc. Since employee parking durations are relatively long (~8 hours) in comparison to other downtown user types, it is important that employees park outside of prime locations for businesses. Higher parking turnover in downtown areas equates to economically successful businesses.

### Recommendations:

1. **Establish employee parking locations and protocols. The Community Center is recommended for employee parking, as parking occupancy is low at 26% during primary working hours of 7:00am to 5:00pm. By the time the Community Center typically gets busy (after 5:00pm), many employees working standard business hours will have gone home.**
2. **Develop enforcement policies to impose graduated violation fees, which increase with the number of offences for lots and on-street parking.**

**Lead Entity: Local employers, Winters Parking District Association, and/or City of Winters.**

## EVENT/OVERFLOW WEEKEND PARKING

The City of Winters is an active community and tourism destination. As such, special events are held regularly at the Community Center and at various locations in the Downtown District. Additionally, the Downtown Area experiences a lot of visitors on weekends, as well as cyclists during the summer. Parking overflows occur periodically due to downtown events and the influx of weekend visitors and cyclists.

### **Recommendation:**

- 1. Establish remote parking locations at Winters High School (WHS) and at suitable locations on other public and private parcels. Provide shuttle service connecting them to downtown venues. Formal agreements with WJUSD and other private parties should be established.**
- 2. Determine a designated valet parking area and provide valet service to and from it.**

**Lead Entity: Winters Parking District Association and/or City of Winters.**

## ON-STREET STRIPING

On-street parking is a key component of the downtown parking supply. On-street parking in the Downtown Area provides convenient parking to visitors and employees. Residents also utilize on-street parking in neighborhood areas. However, parklets provide an ideal space for visitors to enjoy the downtown and parklets should be allowed where requested.

### **Recommendation:**

- 1. Establish a striping plan and annual budget to improve striping throughout the Winters Parking District.**
- 2. As the Downtown Master Plan develops, consideration should be given to diagonal on-street parking which will provide more parking spaces closer to destinations (when compared to parallel parking).**
- 3. Guidelines for the number of parking spaces to be converted to parklets should be determined.**

**Lead Entity: City of Winters**

## ZONING AND DEVELOPMENT STANDARDS

### **Recommendation:**

- 1. Adopt clear and strategic guiding principles as formal policies for the operation and management of public parking. This will help establish the City's priorities in developing parking policies, such as who its priority parking customers are and what its responsibility is in providing parking supply to the public.**
- 2. Simplify minimum parking requirements for the Downtown.**

3. **Require that all approved parking be made available to the public. This will encourage the sharing of the private parking supply. Private parking should still pay for public spaces through an in-lieu fee.**
4. **Clarify parking requirements for reciprocal uses with shared parking facilities. Clarifying this code section will make it easier for reciprocal uses to apply for a shared parking permit.**
5. **Reduce minimum parking dimensions to reduce the space needed to provide parking, which makes the provided downtown parking more space efficient and cost feasible, when possible.**
6. **On-site and remote parking: Make it easier to provide remote parking which will enable multiple uses to share parking facilities and reduce the total demand for parking spaces.**

**Lead Entity: City of Winters**

## MAIN STREET

Shops and restaurants are located on Main Street as well as a 2-hour time limit for parking (near Main Street Village). Short term (2 hour or less) parking is preferable for business purposes. Based on survey data and field observations, employees (long term parking) typically park on Main Street.

**Recommendation: Enforce the existing time limits.**

**Lead Entity: The City of Winters**

## URBAN DESIGN

Lighting, signage and wayfinding, bike facilities, pedestrian facilities, and security are aspects of good urban design that should be considered and incorporated throughout the Winters Parking District. It is important for motorists, pedestrians, and cyclists to feel comfortable while using the City's transportation system.

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## LIGHTING

**Recommendation:**

1. **Improve lighting through implementation of a lighting plan in remote parking lots (Rotary Park, Railroad, etc.) and trim trees/hedges. Use City standards and consider LED lighting as well as decorative designs.**
2. **Implement art and landscape where pedestrians will walk or gather.**

**Lead Entity: The City of Winters and/or Winters Parking District Association**

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## SIGNAGE AND WAYFINDING

Wayfinding recommendations are proposed to make parking easier to find, thus alleviating the congestion caused by drivers looking for parking spaces. Wayfinding should also be provided for attractions and as part of the gateway and public space improvements. It is important that once people park their vehicles, they can easily determine the route to walk, bike, etc. to their desired destination.

**Recommendation:**

1. Review existing signage and wayfinding to parking and businesses to determine effectiveness, ease of reading/understanding, consistency, etc. Signs should be easily read by motorists, pedestrians, and bicyclists.
2. Implement end-user technologies, such as a mobile-responsive website or text-message maps, to enhance wayfinding in the Downtown,
3. Explore the feasibility of implementing a variable message sign-based parking guidance system, in the Downtown from CR 89 (Railroad Avenue) and SR 128 (Grant Avenue).



**Lead Entity:** City of Winters and Winters Parking District Association

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## BIKE FACILITIES

Within the Project limits, there are limited existing bicycle parking facilities and much of the Downtown has limited street right-of-way width between the storefronts of historic buildings. Bike parking could be allocated in existing parking spaces.

### **Recommendation:**

1. **Install bike parking at the following locations:**
  - a. **Abbey Street west of Railroad Avenue**
  - b. **Community Center**
  - c. **Main Street Village lot**
2. **Consider installing bike corrals, which replaces a single 22-foot parking space and can provide enough space for seven U-shaped racks (approximately 14 bike parking spaces).**
3. **Replace existing bike racks on Main Street in front of Steady Eddy's artistic bike racks.**
4. **Include requirements or incentives for showers and clothes lockers in new commercial developments to encourage bicycle commuting.**
5. **Bike parking should be provided based on the overall parking supply. Bike parking should be required at 10% of vehicle parking spaces.**
6. **Continuously monitor bike demand.**

**Lead Entity:** City of Winters

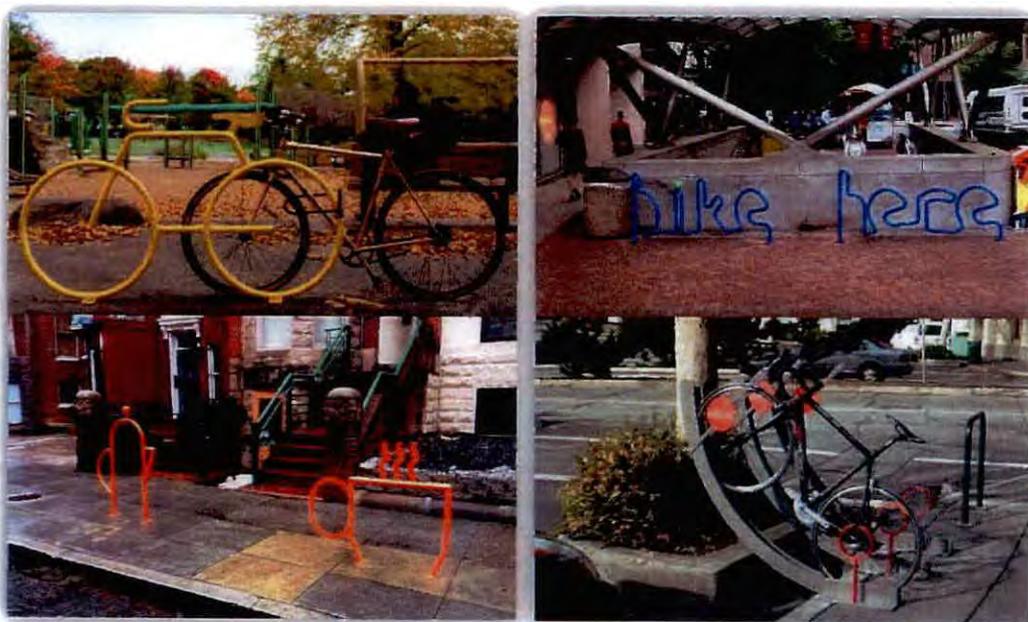


Figure 12 – Bike Rack Examples

## PEDESTRIAN FACILITIES

Pedestrian oriented design includes locating pedestrian amenities such as sidewalk landscaping, street furniture, and seating areas on the site of parking structures, which can strengthen the pedestrian realm and improve linkages to other areas of Downtown. In addition, the creation of paseos (such as the existing paseo on Railroad Avenue and Main Street) and open space between buildings (and new parking structures) can maintain the small-grain scale and form of Downtown.

Sidewalks are provided throughout the downtown area, but several street segments have sidewalk on only one side and there are some segments with no sidewalk on either side—especially on streets outside the core corridors of Railroad Avenue and Abbey Street. Some sidewalks are in need of maintenance, and some sidewalk widths may not be adequate for pedestrians to move comfortably and avoid obstacles, especially pedestrians in wheelchairs.

Curb ramps exist at many intersections in the downtown area, but are not compliant with current ADA standards. Some ramps are not flush with the street pavement and other ramps do not align with the pedestrian path of travel across the street.

### Recommendations:

1. **Repair existing sidewalks throughout the Downtown.**
2. **Install new sidewalk at the following locations:**
  - a. **Abbey Street between 1<sup>st</sup> Street and Railroad Avenue**
  - b. **Railroad Avenue south of Abbey Street**
3. **Install ADA compliant sidewalk and curb ramps throughout the City.**
4. **Consider restriping crosswalks at the following intersections:**

- a. **Abbey Street / 1<sup>st</sup> Street**
  - b. **Abbey Street / Railroad Avenue**
  - c. **Abbey Street / Elliott Street**
  - d. **Edwards Street / 1<sup>st</sup> Street**
  - e. **Edwards Street / Railroad Avenue**
  - f. **Main Street / Elliott Street**
5. **Use warning signs or barriers to discourage jaywalking.**
  6. **Provide pedestrian crosswalks at all legs of downtown intersections.**

**Lead Entity: City of Winters and/or BID.**

## ACCESSIBLE PARKING

The Americans with Disabilities Act (ADA) is a civil rights law which requires that buildings and facilities that provide goods and services to the public, must be accessible to individuals with disabilities. As such, ADA compliant parking and pedestrian facilities (sidewalks and ramps) are important aspects of modern transportation systems. Based on observation, some locations within the City provide insufficient ADA parking on Main Street.

**Recommendation: A striping plan should be established for the Downtown area. ADA spaces should be installed and existing spaces should be re-striped where needed.**

**Lead Entity: The City of Winters and/or Winters Parking District Association.**

## LOADING AND UNLOADING ZONES

Commercial deliveries regularly block streets and parking areas.

**Recommendation: Loading and unloading zones, alley delivery locations, and time of day delivery management should be communicated to local businesses and restaurants.**

**Lead Entity: The Winters Parking District Association and businesses**

## NEW AND EXPANDED PARKING LOTS

Parking demand is generated by land uses. Businesses, restaurants, residences, etc. generate trips and parking demand. Therefore, as the new development that is planned within the City occurs and new buildings are built, it is anticipated that there will be a need for the existing parking supply to be expanded.

### **Recommendations:**

1. **Establish a Winters Parking District Association, develop a financing plan for purchase and maintenance of new parking, conduct PD advisory vote, and conduct PD final vote. File assessment. Expand downtown parking lots, Winters High School lot (WHS), and develop parking agreements with various private property owners that have suitable parcels.**

2. **As new development is constructed and parking demand increases, additional parking spaces and solutions should be supplied. Review existing parking standards including re-evaluation of “shared parking” with review through the Winters Parking District Association and Planning Commission. Valet parking plan and remote lots will be established.**

**Lead Entity: The City, Parking District, Winters Parking District Association, and WJUSD**

## REMOTE PARKING LOTS

Remote lots are often used in communities to service overflow parking due to peaks and events.

**Recommendation: Develop a plan (may include valet) and shuttle system for transportation to remote parking lot locations.**

**Lead Entity: The City of Winters and the Winters Parking District Association**

## PARKING STRUCTURE

Parking structures, also known as parking garages, can provide a relatively high number of parking spaces relative to the structure’s footprint. However, construction of parking structures is significantly more expensive than construction of surface lots. It is anticipated that future development within the City will cause parking demand that cannot be met with existing on-street and off-street supply.

New parking structures should be designed to not impede circulation flows in Downtown. During the site selection process, the greater locational impacts of parking structures on vehicular circulation should be considered.

**Recommendation:**

1. **Develop a plan and financing program for the construction and maintenance of a downtown parking structure. Advisory and final PD votes should be conducted and an assessment filed.**
2. **New parking structures should not impede circulation flows in Downtown. During the site selection process, the greater locational impacts of parking structures on vehicular circulation should be considered. Ensure that new parking structure is easily found close to arterials and highly visible with well-designed signage that can enhance the image of Downtown. Surface retail parking in new parking configurations should be located facing stores. This allows for easier customer access to stores and better serves retailers. Existing service and delivery access can be maintained by creating loading zones.**

**Lead Entity: Winters Parking District Association**

## PARKING REVENUE

The City does not currently provide paid parking. Meters, paid lots, and/or a paid parking structure would provide the City with revenue for enforcement and maintenance if implemented.

Parking in Winters is currently free. Paid parking lots can also be provided for use by building owners and then they would have to pay an in-lieu fee for the public parking facilities instead of requiring private off-street parking for each property. This can occur even if the public parking is free, but is not recommended. On-street parking is considered one of the better shared public parking options because of its accessibility. Due to its convenience, on-street parking may need to be regulated through payment or restricted for parking demand management in high-demand areas.



To determine the minimum number of parking spaces for a shared facility:

- Determine the minimum amount of parking required by each proposed "user" of the shared facility by time period,
- Sum all of the required parking spaces by time period for each proposed user, and
- Set the minimum required parking spaces for the shared parking facility at the maximum total across all time periods.

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## PAID PARKING

**It is not recommended to implement paid parking; however, parking management and payment of in-lieu fees should support the parking management plans.**

**Lead Entity: The City of Winters and Winters Parking District Association**

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## FINANCING MECHANISM

**Recommendation: Develop fees or an assessment district to fund recommended improvements and maintenance of parking through establishment of Downtown Parking District, developed financing plan, advisory and final PD votes, and filing of assessment.**

**Lead Entity: The City of Winters, Winters Parking District Association, and BID**

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## RESIDENTIAL AND COMMERCIAL CONFLICTS

Due to the difference in parking demand duration, conflicts between residents and commercial uses can become an issue. Motorists prefer to park as close to their destinations as possible to optimize for walking distance, personal safety, vehicle security, and travel time. Some Winters businesses are located near residences and as such, on-street parking is shared between the two. Additionally, business employees often wish to park close to their places of work.

**Recommendation: Issue parking permits, install signs in residential areas, establish parking zones, and assign timed parking an implementation plan, monitoring, and annual budget for maintenance. Buy-in from local residents will be needed.**

**Lead Entity: The City of Winters**

**ENFORCEMENT**

The City of Winters currently does not enforce posted parking time limits. Parking restrictions can be enforced by hiring a parking compliance officer that conducts manual chalking from a Segway and follows up with regular enforcement rounds. Parking citations would be issued via a handheld device or handwritten tickets. The downside to this method is that potential violators could be able to anticipate enforcement rounds and move their vehicles. Utilization of technology is an option that could make enforcement less predictable, less labor intensive, and more targeted, which would lead to greater compliance.

Magnetometer and radar based sensors are the major types currently being used in enforcement and could be paired with a graduated fine program and an integrated hotlist of repeat offenders. Ultimately, the implementation of enforcement technology could make the downtown shopping and dining experience more friendly and convenient.

**Recommendation:**

- 1. Implement enhanced enforcement of time limits.**
- 2. Ensure that parking time limit enforcement restrictions are consistent with signage.**
- 3. Increase fines to the legal limits.**

**Lead Entity: The City of Winters**

**ELECTRIC VEHICLE PARKING**

The City of Winters does not currently have any electric vehicle charging stations, however, with the increase of electric vehicle usage throughout California and the US, motorist demand for charging stations is increasing. Many communities have implemented, or plan to implement charging stations.

**Recommendation: Implement electric vehicle charging stations.**

**Lead Entity: The City of Winters**

**9. FINANCING PROGRAMS**

The following summarizes potential financing mechanisms for parking improvements and additional parking supply within the parking district.

**IN-LIEU FEE PROGRAM**

The cost of providing, operating and maintaining parking is expensive. One option to address these costs is to have an in-lieu fee mechanism, which would provide property owners the option of paying a fee to the City in-lieu of providing the required amount of parking on site. The in-lieu fee would be based on the number of parking spaces required.

In-lieu fee programs require balancing the cost of fees and the City's policy goals. An in-lieu fee program can discourage development if the costs are too high. Similarly, setting the costs too low can impede the City's ability to provide adequate parking.

The specifics of an in-lieu fee program depend upon what the City's goals are for new development and the need for the construction of new spaces. To effectively use in-lieu fees to support the development of parking, the fees must be low enough that developers are willing to pay, but high enough that it is a significant source of funds towards new parking spaces. Some cities have mandated that new development must participate in the program, as they don't allow new on-site parking. This is very effective where parcel sizes are small and on-site parking is not practical.

## METHOD OF COLLECTION

Parking in-lieu fees can be collected by either charging a lump sum payment or an annual fee. The decision of lump sum or annual fees is dependent on several factors including:

1. Expected future development patterns
2. Land use mix
3. Policy goals
4. Expenditures allowed; and
5. Whether the fee is charged to tenants or property owners.

In-lieu fees can be difficult to manage for small businesses and restaurants as they may have difficulties making a full lump sum in-lieu fee payment, which may deter new business. Therefore, allowing payments in installments may be the best option. If the fee is charged to tenants, it may be riskier to charge the in-lieu fee annually because of the potential that they could break the lease and sever the cash flow. In the case of purely new developments that have longer tenancy types, the goal of an in-lieu fee program would be to raise funds for parking construction, maintenance, and management. For these situations, a lump sum payment would be the best approach as it provides funds for the City's immediate use.

## PARKING REVENUES

If Downtown businesses are not willing to pay assessments or the full amount needed through the BID, and/or in-lieu fees do not raise a significant enough revenue stream, then paid parking is the preferred option to raise revenue to close the funding gap for parking improvements.

# 10. PARKING GARAGE/STRUCTURE INFORMATION

A parking garage (parking structure) is an option to add additional public parking supply in the downtown area. This analysis draws upon information from previous studies conducted in California as well as recent parking structure construction cost information for the Bay Area.

## COST OF PARKING CONSTRUCTION

The cost of supplying parking either in an above ground structure, below grade lot, or as part of a mixed-use development is dependent on many variables. Enclosed and underground structures have major construction and operating expenses, because they must be ventilated. The following bullets describe the cost variables associated with providing structured or underground parking.

- **Planning and Design Costs**

- Planning and design costs can include initial demand and planning studies as well as surveying and soils engineering and architectural and structural engineering fees.
- **Land Acquisition Costs**
  - Land costs include the cost of acquisition as well as the costs of securing any easement or additional property necessary to build the parking facility.
- **Construction Costs**
  - Construction costs include demolition and site preparation, basic construction costs, and additional costs for improved architectural finishes and landscaping. Construction costs include contingency costs, contractor's overhead, and cost escalation during the course of construction. Actual construction costs will vary depending on the facility's location, size, whether it is below or above grade, and how many levels it has. The level of aesthetic finishes on the exterior of a parking structure can also significantly increase construction costs.
- **Financing Costs**
  - Financing costs will vary depending on the construction financing mechanism, but can include legal fees, the cost of securing and repaying bonds, and construction loan interest.
- **Equipment and Furnishing Costs**
  - Equipment and furnishings provided within the structure may include barrier gates, elevators, ticket spitters, and payment stations. These items can cost up in the hundreds of thousands of dollars and can affect both the initial cost of a parking facility as well as upkeep and maintenance costs.
- **Maintenance and Operation Costs**
  - Maintenance and operation costs include cleaning, lighting, maintenance, repairs, security, landscaping, fee collection, enforcement, insurance, labor, and administration. Typical costs per space can range from \$300 for basic maintenance of a surface lot to as high as \$1000 per space for a facility with attendants and additional security and lighting needs.

These studies examined the cost of providing additional parking to existing lots and/or garages, the cost per space (hard cost only) are provided in **Table 16**. It is important to note that these are not actual cost estimates for the City of Winters and are given to provide insight into the costs of parking construction only.

**Table 16: Parking Structure Construction Cost Estimates**

Facility Structure Type	Cost Per Space (Construction Cost Only)
Surface Lot	\$6,000 - \$9,000
Above grade open parking structure (3-4 levels)	\$20,000 - \$28,000
Above grade ventilated parking structure (3-4 levels)	\$24,000 - \$35,000
Below grade ventilated parking structure (2-3 levels)	\$42,000 - \$58,000

Sources: Los Altos Parking Supply Analysis (2013), Burlingame Parking Structure Analysis (CDM Smith, 2013), Mountain View Downtown Parking Study (2011), Watry Parking Garage Estimator.

## APPENDIX

A. DOWNTOWN RECOMMENDATIONS AND PLAN

B. DATA SHEETS

C. OVERVIEW PRESENTATION: KH – 05/03/2017

D. DATA PRESENTATION: PH – 05/03/2017

E. EMPLOYER SURVEY

A. DOWNTOWN  
RECOMMENDATIONS AND PLAN

## Winters Parking Committee Downtown Parking Report Recommendations

Topic	Lead Entity	Recommendations
<b>Management Body</b>	Downtown Property Owners and Businesses	Establish a management body (i.e. BID) to serve as a "Winters Business Association" to plan and manage parking in collaboration with the City. Management body will be to coordinate funding from businesses, property owners, developers and to map and manage parking. The Association will coordinate the formation of a Downtown Assessment/Parking District to finance improvements.
<b>Employee Parking</b>	Winters Business Association	<ol style="list-style-type: none"> <li>1. Establish employee parking locations and protocols.</li> <li>2. Develop enforcement policies to impose graduated violation fees, which increase with the number of offences.</li> </ol>
<b>Event, Overflow and Weekend Parking</b>	Winters Business Association	<ol style="list-style-type: none"> <li>1. Establish remote parking locations at Winters High School (WHS) and at suitable locations on other public and private parcels.</li> <li>2. Provide shuttle service connecting them to downtown venues. Formal agreements with WJUSD and other private parties should be established.</li> <li>3. Facilitate valet service and determine a designated valet lot.</li> <li>4. Facilitate shuttle services for peak season and event parking.</li> </ol>
<b>On-Street Striping</b>	City of Winters	<ol style="list-style-type: none"> <li>1. Establish a striping plan and annual budget to improve striping throughout the Winters Parking District within ¼ mile of Downtown.</li> <li>2. As the Downtown Master Plan develops, consideration should be given to diagonal on-</li> </ol>

Topic	Lead Entity	Recommendations
		street parking which will provide more parking spaces closer to destinations (when compared to parallel parking).
<b>Zoning and Development Standards</b>	City of Winters	Adopt clear and strategic guiding principles as formal policies for the operation and management of public parking.  Define minimum parking requirements for the Downtown.
	City of Winters	Require that all approved parking be made available to the public. This will encourage the sharing of the private parking supply. Private parking should still pay for public spaces through an in-lieu fee.
	City of Winters	Clarify parking requirements for reciprocal uses with shared parking facilities. Clarifying this code section will make it easier for reciprocal uses to apply for a shared parking permit.
	City of Winters	<del>Reduce minimum parking dimensions to reduce the space needed to provide parking, which makes the provided downtown parking more space efficient and cost feasible, when possible.</del>
	City of Winters	On-site and remote parking: Make it easier to provide remote parking which will enable multiple uses to share parking facilities and reduce the total demand for parking spaces.
<b>Main Street</b>	Winters Police Dept	Enforce time limits.
	City of Winters/Winters Business Association	Improve lighting through implementation of a lighting plan in remote parking lots (Rotary Park, Railroad, Elliot/Abbey, etc.) and trim trees/hedges. Use City standards and consider LED lighting

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>
<i>Urban Design</i>		as well as decorative designs.
	City of Winters	Implement art and landscape where pedestrians will walk or gather.
<i>Signage and Wayfinding</i>	Winters Business Association	Review existing signage and wayfinding to parking and businesses to determine effectiveness, ease of reading/understanding, consistency, etc. Signs should be easily read by motorists, pedestrians, and bicyclists.
	Winters Business Association	Implement end-user technologies, such as a mobile-responsive website or text-message maps, to enhance wayfinding in the Downtown,
	Winters Business Association	Explore the feasibility of implementing a variable message sign based parking guidance system, in the Downtown from CR 89 (Railroad Avenue) and SR 128 (Grant Avenue).
<i>Bike Facilities</i>	City/Winters Business Association	Install and maintain bike parking throughout the Downtown a. — Abbey Street west of Railroad Avenue b. — Southeast and Northeast corners of Main Street / 1 <sup>st</sup> Street Intersection c. — Railroad Avenue north of Russell Street d. — Main Street Village lot e. — Community Center lot
	City/Winters Business Association	Consider installing bike corrals, which replaces a single 22-foot parking space and can provide enough space for seven U shaped racks (approximately 14 bike parking spaces).
	City/Winters Business Association	Replace existing bike racks on Main Street in front of Steady Eddy's artistic bike racks.
	City/Winters Business Association	Include requirements or incentives for showers and clothes lockers in new commercial developments to encourage bicycle commuting.

Topic	Lead Entity	Recommendations
	City/Winters Business Association	Bike parking should be part of the overall parking supply at up to 10% of all parking spaces.
	City/Winters Business Association	Continuously monitor bike demand.
	Winters Business Association	Establish a bike to car parking ratio.
<b>Pedestrian Facilities</b>	City of Winters	Repair existing sidewalks throughout the Downtown.
		:
	City of Winters	Install new sidewalk at the following locations a. Abbey Street between 1 <sup>st</sup> Street and Railroad Avenue b. Railroad Avenue south of Abbey Street
	City of Winters	Install ADA compliant sidewalk and curb ramps throughout the City.
	City of Winters	Consider restriping crosswalks at the following intersections: a. Abbey Street / 1 <sup>st</sup> Street b. Abbey Street / Railroad Avenue c. Abbey Street / Elliott Street d. Edwards Street / 1 <sup>st</sup> Street e. Edwards Street / Railroad Avenue f. Main Street / Elliott Street
	Winters Business Association/City of Winters	Use warning signs or barriers to discourage jaywalking.
	City of Winters	Provide pedestrian crosswalks at all legs of downtown intersections.
<b>Employee Security</b>	Winters Business Association	The Winters Business Association should evaluate and consider the hire a security firm for Downtown security, which is anticipated to provide security guards and video surveillance, if needed.

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>
<i>Accessible Parking</i>	City of Winters	A striping plan should be established for the Downtown area. ADA spaces should be installed and existing spaces should be re-striped where needed.
<i>Loading and Unloading Zones</i>	Winters Business Association	Loading and unloading zones, alley delivery locations, and time of day delivery management should be communicated to local businesses and restaurants.
<i>Community Center Parking Lot</i>	City of Winters	To improve parking lot access and circulation in the area, a new driveway with entrance and signage should be installed on Railroad Avenue.
<i>New and Expanded Parking Lots</i>	Winters Business Association	Establish a Winters Parking Assessment District, develop a financing plan for purchase and maintenance of new parking, conduct PD advisory vote, and conduct PD final vote. File assessment. Expand downtown parking lots, Winters High School lot (WHS), and develop parking agreements with various private property owners having suitable parcels.
<i>New and Expanded Parking Lots</i>	City of Winters	As new development is constructed and parking demand increases, additional parking spaces and solutions should be supplied. Review existing parking standards including re-evaluation of "shared parking" with review through the Winters Parking District Association and Planning Commission. Valet parking plan and remote lots will be established.
<i>Remote Parking Lots</i>	Winters Business Association	Develop a plan (may include valet) and shuttle system for transportation to remote parking lot locations.
<i>Parking Structure</i>	Winters Business Association	In the future, develop a plan and financing program for the construction and maintenance of a

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>
		downtown parking structure. Advisory and final PD votes should be conducted and an assessment filed.
<b>Future Facilities and Planning</b>	City/Winters Business Association	New parking structures should not impede circulation flows in Downtown. During the site selection process, the greater locational impacts of parking structures on vehicular circulation should be considered. Ensure that new parking structure is easily found close to arterials and highly visible with well-designed signage that can enhance the image of Downtown. Surface retail parking in new parking configurations should be located facing stores. This allows for easier customer access to stores and better serves retailers. Existing service and delivery access can be maintained by creating loading zones.
<b>Paid Parking</b>	Winters Business Association	(Not recommended at this time.) It is not recommended to implement paid parking. However, parking management and payment of in-lieu fees should support the parking management plans.
<b>Financing Mechanism</b>	Winters Business Association	Develop fees or an assessment district to fund recommended improvements and maintenance of parking through establishment of Downtown Parking District, developed financing plan, advisory and final PD votes, and filing of assessment.
<b>Residential and Commercial Conflicts</b>	City of Winters	Issue parking permits, install signs in residential areas, establish parking zones, and assign timed parking an implementation plan, monitoring, and annual budget for maintenance.
<b>Street Parking</b>	City of Winters	Implement enhanced enforcement of time limits where applicable.

<b>Topic</b>	<b>Lead Entity</b>	<b>Recommendations</b>
<i>Enforcement</i>		
	City of Winters	Ensure that parking time limit enforcement restrictions are consistent with signage.
	City of Winters	Increase fines to the legal limits.
<i>Electric Vehicle Parking</i>	City/Winters Business Association	Implement electric vehicle charging stations.

## B. DATA SHEETS





















Russell	15																		
Russell	16																		
Russell	17																		
Russell	18	7AO2															6RD	6RD	6RD
Russell	19	4TC1																	
Russell	20																		
Russell	21																		
Russell	22	4VQ																	
Russell	23																		
Russell	24										371	371							
Russell	25																		
Russell	26	6UG																	
Russell	27	6YD	6YD	6YD															
Russell	28	6TY																	
Russell	29	6KG																	
Russell	30									7WV									























	License																				
	5:00	5:15	5:30	5:45	6:00	6:15	6:30	6:45	7:00	7:15	7:30	7:45	8:00	8:15	8:30	8:45	9:00	9:15	9:30	9:45	
78G	7Z7	65A	618	618	618	618	618	618	618	618	618	618	618	618	618	618	618	618	618	618	618
7M1	5U1	5U1	NEW	NEW	NEW	NEW	NEW	NEW	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC	CMC
5GE	5GE	5GE	5GE	5GE	5GE	4G4	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY	7EY
6AT	926	926	926	926	926	926	926	926	686	686	686	686	686	686	686	686	686	686	686	686	686
7GY	6B8	618	6A8	6A8	6A8	6A8	6A8	6A8	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW
	765	5MF	5MF	5MF	5MF	7PF	7PF	7PF	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW	5VW
85-1	85-1	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4	85-4
1FR	4FR	4FR	4FR	4FR	4FR	4FR	4FR	4FR	4FR	4FR	4FR										
7NE	7NF	7NF	7NF	7NF	7NF	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6	7G6
8W8	7GG	7GG	7GG	7GG	7GG	7GG	7GG	7GG	7GG	7GG	7GG										
6RL	6RL	6RL	6RL	6RL	6RL	6RL	6RL	6RL	6RL	6RL	6RL										
7LX	7LX	7LX	7LX	7LX	7LX	7LX	7LX	7LX	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK	7TK
7TY	4WE	4WE	4WE	4WE	4WE	4WE	4WE	4WE	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1
NEW	NEW	NEW	NEW	NEW	NEW	NEW	NEW	NEW	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1	6M1
6VG	6VG	6VG	6VG	6VG	6VG	6VG	6VG	6VG	800	800	800	800	800	800	800	800	800	800	800	800	800
5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW	5ZW										
6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF	6ZF										
	7DW	7DW	7DW	7DW	7DW	7DW	7DW	7DW	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV	6PV
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6TN	6TN	6TN	6TN	6TN	6TN	6TN	6TN	6TN	858	858	858	858	858	858	858	858	858	858	858	858	858
7MN	7MN	7MN	7MN	7MN	7MN	7MN	7MN	7MN	79L	79L	79L	79L	79L	79L	79L	79L	79L	79L	79L	79L	79L
6M9	6M9	6M9	6M9	6M9	6M9	6M9	6M9	6M9	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR	6RR
757	757	757	757	757	757	757	757	757	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
5SR	5SR	5SR	5SR	5SR	5SR	5SR	5SR	5SR	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
55N	55N	55N	55N	55N	55N	55N	55N	55N	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
6B9	6B9	6B9	6B9	6B9	6B9	6B9	6B9	6B9	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
71K	71K	71K	71K	71K	71K	71K	71K	71K	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
3IG	NEW	NEW	NEW	NEW	NEW	75V	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT	6GT
6VC	6VC	AAA	AAA	AAA	AAA	DHZ	DHZ	DHZ	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
7N7	31V	NEW	NEW	NEW	NEW	DHZ	DHZ	DHZ	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
55R	55R	55R	55R	55R	55R	55R	55R	55R	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN	6AN
5LU	8L5	184	184	184	184	7NO	7NO	7NO	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU
6EE	2UP					7PQ	7PQ	7PQ	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU	5XU
5FF		4X3	4X3	4X3	4X3	827	827	827	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC
4X3	4X3	4X3	4X3	4X3	4X3	560	560	560	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC	6TC
6HQ	4VO	6UZ	6UZ	6UZ	6UZ	6VO	6VO	6VO	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE	6FE
7N2	NEW	4XH	4XH	4XH	4XH	6DX	6DX	6DX	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK	6DK
808	NEW	5WH	5WH	5WH	5WH	430	430	430	87	87	87	87	87	87	87	87	87	87	87	87	87













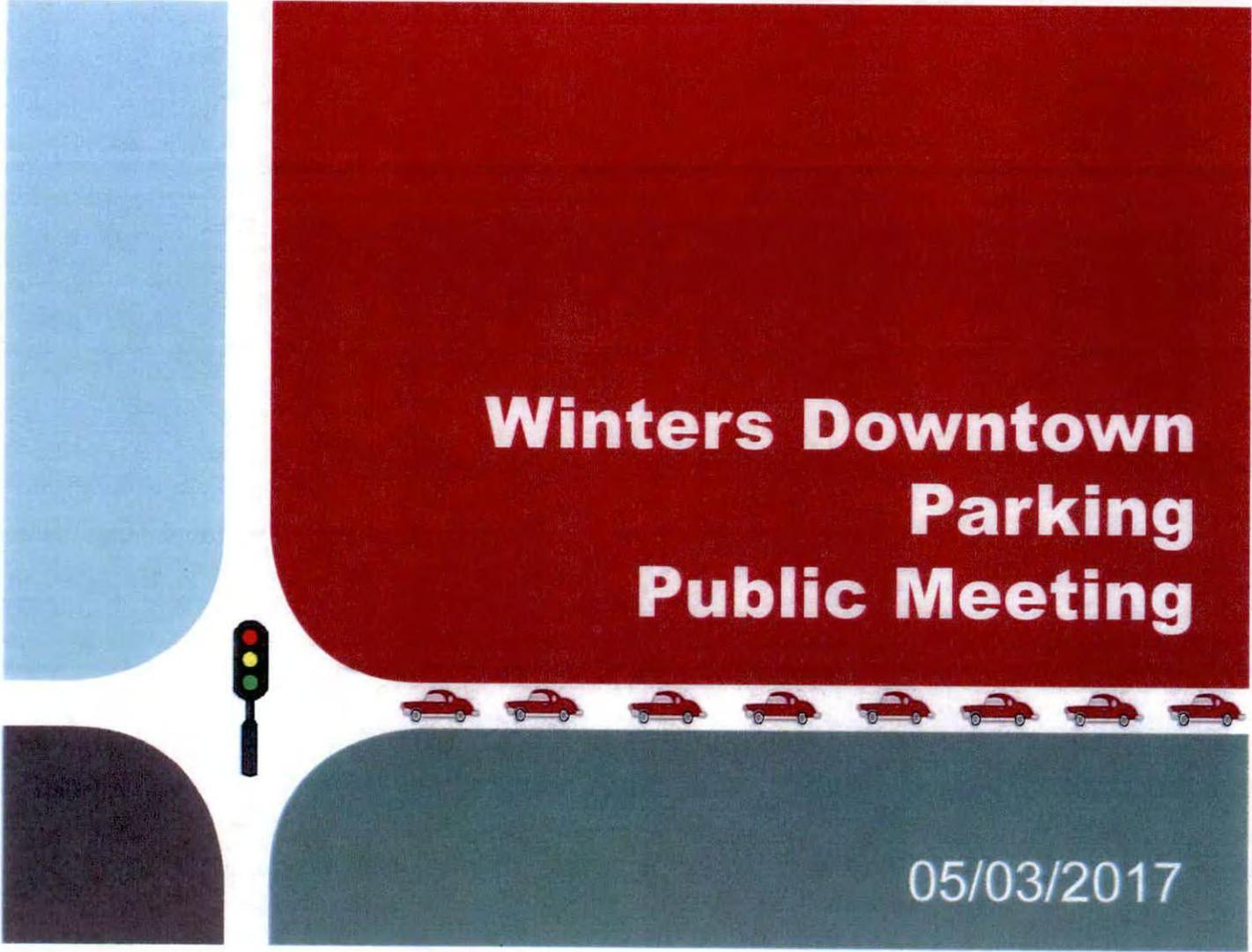








C. OVERVIEW  
PRESENTATION – KH  
05/3/2017

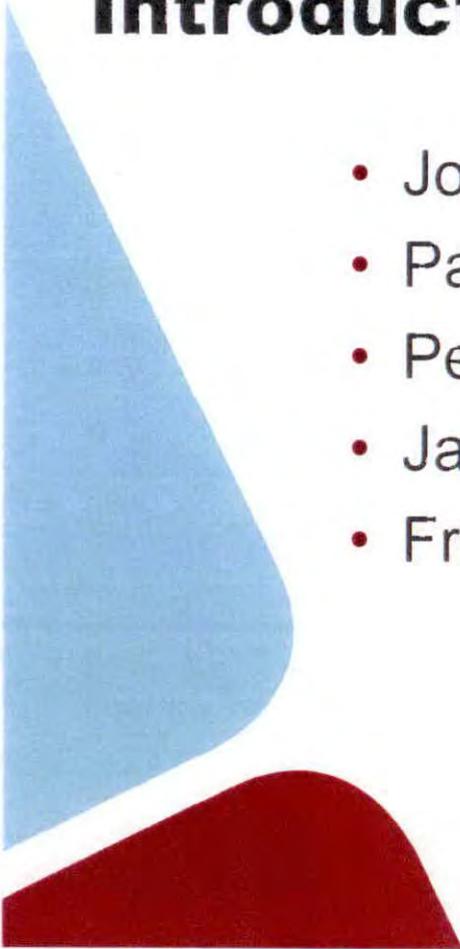


# Winters Downtown Parking Public Meeting

05/03/2017

# Introductions

- John Donlevy
- Parking Committee
- Peter Hunter
- Jake Mirabella
- Frederik Venter



## Agenda for Today

- Parking 101
- Background to Study
- Parking Study Data
- Public Survey
- Open Forum
- Next Steps



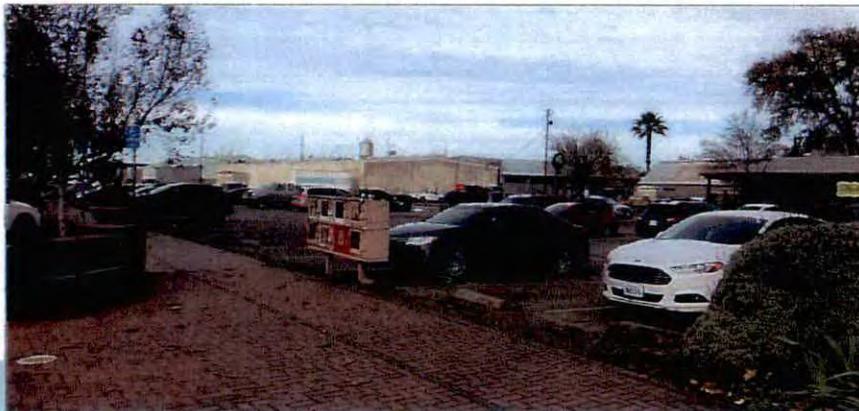
# Parking 101



- When does it work, when does it not work?
- What are some industry standards?

## Parking jargon

- Supply = # of striped parking spaces
- Turnover = Car #1 parks and leaves, then Car #2 parks and leaves; Turnover is 2
- Occupancy (%) = percentage of occupied spaces averaged over the surveyed period of time (8:00am – 4:00pm)



## **Parking Generation**

- Empirically determined at similar land use types – ITE Manual
- Average and peak data
- Urban Land Institute
- City Code / Requirements

## **Parking Generation versus Trip Generation**

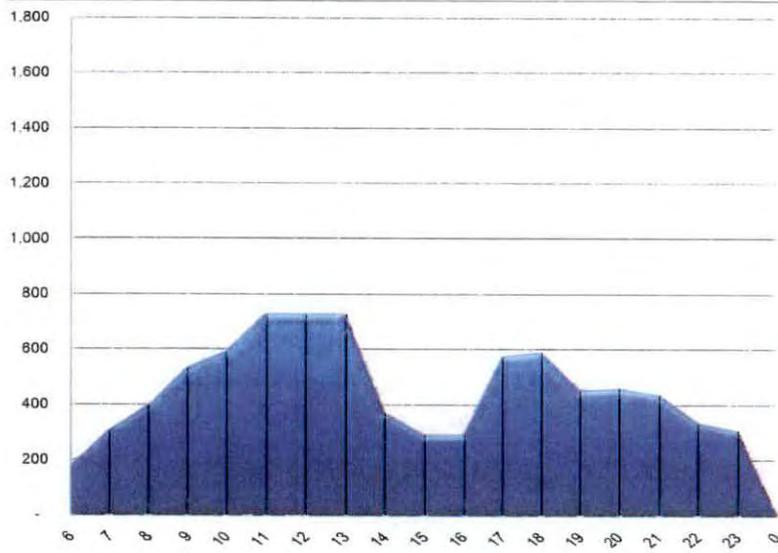
- Buckhorn Steakhouse
  - 2 to 3 trips per 3 seats per hour
  - 1 parking space per 3 seats
- Gas Station
  - 60 trips per pump per hour
  - 6 parking spaces

# Parking Standards

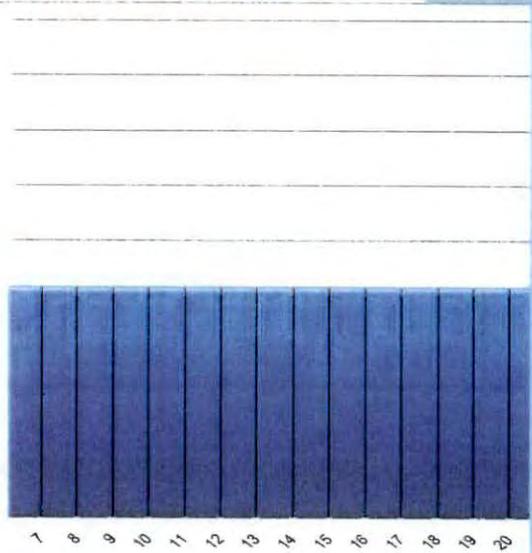
Use	City Code	ITE Weekday	ITE weekend
Hotel	1 per room	0.89 per room	1.2 per room
Office	1 per 250 SF	0.71 per 250 SF	0
Restaurant	1 per 3 seats	1.44 per 3 seats	1.41 per 3 seats

# Restaurant

Restaurant (150k SF):  
Real Demand



Unshared Supply

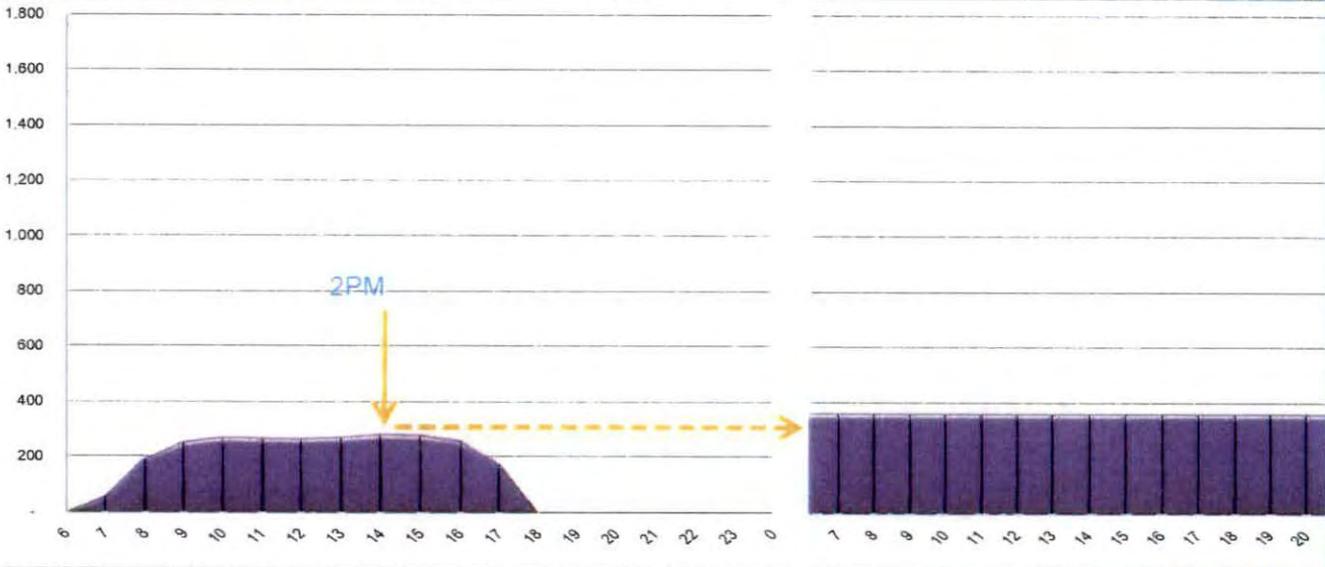


# Office

Office (150k SF):

Real Demand

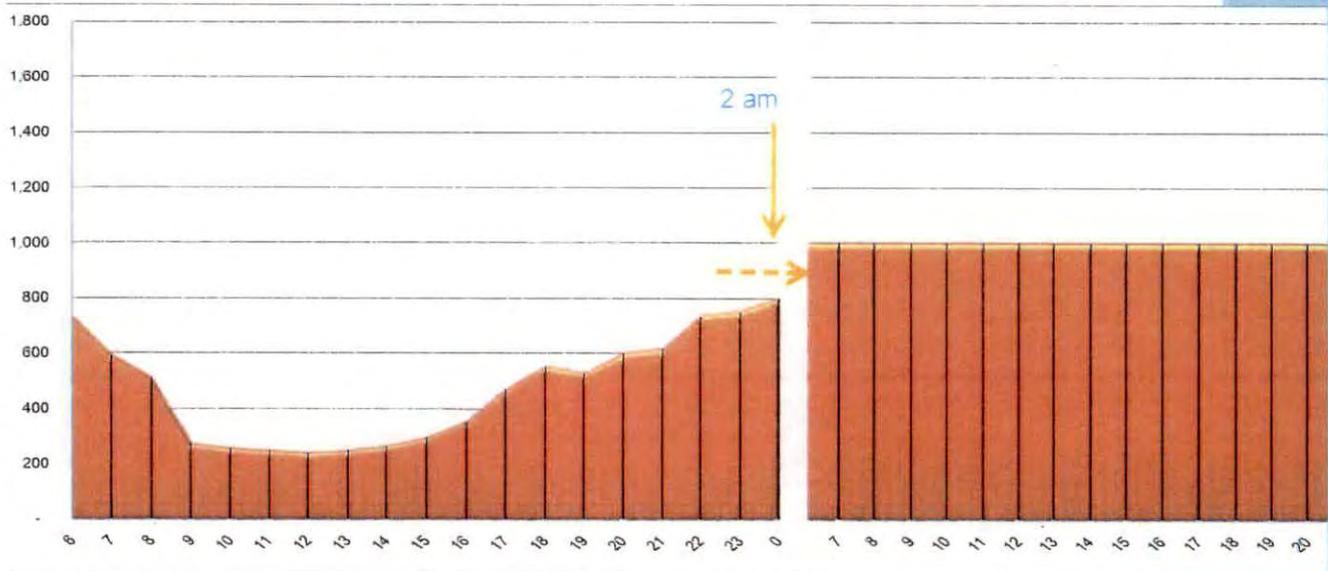
Unshared Supply



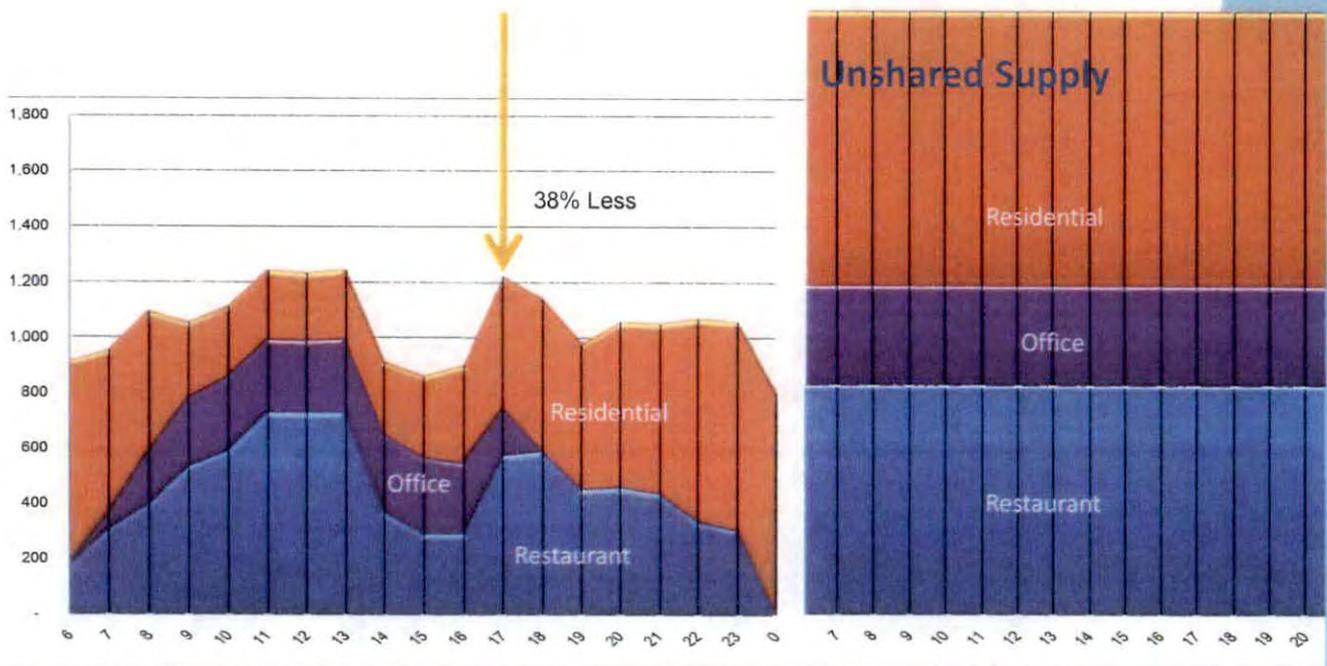
# Residential

*Residential* (1000 units):  
Real Demand

Unshared Supply



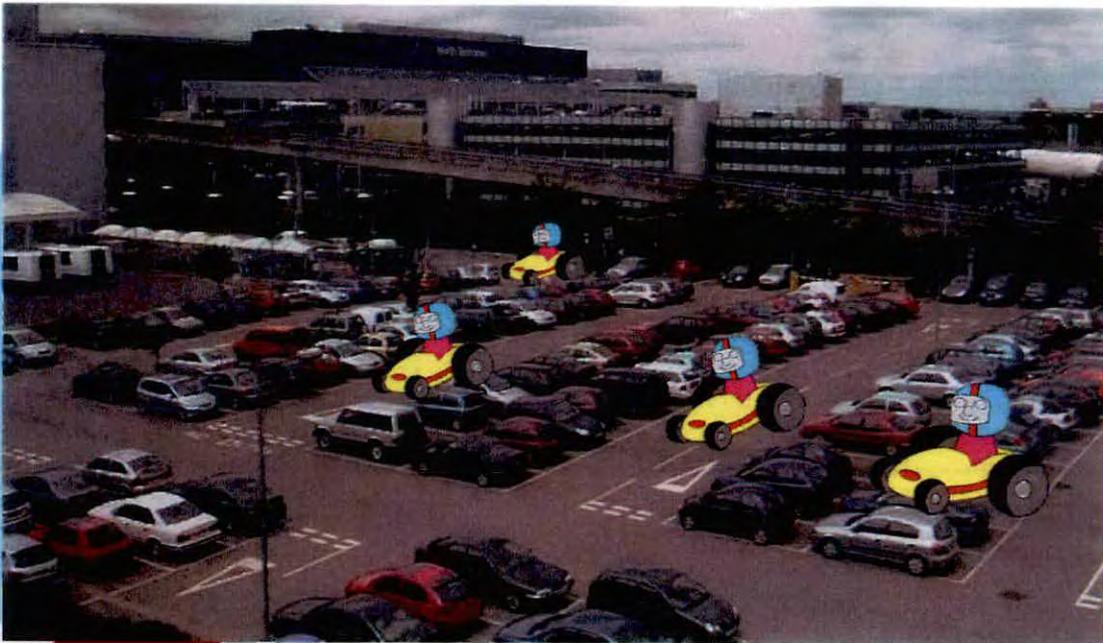
# Shared Uses: Real Demand



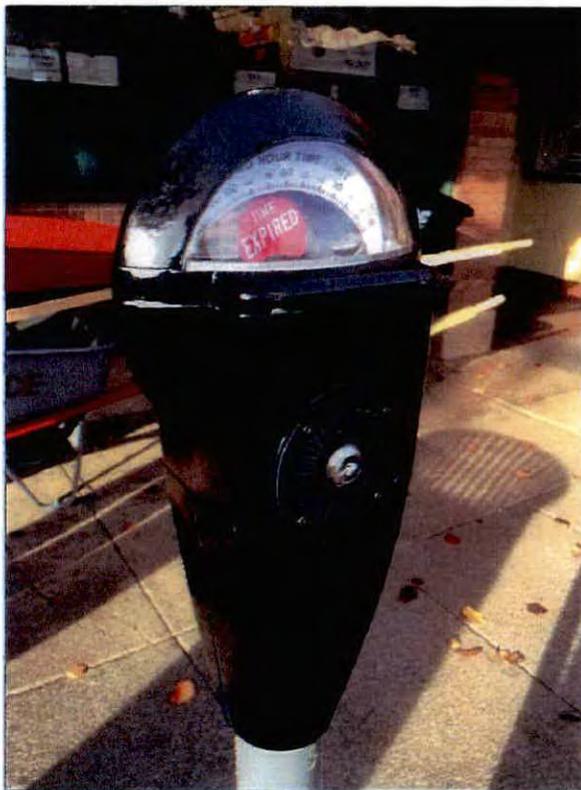
# Bicycle parking standards



# When is parking demand exceeding capacity?



## Time limits and Metering



# Improve Wayfinding and Information



16

# Improve Parking Design Before



17

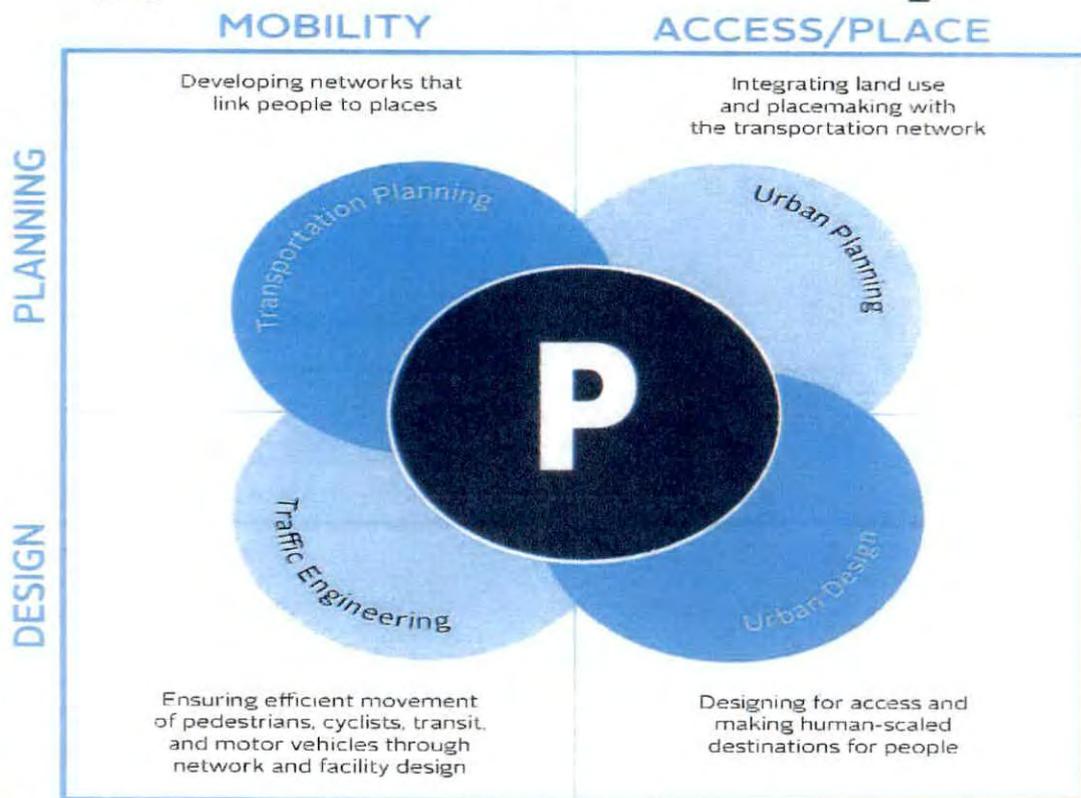
# Improve Parking Design After



## **Enforcement**

- Time limits
- Neighborhood intrusion
- Potential Income source

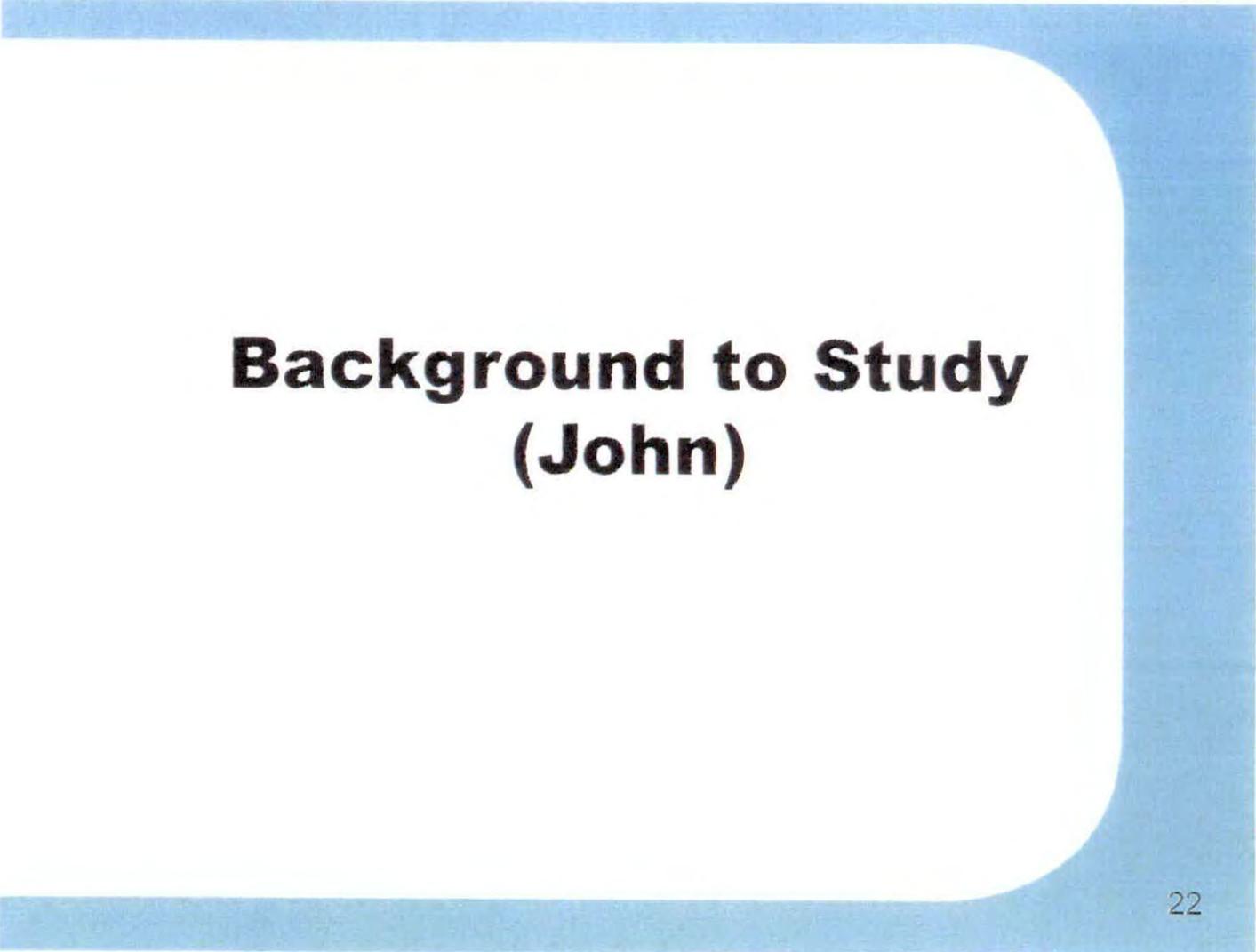
# Parking Policy Should be Approach Holistically



# Public Survey



21



# **Background to Study (John)**

22

# **Parking Study Data (Peter/KHA)**

# Data Analysis – Morning & Afternoon

- December 2, 2016
  - Friday – 7 AM to 5 PM
  - Friday – 5 PM to 9 PM



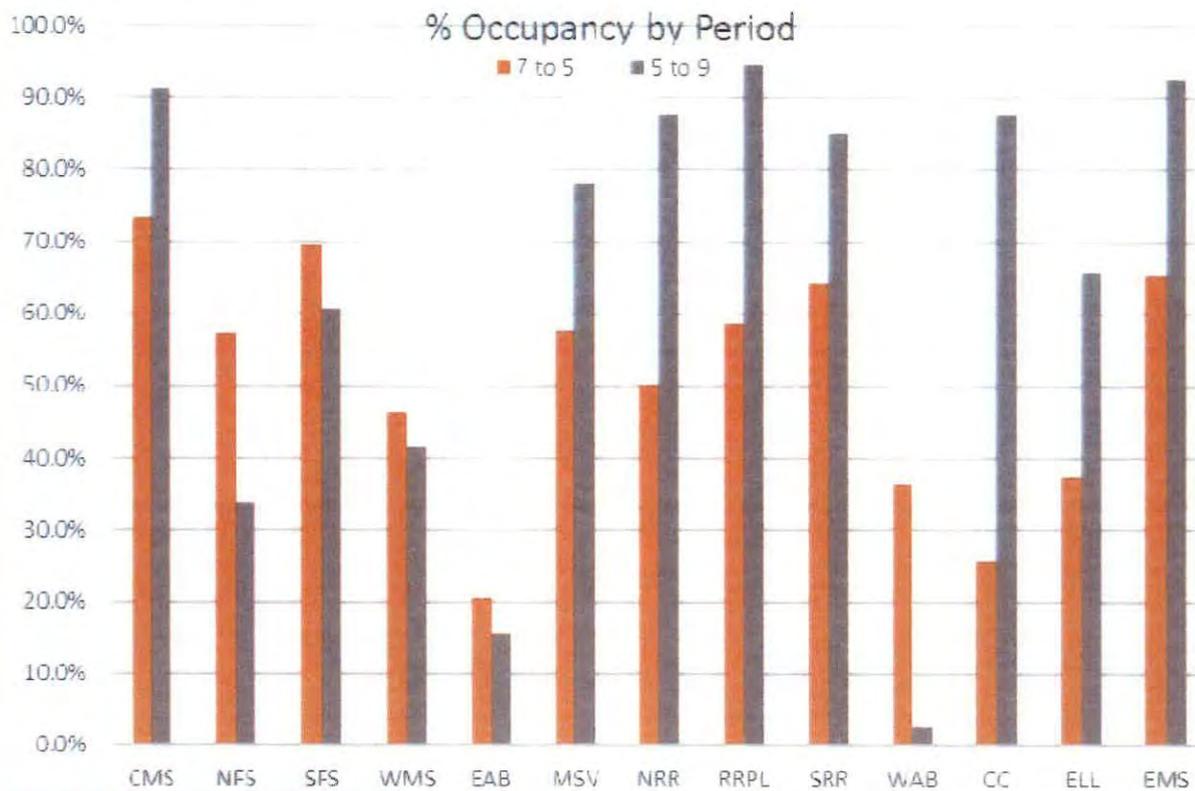
# December 7am-5pm



# December 5pm-9pm

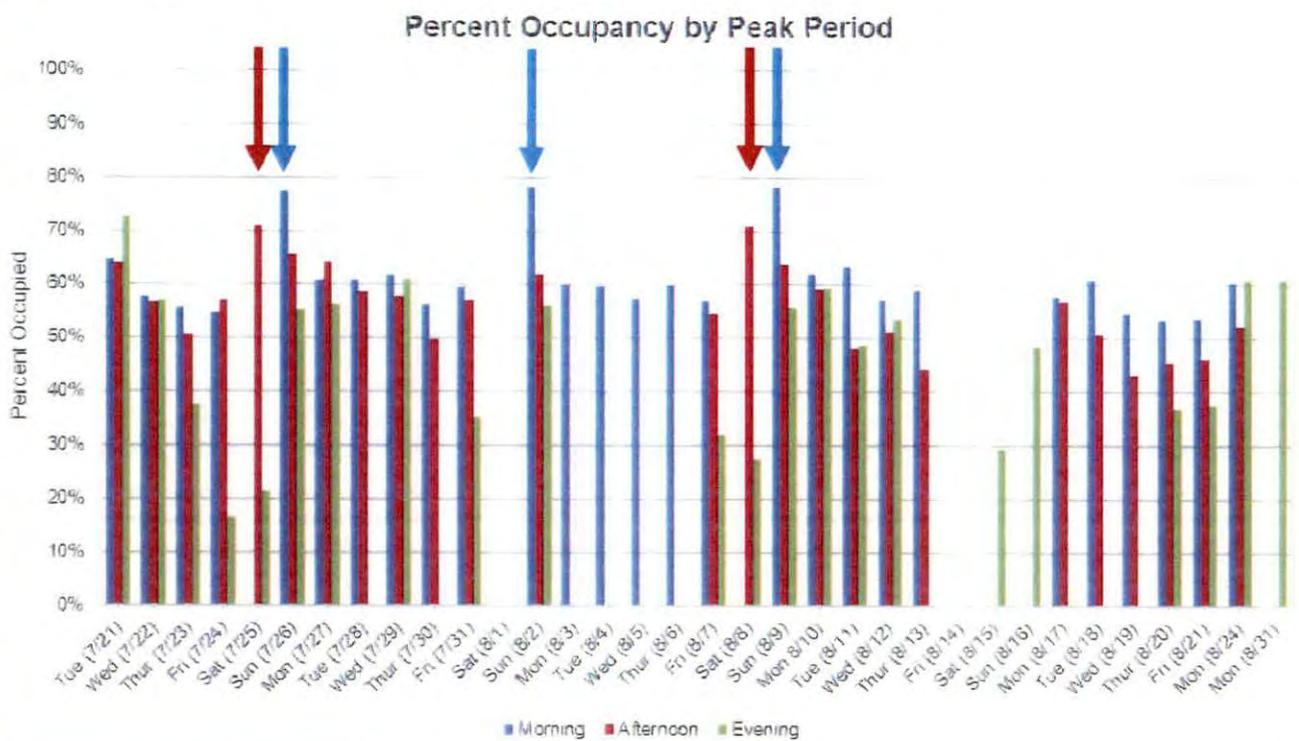


# Occupancy by Period & Lot Comparison



27

# August Data – Occupancy by Day



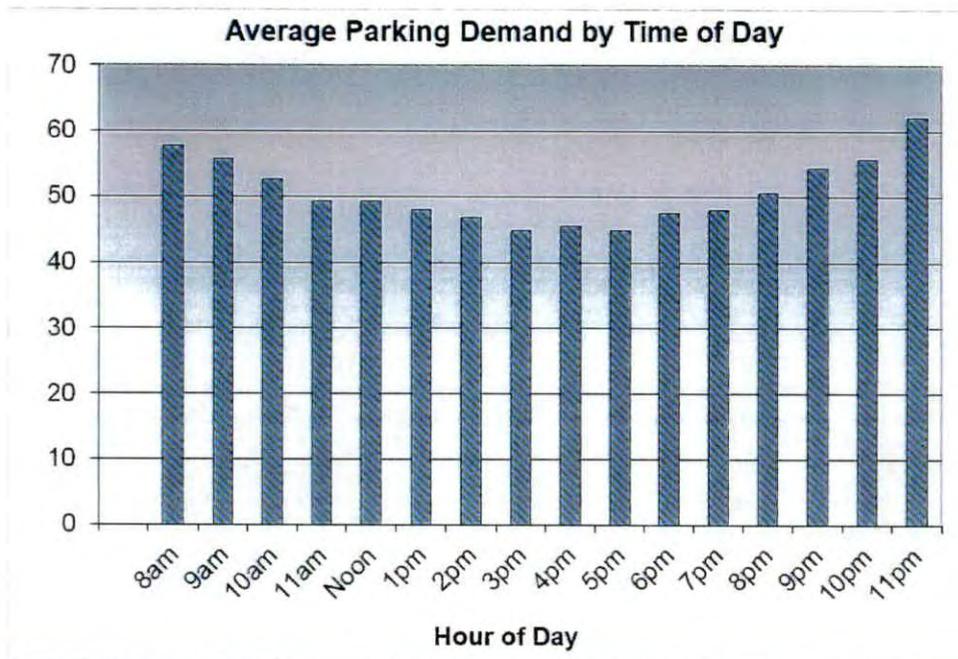
## **Citywide Comparison – August & December**

- **December 2016 - Friday**
  - 7am-5pm - 46% daytime Occupancy
  - 5pm-9pm - 71% evening occupancy
- **August 2016 – Monday thru Friday**
  - 10am-4pm - 53% daytime occupancy
  - 8pm – 54% evening occupancy
- **August 2016 – Saturday thru Sunday**
  - 10am-4pm – 76% daytime occupancy
  - 8pm – 42% evening occupancy

# Parking Impact of the Hotel

Hotel (72 rooms and restaurant):

Parking Demand: 58 parking spaces during daytime and 62 space during nighttime



\*estimated using ITE and ULI

## Parking Impact of the Hotel

Land Use	Daytime Demand	Fri Evening Demand, also Saturday Midday in August 2016
Existing Uses Daytime	197 (46% occupancy)	302 (70% occupancy)
Hotel (72 rooms and restaurant)*	58	62
OR Events @ 2.5 persons per car	100	100
Future Demand with Hotel	255 (59%)	364 (85%)
OR Future with Events	297 (69%)	402 (94%)

\*estimated using  
ITE and ULI

## Open Parking Discussion!!

- What is working for residents' parking needs in Downtown Winters?
- What is not working for residents and parking needs in Winters?
- What do you think the needs are of visitors to Downtown Winters?
- What improvements do you want to see?
- Who should pay for these improvements and how?

## **Next Steps**

D. DATA PRESENTATION –  
PH 05/3/2017

# WINTERS PARKING DATA COLLECTION

**Prelude to a Parking Solution**

Winters Parking Committee

Chris Turkovich, Gino Medioti, Sandy Vickery,  
Peter Hunter (and many others)

## Background

- Volunteer committee formed July 2015
- Sparked by concern over parking impacts of new development projects
- Met bi-weekly for 6 months
- Goals included:
  - Identifying parking issues
  - Collecting data
  - Proposing solutions

## Identified Issues

- Increased economic activity has led to increased parking demand (good!)
- High parking demand generally limited to Thurs-Sun
- Existing parking inventory not used efficiently
- Employees often occupying potential customer spaces
- New economic development (Hotel, PG&E facility) will likely increase parking pressure
- Overflow parking adversely impacts adjoining residential areas

## The Committee's Work

- Gather data to understand and quantify the issues
  - Snapshot parking surveys
  - Business owner survey
  - Intensive 1 day parking survey
- Select a consultant to use this data and work with stakeholders to create a parking plan

## Snapshot parking surveys

- Confirmed Thurs-Sun evenings were most impacted times
- Main street, Railroad and the City lots nearly at capacity
- Residential areas impacted

## Business Owner's Survey

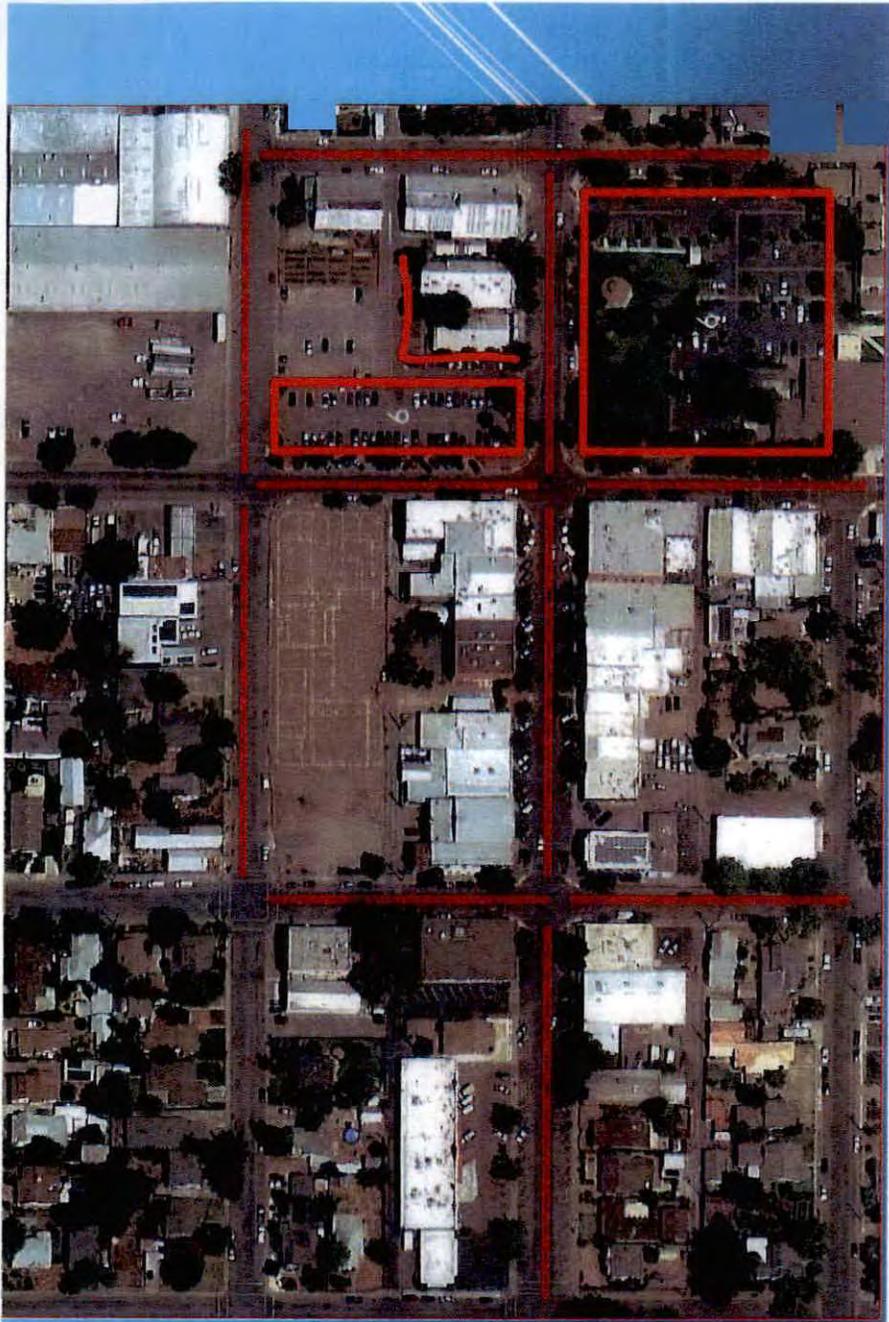
- About a 90% response rate.
- Highlighted impacts of employees

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12am-6am	29	28	28	28	28	7	7
6am-9am	92	93	92	90	91	29	22
9am-12pm	135	140	138	137	135	53	46
12pm-3pm	133	141	138	137	134	59	52
3pm-6pm	142	149	148	153	160	81	63
6pm-9pm	71	76	70	93	91	70	48
9pm-12am	47	47	47	57	71	51	35

## 12/2/2016 – An Intensive 1-day Survey

- A somewhat typical Friday night. A play at the Community Center and an event at the Buckhorn
- Surveyed 13 areas from 7AM to 9:15PM every 15 minutes
- 24,882 individual observations

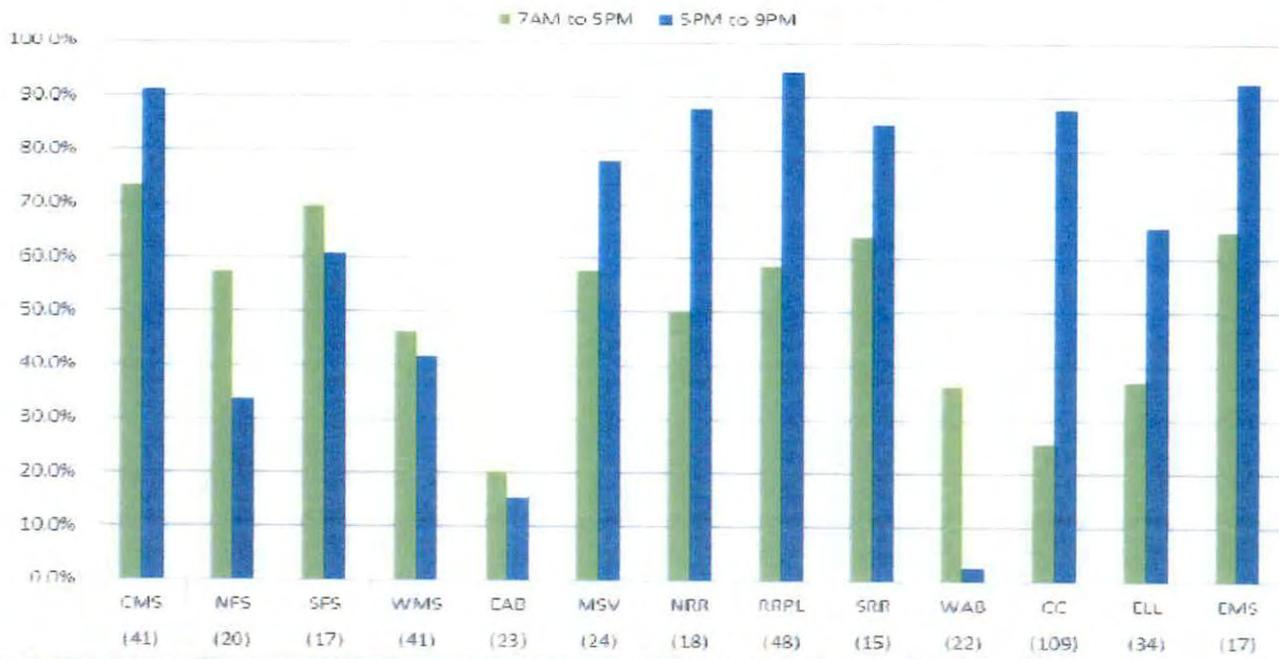
Survey  
Areas



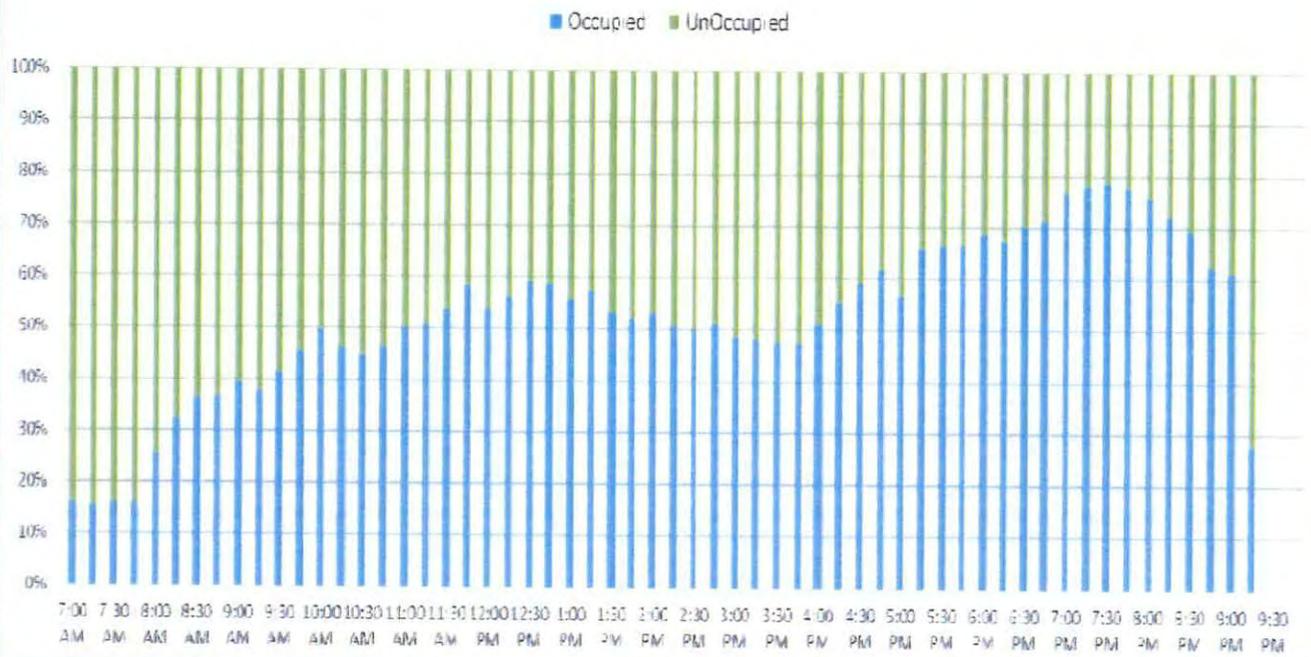
## The Inventory

<u>Area Name</u>	<u>Spaces</u>
Central Main Street	41
North First Street	20
South First Street	17
West Main Street	41
East Abbey Street	23
Main Street Village	24
North Railroad Avenue	18
Railroad Parking Lot	48
South Railroad Avenue	15
West Abbey Street	22
Community Center Lot	109
Elliott Street	34
East Main Street	17
<b>Total:</b>	<b>429</b>

% Occupancy by Area and Time of Day



ALL AREAS - % Occupied and Unoccupied by Time - 429 Spaces





Current Time: 07:00AM

## After the Data

- Consultants reviewed
- Stakeholder input
- Develop parking plan

## E. EMPLOYER SURVEY

### Winters Downtown Parking Survey

We understand there is a rhythm to daily parking demand by employees and managers. Please fill in the approximate number of employees/managers (including yourself) present in your business during various time-windows and days. If you are closed, leave the box empty. (Use the tab button to quickly move from box to box)

#### Monday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	4	2	0	2	0	0	0	0	0	0	1	1	0	10
6am-9am	2	4	4	3	0	1	3	0	1	0	2	0	0	21
9am-12pm	0	5	5	4	2	1	4	1	0	0	2	1	0	27
12pm-3pm	1	8	4	3	1	3	3	1	0	0	2	1	0	29
3pm-6pm	0	9	5	1	1	3	1	1	0	0	2	1	0	28
6pm-9pm	2	5	2	1	1	1	1	0	0	0	2	0	0	17
9pm-12am	5	1	1	0	0	0	0	0	0	0	2	0	0	11

143

#### Tuesday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	5	2	0	2	0	0	0	0	0	0	2	0	0	11
6am-9am	3	5	4	3	0	1	3	0	1	0	2	0	0	23
9am-12pm	0	6	7	4	2	1	4	1	0	0	2	1	0	30
12pm-3pm	1	8	6	4	1	2	4	1	0	0	2	1	0	32
3pm-6pm	0	10	6	2	2	1	1	2	0	0	2	1	0	31
6pm-9pm	2	5	2	0	2	1	0	0	0	0	3	0	0	17
9pm-12am	5	1	1	0	0	0	0	0	0	0	2	0	0	11

155

#### Wednesday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	5	2	0	2	0	0	0	0	0	0	2	0	0	11
6am-9am	2	5	5	2	0	1	3	0	1	0	2	0	0	22
9am-12pm	0	6	5	5	2	2	3	1	0	0	2	1	0	29
12pm-3pm	1	10	4	4	1	3	3	1	0	0	2	1	0	32
3pm-6pm	0	12	5	2	1	3	1	1	0	0	2	1	0	32
6pm-9pm	2	5	2	1	1	2	0	0	0	0	2	0	0	17
9pm-12am	5	1	1	0	0	0	0	0	0	0	2	0	0	11

154

#### Thursday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	2	2	0	2	0	0	0	0	0	0	2	0	0	8
6am-9am	1	6	5	1	0	1	3	0	1	0	2	0	0	21
9am-12pm	0	6	7	3	2	1	4	1	0	0	2	1	0	29
12pm-3pm	1	10	4	4	2	2	3	1	0	0	2	1	0	32
3pm-6pm	0	7	7	2	1	3	2	1	0	0	2	1	0	30
6pm-9pm	1	5	4	1	1	1	0	2	0	0	3	0	0	20
9pm-12am	3	2	2	1	1	0	0	0	0	0	2	0	0	13

153

#### Friday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	2	2	0	2	0	0	0	0	0	0	2	0	0	8
6am-9am	1	5	4	1	1	1	3	0	1	0	2	0	0	20
9am-12pm	0	6	4	4	2	2	4	2	0	0	2	0	0	28
12pm-3pm	2	8	4	3	2	2	4	2	0	0	2	0	0	31
3pm-6pm	2	7	4	2	3	2	2	3	0	0	2	0	0	31
6pm-9pm	4	4	1	3	0	1	2	0	1	0	2	0	0	20
9pm-12am	3	2	1	3	0	0	0	1	0	0	2	0	0	14

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#### Saturday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	4	1	0	2	0	0	0	0	0	0	0	0	0	7
6am-9am	4	4	0	1	1	0	3	0	0	0	0	0	0	13
9am-12pm	3	6	3	1	0	4	3	0	0	0	0	0	0	20
12pm-3pm	2	6	3	0	2	3	4	0	0	0	0	0	0	20
3pm-6pm	3	4	2	3	1	2	2	1	0	0	0	0	0	20
6pm-9pm	3	3	0	2	1	1	1	1	1	0	0	0	0	15
9pm-12am	3	2	1	3	0	0	0	1	0	0	0	0	0	12

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Sunday

Answer Options	0	1	2	3	4	5	6	7	8	9	10	11	12	Employee Count
12am-6am	3	1	0	2	0	0	0	0	0	0	0	0	0	6
6am-9am	3	1	0	1	0	0	3	0	0	0	0	0	0	8
9am-12pm	3	4	1	2	0	2	4	0	0	0	0	0	0	16
12pm-3pm	3	4	1	0	3	2	4	0	0	0	0	0	0	17
3pm-6pm	3	4	0	1	3	1	2	0	0	0	0	0	0	16
6pm-9pm	4	2	1	1	0	0	1	0	1	0	0	0	0	12
9pm-12am	4	2	0	2	0	0	0	0	0	0	0	0	0	10

85

Question Totals

answered question

34



## CITY COUNCIL STAFF REPORT

**TO:** Honorable Mayor and Council Members  
**DATE** September 18, 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Dan Maguire, Economic Development and Housing Manager   
**SUBJECT:** Consideration of Resolution 2018-53, a Resolution of the City Council of the City of Winters Authorizing Additional Funding in the Amount of \$700,000, with \$565,000 from the Affordable Housing Trust Fund and \$135,000 from HOME Program Income to the Blue Mountain Terrace Senior Housing Project

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### **RECOMMENDATION:**

Staff recommends that the City Council take the following actions: (1) receive the staff report, (2) adopt Resolution No. 2018-53 approving additional funding in the Amount of \$700,000, with \$565,000 from the City of Winters Affordable Housing Trust Fund and \$135,000 from the HOME Program Income to assist in the development of the Blue Mountain Terrace Senior Housing Project.

### **BACKGROUND:**

Staff is working with the project developer (Domus Development) to complete the project funding needed to construct the project as authorized by City Council previously. The total estimated cost of the project is \$24,004,096.

At the April 1, 2014 City Council meeting, the Council selected Domus Development LLC from the three proposals submitted in response to a previously issued Request for Proposals/Qualifications (RFP/RFQ). Council also authorized the City Manager to Execute an Exclusive Negotiation Agreement (ENA) with Domus Development, LLC, a California Limited Liability Corporation for the development of the Blue Mountain Terrace Senior Affordable Housing Project. At that meeting, Staff recommended a commitment of funding to the project as a provision of the ENA, with the City commitment of financial assistance to the development consisting of a grant from the 2007 tax exempt bond proceeds, with \$1,243,497 authorized at the February 16, 2016 City Council meeting.

Domus Development and the City have been successful in bringing additional project funding commitments to project, with the project receiving funding commitments from the Infill Infrastructure Grant program (\$1,800,000), Project Based Housing Vouchers, a HOME Program Loan (\$2,400,000) and funding from the State's MHP Program (\$3,436,000). The last additional funding successfully secured for the project was through an application to the State's 4% Tax Credit Program earlier this year.

**DISCUSSION:**

Upon successful completion of the 4% Tax Credit Application, the project developer updated their financial data, including updating the costs of construction. That update reflected a significant increase in the projected costs of construction. Staff, along with Technical Consultant Lisa Baker (CEO of Yolo County Housing) worked with the Domus team on proposed value engineering deemed acceptable. This value engineering resulted in cost savings of approximately \$284,000. Even after that value engineering, the project financials showed a financial gap of as much as approximately \$1,500,000.

On August 28, 2018, staff met with the members of the Affordable Housing Steering Committee ("AHSC") to discuss and receive their input on staff's recommendation to provide additional gap funding to the Blue Mountain Terrace project. The AHSC was unanimous in support the staff recommendation to the City Council for approval of \$700,000 in additional funding.

**FISCAL IMPACT:**

The City would loan \$565,000 from the City's Affordable Housing Trust Fund and loan \$135,000 from HOME Program Income.

**ATTACHMENTS:**

Resolution 2018-53

Updated Domus Financial Projections

City Funds Recap Sheet

Potential Change to City of Winters Impact Fees for BMT Project

**RESOLUTION NO. 2018-53**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS  
AUTHORIZING LOANS OF \$700,000, WITH \$565,000 LOANED FROM THE  
CITY OF WINTERS HOUSING TRUST FUND AND \$135,000 LOANED FROM  
THE HOME PROGRAM INCOME ACCOUNT IN SUPPORT OF THE BLUE  
MOUNTAIN TERRACE AFFORDABLE SENIOR HOUSING PROJECT**

**WHEREAS**, on March 4, 2014, the City Council of the City of Winters (the "City Council") approved the issuance of a Request for Proposal and Request for Qualifications for the development of Senior Affordable Housing ("RFP/RFQ") for that certain property located at Grant Avenue (a portion of APN #s 003 370 028, 029, and 030; the "Property"), which is owned by the Successor Agency to the Community Development Agency of the City of Winters; and

**WHEREAS**, on April 1, 2014, the City Council of the City of Winters selected Domus Development LLC from the three proposals submitted in response to the Request for Proposals/Qualifications; and

**WHEREAS**, on December 8, 2014, the State of California Department of Finance ("DOF") approved the sale of the Property from the Successor Agency to Domus Development LLC; and

**WHEREAS**, Domus is establishing Blue Mountain Terrace Associates LP as a separate limited partnership that will acquire the Property and develop sixty-three (63) multi-family units, sixty-two (62) of which will be designated as affordable housing, and associated on-site and off-site improvements to be known as the Blue Mountain Terrace Affordable Senior Housing Project (the "Project"); and

**WHEREAS**, Domus Capital Holdings, Inc. is a wholly owned and controlled affiliate of Domus Development LLC, and is or will be a partner in the limited partnership that will acquire the Property and develop the Project; and

**WHEREAS**, the City previously authorized financial assistance to Domus Capital Holdings, Inc. in the form of a grant from the 2007 Community Development Agency low and moderate income housing bond proceeds (the "Housing Bond Proceeds") that were transferred to the City pursuant to that certain Bond Expenditure Agreement entered into by and between the City and the Successor Agency on April 1, 2014, which assistance will be used to assist in the development of the Project, and which grant of funds is conditioned upon Domus Capital Holdings, Inc. ensuring that not less than thirty-one (31) of the units included in the Project will be maintained as affordable housing for not less than fifty-five years in accordance with the requirements of the Community Redevelopment Law; and

**WHEREAS**, the City desires to provide additional funding to the project in the form of loan of \$565,000 from the City's Affordable Housing Trust Fund and \$135,000 loaned from the City's HOME Program Income to assist the project in closing a financial gap resulting from escalating costs of construction;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Winters that:

Section 1. The City hereby finds and determines that the foregoing recitations are true and correct and are incorporated herein by this reference.

Section 2. The City hereby approves and authorizes a loan of funds from the Housing Trust Fund and the City's HOME Program Income in the amount of seven hundred thousand dollars and zero cents (\$700,000) to Domus Capital Holdings, Inc. to provide assistance to the Blue Mountain Terrace Project, which loans shall be made pursuant to a Loan Agreement that will include assurances and conditions on disbursement to ensure that the loan funds be used for costs incurred in the development of the Project, and shall be structured on the owner of the Project entering into an Agreement that makes payments on the loans from residual receipts.

Section 3. The City Council hereby authorizes and directs the City Manager, or his designee, in consultation with the City Attorney, to prepare and enter into such agreements on behalf of the City, including but not limited to a Loan Agreement with Domus Capital Holdings, Inc. and Affordable Housing Regulatory Agreement with Blue Mountain Terrace Associates LP for the Project, and to execute such other documents and take such other actions as necessary to carry out and implement the obligations of the City under this Resolution.

The foregoing resolution was duly and regularly adopted by the City Council of the City of Winters, County of Yolo, State of California, on the 18th day of September, 2018, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Bill Biasi, Mayor  
City of Winters

**ATTEST:**

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Tracy Jensen, City Clerk  
City of Winters  
State of California

PROFORMA - LIHTC		Updated		5/7/2018		By: ML		Notes:		
Project name	147 East Baker	Geographic		Capital/North	LIBOR	2.86%	Equity from Fed. Tax Credits			6,601,168
City / County	Winters Yolo	Housing Type		Senior	Cap. Rate	5.50%	Permanent Loan			3,516,529
Type of Credits	4%	Land Acreage		0.3569	Const. Period	16 months	DDF + Soft \$			8,117,887
Set Aside	n/a	Project Type		New Constr	Lease+Stabiliz	5 months	Annual Fed. Tax Credits			70,980
DDA or QCT	no						Fed. Tax Credit Price			\$0.930

Total Unit Allocation per BR Size	Unit Square Feet	# of Bedrooms	# of Units	Proposed Rents less Utilities	Rents TCAC	Rents MHP / UMR Rents	Rents LA County PBV Sec 8	Section 8 Overhang Calc	Aggregate Monthly Rents	Monthly Utility Allow.	Aggregate Rents + Utility	100% Median Rents	Aggregate 100% Rents	% AMI
0	400	SRO	0	0	437	437		0	-	54	-	1696	-	30%
	400	SRO	0	0	665	665		0	-	54	-	1696	-	45%
	400	SRO	0	0	728	728		0	-	54	-	1696	-	50%
	400	SRO	0	0	874	874		0	-	54	-	1696	-	60%
58	659	1bd/1ba	4	300	390	390	805	505	1,200	90	42,960	1061	4,244	25%
	400	1bd/1ba	2	412.52	468	468		0	825	55.48	936	1696	3,392	30%
	659	1bd/1ba	14	378	468	468	805	427	5,292	90	6,552	1061	14,854	30%
	659	1bd/1ba	7	568.52	624	624		0	3,980	55.48	4,368	1061	7,427	40%
	659	1bd/1ba	16	724.52	780	780		0	11,592	55.48	12,480	1061	16,976	50%
	659	1bd/1ba	15	880.52	936	936		0	13,208	55.48	14,040	1061	15,915	60%
4	854	2bd/1ba	2	456	561	561	1098	642	912	105	1,122	2182	4,364	30%
	854	2bd/1ba	0	0	842	842		0	-	105	-	2182	-	45%
	854	2bd/1ba	2	831	936	936	1098	267	1,662	105	1,872	2182	4,364	50%
	854	2bd/1ba	0	0	1129	1129		0	-	105	-	2182	-	60%
0	1000	3bd/2ba	0	0	649	766		0	-	100	-	2520	-	30%
	1000	3bd/2ba	0	0	973	1134		0	-	100	-	2520	-	45%
	1000	3bd/2ba	0	0	1081	1260		0	-	100	-	2520	-	50%
	1000	3bd/2ba	0	0	1298	1512		0	-	100	-	2520	-	60%
Avg. Income			117.88%	Totals		62			\$38,671		\$84,330		\$71,536	

Market Rate Units

100	1bd/1ba	0												
100	1bd/1ba	0										24,240.00	14,400	38,840.00

Manager Units

1172	2bd/1ba	1	0											
1000	3bd/2ba	0	0										14000000	2100000

<b>Total Units:</b>	<b>63</b>	<b>0 SRO units</b>							<b>58 1bd units</b>		<b>5 2bd units</b>		<b>0 3bd units</b>	
Density	177 du/ac		0%						92%		8%		0%	
# Bedrooms	68													

Residential Building Structures

Sqft excl. Mgr. Units	41,120	
Sqft incl. Mgr. Units	42,292	23%
Sqft of Aff. Units	41,120	
Efficiency loss	12,278	

Applicable Fraction Calculation

Total # of units excl. Mgr	62
Total # of Aff. Units	62
Units Ratio of Aff. / ttl - mgr	100.00%
Sqft Ratio of Aff. / ttl - mgr	100.00%

Residential Garage Parking

Type	on-grade
No. Stalls	63
Sqft per stall	390
Garage sqft	0

Total Bldg Sqft 54,570 Applicable Fraction 100.00%

THRESHOLD BASIS CALCULATIONS						
Unit size	Unit Basis Limit	# of units	Total	Unadjusted Threshold Basis Limit		16,434,164
SRO	\$ 222,602	0	-	Prevailing Wage	yes	3,286,833
1bd/1ba	\$ 256,658	58	14,886,164	New const. parking below	no	-
2bd/1ba	\$ 309,600	5	1,548,000	Day Care	no	-
3bd/2ba	\$ 396,288	0	-	Elevator	yes	1,643,416
				Energy Efficiency	no	-
				Local Impact Fees	yes	217,644
				Opportunity Index	no	-
				36% AMI - 50% AMI	35%	-
				35% AMI & under	70%	11,503,915
<b>Total</b>		<b>63</b>	<b>16,434,164</b>	<b>Adjusted Threshold Basis Limit</b>		<b>33,085,972</b>

**INCOME & EXPENSE (AT STABILIZED OCCUPANCY)**

	(1st Trust Deed) Annual	(PBV Overhang) Annual			
Income from Rents	464,049.60				
Income from PBV Overhang		117,792			
Other Income laundry	5,292			7 /unit/mo.	
Gross Income	469,342	117,792			
Avg Inc Adj	117.88%				
Vacancy @	5.00%	23,467	5,890		
<b>Adjusted Gross Inc.</b>	<b>445,875</b>	111,902			
Operating Expenses	301,644			4,788 /unit/year	[4,000 TCAC Minimum]
Replacement Reserves	18,900			300 /unit/year	[250 TCAC Minimum]
Supportive Services Coordinator				- /unit/year	[10,000 Annual TCAC Minimum]
Real Estate Taxes				- /unit/year	
Other				- /unit/year	
Other				- /unit/year	
Other				- /unit/year	
<b>Total Expenses</b>	<b>320,544</b>			<b>5.088</b>	
<b>Net Operating Income</b>	<b>125,331</b>	111,902	237,233		237,233
Debt Service - Perm Loan	108,983	97,306		1.15 DCR - Perm	
Debt Service - Soft Loan (must-pay)	-	-		- DCR - Soft Loan	0.42%
Total Debt Service	108,983	97,306		1.15 DCR - Combined	
Cash Flow	16,347	14,596			

<b>COST BREAKDOWN</b>						
	62 Affordable Units	1 Mgr. Units	0 Market Rate Units			
	Project Cost	Basis	Non Basis	\$ Per D.U.	% Proj. Cost	\$ per gross sf
<b>Acquisition</b>						
Land Cost or Land Value	347,200		347,200	5,511	1.45%	6.36
Land Lease Rent Prepayment	-		-	-	0.00%	0.00
Land Closing Cost	-		-	-	0.00%	0.00
Land Carrying Cost	-		-	-	0.00%	0.00
Demolition & Remediation	-		-	-	0.00%	0.00
Off Site Development	200,000	200,000		3,175	0.83%	3.67
<b>New Construction</b>						
<i>Sitework</i>						
Onsites/Common Area	-		-	-	0.00%	0.00
Underground Garage	-		-	-	0.00%	0.00
<i>Structures</i>						
Direct Building Const.	11,940,320	11,940,320		189,529	49.74%	218.81
GC Contingency	-		-	-	0.00%	0.00
General Requirements	960,702	960,702		15,249	4.00%	17.60
Contractor Overhead	960,702	960,702		15,249	4.00%	17.60
Contractor Profit	411,730	411,730		6,535	1.72%	7.54
Commercial (non-basis)	-		-	-	0.00%	0.00
<i>Total</i>	16,057,454					
<i>per d u</i>	254,880					
<b>Architectural Fees</b>						
Design	475,860	475,860		7,553	1.98%	8.72
Supervision	-		-	-	0.00%	0.00
Survey & Engineering	315,000	315,000		5,000	1.31%	5.77
Environmental Consultants	-		-	-	0.00%	0.00
Misc Consultants	191,788	191,788		3,044	0.80%	3.51
Soft Goods	10,000	10,000		159	0.04%	0.18
<b>Construction Interest and Fees</b>						
Constr'n Loan Origination Fee	-		-	-	0.00%	0.00
Constr'n Loan Interest Reserve	720,462	720,462		11,436	3.00%	13.20
G. C. Credit Enhancement	304,599	304,599		4,835	1.27%	5.58
Improvement Bond Premium	-		-	-	0.00%	0.00
Closing Costs	-		-	-	0.00%	0.00
Legal - Constr. Lender	89,000	89,000				
Property Taxes	26,905	26,905		427	0.11%	0.49
Insurance	260,362	260,362		4,133	1.08%	4.77
Title and Recording	70,000	70,000		1,111	0.29%	1.28

<b>Permanent Financing</b>						
Loan Origination Fee	25,200		25,200	400	0.10%	0.46
Closing Fees & Reports	10,000		10,000	159	0.04%	0.18
Legal	-		-	-	0.00%	0.00
Credit Enhancement	-		-	-	0.00%	0.00
Title and Recording	5,000		5,000	79	0.02%	0.09
Property Taxes	-		-	-	0.00%	0.00
<b>Legal Fees</b>						
Legal and Audit (Construction)	140,000	98,000	42,000	2,222	0.58%	2.57
<b>Reserves</b>						
Operating Reserve	294,000		294,000	4,667	1.22%	5.39
Lease-up Reserve	-		-	-	0.00%	0.00
Capitalized Replacement Reserve	-		-	-	0.00%	0.00
<b>Appraisal Costs</b>						
	15,000	15,000		238	0.06%	0.27
<b>Other</b>						
TCAC Fees	62,137		62,137	986	0.26%	1.14
Permit Processing Fees				-	0.00%	0.00
Onsite (impact) Fees, Permits	217,644	217,644	-	3,455	0.91%	3.99
Bldg. Permit Fees	944,597	944,597		14,994	3.94%	17.31
Marketing	60,000		60,000	550	0.25%	1.10
Furnishings/Appliances	40,000	40,000		635	0.17%	0.73
Market Study	15,000	15,000		238	0.06%	0.27
Relocation Expenses	-		-	-	0.00%	0.00
Accounting	30,000	30,000		476	0.12%	0.55
Hard Cost Contingency	826,544	826,544		13,120	3.44%	15.15
Soft Cost Contingency	-	-		-	0.00%	0.00
<b>Developer Costs</b>						
Developer Overhead/Profit	2,450,344	2,450,344	-	38,894	10.21%	44.90
Consultant/Processing Agent	-	-		-	0.00%	0.00
Other Non-profit Partner	-	-		-	0.00%	0.00
Other Special Ltd. Partner	-	-		-	0.00%	0.00
<b>Total Project Costs</b>	<b>24,004,096</b>	<b>21,574,559</b>	<b>845,537</b>	<b>381,017</b>	<b>93%</b>	<b>439.88</b>

**SOURCES & USES OF FUNDS**

SOURCES	CONSTRUCTION PERIOD		Per Project
Bonds - A tranche (Sr Loan)	0% LTV	0% LTC	-
Bonds - B tranche (Sr Loan)	139% LTV	64% LTC	13,736,316
Deferred Developer Fee			2,450,344
AHP			1,000,000
HOME			2,415,080
City of Winters			1,243,497
HCD IIG			2,000,000
GP Equity			-
Deferred Reserves			294,000
Investor Bridge Loan/Tax Credit Equity	19.00% of Tax Credit Equity		864,859
			<u>24,004,096</u>

USES		
Project costs at construction completion	24,004,096	(0)

SOURCES	PERMANENT PERIOD		
Federal Tax Credit Equity			6,601,168
AHP			1,000,000
Permanent Loan (Tax Exempt)			1,857,788
Permanent Loan (Ami from PBV Overhang)			1,658,741
Deferred Developer Fee			500,000
HCD IIG			2,000,000
HOME			2,415,080
City of Winters			1,243,497
MHP			1,435,934
GP Equity			1,959,310
			<u>22,671,518</u>

USES		
Total Project Costs	24,004,096	
		<b>Gap (deficit) or surplus: (1,332,578)</b>

TAX CREDIT CALCULATIONS - Federal		basis	credits/equity
Total Eligible Basis		21,574,559	
Deduct Threshold Basis Overage		-	Add'l Basis
Deduct Ineligible Amounts and Voluntary Basis Reduction		-	Add'l Equity
Requested Unadjusted Eligible Basis		21,574,559	
Total Adjusted Eligible Basis	100%	21,574,559	
Qualified Basis	100%	21,574,559	
Voluntary Credit Reduction	0%	-	
Total Adjusted Qualified Basis		21,574,559	
Maximum Federal Credits Available	3.29%		709,803
		10 Yr. Federal Credit Reservation	
Equity Raised from Sale of Fed Credits	\$0.030/price		6,601,168

TAX CREDIT CALCULATIONS - State		
Maximum State Credits Available		2,804,693
State Credits Necessary for Feasibility		3,195,312
Equity Raised from Sale of State Credits	\$0.73 price	2,047,426
Blended Tax Credit Price	\$0.873	
	State Credit Reservation	

**PERMANENT LOAN CALCULATIONS**

First Trust Deed Loan		
A.		
Amort. (yrs)	35	Loan \$ 1,857,788
DCR	1.15	PMT 108,983
Int. rate	4.75%	LTV 82%
B.		
CAP	5.50%	Loan \$ 1,936,926
LTV	85.00%	PMT 113,626
		DCR 110%
Lesser of A & B		\$ 1,857,788

Additional Loan Amount From Project-Based Voucher Overhang		
A.		
Amort. (yrs)	35	Loan \$ 1,658,741
DCR	1.15	PMT 97,306
Int. rate	4.75%	LTV 82%
B.		
CAP	6.50%	Loan \$ 1,729,401
LTV	85.00%	PMT 101,452
		DCR 110%
Lesser of A & B		\$ 1,658,741

**TOTAL LOAN AMOUNT**  
**\$ 3,516,529**

Housing Trust Fund -	\$638,293
HOME P.I. -	\$153,832
Total Available -	\$792,125

### Proposed Assistance

HOME P.I. -	\$135,000
Housing Trust Fund -	\$565,000
Total Gap Assistance	\$700,000

City of Winters  
Domus Project Impact Fees

	Current Fees	Proposed Fees	change
Water	89,649.00	164,321.64	74,672.64
Sewer	173,502.00	125,659.17	(47,842.83)
Storm Drain	1,386.00	10,143.00	8,757.00
Streets	120,771.00	138,285.00	17,514.00
Parks	83,916.00	287,258.58	203,342.58
Police	58,779.00	45,959.76	(12,819.24)
Fire	54,432.00	93,023.28	38,591.28
General	79,191.00	76,537.44	(2,653.56)
Non-Flood	10,143.00		(10,143.00)
Monitoring	72,828.00	7,371.00	(65,457.00)
	744,597.00	948,558.87	203,961.87



**CITY COUNCIL  
STAFF REPORT**

**TO:** Honorable Mayor and Council Members  
**DATE:** September 18 2018  
**THROUGH:** John W. Donlevy, Jr., City Manager   
**FROM:** Carol Scianna, Environmental Services Manager  
**SUBJECT:** Participation in the Golden State Finance Authority PACE Programs

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**Recommendation Action**

City staff recommends that the City Council adopt:

1. Resolution 2018-56, a resolution consenting to inclusion of properties within the City's jurisdiction into the Golden State finance Authority (GSFA), formerly known as California Home Finance Authority, Community Facilities District, CHFA No. 2014-1 (Clean Energy), to finance renewable energy generation, energy and water efficiency improvements, electric vehicle charging infrastructure, seismic and other authorized improvements and approving associate membership in the Joint Exercise of Powers Authority related thereto; and
2. Resolution 2018-57, a resolution consenting to inclusion of properties within the City's jurisdiction program into the GSFA program to finance renewable energy generation, energy and water efficiency improvements, electric vehicle charging infrastructure, seismic and other authorized improvements.

**Summary**

Golden State Finance Authority (GSFA), formerly known as the California Home Finance Authority, has established two property assessed clean energy programs (PACE). PACE is an innovative mechanism that allows qualifying property owners to have access to low cost financing for energy efficiency, water conservation, renewable energy, and other authorized improvements without high upfront costs and to then repay the financing over the useful life of the improvements by agreeing to a voluntary tax assessment on their property tax bill.

## Fiscal Impacts

There are no fiscal impacts associated with the recommended actions. There is no cost to the City to become an associate member of the JPA or by opting into the PACE programs described in this report. The City will have no administrative responsibilities, marketing obligations, or financial obligations associated with the PACE program.

## Background and Analysis

Golden State Finance Authority (GSFA), formerly known as the California Home Finance Authority, is a joint exercise of powers authority established pursuant to Chapter 5 of Division 7, Title 1 of the Government Code of the State of California (Section 6500 and following) (the "Act") and the Joint Power Agreement entered into on July 1, 1993, as amended from time to time (the "Authority JPA"). See Exhibit A attached hereto.

In 2014, GSFA established two Property Assessed Clean Energy ("PACE") financing programs for residential, commercial, industrial and agricultural properties to address high up-front costs for property owners who wish to improve their properties through installation of measures that will generate renewable energy or reduce their energy and water use. By offering low cost financing, GSFA's PACE programs allow construction of these projects to proceed and, in the process, stimulate building activity and the overall local economy, reduce peak energy demand, increase property values, and generate savings on utility bills for property owners.

GSFA contracts with Ygrene Energy Fund CA LLC (Ygrene) to serve as the program administrator and to operate and fund GSFA PACE financing program.

### **PACE Financing Programs**

GSFA established two PACE programs under the legislative authority of two separate California PACE laws:

**SB 555 PACE Community Facilities District:** Senate Bill 555 amended the Mello-Roos Community Facilities Act, set forth in sections 53311 through 53368.3 of the California Government Code and particularly in accordance with sections 53313.5(l) and 53328.1(a) ("Mello-Roos Act"), to allow for the creation of Community Facilities Districts ("CFDs") for the purpose of financing or refinancing the acquisition, installation, and improvement of energy efficiency, water conservation, renewable energy, electric vehicle charging infrastructure, and seismic improvements permanently affixed to private or publicly-owned real property.

Individual properties can be annexed into the district and be subject to the special tax that is imposed to repay project financing only if (i) the Council adopts a resolution consenting to the inclusion of parcels in the incorporated areas of the City within the

CFD and (ii) each participating owner provides its unanimous written approval for annexation of its property into the PACE CFD.

**AB 811 PACE Contractual Assessment Program:** By the passage of Assembly Bill 811, the California State Legislature added Chapter 29 to the Improvement Bond Act of 1911, being Division 7 of the California Streets and Highways Code. This legislation authorized cities and counties to establish voluntary contractual assessment programs for the purpose financing private property improvements that promote renewable energy generation, energy and water efficiency, electric vehicle charging infrastructure and seismic improvements.

As with the SB 555 CFD, properties can be annexed into the AB 811 PACE program and be subject to the property tax assessment that is imposed to repay project financing only if (i) the Council adopts a resolution consenting to the inclusion of parcels in the incorporated areas of the City within the program and (ii) each participating owner consents in writing to the annexation of its property into the PACE program.

### **Participation in the Clean Energy Yolo and Other PACE Programs**

The City is currently participating in three PACE programs (HERO, CaliforniaFIRST and the County's Clean Energy Yolo Program). Yolo County is a member of GSFA and is transitioning to participation in the GSFA PACE Program. Once all of the cities that are currently participating in the Yolo County program have determined whether to participate in the GSFA program, then the Clean Energy Yolo program will wind down. The winding down will be coordinated so there is no service interruption. New applications will be accepted and processed by the GSFA PACE Program as existing Clean Energy Yolo projects are completed. Adding the GSFA PACE programs will provide more options for property owners in the City and will not add or require any additional responsibilities for the City.

### **JPA Associate Membership**

To participate in the GSFA PACE program, the City must become an Associate Member of GSFA (JPA Agreement attached). Associate membership requires no dues or other costs to the City but will permit participation in all GSFA programs including the PACE program. The attached resolutions approve joining the JPA as an Associate Member. Pursuant to the JPA Agreement and GSFA Board Resolution 15-01, the GSFA Executive Director has the authority to approve the addition of new Associate Members to the JPA.

### **Program Authorization**

In order to provide the most flexibility for its PACE programming, GSFA formed and secured validation judgments for both the SB 555 and the AB 811 programs from the Superior Court for the County of Sacramento. However, GSFA implemented only the

SB 555 PACE program and does not current plan to implement the AB 811 PACE program unless changes in the PACE laws warrant changing or adding that option.

In support of GSFA's approach, the Council is being asked to pass two resolutions that would approve the following actions:

The *first resolution* authorizes the City to join the JPA as an Associate Member and permits property owners within the incorporated areas of the City to participate in the SB 555 Community Facilities District, CHFA 2014-01.

The *second resolution* authorizes the City to permit property owners within the incorporated areas of the City to participate in the AB 811 Authority PACE Program should that program be made available by GSFA.

Each resolution also authorizes GSFA (1) to accept applications from property owners within the City's incorporated area to finance authorized improvements; and (2) to conduct proceedings and levy special taxes or contractual assessments, as applicable, on the property of participating owners.

#### **Other PACE Program Considerations**

Following are additional PACE program considerations:

- Supports development of renewable energy sources, installation of energy and water efficiency improvements, reduction of greenhouse gases, and protection of the environment.
- Only property owners who voluntary choose to participate in the program will be subject to the special assessments or special taxes used to repay the financing.
- Program financing provides for an affordable method for many property owners to reduce their energy costs and improve their properties.
- Because program financing may be transferred upon sale, even owners who are planning to sell have the ability to make responsible and beneficial improvements to their property.
- While early payment premiums apply in some circumstances, property owners can choose to pay off the program financing at any time.
- The City incurs no financial obligations as a result of program participation.
- Once the Council passes the resolutions, the City will incur no costs, and no staff time is required for administration or funding of the PACE program.

Exhibits:

1. Resolution No. 2018-56, consenting to Inclusion of Properties within the City's Incorporated Area in the GSFA Community Facilities District No. CHFA 2014-1 to and approving associate membership in CHF.
  - Exhibit A - Golden State Finance Authority Amended and Restated Joint Exercise of Powers Agreement and form acknowledging receipt of the JPA
2. Resolution No. 2018-57, consenting to Inclusion of Properties within the City's Incorporated Area in the GSFA PACE Program.

RESOLUTION NO. 2018-56

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS CONSENTING TO INCLUSION OF PROPERTIES WITHIN THE CITY'S JURISDICTION IN THE GOLDEN STATE FINANCE AUTHORITY COMMUNITY FACILITIES DISTRICT TO FINANCE RENEWABLE ENERGY IMPROVEMENTS, ENERGY EFFICIENCY AND WATER CONSERVATION IMPROVEMENTS AND OTHER AUTHORIZED IMPROVEMENTS AND APPROVING ASSOCIATE MEMBERSHIP IN THE JOINT EXERCISE OF POWERS AUTHORITY RELATED THERETO.

**WHEREAS**, the Golden State Finance Authority is a joint powers authority (the "Authority") established pursuant to Chapter 5 of Division 7, Title 1, of the Government Code of the State of California (Section 6500 and following) and the Joint Powers Agreement entered into on July 1, 1993, as amended to date (the "Authority JPA"); a copy of the Authority JPA (without the signature pages) is attached hereto as Exhibit A; and

**WHEREAS**, the Authority has amended the Authority JPA to formally change its name from California Home Finance Authority to Golden State Finance Authority; and

**WHEREAS**, the Authority has established a Community Facilities District, CHFA No. 2014-1 (Clean Energy) (the "Authority CFD Program") in accordance with the Mello-Roos Community Facilities District Act, set forth in section 53311 through 53368.3 of the California Government Code (the "Act") and particularly in accordance with sections 53313.5(1) and 53328.1(a) (the "District"); and

**WHEREAS**, the purpose of the Authority CFD Program is to finance or refinance (including the payment of interest) the acquisition, installation, and improvement of energy efficiency, water conservation, renewable energy and electric vehicle charging infrastructure improvements permanently affixed to private or publicly-owned real property (the "Authorized Improvements"); and

**WHEREAS**, the City of Winters (the "City") is committed to development of renewable energy generation and energy efficiency improvements, reduction of greenhouse gases, and protection of the environment;

**WHEREAS**, in the Act, the Legislature has authorized a parcel within the territory of the District to annex to the District and be subject to the special tax levy of the District only (i) if the city or county within which the parcel is located has consented, by the adoption of a resolution by the applicable city council or county board of supervisors, to the inclusion of parcels within its boundaries in the District and (ii) with the unanimous written approval of the owner or owners of the parcel when it is annexed (the "Unanimous Approval Agreement"), which, as provided in section 53329.6 of the Act, shall constitute the election required by the California Constitution;

**WHEREAS**, the City wishes to provide innovative solutions to its property owners to achieve energy efficiency and water conservation and in doing so cooperate with Authority in order to efficiently and economically assist property owners the City in financing such Authorized Improvements;

**WHEREAS**, the Authority has established the District, as permitted by the Act and the Authority JPA and the City, desires to become an Associate Member of the Authority JPA by acknowledgement of the Authority JPA Agreement, to participate in the Authority CFD Program and to assist property owners within the incorporated area of the City in financing the cost of installing Authorized Improvements;

**WHEREAS**, the City will not be responsible for the conduct of any special tax proceedings; the levy and collection of special taxes or any required remedial action in the case of delinquencies in the payment of any special taxes in connection with the District.

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

**SECTION 1.** That the City Council finds and declares that properties in the City's incorporated area will be benefited by the availability of the Authority CFD Program to finance the installation of the Authorized Improvements.

**SECTION 2.** That the City Council consents to inclusion in the Authority CFD Program of all of the properties in the incorporated area within the City and to the Authorized Improvements, upon the request of and execution of the Unanimous Approval Agreement by the owners of such properties when such properties are annexed, in compliance with the laws, rules and regulations applicable to such program; and to the assumption of jurisdiction thereover by Authority for the purposes thereof.

**SECTION 3.** The consent of the City Council constitutes assent to the assumption of jurisdiction by Authority for all purposes of the Authority CFD Program and authorizes Authority, upon satisfaction of the conditions imposed in this resolution, to take each and every step required for or suitable for financing the Authorized Improvements.

**SECTION 4.** The City Council hereby approves joining the JPA as an Associate Member and authorizes the execution by appropriate City officials of any necessary documents to effectuate such membership.

**SECTION 5.** City staff is authorized and directed to coordinate with Authority staff to facilitate operation of the Authority CFD Program within the City, and report back periodically to this City Council on the success of such program.

**SECTION 6.** This Resolution shall take effect immediately upon its adoption. The City Clerk is directed to send a certified copy of this resolution to the Secretary of the Authority.

**PASSED AND ADOPTED** by the City Council, City of Winters, this 18th day of September 2018 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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Bill Biasi Mayor

**ATTEST:**

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Tracy Jensen, City Clerk

Exhibit A

Amended and Restated JPA Agreement and Acknowledgement of Receipt

**CALIFORNIA HOME FINANCE AUTHORITY**

**AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT**

(Original date July 1, 1993 and as last amended and restated December 10, 2014)

THIS AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT ("Agreement") is entered into by and among the counties listed on Attachment 1 hereof and incorporated herein by reference. All such counties are referred to herein as "Members" with the respective powers, privileges and restrictions provided herein.

**RECITALS**

A. WHEREAS, the California Rural Home Mortgage Finance Authority ("CRHMFA") was created by a Joint Exercise of Powers Agreement dated July 1, 1993 pursuant to the Joint Exercise of Powers Act (commencing with Article 1 of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (the "Act"). By Resolution 2003-02, adopted on January 15, 2003, the name of the authority was changed to CRHMFA Homebuyers Fund. The most recent amendment to the Joint Exercise of Powers Agreement was on January 28, 2004.

B. WHEREAS, the Members of CRHMFA Homebuyers Fund desire to update, reaffirm, clarify and revise certain provisions of the joint powers agreement, including the renaming of the joint powers authority, as set forth herein.

C. WHEREAS, the Members are each empowered by law to finance the construction, acquisition, improvement and rehabilitation of real property.

D. WHEREAS, by this Agreement, the Members desire to create and establish a joint powers authority to exercise their respective powers for the purpose of financing the construction, acquisition, improvement and rehabilitation of real property within the jurisdiction of the Authority as authorized by the Act.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Members individually and collectively agree as follows:

1. Definitions

Unless the context otherwise requires, the following terms shall for purposes of this Agreement have the meanings specified below:

"Act" means the Joint Exercise of Powers Act, commencing with Article 1 of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California, including the Marks-Roos Local Bond Pooling Act of 1985, as amended.

"Agreement" means this Joint Exercise of Powers Agreement, as the same now exists or as it may from time to time be amended as provided herein.

**"Associate Member"** means a county, city or other public agency which is not a voting member of the Rural County Representatives of California, a California nonprofit corporation ("RCRC"), with legal power and authority similar to that of the Members, admitted pursuant to paragraph 4.d. below to associate membership herein by vote of the Board.

**"Audit Committee"** means a committee made up of the nine-member Executive Committee.

**"Authority"** means California Home Finance Authority ("CHF"), formerly known as CRHMFA Homebuyers Fund or California Rural Home Mortgage Finance Authority.

**"Board"** means the governing board of the Authority as described in Section 7 below.

**"Bonds"** means bonds, notes, warrants, leases, certificates of participation, installment purchase agreements, loan agreements and other securities or obligations issued by the Authority, or financing agreements entered into by the Authority pursuant to the Act and any other obligation within the meaning of the term "Bonds" under the Act.

**"Delegate"** means the Supervisor designated by the governing board of each Member to serve on the Board of the Authority.

**"Executive Committee"** means the nine-member Executive Committee of the Board established pursuant to Section 10 hereof.

**"Member"** means any county which is a member of RCRC, has executed this Agreement and has become a member of the Authority.

**"Obligations"** means bonds, notes, warrants, leases, certificates of participation, installment purchase agreements, loan agreements and other securities or obligations issued by the Authority, or financing agreements entered into by the Authority pursuant to the Act and any other financial or legal obligation of the Authority under the Act.

**"Program" or "Project"** means any work, improvement, program, project or service undertaken by the Authority.

**"Rural County Representatives of California" or "RCRC"** means the nonprofit entity incorporated under that name in the State of California.

**"Supervisor"** means an elected County Supervisor from an RCRC member county.

## **2. Purpose**

The purpose of the Authority is to provide financing for the acquisition, construction, , improvement and rehabilitation of real property in accordance with applicable provisions of law for the benefit of residents and communities. In pursuit of this purpose, this Agreement provides for the joint exercise of powers common to any of its Members and Associate Members as provided herein, or otherwise authorized by the Act and other applicable laws, including assisting

in financing as authorized herein, jointly exercised in the manner set forth herein.

**3. Principal Place of Business**

The principal office of the Authority shall be 1215 K Street, Suite 1650, Sacramento, California 95814.

**4. Creation of Authority; Addition of Members or Associate Members**

a. The Authority is hereby created pursuant to the Act. As provided in the Act, the Authority shall be a public entity separate and distinct from the Members or Associate Members.

b. The Authority will cause a notice of this Agreement or any amendment hereto to be prepared and filed with the office of the Secretary of State of California in a timely fashion in the manner set forth in Section 6503.3 of the Act.

c. A county that is a member of RCRC may petition to become a member of the Authority by submitting to the Board a resolution or evidence of other formal action taken by its governing body adopting this Agreement. The Board shall review the petition for membership and shall vote to approve or disapprove the petition. If the petition is approved by a majority of the Board, such county shall immediately become a Member of the Authority.

d. An Associate Member may be added to the Authority upon the affirmative approval of its respective governing board and pursuant to action by the Authority Board upon such terms and conditions, and with such rights, privileges and responsibilities, as may be established from time to time by the Board. Such terms and conditions, and rights, privileges and responsibilities may vary among the Associate Members. Associate Members shall be entitled to participate in one or more programs of the Authority as determined by the Board, but shall not be voting members of the Board. The Executive Director of the Authority shall enforce the terms and conditions for prospective Associate Members to the Authority as provided by resolution of the Board and as amended from time to time by the Board. Changes in the terms and conditions for Associate Membership by the Board will not constitute an amendment of this Agreement.

**5. Term and Termination of Powers**

This Agreement shall become effective from the date hereof until the earlier of the time when all Bonds and any interest thereon shall have been paid in full, or provision for such payment shall have been made, or when the Authority shall no longer own or hold any interest in a public capital improvement or program. The Authority shall continue to exercise the powers herein conferred upon it until termination of this Agreement, except that if any Bonds are issued and delivered, in no event shall the exercise of the powers herein granted be terminated until all Bonds so issued and delivered and the interest thereon shall have been paid or provision for such payment shall have been made and any other debt incurred with respect to any other financing program established or administered by the Authority has been repaid in full and is no longer outstanding.

**6. Powers; Restriction upon Exercise**

a. To effectuate its purpose, the Authority shall have the power to exercise any and all powers of the Members or of a joint powers authority under the Act and other applicable provisions of law, subject, however, to the conditions and restrictions herein contained. Each Member or Associate Member may also separately exercise any and all such powers. The powers of the Authority are limited to those of a general law county.

b. The Authority may adopt, from time to time, such resolutions, guidelines, rules and regulations for the conduct of its meetings and the activities of the Authority as it deems necessary or desirable to accomplish its purpose.

c. The Authority shall have the power to finance the construction, acquisition, improvement and rehabilitation of real property, including the power to purchase, with the amounts received or to be received by it pursuant to a bond purchase agreement, bonds issued by any of its Members or Associate Members and other local agencies at public or negotiated sale, for the purpose set forth herein and in accordance with the Act. All or any part of such bonds so purchased may be held by the Authority or resold to public or private purchasers at public or negotiated sale. The Authority shall set any other terms and conditions of any purchase or sale contemplated herein as it deems necessary or convenient and in furtherance of the Act. The Authority may issue or cause to be issued Bonds or other indebtedness, and pledge any of its property or revenues as security to the extent permitted by resolution of the Board under any applicable provision of law. The Authority may issue Bonds in accordance with the Act in order to raise funds necessary to effectuate its purpose hereunder and may enter into agreements to secure such Bonds. The Authority may issue other forms of indebtedness authorized by the Act, and to secure such debt, to further such purpose. The Authority may utilize other forms of capital, including, but not limited to, the Authority's internal resources, capital markets and other forms of private capital investment authorized by the Act.

d. The Authority is hereby authorized to do all acts necessary for the exercise of its powers, including, but not limited to:

- (1) executing contracts,
- (2) employing agents, consultants and employees,
- (3) acquiring, constructing or providing for maintenance and operation of any building, work or improvement,
- (4) acquiring, holding or disposing of real or personal property wherever located, including property subject to mortgage,
- (5) incurring debts, liabilities or obligations,
- (6) receiving gifts, contributions and donations of property, funds, services and any other forms of assistance from persons, firms, corporations or governmental entities,
- (7) suing and being sued in its own name, and litigating or settling any suits or claims,
- (8) doing any and all things necessary or convenient to the exercise of its specific powers and to accomplishing its purpose
- (9) establishing and/or administering districts to finance and refinance the acquisition, installation and improvement of energy efficiency, water

conservation and renewable energy improvements to or on real property and in buildings. The Authority may enter into one or more agreements, including without limitation, participation agreements and implementation agreements to implement such programs.

e. Subject to the applicable provisions of any indenture or resolution providing for the investment of monies held thereunder, the Authority shall have the power to invest any of its funds as the Board deems advisable, in the same manner and upon the same conditions as local agencies pursuant to Section 53601 of the Government Code of the State of California.

f. All property, equipment, supplies, funds and records of the Authority shall be owned by the Authority, except as may be provided otherwise herein or by resolution of the Board.

g. Pursuant to the provisions of Section 6508.1 of the Act, the debts, liabilities and obligations of the Authority shall not be debts, liabilities and obligations of the Members or Associate Members. Any Bonds, together with any interest and premium thereon, shall not constitute debts, liabilities or obligations of any Member. The Members or Associate Members hereby agree that any such Bonds issued by the Authority shall not constitute general obligations of the Authority but shall be payable solely from the moneys pledged to the repayment of principal or interest on such Bonds under the terms of the resolution, indenture, trust, agreement or other instrument pursuant to which such Bonds are issued. Neither the Members or Associate Members nor the Authority shall be obligated to pay the principal of or premium, if any, or interest on the Bonds, or other costs incidental thereto, except from the revenues and funds pledged therefor, and neither the faith and credit nor the taxing power of the Members or Associate Members or the Authority shall be pledged to the payment of the principal of or premium, if any, or interest on the Bonds, nor shall the Members or Associate Members of the Authority be obligated in any manner to make any appropriation for such payment. No covenant or agreement contained in any Bond shall be deemed to be a covenant or agreement of any Delegate, or any officer, agent or employee of the Authority in an individual capacity, and neither the Board nor any officer thereof executing the Bonds or any document related thereto shall be liable personally on any Bond or be subject to any personal liability or accountability by reason of the issuance of any Bonds.

## **7. Governing Board**

a. The Board shall consist of the number of Delegates equal to one representative from each Member.

b. The governing body of each Member shall appoint one of its Supervisors to serve as a Delegate on the Board. A Member's appointment of its Delegate shall be delivered in writing (which may be by electronic mail) to the Authority and shall be effective until he or she is replaced by such governing body or no longer a Supervisor; any vacancy shall be filled by the governing body of the Member in the same manner provided in this paragraph b..

c. The governing body of each Member of the Board shall appoint a Supervisor as an alternate to serve on the Board in the absence of the Delegate; the alternate may exercise all the

rights and privileges of the Delegate, including the right to be counted in constituting a quorum, to participate in the proceedings of the Board, and to vote upon any and all matters. No alternate may have more than one vote at any meeting of the Board, and any Member's designation of an alternate shall be delivered in writing (which may be by electronic mail) to the Authority and shall be effective until such alternate is replaced by his or her governing body or is no longer a Supervisor, unless otherwise specified in such appointment. Any vacancy shall be filled by the governing body of the Member in the same manner provided in this paragraph c..

d. Any person who is not a member of the governing body of a Member and who attends a meeting on behalf of such Member may not vote or be counted toward a quorum but may, at the discretion of the Chair, participate in open meetings he or she attends.

e. Each Associate Member may designate a non-voting representative to the Board who may not be counted toward a quorum but who may attend open meetings, propose agenda items and otherwise participate in Board Meetings.

f. Delegates shall not receive compensation for serving as Delegates, but may claim and receive reimbursement for expenses actually incurred in connection with such service pursuant to rules approved by the Board and subject to the availability of funds.

g. The Board shall have the power, by resolution, to the extent permitted by the Act or any other applicable law, to exercise any powers of the Authority and to delegate any of its functions to the Executive Committee or one or more Delegates, officers or agents of the Authority, and to cause any authorized Delegate, officer or agent to take any actions and execute any documents for and in the name and on behalf of the Board or the Authority.

h. The Board may establish such committees as it deems necessary for any lawful purpose; such committees are advisory only and may not act or purport to act on behalf of the Board or the Authority.

i. The Board shall develop, or cause to be developed, and review, modify as necessary, and adopt each Program.

## **8. Meetings of the Board**

a. The Board shall meet at least once annually, but may meet more frequently upon call of any officer or as provided by resolution of the Board.

b. Meetings of the Board shall be called, noticed, held and conducted pursuant to the provisions of the Ralph M. Brown Act, Chapter 9 (commencing with Section 54950) of Part I of Division 2 of Title 5 of the Government Code of the State of California.

c. The Secretary of the Authority shall cause minutes of all meetings of the Board to be taken and distributed to each Member as soon as possible after each meeting.

d. The lesser of twelve (12) Delegates or a majority of the number of current Delegates shall constitute a quorum for transacting business at any meeting of the Board, except

that less than a quorum may act to adjourn a meeting. Each Delegate shall have one vote.

e. Meetings may be held at any location designated in notice properly given for a meeting and may be conducted by telephonic or similar means in any manner otherwise allowed by law.

## 9. Officers; Duties; Official Bonds

a. The Board shall elect a chair and vice chair from among the Delegates at the Board's annual meeting who shall serve a term of one (1) year or until their respective successor is elected. The chair shall conduct the meetings of the Board and perform such other duties as may be specified by resolution of the Board. The vice chair shall perform such duties in the absence or in the event of the unavailability of the chair.

b. The Board shall contract annually with RCRC to administer the Agreement and to provide administrative services to the Authority, and the President and Chief Executive Officer of RCRC shall serve *ex officio* as Executive Director, Secretary, Treasurer, and Auditor of the Authority. As chief executive of the Authority, the Executive Director is authorized to execute contracts and other obligations of the Authority, unless prior Board approval is required by a third party, by law or by Board specification, and to perform other duties specified by the Board. The Executive Director may appoint such other officers as may be required for the orderly conduct of the Authority's business and affairs who shall serve at the pleasure of the Executive Director. Subject to the applicable provisions of any indenture or resolution providing for a trustee or other fiscal agent, the Executive Director, as Treasurer, is designated as the custodian of the Authority's funds, from whatever source, and, as such, shall have the powers, duties and responsibilities specified in Section 6505.5 of the Act. The Executive Director, as Auditor, shall have the powers, duties and responsibilities specified in Section 6505.5 of the Act.

c. The Legislative Advocate for the Authority shall be the Rural County Representatives of California.

d. The Treasurer and Auditor are public officers who have charge of, handle, or have access to all property of the Authority, and a bond for such officer in the amount of at least one hundred thousand dollars (\$100,000.00) shall be obtained at the expense of the Authority and filed with the Executive Director. Such bond may secure the faithful performance of such officer's duties with respect to another public office if such bond in at least the same amount specifically mentions the office of the Authority as required herein. The Treasurer and Auditor shall cause periodic independent audits to be made of the Authority's books by a certified public accountant, or public accountant, in compliance with Section 6505 of the Act.

e. The business of the Authority shall be conducted under the supervision of the Executive Director by RCRC personnel.

## 10. Executive Committee of the Authority

a. Composition

The Authority shall appoint nine (9) members of its Board to serve on an Executive Committee.

b. Powers and Limitations

The Executive Committee shall act in an advisory capacity and make recommendations to the Authority Board. Duties will include, but not be limited to, review of the quarterly and annual budgets, service as the Audit Committee for the Authority, periodically review this Agreement; and complete any other tasks as may be assigned by the Board. The Executive Committee shall be subject to all limitations imposed by this Agreement, other applicable law, and resolutions of the Board.

c. Quorum

A majority of the Executive Committee shall constitute a quorum for transacting business of the Executive Committee.

**11. Disposition of Assets**

Upon termination of this Agreement, all remaining assets and liabilities of the Authority shall be distributed to the respective Members in such manner as shall be determined by the Board and in accordance with the law.

**12. Agreement Not Exclusive; Operation in Jurisdiction of Member**

This Agreement shall not be exclusive, and each Member expressly reserves its rights to carry out other public capital improvements and programs as provided for by law and to issue other obligations for those purposes. This Agreement shall not be deemed to amend or alter the terms of other agreements among the Members or Associate Members.

**13. Conflict of Interest Code**

The Authority shall by resolution adopt a Conflict of Interest Code as required by law.

**14. Contributions and Advances**

Contributions or advances of public funds and of personnel, equipment or property may be made to the Authority by any Member, Associate Member or any other public agency to further the purpose of this Agreement. Payment of public funds may be made to defray the cost of any contribution. Any advance may be made subject to repayment, and in that case shall be repaid in the manner agreed upon by the advancing Member, Associate Member or other public agency and the Authority at the time of making the advance.

**15. Fiscal Year; Accounts; Reports; Annual Budget; Administrative Expenses**

a. The fiscal year of the Authority shall be the period from January 1 of each year to and including the following December 31, except for any partial fiscal year resulting from a change

in accounting based on a different fiscal year previously.

b. Prior to the beginning of each fiscal year, the Board shall adopt a budget for the succeeding fiscal year.

c. The Authority shall establish and maintain such funds and accounts as may be required by generally accepted accounting principles. The books and records of the Authority are public records and shall be open to inspection at all reasonable times by each Member and its representatives.

d. The Auditor shall either make, or contract with a certified public accountant or public accountant to make, an annual audit of the accounts and records of the Authority. The minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code of the State of California, and shall conform to generally accepted auditing standards. When an audit of accounts and records is made by a certified public accountant or public accountant, a report thereof shall be filed as a public record with each Member (and also with the auditor of Sacramento County as the county in which the Authority's office is located) within 12 months after the end of the fiscal year.

e. In any year in which the annual budget of the Authority does not exceed five thousand dollars (\$5,000.00), the Board may, upon unanimous approval of the Board, replace the annual audit with an ensuing one-year period, but in no event for a period longer than two fiscal years.

#### **16. Duties of Members or Associate Members; Breach**

If any Member or Associate Member shall default in performing any covenant contained herein, such default shall not excuse that Member or Associate Member from fulfilling its other obligations hereunder, and such defaulting Member or Associate Member shall remain liable for the performance of all covenants hereof. Each Member or Associate Member hereby declares that this Agreement is entered into for the benefit of the Authority created hereby, and each Member or Associate Member hereby grants to the Authority the right to enforce, by whatever lawful means the Authority deems appropriate, all of the obligations of each of the parties hereunder. Each and all of the remedies given to the Authority hereunder or by any law now or hereafter enacted are cumulative, and the exercise of one right or remedy shall not impair the right of the Authority to any or all other remedies.

#### **17. Indemnification**

To the full extent permitted by law, the Board may authorize indemnification by the Authority of any person who is or was a Board Delegate, alternate, officer, consultant, employee or other agent of the Authority, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was such a Delegate, alternate, officer, consultant, employee or other agent of the Authority. Such indemnification may be made against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding, if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the Authority and, in the case of a criminal

proceeding, had no reasonable cause to believe his or her conduct was unlawful and, in the case of an action by or in the right of the Authority, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

#### **18. Immunities**

All of the privileges and immunities from liabilities, exemptions from law, ordinances and rules, all pension, relief, disability, workers' compensation and other benefits which apply to the activity of officers, agents or employees of any of the Members or Associate Members when performing their respective functions, shall apply to them to the same degree and extent while engaged as Delegates or otherwise as an officer, agent or other representative of the Authority or while engaged in the performance of any of their functions or duties under the provisions of this Agreement.

#### **19. Amendment**

This Agreement may be amended by the adoption of the amendment by the governing bodies of a majority of the Members. The amendment shall become effective on the first day of the month following the last required member agency approval. An amendment may be initiated by the Board, upon approval by a majority of the Board. Any proposed amendment, including the text of the proposed change, shall be given by the Board to each Member's Delegate for presentation and action by each Member's board within 60 days, which time may be extended by the Board.

The list of Members, Attachment 1, may be updated to reflect new and/or withdrawn Members without requiring formal amendment of the Agreement by the Authority Board of Directors.

#### **20. Withdrawal of Member or Associate Member**

If a Member withdraws as member of RCRC, its membership in the Authority shall automatically terminate. A Member or Associate Member may withdraw from this Agreement upon written notice to the Board; provided however, that no such withdrawal shall result in the dissolution of the Authority as long as any Bonds or other obligations of the Authority remain outstanding. Any such withdrawal shall become effective thirty (30) days after a resolution adopted by the Member's governing body which authorizes withdrawal is received by the Authority. Notwithstanding the foregoing, any termination of membership or withdrawal from the Authority shall not operate to relieve any terminated or withdrawing Member or Associate Member from Obligations incurred by such terminated or withdrawing Member or Associate Member prior to the time of its termination or withdrawal.

#### **20. Miscellaneous**

a. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

b. **Construction.** The section headings herein are for convenience only and are not to

be construed as modifying or governing the language in the section referred to.

c. **Approvals.** Wherever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

d. **Jurisdiction; Venue.** This Agreement is made in the State of California, under the Constitution and laws of such State and is to be so construed; any action to enforce or interpret its terms shall be brought in Sacramento County, California.

e. **Integration.** This Agreement is the complete and exclusive statement of the agreement among the parties hereto, and it supersedes and merges all prior proposals, understandings, and other agreements, whether oral, written, or implied in conduct, between and among the parties relating to the subject matter of this Agreement.

f. **Successors; Assignment.** This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto. Except to the extent expressly provided herein, no Member may assign any right or obligation hereunder without the consent of the Board.

g. **Severability.** Should any part, term or provision of this Agreement be decided by the courts to be illegal or in conflict with any law of the State of California, or otherwise be rendered unenforceable or ineffectual, the validity of the remaining parts, terms or provisions hereof shall not be affected thereby.

The parties hereto have caused this Agreement to be executed and attested by their properly authorized officers.

AS ADOPTED BY THE MEMBERS:

Originally dated July 1, 1993  
Amended and restated December 10, 1998  
Amended and restated February 18, 1999  
Amended and restated September 18, 2002  
Amended and restated January 28, 2004  
Amended and restated December 10, 2014

*[SIGNATURES ON FOLLOWING PAGES]*

ATTACHMENT 1  
CALIFORNIA HOME FINANCE AUTHORITY MEMBERS

As of December 10, 2014

Alpine County  
Amador County  
Butte County  
Calaveras County  
Colusa County  
Del Norte County  
El Dorado County  
Glenn County  
Humboldt County  
Imperial County  
Inyo County  
Lake County  
Lassen County  
Madera County  
Mariposa County  
Mendocino County  
Merced County  
Modoc County  
Mono County  
Napa County  
Nevada County  
Placer County  
Plumas County  
San Benito County  
Shasta County  
Sierra County  
Siskiyou County  
Sutter County  
Tehama County  
Trinity County  
Tuolumne County  
Yolo County  
Yuba County

RESOLUTION NO. 2018-57

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS, CALIFORNIA, CONSENTING TO INCLUSION OF PROPERTIES WITHIN THE CITY'S JURISDICTION IN THE GOLDEN STATE FINANCE AUTHORITY PROGRAM TO FINANCE RENEWABLE ENERGY GENERATION, ENERGY AND WATER EFFICIENCY IMPROVEMENTS AND OTHER AUTHORIZED IMPROVEMENTS

WHEREAS, the Golden State Finance Authority ("Authority") is a joint exercise of powers authority established pursuant to Chapter 5 of Division 7, Title 1 of the Government Code of the State of California (Section 6500 and following) (the "Act") and the Joint Power Agreement entered into on July 1, 1993, as amended from time to time (the "Authority JPA"); and

WHEREAS, the Authority has amended the Authority JPA to formally change its name from California Home Finance Authority to Golden State Finance Authority; and

WHEREAS, Authority has established a property-assessed clean energy ("PACE") Program (the "Authority PACE Program") to provide for the financing of renewable energy generation, energy and water efficiency improvements and electric vehicle charging infrastructure (the "Improvements") pursuant to Chapter 29 of the Improvement Bond Act of 1911, being Division 7 of the California Streets and Highways Code ("Chapter 29") within counties and cities throughout the State of California that elect to participate in such program; and

WHEREAS, City of Winters (the "City") is committed to development of renewable energy generation and energy and water efficiency improvements, reduction of greenhouse gases, and protection of the environment; and

WHEREAS, in Chapter 29, the Legislature has authorized cities and counties to assist property owners in financing the cost of installing Improvements through a voluntary contractual assessment program; and

WHEREAS, installation of such Improvements by property owners within the jurisdictional boundaries of the counties and cities that are participating in the Authority PACE Program would promote the purposes cited above; and

WHEREAS, the City wishes to provide innovative solutions to its property owners to achieve energy and water efficiency, and in doing so cooperate with Authority in order to efficiently and economically assist property owners within the City in financing such Improvements; and

WHEREAS, Authority has established the Authority PACE Program, which is such a voluntary contractual assessment program, as permitted by the Act, the Authority JPA, originally made and entered into July 1, 1993, as amended to date, and the City, desires to participate in the Authority PACE Program, and to assist property owners within the jurisdiction of the City in financing the cost of installing Improvements; and

WHEREAS, the City will not be responsible for the conduct of any assessment proceedings; the levy and collection of assessments or any required remedial action in the case of delinquencies in the payment of any assessments or the issuance, sale or administration of any bonds issued in connection with the Authority PACE Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This City Council finds and declares that properties in the City's incorporated area will be benefited by the availability of the Authority PACE Program to finance the installation of the Improvements.

2. This City Council consents to inclusion in the Authority PACE Program of all of the properties in the jurisdictional boundaries of the City and to the Improvements, upon the request by and voluntary agreement of owners of such properties, in compliance with the laws, rules and regulations applicable to such program; and to the assumption of jurisdiction thereover by Authority for the purposes thereof.

3. The consent of this City Council constitutes assent to the assumption of jurisdiction by Authority for all purposes of the Authority PACE Program and authorizes Authority, upon satisfaction of the conditions imposed in this resolution, to take each and every step required for or suitable for financing the Improvements, including the levying, collecting and enforcement of the contractual assessments to finance the Improvements and the issuance and enforcement of bonds to represent such contractual assessments.

4. City staff is authorized and directed to coordinate with Authority staff to facilitate operation of the Authority PACE Program within the City, and report back periodically to this City Council on the success of such program.

5. This Resolution shall take effect immediately upon its adoption. The City Clerk is directed to send a certified copy of this resolution to the Secretary of the Authority.

**PASSED AND ADOPTED** by the City Council, City of Winters, this 18st day of September 2018 by the following vote:

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

\_\_\_\_\_  
Bill Biasi, Mayor

**ATTEST:**

\_\_\_\_\_  
Tracy Jensen, CITY CLERK