



Winters City Council Meeting
City Council Chambers
318 First Street
Tuesday, December 3, 2019
6:30 p.m.
AGENDA

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*

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, November 19, 2019 (pp. 4-7)
- B. Street Closure Request and Parade Permit Application for the Annual Tractor Parade to be Held on December 7, 2019 (pp. 8-12)
- C. Resolution 2019-44, a Resolution of the City Council of the City of Winters Accepting a Grant Deed for a Public Utility Easement Related to the Newt's Alley Utility Underground Project (pp. 13-22)
- D. Fourth Amendment to Maintenance Agreement with Solano County Water Agency (SCWA) (pp. 23-29)

DISCUSSION ITEMS

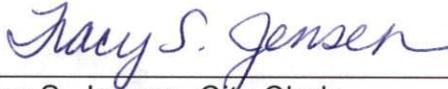
1. Public Hearing for Consideration of the Proposed Tentative Map for the LDS Subdivision and Planned Development (PD) Overlay Zone (pp. 30-51)
 - a. Adoption of Resolution 2019-48, a Resolution of the City Council of the City of Winters Approved an 18-lot Tentative Map for the Property Commonly Known as the LDS Subdivision (pp. 52-63)
 - b. Introduction and Waive the First Reading of Ordinance 2019-05, an Ordinance of the City Council of the City of Winters Adding a PD Overlay Zone to the Existing Single-Family Residential (R-1) Zoning (pp. 64-73)
2. Consideration of Third Amendment to Franchise Agreement with USA Waste of California (Waste Management) To Allow for Annual Rate Increases Based on Landfill Tip Fee Increases and Changes to Bulky Item Drop Off Program (pp. 74-84)
3. Fire Engineer FTE (Full Time Employee) Position (pp. 85-86)
4. Planning Projects List (pp. 87-96)

INFORMATION ONLY

1. September 2019 Treasurer Report (pp. 97-103)
2. September 2019 Investment Report (pp. 104-105)
3. October 2019 Treasurer Report (pp. 106-112)
4. October 2019 Investment Report (pp. 113-114)

ADJOURNMENT

I declare under penalty of perjury that the foregoing agenda for the December 3, 2019 regular meeting of the Winters City Council was posted on the City of Winters website at www.cityofwinters.org and Councilmembers were notified via e-mail of its' availability. A copy of the foregoing agenda was also posted on the outside public bulletin board at City Hall, 318 First Street on November 27, 2019, and made available to the public during normal business hours.



Tracy S. Jensen, City Clerk

Questions about this agenda – Please call the City Clerk's Office (530) 794-6702. Agendas and staff reports are available on the city web page at www.cityofwinters.org/administrative/admin_council.htm

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

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

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

How to obtain City Council Agendas and Agenda Packets:

View on the internet: www.cityofwinters.org/administrative/admin_council.htm

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.

Email Subscription: You may contact the City Clerk's Office to be placed on the list. An agenda summary is printed in the Winters Express newspaper.

City Council agenda packets are available for review or copying at the following locations:

City Hall – Finance Office - 318 First Street

City Council meetings are streamed and can be viewed live at <http://www.cityofwinters.org/live-city-council-meetings/>. A recording of any streamed City Council meeting can be viewed at a later date at <http://www.cityofwinters.org/city-council-meeting-recordings/>.



Minutes of the Regular Meeting of the Winters City Council
Held on November 19, 2019

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

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

Absent: None

Staff: City Manager John W. Donlevy, Jr., City Attorney Ethan Walsh,
Director of Financial Management Shelly Gunby, Building Official
Gene Ashdown, Civic Spark Fellow Christopher Flores, City Clerk
Tracy Jensen

Gene Ashdown led the Pledge of Allegiance.

Approval of Agenda: City Manager Donlevy said there were no changes to the agenda. Motion by Council Member Neu, second by Council Member Loren to approve the agenda as written. Motion carried with the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

COUNCIL/STAFF COMMENTS: Verbal updates were provided by Council.

PUBLIC COMMENTS: None

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, November 5, 2019

City Manager Donlevy gave a brief overview. Motion by Council Member Neu, second by Council Member Loren to approve the Consent Calendar. Motion carried with the following vote:

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

PRESENTATIONS: None

DISCUSSION ITEMS

1. Resolution 2019-47, a Resolution of the City Council of the City of Winters Authorizing an Application for SB 2 Planning Grants Program Funds

City Manager Donlevy gave an overview and requested the approval of Resolution 2019-47, authorizing the submittal of an application for and receipt of SB 2 Planning Grant Program funds to the State Housing and Community Development Department. The deadline to submit the grant application is November 30, 2019.

City Manager Donlevy then gave a power point presentation that included the following five Key State Priorities: accelerate housing production; streamline the approval of housing development affordable to owner and renter households at all income levels; facilitate affordable housing for all income groups; promote development consistent with the State Planning Priorities; and ensure geographic equity in the distribution and expenditure of allocated funds. The planning program includes community outreach and engagement, General Plan policy updates, specific planning for undeveloped, unentitled, and underdeveloped properties inside the City limits, Climate Action Plan and Housing Element. The total funding for the planning program, \$395,000, will be derived from SB 2, AB101 and SACOG grants and the City's General Fund (\$70,000.)

City Manager Donlevy also reviewed the Priority Policy Areas and the SB 2 Project Development that will focus on the City limits, with no review of sphere areas or annexation areas. The SB 2 scope will be Winters City Limits Specific

Plan (or Priority Policy Area) and will include community outreach, policy and regulation updates, a programmatic EIR which will also adopt a Climate Action Plan and the Housing Element, and a review of housing densities and opportunities to allow "by-right" zoning. The scope will include jump starting the Housing Element (RHNA), pre-approving designs and plans, accessory dwelling units, and fee reduction strategies.

Community engagement, housing element, priority policy areas and outside funding are just some of the reasons staff is bringing this application to Council for approval. Regarding local control and outside funding, "if we don't use their money, they'll make us use our money on things they want to achieve."

While attending a recent SACOG Futures Forum, a speaker from Meridian, Mississippi who sits on the board of Smart Growth America included photos of Winters in his presentation regarding community engagement.

Key outcomes include a background report that will also be used for a Climate Action Plan, Housing Element, and EIR setting and existing conditions, a City Limits Specific Plan that will also provide basis for a later update of the entire General Plan, a Community Outreach Program that will also be used for the Climate Action Plan, Housing Element, and overall community involvement and bridge-building, and a Programmatic EIR that will also cover the Climate Action Plan, the Housing Element, and later citywide General Plan update.

Council Member Anderson verified that a discussion will take place regarding the elimination of single-family zoning. Council Member Loren said the City needs mixed use living and modernized models to bring us closer to being aligned with the best uses of the land and smart growth answers the needs of the community. City Manager Donlevy confirmed the grant application for AB 101 funds is an over-the-counter grant that is determined based on population and that the NOFA (Notice of Funding Availability) will be released in early 2020.

Mayor Biasi opened the floor for public comments at 7:13 p.m. Kate Laddish, 400 Morgan, said she appreciates staff exploring different ways to achieve a Climate Action Plan as well as different types of housing, including affordable housing by design. City Manager Donlevy confirmed the design guidelines will be updated to reflect the conversion for universal design. Ms. Laddish asked if the grant application is meant for a specific plan and City Manager Donlevy said if the grant application is accepted, staff will perform community outreach and generate a scope of the area and if awarded, staff will be directed moving forward. Council Member Loren said sprawl is not needed and we need to budget the space we have. Mayor Biasi closed the public comment period at 7:18 p.m.

Motion by Council Member Neu, second by Council Member Loren to approve Resolution 2019-47, authorizing an application for SB 2 Planning Grants Program Funds. Motion carried with the following vote:

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

CITY MANAGER REPORT: Gave a presentation before the PERS Board of Directors today, representing all of the City Managers in the State, and discussed funding levels moving forward. Last week's Planning Commission meeting disjointed and didn't address the things that needed to be addressed. It was unacceptable and it will not happen again. There will be no Olive Grove items on any future Planning Commission agendas until specific items are addressed. Three Winters AYSO teams are on their way to Section Championships in Foster City the 2nd week in December after winning the area tournament. City Manager Donlevy was able to watch all three games and is happy to report that people say only nice things about the players from Winters. The Winters High School football team will be playing against Pierce High School in Arbuckle on 11/22 @ 7pm in Round Two of the 2019 Northern Section Division 4 football playoffs after beating Williams High School in Round One on 11/15.

INFORMATION ONLY: None

ADJOURNMENT: Mayor Biasi adjourned the meeting at 7:32 p.m.

Bill Biasi, MAYOR

ATTEST:

Tracy S. Jensen, City Clerk



STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Carol Scianna, Environmental Services Manager
SUBJECT: Street Closure Request and Parade Permit Application for the Annual Tree Lighting Ceremony and Tractor Parade to be Held on Saturday, December 7, 2019

RECOMMENDATION:

Approve the attached Street Closure Request to allow for the Annual Tree Lighting Ceremony in Rotary Park and approve the Parade Permit Application for the 5th Annual Lighted Tractor Parade.

BACKGROUND:

The City of Winters and the Winters Chamber of Commerce will join together and hold the Annual Tree Lighting Ceremony in Rotary Park and the 5th Annual Lighted Tractor Parade, which will travel down Main Street from Haven Street to East Street. The Annual Tractor Parade celebrates the agricultural heritage in Winters, where vintage and modern tractors bedecked with dazzling lights will parade down Winters' charming Main Street to celebrate the Christmas season.

The closure of the following streets between 4:00 p.m. and 8:00 p.m. represent the parade route from beginning to end. Staff is requesting that barricades be placed at the following intersections: Main and Haven, Fourth, Third, Second, First, Railroad, Elliot, and East Streets.

If approved, closure notification will be posted on all affected streets a minimum of 48 hours prior to the scheduled closures.

Per the City's Street Closure Ordinance, it requires Council approval on identified streets on the attached request form.

FISCAL IMPACT: To be Determined (Police staff overtime, signage, barricade placement).



PARADE PERMIT APPLICATION

Today's Date: 11/25/2019 Date & Time of Parade: Dec 7, 2019 6:30 pm

Name of Organization: City of Winters Contact Person: Carol Scianna

Phone Number & Email: Carol.scianna@cityofwinters.org

Purpose of Parade: Christmas opening

Type of Conveyance: Tractors

Number of People or Entries Enrolled: 50

Type of Safety Measures Provided (barricades, etc): barricades, rope, candy canes, volunteers

City Services Requested: _____

** Attach map with proposed route of parade

Applicant Signature Carol Scianna

CITY USE ONLY

Fire Signature: _____

Police Signature: _____

APPROVED or DENIED by City Council on (date) _____

NOTES: _____



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. If amplified sound will be used during this event, an additional permit is required. If this event includes a parade, a parade permit application is also required.

A request to close streets shall be filed with the Police and Public Works Department 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 | 4. Valley Oak Drive |
| 2. Railroad Ave | 5. Abbey Street |
| 3. Grant Avenue | |

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>Carol Scianna</u>	Organization: <u>City of Winters</u>
Address: <u>318 First St Winters CA</u>	Mailing Address: <u>Same</u>
Telephone: <u>530.794.6715</u>	Today's Date: <u>11/25/2019</u>
Streets Requested: <u>Main St, Haven, Fourth, Third, Second, First, Railroad, Elliot, East</u>	
Date of Street Closure: <u>12/7/19</u>	Time of Street Closure: <u>4 pm</u>
Description of Activity: <u>Tractor Parade</u>	
Services Requested of City: <u>harmicides, see parade permit application.</u>	

The undersigned, as the representative for the organization listed, agrees to take full responsibility for use of City premises and all individuals/parties/organizations participating in this event will hold the City of Winters, its employees, agents, volunteers and any other person, firm or corporation charged or chargeable with responsibility or liability, free and harmless from any and all claims, demands, damages, costs, expenses, loss of service, action and causes of action by any person or persons, for injuries to persons or loss or damages to property occasioned by or in connection with the use of the facilities, equipment or premises caused by any source whatsoever. I understand that it is unlawful to conduct any activity in violation of the permit provisions and may cause this reservation or the activity/event to be canceled at any time.

Carol Scianna

Signature

11/25/19

Date

Winters



Saturday, December 7, 2019

Parade starts at 6:30 pm

Dear Residents,

Please note that your street will be among the street closures for this event. Street closures begin at 4pm.

We THANK YOU for your support of this wonderful family event!

Tractors will be staging on Main St. from Grant Ave. (HWY 128) to Haven. To keep your vehicles safe from harm, please help us by making sure all vehicles are parked off of Main St. by 3pm if not earlier. This would include the tractor staging area as well as the entire parade route on Main St. which runs from Grant St. to Elliot.

Additional Road Closures will affect residents one block North of Main St on Haven, Fourth, Third, Second, First, Railroad, Elliot and East Streets. Additionally Road closures will affect residents one block South of Main on Fourth, Third, Second, First and Railroad Streets.

Again, THANK YOU! You make this event possible!

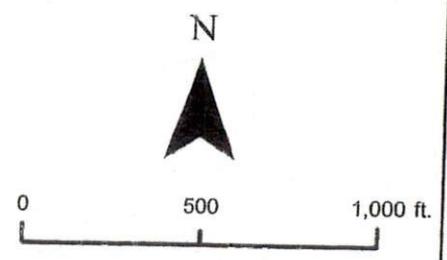
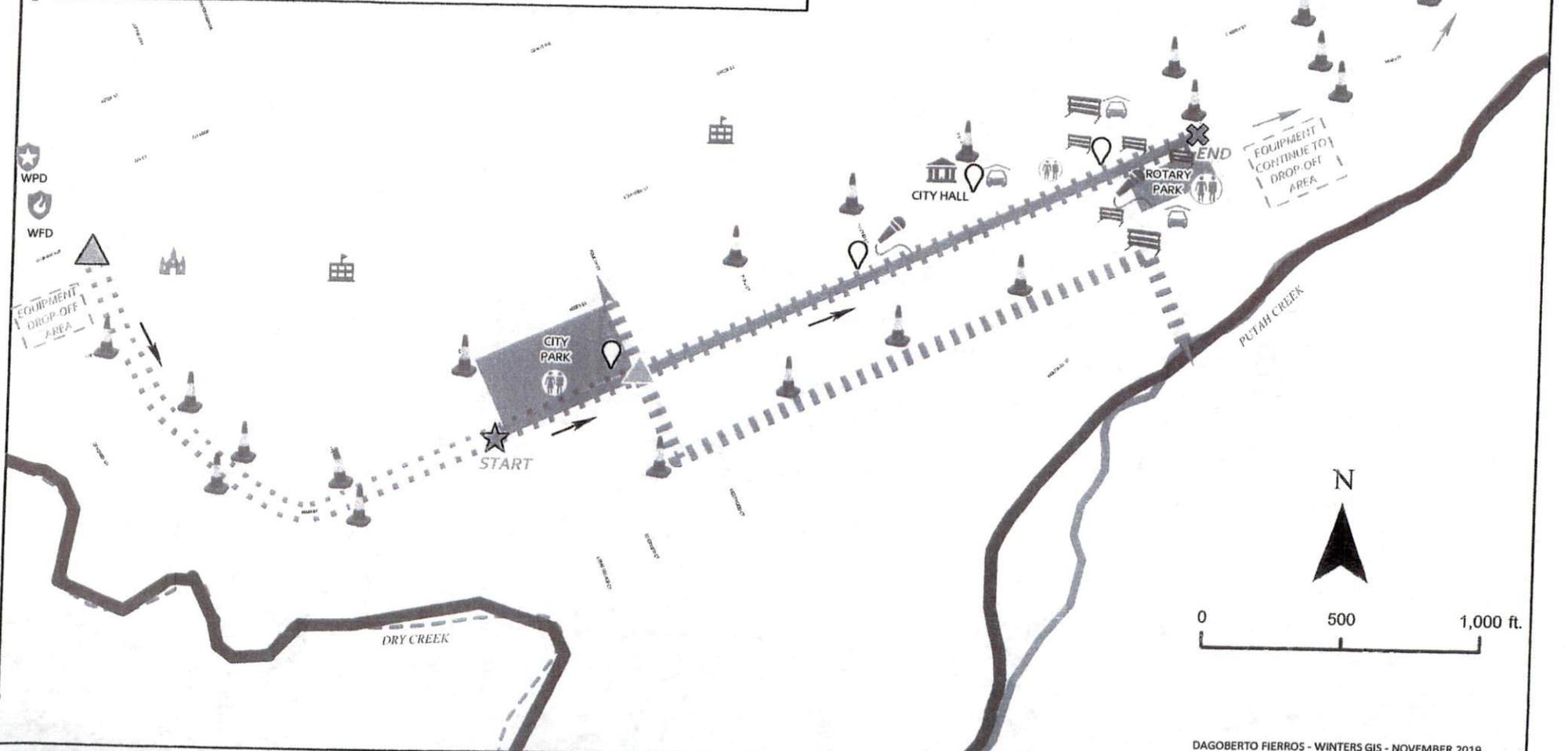
If you have any questions, please contact the City of Winters (530) 795-4910, or the Winters Chamber of Commerce (530)795-2329

WINTERS HOLIDAY TRACTOR PARADE

Saturday December 7, 2019 - Parade Start Time: 6:30PM

- Parade Route
- Detour
- Public Parking Lot
- No Parking
- Road Closure/Barricade
- Food Truck/Stand
- Parade Announcer
- Restrooms
- Traffic Control
- Traffic Barrier

Road Closure: 4:00PM - No Parking Along Parade Route - Rope Delineators (Third St to Elliot St)





STAFF REPORT

TO: Honorable Mayor and Council Members
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Carol Scianna, Environmental Services Manager *CS*
SUBJECT: Resolution 2019-44 Approval of Easement Deed Newt's Alley

RECOMMENDATION: Staff recommends that City Council approve Resolution 2019-44 accepting public utility easements in Newt's Alley as part of undergrounding utilities in the Alley project.

BACKGROUND: The City has been working on the activation of Newt's Alley with PG&E and other partners, which will include undergrounding utility services. As part of this project several above-ground service boxes will be required. Resolution 2019-44 allows for the required utility easements on City properties for placement of these boxes. We expect three boxes to be placed in the Mini Park at mid-block along southwest of this parcel. The second location for a utility box will be the planter area at the south end of the Alley at First Street near the stop sign. The APN's for these properties are 003-201-012 and 003-204-002. Once approved documents will be recorded.

FISCAL IMPACT: NONE

Attachments:

Easement Deed Docs

RESOLUTION NO. 2019 – 44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS TO APPROVE AN EASEMENT DEED FOR A PUBLIC UTILITY EASEMENT RELATED TO THE NEWT'S ALLEY UTILITY UNDERGROUNDING PROJECT.

WHEREAS, the City is desiring to underground overhead utilities in Newt's Alley, which will require installation of above-ground service boxes; and

WHEREAS, the city owns certain parcels (APN 003-204-012 and 003-204-002) in Fee Title, along Newt's Alley and at First Street; and

WHEREAS, in order to provide utility company access and service to Newt's Alley and adjacent parcels, it is necessary to obtain an easement from the City; and

WHEREAS, it is determined City property (APN 003-204-012 and 003-204-002) is the most suitable locations for the required utility boxes; and

WHEREAS, one utility easement was prepared by PG&E for an Easement Deed from the land owner (City of Winters) to PG&E and is referenced in, and attached to, the Easement Deed; and

WHEREAS, adoption of this Resolution will approve the Easement Deed for conveyance of the public utility easement, and authorize the City Clerk to sign and record the Grant Deed on behalf of the City.

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

1. Approve an Easement Deed for a Utility Easement related to the Newt's Alley Utility Undergrounding project; and
2. Authorize the City Clerk to sign and record the Easement Deed on the City's behalf.

PASSED AND ADOPTED by the City Council of the City of Winters, on this 3rd day of December, 2019 by the following vote:

AYES: Council Members
NOES: None
ABSENT: None
ABSTAIN: None

Bill Biasi, Mayor

ATTEST:

Tracy Jensen, City Clerk

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177

Location: City/Uninc _____
Recording Fee \$ _____
Document Transfer Tax \$ _____

- This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
- Computed on Full Value of Property Conveyed, or
- Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
- Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

Signature of declarant or agent determining tax

LD#2408-01-10025

EASEMENT DEED

CITY OF WINTERS, a California municipal corporation,

hereinafter called Grantor, hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, hereinafter called Grantee, the right from time to time to excavate for, construct, reconstruct, replace (of initial or any other size), remove, maintain, inspect, and use facilities and associated equipment for public utility purposes, including, but not limited to electric, gas, and communication facilities, together with a right of way therefor, on, over, and under the easement area as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of Grantor situate in the City of Winters, County of Yolo, State of California, described as follows:

(APN 003-204-012)

Lot 9 and the west 15 feet of Lot 8 of Block 10 of the Town of Winters as shown upon the map filed for record May 22, 1875 in Book S of Deeds at page 154, Yolo County Records.

The easement area is described as follows:

The strip of land outlined by heavy dashed lines and crosshatched on the print of Grantee's Drawing No. L-8-1-22 attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in

the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor shall not place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to excavate for, construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

The legal description herein, or the map attached hereto, defining the location of this utility distribution easement, was prepared by Grantee pursuant to Section 8730 (c) of the Business and Professions Code.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: _____, _____.

CITY OF WINTERS, a California municipal corporation,

By _____

By _____

The Area, 6
Land Service Office Sacramento
Line of Business: 43
Business Doc Type: Easements
MTRSQ: 24.08.01.22.34
PG&E Drawing Number: L-8-1-22
PLAT NO. M12, M1225
TYPE OF INTEREST: 4, 6, 86
PM #: 35051251
County: Yolo
Prepared By: LEPH
Checked By: RWW0

I hereby certify that a resolution was adopted on the ___ day of _____, 20___, by the _____ authorizing the foregoing grant of easement.
By _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____)

On _____, before me, _____ Notary Public,
Insert name
personally appeared _____

_____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

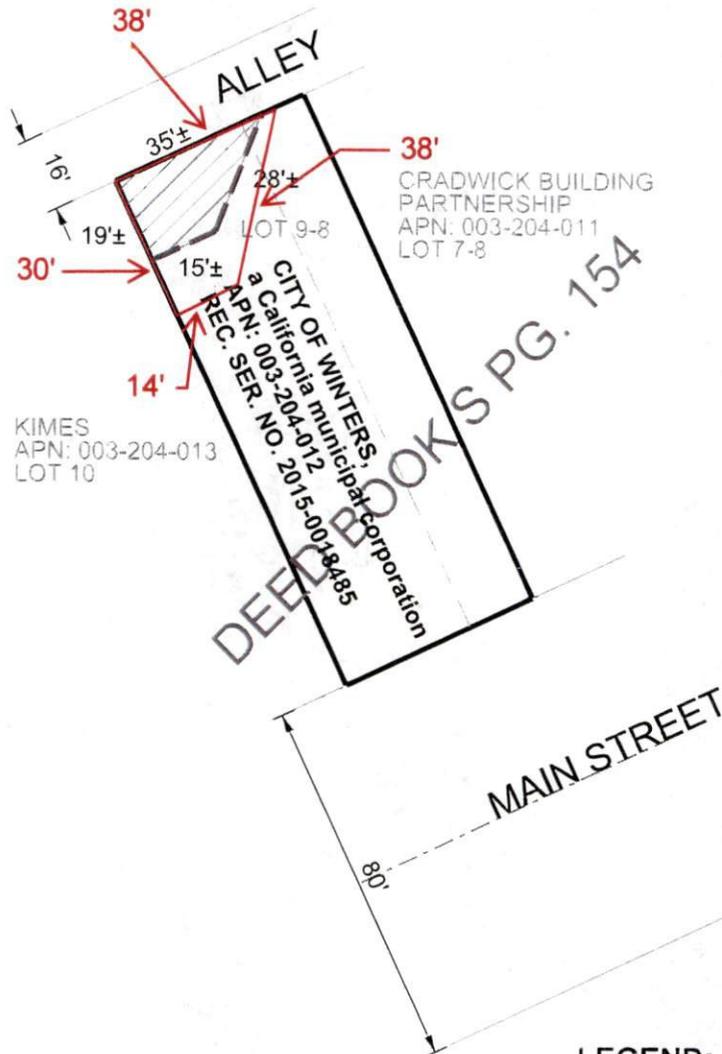
Signature of Notary Public

(Seal)

CAPACITY CLAIMED BY SIGNER

- Individual(s) signing for oneself/themselves
- Corporate Officer(s) of the above named corporation(s)
- Trustee(s) of the above named Trust(s)
- Partner(s) of the above named Partnership(s)
- Attorney(s)-in-Fact of the above named Principal(s)
- Other _____

RANCHO DE LOS PUTOS



DEED BOOKS PG. 154

LEGEND:



PG&E EASEMENT AREA

UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG ALL BOUNDARIES OR LINES

Applicant: CITY OF WINTERS				SCALE 1"=40'	DATE 8/21/2019
SECTION (NW 1/4 OF SW 1/4) (SEC. 22)	TOWNSHIP (8N)	RANGE (1W)	MERIDIAN (M.D.M.)	COUNTY OF: YOLO	CITY OF: WINTERS
PLAT MAP REFERENCES M12, M1225			F.B.:	DR. BY: LEPH	CH. BY: RWW0
PG&E		SACRAMENTO DIVISION	35051251 AUTHORIZ	L-8-1-22 DRAWING NO.	

RECORDING REQUESTED BY AND RETURN TO:

***PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177***

Location: City/Uninc _____

Recording Fee \$ _____

Document Transfer Tax \$ _____

- This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
- Computed on Full Value of Property Conveyed, or
- Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
- Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

Signature of declarant or agent determining tax

LD#2408-01-10024

EASEMENT DEED

CITY OF WINTERS, a California municipal corporation,

hereinafter called Grantor, hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, hereinafter called Grantee, the right from time to time to excavate for, construct, reconstruct, replace (of initial or any other size), remove, maintain, inspect, and use facilities and associated equipment for public utility purposes, including, but not limited to electric, gas, and communication facilities, together with a right of way therefor, on, over, and under the easement area as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of Grantor situate in the City of Winters, County of Yolo, State of California, described as follows:

(APN 003-204-002)

Lots 17, 18 and 21 of Block 10 of the Town of Winters as shown upon the map filed for record May 22, 1875 in Book S of Deeds at page 154, Yolo County Records.

The easement area is described as follows:

The strip of land outlined by heavy dashed lines and crosshatched on the print of Grantee's Drawing No. L-8-1-22 attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in

the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor shall not place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to excavate for, construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

The legal description herein, or the map attached hereto, defining the location of this utility distribution easement, was prepared by Grantee pursuant to Section 8730 (c) of the Business and Professions Code.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: _____, _____.

CITY OF WINTERS, a California municipal corporation,

By _____

By _____

The Area, 6
Land Service Office Sacramento
Line of Business: 43
Business Doc Type: Easements
MTRSQ: 24.08.01.22.34
PG&E Drawing Number: L-8-1-22
PLAT NO. M12, M1225
TYPE OF INTEREST: 4, 6, 86
PM #: 35051251
County: Yolo
Prepared By: LEPH
Checked By: RWW0

I hereby certify that a resolution was adopted on the ____ day of _____, 20____, by the _____ authorizing the foregoing grant of easement.

By _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____)

On _____, before me, _____ Notary Public,
Insert name
personally appeared _____

_____ ,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public (Seal)

CAPACITY CLAIMED BY SIGNER

- Individual(s) signing for oneself/themselves
- Corporate Officer(s) of the above named corporation(s)
- Trustee(s) of the above named Trust(s)
- Partner(s) of the above named Partnership(s)
- Attorney(s)-in-Fact of the above named Principal(s)
- Other _____

RANCHO DE LOS PUTOS

ABBAY STREET

LOT 20

CITY OF WINTERS
APN: 003-204-018
LOT 19

LOT 18

CITY OF WINTERS,
a California municipal corporation
APN: 003-204-002
REC. SER. NO. 2014-0027012

LOT 21

CITY OF WINTERS
APN: 003-204-030
LOT 21

LOT 17

ALLEY

FIRST STREET

60'

10'



Shift to 3' from P/L
to clear new
streetlight.
Remains 11'x11'.



LEGEND:



PG&E EASEMENT AREA

UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG ALL BOUNDARIES OR LINES

Applicant:				CITY OF WINTERS		SCALE 1"=40'	DATE 8/21/2019
SECTION (NW 1/4 OF SW 1/4) (SEC. 22)	TOWNSHIP (8N)	RANGE (1W)	MERIDIAN (M.D.M.)	COUNTY OF: YOLO	CITY OF: WINTERS		
PLAT MAP REFERENCES				F.B.:	DR. BY: LEPH	CH. BY: RWW0	
M12, M1225				PG&E	SACRAMENTO DIVISION	35051251 AUTHORIZ	L-8-1-22 DRAWING NO.



STAFF REPORT

TO: Honorable Mayor and Councilmembers
THROUGH: John W. Donlevy, Jr., City Manager *[Signature]*
FROM: Carol Scianna, Environmental Services Manager *CS*
DATE: Dec 3, 2019
SUBJECT: Fourth Amendment to Maintenance Agreement with Solano County Water Agency (SCWA)

RECOMMENDATION: Staff recommends Council receive information regarding amendment to Agreement with SCWA which will enable installation of temporary and long term groundwater monitoring wells.

BACKGROUND: The City and SCWA executed a maintenance agreement in June 2006. The agreement allows SWCA staff to access city property within the Winters Putah Creek Nature Park(Park) for ongoing projects and maintenance. In May 2019 Council approved an amendment to the agreement which allowed for the installation of 6 temporary (up to 5 years) groundwater monitoring wells in the Park between the car and trestle bridges on the south side of the low flow channel. This fourth amendment will allow for an additional long term monitoring well (up to 10 years)The transect is part of a series of monitoring wells, which includes another transect on Solano County land just west of 505 overcrossing and another on the south side of the low flow channel. The study will be overseen by Professor Mark Grismer of UC Davis, who has degrees in hydrology, soil science and civil engineering. Results from the monitoring are expected to provide valuable information regarding groundwater levels and will provide information for Solano's Sustainable Groundwater Management Plan.

FISCAL IMPACT: None

Attachment:
Amendment Agreement
Original Maintenance Agreement

318 First Street
Winters, CA 95694
Phone.530.795.4910
Fax. 530.795.4935

COUNCIL MEMBERS
Harold Anderson
Jesse Loren
Pierre Neu

MAYOR
Bill Biasi
MAYOR PRO TEM
Wade Cowan

CITY CLERK
Tracy Jensen
CITY TREASURER
Shelly Gunby

CITY MANAGER
John W. Donlevy, Jr.

SOLANO COUNTY WATER AGENCY

AMENDMENT TO LANDOWNER AGREEMENT

AMENDMENT NUMBER: 4

LANDOWNER: City of Winters

EFFECTIVE DATE: October 23, 2019

PROJECT: LPCCC Riparian Restoration

DESCRIPTION OF AMENDMENT:

1. Amend scope to include long term groundwater monitoring wells per Exhibit A.

SIGNATURES:

Solano County Water Agency,
a Public Agency

City of Winters

By: _____
Roland Sanford
General Manager

By: _____
Bill Biasi
Mayor

Attest: _____
Tracy Jensen, City Clerk



EXHIBIT A

PROJECT DESCRIPTION: The Solano County Water Agency is interested in surface water and groundwater interactions along Putah Creek and in improving our understanding of the regional groundwater basin. To support these efforts, the Agency would like to install and monitor short-term wells as shown in the attached figure. Additional details are provided below. Long-Term Well: Installation of one long-term well for a period of 10-years, unless extended by mutual written agreement. The well depth will be 40-100 feet deep, dependent on-site conditions. Short-Term Well: Installation of seven short-term wells for a period of 5-years. Well depths will range from 15-65 feet deep, dependent on-site conditions.

Specifications:

- The monitoring wells will consist of a 2" PVC pipe rising 3-feet above the ground, well casing, and 3 protective T-posts with the top of the post set to the same height as the wells.
- The well will be surrounded by bushes in a pattern that ensures adequate walk in access. Screening vegetation with shallow roots (no trees) of a type agreeable to landowner will be installed around each well.
- The short-term wells will be monitored for up to 5 years before being formally destroyed. The long-term well will be monitored for up to 10 years, unless extended by mutual written agreement and will be removed when the agreement expires.
- Frequent initial site visits will be required to install and setup monitoring of the wells. After the installation and setup, monthly site visits will occur for data retrieval and maintenance. All site visits will occur during normal business hours. Landowner will be consulted regarding acceptable access routes.
- Data and any formulated reports can be provided to the landowner periodically.
- Current access roads will be used to build/access monitoring wells.
- Wells will be given a generic name (no reference to the landowner), which will follow typical well nomenclature.
- Wells will be installed according to state standards.

Well Locations:

Description	Latitude	Longitude
S.T Well 1*	38.519381°	-121.968811°
S.T Well 2*		
S.T Well 3*		
S.T Well 4	38.519344°	-121.968746°
S.T Well 5	38.519312°	-121.968686°
S.T Well 6	38.519272°	-121.968624°
L.T Well 1	38.519840	-121.967537

S.T = Short Term, L.T = Long Term

*Triple set wells installed 3ft from each other

BILL EMLIN

TERRY SCHMIDTBAUER

Jagjinder Sandota

DEPARTMENT OF RESOURCE MANAGEMENT



SOLANO COUNTY

www.solanocounty.com

Environmental Health Division

AGENT AUTHORIZATION

I, Winters City, owner of property at

(Print Name)

318 First St. , Winters, CA 95694

(Street Address)

A.P. No. 0103-160-030, do hereby authorize

(If Possible)

Chris Lee

(Print Name)

, to act as my agent in

obtaining permit(s) from the County of Solano Environmental Health Division for work which shall be performed at the above listed address. Description of work to be done:

Installation of 7 temporary monitoring wells (to be used for up to 5 years, and one for at minimum 10 years)for monitoring shallow groundwater levels and estimating stream seepage or groundwater discharge into Putah Creek. Once the research project is over, these will be formally destroyed. They will be drilled at depths of 15'- 65'. Development will involve allowing drill rigs and other vehicles to access parcel property for well completions. Once installed, initial frequent visits will be made to install a self-contained water level datalogger then subsequently monthly site visits will be made to retrieve data and maintain operations. The approximate location of the proposed transect of wells are going to be from (38.519381 -121.968811) to (38.519272, -121.968624). The approximate location of the long-term MW (38.519840°, -121.967537°).The exact coordinates of each monitoring well will depend on driller accessibility and preferences, but these coordinates will be the general location of the monitoring wells.

(Date)

(Signature of Property Owner)

Property Owner Address: 318 First St. , Winters, CA 95694

Property Owner phone: (530) 795-4910 ext 110

Property Owner e-mail:

Please be aware that this form can either be NOTARIZED, or can contain a photocopy of the owner's driver's license as an attachment

(Please note that the signature of the owner's driver license must match the signature of this form)

TEMPORARY ENTRY PERMIT

Permission is given to Solano Subbasin GSA and the Department of Water Resources (DWR) of the State of California, hereinafter referred to as PERMITTEES, and its officers, employees, agents and contractors, to enter with all necessary equipment upon PERMITTOR's land in the county of Solano, State of California, described as that portion of Assessor's Parcel Number 0103-160-030 and marked on the attached map, in order to install 7 temporary monitoring wells (6 to be used for up to 5 years, and one for at minimum 10 years) for monitoring shallow groundwater levels and estimating stream seepage or groundwater discharge into Putah Creek. Once the research project is over, these will be formally destroyed. They will be drilled at depths of 15' - 65'. Development will involve allowing drill rigs and other vehicles to access parcel property for well completions. Once installed, initial frequent visits will be made to install a self-contained water level datalogger then subsequently monthly site visits will be made to retrieve data and maintain operations. The approximate location of the proposed transect of wells are going from (38.519381°, -121.968811°) to (38.519272°, -121.968624°). The approximate location of the long-term MW (38.519840°, -121.967537°). The exact coordinates of each monitoring well will depend on driller accessibility and preferences, but these coordinates will be the general location. The project is subject to the following provisions:

1. Reasonable precautions will be exercised to avoid damage and protect persons or property.
2. PERMITTOR assumes no liability for loss or damage to property or injuries to or deaths of agents, contractors, or employees of PERMITTEES by reason of the exercise of privileges given under this permit.
3. Nothing in this permit shall preclude PERMITTOR from filing a claim(s) through the Department of General Services' Government Claims Program for any loss or expense, which PERMITTOR or its tenant may suffer, caused by or due to exercise by PERMITTEES of the rights granted by this permit.
4. PERMITTEES agree to indemnify and hold PERMITTOR harmless from any damage caused by PERMITTEES' activities authorized by this permit. PERMITTEES agree also to either reimburse PERMITTOR for any damage to PERMITTOR's roads and fences, or other property, occurring by reason of the exercise of rights granted herein, or to replace or restore said property.
5. PERMITTEES agree to provide notice to Winters City in advance prior to entering at 530 795-4910 ext 110.
6. This permit expires on September 11, 2020 but will be renewed automatically for one-year periods thereafter for the useful life of any improvements constructed or equipment installed by the PERMITTEES.

PERMITTOR's Name, Address, and Phone No.:

John Donlevy
318 First St, Winters, CA 95694
(530) 795-4910 ext 110
 > _____
 Signature Date

Recommended for Acceptance:

> _____
 Chris Lee, Principal Water Resources Specialist Date
 > _____
 Bryce Russell, TSS Project Lead Date
 > _____
 Jason Preece, TSS Project Manager Date

ACCEPTED:

> _____
 Steven Springhorn, Chief Technical Assistance Section Date

TEMPORARY ENTRY PERMIT

CONSENT OF TENANT

We, the Tenants of land described in this Temporary Entry Permit are under lease with Lessor, whose name is subscribed to this contract as PERMITTOR, do hereby consent to the execution of said Temporary Entry Permit, and agree that all money payable shall be paid to said PERMITTOR as herein set forth.

Date: _____



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
FROM: David Dowswell, Contract Planner, Community Development Department 
THROUGH: John W. Donlevy, Jr., City Manager
SUBJECT: LDS Subdivision – Public Hearing for consideration by the Winters City Council of the proposed Tentative Map for the eighteen (18) lot LDS Subdivision and Planned Development Overlay Zone

RECOMMENDATION:

That the City Council:

- 1) Receive the Staff Report on a proposed Tentative Subdivision Map and adoption of a Planned Development Overlay Zone, and
- 2) Conduct the Public Hearing to consider comments on the Amended Tentative Subdivision Map and Zoning Ordinance Amendment, and
- 3) Find per Section 15332, Class 32 of the CEQA Guidelines that the proposed LDS Tentative Map is categorically exempt from CEQA because it meets the criteria for an in-fill development; and
- 4) Adopt Resolution 2019-48 approving the 18-lot tentative map for the property commonly known as the LDS Subdivision, and
- 5) Introduce and waive first reading of Ordinance 2019-05 adding a Planned Development Overlay Zoning to the existing Single-Family Residential (R-1) Zoning permitting certain modifications to the R-1 Zoning standards.

PROJECT DESCRIPTION:

The Applicant Crowne Communities, on behalf of the Church of Christ Latter Day Saints (LDS) (the current owner of the subject property), are requesting approval to subdivide a 3.29-acre parcel into eighteen (18) single-family lots. The tentative map (Attachment A) includes an emergency vehicle access (EVA) easement through the LDS Church parking lot. The property is located on the west end of Anderson Avenue and wraps around the existing LDS Church located at 435 Anderson Avenue. The applicants are requesting that zoning for the property be amended to add a Planned Development (PD) Overlay Zone to the existing Single-Family Residential (R-1) Zoning in order to create lots that are substandard in size and have reduced front, side and rear yard setbacks (Attachment B). Other than these modifications that would be permitted in this Overlay Zone, the 18 lots would be consistent with the R-1 zoning for this site.

BACKGROUND:

On October 3, 2019 the Design Review Committee (DRC) met to review the proposed tentative map. At the meeting, Crowne Communities (applicants) presented preliminary floor plans and elevations for homes ranging in size from 1,457 to 1,844 square feet. They indicated the homes would be simpler in design than their current product being built in the Heartland development. They also indicated due to the property's unusual shape and their plan to build all single-story homes they would need to create lots which were substandard in size with non-conforming setbacks. The DRC was receptive to the idea of building more affordable smaller homes and recognized the need for smaller lots with reduced setbacks due to the unusual shape of the property.

On November 12, 2019 the planning commission considered the proposed tentative map, planned development (PD) zoning overlay and the site plan/design review. At the meeting there was considerable discussion about the emergency vehicle access (EVA) through the LDS Church parking lot and with the design of the model homes. At the conclusion of the hearing the planning commission voted to recommend the city council approve the tentative map and add the PD overlay zoning to allow for the lots less than the required minimum size with reduced rear, front and side yard setbacks. The planning commission continued the site plan/design review approval until the December 10 meeting.

DISCUSSION:

The applicants believe the proposed subdivision with 18 lots, subject to obtaining approval for a PD Overlay Zoning and site plan/design review, will allow them to build single-story single-family homes which will be more affordable to persons/families looking to buy their first homes.

Tentative Map

The tentative map includes an EVA access through the LDS Church parking lot connecting to the cul-de-sac adjacent to Lot 18. The EVA provides a second way into the subdivision should the entrance to the subdivision off Anderson Street become blocked. The Church will need to record an access easement through their parking lot

for the EVA. The easement will need to be shown on the final map. The EVA abutting the cul-de-sac will need to be blocked off with removable bollards to prohibit vehicle access. The portion of the EVA abutting the Church parking could be fenced off with a gate. However, the conditions of approval require if a gate is installed the Developer must establish a homeowners' association that will be responsible for maintenance and repair of the gate in perpetuity. The applicants will need to work with the Fire Department in designing a gate that will provide the necessary access. The design of the gate will also need to be approved by staff, and an agreement will have to be in place pursuant to which the homeowners' association agrees to maintain and repair the gate as needed. Staff recommends on the side of the EVA abutting Lot 18 a six-foot solid wood fence be installed beginning 10 feet from the back edge of the sidewalk and connecting to the rear yard fence. On Lot 14 a three-foot solid wood fence should be installed beginning at the back of the sidewalk and connecting to the school's chain link fence.

On the east side of the street abutting the LDS Church the applicants, at the city's request, eliminated the sidewalk. Eliminating the sidewalk allowed the depth of Lots 1-6 to be increased by five (5) feet.

The tentative map proposes "no parking" on a portion of the cul-de-sac which includes the EVA and a portion of the frontage of Lots 14 and 18. Requiring the "no parking" will allow fire trucks to turnaround. The applicants' engineer has shown on the tentative map (Attachment A) even with the "no parking" there will still be on-street parking available in front of Lots 14 and 18.

The fire department and city engineer have reviewed the tentative map and fire truck turning template and have determined that the street design is adequate for fire trucks to maneuver.

Planned Development Zoning

Section 17.48.010 of the Municipal Code (Zoning Ordinance) states, "In order to achieve the general plan goal "to promote the development of a cohesive and aesthetically pleasing urban structure for Winters," the P-D overlay zone has been included within the scope of the zoning ordinance to allow for the maximum flexibility consistent with the minimum development standards within each underlying zone category."

The decision by the City to approve lots of varying sizes as part of the Winters Ranch and Stones Throw subdivisions was done to provide housing diversity and indirectly, based on the smaller lot sizes and reduced setbacks, more affordable housing. The applicants are requesting approval to create lots as small as 4,428 square feet, which is less than the required 6,000 square feet for interior lots and 7,000 square feet for corner lots. Their request is mainly due to the irregular shape of the property and to achieve their objective of providing smaller and more affordable homes. The applicants are also requesting a reduction to the side, rear and front yard setbacks. They are requesting the garage side yard setback be reduced from ten (10) to five (5) feet for all 18 lots. On

three of the lots (1, 15 and 18) the "other side" side yard setback will be more than ten (10) feet. Reducing the side yard setback from ten (10) to five (5) feet on the garage side will eliminate the possibility of the homeowner in the future paving the side yard to park another vehicle off-street. Staff recommends, where possible, the applicants provide a ten (10) foot side yard adjacent to the garage.

The applicants are also requesting approval to reduce the required 25-foot rear yard setback for each of the homes to as little as 12 feet (Lot 18). On most of the lots the rear yard setback would either 14 or 17 feet. When the planning commission approved the design of the homes for the Heartland and Stones Throw subdivisions included with the approvals was a reduction in the rear yard setback to allow for future trellis or patio covers. Section 17.56.030C4 allows patio covers to be located within 10 feet of the rear lot line. The applicants submitted plot plans showing a typical patio cover in which they are requesting a minimum of a five (5) foot rear yard setback (Attachment C). For the Plan 1 lots that will be located on the court they show a 400 square patio cover with a ten (10) foot rear yard setback. Staff believes allowing as little as a five (5) foot setback for trellis or patio cover is acceptable as these homes, except for those on Lots 1 through 7, back up to schools which will not be adversely affected or to the LDS Church drainage ditch/parking lot. Staff recommends on lots with Plan 1 or 2 homes located on the court the minimum rear yard setback for a patio cover should not be less than 10 feet.

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 11/20/19 ten days prior to the hearing. Copies of the staff report and all attachments for the proposed project have been on file, available for public review at City Hall since 11/27/19.

ENVIRONMENTAL ASSESSMENT:

Per Section 15332, Class 32 of the CEQA Guidelines, the proposed subdivision is considered an "In-Fill Development Project" and meets all the following:

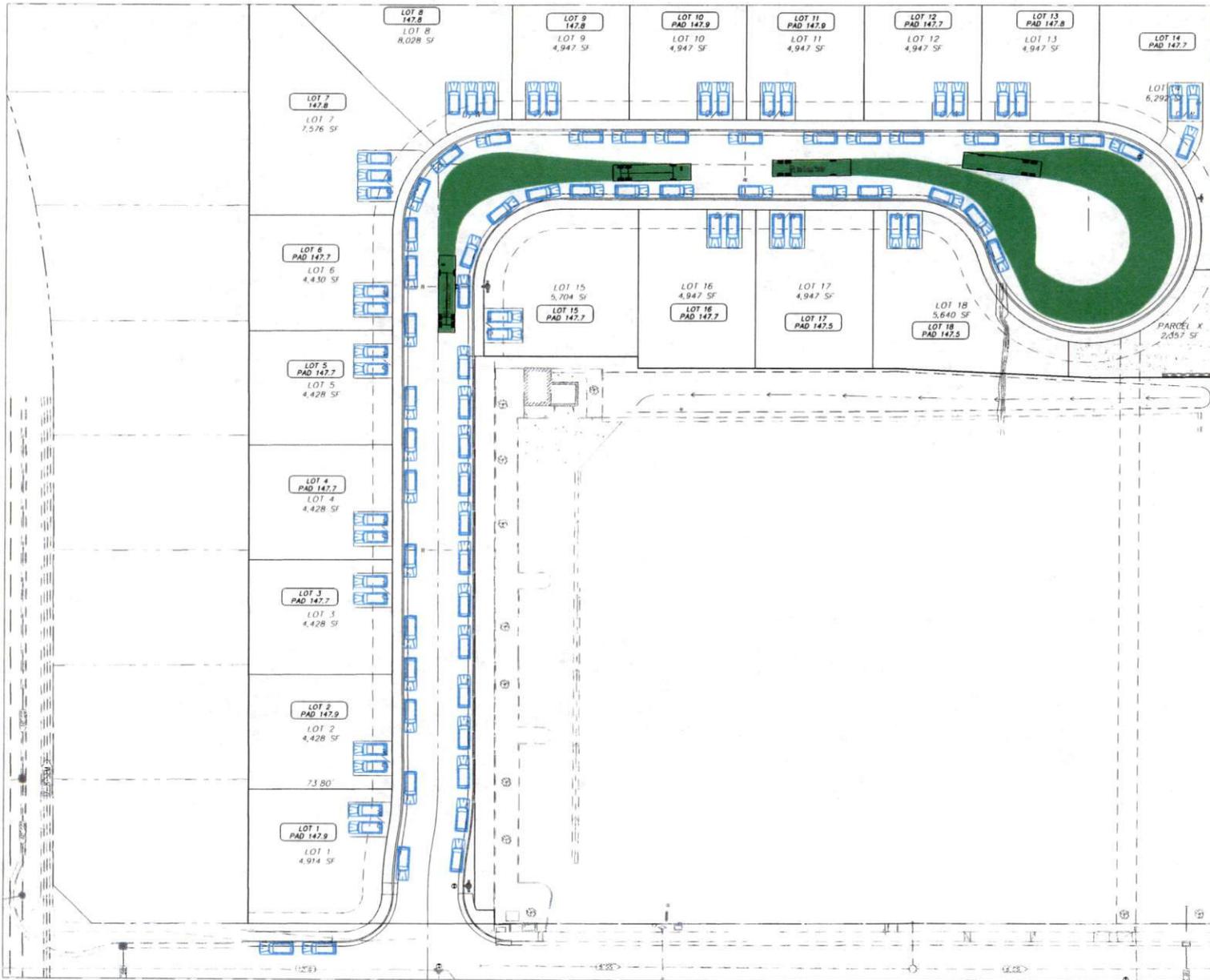
- (a) The proposed subdivision with 18 lots is consistent with the general plan designation of Low Density Residential (LR), which allows up to 24 lots, and is consistent with all applicable general plan policies as well as with the Single-Family Residential (R-1) zoning.
- (b) The proposed development occurs within the city limits on a project site of 3.17 acres, which is less than five acres permitted for in-fill development.
- (c) The project site has no value as habitat for endangered, rare or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air or water quality.
- (e) The site is adequately served by all the required utilities, which are located in Anderson Street and can be served by public services.

RECOMMENDED CITY COUNCIL ACTIONS

1. Find per Section 15332, Class 32 of the CEQA Guidelines that the proposed tentative map for the 18-lot LDS Subdivision is categorically exempt from CEQA because it meets the criteria for an in-fill development.
2. Adopt a resolution (Attachment E) approving the tentative map for the 18-lot LDS Subdivision subject to the Conditions of Approval (Attachment D).
3. Adopt an ordinance (Attachment F) amending the official Zoning Map of the city of Winters by adding Planned Development (PD) Overlay Zoning to the existing Single-Family Residential (R-1) Zoning to APN 030-220-034 and approving the Planned Development Permit.

ATTACHMENTS:

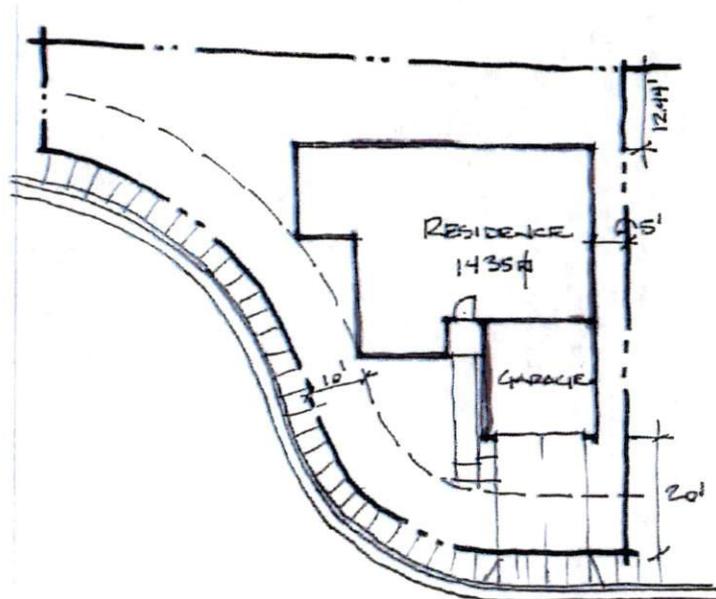
- A. Tentative map
- B. Proposed R-1 Zoning standards modifications for lot sizes and setbacks for the homes
- C. Proposed R-1 Zoning standards modifications for the patio covers
- D. Conditions of approval
- E. City Council Resolution 2019-48 approving the 18-lot tentative map
- F. City Council Ordinance 2019-05 amending the official zoning map by adding a Planned Development Overlay Zone to the existing R-1 Zoning and approving the planned development permit



Lots	Driveway Parking	Street Parking	Parking Totals
1	2	3.5	5.5
2	2	5	7
3	2	4.5	6.5
4	2	5	7
5	2	4	6
6	2	2.5	4.5
7	3	0.5	3.5
8	3	0.5	3.5
9	2	1.5	3.5
10	2	2	4
11	2	2	4
12	2	2	4
13	2	2	4
14	3	1.5	4.5
15	2	6	8
16	2	2	4
17	2	2	4
18	2	3.5	5.5
SUM	37	46.5	83.5
Average Parking Stalls per Lot:			4.6

PD OVERLAY SETBACKS REQUESTED (per lot)

LOT NUMBER	LOT FOOTAGE	LOT TYPE	MIN FRONT SETBACK (to garage)	MIN FRONT SETBACK (to Living Area)	SIDEYARD SETBACK (Garage Side)	SIDEYARD SETBACK (Other Side)	MIN REAR YARD SETBACK
Lot 01	4,914	corner	20 Feet	13 Feet	5 Feet	14 Feet	14 Feet
Lot 02	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 03	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 04	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 05	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 06	4,430	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 07	7,576	knuckle	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 08	8,028	knuckle	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 09	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 10	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 11	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 12	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 13	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 14	6,292	culdesac	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 15	5,704	corner	20 Feet	13 Feet	5 Feet	13 Feet	14 Feet
Lot 16	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 17	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 18	5,640	culdesac	20 Feet	10 Feet	5 Feet	10 Feet	12 Feet

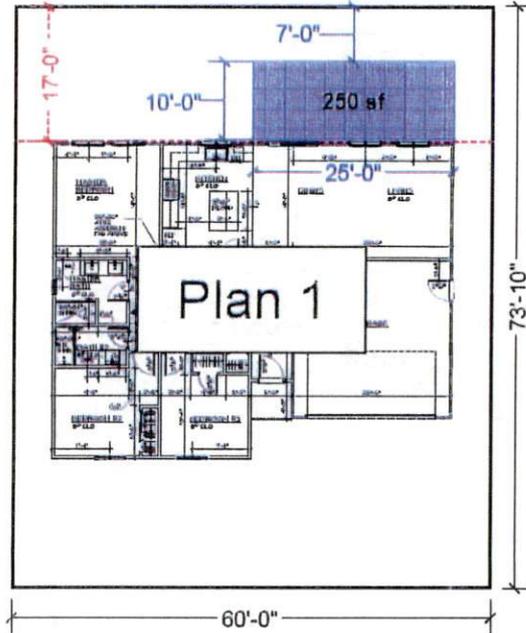


Lot 18

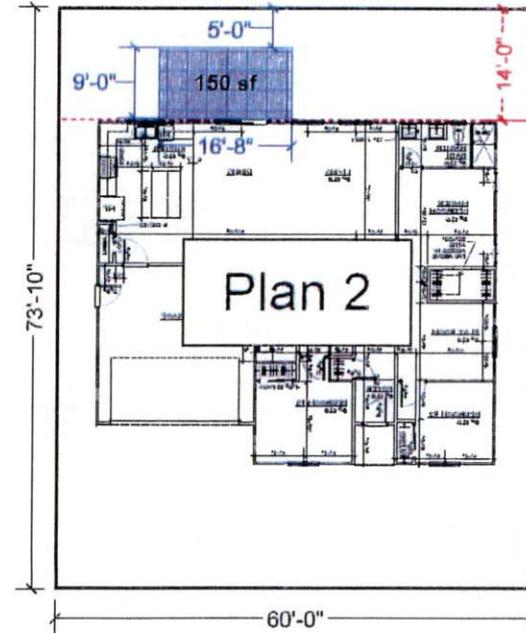
ATTACHMENT B

Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
1	4914	Plan 1	1457	395	24	250	2126	43.26%	7	5
		Plan 2	1657	392	25	150	2224	45.26%	5	
2, 3, 4, & 5	4428	Plan 1	1457	395	24	250	2126	48.01%	7	5
		Plan 2	1657	392	25	150	2224	50.23%	5	
6	4430	Plan 1	1457	395	24	250	2126	47.99%	7	5
		Plan 2	1657	392	25	150	2224	50.20%	5	



Karnail Street

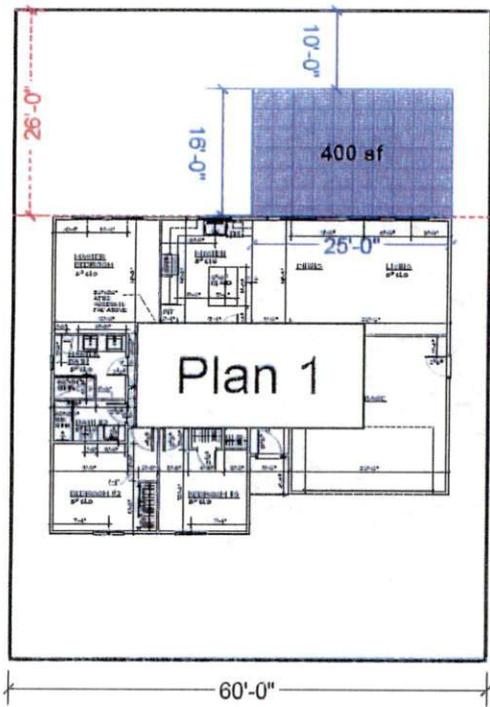


Karnail Street

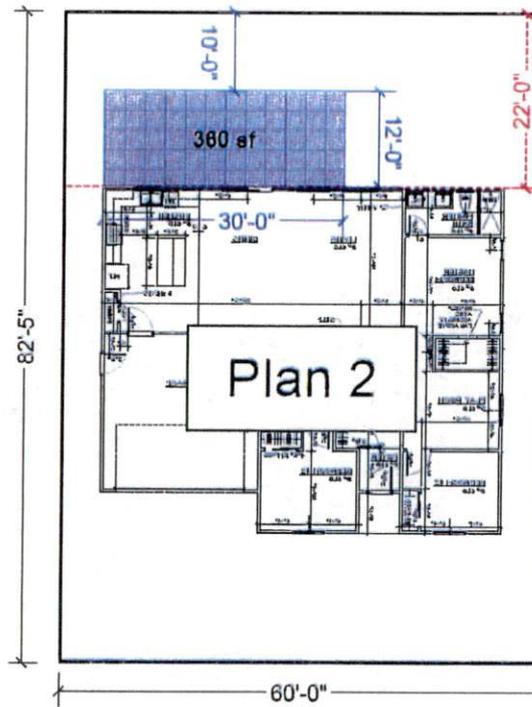
ATTACHMENT C

Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

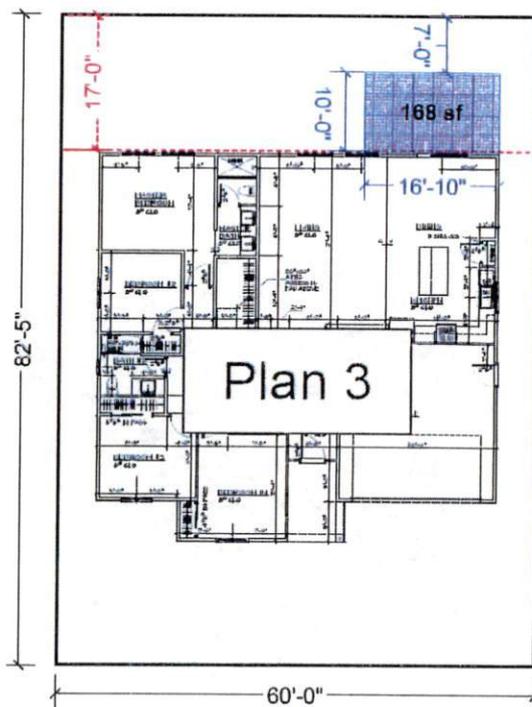
LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
9, 10, 11, 12, 13, 16, & 17	4947	Plan 1	1457	395	24	400	2276	46.01%	10	5
		Plan 2	1657	392	25	360	2434	49.20%	10	
		Plan 3	1845	395	65	168	2473	49.99%	7	
14	6292	Plan 1	1457	395	24	400	2276	36.17%	10	5
		Plan 2	1657	392	25	360	2434	38.68%	10	
		Plan 3	1845	395	65	168	2473	39.30%	7	



Gurmit Court



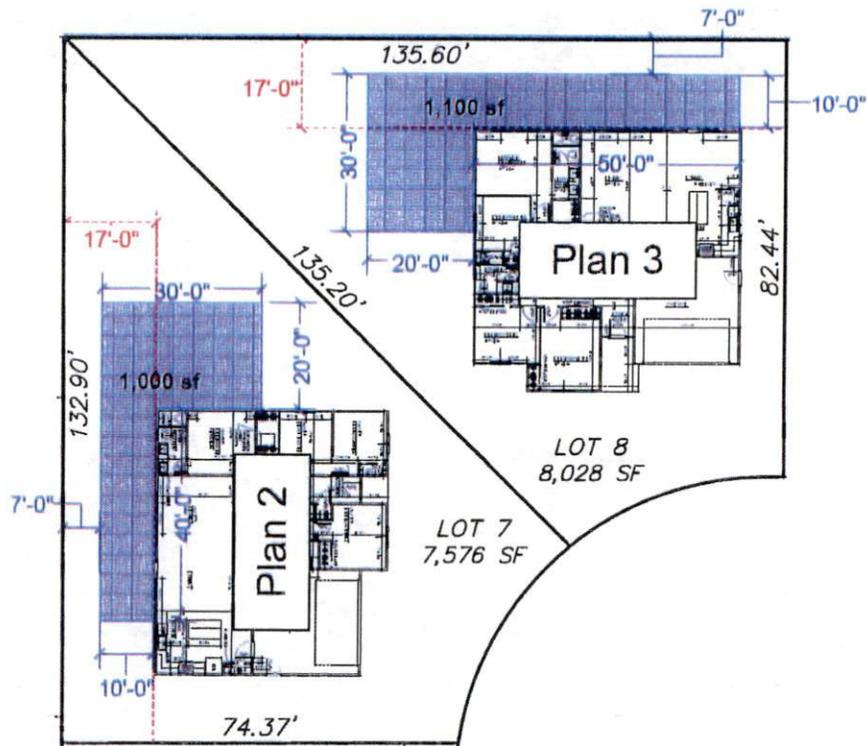
Gurmit Court



Gurmit Court

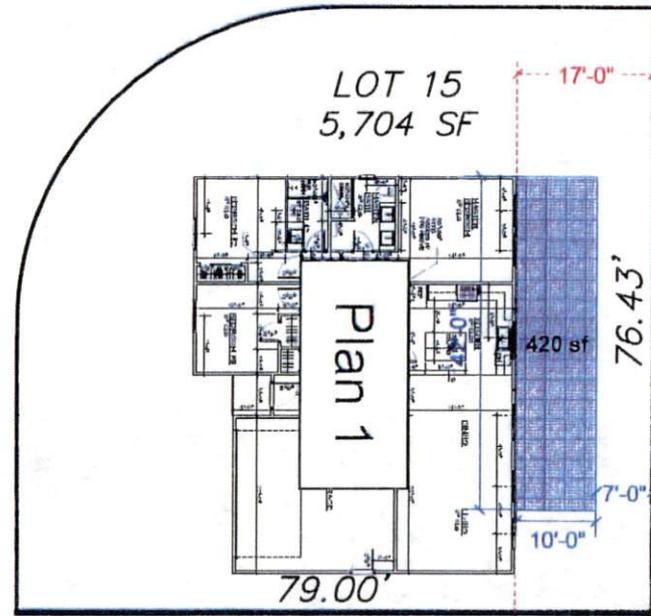
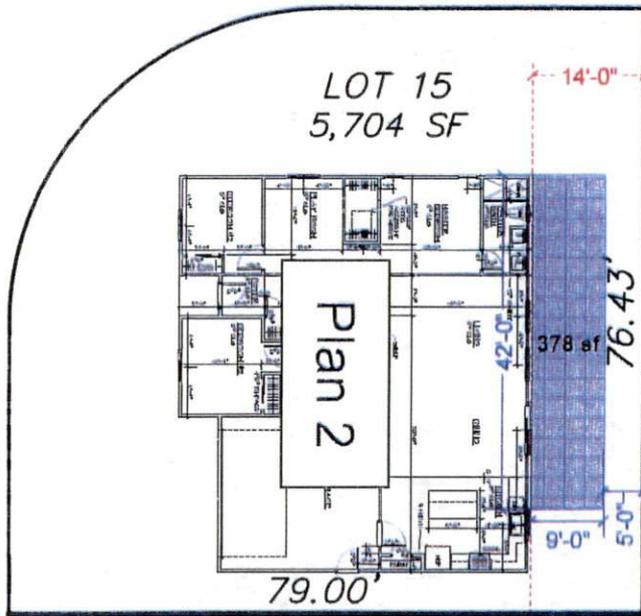
Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
7	7576	Plan 2	1657	392	25	1,000	3074	40.58%	7	5
8	8028	Plan 3	1845	395	65	1,100	3405	42.41%	7	5



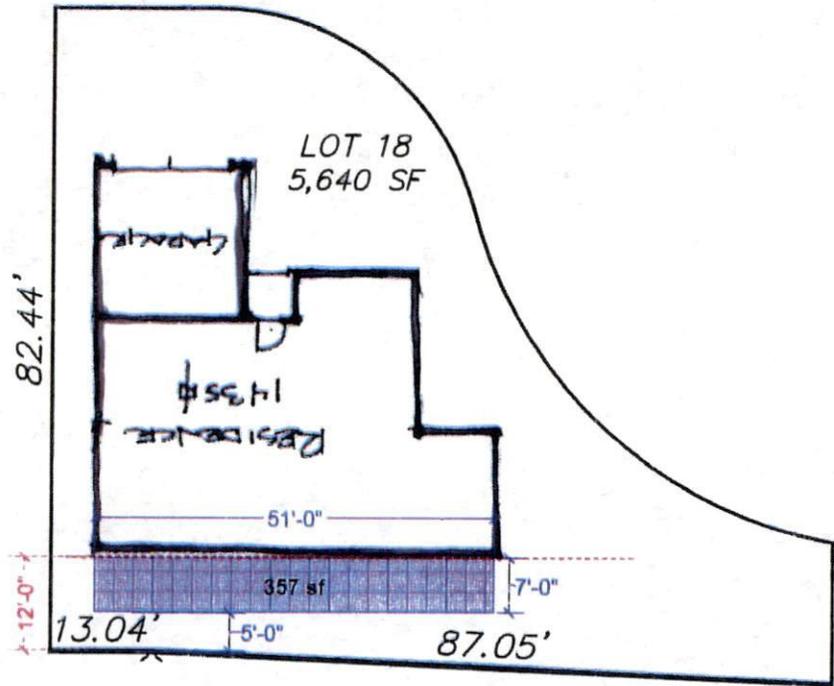
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			Living Area	Garage	Porch				Rear	Side
15	5704	Plan 1	1457	395	24	420	2296	40.25%	7	5
		Plan 2	1657	392	25	378	2452	42.99%	5	5



Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
18	5640	Pending	1435	400	30	357	2222	39.40%	5	5



**CITY COUNCIL
CONDITIONS OF APPROVAL FOR LDS TENTATIVE MAP
December 3, 2019**

The following conditions of approval are required to be satisfied by the applicants/developers prior to final map, unless otherwise stated.

GENERAL

1. In the event any claim, action or proceeding is commenced naming the City or its agents, officers, and employees as defendant, respondent or cross defendant arising or alleged to arise from the City's approval of this project, the project Applicants shall defend, indemnify, and hold harmless the City or its agents, officers and employees, from liability, damages, penalties, costs or expense in any such claim, action, or proceeding to attach, set aside, void, or annul an approval of the City of Winters, the Winters Planning Commission, any advisory agency to the City and local district, or the Winters City Council. Project applicants shall defend such action at applicants' sole cost and expense which includes court costs and attorney fees. The City shall promptly notify the applicants of any such claim, action, or proceeding and shall cooperate fully in the defense. Nothing in this condition shall be construed to prohibit the City of Winters from participating in the defense of any claim, action, or proceeding, if City bears its own attorney fees and cost, and defends the action in good faith. Applicants shall not be required to pay or perform any settlement unless the subdivider in good faith approves the settlement, and the settlement imposes not direct or indirect cost on the City of Winters, or its agents, officers, and employees, the Winters Planning commission, any advisory agency to the City, local district and the City Council.
2. All conditions identified herein shall be fully satisfied prior to acceptance of the Final Map unless otherwise stated.
3. The project is as described in the November 12, 2019 Planning Commission staff report. The project shall be constructed as depicted on the maps and exhibits included in the November 12, 2019 Planning Commission staff report, except as modified by these conditions of approval. Substantive modifications require a public hearing and Council action.

GENERAL PLAN REQUIREMENTS

4. Pursuant to General Plan Policy II.D.4 and IV.A.1 necessary public facilities and services shall be available prior to the first occupancy of the project.
5. Pursuant to General Plan Policy IV.A.4 (second sentence), the developer shall pay in-lieu fees for the increment of parkland not provided on site, or at the City's discretion may construct needed improvements according to City specification in lieu of paying the fees.

6. Pursuant to General Plan Policy IV.B.14, there shall be a water meter on each new hook-up.
7. Pursuant to General Plan Policy IV.C.2, adequate sewer service shall be provided prior to the issuance of any individual building permit.
8. Pursuant to General Plan Policy IV.J.2, all new electrical and communication lines shall be installed underground.
9. Pursuant to General Plan Policy VI.A.6, grading shall be carried out during dry months, when possible. Areas not graded shall be disturbed as little as possible. Construction and grading areas, as well as soil stockpiles, should be covered or temporarily revegetated when left for long periods. Revegetation of slopes shall be carried out immediately upon completion of grading. Temporary drainage structures and sedimentation basins must be installed to prevent sediment from entering and thereby degrading the quality of downstream surface waters, particularly Putah Creek. The full cost of any necessary mitigation measures shall be borne by the project creating the potential impacts. Pursuant to General Plan Policy VII.B.3, should the City allow any grading to occur during the rainy season, conditions shall be implemented to ensure that silt is not conveyed to the storm drainage system.
10. Pursuant to General Plan Policy VI.E.6, construction-related dust shall be minimized. Dust control measures shall be specified and included as requirements of the contractor(s) during all phases of construction of this project and shall be included as a part of the required construction mitigation plan for the project.
11. Pursuant to General Plan Policy VII.A.1, VII.A.2, and VII.C.4 all site work and construction activities shall be in accordance with the requirements of the City, and other applicable local, regional, state, and federal regulations.
12. Pursuant to General Plan Policy VII.C.1, necessary water service, fire hydrants, and access roads shall be provided to the satisfaction of the Fire Chief and Fire Protection District standards.
13. Pursuant to General Plan Policy VII.C.2, a minimum fire-flow rate of 1,500 gallons per minute is required for all residential uses.
14. Pursuant to General Plan Policy VIII.D.2, street trees shall be planted along all streets, in accordance with the City's Street Tree Plan and Standards. There shall be a minimum of one street tree in the center front of each single-family lot, and on both frontages for corner lots. All trees shall be of a type on the approved street tree list and shall be a minimum of fifteen (15) gallons in size with a mature tree canopy of at least a thirty-foot diameter within five years.

15. Pursuant to General Plan Policy VIII.D.7, all lighting including street lighting, shall be designed, installed, and maintained to minimize excess light spillage, unnecessary brightness and glare, and degradation of night sky clarity.

COMMUNITY DEVELOPMENT AND BUILDING

16. Construction activities shall be limited to 7:00 am to 7:00 pm, Monday through Friday only (holidays excluded) in compliance with the City's Noise Ordinance and Standard Specifications.
17. Foundations shall be poured in place, onsite. No pre-cast foundations will be permitted. This shall be stipulated in all construction contracts.
18. Address numbering shall be plainly visible from public view using lettering that is a minimum of four inches in high with contrasting colors. Naming of streets and address numbering shall be completed by a committee comprised of the Community Development Department, the Fire District, the Police Department, and the Postal Service.
19. The applicants shall pay all development impact fees, fees required by other entities, and permit fees.
20. The applicants shall be responsible for any additional costs associated with the processing of this project including but not limited to: plan check, inspections, materials testing, construction monitoring, and other staff review and/or oversight including staff time necessary to ensure completion/satisfaction of all conditions of approval and mitigation measures. The applicants shall reimburse the City for all such costs. Project applicants shall pay all development impact fees adopted by the City Council and shall pay fees required by other entities.
21. Staff recommends, where possible, the applicants provide a ten (10) foot side yard adjacent to the garage.
22. Plan 1 and 2 models located on the court (lots 8-18) shall have a minimum patio setback of 10 feet.

AFFORDABLE HOUSING

23. An affordable housing plan/inclusionary housing agreement in conformance with the City's Inclusionary Housing Ordinance shall be reviewed by the Planning Commission and Affordable Housing Steering Committee and approved by the City Council.
24. Prior to recordation of the Final Map, an inclusionary housing agreement as approved by the City shall be prepared and executed by the applicants.

UTILITIES AND PUBLIC WORKS

25. The Developer shall comply with all aspects of the latest City of Winters Public Works Improvement Standards.
26. A signage and striping plan are required and shall be approved by the City Engineer. All striping shall be thermoplastic.
27. All perimeter parcels and lots shall be protected against surface runoff from adjacent properties in a manner acceptable to the City Engineer.
28. The Developer will be required to pay the appropriate City connection fees. All domestic water services will be metered. Water meters shall be installed on all water services to the satisfaction of the Public Works Department.
29. Grading shall be done in accordance with a grading plan prepared by the Developer's civil engineer and approved by the City Engineer. The amount of earth removed shall not exceed that specified in the approved grading plan. All grading work shall be performed in one continuous operation. The approved grading plan shall be included in the subdivision improvement plans. In addition to grading information, the approved grading plan shall indicate all existing trees and trees to be removed as a result of the proposed development, if any. No grading of the property may commence until the Developer has installed the retaining walls shown on the Improvement Plans prepared for the subdivision and approved by the City Engineer.
30. The Developer shall conform to County Health regulations and requirements for the abandonment of septic tanks and water wells, if any.
31. All electric, phone/data and cable facilities within 100 feet of the project boundary and within the project shall be installed underground and shall meet the policies, ordinances, and programs of the City of Winters and the utility providers.
32. Joint trench/utility/composite plans shall be submitted to the City Engineer for review, prior to approval of improvement plans. Applicant shall provide design and construction for conduit and boxes suitable for broadband internet service within the joint trench. The conduit shall be coordinated with all other utilities and shown on the joint trench composite plans. The conduit and boxes are to be constructed with the joint trench and completed before certificate of occupancy is issued.
33. Water, Sewer and Storm Drainage systems shall be designed and installed to the satisfaction of the Public Works Department.

GEOLOGY

34. Upon submittal of the initial improvement plans package, the Developer shall submit a soils and geotechnical report prepared by a geotechnical engineer that fully assesses the existing site conditions, and addresses all issues regarding excavation and grading, foundations and their construction, drainage, retaining wall systems,

periodic on-site observations, and other related items involving the Project. All recommendations of the geotechnical engineer shall be incorporated into all final design and construction including foundations, grading, sewage disposal, and drainage. Final plans shall be reviewed and approved by the City Engineer prior to the issuance of a grading permit.

EASEMENTS

35. Appropriate easements shall be required for City maintained facilities located outside of City owned property or the public right-of-way.
36. The Developer shall agree to grant all public easements as determined by the City for public purposes.
37. A 10-foot Public Utility Easement (PUE) behind right-of-way shall be dedicated along all frontages.
38. The Developer shall secure for dedication to the City from the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints ("LDS Church") an irrevocable, perpetual emergency vehicle access easement in the location as shown on the Tentative Map (the "EVA Easement"). The EVA Easement shall be in a form and content satisfactory to the City Engineer, Police Chief and Fire Chief.
39. The EVA Easement shall provide access through the LDS Church's property with the access to the subdivision separate by removable bollards as approved by the City Engineer, Police Chief and Fire Chief. In the event that Developer desires to install a gate at the access point to the subdivision through the EVA Easement, the make, model and operation of the gate shall be subject to approval by the City Engineer, Police Chief and Fire Chief. Prior to the installation of such gate, Developer shall provide evidence satisfactory to the City that a homeowners' association has been established to assume responsibility for maintenance and repair of the gate, that the homeowners association will have adequate funding for such maintenance and repair in perpetuity, and an agreement in a form approved by the City shall be entered into between the City and the homeowners association requiring the homeowners association to take responsibility for the maintenance and repair of such gate.
40. Developer shall secure for dedication to the City from the LDS Church, Public Utility, Water and Landscaping easements as more specifically shown on the Tentative Map.

LANDSCAPING AND LIGHTING

41. The Property shall be annexed into the City of Winters City-Wide Maintenance Assessment District in order to maintain and provide for the future needs of street lighting and landscaping and other related aspects of development. The Property is subject to an assessment for lighting and landscape maintenance based on the assessment methodology described in the annual Engineer's Report. The

assessment shall be the per parcel annual amount as established at the time of voting by the City Council.

42. Landscaping on the berm along the east side of the N-S roadway is on the LDS Church's property. The Developer shall obtain a right of entry to construct landscaping and shall cause the homeowners association to enter into an agreement with the LDS Church pursuant to which the homeowners association shall take responsibility for future maintenance of the landscaping in perpetuity.
43. The Improvement Plans shall include a street lighting plan that is subject to approval by the City Engineer. Streetlights shall be decorative to match what was installed with Stone's Throw subdivision.
44. Streetlight power shall be coordinated with PG&E and appropriate numbers placed on each pole, prior to final acceptance of public improvements.
45. Entry walks to individual residences shall be separated from the driveway by a landscaped area.
46. Landscaping and irrigation shall be consistent with the applicable requirements of Chapter 17.76 of the Zoning Ordinance.

REIMBURSEMENTS FOR DEVELOPER INSTALLED IMPROVEMENTS

47. Developer shall pay appropriate reimbursements for benefiting improvements installed by others in the amount and at the time specified by existing reimbursement agreements. This applies to the W Main SS Pump Station and Force Main, and Rancho Arroyo SD Pump Station.

CONSTRUCTION CONDITIONS

48. Grading shall not occur when wind speed exceeds 20 MPH over a one-hour period, construction vehicle speed on unpaved roads shall not exceed 15 MPH, and construction equipment and engines shall be properly maintained.
49. Potentially windblown materials shall be watered or covered.
50. Construction areas and streets shall be wet swept.
51. All inactive portions of the construction site that have been graded shall be seeded and watered until vegetation is grown.
52. Tarpaulins or other effective covers shall be used for haul trucks.
53. Construction practices shall minimize vehicle idling.
54. All projects shall include implementation of post-construction best management practices (BMP). Post construction BMPs shall be identified on improvements plans and approved by the City Engineer.

55. A hydrant use permit shall be obtained from the Public Works Department for the use of hydrant water during the construction.
56. Existing public and private facilities damaged during the course of construction shall be repaired by the Developer, at his sole expense, to the satisfaction of Public Works and the City Engineer.

EROSION AND SEDIMENTATION

57. The proposed drainage/water-quality ditch shown on the LDS property, which will collect and convey the on-site LDS surface flows into the city's drainage system, shall be maintained by LDS. Maintenance of the ditch shall be as-needed to facilitate unrestricted flows as-designed. Prior to approval of the improvement plans; the Applicant shall obtain a letter from LDS with a commitment for such maintenance in perpetuity.
58. The project shall require a National Pollution Discharge Elimination System (NPDES) construction permit. Post construction Best Management Practices (BMPs) shall be identified on improvement plans.
59. A SWPPP shall be included with the improvement plans for all projects regulated by the construction general permit, to be approved by the City. The WDID# shall be included on the plans, prior to City Engineer approval.
60. Cut and fill slopes shall be in conformance with the recommendations of the soils engineer but shall in no case be steeper than 3:1 in public rights-of-way and easements and 2:1 in other areas.
61. Landscaped slopes along streets shall not exceed 3:1. Level areas having a minimum width of one (1) foot shall be required at the toe and top of said slopes.

ROADS AND STREETS

62. All proposed roads within the subdivision shall comply with the City's Public Works Improvement Standards and Construction Specifications, dated December 2015 or as amended. If not, then a Design Exception must be approved by the City Engineer.
63. Any "No Parking" limits shall be included on the Improvement Plans, for City approval.
64. Pedestrian circulation shall be provided as shown on the Tentative Map.
65. Each residence in the cul-de-sac must be able to accommodate parking for 3 vehicles: either three (3) on-site parking spaces or two (2) on-site spaces and one (1) on-street space. The on-street space shall be along the frontage of the subject property with no more than a 10-foot overlap across the frontage of adjacent parcels.

FINAL MAP

66. Prior to final acceptance of the public improvements; the engineer or surveyor shall set sufficient durable monuments to conform to the standards described in Section 8771 of the Business and Professions Code. All monuments necessary to establish the exterior boundaries of the subdivision shall be set or referenced prior to recordation of the final map.
67. Closure calculations shall be provided at the time of initial Final Map check submittal. All calculated points within the map shall be based upon one common set of coordinates. All information shown on the map shall be directly verifiable by information shown on the closure calculation print out. The point(s) of beginning shall be clearly defined, and all lot acreages shall be shown and verifiable from information shown on the closure calculation print out. Additionally, the square footage of each lot shall be shown on the subdivision map.
68. The Developer shall provide the City Engineer with an electronic copy and two print copies of the recorded final map from the County, prior to issuance of the first building permit.
69. The Developer shall enter into a subdivision improvement agreement with the City prior to recordation of final map.
70. Developer shall pay all development impact fees adopted by the City Council and shall pay fees required by other entities.
71. A current title report shall be submitted with the Final Map. The title report shall include the entire legal boundary of property being divided.

MISCELLANEOUS

72. Proposed improvements, including but not limited to, grading, streets, utilities, and landscape have not been reviewed in detail and are not approved at this time. The City Engineer shall review the design of all improvements, during the plan check process and that plans shall be revised, as needed, at the discretion of the City Engineer.
73. U.S. Postal Service mailbox locations shall be coordinated with the Postmaster and shown on the as-built improvement plans.
74. Prepare improvement plans for work within the public right-of-way, including an on-site grading plan, and submit them to the Public Works department for review and approval. The improvement plan sheets shall conform to the City of Winters Public Improvements Standards and Construction Standards. This submittal is separate from the building permit submittal. The Developer shall provide two sets of each improvement plan submittal for review. Upon City Engineer approval, the Developer shall provide 2 wet-stamped sets of approved improvement plans, two wet-stamped

sets of approved grading plans, and two print sets of the grading plans. The Developer shall submit the one electronic media file (PDF) of the entire set of plans.

75. The conditions as set forth in this document are not all inclusive. The Developer shall thoroughly review all city, state, and federal planning documents associated with this map and comply with all regulations, mitigations, and conditions set forth.
76. The public improvements on the improvement plans shall be constructed and accepted prior to issuance of any building permit, or as otherwise approved by the City.
77. Occupancy of residential units shall not occur until necessary public improvements (water, sewer, streets, etc.) have been accepted by the City.
78. Applicant shall obtain all required City permits (building, encroachment (City and State) for work within the public right-of-way, etc.) and pay all applicable fees (building, impact, encroachment, etc.).
79. Applicant shall be responsible to comply with all permitting requirements from federal, state, or other local agencies.
80. The Engineer shall provide two print sets and a PDF of each improvement plan submittal for review. Upon City Engineer approval, the Engineer shall provide 2 prints and a PDF of the approved plans.
81. All construction shall follow the requirements outlined by City Ordinances and the Building Codes.

RESOLUTION NO. 2019-48

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINTERS APPROVING AN EIGHTEEN (18) LOT TENTATIVE SUBDIVISION MAP FOR THE CHURCH OF LATTER-DAY SAINTS (LDS) SUBDIVISION

WHEREAS, the Winters Planning Commission held a duly noticed public hearing on October 22, 2019 and November 12, 2019 to review and consider recommending to the City Council approval of the proposed Tentative Map Subdivision Map for the LDS Subdivision (APN 030-220-034) (the "Tentative Map"); and

WHEREAS, the Planning Commission found the proposed tentative map was categorically exempt from CEQA, Section 15332, Class 32, Infill-Development Project on less than five (5) acres; and

WHEREAS, following said public hearing, the Planning Commission recommended on a 6 to 0 vote that the City Council approve the Tentative Map; and

WHEREAS, on December 3, 2019, the City Council conducted a duly noticed public hearing on the Tentative Map at which time all persons wishing to testify in connection with the Tentative Map were heard and the Tentative Map was comprehensively reviewed; and

WHEREAS, the City Council has reviewed all written evidence and all oral testimony presented to date, and all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED, that 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, approves the Tentative Map for the LDS Subdivision, attached hereto as Exhibit 1, subject to the Conditions of Approval attached hereto as Exhibit 2.

PASSED AND ADOPTED, by the City Council of the City of Winters at a regular meeting on the ___ day of _____ 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bill Biasi, Mayor
City of Winters

ATTEST:

Tracy S. Jensen, City Clerk
City of Winters

**CITY COUNCIL
CONDITIONS OF APPROVAL FOR LDS TENTATIVE MAP
December 3, 2019**

The following conditions of approval are required to be satisfied by the applicants/developers prior to final map, unless otherwise stated.

GENERAL

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37. A 10-foot Public Utility Easement (PUE) behind right-of-way shall be dedicated along all frontages.
38. The Developer shall secure for dedication to the City from the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints ("LDS Church") an irrevocable, perpetual emergency vehicle access easement in the location as shown on the Tentative Map (the "EVA Easement"). The EVA Easement shall be in a form and content satisfactory to the City Engineer, Police Chief and Fire Chief.
39. The EVA Easement shall provide access through the LDS Church's property with the access to the subdivision separate by removable bollards as approved by the City Engineer, Police Chief and Fire Chief. In the event that Developer desires to install a gate at the access point to the subdivision through the EVA Easement, the make, model and operation of the gate shall be subject to approval by the City Engineer, Police Chief and Fire Chief. Prior to the installation of such gate, Developer shall provide evidence satisfactory to the City that a homeowners' association has been established to assume responsibility for maintenance and repair of the gate, that the homeowners association will have adequate funding for such maintenance and repair in perpetuity, and an agreement in a form approved by the City shall be entered into between the City and the homeowners association requiring the homeowners association to take responsibility for the maintenance and repair of such gate.
40. Developer shall secure for dedication to the City from the LDS Church, Public Utility, Water and Landscaping easements as more specifically shown on the Tentative Map.

LANDSCAPING AND LIGHTING

41. The Property shall be annexed into the City of Winters City-Wide Maintenance Assessment District in order to maintain and provide for the future needs of street lighting and landscaping and other related aspects of development. The Property is subject to an assessment for lighting and landscape maintenance based on the assessment methodology described in the annual Engineer's Report. The

assessment shall be the per parcel annual amount as established at the time of voting by the City Council.

42. Landscaping on the berm along the east side of the N-S roadway is on the LDS Church's property. The Developer shall obtain a right of entry to construct landscaping and shall cause the homeowners association to enter into an agreement with the LDS Church pursuant to which the homeowners association shall take responsibility for future maintenance of the landscaping in perpetuity.
43. The Improvement Plans shall include a street lighting plan that is subject to approval by the City Engineer. Streetlights shall be decorative to match what was installed with Stone's Throw subdivision.
44. Streetlight power shall be coordinated with PG&E and appropriate numbers placed on each pole, prior to final acceptance of public improvements.
45. Entry walks to individual residences shall be separated from the driveway by a landscaped area.
46. Landscaping and irrigation shall be consistent with the applicable requirements of Chapter 17.76 of the Zoning Ordinance.

REIMBURSEMENTS FOR DEVELOPER INSTALLED IMPROVEMENTS

47. Developer shall pay appropriate reimbursements for benefiting improvements installed by others in the amount and at the time specified by existing reimbursement agreements. This applies to the W Main SS Pump Station and Force Main, and Rancho Arroyo SD Pump Station.

CONSTRUCTION CONDITIONS

48. Grading shall not occur when wind speed exceeds 20 MPH over a one-hour period, construction vehicle speed on unpaved roads shall not exceed 15 MPH, and construction equipment and engines shall be properly maintained.
49. Potentially windblown materials shall be watered or covered.
50. Construction areas and streets shall be wet swept.
51. All inactive portions of the construction site that have been graded shall be seeded and watered until vegetation is grown.
52. Tarpaulins or other effective covers shall be used for haul trucks.
53. Construction practices shall minimize vehicle idling.
54. All projects shall include implementation of post-construction best management practices (BMP). Post construction BMPs shall be identified on improvements plans and approved by the City Engineer.

55. A hydrant use permit shall be obtained from the Public Works Department for the use of hydrant water during the construction.
56. Existing public and private facilities damaged during the course of construction shall be repaired by the Developer, at his sole expense, to the satisfaction of Public Works and the City Engineer.

EROSION AND SEDIMENTATION

57. The proposed drainage/water-quality ditch shown on the LDS property, which will collect and convey the on-site LDS surface flows into the city's drainage system, shall be maintained by LDS. Maintenance of the ditch shall be as-needed to facilitate unrestricted flows as-designed. Prior to approval of the improvement plans; the Applicant shall obtain a letter from LDS with a commitment for such maintenance in perpetuity.
58. The project shall require a National Pollution Discharge Elimination System (NPDES) construction permit. Post construction Best Management Practices (BMPs) shall be identified on improvement plans.
59. A SWPPP shall be included with the improvement plans for all projects regulated by the construction general permit, to be approved by the City. The WDID# shall be included on the plans, prior to City Engineer approval.
60. Cut and fill slopes shall be in conformance with the recommendations of the soils engineer but shall in no case be steeper than 3:1 in public rights-of-way and easements and 2:1 in other areas.
61. Landscaped slopes along streets shall not exceed 3:1. Level areas having a minimum width of one (1) foot shall be required at the toe and top of said slopes.

ROADS AND STREETS

62. All proposed roads within the subdivision shall comply with the City's Public Works Improvement Standards and Construction Specifications, dated December 2015 or as amended. If not, then a Design Exception must be approved by the City Engineer.
63. Any "No Parking" limits shall be included on the Improvement Plans, for City approval.
64. Pedestrian circulation shall be provided as shown on the Tentative Map.
65. Each residence in the cul-de-sac must be able to accommodate parking for 3 vehicles: either three (3) on-site parking spaces or two (2) on-site spaces and one (1) on-street space. The on-street space shall be along the frontage of the subject property with no more than a 10-foot overlap across the frontage of adjacent parcels.

FINAL MAP

66. Prior to final acceptance of the public improvements; the engineer or surveyor shall set sufficient durable monuments to conform to the standards described in Section 8771 of the Business and Professions Code. All monuments necessary to establish the exterior boundaries of the subdivision shall be set or referenced prior to recordation of the final map.
67. Closure calculations shall be provided at the time of initial Final Map check submittal. All calculated points within the map shall be based upon one common set of coordinates. All information shown on the map shall be directly verifiable by information shown on the closure calculation print out. The point(s) of beginning shall be clearly defined, and all lot acreages shall be shown and verifiable from information shown on the closure calculation print out. Additionally, the square footage of each lot shall be shown on the subdivision map.
68. The Developer shall provide the City Engineer with an electronic copy and two print copies of the recorded final map from the County, prior to issuance of the first building permit.
69. The Developer shall enter into a subdivision improvement agreement with the City prior to recordation of final map.
70. Developer shall pay all development impact fees adopted by the City Council and shall pay fees required by other entities.
71. A current title report shall be submitted with the Final Map. The title report shall include the entire legal boundary of property being divided.

MISCELLANEOUS

72. Proposed improvements, including but not limited to, grading, streets, utilities, and landscape have not been reviewed in detail and are not approved at this time. The City Engineer shall review the design of all improvements, during the plan check process and that plans shall be revised, as needed, at the discretion of the City Engineer.
73. U.S. Postal Service mailbox locations shall be coordinated with the Postmaster and shown on the as-built improvement plans.
74. Prepare improvement plans for work within the public right-of-way, including an on-site grading plan, and submit them to the Public Works department for review and approval. The improvement plan sheets shall conform to the City of Winters Public Improvements Standards and Construction Standards. This submittal is separate from the building permit submittal. The Developer shall provide two sets of each improvement plan submittal for review. Upon City Engineer approval, the Developer shall provide 2 wet-stamped sets of approved improvement plans, two wet-stamped

sets of approved grading plans, and two print sets of the grading plans. The Developer shall submit the one electronic media file (PDF) of the entire set of plans.

75. The conditions as set forth in this document are not all inclusive. The Developer shall thoroughly review all city, state, and federal planning documents associated with this map and comply with all regulations, mitigations, and conditions set forth.
76. The public improvements on the improvement plans shall be constructed and accepted prior to issuance of any building permit, or as otherwise approved by the City.
77. Occupancy of residential units shall not occur until necessary public improvements (water, sewer, streets, etc.) have been accepted by the City.
78. Applicant shall obtain all required City permits (building, encroachment (City and State) for work within the public right-of-way, etc.) and pay all applicable fees (building, impact, encroachment, etc.).
79. Applicant shall be responsible to comply with all permitting requirements from federal, state, or other local agencies.
80. The Engineer shall provide two print sets and a PDF of each improvement plan submittal for review. Upon City Engineer approval, the Engineer shall provide 2 prints and a PDF of the approved plans.
81. All construction shall follow the requirements outlined by City Ordinances and the Building Codes.

ORDINANCE NO. 2019-05

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WINTERS
REZONING LDS SUBDIVISION (APN 030-220-034) TO ADD A PLANNED
DEVELOPMENT (PD) OVERLAY ZONE AND ADOPTING PD OVERLAY ZONE
REGULATIONS**

WHEREAS, the City received an application from Crowne Communities (Developer) and the Church of Latter-Day Saints (Property Owner) requesting that the City consider a rezoning of that certain property located north of Anderson Avenue and east of West Main Street in the City of Winters, known as APN No. 030-220-034 (the "LDS Subdivision") to adopt a PD Overlay Zone on the LDS Subdivision that would implement certain PD Overlay Permit Regulations that would apply to such property (the "Zoning Amendment"); and

WHEREAS, the Winters Planning Commission held a duly noticed public hearing on October 22, 2019 and November 12, 2019 to review and consider recommendation to the City Council of the proposed zoning amendment; and

WHEREAS, following said public hearing, the Planning Commission recommended on a 6 to 0 vote that the City Council approve the Zoning Amendment; and

WHEREAS, on December 3, 2019, the City Council conducted a duly noticed public hearing on the Zoning Amendment at which time all persons wishing to testify in connection with the Zoning Amendment were heard and the Zoning Amendment was comprehensively reviewed; and

WHEREAS, the City Council has reviewed all written evidence and all oral testimony presented to date, and all other legal prerequisites to the adoption of this Ordinance have occurred;

NOW, THEREFORE, The City Council of the City of Winters, State of California, does hereby ordain as follows:

1. Purpose. The purpose of this ordinance is to rezone the property known as the LDS Subdivision (APN 030-220-034) by adding a Planned Development Overlay Zone to the existing R-1 Single Family Residential Zoning.

2. Findings. Based on the evidence presented to the City Council on or before the public hearing on the Zoning Amendment, the City Council hereby makes the following findings in conformance with Section 17.48.060 of the Winters Municipal Code:

a. The Zoning Amendment and the development of the LDS Subdivision is consistent with the general plan and the purposes of Chapter 17.48 of the Winters Municipal Code.

b. The Zoning Amendment and the proposed development of the LDS Subdivision as contemplated herein complies with the applicable provisions of the R-1 zoning districts, except for certain reductions to the setbacks, which will allow for the development of smaller units that are more affordable by design and meet a need for housing that in the City of Winters that is more affordable to working families and first time homebuyers.

c. The proposed development is desirable to the public comfort and convenience as it provides new housing consistent with the City's General Plan, that will accommodate a need for smaller, affordable by design units in the City, and will be built on an in-fill site that will accommodate housing within the City limits and help to limit future outward expansion to meet the City's housing needs.

d. The requested development plan will not impair the integrity or character of the neighborhood nor be detrimental to the public health, safety or general welfare in that it will allow for development of 18 residential units on property designated and zoned for residential use consistent with the allowable density for the site, with only minor reductions in the setbacks for certain lots within the proposed development.

e. Adequate utilities, access roads, sanitation and/or necessary facilities and services will be provided, or available, and such requirements are conditions of approval for the tentative subdivision map being considered for such development.

f. The development will not create an adverse fiscal impact for the City in providing necessary services as the development is consistent with the contemplates zoning and land use designations for such site, with the City anticipating that residential units would be prepared for such site.

3. Authority. The City of Winters has authority to adopt this ordinance pursuant to the general police power granted to cities by Article 11, Section 7 of the California Constitution and Chapter 17.48 of the Winters Municipal Code.

3. Rezoning. The subject property is hereby rezoned as shown on Exhibit A, attached hereto and incorporated herein by this reference to rezone APN 030-220-034 by adding a PD Overlay Zone to said property.

4. Adoption of PD Overlay Permit. A PD Overlay Permit is hereby approved which permits the setbacks as set forth in Exhibit B, attached hereto and incorporated herein. All other zoning requirements within this PD Overlay Zone shall be as set forth in the underlying R-1 zoning for this site.

5. Effective Date and Notice. This ordinance shall take effect thirty (30) days after its adoption and, within fifteen (15) days after its passage, shall be published at least once in a newspaper of general circulation published and circulated within the City of Winters.

INTRODUCED at a regular meeting on the 3rd day of December 2019 and **PASSED AND ADOPTED** at a regular meeting of the Winters City Council, County of Yolo, State of California, on the 17th day of December 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Bill Biasi, Mayor

ATTEST:

Tracy S. Jensen, City Clerk

APPROVED AS TO FORM:

Ethan Walsh, City Attorney

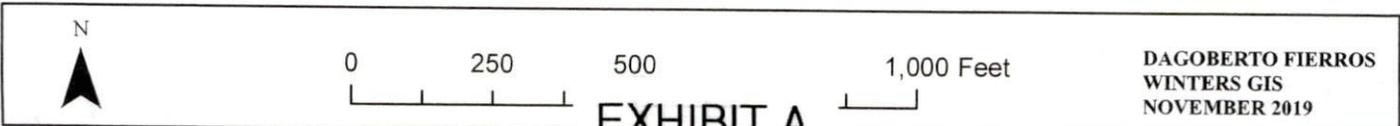
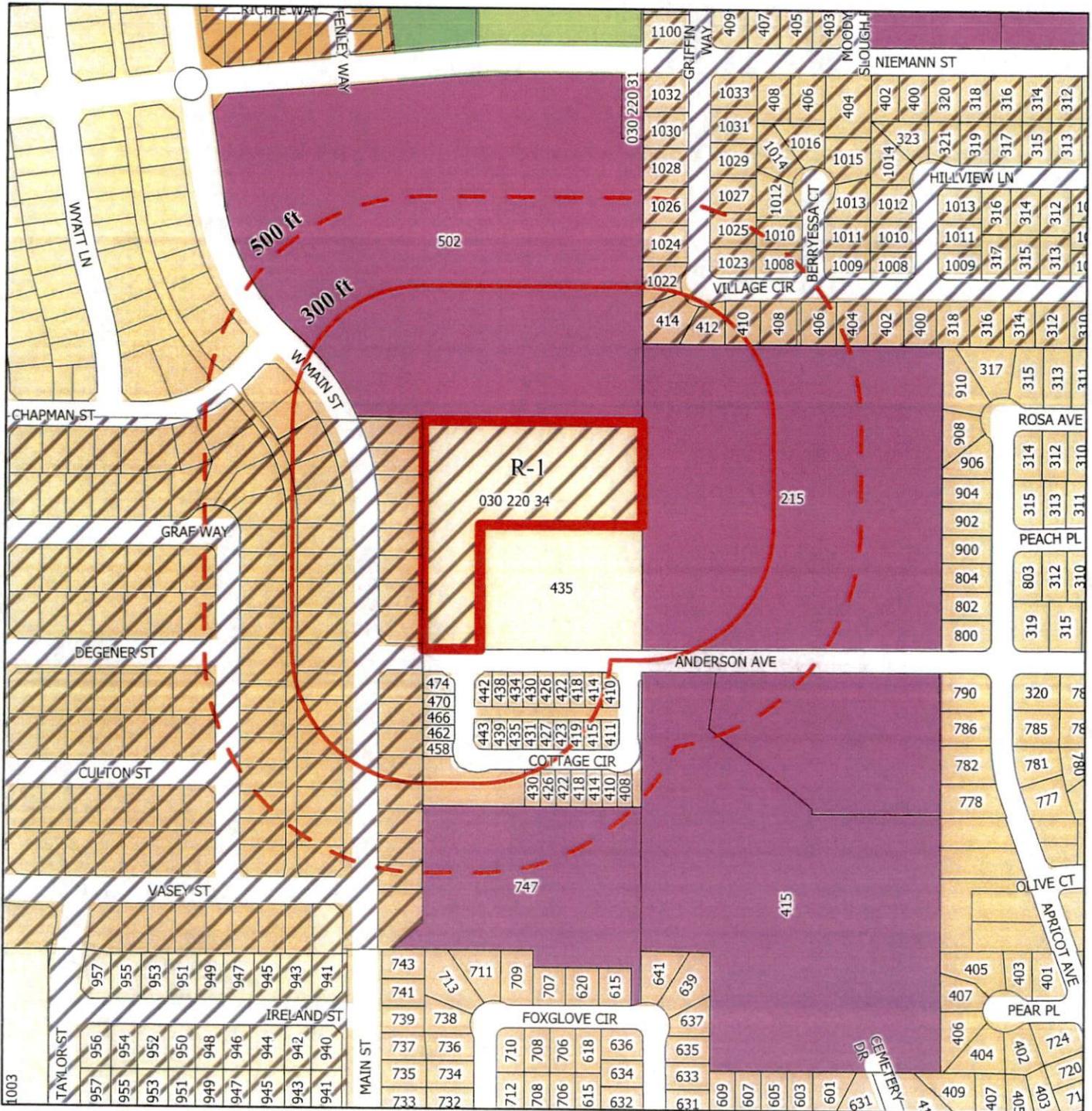
LDS PROPERTY

APN: 030 220 034

WINTERS, CA 95694

 Planned Development Overlay

 R-1 Single Family Residential (7,000 sf avg)



PD OVERLAY SETBACKS REQUESTED (per lot)

LOT NUMBER	LOT FOOTAGE	LOT TYPE	MIN FRONT SETBACK (to garage)	MIN FRONT SETBACK (to Living Area)	SIDEYARD SETBACK (Garage Side)	SIDEYARD SETBACK (Other Side)	MIN REAR YARD SETBACK
Lot 01	4,914	corner	20 Feet	13 Feet	5 Feet	14 Feet	14 Feet
Lot 02	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 03	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 04	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 05	4,428	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 06	4,430	interior	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 07	7,576	knuckle	20 Feet	15 Feet	5 Feet	5 Feet	14 Feet
Lot 08	8,028	knuckle	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 09	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 10	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 11	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 12	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 13	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 14	6,292	culdesac	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 15	5,704	corner	20 Feet	13 Feet	5 Feet	13 Feet	14 Feet
Lot 16	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 17	4,947	interior	20 Feet	15 Feet	5 Feet	5 Feet	17 Feet
Lot 18	5,640	culdesac	20 Feet	10 Feet	5 Feet	10 Feet	12 Feet

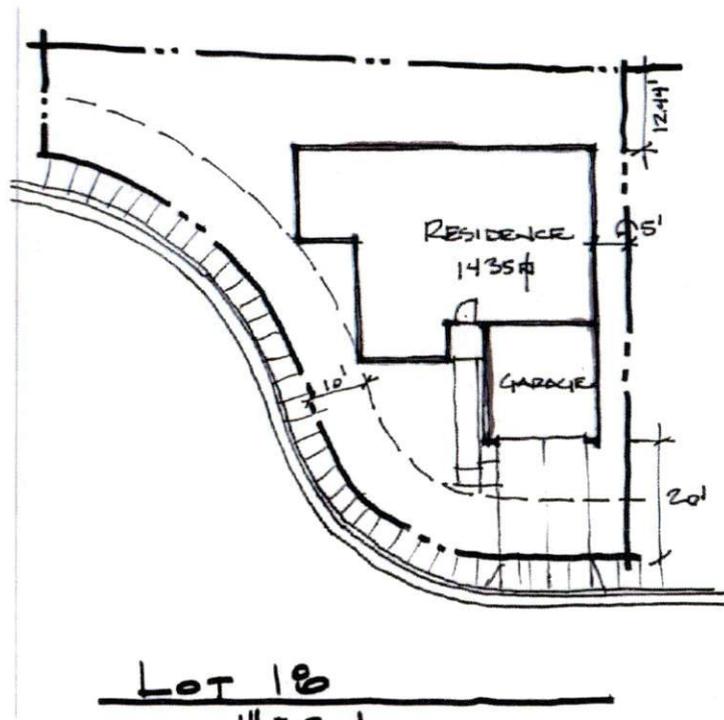
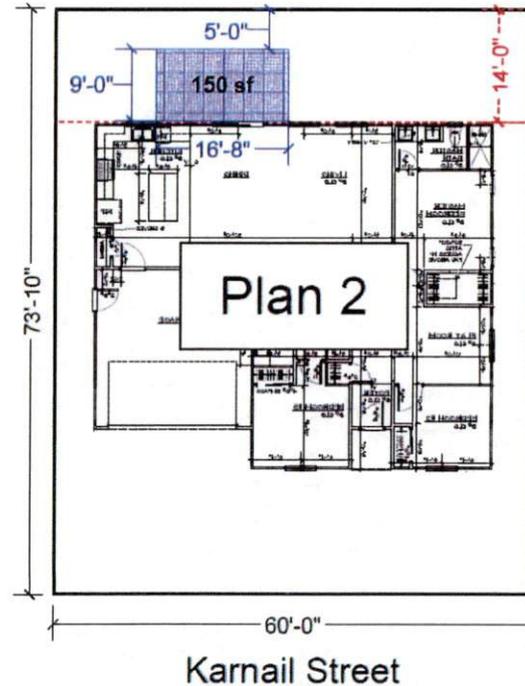
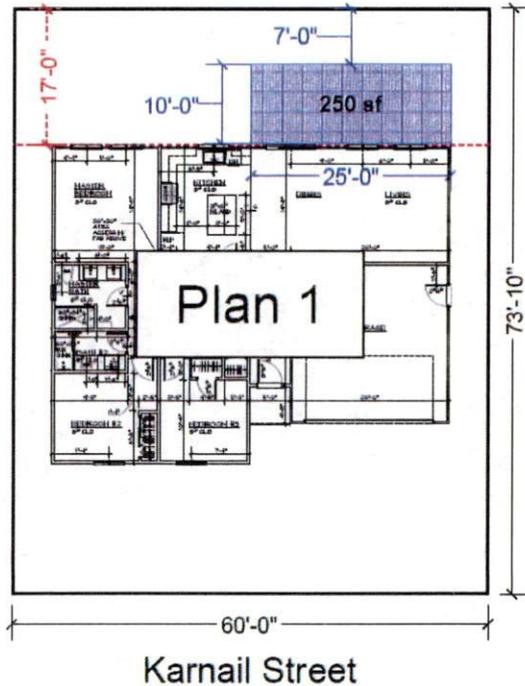


EXHIBIT B

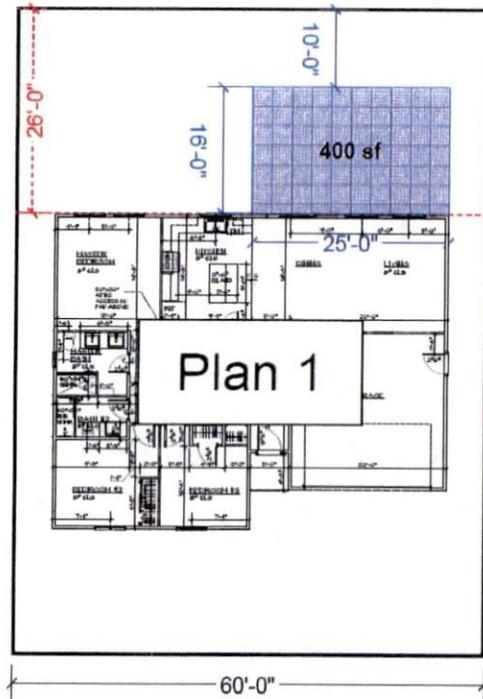
Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
1	4914	Plan 1	1457	395	24	250	2126	43.26%	7	5
		Plan 2	1657	392	25	150	2224	45.26%	5	
2, 3, 4, & 5	4428	Plan 1	1457	395	24	250	2126	48.01%	7	5
		Plan 2	1657	392	25	150	2224	50.23%	5	
6	4430	Plan 1	1457	395	24	250	2126	47.99%	7	5
		Plan 2	1657	392	25	150	2224	50.20%	5	



Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

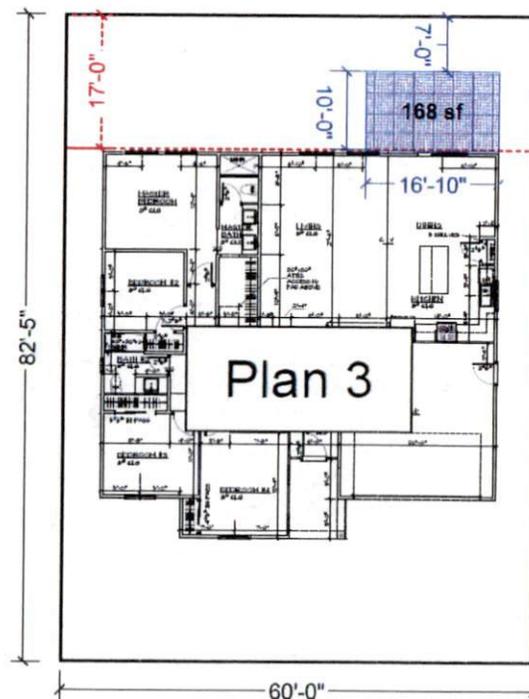
LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
9, 10, 11, 12, 13, 16, & 17	4947	Plan 1	1457	395	24	400	2276	46.01%	10	5
		Plan 2	1657	392	25	360	2434	49.20%	10	
		Plan 3	1845	395	65	168	2473	49.99%	7	
14	6292	Plan 1	1457	395	24	400	2276	36.17%	10	5
		Plan 2	1657	392	25	360	2434	38.68%	10	
		Plan 3	1845	395	65	168	2473	39.30%	7	



Gurmit Court



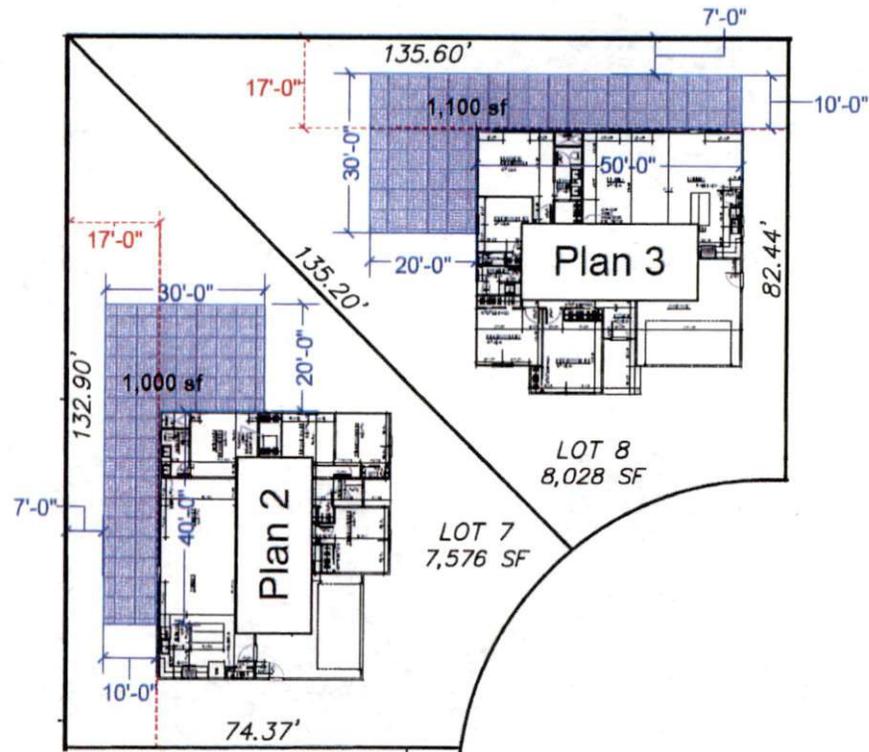
Gurmit Court



Gurmit Court

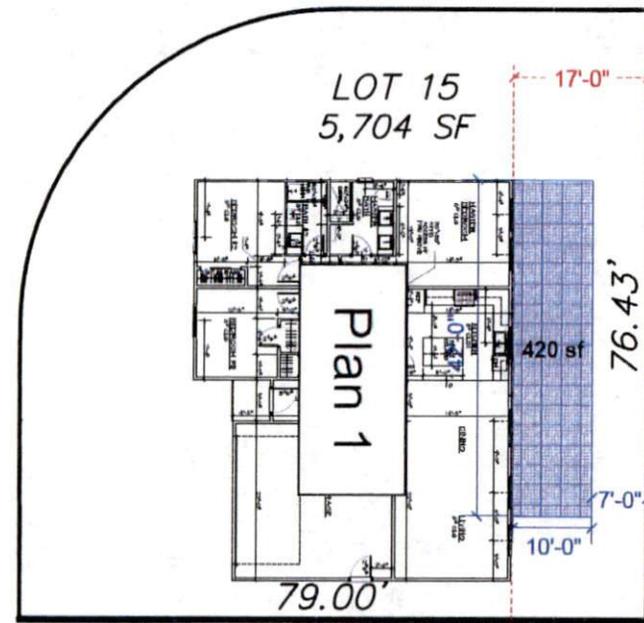
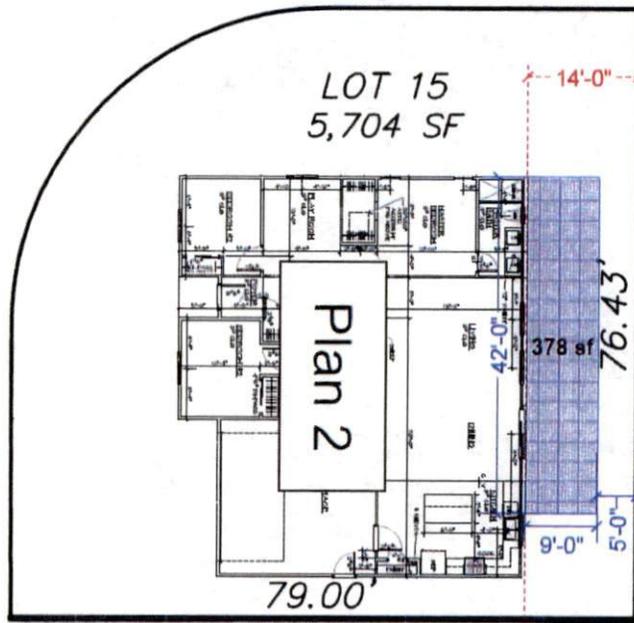
Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
7	7576	Plan 2	1657	392	25	1,000	3074	40.58%	7	5
8	8028	Plan 3	1845	395	65	1,100	3405	42.41%	7	5



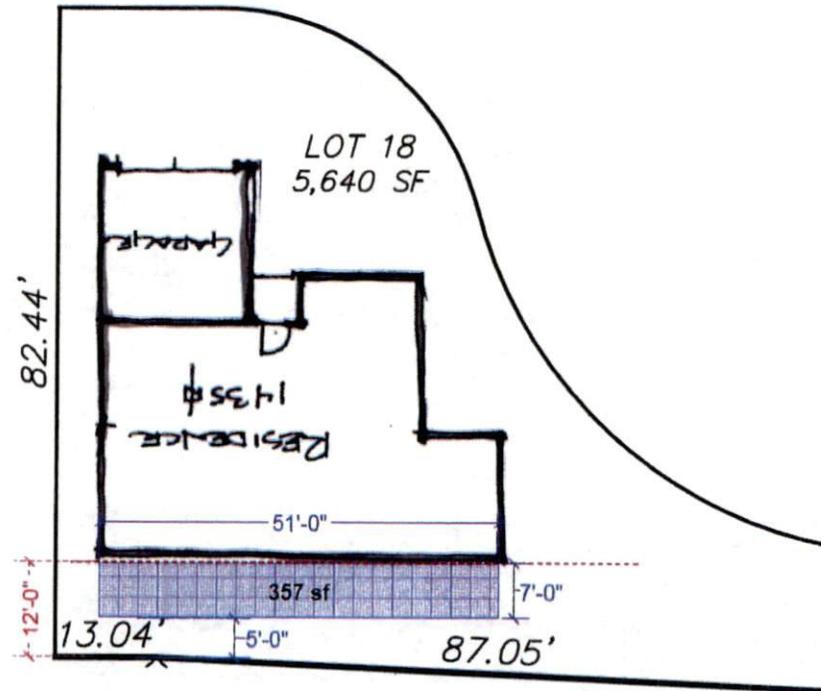
Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
15	5704	Plan 1	1457	395	24	420	2296	40.25%	7	5
		Plan 2	1657	392	25	378	2452	42.99%	5	5



Shandala Estates - PD OVERLAY SETBACKS (for patio covers)

LOT #	LOT FOOTAGE	PLAN OPTIONS	Lot Coverage			Max Patio Cover Ftg	Total Coverage	COVERAGE PERCENTAGE	Patio Cover Min Setbacks	
			Living Area	Garage	Porch				Rear	Side
18	5640	Pending	1435	400	30	357	2222	39.40%	5	5





CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Carol Scianna, Environmental Services Manager *CS*
SUBJECT: Third Amendment to Franchise Agreement with USA Waste of California, Inc. (Waste Management)

RECOMMENDATION: Staff recommends Council approve the Third Amendment to the Franchise Agreement between the City of Winters and USA Waste of California, Inc. (“Waste Management”) to allow for annual increases to service rates based on increased fees at the Yolo County Landfill and to enact a change to the bulky pick up event program on a one year trial basis.

BACKGROUND: The City approved a new 10 year franchise agreement for solid waste disposal services with Waste Management on June 20, 2017. The franchise agreement establishes rates that Waste Management will charge for solid waste services within the City and provides certain circumstances under which rates may be increased. The Agreement allows for an annual adjustment based on the Consumer Price Index (CPI), and provides for additional adjustments based on “extraordinary circumstances.” One recurring cost that occurs on a regular basis is increases in the fees charged to Waste Management for delivering the City’s waste products to the Yolo County Landfill (these are typically referred to as “Tip Fees”). The City has an agreement with Yolo County whereby the City has committed to delivering its waste to the Yolo County Landfill, and therefore Waste Management must take the City’s waste to that location, and is required to absorb the cost of any Tip Fee increases. In the past, the City has allowed Waste Management to increase its rates based on increases to Tip Fees at the Yolo County Landfill as an increase based on “extraordinary circumstances,” and has conducted a noticed public hearing in accordance with Proposition 218 in connection with each increase. However, since the County has been increasing Tip Fees on a regular basis, City staff believes it is more appropriate to allow for increases to rates based on Tip Fee increases, to the extent those Tip Fee increases exceed the automatic adjustments based on CPI, rather than referring to those increases as “extraordinary circumstances.” By establishing this as a regular adjustment under the Franchise Agreement, the City can also issue notices and hold a single public hearing pursuant to Proposition 218 this year,

which will allow for both the CPI adjustment and Tip Fee increases to apply for a five year time span before a new notice and hearing is required under Proposition 218. If the City Council approves this amendment, City staff will proceed with the notice to all customers for the proposed CPI increase and Tip Fee adjustment, and will hold the required hearing pursuant to Proposition 218 in early 2020.

The second change proposed in the Third Amendment is the initiation of a one year pilot program for providing bulky waste to the Yolo County Landfill. Rather than holding a one day city-wide corporation yard drop off event that usually happens in the spring, each resident would be mailed a voucher which would enable them to take a five cubic yard load of solid waste items, including electronic waste and large items to the Yolo County Landfill anytime within the calendar year of 2020 at no charge. Full sized pickup truck beds, full size vans and small trailers (3x8 feet) will be considered five cubic yards. This change would be made on a one year trial basis for 2020. Before the end of 2020, staff and Waste Management will report to the Council on the effectiveness of the program, and the Council may consider whether to continue with the voucher program, or return to the drop off event.

FISCAL IMPACT: Average rate increases for this year-would be an average \$1.50 per month to residential residents. This would occur following the adoption of the new rates, subject to completion of the Proposition 218 process.

Attachments:

Third Amendment

Proposed Rates Effective following Proposition 218 hearing

**THIRD AMENDMENT TO
FRANCHISE AGREEMENT BETWEEN THE CITY OF WINTERS
AND USA WASTE OF CALIFORNIA, INC.**

This Third Amendment to Franchise Agreement (the "Third Amendment") is entered into this ___ day of _____, 2019 by and between the CITY OF WINTERS ("CITY") and USA WASTE OF CALIFORNIA, INC. (DBA Waste Management of Winters) ("CONTRACTOR"). The parties to this Third Amendment may be collectively referred to as the "Parties" and individually as a "Party". Capitalized terms in this Third Amendment shall have the meaning set forth in the Agreement, unless otherwise defined herein.

WHEREAS, CITY and CONTRACTOR are parties to a Franchise Agreement dated June 20, 2017 (the "Agreement") under which CONTRACTOR provides Collection Services in the Service Area. The Parties amended the Agreement on August 1, 2017 and November 6, 2018, and wish to further amend it to address modification of CONTRACTOR's compensation for its increased disposal costs.

NOW THEREFORE, in consideration of the mutual covenants, conditions and promises contained herein, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Section 4.1(d) of the Agreement is hereby replaced by the following (changes indicated in ~~strikethrough~~ and underline):

Large Item Drop Off Event and Disposal Vouchers Pilot Program; SFD Large Item Collection Service. The CONTRACTOR shall provide one (1) annual drop-off event at the CITY Corporation Yard for the collection of items described in the definition of Large Item Drop Off Event. The CONTRACTOR shall be responsible for the promotion and operation of the event, and shall provide up to ten 40-yard roll-off boxes for the collection of Large Items at the event.

Notwithstanding the preceding paragraph, for the 2020 calendar year, the Large Item Drop Off Event shall be suspended and for the 2020 calendar year, on or before January 1, 2020, CONTRACTOR shall mail each SFD Service Unit one Disposal Facility disposal voucher. Such voucher will allow the SFD Service Unit to dispose, at no charge, up to five (5) cubic yards of Solid Waste, including Electronic Waste and Large Items, for that particular calendar year (Jan 1 – Dec 31). Full sized pickup truck beds, full-size vans and small trailers (3 x 8 feet) will be considered five cubic yards. SFD Service Units will be required to show proof of residency in the CITY. Prior to the end of the 2020 calendar year, CONTRACTOR and CITY staff shall report to the City Council on the effectiveness of the Disposal Vouchers Pilot Program, and the City Council may consider whether to adopt a further amendment to this Agreement to make the Disposal Vouchers Pilot Program permanent.

The CONTRACTOR shall also provide each SFD Service Unit in the CITY with one (1) on-call collection event per year. The CONTRACTOR shall collect, on an on-call basis, up to four (4) cubic yards of Large Items at each household requesting service. Collection dates will be listed on the yearly Calendar. The cost for SFD Large Item Collection Service shall be bundled in the Service Rate for SFD Solid Waste Collection Service, and shall therefore be provided at no additional charge to each residential customer. Collections will be listed on the yearly calendar.

Sections 2.39 and 4.6(b) are hereby deleted, as the Large Item Drop-Off Event is being eliminated pursuant to the amendment above.

2. Section 17.2(a) of the Agreement is hereby replaced by the following (changes indicated in ~~strikethrough~~ and underline):

Annual Adjustment. Commencing on July 1, 2018, and on the same date annually thereafter (the "Adjustment Date"), the Service Rates in Exhibit 1 shall be automatically adjusted by a percentage equal to the percent change in the average Consumer Price Index for All Urban Consumers: Water and sewer and trash collection services, Series ID CUUR0000SEHG ("CPI"), as published by the Bureau of Labor Statistics, for the 12-month period ending nearest, but at least sixty (60) days prior to, the Adjustment Date. At least thirty (30) days prior to the Adjustment Date, Contractor shall notify the City of the CPI adjustment to take effect on the Adjustment Date and shall provide the City with its computations therefore. Adjustments to the Contractor's service rates shall be made in units of one cent (\$0.01). Fractions less than one cent (\$0.01) shall not be considered when making adjustments. An example of an annual adjustment to the Service Rates is set forth in Exhibit 2.

Additionally, on each Adjustment Date, the Service Rates in Exhibit 1 shall be automatically adjusted to capture (i) Contractor's increased fees paid to the Disposal Facility ("Tip Fees") since the last Adjustment Date (assuming they have not previously been captured in a Service Rate adjustment) and (ii) the projected increased Tip Fees for the twelve-month period immediately following the current Adjustment Date. With regard to the Tip Fees adjustment pursuant to (ii) above, the calculation will be made as follows, with an example calculation in Exhibit 2:

1. Calculate the projected Tip Fees as a percentage of total expenses for the upcoming rate year.
2. For each of the applicable Tip Fee rate (e.g., MSW, C&D, etc.), calculate:
 - a. year over year percentage change as of the Adjustment Date (July 1).
 - b. subtract the CPI adjustment percentage (see previous paragraph) from the year over year percentage change in disposal rate.

c. multiply the percentage from (1) above by the percentage from 2(b) above. Such product will be multiplied by the applicable Service Rates to determine its Tip Fee adjustment.

3. Section 17.2.2.5 of the Agreement is hereby deleted based on the addition to Section 17.2(a) above.
4. Effective , 2020, Exhibit 1 of the Agreement is replaced by the Exhibit 1 attached hereto.
5. All provisions of the Agreement not modified by this Third Amendment remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Second Amendment to be executed by their duly authorized representatives as of the day and year first above written.

CITY OF WINTERS

USA WASTE OF CALIFORNIA, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

EXHIBIT 1
SERVICE RATES

EXHIBIT 1



City of Winters
Effective X/1/2019

Typical Residential Service Bundle Summary - New Rates

1-32g Trash/1-96g Recycle/1-96g Green Waste/Yearly Bulky	\$36.50
1-64g Trash/1-96g Recycle/1-96g Green Waste/Yearly Bulky	\$40.32
1-96g Trash/1-96g Recycle/1-96g Green Waste/Yearly Bulky	\$47.31

CPI Change	3.71%
MSW Disposal Change	-0.41%
C&D Disposal Change	1.57%
Green Waste Disposal Change	-0.04%
Green Waste / Food Mix Disposal Change	-0.18%

SINGLE FAMILY COLLECTION SERVICES	Current Monthly Rate	CPI Change	Disposal Change	New Total Monthly Rate (includes franchise charge)	Estimated Franchise Charge
SOLID WASTE COLLECTION					
1 - 32 gallon	\$18.45	\$0.68	(\$0.08)	\$19.05	\$2.86
2 - 32 gallon	\$29.77	\$1.10	(\$0.12)	\$30.75	\$4.61
3 - 32 gallon	\$41.12	\$1.53	(\$0.17)	\$42.48	\$6.37
4 - 32 gallon	\$52.44	\$1.95	(\$0.22)	\$54.17	\$8.13
1 - 64 gallon	\$22.14	\$0.82	(\$0.09)	\$22.87	\$3.43
2 - 64 gallon	\$39.17	\$1.45	(\$0.16)	\$40.46	\$6.07
3 - 64 gallon	\$56.21	\$2.09	(\$0.23)	\$58.07	\$8.71
4 - 64 gallon	\$73.22	\$2.72	(\$0.30)	\$75.64	\$11.35
1 - 96 gallon	\$28.91	\$1.07	(\$0.12)	\$29.86	\$4.48
2 - 96 gallon	\$51.51	\$1.91	(\$0.21)	\$53.21	\$7.98
3 - 96 gallon	\$74.11	\$2.75	(\$0.30)	\$76.56	\$11.48
4 - 96 gallon	\$96.72	\$3.59	(\$0.40)	\$99.91	\$14.99
RECYCLING					
1 - 96 gallon	\$2.89	\$0.11	\$0.00	\$3.00	\$0.45
2 - 96 gallon	\$7.11	\$0.26	\$0.00	\$7.37	\$1.11
GREEN WASTE					
96 Gallon Cart EOW + Loose Piles + Leaf Drop Season	\$9.22	\$0.34	(\$0.02)	\$9.54	\$1.43
Add'l Cubic Yard	\$21.33	\$0.79	(\$0.04)	\$22.08	\$3.31
LARGE ITEM COLLECTION					
Single Family Yearly Bulky Pickup - Up to 4 Cu Yds - charged on residential accounts	\$4.75	\$0.18	(\$0.02)	\$4.91	\$0.74
Multi Family Yearly Bulky Pickup - Up to 2 Cu Yds - charged on residential accounts					
Additional bulky pickup after included yearly pickup - per yard up to 4 cu yds	\$21.59	\$0.80	(\$0.09)	\$22.30	\$3.35
SPECIAL SERVICE CHARGES / ANCILLARY CHARGES					
Backyard/Sideyard Pickup Charge	\$11.53	\$0.43	N/A	\$11.96	\$1.79
Backyard/Sideyard Pickup Charge - Disabled Customers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vacation Stop/Restart per incident	\$71.92	\$2.67	N/A	\$74.59	\$11.19
Reactivation Charge (if due to non payment) - no delivery	\$55.98	\$2.08	N/A	\$58.06	\$8.71
Reactivation Charge (if due to non payment) - with delivery	\$99.53	\$3.69	N/A	\$103.22	\$15.48
Contamination Per Incident- Recycle or Green Waste*	\$10.99	N/A	N/A	\$10.99	\$1.65
Overage per incident - all commodities*	\$10.99	N/A	N/A	\$10.99	\$1.65
32 gallon Cart Exchange/Delivery	\$6.46	\$0.24	N/A	\$6.70	\$1.01
64 gallon Cart Exchange/Delivery	\$6.46	\$0.24	N/A	\$6.70	\$1.01
96 gallon Cart Exchange/Delivery	\$6.46	\$0.24	N/A	\$6.70	\$1.01
Bad Check Charge per incident	\$25.00	N/A	N/A	\$25.00	\$3.75
Finance / Late Payment Charge	2.5% or minimum \$5.00	N/A	N/A	2.5% or minimum \$5.00	N/A

*Contamination and Overage charges are charged per cart per incident after 1 written warning.

COMMERCIAL COLLECTION SERVICES	Current Monthly Rate	CPI Change	Disposal Change	New Total Monthly Rate (includes franchise charge)	Estimated Franchise Charge
SOLID WASTE COLLECTION*					
96 gallon cart 1X week	\$47.11	\$1.75	(\$0.19)	\$48.67	\$7.30
96 gallon cart 2X week	\$94.25	\$3.50	(\$0.39)	\$97.36	\$14.60
96 gallon cart 3X week	\$141.36	\$5.24	(\$0.58)	\$146.02	\$21.90
96 gallon cart 4X week	\$188.48	\$6.99	(\$0.77)	\$194.70	\$29.21
96 gallon cart 5X week	\$235.59	\$8.74	(\$0.97)	\$243.36	\$36.50
1 yd 1X week	\$64.00	\$2.37	(\$0.26)	\$66.11	\$9.92
1 yd 2X week	\$128.04	\$4.75	(\$0.52)	\$132.27	\$19.84
1 yd 3X week	\$192.01	\$7.12	(\$0.79)	\$198.34	\$29.75
1 yd 4X week	\$256.00	\$9.50	(\$1.05)	\$264.45	\$39.67
1 yd 5X week	\$320.01	\$11.87	(\$1.31)	\$330.57	\$49.59
1 yd 6X week	\$384.04	\$14.25	(\$1.57)	\$396.72	\$59.51
1.5 yd 1X week	\$95.94	\$3.56	(\$0.39)	\$99.11	\$14.87
1.5 yd 2X week	\$192.01	\$7.12	(\$0.79)	\$198.34	\$29.75
1.5 yd 3X week	\$287.97	\$10.68	(\$1.18)	\$297.47	\$44.62
1.5 yd 4X week	\$384.04	\$14.25	(\$1.57)	\$396.72	\$59.51
1.5 yd 5X week	\$479.98	\$17.81	(\$1.97)	\$495.82	\$74.37
1.5 yd 6X week	\$576.03	\$21.37	(\$2.36)	\$595.04	\$89.26

2 yd 1X week	\$128.04	\$4.75	(\$0.52)	\$132.27	\$19.84
2 yd 2X week	\$256.00	\$9.50	(\$1.05)	\$264.45	\$39.67
2 yd 3X week	\$384.04	\$14.25	(\$1.57)	\$396.72	\$59.51
2 yd 4X week	\$512.02	\$19.00	(\$2.10)	\$528.92	\$79.34
2 yd 5X week	\$640.01	\$23.74	(\$2.62)	\$661.13	\$99.17
2 yd 6X week	\$768.03	\$28.49	(\$3.15)	\$793.37	\$119.01
3 yd 1X week	\$192.01	\$7.12	(\$0.79)	\$198.34	\$29.75
3 yd 2X week	\$384.04	\$14.25	(\$1.57)	\$396.72	\$59.51
3 yd 3X week	\$576.03	\$21.37	(\$2.36)	\$595.04	\$89.26
3 yd 4X week	\$768.03	\$28.49	(\$3.15)	\$793.37	\$119.01
3 yd 5X week	\$960.03	\$35.62	(\$3.94)	\$991.71	\$148.76
3 yd 6X week	\$1,152.04	\$42.74	(\$4.72)	\$1,190.06	\$178.51
4 yd 1X week	\$256.00	\$9.50	(\$1.05)	\$264.45	\$39.67
4 yd 2X week	\$512.02	\$19.00	(\$2.10)	\$528.92	\$79.34
4 yd 3X week	\$768.03	\$28.49	(\$3.15)	\$793.37	\$119.01
4 yd 4X week	\$1,024.02	\$37.99	(\$4.20)	\$1,057.81	\$158.67
4 yd 5X week	\$1,280.05	\$47.49	(\$5.25)	\$1,322.29	\$198.34
4 yd 6X week	\$1,536.06	\$56.99	(\$6.30)	\$1,586.75	\$238.01
6 yd 1X week	\$384.04	\$14.25	(\$1.57)	\$396.72	\$59.51
6 yd 2X week	\$768.03	\$28.49	(\$3.15)	\$793.37	\$119.01
6 yd 3X week	\$1,152.04	\$42.74	(\$4.72)	\$1,190.06	\$178.51
6 yd 4X week	\$1,536.06	\$56.99	(\$6.30)	\$1,586.75	\$238.01
6 yd 5X week	\$1,920.06	\$71.23	(\$7.87)	\$1,983.42	\$297.51
6 yd 6X week	\$2,304.08	\$85.48	(\$9.45)	\$2,380.11	\$357.02
*Recycling service is included with trash service rate					
MIXED ORGANICS RATES					
32 Gallon Mixed Organics Cart - 1 x Week	\$20.06	\$0.74	(\$0.08)	\$20.72	\$3.11
32 Gallon Mixed Organics Cart - 2 x Week	\$40.11	\$1.49	(\$0.16)	\$41.44	\$6.22
32 Gallon Mixed Organics Cart - 3 x Week	\$60.17	\$2.23	(\$0.25)	\$62.15	\$9.32
64 Gallon Mixed Organics Cart - 1 x Week	\$24.07	\$0.89	(\$0.10)	\$24.86	\$3.73
64 Gallon Mixed Organics Cart - 2 x Week	\$48.14	\$1.79	(\$0.20)	\$49.73	\$7.46
64 Gallon Mixed Organics Cart - 3 x Week	\$72.21	\$2.68	(\$0.30)	\$74.59	\$11.19
2 Yard Mixed Organics Bin* - 1 x Week	\$288.27	\$10.69	(\$1.18)	\$297.78	\$44.67
2 Yard Mixed Organics Bin* - 2 x Week	\$576.54	\$21.39	(\$2.36)	\$595.57	\$89.34
2 Yard Mixed Organics Bin* - 3 x Week	\$864.81	\$32.08	(\$3.55)	\$893.34	\$134.00
3 Yard Mixed Organics Bin* - 1 x Week	\$290.53	\$10.78	(\$1.19)	\$300.12	\$45.02
3 Yard Mixed Organics Bin* - 2 x Week	\$581.09	\$21.56	(\$2.38)	\$600.27	\$90.04
3 Yard Mixed Organics Bin* - 3 x Week	\$871.59	\$32.34	(\$3.57)	\$900.36	\$135.05
EXTRA PICKUP CHARGES					
1 Yard Extra Pickup				\$57.66	\$8.65
1.5 Yard Extra Pickup				\$63.91	\$9.59
2 Yard Extra Pickup				\$70.16	\$10.52
3 yard Extra Pickup				\$82.66	\$12.40
4 Yard Extra Pickup				\$95.16	\$14.27
6 Yard Extra Pickup				\$120.16	\$18.02
SPECIAL SERVICE CHARGES / ANCILLARY CHARGES					
Push Rates - 0 -75 feet - Per Service Frequency	\$4.00	\$0.15	N/A	\$4.15	\$0.62
Bin Exchange per incident in excess of 1 time per year	\$71.92	\$2.67	N/A	\$74.59	\$11.19
Cart Exchange per incident in excess of 1 time per year	\$21.59	\$0.80	N/A	\$22.39	\$3.36
Bin Key/Unlock charge per bin per month	\$4.32	\$0.16	N/A	\$4.48	\$0.67
Gate service charges per bin per month	\$5.75	\$0.21	N/A	\$5.96	\$0.89

Excess yards/Snapshot Charge per container per incident	\$150.00	\$5.57	N/A	\$150.00	\$22.50
Contamination Charge per container per incident	\$50.00	\$1.86	N/A	\$50.00	\$7.50
Cart or Bin Cleaning Charge in excess of 1 time per year	\$125.00	\$4.64	N/A	\$129.64	\$19.45
Reactivation Charge (if due to non payment) - no delivery	\$55.98	\$2.08	N/A	\$58.06	\$8.71
Reactivation Charge (if due to non payment) - with delivery	\$99.53	\$3.69	N/A	\$103.22	\$15.48
Bad Check Charge	\$25.00	N/A	N/A	\$25.00	\$3.75
Finance / Late Payment Charge	2.5% or minimum \$5.00	N/A	N/A	2.5% or minimum \$5.00	N/A

INDUSTRIAL COLLECTION SERVICES	Current Monthly Rate	CPI Change	Disposal Change	New Total Monthly Rate (includes franchise charge)	Estimated Franchise Charge
SOLID WASTE COLLECTION					
10 cubic yards - includes 1.75 tons	\$257.18	\$9.54	(\$1.05)	\$265.67	\$39.85
20 cubic yards - includes 3 tons	\$487.11	\$18.07	(\$2.00)	\$503.18	\$75.48
25 cubic yards - includes 4 tons	\$590.06	\$21.89	(\$2.42)	\$609.53	\$91.43
30 cubic yards - includes 5 tons	\$677.66	\$25.14	(\$2.78)	\$700.02	\$105.00
40 cubic yards - includes 7 tons	\$850.60	\$31.56	(\$3.49)	\$878.67	\$131.80
C&D COLLECTION					
10 cubic yards - includes 1.75 tons	\$262.00	\$9.72	\$4.11	\$275.83	\$41.37
20 cubic yards - includes 3 tons	\$491.51	\$18.24	\$7.72	\$517.47	\$77.62
25 cubic yards - includes 4 tons	\$600.88	\$22.29	\$9.43	\$632.60	\$94.89
30 cubic yards - includes 5 tons	\$696.15	\$25.83	\$10.93	\$732.91	\$109.94
40 cubic yards - includes 7 tons	\$884.66	\$32.82	\$13.89	\$931.37	\$139.71
GREEN WASTE ONLY COLLECTION (NO FOOD WASTE)					
10 cubic yards - includes 1.75 tons	\$252.01	\$9.35	(\$0.10)	\$261.26	\$39.19
20 cubic yards - includes 3 tons	\$474.40	\$17.60	(\$0.19)	\$491.81	\$73.77
25 cubic yards - includes 4 tons	\$578.06	\$21.45	(\$0.23)	\$599.28	\$89.89
30 cubic yards - includes 5 tons	\$667.64	\$24.77	(\$0.27)	\$692.14	\$103.82
40 cubic yards - includes 7 tons	\$844.74	\$31.34	(\$0.34)	\$875.74	\$131.36
GREEN WASTE / FOOD WASTE MIXED COLLECTION					
10 cubic yards - includes 1.75 tons	\$276.97	\$10.28	(\$0.50)	\$286.75	\$43.01
20 cubic yards - includes 3 tons	\$521.38	\$19.34	(\$0.94)	\$539.78	\$80.97
25 cubic yards - includes 4 tons	\$635.32	\$23.57	(\$1.14)	\$657.75	\$98.66
30 cubic yards - includes 5 tons	\$733.77	\$27.22	(\$1.32)	\$759.67	\$113.95
40 cubic yards - includes 7 tons	\$928.41	\$34.44	(\$1.67)	\$961.18	\$144.18
RECYCLE COLLECTION					
10 cubic yards - includes 1.75 tons	\$157.68	\$5.85	\$0.00	\$163.53	\$24.53
20 cubic yards - includes 3 tons	\$315.40	\$11.70	\$0.00	\$327.10	\$49.07
25 cubic yards - includes 4 tons	\$362.58	\$13.45	\$0.00	\$376.03	\$56.40
30 cubic yards - includes 5 tons	\$394.79	\$14.65	\$0.00	\$409.44	\$61.42
40 cubic yards - includes 7 tons	\$457.01	\$16.96	\$0.00	\$473.97	\$71.10
COMPACTOR COLLECTION					
15yd compactor per haul*	\$431.62	\$16.01	(\$1.77)	\$445.86	\$66.88
20yd compactor per haul*	\$471.20	\$17.48	(\$1.93)	\$486.75	\$73.01
30yd compactor per haul*	\$550.36	\$20.42	(\$2.26)	\$568.52	\$85.28
*Plus disposal. Industrial Compactor rates do not include disposal					
EXCESS TONNAGE - Includes Franchise Charges					
Excess MSW Per Ton*	\$59.59	N/A	N/A	\$61.04	\$9.16
Excess C&D Per Ton*	\$67.06	N/A	N/A	\$73.53	\$11.03
Excess Green Waste (No Food Waste) Per Ton*	\$63.53	N/A	N/A	\$65.88	\$9.88
Excess Green Waste / Food Waste Mixed Per Ton*	\$72.94	N/A	N/A	\$75.29	\$11.29
Excess Recycling Per Ton*	\$0.00	N/A	N/A	\$0.00	\$0.00
*Actual Landfill Rates charged and subject to change					

SPECIAL SERVICE CHARGES / ANCILLARY CHARGES					
RO Inactivity per day Charge after 7 days	\$11.66	\$0.43	N/A	\$12.09	\$1.81
Trip Charge - unable to service container after customer schedules a haul	\$186.60	\$6.92	N/A	\$193.52	\$29.03
Reactivation Charge (if due to non payment) - no delivery	\$55.98	\$2.08	N/A	\$58.06	\$8.71
Reactivation Charge (if due to non payment) - with delivery	\$186.60	\$6.92	N/A	\$193.52	\$29.03
Delivery Charge	\$186.60	\$6.92	N/A	\$193.52	\$29.03
Bad Check Charge	\$25.00	N/A	N/A	\$25.00	\$3.75
Late Payment / Finance Charge	2.5% or minimum \$5.00	N/A	N/A	2.5% or minimum \$5.00	N/A

All rates include franchise fee

15%

EXHIBIT 2
EXAMPLE CALCULATION

CPI Change Percentage		
Average CPI for May 2018 through Apr 2019	231.341	A
Average CPI for May 2018 through Apr 2019	239.928	B
CPI Change	8.587	C = B - A
CPI Change Percentage	3.71%	D = C / A
Disposal Cost As Percent of Total Expenses		
District Operating Expenses	\$20,000,000	E
Disposal Expenses	\$6,500,000	F
Disposal Cost As Percent of Total Expenses	32.50%	G = F / E
Applied Disposal Change		
Old Disposal Rate Per Ton	\$40.00	H
New Disposal Rate Per Ton	\$45.00	I
Change in Disposal Per Ton	\$5.00	J = I - H
Change in Disposal Per Ton Percentage	12.50%	K = J / H
Change in Disposal Per Ton Percentage minus CPI Increase	8.79%	L = K - D
Applied Disposal Change	2.86%	M = L * G
Rate Adjustment Example		
96 Gallon Rate*	\$27.34	N
CPI Increase	\$1.01	O = N * D
Disposal Increase	\$0.78	P = N * M
New Rate After CPI and Disposal Increase*	\$29.13	Q = N + O + P
*Service rates include a 15% franchise fee		



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Brad L. Lopez, Fire Chief
SUBJECT: Fire Engineer FTE Position

RECOMMENDATION:

Staff recommends adding one FTE Fire Engineer position for the fire department. This position will be utilized to provide a qualified and dedicated driver operator to a Captain while on shift. This position will be utilized in either a 40hr work week schedule or 56hr shift work schedule depending on the needs of the department. The Engineer position will also aid with administrative duties to include but not limited to; training, fire prevention, inspections, public education and apparatus & equipment maintenance.

BACKGROUND:

The Winters Fire department by industry standards is a combination department consisting of career and mostly volunteer firefighting personnel. The fire department employs four full-time employees which consist of one Fire Chief and three Captains. The career staff is divided into three divisions, Operations & Training, Fire Prevention & Public Education and EMS, Fleet & Facilities. Each Captain has responsibilities in carrying out their assigned roles within the department as well as daily operations.

The fire department also utilizes a Volunteer Firefighter program with approximately 16 active members. Volunteers are used to augment staffing to respond to calls for service 24/7/365. Volunteers are also utilized for small short-term projects to assist career staff in carrying out the functions of a full-service department. However, Winters Fire Department is experiencing a significant decline in the recruitment and retention of volunteers over the past decade. Between 2008-2018 Yolo County Fire Agencies have experienced a 29% decrease in active

volunteers, this is attributed to several factors;

- Increased training requirements
- Increased time demands
 - Training
 - Increase in calls for service
- Changes in society
 - Individuals work more
 - Commute to work in urban areas

The increased demands mentioned above are largely absorbed by the career staff where they are taking on more responsibilities that would normally be handled by two or even three people. The addition of a full-time Engineer position is necessary and will greatly improve day to day operations in emergency response by providing a dedicated driver operator. This will allow the Captain to safely supervise the engine company personnel and provide direction on emergency scenes. Having a dedicated driver operator on shift will allow for better utilization and deployment of our resources when staffing allows by cross staffing units during peak times and fire season. In addition to responding to calls for service, we can redistribute the administrative workload where this full-time position can assist with projects and programs within fire prevention, public education, community risk reduction and/or training compliance and records management that is desperately needed.

FISCAL IMPACT:

The fiscal impact to the fire department budget is \$45,600 (for four months, March through June 2020, which is the balance of the Fiscal and Budget year). The fire department has made a budget adjustment with a reallocation of Reserve/Volunteer Stipend Funds and reductions to the Operations and Maintenance budget in order to absorb the associated costs in funding this position.

RECRUITMENT PROCESS

The application and recruitment process for this position will include the following;

- Limited to first 50 Applicants
- Application Period: December 19th- January 3rd 2020.
 - Written Examination
 - Physical Agility Test
 - Oral Panel Interviews
 - Chiefs Interview
 - Conditional Offer
- Anticipated Start Date of March 2020.



CITY COUNCIL
STAFF REPORT

DATE: December 3, 2019
TO: Mayor and City Council
FROM: John W. Donlevy, Jr., City Manager 
SUBJECT: Planning Projects Update

RECOMMENDATION:

That the City Council

BACKGROUND:

This is an update of the Planning Projects list.

Discussion:

Staff has updated the Planning Projects list to including the following:

- Revised assignments for the Housing Element Update and direct funding from the City's General Fund for the projects.
- Climate Action Plan and Projects will be submitted for funding under the AB 101 State Funding Program which will be issued in 2020.
- General Plan Policy Updates will be wrapped into the City Limits Specific Plan process which will include extensive policy development, land use analysis and a programmatic environmental review. Funding will be through SB 2 and the SACOG Grant.
- The City website has been updated to change the tab from "North Area Planning" to "Current Planning" to reflect the multifaceted nature of the efforts.

SB 2:

The SB 2 Application Narrative is attached and describes the overall program for the application.

Also attached is the projected budgets and funding.

FISCAL IMPACT: None by this action.

Attachments:

Planning Projects Spreadsheet and Budgets
Supplemental to SB 2 Application- Appendix A

Project	Assignment	Description	Funding Source
Housing Element Update			
2013 Summary	Planning	http://www.cityofwinters.org/wp-content/uploads/2015/11/HousingElement.pdf	General Fund
2021 Goals	Planning/City Manager	Review and update from previous goals. Development of revised goals for 2021-29	General Fund
RHNA Implementation	City Manager	Process of SACOG Regional Housing Needs Allocation.	General Fund
RFP for Housing Element Update	City Manager	Generate Scope and a document for an update of the City's Housing Element	General Fund
Climate			
Climate Action Strategy Report	Planning	Development of an overall plan for the revision of the draft Climate Action Plan with the integration of the Climate Action Strategy Report and a process toward integration with the General Plan "Refresh".	AB 101
Climate Committee	Civic Spark Fellow	Establishment of Climate Committee to review draft Climate Action Plan and Strategy.	AB 101
Climate Action Plan Tasks			
GHG Inventory Update	Consultant	Includes both updating inventory for 2018 or similar recent calendar year, and adjusting the original 2005 baseline to ensure two inventories are comparable.	AB 101
Forecasts/Targets GHG	Consultant	Quantitative analysis of future GHG emissions under two scenarios (business as usual [BAU] and legislative-adjusted BAU) and quantification of GHG reduction targets/goals for (i.e., 2030, 2040 and 2050 per State guiPlanningce, specific years TBD). Forecasts could be aligned with SACOG 2020 MTP/SCS, general plan "refresh", housing element update, or all of the above.	AB 101
GHG Quantification/Gap Analysis	Consultant	Quantitative analysis of GHG reduction potential of recommended strategies and actions in CAP Strategy Report, as well as other performance indicators, to ensure that GHG target for 2030 can be achieved; and, to demonstrate co-benefits in achieving City's sustainability goals (i.e., alignment with "EARTH" objectives and policy framework in general plan refresh/sustainability element).	AB 101
CAP Document	Consultant	- Includes revisions to CAP document and any reformatting to incorporate results of all of the above. Includes all drafts (admin, screencheck, draft, admin final, screencheck final, final) through to adoption.	AB 101
Vulnerability Assessment- Optional	Consultant	If desired, Ascent could perform a technical vulnerability assessment that builds on the Resilience Dialogues, followed by adaptation strategies. Goal would be to help City comply with SB 379 in preparation of the General Plan "refresh" effort. Ascent would use CA Adaptation Planning Guide and other relevant guiPlanningce from OPR.	AB 101

Project	Assignment	Description	Funding Source
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Environmental Review/Checklist- Optional	TBA	If the City decides to adopt CAP as a stand-alone document (Option A in the CAP Strategy Report) apart from general plan update, a separate environmental document would be required in order to provide CEQA coverage per CEQA guidelines Section 15183.5. Ascent's preliminary assumptions is that an Initial Study/Mitigated Neg Dec would be feasible for a CAP. However, if other options for the CAP are pursued, such as adopting the CAP concurrently with general plan or other planning actions, the CAP could be included in project description and covered under a broader program EIR, in which case the IS/MND portion of Task 6 would not be required. Ascent could also assist the City with development of a CAP Checklist to assist with project-level reviews for streamlining pursuant to CEQA Guidelines 15183.5.	AB 101
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Climate Resiliency Tool Box	Civic Spark Fellow	Review and update of the City's draft Climate Action Plan to incorporate the Yolo Climate Compact Climate Resiliency Tool Box within key documents and policies	
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General Plan

City Limits Specific Plan	Staff	Submit SB 2 application for the creation of a Winters City Limits Specific Plan to include a comprehensive program of community outreach, land use analysis, general plan policy update and a programmatic environmental impact report.	
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|--|------------------|--|------|
| GP Adequacy Review
This will be part of the City Limits Specific Plan Project | Consultant | 1. Statutory update – all laws passed since last comprehensive update | SB 2 |
| | Consultant/Ethan | 2. Legal update – all pertinent court cases since last comprehensive update | SB 2 |
| | Consultant | 3. Factual Update – demographic info; statistics and background data; references; best available data/science; etc | SB 2 |
| | Consultant | 4. Completeness -- compile and integrate all GPAs, policy interpretations, and relevant protocols since adoption; integrate as appropriate into text; designations; land use and circ diagrams | SB 2 |
| | Consultant | 5. Horizon Year – long-term perspective is required; recommended horizon year of at least 10 years out – ideally 20 to 30 | SB 2 |
| | Consultant | 6. Policy Relevance -- review policies; modernize wording; relevancy to community (keep these non-substantive) | SB 2 |
| | Consultant | 7. Planning Area -- consider adequacy of current "planning area" | SB 2 |
| | Consultant | 8. Consistency -- verify consistency (vertical and horizontal), especially for Housing Element | SB 2 |
| | Consultant | 9. Streamlining Implementation -- consider how to activate possible CEQA streamlining – uniformly applied development policies or standards; 15183; qualified GHG reduction strategy; etc | SB 2 |
| | Consultant | 10. CEQA Clearance -- determine appropriate CEQA review | SB 2 |
| | Consultant | 11. Follow up – are substantive updates necessary (see below)? Zoning; subdivision and other regulations; other focused plans; infrastructure master plans | SB 2 |

Project	Assignment	Description	Funding Source
Community Engagement Process	Staff/Community	Develop an overall community engagement process to bring participation in the proposed specific planning, policy updates and general plan revision.	SB 2
Planning Directives and Public Participation Projects			
North Area	City Manager	Provide monthly updates to Council on activity related to this project	TBD
	City Manager	Maintain the informational website with current information regarding the project and application status.	TBD
	Consultant/Planning	Direct staff to inform Council of process and next steps at next meeting after an application is received.	TBD
Land Development Process	CC	Affirm the described land development application process for continued use with new applications	TBD
	City Manager	Post the steps for a typical land development application process online as an informational tool	TBD
Status of the General Plan	Consultant/Planning	Undertake an adequacy review of General Plan to identify required and other strongly recommended changes, with preliminary budget and funding information for making such changes	TBD
	Consultant/Planning	Develop workplan for update of the Housing Element with preliminary budget and funding information	TBD
	Consultant/Planning	Adequacy review of the location and extent of the General Plan planning area	TBD
	City Manager	Identify funding and prepare a workplan plan for adoption of a Climate Action Plan/Sustainability Strategy	TBD
Public Outreach Strategy	City Manager	Report on the status and adequacy of the City's infrastructure master plans and major projects financing fee program	TBD
	City Manager and Consultant	Develop an overall outreach strategy to incorporate workshops, survey's and participation in the review of key policy and land use elements of the City's General plan.	
Planning and Fiscal Review	City Manager, Finance	Develop land use and fiscal modeling tools to evaluate options regarding the City's General Plan land use.	
Parking			
<i>Zoning and Development Standards</i>	City Manager	Define minimum parking requirements for the Downtown.Evaluation of "shared" parking policy and establishment of parking standards for new construction and occupancies.	TBD

Project	Assignment	Description	Funding Source
<i>Zoning and Development Standards</i>	City Manager	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. Evaluation of public parking policy and establishment of shared parking standards for new construction and occupancies.	TBD
<i>Zoning and Development Standards</i>	City Manager	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. City and WBA work to establish strategy on remote parking in Downtown.	TBD
<i>Shared Parking</i>	City Manager	Establish policies and requirements for new and existing developments to share parking lots.	TBD

<u>Project</u>	<u>Fiscal Year</u>	<u>SB 2</u>	<u>AB 101</u>	<u>SACOG</u>	<u>City GF</u>	<u>Budget Totals</u>
City Limits Specific Plan	2020-21	60,000.00		20,000.00		80,000.00
Climate Action Plan	2020		50,000.00			50,000.00
Specific Plan EIR	2021-23	80,000.00		70,000.00		150,000.00
Community Outreach	2020-23	20,000.00	15,000.00	10,000.00		45,000.00
Housing Element	2020-21				50,000.00	50,000.00
Contingency	2020-24				20,000.00	20,000.00
Totals		\$ 160,000.00	\$ 65,000.00	\$ 100,000.00	\$ 70,000.00	\$ 395,000.00

Introduction:

The City will begin a multifaceted and multi-sourced/funded planning project which will result in the development of the Winters City Limit Specific Plan, a Programmatic Environmental Impact Report, a revised Housing Element and the adoption of a Climate Action Plan.

Background:

The City of Winters will embark on a multi-faceted planning program which will result in the adoption of a Winters City Limits Specific Plan, revised permit and impact fees to lessen impacts on housing, a Climate Action Plan, a revised Housing Element and a Programmatic Environmental Impact Report to adopt the key documents and streamline future environmental reviews. The total funding/budget for the program will be \$395,000 and come from:

- SB2- \$160,000 (this Grant Application)
- AB101- \$65,000 (2020 application)
- Sacramento Area Council of Governments: \$100,000 (Awarded in 2019)
- City General Fund: \$70,000- \$115,000 (Budgeted and included in FY 20-21)

The Planning Programs budget is attached as Exhibit A.

Project Description:

The SB2 grant will fund key components of the Winters City Limits Specific Plan, the Program EIR and community outreach to cover all lands within the existing city limits that are Undeveloped, Underdeveloped and Un-entitled. The Specific Plan will address the following Priority Policy Areas outlined in the SB 2 Notice of Funding Availability (NOFA):

- A Specific Plan Coupled with CEQA streamlining.
- Objective design and development standards
- Accessory Dwelling Units and/or other low cost building strategies.
- Aide in Expedited Processing
- Review and address Housing related financing and fee reduction strategies
- Design, architecture and zoning strategies to permit by right housing construction
- Programmatic EIR components.
- Community Outreach and education.

Quantitative Estimates:

The Specific Plan will work to identify opportunities in densities and zoning, by right permitting and design standards which will help in the overall production of housing, streamlining of permitting and potentially create additional units through increased densities. The goal is a more pragmatic approach to planning and permitting.

Available land within the proposed specific plan area is 269 acres with a current zoning to produce approximately 850 units at build out. The land holds rezone opportunities for up to 50 acres which are

currently viewed as excess public sites (school site not anticipated for future use). These areas will be looked at from a zoning standpoint as well as densities to maximize use in a planned manner.

The **timeline for design and development review** of housing projects is typically 6-8 months. Updated design guidelines, allowing ministerial review can foresee cutting total processing time by as much as 50% to 3-4 months depending on the size and scope of a project.

Accessory Dwelling Units affords a tremendous opportunity to generate affordable housing. The development of design standards which allow ministerial review, pre designed architectural plans and discounted fees will allow for expedited processing, permitting and reduced costs to aid in the overall production.

Key components and deliverables from the SB 2 Funding:

Specific Plan:

- Land use Analysis, zoning updates and by right zoning- December, 2020
- Uniform Housing Design and Development Standards to allow ministerial review and approval- February, 2021
- Pre approved Designs and Plans- ADU's- January 2021
- Housing related financing and fee Review- August 2020
- Specific Plan Policy and Regulatory Review- January 2021

Programmatic Environmental Impact Report:

Background Conditions Report- May, 2020
Draft EIR- June, 2021
DEIR Comment Period- September, 2021

Community Outreach: January 2020-September 2021

- Strategy development
- Community survey on housing and development.
- Community workshop on Strategic Plan

Scope of Work:

The development of the Winters City Limits Specific Plan will include the following elements:

- Community Outreach -- Extensive community outreach and participation in establishing goals, opportunities and the framework for the specific plan.
- Background and Update -- Update and modernization of background, policies, and regulations to achieve conformance with statutory, legal and factual consistency, completeness and policy relevance.
- Policy and Regulation -- Develop a updated policy and regulatory framework to streamline processing in undeveloped areas of City;

- Programmatic EIR -- Appropriate CEQA compliance and streamlining including CEQA coverage for Climate Action Plan and Housing Element.
- Land use analysis -- Review opportunities for rezoning and improved densities and a smarter approach to land use planning. Create a framework for "by right" zoning and development which allows ministerial review and permitting.
- Jump Start Housing Element -- Conformance to achieve the City's 2019 Regional Housing Needs Allocation.
- Pre-Approved Designs and Plans -- Community involvement is the development of objective design/development standards to streamline development by allowing ministerial review and over the counter permitting.
- Accessory Dwelling Units -- Encourage Accessory Dwelling Units and other creative residential options that are affordable by design. This will include a Fee reduction review; Objective design/development standards; Pre-approved architectural/structural/site plan designs to allow ministerial review and permitting; and Other mechanisms to decrease planning and construction costs.

Schedule and Timeline:

- 1/ Jan to May 2020 – Background Conditions Report (5 months) (I will help you make sure this is structured to support CAP and Housing Element Update
- 2/ Jun to Oct 2020 – Prepare "Staff" Draft Spec Plan (1st draft) and start community outreach (6 months)
- 3/ Nov to Jan 2021 – Finalize "Community" Spec Plan (2nd draft) and start EIR (3 months)
- 4/ Feb to Jun 2021 -- Prepare Draft EIR
- 5/ Jul to Sep 2021 – Community workshops and outreach; DEIR comment period
- 6/ Oct to Dec 2022 – Final EIR; final proposed Specific Plan
- 7/Jan to Feb 2022 – Hearings and adoption of Spec Plan
- 8/ Mar to Jun 2022 – Contingency period as needed for scheduling
- 9/ Jun 30, 2022 – All SB-2 funding work must be complete and adopted.

Key Outcomes of the Specific Plan development will include:

- 1) Winters City Limits Specific Plan- Current land use policy document to aide development.
- 2) Background Report – that will also be used for Climate Action Plan, Housing Element, and EIR Setting and existing conditions
- 3) City Limits Specific Plan – that will also provide basis for later update of entire General Plan
- 4) Community Outreach Program – that will also be used for the development of Climate Action Plan, Housing Element, and overall community involvement and bridge-building
- 5) Programmatic EIR – that will also cover the Climate Action Plan, the Housing Element, and later a citywide General Plan update



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Shelly A. Gunby, Director of Financial Management/City Treasurer 
SUBJECT: September 2019 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for September 2019.

BACKGROUND:

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

General Fund

General Fund revenues are 11% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in late January 2020.
- The first installment of Property Tax in lieu of VLF will be received in late January 2020.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, we have received 8% of projected revenues.
- Utility User Tax is received approximately 1-3 months after the utilities are used; UUT receipts are 18% of the budgeted amount.
- Building permit fees received are 33% of the budgeted amount.
- General Fund expenditures are 32% of budget, mostly because we take advantage of paying the entire unfunded liability invoice for the year in July of each year in order to save 7.0% on the amount that we pay to CalPERS each year. A small step towards limiting the growth of the unfunded liability for the City. These expenditures also include the payment of the entire insurance premium for the fiscal year.

Other funds:

Fund 211 City Wide Assessment District: The first installment of the City Wide Assessment will be received in late January 2020 at the same time that we receive the property tax distribution from Yolo County.

Fund 611 Water: Water fund revenues are 35% of budget and expenditures are 30% of budget.

Fund 621 Sewer: Sewer fund revenues are 28% of budget and expenditures are 39% of budget.

FISCAL IMPACT:

None

City of Winters
 General Fund Revenue Summary
 July 1, 2019-September 30, 2019

		% of Year Complete			25%
G/L Code	Account Description	Budget FY 2019/2020	September Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 897,600			0%
101-41103	Property Tax in Lieu of VLF	651,328			0%
101-41104	1290 Pass Through	35,360			0%
101-41105	Residual RDA Revenues	43,440			0%
101-41401	Sales & Use Tax	688,343	52,977	52,977	8%
101-41402	Prop 172	41,101			0%
101-41403	Franchise Fee	279,400			0%
101-41404	Property Transfer Tax	20,000			0%
101-41405	Utility Tax	750,000	76,391	131,762	18%
101-41406	Municiple Services Tax	333,820	26,440	77,700	23%
101-41408	TOT Tax	502,750			0%
101-41407	Business Licenses	28,000	910	4,250	15%
101-46102	Building Permits	493,450	34,092	163,174	33%
101-46103	Encroachment Permit	6,000	110	868	14%
101-41509	Homeowners Property Tax Relief	16,000			0%
101-48106	Post Reimbursement	3,500	6,477	13,345	381%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	300	228	623	208%
101-42103	Plan Check Fees	130,837	4,218	23,123	18%
101-42104	Planning Application Fees	7,500			0%
101-42107	Project Monitoring Fees	4,000	796	1,512	38%
101-42108	Police Reports	500	88	213	43%
101-42109	Fingerprint Fees	3,000	57	326	11%
101-42111	Towing/DUI Reimbursement	500		610	122%
101-42112	Ticket Sign Off Fees	500		30	6%
101-42201	Recreation Fees	350		1,400	400%
101-42205	Basketball Revenues	7,500			0%
101-42211	Pool Ticket Sales	7,000		3,982	57%
101-42213	Pool Proceeds	500			0%
101-42212	Pool Concession Stand Revenues	11,000	2,441	5,966	54%
101-42215	Swim Passes	1,500		85	6%
101-42216	Swim Lessons	14,418		3,085	21%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	2,400	715	1,885	79%
101-42303	Community Center Rental	20,000	3,225	8,386	42%
101-42304	Community Center Insurance Collected	150	414	495	330%
101-44101	Rents/Leases Revenues	85,678	7,333	19,150	22%
101-43151	Fire District Payments	275,678			0%
101-44102	Interest Earnings	1,000			0%
101-46106	Reinspect Fee	2,000	285	950	48%
101-48105	Cal Ema Grant	48,824	1,947	13,891	28%
101-49101	Contributions	107,500	5,445	19,487	18%
101-49102	Reimbursements/Refunds	27,000		468	2%
101-49104	Miscellaneous Revenues	3,000	38	1,154	38%
101-49106	Cash Over/Short			-100	
101-49109	Developer Planning Reimbursement			117	
101-49504	Successor Agency Admin Fee	250,000	20,833	62,500	25%
101-49999	Interfund Operating Transfer	1,500			0%
	Total General Fund Revenues	\$ 5,812,227	\$ 245,460	\$ 613,414	99 11%

City of Winters
 Summary of Revenues
 July 1, 2019-September 30, 2019

Fund	Fund Description	Budget FY 2019-2020	September Actual	Year to Date Actual	% of Year Completed	
					Amount of Budget to be Received	% of Budget Received
101	General Fund	\$ 5,819,727	\$ 245,460	\$ 613,413	\$ 5,206,314	11%
104	Fireworks Fund			40	(40)	
105	Senior Fund	4			4	
106	Winters Swim Lessons	502			502	
108	Munchkin Summer Camp	42,457		570	41,887	1%
107	Park Maintenance	8			8	
111	ASP Tuition		7,300	129,293		
115	Canine Program	200			200	
116	Police Cadet Fund	21			21	
117	Community Garden Fund			80	(80)	
201	Fire Prevention Grant	10			10	
208	First Time Homebuyer In Lieu	1,025			1,025	
209	In Lieu Affordable Housing	1,524	26	4,776	(3,252)	313%
211	City Wide Assessment	275,162			275,162	
212	Flood Assessment District	46			46	
221	Gas Tax	191,114		27,400	163,714	14%
226	Road Rehabilitation and Mainten	121,682	11,645	11,645	110,037	10%
231	State COPS AB1913	100,000	1	4	99,996	
233	Realignment	20			20	
251	Traffic Safety	6,260	178	356	5,904	6%
252	Asset Forfeiture	612			612	
254	Vehicle Theft Deterrent	18,030			18,030	
267	Grant Ave Improvement					
291	Beverage Recycling	5,000			5,000	
294	Transportation	324,120			324,120	
299	AFTER School Program	157,980		1,634	156,346	1%
321	EDBG 99-688 Buckhorn	15,953	272	823	15,130	5%
322	EDBG 96-405 Cradwick	15,247			15,247	
351	RLF Housing Rehab		796	1,193	(1,193)	
355	RLF Small Business	8,757			8,757	
356	RLF HOME Program	182			182	
358	Program Income	39,956	2,530	5,564	34,392	14%
411	Street Impact Fee	645,038			645,038	
412	Storm Drain Impact Fee	83,107		7,150	75,957	9%
413	Parks & Recreation Impact Fee			48,194	(48,194)	
414	Public Safety Impact Fee	191,496		4,733	186,763	2%
415	Fire Impact Fee	387,275		14,255	373,020	4%
416	General Facilities Impact Fee	308,438		18,773	289,665	6%
417	Water Impact Fee	739,608		5,684	733,924	1%
418	Sewer Impact Fee	567,838	18	46,553	521,285	8%
419	Flood Fees	362			362	
421	General Fund Capital	5,200			5,200	
422	Landfill Capital	150			150	
423	Street Capital	102	5	15	87	15%
424	Parks & Recreation Capital	289,352	42	117	289,235	
427	Capital Equipment	57,800	6,904	6,923	50,877	12%
429	Service Reserve Fund	2,700			2,700	
481	General Plan 1992	33,227		9,942	23,285	30%
492	RAJA Storm Drain	446			446	
494	CARF	20,768	1,000	4,855	15,913	23%
495	Monitoring Fee	33,227		9,942	23,285	30%
496	Storm Drain Non-Flood	3			3	
501	General Debt Service	94			94	
611	Water O & M	1,487,812	172,540	522,234	965,578	35%
612	Water Reserve	6,070			6,070	
616	Water Conservation	12,000	26	13	11,987	
617	Water Meter Fund	2,300		4,101	(1,801)	178%
619	Water Debt Service		106,118	106,118	(106,118)	
621	Sewer O & M	1,707,639	161,644	482,849	1,224,790	28%
629	Sewer Debt Service			163,067	(163,067)	
771	RORF	1,102,495			1,102,495	
803	Elderberry Mitigation	29,740			29,740	
831	Swim Team	30,836		16,338	14,498	53%
833	Festival de la Comunidad	10,012	22,196	24,546	(14,534)	245%
841	PD Cancer Fund		40	172	(172)	
846	Quilt Festival	5			5	
Total Revenues		\$ 14,900,739	\$ 738,741	\$ 2,293,365	\$ 12,736,667	15%

City of Winters
Summary of Expenditures
July 1, 2019-September 30, 2019

% of Year Completed 25

Fund	Fund Description	Budget FY 2019-2020	September Actual	Year to Date Actual	Unspent Budget	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	\$ 18,748.0	\$ (3,111.0)	\$ 11,324.0	\$ 7,424.0	60%
120	City Clerk	7,997	(791)	(1,269)	9,266	-16%
160	City Manager	158,163	14,862	54,191	103,972	34%
161	Economic Development & Housing	247,546	16,315	69,015	178,531	28%
170	Administrative Services	11,489	(6,528)	3,281	8,208	29%
180	Finance	104,347	(3,088)	25,502	78,845	24%
210	Police Department	3,102,547	165,870	1,090,211	2,012,336	35%
310	Fire Department	1,203,663	61,282	315,424	888,239	26%
410	Community Development	92,424	2,569	27,993	64,431	30%
420	Building Inspections	338,873	22,831	109,575	229,298	32%
610	Public Works-Administration	246,708	5,720	66,393	180,315	27%
710	Recreation	26,512	376	5,870	20,642	22%
720	Community Center	99,999	6,364	33,633	66,366	34%
730	Swimming Pool	151,862	10,781	46,194	105,668	30%
	Total General Fund Expenditure	\$ 5,810,878	\$ 293,452	\$ 1,857,337	\$ 3,953,541	32%
106	Monitoring Fee	500			500	0%
105	Senior Fund	59			59	0%
107	Park Maintenance	42,457			42,457	0%
108	Munchkin Summer Camp			4,726	(4,726)	
111	ASP Tuition Fund		246	1,021	(1,021)	
113	2007 Housing TABS	1,000		483	517	48%
115	Police Canine Program	400			400	0%
116	Police Cadet Program	400		210	190	53%
201	Fire Prevention Grant	202			202	0%
209	In Lieu Affordable Housing	330			330	0%
211	City Wide Assessment	279,331	10,493	81,066	198,265	29%
221	Gas Tax Fund	191,115	10,846	31,684	159,431	17%
226	Road M & R	120,000			120,000	0%
231	State COPS 1913	126,722	6,511	25,663	101,059	20%
233	Realignment	5,383		3,739	1,644	69%
252	Asset Forfeiture	612		843	(231)	138%
254	Vehicle Theft Deterrent		2,581	2,581	(2,581)	
291	Beverage Recycling Grant	5,000	400	400	4,600	8%
294	Transportation	323,750	410	208,845	114,905	65%
295	Emergency Plan Update	158,727			158,727	0%
299	After School Program	82,590	4,560	127,423	(44,833)	154%
312	STBG 965		(1,361)		-	
321	EDBG 99-688 Buckhorn	15,955	1,728	4,351	11,604	27%
322	EDBG 405-Cradwick	15,249			15,249	0%
342	ASP Grant-Rominger		5,623	8,803	(8,803)	
343	21st Grant-Waggoner		2,275	4,547	(4,547)	
344	21st Grant-Rominger		2,381	4,428	(4,428)	
345	21st Grant-Munchkin			21,573	(21,573)	
351	RLF Housing Rehab	4,773	796	1,193	3,580	25%
355	RLF Small Business	8,114			8,114	0%
356	RLF HOME Program			704	(704)	
358	Program Income			19	(19)	
411	Street Impact Fee	2,275	190	569	1,706	25%
412	Storm Drain Impact Fee	316	26	79	237	25%
413	Park & Recreation Impact Fee	1,157	96	289	868	25%
414	Public Safety Impact Fee	57,647	29	87	57,560	0%
415	Fire Impact Fee	356	30	89	267	25%
416	General Facility Impact Fee	343	29	86	257	25%
417	Water Impact Fee	404	34	106	298	26%
418	Sewer Impact Fee	343	51,493		343	0%
422	Landfill Capital	50,805	1,337	1,384	49,421	3%
423	Street Capital	70,000			70,000	0%
424	Parks & Recreation Capital		6,183	39,912	(39,912)	
427	Equipment Replacement Fund	97,300	856	856	96,444	1%
429	Service Reserve		2,707	176,596	(176,596)	
495	Monitoring Fee	33,227		9,942	23,285	30%
611	Water O & M	1,636,028	111,723	496,775	1,139,253	30%
613	Water Infrastructure			13	(13)	
616	Water Conservation Fund	13,679	59	177	13,502	1%
617	Water Meter Fund	20,278	5,443	25,517	(5,239)	126%
621	Sewer O & M	1,890,367	135,538	738,019	1,152,348	39%
629	Sewer Debt Service			36,022	(36,022)	
651	Central Service Overhead			788	(788)	
652	Equipment Fund		37,814	41,490	(41,490)	
771	RORF	1,098,425	20,833	62,500	1,035,925	6%
831	Swim Team	54,928		8,256	46,672	15%
833	Festival de la Comunidad	7,950	(10,000)	11,623	(3,673)	146%
	Total Expenditures	\$ 12,229,375	\$ 705,361	\$ 4,042,814	\$ 8,186,561	33%

City of Winters
Fund Balances Report
Estimated Fund Balance as of September 30, 2019

Fund	Fund Name	UnAudited	Current Year	Current Year	Transfers	Estimated	Change From
		Fund Balance June 30, 2019	Revenues	Expenditures	In/(Out)	Fund Balance September 30, 2019	June 30, 2019
101	General Fund	\$ (654,722)	\$ 613,414	\$ 1,857,336	\$ -	\$ (1,898,644)	\$ (1,243,922)
104	Fireworks Fund	(11,607)	40	-	-	(11,567)	40
105	Senior Fund	362	-	-	-	362	-
106	Monitoring Fee	1,782	-	-	-	1,782	-
107	City Park Maintenance	2,375	-	-	-	2,375	-
108	Munchkin Summer Camp	12,716	570	4,726	-	8,560	(4,156)
110	Housing Successor	32,746	-	-	-	32,746	-
111	ASP Tution Fund	55,811	16,380	1,021	112,913	184,083	128,272
112	Housing 04 TABS	150,000	-	-	-	150,000	-
113	2007 Housing TABS	332,791	-	483	-	332,308	(483)
115	Canine Program t	1,052	-	-	-	1,052	-
116	Police Cadet Program	3,577	-	210	-	3,367	(210)
117	Community Garden	283	80	-	-	363	80
201	Fire Prevention Grant	907	-	-	-	907	-
208	First Time Homebuyer	89,173	-	-	-	89,173	-
209	In Lieu Affordable Housing	722,112	4,776	-	-	726,888	4,776
211	City Wide Assessment	58,253	-	81,066	-	(22,813)	(81,066)
212	Flood Assessment District	4,043	-	-	-	4,043	-
221	Gas Tax	14,142	27,400	31,684	-	9,858	(4,284)
226	Road M & R	135,473	11,645	-	-	147,118	11,645
231	State COPS 1913	179,806	4	25,663	-	154,147	(25,659)
233	Realignment Funds	74,202	-	3,739	-	70,463	(3,739)
236	BSCC Grant	9,403	-	-	-	9,403	-
251	Traffic Saftey	115,652	356	-	-	116,008	356
252	Asset Forfeiture	1,490	-	843	-	647	(843)
254	Vehicle Theft Deterrent	39,203	-	2,581	-	36,622	(2,581)
291	Beverage Recycling Grant	6,570	-	400	-	6,170	(400)
294	Transportation	152,597	-	208,845	-	(56,248)	(208,845)
299	After School Program	110,052	1,634	14,510	(112,913)	(15,737)	(125,789)
313	STBG-96-1043 Housing and P	(29,070)	-	-	-	(29,070)	-
314	98-HOME-347 Grant	82,061	-	-	-	82,061	-
316	HOME-Choc Project	2,843,180	-	-	-	2,843,180	-
321	EDBG 99-688 Buckhorn	65,324	823	-	(4,351)	61,796	(3,528)
322	EDBG 96-405 Cradwick	207,947	-	-	-	207,947	-
341	Green House Reduction	15,471	-	-	-	15,471	-
342	ASP Grant-Rominger	-	-	8,803	-	(8,803)	(8,803)
343	21st Grant -Waggoner	-	-	4,547	-	(4,547)	(4,547)
344	21st Grant-Rominger	-	-	4,428	-	(4,428)	(4,428)
345	21st Grant -Munchkin	-	-	21,573	-	(21,573)	(21,573)
351	RLF Housing Rehabilitation	105,993	1,193	-	(1,193)	105,993	-
352	RLF Affordable Housing	271,588	-	-	-	271,588	-
356	RLF HOME Program	373,046	-	704	-	372,342	(704)
358	Program Income Fund	724,577	19	19	5,544	730,121	5,544
411	Street Impact Fee	137,136	-	569	-	136,567	(569)
412	Storm Drain Impact Fee	213,077	7,150	79	-	220,148	7,071
413	Parks & Recreation Impact	114,088	48,194	289	-	161,993	47,905
414	Public Saftey Impact Fee	275,716	4,733	87	-	280,362	4,646
415	Fire Impact Fee	540,571	14,255	89	-	554,737	14,166
416	General Facilities Impact	689,962	18,773	86	-	708,649	18,687
417	Water Impact Fee	621,609	5,684	106	-	627,187	5,578
418	Sewer Impact Fee	548,343	46,553	-	-	594,896	46,553
419	Flood Control Fee	201,912	-	-	-	201,912	-
421	General Fund Capital	493,798	-	-	-	493,798	-
422	Landfill Capital	65,330	-	1,384	-	63,946	(1,384)
423	Street Capital	59,514	15	-	-	59,529	15
424	Parks and Recreation Capit	467,118	117	39,912	-	427,323	(39,795)
427	Equipment Replacement Fund	427,505	6,923	856	-	433,572	6,067
429	Service Reserve Fund	1,064,931	-	176,596	-	888,335	(176,596)
481	General Plan 1992	(338,020)	-	-	9,942	(328,078)	9,942
482	Flood Control Study	(123,631)	-	-	-	(123,631)	-
492	RAJA Storm Drain	107,665	-	-	-	107,665	-
494	CARF	142,776	4,855	-	-	147,631	4,855
495	Monitoring Fee	-	9,942	-	(9,942)	-	-
496	Storm Drain Non-Flood	247	-	-	-	247	-
501	General Debt Service	59,307	-	-	-	59,307	-
611	Water O & M	4,277,737	522,234	390,657	(106,118)	4,303,196	25,459
612	Water Reserve	163,237	-	-	-	163,237	-
613	Water Infrastructure	13	-	-	(13)	-	(13)
616	Water Conservation	24,777	-	177	13	24,613	(164)
617	Water Meter Fund	387,791	4,101	25,517	-	366,375	(21,416)
619	Water Debt Service Fund	(3,041,118)	-	-	106,118	(2,935,000)	106,118
621	Sewer O & M	7,124,716	482,849	575,557	(162,462)	6,869,546	(255,170)
622	Sewer Reserve	159,459	-	-	-	159,459	-
629	Sewer Debt Service	(3,587,044)	604	36,022	162,462	(3,460,000)	127,044
651	Central Service Overhead	788	-	788	-	-	(788)
652	Equipment Lease	3,676	-	41,490	-	(37,814)	(41,490)
771	RORF	(13,688,892)	-	62,500	-	(13,751,392)	(62,500)
772	RDA Trust	608,993	-	-	-	608,993	-
781	RDA Long Term Debt	1	-	-	-	1	-
803	Elderberry Mitigation Fund	254,124	-	-	-	254,124	-
831	Winters Library	73,640	16,338	8,256	-	81,722	8,082
833	Festival de La Comunidad	35,100	24,546	11,623	-	48,023	12,923
836	PCH HOA	15,998	-	-	-	15,998	-
838	WPD Youth Services	366	-	-	-	366	-
839	Youth Day Fund	748	-	-	-	748	-
841	PD Cancer Patch Fund	175	172	-	-	347	172
911	General Fixed Assets	29,957,617	-	-	-	29,957,617	-
Totals		\$ 34,841,217	\$ 1,896,372	\$ 3,645,821	\$ -	\$ 32,877,140	(1,964,077)

City of Winters
 Checking and Savings Balances Report
 Cash and Savings Balances as of September 30, 2019

Fund	Fund Description	Balance	
		June 30, 2019	September 30, 2019
101	General Fund	\$ (592,423)	\$ (1,734,231)
104	Fireworks Fund	(11,607)	(11,567)
105	Senior Fund	359	362
106	Monitoring Fee	1,771	1,782
107	Park Maintenance	2,360	2,375
108	Munchkin Summer Camp	12,738	8,560
110	Housing Successor Agency	(98,919)	(98,919)
111	ASP Tuition		173,384
113	Housing 2007 Tabs	332,503	332,664
115	Canine Program	1,045	1,052
116	Police Cadet	3,560	3,367
117	Community Garden Fund	24	363
201	Fire Prevention Grant	901	907
208	First Time Homebuyer	88,607	89,173
209	In Lieu Affordable Housing	720,124	726,888
211	City Wide Assessment	60,471	(6,735)
212	Flood Assessment District	4,017	4,043
221	Gas Tax	26,518	12,817
226	Road Rehab Maintence Account	111,608	147,118
231	State COPS 1913	179,806	154,230
233	Realignment	73,720	70,463
236	BSCC Grant	9,403	9,403
251	Traffic Saftey	115,004	116,008
252	Asset Forfeiture	1,490	647
254	Vehicle Theft Deterrent	36,367	36,622
291	Beverage Recycling Fund	6,560	6,170
294	Transportation(Including Bus Se	107,534	(24,643)
299	After School Program	112,487	(14,251)
341	Green House	15,471	15,471
342	ASP Grant -Rominger		(8,803)
343	21st Grant- Waggoner		(3,727)
344	21st Grant - Rominger		(3,906)
345	21st Grant- Munchkin		(21,573)
356	RLF-HOME Program	167,212	165,186
358	Program Income Fund	721,137	730,141
411	Street Impact Fee	42,136	41,568
412	Storm Impact Fee	182,010	190,148
413	Parks and Recreation Impact Fee	98,546	146,451
414	Police Impact Fee	272,000	278,116
415	Fire Impact Fee	535,549	551,996
416	General Facilities Impact Fee	687,116	708,231
417	Water Impact Fee	618,671	627,187
418	Sewer Impact Fee	547,830	426,464
419	Flood Fee	200,630	201,912
421	General Fund Capital	490,662	493,798
422	Landfill Capital	64,915	65,259
423	Street Capital	62,445	59,529
424	Parks and Recreation Capital	500,847	461,052
427	Capital Equipment Fund	237,989	302,362
429	Service Reserve	793,531	700,422
481	General Plan 1992 Study	(338,452)	(328,511)
482	Flood Control Study	1,360	1,369
492	RAJA Storm Drain	116,995	117,254
494	Capitial Asset Recovery Fee	142,299	147,631
496	Storm Drain Non-Flood	245	247
501	General Debt Service	58,930	59,307
611	Water O & M	235,447	255,933
612	Water Reserve	157,899	163,009
616	Water Conservation	24,716	24,613
617	Water Meter	406,569	389,183
621	Sewer O & M	1,270,080	1,017,745
622	Sewer Capital	159,440	159,459
651	Central Services	6,014	10,787
652	Central Service w PD & FD	72,501	9,650
771	RORF	736,774	102,639
831	Swim Team	81,299	81,780
833	Festival de la Comunidad	35,342	48,562
836	PCH HOA	15,897	15,998
838	WPD Youth Services	364	366
839	Youth Day	743	748
841	PD Cancer Fund	175	347
Total Checking and Savings		\$ 10,729,362	\$ 8,413,452



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers

DATE: December 3, 2019

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

FROM: Shelly A. Gunby, Director of Financial Management/City Treasurer *Shelly*

SUBJECT: September 2019 Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2019 through September 30, 2019.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July 1, 2019 through September 30, 2019. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank (a Money Market Account), and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters, as well as from the Money Market Account set up for the North Bank Putah Creek Improvement Elderberry Beetle Mitigation.

The investment report for the month of September 2019 reflects interest from the CDBG and Money Market accounts only.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
Investment Earnings as of September 30, 2019

Fund	Description	September 2019 Investment Earnings	Year to Date Investment Earnings
209	In Lieu Affordable Housing	\$ 26	\$ 73
231	STATE COPS 1913	1	4
321	EDBG 99-688	272	823
351	RLF HOUSING REHAB	796	1,193
358	PROGRAM INCOME FUND	7	19
418	SEWER IMPACT FEE	18	51
423	STREET CAPITAL	5	15
424	PARKS & REC CAPITAL	42	117
611	WATER O & M		512
629	SEWER DEBT SERVICE FUND		604
	Total Investment Earnings	<u>\$ 1,167</u>	<u>\$ 3,411</u>



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager *JWD*
FROM: Shelly A. Gunby, Director of Financial Management/City Treasurer *Shelly*
SUBJECT: October 2019 Treasurer Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters Treasurer Report for October 2019.

BACKGROUND:

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

General Fund

General Fund revenues are 11% of budgeted; the following items affect the cash flows into the General Fund.

- The first installment of Property Tax will be received in late January 2020.
- The first installment of Property Tax in lieu of VLF will be received in late January 2020.
- Sale and use taxes are remitted to the City two (2) months after they are received by the State Board of Equalization, we have received 18% of projected revenues.
- Utility User Tax is received approximately 1-3 months after the utilities are used; UUT receipts are 29% of the budgeted amount.
- Building permit fees received are 44% of the budgeted amount.
- General Fund expenditures are 38% of budget, mostly because we take advantage of paying the entire unfunded liability invoice for the year in July of each year in order to save 7.0% on the amount that we pay to CalPERS each year. A small step towards limiting the growth of the unfunded liability for the City. These expenditures also include the payment of the entire insurance premium for the fiscal year.

Other funds:

Fund 211 City Wide Assessment District: The first installment of the City Wide Assessment will be received in late January 2020 at the same time that we receive the property tax distribution from Yolo County.

Fund 611 Water: Water fund revenues are 46% of budget and expenditures are 36% of budget.

Fund 621 Sewer: Sewer fund revenues are 37% of budget and expenditures are 45% of budget.

FISCAL IMPACT:

None

City of Winters
 Summary of Expenditures
 July 1, 2019 through October 31, 2019

% of Year Compl 33%

Fund	Fund Description	Budget 2019-2020	October 2019 Actual	Year to Date Actual	Unspent Budget	% of Budget Spent
101	General Fund Expenditures by Department					
110	City Council	\$ 18,748	\$ (2,325)	\$ 8,999	\$ 9,749	48%
120	City Clerk	7,997	(705)	(1,975)	9,972	-25%
160	City Manager	158,163	7,948	62,139	96,024	39%
161	Economic Development & Housing	247,546	18,431	87,445	160,101	35%
170	Administrative Services	11,489	(1,046)	2,235	9,254	19%
180	Finance	104,347	6,693	32,194	72,153	31%
210	Police Department	3,102,547	179,917	1,270,128	1,832,419	41%
310	Fire Department	1,203,663	71,899	387,323	816,340	32%
410	Community Development	92,424	7,919	35,912	56,512	39%
420	Building Inspections	338,873	44,449	154,024	184,849	45%
610	Public Works-Administration	246,708	(973)	65,420	181,288	27%
710	Recreation	26,512	472	6,342	20,170	24%
720	Community Center	99,999	9,495	43,129	56,870	43%
730	Swimming Pool	151,862	5,639	51,833	100,029	34%
	Total General Fund Expenditure	\$ 5,810,878	\$ 347,813	\$ 2,205,148	\$ 3,605,730	38%
106	Monitoring Fee	500			500	0%
105	Senior Fund	59			59	0%
107	Park Maintenance	42,457			42,457	0%
108	Munchkin Summer Camp			4,726	(4,726)	
111	ASP-Tuition Fund		428	1,449	(1,449)	
113	2007 Housing TABS	1,000	115,416	115,899	(114,899)	11590%
115	Police Canine Program	400			400	0%
116	Police Cadet Program	400		210	190	53%
201	Fire Prevention Grant	202			202	0%
209	In Lieu Affordable Housing	330			330	0%
211	City Wide Assessment	279,331	23,871	104,937	174,394	38%
221	Gas Tax Fund	191,115	9,810	41,494	149,621	22%
226	Road M & R	120,000			120,000	0%
231	State COPS 1913	126,722	11,164	36,827	89,895	29%
233	Realignment	5,383	146	3,885	1,498	72%
252	Asset Forfeiture	612		843	(231)	138%
254	Vehicle Theft Deterrent			2,581	(2,581)	
291	Beverage Recycling Grant	5,000		400	4,600	8%
294	Transportation	323,750	1,213	210,058	113,692	65%
295	Emergency Plan Update	158,727			158,727	0%
299	After School Program	82,590	9,040	136,463	(53,873)	165%
321	EDBG 99-688 Buckhorn	15,955	1,450	5,801	10,154	36%
322	EDBG 405-Cradwick	15,249	18,600	18,600	(3,351)	122%
342	ASP Grant-Rominger		9,035	17,838	(17,838)	
343	21st Grant-Waggoner		1,953	6,501	(6,501)	
344	21st Grant-Rominger		2,650	7,078	(7,078)	
345	21st Grant-Munchkin			21,573	(21,573)	
351	RLF Housing Rehab	4,773	398	1,591	3,182	33%
355	RLF Small Business	8,114			8,114	0%
356	RLF HOME Program			704	(704)	
358	Program Income			19	(19)	
411	Street Impact Fee	2,275	190	758	1,517	33%
412	Storm Drain Impact Fee	316	26	105	211	33%
413	Park & Recreation Impact Fee	1,157	96	386	771	33%
414	Public Safety Impact Fee	57,647	29	116	57,531	0%
415	Fire Impact Fee	356	30	119	237	33%
416	General Facility Impact Fee	343	29	114	229	33%
417	Water Impact Fee	404	34	140	264	35%
418	Sewer Impact Fee	343	29	219,925	(219,582)	64118%
422	Landfill Capital	50,805	23	1,407	49,398	3%
423	Street Capital	70,000			70,000	0%
424	Parks & Recreation Captial			39,912	(39,912)	
427	Equipment Replacement Fund	97,300		856	96,444	1%
429	Service Reserve		143	176,740	(176,740)	
495	Monitoring Fee	33,227	380	10,322	22,905	31%
611	Water O & M	1,636,028	85,358	582,133	1,053,895	36%
613	Water Infrastructure			13		
616	Water Conservation Fund	13,679	59	236	13,443	2%
617	Water Meter Fund	20,278	1,196	26,712	(6,434)	132%
621	Sewer O & M	1,890,367	109,824	847,843	1,042,524	45%
629	Sewer Debt Service			36,022	(36,022)	
651	Central Service Overhead			788	(788)	
652	Equipment Fund	1	(37,814)	3,676	(3,675)	367600%
771	RORF	1,098,425	20,833	83,333	1,015,092	8%
831	Swim Team	54,928		8,256	46,672	15%
833	Festival de la Comunidad	7,950	7,631	19,254	(11,304)	242%
	Total Expenditures	\$ 12,229,376	\$ 741,084	\$ 5,003,790	\$ 7,225,599	41%

City of Winters
 Summary of Revenues
 July 1, 2019 through October 31, 2019

Fund	Fund Description	Budget 2019-2020	October 2019 Actual	% of Year Complete		% of Budget Received
				Year to Date Actual	Amount of Budget to be Received	
101	General Fund	\$ 5,819,727	\$ 378,708	\$ 992,122	\$ 4,827,605	17%
104	Fireworks Fund		2	42	(42)	
105	Senior Fund	4	11	11	(7)	275%
106	Winters Swim Lessons	502	15	15	487	3%
108	Munchkin Summer Camp	42,457	14,394	14,964	27,493	35%
107	Park Maintenance	8	463	463	(455)	999%
111	ASP Tuition Fund		5,500	134,793		
113	2007 Housing TABS		2,112	2,112	(2,112)	
115	Canine Program	200	7	7	193	4%
116	Police Cadet Fund	21	55	55	(34)	262%
117	Community Garden Fund		2	82	(82)	
201	Fire Prevention Grant	10	6	6	4	60%
208	First Time Homebuyer In Lieu	1,025	566	566	459	55%
209	In Lieu Affordable Housing	1,524	9,087	13,863	(12,339)	910%
211	City Wide Assessment	275,162			275,162	
212	Flood Assessment District	46	26	26	20	57%
221	Gas Tax	191,114	35,631	63,031	128,083	33%
226	Road Rehabilitation and Mainten	121,682	13,083	24,728	96,954	20%
231	State COPS AB1913	100,000	65,390	65,394	34,606	65%
233	Realignment	20	447	447	(427)	999%
251	Traffic Safety	6,260	858	1,214	5,046	19%
252	Asset Forfeiture	612			612	
254	Vehicle Theft Deterrent	18,030	232	232	17,798	1%
267	Grant Ave Improvement					
291	Beverage Recycling	5,000	10	10	4,990	
294	Transportation	324,120			324,120	
299	AFTER School Program	157,980	2,200	3,834	154,146	2%
321	EDBG 99-688 Buckhorn	15,953	259	1,082	14,871	7%
322	EDBG 96-405 Cradwick	15,247	8,127	8,127	7,120	53%
351	RLF Housing Rehab		398	1,591	(1,591)	
355	RLF Small Business	8,757			8,757	
356	RLF HOME Program	182	795	795	(613)	437%
358	Program Income	39,956	24,046	29,609	10,347	74%
411	Street Impact Fee	645,038	6,585	6,585	638,453	1%
412	Storm Drain Impact Fee	83,107	1,067	8,217	74,890	10%
413	Parks & Recreation Impact Fee			48,194	(48,194)	
414	Public Safety Impact Fee	191,496	4,093	8,826	182,670	5%
415	Fire Impact Fee	387,275	7,080	21,335	365,940	6%
416	General Facilities Impact Fee	308,438	6,443	25,216	283,222	8%
417	Water Impact Fee	739,608	11,463	17,147	722,461	2%
418	Sewer Impact Fee	567,838	7,330	53,882	513,956	9%
419	Flood Fees	362	1,282	1,282	(920)	354%
421	General Fund Capital	5,200	3,550	3,550	1,650	68%
422	Landfill Capital	150			150	
423	Street Capital	102	5	20	82	20%
424	Parks & Recreation Capital	289,352	38	155	289,197	
427	Capital Equipment	57,800	1,521	8,443	49,357	15%
429	Service Reserve Fund	2,700	1,578	1,578	1,122	58%
481	General Plan 1992	33,227	380	10,322	22,905	31%
482	Flood Control Study		9	9	(9)	
492	RAJA Storm Drain	446	259	259	187	58%
494	CARF	20,768	2,403	7,259	13,509	35%
495	Monitoring Fee	33,227	380	10,322	22,905	31%
496	Storm Drain Non-Flood	3	2	2	1	67%
501	General Debt Service	94	377	377	(283)	401%
611	Water O & M	1,487,812	161,400	683,633	804,179	46%
612	Water Reserve	6,070	3,038	3,038	3,032	50%
615	07 Water Bonds		2,640	2,640	(2,640)	
616	Water Conservation	12,000	61	74	11,926	1%
617	Water Meter Fund	2,300	1,250	5,351	(3,051)	233%
619	Water Debt Service			106,118	(106,118)	
621	Sewer O & M	1,707,639	150,472	633,321	1,074,318	37%
629	Sewer Debt Service		19	163,086	(163,086)	
771	RORF	1,102,495			1,102,495	
803	Elderberry Mitigation	29,740			29,740	
831	Swim Team	30,836	400	16,737	14,099	54%
833	Festival de la Comunidad	10,012	282	24,827	(14,815)	248%
836	PCH HOA		102	102	(102)	
838	WPD Youth Services		2	2	(2)	
839	Youth Day		5	5	(5)	
841	PD Cancer Fund		230	402	(402)	
846	Quilt Festival	5			5	
Total Revenues		\$ 14,900,739	\$ 938,176	\$ 3,231,537	\$ 11,803,995	21%

City of Winters
 General Fund Revenue Summary
 July 1, 2019 through October 31, 2109

		% Of Year Completed			33%
G/L Code	Account Description	Budget 2019-2020	October 2019 Actual	Year to Date Actual	% of Budget Received
101-41101	Property Tax	\$ 897,600			0%
101-41103	Property Tax in Lieu of VLF	651,328			0%
101-41104	1290 Pass Through	35,360			0%
101-41105	Residual RDA Revenues	43,440			0%
101-41401	Sales & Use Tax	688,343	67,821	120,797	18%
101-41402	Prop 172	41,101			0%
101-41403	Franchise Fee	279,400	69,659	69,659	25%
101-41404	Property Transfer Tax	20,000			0%
101-41405	Utility Tax	750,000	88,013	219,775	29%
101-41406	Municiple Services Tax	333,820	25,030	102,730	31%
101-41408	TOT Tax	502,750	5,783	5,783	1%
101-41407	Business Licenses	28,000	1,010	5,260	19%
101-46102	Building Permits	493,450	56,233	217,982	44%
101-46103	Encroachment Permit	6,000	180	1,048	17%
101-41509	Homeowners Property Tax Relief	16,000			0%
101-48106	Post Reimbursement	3,500		13,345	381%
101-41511	Off-Highway Motor Vehicle				
101-42102	Copy Fees	300	560	1,183	394%
101-42103	Plan Check Fees	130,837	15,047	38,170	29%
101-42104	Planning Application Fees	7,500	920	920	12%
101-42107	Project Monitoring Fees	4,000	1,532	4,469	112%
101-42108	Police Reports	500	75	288	58%
101-42109	Fingerprint Fees	3,000	305	631	21%
101-42111	Towing/DUI Reimbursement	500		610	122%
101-42112	Ticket Sign Off Fees	500	15	45	9%
101-42201	Recreation Fees	350		1,400	400%
101-42205	Basketball Revenues	7,500	1,130	1,130	15%
101-42211	Pool Ticket Sales	7,000		3,982	57%
101-42213	Pool Proceeds	500			0%
101-42212	Pool Concession Stand Revenues	11,000	-1,038	4,928	45%
101-42215	Swim Passes	1,500		85	6%
101-42216	Swim Lessons	14,418		3,085	21%
101-42218	Swim Team Reimbursement	8,000			0%
101-42301	Park Rental	2,400	200	2,085	87%
101-42303	Community Center Rental	20,000	1,400	9,786	49%
101-42304	Community Center Insurance Collected	150		495	330%
101-44101	Rents/Leases Revenues	85,678	12,245	31,395	37%
101-43151	Fire District Payments	275,678			0%
101-44102	Interest Earnings	1,000			0%
101-46106	Reinspect Fee	2,000	475	1,425	71%
101-48105	Fire Department Review Fees	48,824	4,748	18,639	38%
101-49101	Contributions	107,500	5,445	24,932	23%
101-49102	Reimbursements/Refunds	27,000	525	993	4%
101-49104	Miscellaneous Revenues	3,000	563	1,717	57%
101-49106	Cash Over/Short			-100	
101-49109	Developer Planning Reimbursement			117	
101-49504	Successor Agency Admin Fee	250,000	20,833	83,333	33%
101-49999	Interfund Operating Transfer	1,500			0%
total General Fund Revenues		<u>\$ 5,812,227</u>	<u>\$ 378,709</u>	<u>\$ 992,122</u>	<u>11%</u>

City of Winters
 Checking and Savings Balance Report
 Checking and Savings Balance as of October 31, 2019

Fund	Fund Description	Balance	
		June 30, 2019	October 31, 2019
101	General Fund	\$ (592,423)	\$ (1,806,696)
104	Fireworks Fund	(11,607)	(11,565)
105	Senior Fund	359	373
106	Monitoring Fee	1,771	1,797
107	Park Maintenance	2,360	2,838
108	Munchkin Summer Camp	12,738	22,954
110	Housing Successor Agency	(98,919)	(98,919)
111	ASP Tuition Fund		177,888
113	Housing 2007 Tabs	332,503	219,005
115	Canine Program	1,045	1,059
116	Police Cadet	3,560	3,422
117	Community Garden Fund	24	365
201	Fire Prevention Grant	901	912
208	First Time Homebuyer	88,607	89,740
209	In Lieu Affordable Housing	720,124	735,975
211	City Wide Assessment	60,471	(35,401)
212	Flood Assessment District	4,017	4,068
221	Gas Tax	26,518	36,053
226	Road Rehab Maintence Account	111,608	160,202
231	State COPS 1913	179,806	208,373
233	Realignment	73,720	70,911
236	BSCC Grant	9,403	9,403
251	Traffic Safty	115,004	116,867
252	Asset Forfeiture	1,490	647
254	Vehicle Theft Deterrent	36,367	36,854
291	Beverage Recycling Fund	6,560	6,180
294	Transportation(Including Bus Se	107,534	(57,461)
299	After School Program	112,487	(19,833)
341	Green House	15,471	15,471
342	ASP Grant-Rominger		(16,559)
343	21st Grant-Waggonner		(6,501)
344	21st Grant-Rominger		(7,078)
345	21st Grant-Munchkin		(21,573)
356	RLF-HOME Program	167,212	165,790
358	Program Income Fund	721,137	754,168
411	Street Impact Fee	42,136	47,963
412	Storm Impact Fee	182,010	191,189
413	Parks and Recreation Impact Fee	98,546	146,708
414	Police Impact Fee	272,000	282,485
415	Fire Impact Fee	535,549	559,351
416	General Facilities Impact Fee	687,116	714,773
417	Water Impact Fee	618,671	638,617
418	Sewer Impact Fee	547,830	382,301
419	Flood Fee	200,630	203,194
421	General Fund Capital	490,662	497,348
422	Landfill Capital	64,915	63,922
423	Street Capital	62,445	59,534
424	Parks and Recreation Capital	500,847	461,090
427	Capital Equipment Fund	237,989	303,026
429	Service Reserve	793,531	700,437
481	General Plan 1992 Study	(338,452)	(327,798)
482	Flood Control Study	1,360	1,377
492	RAJA Storm Drain	116,995	117,513
494	Capitial Asset Recovery Fee	142,299	150,034
496	Storm Drain Non-Flood	245	248
501	General Debt Service	58,930	59,683
611	Water O & M	235,447	321,752
612	Water Reserve	157,899	163,070
615	07 Water Bonds		2,640
616	Water Conservation	24,716	24,615
617	Water Meter	406,569	387,630
621	Sewer O & M	1,270,080	1,010,114
622	Sewer Capital	159,440	159,459
629	Sewer Debt Service		19
651	Central Services	6,014	4,289
652	Central Service w PD & FD	72,501	13,776
771	RORF	736,774	81,806
831	Swim Team	81,299	82,121
833	Festival de la Comunidad	35,342	40,673
836	PCH HOA	15,897	16,100
838	WPD Youth Services	364	368
839	Youth Day	743	752
841	PD Cancer Fund	175	577
Total Checking and Savings		\$ 10,729,362	\$ 8,322,485

City of Winters
Fund Balances Report
Estimated Fund Balances as of October 31, 2019

Fund	Fund Name	UnAudited	Current Year	Current Year	Transfers	Ending Fund	Change From
		Fund Balance June 30, 2019	Revenues	Expenditures	In/(Out)	Balance	6/30/2019
101	General Fund	\$ (654,722)	\$ 992,122	\$ 2,205,149	\$ -	\$ (1,867,749)	\$ (1,213,027)
104	Fireworks Fund	(11,607)	42	-	-	(11,565)	42
105	Senior Fund	362	11	-	-	373	11
106	Monitoring Fee	1,782	15	-	-	1,797	15
107	City Park Maintenance	2,375	463	-	-	2,838	463
108	Munchkin Summer Camp	12,716	14,964	4,726	-	22,954	10,238
110	Housing Successor	32,746	-	-	-	32,746	-
111	ASP Tuition Fund	55,811	21,880	1,449	112,913	189,155	133,344
112	Housing 04 TABS	150,000	-	-	-	150,000	-
113	2007 Housing TABS	332,791	2,112	115,899	-	219,004	(113,787)
115	Canine Program t	1,052	7	-	-	1,059	7
116	Police Cadet Program	3,577	55	210	-	3,422	(155)
117	Community Garden	283	82	-	-	365	82
201	Fire Prevention Grant	907	6	-	-	913	6
208	First Time Homebuyer	89,173	566	-	-	89,739	566
209	In Lieu Affordable Housing	722,112	13,863	-	-	735,975	13,863
211	City Wide Assessment	58,253	-	104,937	-	(46,684)	(104,937)
212	Flood Assessment District	4,043	26	-	-	4,069	26
221	Gas Tax	14,142	63,031	41,494	-	35,679	21,537
226	Road M & R	135,473	24,728	-	-	160,201	24,728
231	State COPS 1913	179,806	65,394	36,827	-	208,373	28,567
233	Realignment Funds	74,202	447	3,885	-	70,764	(3,438)
236	BSCC Grant	9,403	-	-	-	9,403	-
251	Traffic Safety	115,652	1,214	-	-	116,866	1,214
252	Asset Forfeiture	1,490	-	843	-	647	(843)
254	Vehicle Theft Deterrent	39,203	232	2,581	-	36,854	(2,349)
291	Beverage Recycling Grant	6,570	10	400	-	6,180	(390)
294	Transportation	152,597	-	210,058	-	(57,461)	(210,058)
299	After School Program	110,052	3,834	23,550	(112,913)	(22,577)	(132,629)
313	STBG-96-1043 Housing and P	(29,070)	-	-	-	(29,070)	-
314	98-HOME-347 Grant	82,061	-	-	-	82,061	-
316	HOME-Choc Project	2,843,180	-	-	-	2,843,180	-
321	EDBG 99-688 Buckhorn	65,324	1,082	-	(5,801)	60,605	(4,719)
322	EDBG 96-405 Cradwick	207,947	8,127	-	(18,600)	197,474	(10,473)
341	Green House Reduction	15,471	-	-	-	15,471	-
342	ASP Grant-Rominger	-	9,035	17,838	-	(8,803)	(8,803)
343	21st Grant-Waggoner	-	1,953	6,501	-	(4,548)	(4,548)
344	21st Grant-Rominger	-	2,650	7,078	-	(4,428)	(4,428)
345	21st Grant -Munchkin	-	-	21,573	-	(21,573)	(21,573)
351	RLF Housing Rehabilitation	105,993	1,591	-	(1,591)	105,993	-
352	RLF Affordable Housing	271,588	-	-	-	271,588	-
356	RLF HOME Program	373,046	795	704	-	373,137	91
358	Program Income Fund	724,577	3,617	19	25,992	754,167	29,590
411	Street Impact Fee	137,136	6,585	758	-	142,963	5,827
412	Storm Drain Impact Fee	213,077	8,217	105	-	221,189	8,112
413	Parks & Recreation Impact	114,088	48,194	386	-	161,896	47,808
414	Public Safety Impact Fee	275,716	8,826	116	-	284,426	8,710
415	Fire Impact Fee	540,571	21,335	119	-	561,787	21,216
416	General Facilities Impact	689,962	25,216	114	-	715,064	25,102
417	Water Impact Fee	621,609	17,147	140	-	638,616	17,007
418	Sewer Impact Fee	548,343	53,882	219,925	-	382,300	(166,043)
419	Flood Control Fee	201,912	1,282	-	-	203,194	1,282
421	General Fund Capital	493,798	3,550	-	-	497,348	3,550
422	Landfill Capital	65,330	-	1,407	-	63,923	(1,407)
423	Street Capital	59,514	20	-	-	59,534	20
424	Parks and Recreation Capit	467,118	155	39,912	-	427,361	(39,757)
427	Equipment Replacement Fund	427,505	8,443	856	-	435,092	7,587
429	Service Reserve Fund	1,064,931	1,578	176,740	-	889,769	(175,162)
481	General Plan 1992	(338,020)	-	-	10,322	(327,698)	10,322
482	Flood Control Study	(123,631)	9	-	-	(123,622)	9
492	RAJA Storm Drain	107,665	259	-	-	107,924	259
494	CARF	142,776	7,259	-	-	150,035	7,259
495	Monitoring Fee	-	10,322	-	(10,322)	-	-
496	Storm Drain Non-Flood	247	2	-	-	249	2
501	General Debt Service	59,307	377	-	-	59,684	377
611	Water O & M	4,277,737	683,633	476,015	(106,118)	4,379,237	101,500
612	Water Reserve	163,237	3,038	-	-	166,275	3,038
613	Water Infrastructure	-	-	-	(13)	(13)	(13)
615	2007 Water Bonds	-	2,640	-	-	2,640	2,640
616	Water Conservation	24,777	61	236	13	24,615	(162)
617	Water Meter Fund	387,791	5,351	26,712	-	366,430	(21,361)
619	Water Debt Service Fund	(3,041,118)	-	-	106,118	(2,935,000)	106,118
621	Sewer O & M	7,124,716	633,321	685,381	(162,462)	6,910,194	(214,522)
622	Sewer Reserve	159,459	-	-	-	159,459	-
629	Sewer Debt Service	(3,587,044)	624	36,022	162,462	(3,459,980)	127,064
651	Central Service Overhead	788	-	788	-	-	(788)
652	Equipment Lease	3,676	-	3,676	-	-	(3,676)
771	RORF	(13,688,892)	-	83,333	-	(13,772,225)	(83,333)
772	RDA Trust	608,993	-	-	-	608,993	-
781	RDA Long Term Debt	1	-	-	-	1	-
803	Elderberry Mitigation Fund	254,124	-	-	-	254,124	-
831	Winters Library	73,640	16,737	8,256	-	82,121	8,481
833	Festival de La Comunidad	35,100	24,827	19,254	-	40,673	5,573
836	PCH HOA	15,998	102	-	-	16,100	102
838	WPD Youth Services	366	2	-	-	368	2
839	Youth Day Fund	748	5	-	-	753	5
841	PD Cancer Patch Fund	175	402	-	-	577	402
911	General Fixed Assets	29,957,617	-	-	-	29,957,617	-
Totals		\$ 34,841,204	\$ 2,827,355	\$ 4,585,972	\$ (0)	\$ 33,082,587	\$ (1,758,617)



CITY COUNCIL
STAFF REPORT

TO: Honorable Mayor and Councilmembers
DATE: December 3, 2019
THROUGH: John W. Donlevy, Jr., City Manager 
FROM: Shelly A. Gunby, Director of Financial Management/City Treasurer 
SUBJECT: October 2019 Investment Report

RECOMMENDATION:

Staff recommends that the City Council receive and file the City of Winters investment for the period July 1, 2019 through October 31, 2019.

BACKGROUND:

The City of Winters financial policy requires, at a minimum, quarterly investment earnings reports. The attached report shows the earnings for July 1, 2019 through October 31, 2019. The City of Winters is invested in the Local Agency Investment Funds (LAIF), a savings account at our local First Northern Bank (a Money Market Account), and receives interest payments on the various CDBG and EDBG funded loans made to residents and businesses within the City of Winters, as well as from the Money Market Account set up for the North Bank Putah Creek Improvement Elderberry Beetle Mitigation.

The investment report for the month of October 2019 reflects interest from all the above sources only.

FISCAL IMPACT:

None

City of Winters
Investment Earnings Report
Investment Earnings as of October 31, 2019

Fund	Fund Description	October 2019 Investment Earnings	Year to Date Investment Earnings
104	FIREWORKS FUND	\$ 2	\$ 2
105	SENIOR FUND	11	11
106	MONITORING FEE	15	15
107	PARK MAINTENANCE FUND	463	463
113	2007 HOUSING TABS	2,112	2,112
115	CANINE PROGRAM FUND	7	7
116	POLICE CADET FUND	21	21
117	COMMUNITY GARDEN FUND	2	2
201	FIRE PREVENTION FUND	6	6
208	FIRST TIME HOMEBUYER	566	566
209	In Lieu Affordable Housing	2,032	2,105
212	FLOOD ASSESSMENT DISTRICT	26	26
231	STATE COPS 1913	1	5
233	Realignment Fund	447	447
251	TRAFFIC SAFTEY	648	648
254	VEHICLE THEFT DETERRENT	232	232
291	BEVERAGE RECYCLE GRANT	10	10
321	EDBG 99-688	259	1,082
322	EDBG 96-405 CRADWICK	8,127	8,127
351	RLF HOUSING REHAB	398	1,591
356	RLF HOME PROGRAM	795	795
358	PROGRAM INCOME FUND	3,598	3,617
412	STORM IMPACT FEE	1,067	1,067
414	POLICE IMPACT FEE	1,722	1,722
415	FIRE IMPACT FEE	2,281	2,281
416	GENERAL FACILITY IMPACT FEE	2,428	2,428
417	WATER IMPACT FEE	2,938	2,938
418	SEWER IMPACT FEE	530	582
419	FLOOD OVERLAY	1,282	1,282
421	GENERAL FUND CAPITAL	3,550	3,550
423	STREET CAPITAL	5	20
424	PARKS & REC CAPITAL	38	155
427	EQUIPMENT REPLACEMENT FUND	1,521	1,521
429	SERVICE RESERVE	1,578	1,578
482	FLOOD CONTROL STUDY	9	9
492	RAJA STORM DRAIN	259	259
494	CARF	476	476
496	STROM DRAIN NON-FLOOD	2	2
501	GENERAL DEBT SERVICE	377	377
611	WATER O & M		512
612	WATER RESERVE	41	41
616	WATER CONSERVATION	61	61
617	WATER METER FUND	1,250	1,250
621	SEWER O & M	4,614	4,614
629	SEWER DEBT SERVICE FUND	19	624
831	SWIM TEAM	400	400
833	FESTIVAL DE LA COMUNIDAD	82	82
836	PCH HOA	102	102
838	WPD Youth Services	2	2
839	Youth Day Fund	5	5
Total Investment Earnings		<u>\$ 46,417</u>	<u>\$ 49,830</u>