



City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

← · Mayor Sean Lomen · Mayor Pro Tem Trinity Burruss
Councilmembers · David Ackerman · Joe Fatula · Marnie Mendoza →

REGULAR MEETING AGENDA

February 24, 2021

Closed Session: 5:00PM

Regular Session: 6:00PM

The open session will be performed via TELECONFERENCE

Join via ZOOM on a computer or mobile device by visiting

<https://us02web.zoom.us/j/89389358532>

Dial in by calling one of the numbers listed below and enter the Webinar ID:

893 8935 8532

1 (669) 900-6833

1 (346) 248-7799

1 (312) 626-6799

1 (929) 205-6099

1 (253) 215-8782

1 (301) 715-8592

Or join via Facebook Live on our City of Colfax page: City of Colfax California

Submit public comments to the City Clerk via email at city.clerk@colfax-ca.gov, by mail to PO BOX 702, Colfax CA 95713, or drop them off in the office at 33 S. Main Street, Colfax CA 95713.

Comments received by 4pm on the day of the meeting will be submitted to Council and made part of the record.

1 CLOSED SESSION

1A. **Call Closed Session to Order**

1B. **Roll Call**

1C. **Public Comment on Closed Session Items**

1D. **Closed Session:**

Conference with Labor Negotiators pursuant to Government Code Section 54957.6.

City's designated representatives: City Manager Wes Heathcock and Labor Consultant Dennis Batchelder.

Employee organization: General unit employees represented by IUOE, Stationary Engineers, Local 39

2 OPEN SESSION

2A. **Call Open Session to Order**

2B. **Closed Session Report**

2B. **Pledge of Allegiance**

2C. **Roll Call**

2D. **Approval of Agenda Order**

This is the time for changes to the agenda to be considered including removal, postponement, or change to the agenda sequence.

Recommended Action: By motion, accept the agenda as presented or amended.



3 **AGENCY REPORTS**

- 3A. **Placer County Sheriff**
- 3B. **CHP**
- 3C. **City of Colfax Volunteer Fire Department/PCFD**

4 **PRESENTATION** (NO PRESENTATIONS)

5 **PUBLIC HEARING** (NO PUBLIC HEARING)

6 **CONSENT CALENDAR**

Matters on the Consent Calendar are routine in nature and will be approved by one blanket motion with a Council vote. No discussion of these items ensues unless specific items are pulled for discussion and separate action. If you wish to have an item pulled from the Consent Agenda for discussion, please notify the Mayor.

Recommended Action: Approve Consent Calendar

- 6A. **Pond 3 Fissure Repair Project Phase 1– Notice of Completion** (pages 5-8)
 Recommendation: By Resolution __-2021 accept the Pond 3 Fissure Repair Project as complete and authorize the recording of the Notice of Completion.

- 6B. **Cash Summary – January 2021** (pages 9-20)
 Recommendation: Accept and file.

- 6C. **Pond 3 Fissure Repair Project Phase II – ESR Investigative Work** (pages 21-32)
 Recommendation: Authorize the City Manager to use \$16,328.00 of unspent budget from the Pond 3 Fissure Repair Project for the Phase II – ESR Investigative Work.

- 6D. **Minutes of the Special Session Workshop 2/10/2021** (pages 33-36)
 Recommendation: By Motion, approve the Colfax City Council special session workshop minutes of 2/10/2021.

*** End of Consent Calendar ***

7 **PUBLIC COMMENT**

The purpose of these reports is to provide information to the Council and public on projects, programs, and issues discussed at committee meetings and other items of Colfax related information. No decisions will be made on these issues. If a member of the Council prefers formal action be taken on any committee reports or other information, the issue will be placed on a future Council meeting agenda.

8 **COUNCIL AND STAFF**

The purpose of these reports is to provide information to the Council and public on projects, programs, and issues discussed at committee meetings and other items of Colfax related information. No decisions will be made on these issues. If a member of the Council prefers formal action be taken on any committee reports or other information, the issue will be placed on a future Council meeting agenda.

- 8A. **Committee Reports and Colfax Informational Items – All Councilmembers**
- 8B. **City Operations Update – City Manager**



9 COUNCIL BUSINESS

- 9A. **Fiscal Year 2020-2021 Budget Review** (pages 37-44)
Presentation: Laurie Van Groningen, Finance Director
Recommendation: Receive and accept the Mid-Year Budget Report Fiscal Year 2020-2021.
- 9B. **Comprehensive Fire Service Analysis** (pages 45-76)
Presentation: Brian Eagan, Battalion Chief / Laurie VanGroningen, Finance Director
Recommendation: Discuss item and direct staff as necessary.
- 9C. **Fireworx Farms, LLC Commercial Cannabis Cultivation Business Permit** (pages 77-98)
Presentation: Kyle Tankard, SCI Consulting
Recommendation: Discuss and consider authorizing the City Manager, by Resolution __-2021 to issue a Commercial Cannabis Cultivation Business Permit valid for 1-year to Fireworx Farms, LLC.
- 9D. **California Cities for Local Control** (pages 99-102)
Presentation: Wes Heathcock
Recommendation: Discuss and consider expressing support for California Cities for Local Control and actions to strengthen local authority and control as related to local zoning and housing issues.

10 GOOD OF THE ORDER

Informal statements, observation reports and inquiries regarding the business of the City may be presented by council members under this agenda item or requests for placement of items of interest on a future agenda. No action will be taken.

11 ADJOURNMENT

I, Amy Lind, Interim City Clerk for the City of Colfax, declare that this agenda was posted at Colfax City Hall and Colfax Post Office. The agenda is also available on the City website at <http://colfax-ca.gov/>

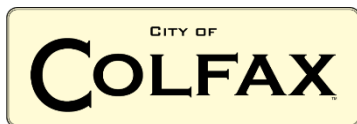
Amy M. Lind

Amy Lind, Interim City Clerk

Administrative Remedies must be exhausted prior to action being initiated in a court of law. If you challenge City Council action in court, you may be limited to raising only those issues you or someone else raised at a public hearing described in this notice/agenda, or in written correspondence delivered to the City Clerk of the City of Colfax at, or prior to, said public hearing.



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Staff Report to City Council

FOR THE FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Larry Wing, City Engineer
Subject: Pond 3 Fissure Repair Project Phase 1– Notice of
Budget Impact Overview: Completion

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Accept the Pond 3 Fissure Repair Project as complete and authorizing the recording of the Notice of Completion.

Summary/Background

On October 23, 2019 the City Council approved Resolution 44 - 2019 authorizing the City Manager to Award a construction contract to Engineered Soil Repairs, Inc. in the amount of \$369,103 with contingency to execute 15% change orders in a total amount not to exceed \$424,468 for the Pond 3 Fissure Repair Project.

Final inspection of the project was performed on approximately November 6, 2020. Staff has determined that the work performed by Engineered Soil Repairs, Inc. is complete and in conformance with the contract terms. The total construction cost of the project is \$405,103 which is \$19,365 under budget.

The project included one City Change Order (CCO) as described below:

- CCO #1 - \$36,000 - Install an additional sixty-six (66) Plate Piles to reinforce the north and south edges of the repaired area to stabilize the perimeter of the Phase I project.

Staff recommends that the City Council adopt a Resolution accepting the Pond 3 Fissure Repair Project as complete and authorize the City Clerk to file a Notice of Completion with the Placer County Recorder.

Fiscal Impacts

Funding sources and expense categories for this project are outlined in the chart below:

	Fund 560-695 Pond 3 Storm Damage			
	FEMA	SCORE - Ins	OES	Total
Preliminary Engineering	\$ -	\$ 75,736	\$ 8,938	\$ 84,674
Slope Repair	\$ 25,490	\$ 379,613	\$ -	\$ 405,103
Project Management	\$ -	\$ 30,579	\$ -	\$ 30,579
Contingency	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 25,490	\$ 485,927	\$ 8,938	\$ 520,355

City staff contacted the City insurance carrier Small Cities Organized Risk Effort Joint Powers Authority (SCORE) to file a property claim for the Pond 3 Fissure incident. FEMA agreed to cover slope repair costs not covered by the insurance claim. OES provided an allocation early on that has covered some of the preliminary engineering costs and insurance deductible. To date SCORE has provided \$300,000 and the balance outstanding will be requested for reimbursement this month.

Attachments:

1. Resolution __-2021
2. Notice of Completion

City of Colfax City Council

Resolution No. __-2021

ACCEPTING THE POND 3 FISSURE REPAIR PROJECT IMPROVEMENTS AS COMPLETE AND AUTHORIZING THE RECORDING OF THE NOTICE OF COMPLETION

WHEREAS, On October 23, 2019, the City Council approved Resolution 44-2019 authorizing the City Manager to award a construction contract to Engineered Soil Repairs, Inc. in the amount of \$369,103.00 and authorizing the City Manager to execute 15% change order authority in a total budget amount not to exceed \$424,468.45; and,

WHEREAS, staff has determined that the work performed by Engineered Soil Repairs, Inc. is complete and in conformance with the contract terms; and,

WHEREAS, there was one Change Order in the amount \$36,000.00 to install an additional sixty-six (66) Plate Piles to reinforce the north and south edges of the repaired area; and,

WHEREAS, all work was completed by November 6, 2020; and,

WHEREAS, overall, the construction portion of the project was completed \$19,365.45 under allocated Fund 560-695 funding.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Colfax, hereby accepts the Pond 3 Fissure Repair Project and authorizes the recording of the Notice of Completion.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 24th of February 2021 by the following vote of the Council:

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

ATTEST:

Amy Lind, Interim City Clerk

Sean Lomen, Mayor

Recording Request by:

City of Colfax

When recorded return to:

**CITY OF COLFAX
PO BOX 702
COLFAX, CA 95713**

No Fee Per Gov. Code 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN pursuant to California Civil Code §9204 that Engineered Soil Repairs, 1267 Springbrook Road, Walnut Creek, CA 94597 performed and completed for the City of Colfax the following contract, Pond 3 Fissure Repair, which consisted of removal of pond liner, placing plate piles in Pond 3 slope, recompacting and placing aggregate base on the pond maintenance road, and replacing the pond liner, all within the Corporate City Limits of the City of Colfax (the "Project"). The owner of the Project and property is the City of Colfax at the above address. The Project was completed in accordance with the Project Plans and Specifications on November 6, 2020.

Verification: I, Wes Heathcock, depose and say: I am the City Manager of the City of Colfax, the Owner identified in this Notice of Completion. I have read this notice of completion and know the contents thereof. The same is true of my own knowledge. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed on February ____, 2021 at Colfax, California.

City of Colfax

Wes Heathcock, City Manager

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.

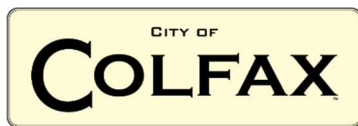
State of California
County of Placer

Subscribed and sworn to (or affirmed) before me on this ____ day of February 2021, by _____ proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

WITNESS my hand and official seal.

Shanna Stahl, Accounting Technician

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Staff Report to City Council

FOR THE FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Laurie Van Groningen, Finance Director
Subject: Cash Summary – January 2021

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Accept and File.

Summary/Background

The monthly financial report includes General Fund Reserved Cash Analysis Graphs and the City of Colfax Cash Summary Report (with supporting documentation). The reports are prepared monthly on a cash basis and are reconciled to the General Ledger accounting system, previous reports, and bank statements. Detailed budget comparisons are provided as a mid-year report and also as part of the proposed budget process each year.

The purpose of these reports is to provide the status of funds and transparency for Council and the public of the financial transactions of the City.

The attached reports reflect an overview of the financial transactions of the City of Colfax in January 2021. Some monthly highlights are listed below:

- January Revenues included:
 - First allocation (55%) of fiscal year Property Tax and delinquent sewer charges via Placer County Teeter allocation program.
 - Allocation for Sales Tax revenues reported/paid to the State for the month of November 2020 (two month lag).
- January expenditures included:
 - No significant non-operating expenses to highlight for January.
- Negative cash fund balances at the end of January are due to timing of funding allocations and reimbursements:
 - Fund 200 – Cannabis Application. Balance is negative due to SCI services for assistance with Council workshops and development of new ordinance. It is anticipated that this fund will be made whole with future application fees.
 - Fund 250 – Streets and Roads. This activity is funded by allocation from PCTPA, Gas taxes and General Fund transfer. Negative balance is typical for this early in the fiscal year. We are currently in the process of requesting annual funding from PCTPA, but full funding is not anticipated until the end of the fiscal year – June 30, 2021.
 - Fund 300 – FY2020-21 ADA Improvements at the Sheriff substation - project is budgeted (\$20K) to be a transfer from General Funds. Project currently on hold due to estimates exceeding budgeted funding.

- Fund 358 – CDBG Road Rehabilitation. This is a reimbursable grant – final funding of grant was anticipated in September, but has been delayed to early in 2021. CDBG approved start date of expenditures. Any unfunded expenditures would require allocation from General Fund.
- Fund 367 – SB2 Planning Grant – this is a reimbursable grant. First request for reimbursement expected to be submitted in January 2021.
- Fund 573 – WWTP Planning Grant. This is a reimbursable grant with the State Water Board. Reimbursement for quarter ended September 2020 was paid in November. New reimbursement request was submitted at end of December.
- Fund 585 – Lift station #5 Force Main repair. Current expenditures include design work being performed by GHD (approved \$50K). Funding to be allocated from Fund 564 – Sewer Connections. Future repair work estimated at \$165K.
- Anticipated revenues/expenditures for February include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of December 2020 (two-month lag).
 - Expenditures
 - No significant non-operating expenses anticipated for February.

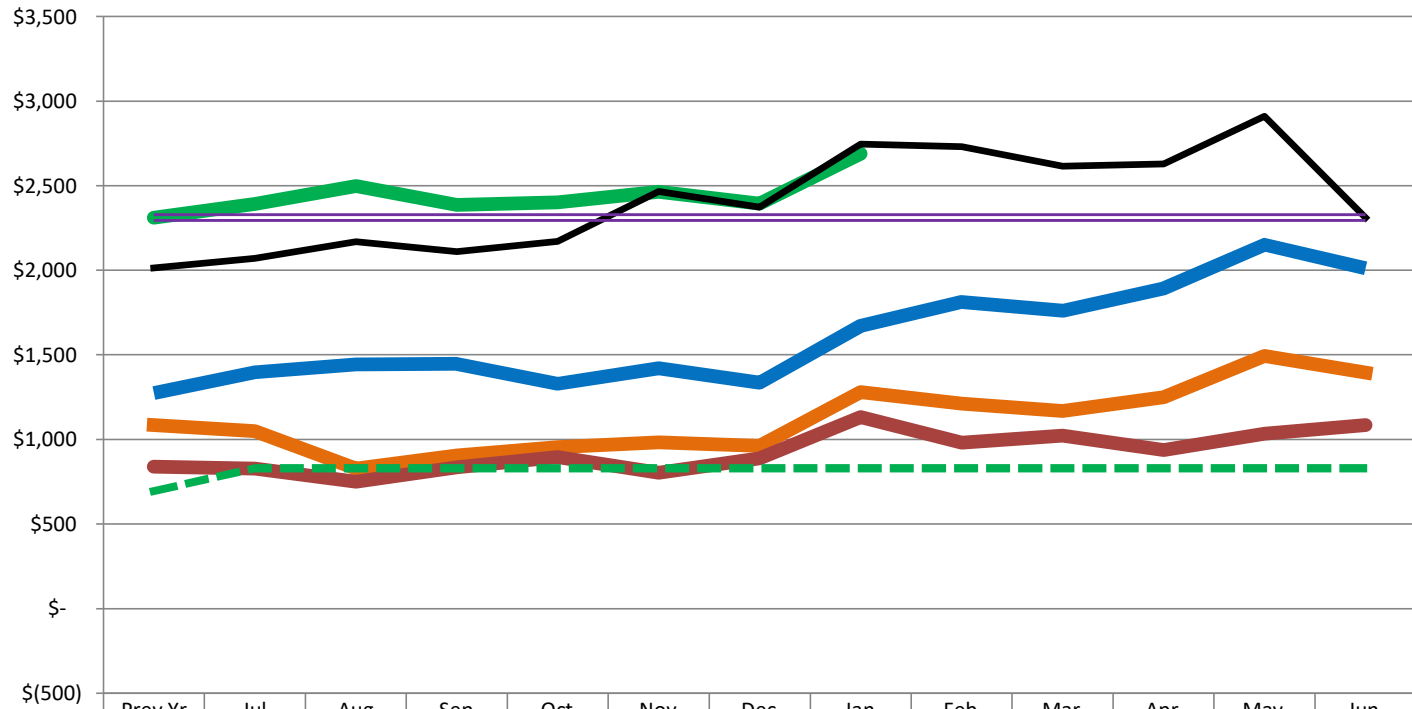
Attachments:

1. General Fund Reserved Cash Analysis Graphs
 - a. Cash Analysis – Balance
 - b. Expenses by Month
 - c. Revenues by Month
2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report – by individual fund
 - c. Check Register Report - Accounts Payable
 - d. Daily Cash Summary Report (Cash Receipts)

City of Colfax - January 2021 General Fund Reserved Cash Analysis

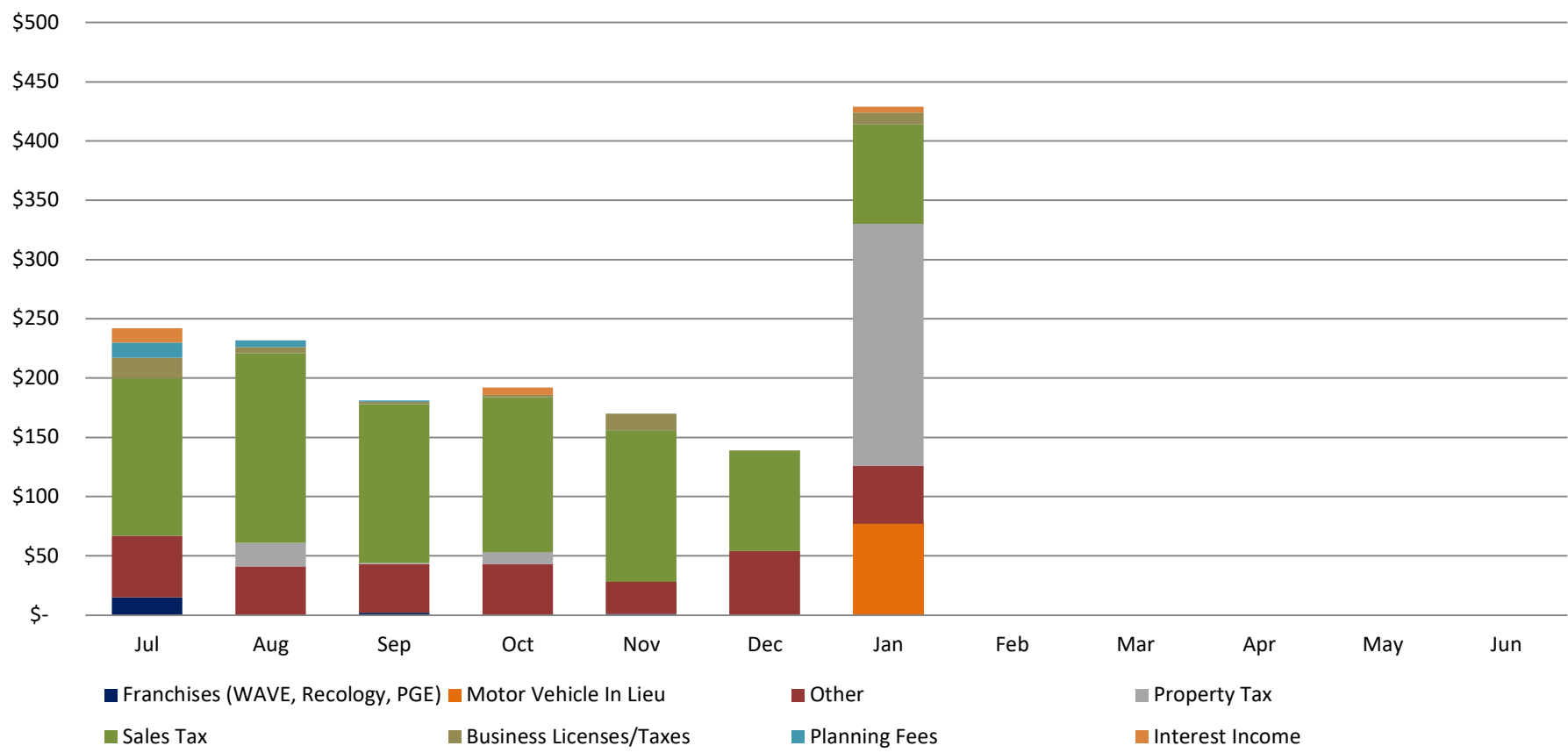
(Dollars in Thousands)

Fiscal Year 2020-21 >>

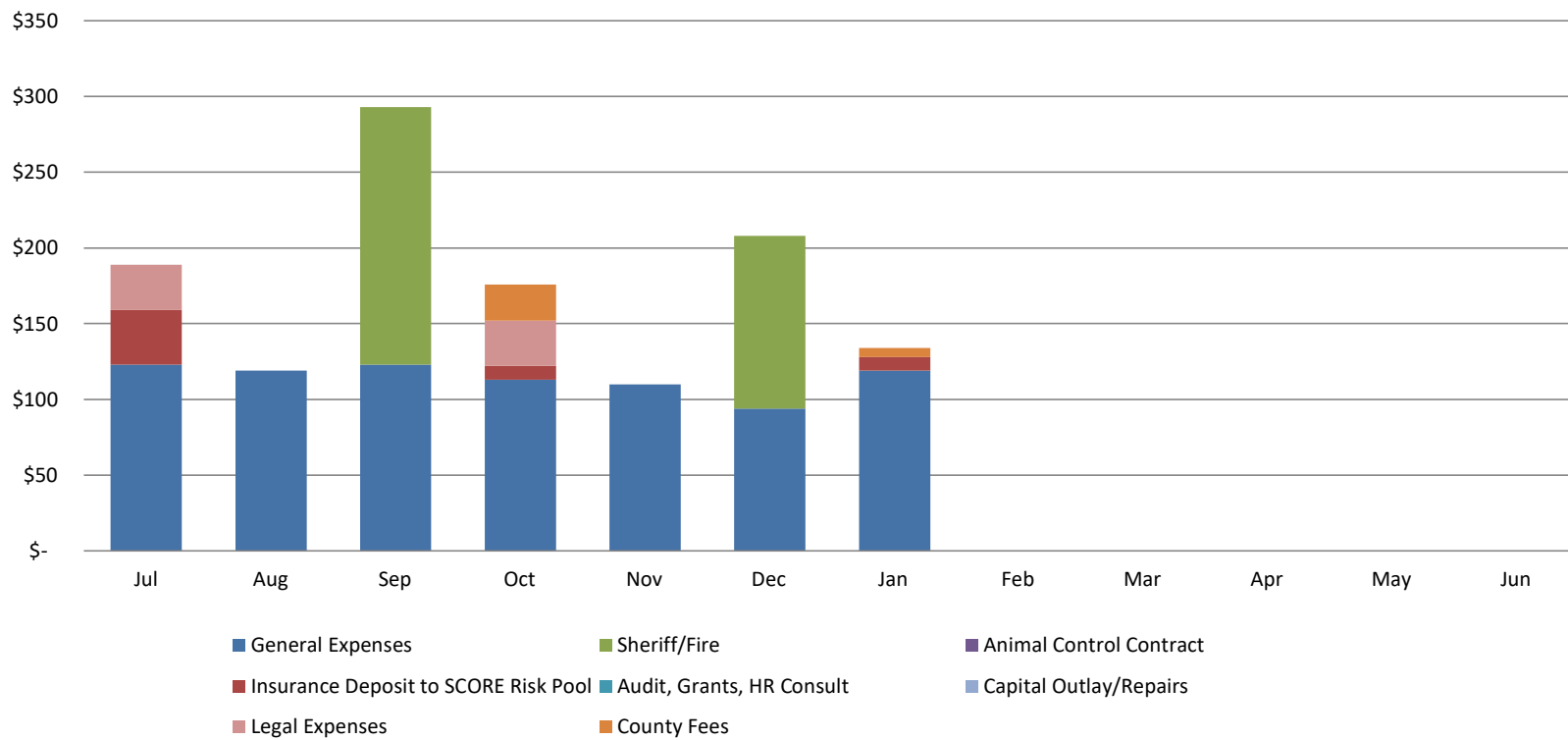


	Prev Yr	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— Cash Balance FY2020-21	\$2,311	\$2,392	\$2,497	\$2,386	\$2,402	\$2,463	\$2,393	\$2,688					
— Cash Balance FY2019-20	\$2,013	\$2,069	\$2,169	\$2,110	\$2,170	\$2,467	\$2,373	\$2,747	\$2,730	\$2,615	\$2,627	\$2,910	\$2,311
— Cash Balance FY2018-19	\$1,275	\$1,398	\$1,444	\$1,447	\$1,329	\$1,420	\$1,336	\$1,672	\$1,812	\$1,760	\$1,893	\$2,151	\$2,013
— Cash Balance FY2017-18	\$1,086	\$1,050	\$828	\$905	\$954	\$983	\$962	\$1,280	\$1,212	\$1,168	\$1,250	\$1,493	\$1,396
— Cash Balance FY2016-17	\$838	\$829	\$750	\$835	\$897	\$802	\$889	\$1,133	\$981	\$1,022	\$938	\$1,034	\$1,086
- - *Reserves (Ops, Cap, Pen)	\$695	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830
— Budget FY2020-21	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311

City of Colfax - January 2021 General Fund Reserved Cash - Revenues by Month (Dollars in Thousands)



City of Colfax - January 2021 General Fund Reserved Cash - Expenses by Month (Dollars in Thousands)



City of Colfax
Cash Summary
January 31, 2021

	Balance 12/31/2020	Revenues In	Expenses Out	Transfers	Balance 01/31/2021
US Bank	\$ 198,548.01	\$ 926,916.92	\$ (505,691.53)	\$ (375,000.00)	\$ 244,773.40
LAIF	\$ 6,364,482.19	\$ 10,550.41		\$ 375,000.00	\$ 6,750,032.60
Total Cash - General Ledger	\$ 6,563,030.20	\$ 937,467.33	\$ (505,691.53)	\$ -	\$ 6,994,806.00
Petty Cash (In Safe)	\$ 300.00				\$ 300.00
Total Cash	\$ 6,563,330.20	\$ 937,467.33	\$ (505,691.53)	\$ -	\$ 6,995,106.00

Change in Cash Account Balance - Total \$ 431,775.80

Attached Reports:

- 1. Cash Transactions Report (By Individual Fund)
 - 2. Check Register Report (Accounts Payable) \$ (223,452.80)
 - 3. Cash Receipts - Daily Cash Summary Report \$ 514,157.88
 - Payroll Checks and Tax Deposits \$ (60,614.96)
 - Utility Billings - Receipts \$ 188,035.27
 - Check - Voided \$ 3,100.00
 - LAIF Interest \$ 10,550.41
- \$ 431,775.80 \$ -

Prepared by: Laurie Van Groningen, Finance Director
Laurie Van Groningen, Finance Director

Reviewed by: Wes Heathcock, City Manager
Wes Heathcock, City Manager

City of Colfax
Cash Transactions Report - January 2021

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned				
Fund: 100 - General Fund	\$ 2,319,812.33	\$ 404,257.36	\$ (119,294.21)	\$ 2,604,775.48
Fund: 120 - Land Development Fees	\$ 78,881.50	\$ 11,914.84	\$ (7,286.40)	\$ 83,509.94
Fund: 570 - Garbage Fund	\$ (5,661.33)	\$ 13,217.60	\$ (7,556.27)	\$ -
Fund Type: 1.11 - General Fund - Unassigned	\$ 2,393,032.50	\$ 429,389.80	\$ (134,136.88)	\$ 2,688,285.42
Fund Type: 1.14 - General Fund - Restricted				
Fund: 200 - Cannabis Application	\$ (7,543.51)	\$ -	\$ -	\$ (7,543.51)
Fund: 205 - Escrow Funds	\$ 3,237.00	\$ -	\$ -	\$ 3,237.00
Fund: 571 - AB939 Landfill Diversion	\$ 25,717.26	\$ -	\$ -	\$ 25,717.26
Fund: 572 - Landfill Post Closure Maintenance	\$ 764,845.66	\$ 24,320.75	\$ (7,129.76)	\$ 782,036.65
Fund Type: 1.14 - General Fund - Restricted	\$ 786,256.41	\$ 24,320.75	\$ (7,129.76)	\$ 803,447.40
Fund Type: 1.24 - Special Rev Funds - Restricted				
Fund: 201 - CARES Act Funding	\$ -	\$ -	\$ -	\$ -
Fund: 203 - CARES Act Funding - CDBG	\$ -	\$ -	\$ -	\$ -
Fund: 210 - Mitigation Fees - Roads	\$ 231,130.07	\$ 359.84	\$ -	\$ 231,489.91
Fund: 211 - Mitigation Fees - Drainage	\$ 4,449.25	\$ 6.93	\$ -	\$ 4,456.18
Fund: 212 - Mitigation Fees - Trails	\$ 66,858.67	\$ 104.09	\$ -	\$ 66,962.76
Fund: 213 - Mitigation Fees - Parks/Rec	\$ 119,729.74	\$ 210.48	\$ -	\$ 119,940.22
Fund: 214 - Mitigation Fees - City Bldgs	\$ 50,133.22	\$ 78.05	\$ -	\$ 50,211.27
Fund: 215 - Mitigation Fees - Vehicles	\$ 10,464.96	\$ 16.30	\$ -	\$ 10,481.26
Fund: 217 - Mitigation Fees - DT Parking	\$ 31,810.54	\$ 49.53	\$ -	\$ 31,860.07
Fund: 218 - Support Law Enforcement	\$ (4,308.17)	\$ 14,907.82	\$ -	\$ 10,599.65
Fund: 244 - CDBG Program Inc - ME Lending	\$ 1,608.11	\$ 1.47	\$ -	\$ 1,609.58
Fund: 250 - Streets - Roads/Transportation	\$ (110,280.79)	\$ -	\$ (20,999.85)	\$ (131,280.64)
Fund: 253 - Gas Taxes	\$ 23,137.14	\$ -	\$ (1,224.78)	\$ 21,912.36
Fund: 258 - Road Maintenance - SB1/RSTBG	\$ 303,655.50	\$ 3,971.85	\$ (204,706.89)	\$ 102,920.46
Fund: 270 - Beverage Container Recycling	\$ 19,014.22	\$ 29.61	\$ -	\$ 19,043.83
Fund: 280 - Oil Recycling	\$ 3,749.14	\$ 5.84	\$ -	\$ 3,754.98
Fund: 292 - Fire Department Capital Funds	\$ 90,446.46	\$ 140.82	\$ -	\$ 90,587.28
Fund: 342 - Fire Construction - Mitigation	\$ 50,444.46	\$ 78.54	\$ -	\$ 50,523.00
Fund: 343 - Recreation Construction	\$ 50,444.93	\$ 78.54	\$ -	\$ 50,523.47
Fund Type: 1.24 - Special Rev Funds - Restrict	\$ 942,487.45	\$ 20,039.71	\$ (226,931.52)	\$ 735,595.64
Fund Type: 1.34 - Capital Projects - Restricted				
Fund: 300 - FY2021 ADA Project	\$ (12,127.50)	\$ -	\$ -	\$ (12,127.50)
Fund: 357 - Culver Street Phase II	\$ -	\$ -	\$ -	\$ -
Fund: 365 - Kneeland Street Imprpv	\$ (201,409.39)	\$ 204,706.89	\$ (3,297.50)	\$ (0.00)
Fund: 367 - SB2 - Planning Grant	\$ (60,563.77)	\$ -	\$ (5,268.90)	\$ (65,832.67)
Fund: 358 - CDBG Pavement	\$ (92,349.69)	\$ -	\$ -	\$ (92,349.69)
Fund: 385 - Roundabout	\$ -	\$ -	\$ -	\$ -
Fund Type: 1.34 - Capital Projects - Restricted	\$ (366,450.35)	\$ 204,706.89	\$ (8,566.40)	\$ (170,309.86)
Fund Type: 2.11 - Enterprise Funds				
Fund: 560 - Sewer	\$ 943,550.91	\$ 186,805.43	\$ (95,237.85)	\$ 1,035,118.49
Fund: 561 - Sewer Liftstations	\$ 274,165.37	\$ 18,594.06	\$ (18,003.12)	\$ 274,756.31
Fund: 563 - Wastewater Treatment Plant	\$ 1,045,384.84	\$ 52,987.19	\$ -	\$ 1,098,372.03
Fund: 564 - Sewer Connections	\$ 279,350.63	\$ -	\$ -	\$ 279,350.63
Fund: 567 - Inflow & Infiltration	\$ -	\$ -	\$ -	\$ -
Fund: 573 - WWTP Planning Grant	\$ (22,210.76)	\$ -	\$ (14,238.50)	\$ (36,449.26)
Fund: 574 - OES PSPS Grant	\$ 301,671.39	\$ 469.66	\$ (877.50)	\$ 301,263.55
Fund: 585 - LS #5 Force Main Repairs	\$ (15,669.75)	\$ -	\$ (570.00)	\$ (16,239.75)
Fund Type: 2.11 - Enterprise Funds - Unassign	\$ 2,806,242.63	\$ 258,856.34	\$ (128,926.97)	\$ 2,936,172.00
Fund Type: 9.0 - CLEARING ACCOUNT				
Fund: 998 - PAYROLL CLEARING FUND	\$ 1,461.56	\$ 153.84	\$ -	\$ 1,615.40
Fund Type: 9.0 - CLEARING ACCOUNT	\$ 1,461.56	\$ 153.84	\$ -	\$ 1,615.40
Grand Totals:	\$ 6,563,030.20	\$ 937,467.33	\$ (505,691.53)	\$ 6,994,806.00

Check Register Report

Item 6B

A/P Checks - January 2021

Date: 02/12/2021

Time: 11:37 am

CITY OF COLFAX

BANK: US BANK

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
56524	01/04/21	Reconciled		01/31/21	03141	CALPERS	HEALTH PREMIUMS JAN 2021	4,241.07
56525	01/05/21	Reconciled		01/31/21	01448	AMERIGAS - COLFAX	FIRE DEPT PROPANE	84.25
56526	01/05/21	Reconciled		01/31/21	01448	AMERIGAS - COLFAX	CITY HALL PROPANE	594.96
56527	01/05/21	Reconciled		01/31/21	01448	AMERIGAS - COLFAX	SHERIFF DEPT PROPANE	351.91
56528	01/05/21	Reconciled		01/31/21	02848	BRESNAHAN, ROGER J.	FIRE DEPT CPR TRAINING	91.99
56529	01/05/21	Reconciled		01/31/21	03121	CALIFORNIA BUILDING	Q4 2020 GREEN FEES	28.80
56530	01/05/21	Reconciled		01/31/21	03493	COASTLAND CIVIL ENGINEERING	ENG SVCS NOV 2020	2,170.00
56531	01/05/21	Printed			04532	DIVISION OF STATE ARCHITECT	Q4 2020 SB1186 FEES COLLECTED	14.00
56532	01/05/21	Reconciled		01/31/21	06424(2)	FLO-LINE TECHNOLOGY, INC	PUMP RPR	1,433.72
56533	01/05/21	Reconciled		01/31/21	07268	GIULIANI & KULL - AUBURN, INC.	KNEELAND ST STAKING	500.00
56534	01/05/21	Reconciled		01/31/21	08070	HANSEN BROS. ENTERPRISES	ROY TOMS BARK	42.47
56535	01/05/21	Reconciled		01/31/21	08170	HILLS FLAT LUMBER CO	STMT 12/25/20	1,066.62
56536	01/05/21	Reconciled		01/31/21	08660	HUNT AND SONS, INC.	FIRE DEPT FUEL	83.21
56537	01/05/21	Reconciled		01/31/21	14356	NORTHERN CALIFORNIA GLOVE	WWTP GLOVES	389.62
56538	01/05/21	Reconciled		01/31/21	16300	PCWA -PLACER COUNTY	CITY WATER	1,494.20
56539	01/05/21	Reconciled		01/31/21	16011(2)	PELLETREAU, ALDERSON & CABRAL	LEGAL SVCS DEC 2020	9,192.75
56540	01/05/21	Reconciled		01/31/21	19037	SAFE SIDE SECURITY	CORP YARD SECURITY BATTERY RPR	39.00
56541	01/05/21	Reconciled		01/31/21	19065	SCI CONSULTING GROUP	CANNABIS APP REVIEW	3,425.00
56542	01/05/21	Reconciled		01/31/21	19743	WILL STOCKWIN	JAN 2021 COLFAX CONN EDITING	300.00
56543	01/05/21	Reconciled		01/31/21	20092	THUMBLER	PUBLIC OUTREACH CONSULTANT	518.50
56544	01/05/21	Reconciled		01/31/21	23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
56545	01/05/21	Reconciled		01/31/21	23169	WAVE BUSINESS SOLUTIONS	DEPOT PHONE	18.80
56546	01/05/21	Reconciled		01/31/21	23450	WINNER CHEVROLET, INC.	PW VEHICLE KEY	38.06
56547	01/13/21	Reconciled		01/31/21	1161	49ER WATER SERVICES	WWTP NOV 2020 TESTING	5,123.00
56548	01/13/21	Reconciled		01/31/21	01414	ALHAMBRA & SIERRA SPRINGS	CITY HALL/WWTP WATER	169.40
56549	01/13/21	Reconciled		01/31/21	01448	AMERIGAS - COLFAX	DEPOT PROPANE	224.32
56550	01/13/21	Reconciled		01/31/21	01461	APWA	ANNUAL MEMBERSHIP	225.00
56551	01/13/21	Reconciled		01/31/21	01460	ARAMARK	UNIFORM SVCS DEC 2020	631.50
56552	01/13/21	Reconciled		01/31/21	01766	AT&T MOBILITY	CITY CELL PHONES	815.82
56553	01/13/21	Reconciled		01/31/21	3496	COLEMAN ENGINEERING	WWTP OPERATOR CONSULTANTS	22,290.00
56554	01/13/21	Reconciled		01/31/21	05221	EOSI - ENVIRONMENT OPERATING	WWTP CHEMICALS	5,381.72
56555	01/13/21	Reconciled		01/31/21	08070	HANSEN BROS. ENTERPRISES	LYONS PARK BARK	200.77
56556	01/13/21	Reconciled		01/31/21	08070	HANSEN BROS. ENTERPRISES	LYONS PARK BARK	301.16
56557	01/13/21	Reconciled		01/31/21	08660	HUNT AND SONS, INC.	FIRE DEPT FUEL	83.02
56558	01/13/21	Reconciled		01/31/21	08660	HUNT AND SONS, INC.	PW/WWTP FUEL	385.46
56559	01/13/21	Printed			23101	LARRY WALKER ASSOCIATES	NPDES PERMIT ASSISTANCE NOV 20	812.00
56560	01/13/21	Reconciled		01/31/21	16035	PG&E	ELECTRICITY	17,892.18
56561	01/13/21	Reconciled		01/31/21	16163	PLACER COUNTY CLERK	ELECTION FEES 2020	2,020.82
56562	01/13/21	Reconciled		01/31/21	16165	PLACER COUNTY ENVIRONMENTAL	Q2 2020 LANDFILL TESTING	796.00
56563	01/13/21	Reconciled		01/31/21	18194	RGS - REGIONAL GOV SERVICES	PLANNING SVCS NOV 2020	3,780.00
56564	01/13/21	Reconciled		01/31/21	18400	RIEBES AUTO PARTS	STMT 12/31/20	406.98
56565	01/13/21	Reconciled		01/31/21	19070	SCORE - SMALL CITIES ORGANIZED	Q3 FY 20/21 WORKERS COMP	18,771.45
56566	01/13/21	Reconciled		01/31/21	01790	SIERRA OFFICE PRODUCTS	STMT 12/31/20	298.70
56567	01/13/21	Printed			19396	SIERRA SAFETY COMPANY	NO SMOKING SIGNS	202.70
56568	01/13/21	Reconciled		01/31/21	19650	STATE BOARD OF EQUALIZATION	Q4 2020 SELF ASSESSED SALES TA	71.77
56569	01/13/21	Reconciled		01/31/21	21560	US BANK CORPORATE PMT SYSTEM	STMT 12/22/20	5,837.02

Check Register Report

Item 6B

A/P Checks - January 2021

Date: 02/12/2021

Time: 11:37 am

CITY OF COLFAX

BANK: US BANK

Page: 2

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
56570	01/13/21	Reconciled		01/31/21	22106	VAN GRONINGEN & ASSOCIATES	FINANCIAL SVCS DEC 2020	3,731.25
56571	01/13/21	Reconciled		01/31/21	22134	VISION QUEST	TECH SUPPORT SVCS FEB 2021	1,621.00
56572	01/13/21	Reconciled		01/31/21	23169	WAVE BUSINESS SOLUTIONS	FIRE DEPT PHONE	38.15
56573	01/13/21	Reconciled		01/31/21	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONE	227.20
56574	01/13/21	Reconciled		01/31/21	23218	WENDEL ROSEN	LEGAL MATTER DEC 2020	645.10
56575	01/13/21	Reconciled		01/31/21	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL DEC 2020	1,055.34
56576	01/22/21	Reconciled		01/31/21	02901	BUREAU VERITAS NORTH AMERICA	SHADOWWOOD PLAN REVISIONS	480.00
56577	01/22/21	Reconciled		01/31/21	02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS DEC 2020	4,420.00
56578	01/22/21	Reconciled		01/31/21	03401	CHOICE BUILDER	DENTAL PREMIUMS FEB 2021	803.68
56579	01/22/21	Printed			03493	COASTLAND CIVIL ENGINEERING	ENG SVCS DEC 2020	775.00
56580	01/22/21	Printed			04592	DACOMM	WWTP INTERNET	99.95
56581	01/22/21	Printed			07465	GOLD MINER PEST CONTROL	DEPOT PEST CONTROL	75.00
56582	01/22/21	Printed			07465	GOLD MINER PEST CONTROL	CORP YARD PEST CONTROL	100.00
56583	01/22/21	Printed			7560	GRAHAM, ADRIENNE	WWTP IMPROVEMENT ENV RWW	6,204.00
56584	01/22/21	Printed			08050	HACH COMPANY	WWTP CHEMICALS	779.23
56585	01/22/21	Reconciled		01/31/21	13243	MEDICH ELECTRIC	FLAG LIGHTING RPR ROY TOMS	1,703.21
56586	01/22/21	Reconciled		01/31/21	16202	PLACER COUNTY OES FISCAL UNIT	Q2 FY 20/21 FIRE MARSHALL SVC	6,933.40
56587	01/22/21	Reconciled		01/31/21	16052	PLACEWORKS	GEN PLAN UPDATE DEC 2020	4,890.90
56588	01/22/21	Printed			18193	RECOLOGY AUBURN PLACER	TAX ROLL TEETER 55%	3,469.89
56589	01/22/21	Reconciled		01/31/21	19037	SAFE SIDE SECURITY	CORP YARD SECURITY JAN 2021	155.00
56590	01/22/21	Printed			19375	SIERRA BUSINESS COUNCIL	COLFAX CARES BUS GRANT	16,800.00
56591	01/22/21	Reconciled		01/31/21	19320	SOLENIS	WWTP CHEMICALS	2,049.32
56592	01/22/21	Reconciled		01/31/21	19810	SYNERGY MAPPING, INC.	LANDFILL AERIAL MAPPING	3,100.00
56593	01/22/21	Reconciled		01/31/21	21105	UNICO ENGINEERING	KNEELAND ST IMPROV CONST MAN	2,797.50
56594	01/22/21	Reconciled		01/31/21	18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	177.26
56629	01/29/21	Printed			01448	AMERIGAS - COLFAX	CORP YARD PROPANE	182.35
56630	01/29/21	Printed			03562	COMMERCIAL PUMP SERVICE, INC	WWTP PUMP INSTALL	5,099.01
56631	01/29/21	Printed			06200	FEHR & PEERS ASSOCIATES, INC.	VMT TOOL NOV 2020	2,399.10
56632	01/29/21	Printed			06278	FRONTIER COMMUNICATIONS	WWTP PHONE	203.05
56633	01/29/21	Printed			14859	GHD INC.	ENG SVCS DEC 2020	10,245.25
56634	01/29/21	Printed			07460	GOLD COUNTRY MEDIA	CDBG CORONAVIRUS PH NOTICE	590.06
56635	01/29/21	Printed			07460	GOLD COUNTRY MEDIA	COMMERCIAL CANNABIS PH NOTICE	372.89
56636	01/29/21	Printed			08200	HINDERLITER, DE LLAMAS & ASSOC	SALES TAX AUDIT Q4 2020	736.31
56637	01/29/21	Printed			08660	HUNT AND SONS, INC.	PW/WWTP FUEL	365.65
56638	01/29/21	Printed			12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING DEC 2020	153.75
56639	01/29/21	Printed			12200	LEAGUE OF CALIFORNIA CITIES	2021 MEMBERSHIP DUES	1,477.00
56640	01/29/21	Printed			14356	NORTHERN CALIFORNIA GLOVE	PW SUPPLIES	96.21
56641	01/29/21	Printed			14356	NORTHERN CALIFORNIA GLOVE	WWTP RAIN GEAR	135.35
56642	01/29/21	Printed			16300	PCWA -PLACER COUNTY	WATER	1,488.64
56643	01/29/21	Printed			16202	PLACER COUNTY OES FISCAL UNIT	CIVIL DEFENSE FY 20/21	238.87
56644	01/29/21	Printed			18194	RGS - REGIONAL GOV SERVICES	PLANNING SVCS DEC 2020	3,240.00
56645	01/29/21	Printed			19396	SIERRA SAFETY COMPANY	SIGNAGE	500.86
56646	01/29/21	Printed			19474	SIMPSON & SIMPSON	CHURCH ST SIDEWALK RPR	9,857.00
56647	01/29/21	Printed			20092	THUMBLER	PUBLIC OUTREACH CONSULTANT	518.50
56648	01/29/21	Printed			21500	USA BLUE BOOK, INC	PUMP PARTS WWTP	295.15
56649	01/29/21	Printed			23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	54.90

Check Register Report

Item 6B

A/P Checks - January 2021

Date: 02/12/2021

Time: 11:37 am

Page: 3

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
56650	01/29/21	Printed			23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
56651	01/29/21	Printed			23451	WOOD RODGERS	WWTP PLANNING	8,034.50
56652	01/29/21	Printed			23451	WOOD RODGERS	GENERATOR REPLACEMENTS	877.50

Total Checks: 95 **Checks Total (excluding void checks): 223,452.80**

Total Payments: 95 **Bank Total (excluding void checks): 223,452.80**

Total Payments: 95 **Grand Total (excluding void checks): 223,452.80**

DAILY CASH SUMMARY REPORT

Item 6B

Cash Receipts - January
01/01/2021 - 01/31/2021

Page: 1
2/12/2021
10:55 am

City of Colfax

		Debit	Credit	Net Chng
Fund: 100 - General Fund				
01/06/2021	Daily Totals	94.80	0.00	94.80
01/07/2021	Daily Totals	675.00	0.00	675.00
01/08/2021	Daily Totals	2,334.16	0.00	2,334.16
01/12/2021	Daily Totals	3,661.67	0.00	3,661.67
01/15/2021	Daily Totals	632.55	168.60	463.95
01/21/2021	Daily Totals	276,347.06	0.00	276,347.06
01/25/2021	Daily Totals	83,887.42	0.00	83,887.42
01/26/2021	Daily Totals	2,354.89	0.00	2,354.89
01/29/2021	Daily Totals	15,419.82	0.00	15,419.82
Fund: 100 - General Fund	TOTALS:	385,407.37	168.60	385,238.77
Fund: 120 - Land Development Fees				
01/07/2021	Daily Totals	7,099.10	0.00	7,099.10
01/12/2021	Daily Totals	4,815.74	0.00	4,815.74
Fund: 120 - Land Development Fees	TOTALS:	11,914.84	0.00	11,914.84
Fund: 218 - Support Law Enforcement				
01/21/2021	Daily Totals	14,907.82	0.00	14,907.82
Fund: 218 - Support Law Enforcement	TOTALS:	14,907.82	0.00	14,907.82
Fund: 258 - Road Maintenance - SB1/RSTBG				
01/22/2021	Daily Totals	3,709.07	0.00	3,709.07
Fund: 258 - Road Maintenance - SB1/RSTBG	TOTALS:	3,709.07	0.00	3,709.07
Fund: 560 - Sewer				
01/13/2021	Daily Totals	250.00	0.00	250.00
01/21/2021	Daily Totals	63,761.69	0.00	63,761.69
Fund: 560 - Sewer	TOTALS:	64,011.69	0.00	64,011.69
Fund: 561 - Sewer Liftstations				
01/12/2021	Daily Totals	407.00	0.00	407.00

DAILY CASH SUMMARY REPORT

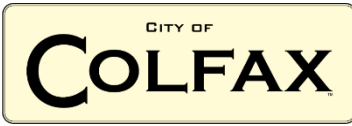
Item 6B

Cash Receipts - January
01/01/2021 - 01/31/2021

Page: 2
2/12/2021
10:55 am

City of Colfax

		Debit	Credit	Net Chng
Fund: 561 - Sewer Liftstations				
TOTALS:		407.00	0.00	407.00
Fund: 570 - Garbage Fund				
01/19/2021	Daily Totals	12,747.94	0.00	12,747.94
TOTALS:		12,747.94	0.00	12,747.94
Fund: 572 - Landfill Post Closure Mainten				
01/19/2021	Daily Totals	21,220.75	0.00	21,220.75
TOTALS:		21,220.75	0.00	21,220.75
GRAND TOTALS:		514,326.48	168.60	514,157.88



Staff Report to City Council

FOR THE FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Larry Wing, City Engineer
Subject: Pond 3 Fissure Repair Project Phase II – ESR Investigative Work

Budget Impact Overview:

N/A:	Funded: ✓	Un-funded:	Amount: \$16,328	Fund(s): 560 (Insurance Reimbursed)
------	-----------	------------	------------------	-------------------------------------

RECOMMENDED ACTION: Authorize the City Manager to use \$16,328.00 of unspent budget from the Pond 3 Fissure Repair Project for the Phase II – ESR Investigative Work.

Summary/Background

On October 23, 2019 the City Council approved Resolution 44 - 2019 authorizing the City Manager to award a construction contract to Engineered Soil Repairs, Inc. in the amount of \$369,103.00 with contingency to execute 15% change orders in a total amount not to exceed \$424,468.45 for the Pond 3 Fissure Repair Project. The total construction cost of the project was \$405,103.00 which is \$19,365.45 under budget. By separate action, a Notice of Completion has been filed for the Phase 1 portion of the Pond 3 Fissure Repair. The repair work began in September 2020 and proceeded to completion in November 2020.

During the Phase I construction, the pond liner was removed to expose the area for the repairs. At this time, lateral tension cracking was observed on the slope to be repaired but also extended beyond the footprint of the proposed repairs. The tension cracks exist predominately on the upper portion of the slope and traverse in a lateral and diagonal direction.

The contractor for the project, Engineered Soils Repairs, Inc. (ESR) has submitted a proposal to accomplish the investigative work for the second phase of the project. Their work will consist of Ground Penetrating Radar applied above the existing liner to determine the limits of the additional cracking. Their work product will be a map showing the limits of the existing cracking. Their estimate to accomplish this work is \$16,328.00. Staff recommends that the City Council adopt a Resolution authorizing the City Manager to use unspent funds from the Pond 3 Fissure Repair project in the amount of \$16,328.00 for the Pond 3 Fissure Repair – Phase 2 Investigative Work.

Fiscal Impacts

There are no impacts to the existing budget as the proposal is to use existing unspent funds from the Pond 3 Fissure Repair Phase I project funded under Fund 560.

Attachments:

1. Resolution __-2021
2. ESR Proposal

City of Colfax City Council

Resolution No. __-2021

AUTHORIZING THE CITY MANAGER TO USE \$16,328 OF UNSPENT BUDGET FROM THE POND 3 FISSURE REPAIR PROJECT FOR THE PHASE II – ESR INVESTIGATIVE WORK

WHEREAS, On October 23, 2019, the City Council approved Resolution 44 - 2029 authorizing the City Manager to award a construction contract to Engineered Soil Repairs, Inc. in the amount of \$369,103.00 and authorizing the City Manager to execute 15% change order authority in a total budget amount not to exceed \$424,468.45; and,

WHEREAS, a Notice of Completion has been filed for the Phase 1 portion of the Pond 3 Fissure Repair; and,

WHEREAS, during the construction of the Phase I improvements, additional lateral cracking was encountered that ran beyond the limits of the Phase 1 work; and,

WHEREAS, the total Phase 1 project costs were \$19,365.45 below the approved Fund 560 budget of \$424,468.45; and,

WHEREAS, the City has received a proposal from the Phase 1 contractor Engineered Soil Repairs, Inc. to investigate the additional cracking using Ground Penetrating Radar in a not to exceed amount of \$16,328.00; and,

WHEREAS, staff recommends that the City Manager be authorized to use the unspent funds from the Pond 3 Fissure Repair Project – Phase 1 for the investigative work associated with the Pond 3 Fissure Repair Project – Phase 2.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Colfax, hereby authorizes the City Manager to use \$16,328.00 of unspent budget from the Pond 3 Fissure Repair Project for the Phase II – ESR investigative work.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 24th of February 2021 by the following vote of the Council:

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

ATTEST:

Amy Lind, Interim City Clerk

Sean Lomen, Mayor



ENGINEERED SOIL REPAIRS, INC.

FOUNDATIONS • DRAINAGE • RETAINING WALLS • SLIDE REPAIRS

December 9, 2020

Mr. Wes Heathcock
City Manager
City of Colfax
P.O. BOX 702
Colfax, CA 95713

RE: SRT Project No: SNC-31
Colfax Water Treatment Plant
Pond 3 Embankment Slope
Colfax, CA

Dear Mr. Heathcock:

In accordance with your request, we have prepared a proposal to use ground penetrating radar (GPR) in an effort to locate and determine the extent of the tension cracks underneath the liner of the Pond 3 embankment slope. Recently, plate piles were installed to provide in-situ stabilization of a section of the embankment slope where tension cracks were observed along the top of the embankment slope. When the liner was pulled up to install the plate piles, tension cracks were discovered within the face of the embankment slope that extend beyond where it was being stabilized with the plate piles.

To the north of where the plate piles were installed, three tension cracks were found. All three tension cracks traverse diagonally down across the face of the embankment slope. The top two tension cracks are high up on the slope and appeared to line up with two of the tension cracks at the top of the bank. The third tension crack is almost halfway down the slope and crosses through where plate piles 186, 203 and 293 were installed. This tension crack does not line up with the tension cracks in the top of the bank. All three of these cracks extend diagonally down the slope outside of where the embankment stabilization work was being done.

To the south of where the plate piles were installed, one tension crack was found. Similarly, this tension crack traverse diagonally down across the face of the embankment slope. The tension crack starts high up on the slope and appeared to line up with one of the tension cracks at the top of the bank. This tension crack crosses through to where plate piles 47 and 51 were installed. This crack extends diagonally down the slope outside of where the embankment stabilization work was being done.

1267 Springbrook Road
Walnut Creek, CA 94597
customerservices@esrweb.com

CA State License #668184
NV State License #0072897
www.esrweb.com

(925) 210-2150
FAX (925) 210-2158

Since pulling up the liner is a difficult and expensive process that can only be done during the later part of the dry season, we have prepared a proposal to utilize GPR to locate the tension cracks underneath the embankment pond liner. I have talked to a company that provides this service and it seemed possible to them the GPR could locate the tension cracks. We have broken up this proposal into two parts. The first part is to mobilize and test the equipment to determine if it will be effective in locating the tension cracks. If it is effective, then the second part is the daily rate to use GPR to map out the location of the cracks.

Specifically, we propose to do the following work:

1. Mobilize labor, equipment and materials out to the project.
2. The men will wear harnesses and will be tied off to the bollards at the top of the slope.
3. Tie off the equipment to the bollards at the top of the slope.
4. Test the GPR's effectiveness in locating the tension cracks within the face of the embankment pond slope.
5. If effective, utilize the GPR to determine the location and extent of the tension cracks in the face of the embankment pond slope to the north and south of where the plate was recently installed. The location of the tension cracks will be marked on the liner with spray paint.

Lump Sum Bid

We will provide all material, labor, and equipment to do this work for the lump sum bids of:

\$3,500.00	To mobilize labor, material and equipment and test the effectiveness of using GPR to locate tension cracks underneath the pond liner material.
\$5,000.00	Daily rate to use GPR to locate the tension cracks under the liner of the pond embankment slope on either side of where the plate piles were installed.

If effective, we estimate that it will take one and a half to two days to determine the location and the extent of the tension cracks that were discovered during the installation of the stabilizing plate piles. Nothing has been included for any excluded work nor for any work not specifically mentioned. The bid amount above does not include costs associated with

Mr. Wes Heathcock
City of Colfax
December 9, 2020
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RE: SRT Project No: SNC-31 Item 6C
Colfax Water Treatment Plant
Pond 3 Embankment Slope
Colfax, CA

modification of our standard insurance certificate. Should you require special conditions such as additional insured endorsement, there will be an additional charge at cost.

Closure

This repair proposal is made for your acceptance within 30 days of the proposal date, unless withdrawn by ESR at a sooner date. If you wish to proceed with the work, please sign and date below, as well as the Standard Terms and Conditions pages. Return the signed/dated documents back to us in the enclosed envelope.

If you have any questions concerning this proposal, please contact us.

Sincerely,



Steven O'Connor
Principal Engineer

SOC/mo/td

Enclosures: Tension Crack Location Plans
Standard Terms and Conditions
Notice to Owner
Notice of Right to Cancel

Mr. Wes Heathcock
City of Colfax
December 9, 2020
Page 4 of 4

RE: SRT Project No: SNC-31 - Item 6C
Colfax Water Treatment Plant
Pond 3 Embankment Slope
Colfax, CA

APPROVED:

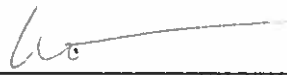
Contract (including Proposal, Standard Terms and Conditions, Notice to Owner and Notice of Right to Cancel) acknowledged, read and accepted by owner or their authorized agent. Upon authorization by the signatures below, it will constitute a complete and binding agreement between the parties.

Mobilization of Labor,
Materials and Equipment
to Test the Effectiveness
of the GPR Scanning
(\$3,500.00);



(Signature)

If Effective, Daily Rate to
Utilize GPR to Locate the
Tension Cracks in the
Surface of the Embankment
Pond Slope
(\$5,000.00/Day)



(Signature)

DATE: 12/17/2020

(530) 346-2313
Preferred Telephone Number (Required)

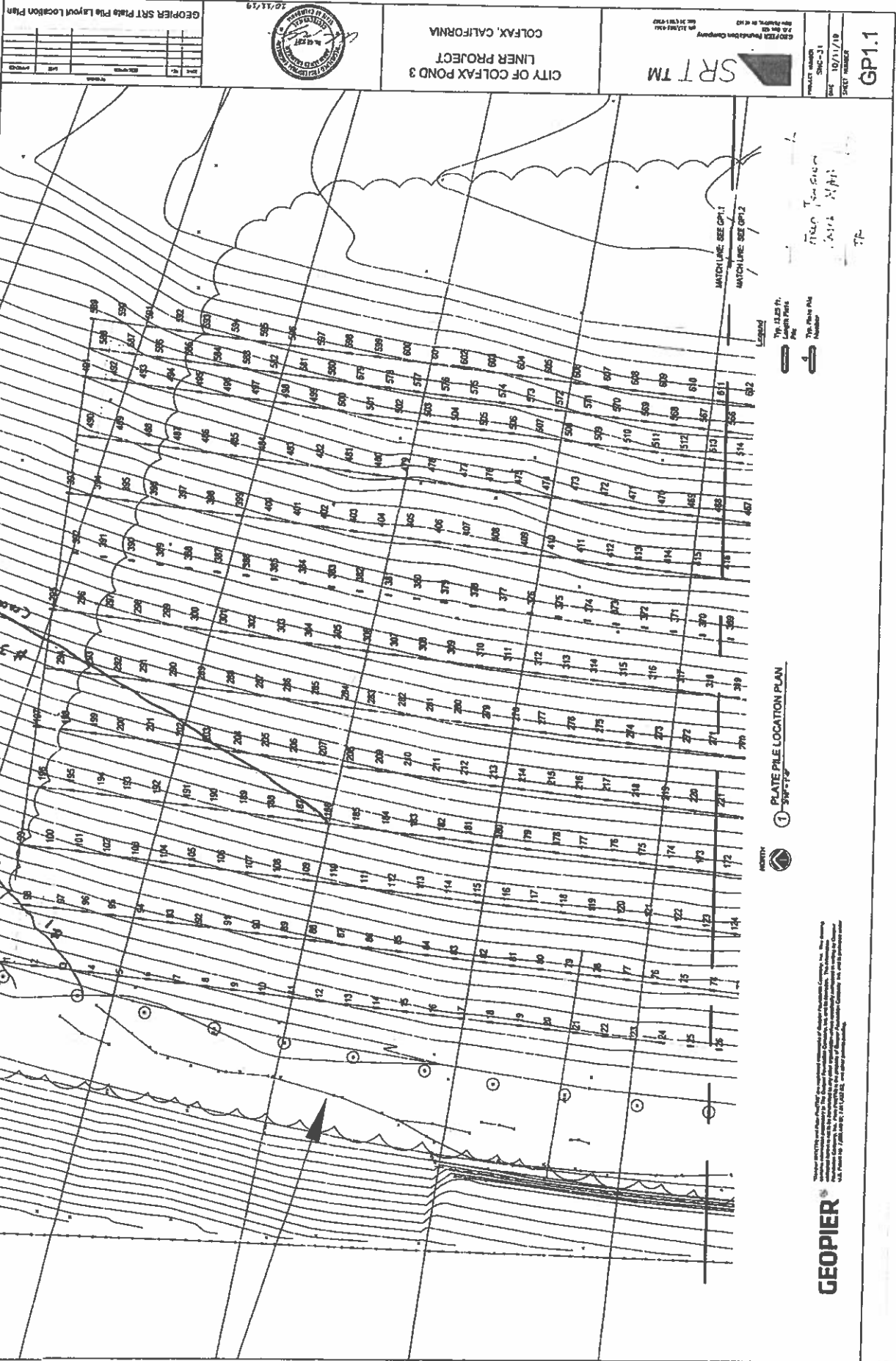
Alternate Telephone Number

Wes.Heathcock@colfax-ca.gov
Email Address



*Independently Rated
Highest in Quality*

NINETEENTH
CONSECUTIVE YEAR



GP1.2
DATE: 10/17/19
SHEET NUMBER:

SRT™
GEOPIER Foundation Company
12120 E. 12th Ave.
Denver, CO 80231

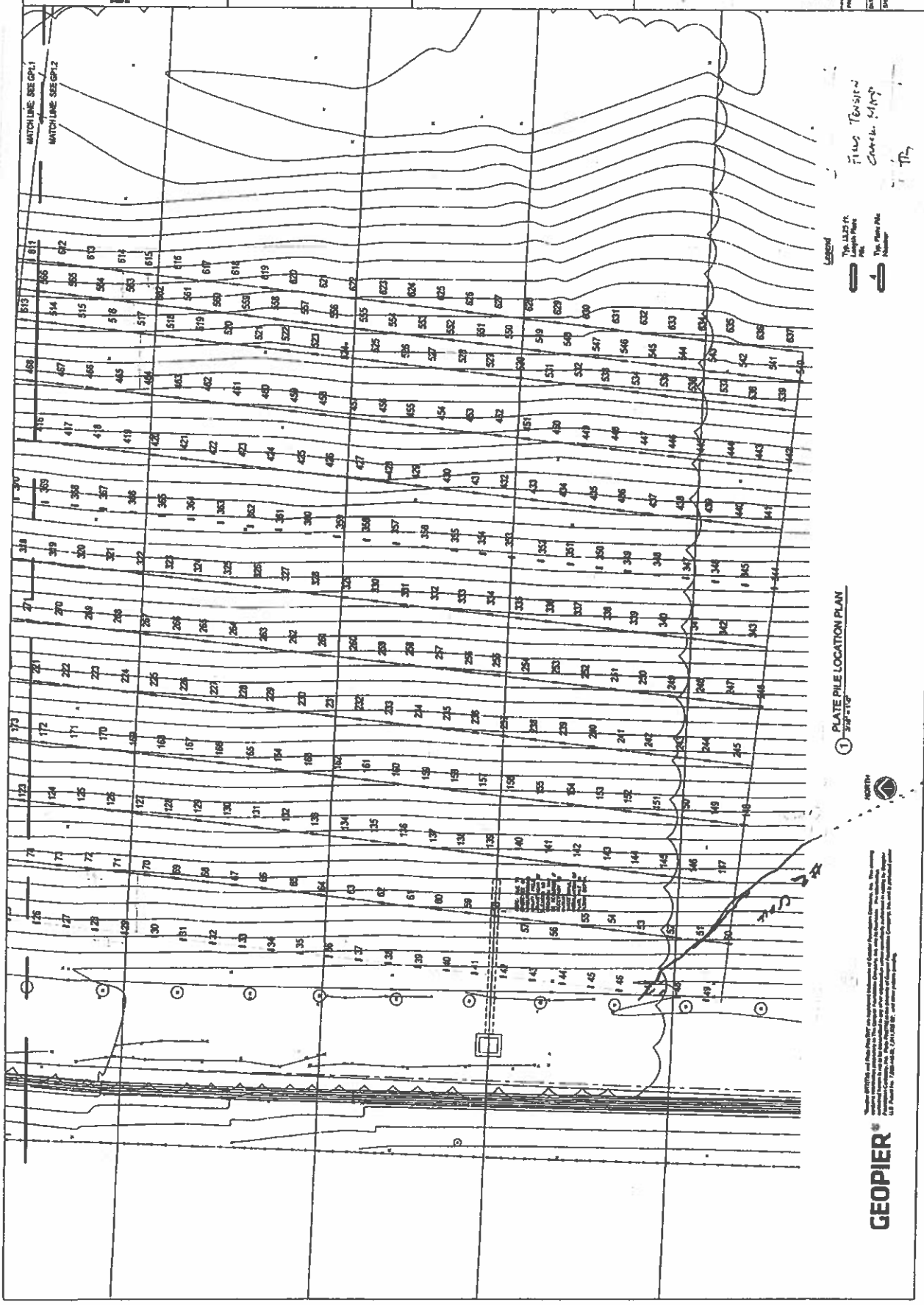
CITY OF COLFAX POND 3
LINER PROJECT
COLFAX, CALIFORNIA



REPORT

NO.	DATE	BY	REVISION

PROJECT: GEOPIER SRT Plate Pile Location Plan



GEOPIER®

STANDARD TERMS AND CONDITIONS

Engineered Soil Repairs, Inc. (ESR) is a licensed engineering contractor regulated by the Contractors State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, PO Box 26000, Sacramento, CA 95826.

This contract constitutes the sole and only agreement of the parties hereto relating to this project. Any prior agreements, promises, negotiations or representations not expressly set forth in this contract are of no force and effect. Should any provision or portion hereof be declared invalid or in conflict with any law, the validity of all other provisions and portions, hereof, shall remain unaffected and in full force and effect.

ESR is not responsible for any delay in completion caused by acts of God, the Owner or Owner's agents, employees, or independent contractors, bad weather, labor trouble acts of public utilities/bodies, inspectors (but not related to possible defects in ESR's performance), extra work, failure of Owner to make progress payments promptly, or other contingencies unforeseen by ESR and beyond its control.

This contract is to perform only the scope of work listed. Any additional work that is required is Extra Work and is to be paid for by the Owner on a pre-negotiated price or on a time and materials basis. Payments for extra work shall be made as the extra work progresses, concurrently with the payments made under the payment schedule. Requests for extra work should be made in writing; however, the contractor is entitled to be paid for extra work whether the request is written or oral.

As the construction work progresses, the subsurface conditions may become better known. It is possible that variations in soil conditions or ground water levels could exist which may require a change in design or construction methods. These changes may result in additional project costs as a result of Extra Work (see paragraph above).

If underground material is encountered that cannot be removed with equipment on site or which may include shoring to stabilize trench walls or dewatering, then any cost over and above the contract price necessary to remove or stabilize said material shall be paid as "Extra Work". Any unknown underground structures or pipe damage will be repaired on a time and material basis.

Engineered Soil Repairs (ESR) shall not be liable for or responsible for the acts or omissions of others not directly employed by ESR, or for natural or manmade conditions beyond the scope of work proposed herein. If hazardous substances are encountered, ESR at the Owner's expense shall promptly investigate the condition and provide cost proposal for recommended remedial measures. ESR shall be entitled to a time extension of any delay caused thereby, and compensation for all costs incurred as a result of encountering hazardous substances to include, but not limited to, the additional costs associated with performance of contract work, extra work, delays, suspension of work, handling, transportation, storage, disposition, obtaining of permits, implementation of safety measures, cleanup, etc. whether caused or directed by the Owner, Owner's agent, or any governmental or regulatory authority.


For purpose of the previous paragraph, "hazardous substance" is defined as any material encountered during the course of performance of this contract that any governmental or regulatory has or may determine represents a hazard to the welfare of person, property or the general environment. It is the Owner's responsibility to indemnify ESR, its consultants and subcontractors for the consequences of unanticipated hazardous material and conditions on the site.

ESR will use reasonable diligence and care to minimize damage as a result of the construction work. ESR shall not be liable for restoration or replacement of landscaping and cosmetic repairs which might result from the work done under this contract. It should be understood that, in the case of a distressed house or structure, some cracking of walls or floor movement may occur in the future, especially if only a portion of the structure is to be underpinned. When cosmetic repairs are made by the owner, a qualified contractor specializing in cosmetic repair work should be utilized to insure the proper workmanship techniques and materials are utilized to mitigate potential future distress.

If concrete flatwork is part of this proposal, in an effort to control shrinkage cracks, control joints will be installed and the new sections of flatwork will be reinforced with half-inch diameter steel bars on 18-inch centers in each direction, unless noted otherwise. To prevent offsetting, the new sections will be doweled into the surrounding concrete flatwork. As much as practical, the coloration, texture and composition of the surrounding flatwork will be matched. However, this is difficult to achieve and cannot be guaranteed.

If underpinning is recommended as part of this proposal, the repair recommendations offered have been designed to help reduce the potential for further settlement in the areas underpinned. However, minor interior/exterior cosmetic cracks may still occur and are often times the result of seasonal movement of the expansive soil and/or settlement of the non-underpinned portions of the perimeter and interior footings. Proper control of drainage and irrigation around the house will likely reduce the magnitude of these movements.

As provided by law, ESR warrants its construction work against defects in workmanship. ESR's exclusive obligation for any design errors, omissions or defective construction work shall be to repair or replace at its option such work. In no case shall ESR's obligation exceed the original contract price. This limited Warranty does not cover defects caused by misuse, accidents, earthquakes, negligent maintenance, or normal wear and tear. This Limited Warranty is expressly in lieu of any implied warranty for a particular purpose, or any other implied or express warranty of any kind, written or oral. In order for the Limited Warranty to be effective, Owner must give

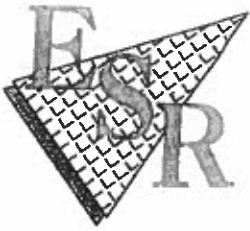

 Owner's Initial 12/17/2020
 Date

Item 6C

ESR written notice of any defect covered, hereunder, on or before the expiration of thirty (30) days from the date of discovery of the defect or the expiration of the warranty period provided by law, whichever occurs first, specifying the nature of the defect. Owner must also allow ESR reasonable access to the property to inspect and repair the defect. Owner waives any indirect, special, incidental or consequential damage claims of any kind, including but not limited to personal injuries or damage to personal property, loss of use, inconvenience or diminution of value to the real property.

Any dispute or claim arising out of or relating to this contract or the breach thereof, or any work performed in connection therewith shall be settled in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association and judgment upon the award may be entered in any court having jurisdiction thereof. The parties involved herein expressly incorporate into this contract the deposition and discovery procedures provided in Section 1283.05 of the California Code of Civil Procedure. Both parties to this contract, by entering into it, are waiving their legal right to have such dispute decided in a court of law, whether by judge or by jury and instead are accepting and agreeing to the use of binding arbitration, in order to effect swifter and less expensive resolution of disputes.

WA 12/17/2020
Owner's Date
Initial



ENGINEERED SOIL REPAIRS, INC.

FOUNDATIONS • DRAINAGE • RETAINING WALLS • SLIDE REPAIRS

NOTICE TO OWNER

PROVIDED IN ACCORDANCE WITH

SECTION 7018.5 OF THE BUSINESS AND PROFESSIONS CODE

Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

- (1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
- (2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.
- (3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property, therefore you need to protect yourself. This will help to insure that all persons due payment are actually paid.
- (4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by individuals, the persons signing these releases lose the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed.

You should consult an attorney if a lien is filed against your property.

NOTICE OF RIGHT TO CANCEL

Notice of Cancellation

You may cancel this transaction, without any penalty or obligation, within three business days from the date of transaction.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within 10 days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale, or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation.

If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

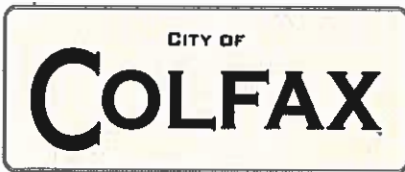
To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

Engineered Soil Repairs, Inc.
1267 Springbrook Road
Walnut Creek, CA 94597

I hereby cancel this transaction _____
(date)

(buyer's signature)

(property address)



City Council Minutes

Special Workshop Session of Wednesday, February 10, 2021
 City Hall Council Chambers
 33 S. Main Street, Colfax CA

1 OPEN SESSION

1A. Call Open Session to Order

Mayor Lomen called the Special Workshop Session to order at 10:07 AM

1B. Roll Call

City Manager Heathcock took Roll Call.

2 PUBLIC COMMENT

2A. Open Public Comment

No Public Comments received.

3 WORKSHOP SESSION

3A. Colfax Fire Services

Recommended Action: Discuss and direct staff.

Todd Leopold and Chief Brian Estes gave a presentation regarding the fire services and costs in the area.

Councilmember Fatula questioned the Placer County Ad hoc Fire Committee regarding the ISO rating and what it would cost the City to improve the rating for the residents.

Mayor Pro Tem Burruss stated she would like the next fire services contract to be more comprehensive with specific coverage details explained.

Todd Leopold stated there are many services currently provided, but not billed for under the current contract.

Mayor Pro Tem Burruss reiterated that she needs to see a more thorough contract for renewal.

Chief Brian Estes stated wildfires are a new concern since the last contract preparation.

Councilmember Marnie Mendoza asked the crowd to recognize former Mayor, Steve Harvey, in the audience. Mr. Harvey has been a valuable driving force for the fire break efforts in the area.

Chief Brian Estes stated he would like efficiency. The City would best benefit by being involved with Placer County Fire and the City volunteers would not change.

Councilmember David Ackerman asked what the cons are to the City volunteer firefighters being a part of Placer County Fire.

Mayor Lomen explained the City volunteer firefighters have a good relationship with Placer County Fire. He feels they would lose control over the operating purchases for the Volunteer Fire Department. Mayor Lomen would like equipment here locally to provide mutual aide.

Supervisor Gustafson stated the Placer County Ad hoc Fire Committee intends to ask for more funding with equity between rate payers. There is no intent to take control over the City of Colfax Volunteer Fire Department.

David Ackerman left the meeting and called in at 11:06 AM.

Supervisor Gustafson stated the ISO rating is no longer the driving force for insurance rates in the area.

Councilmember Fatula asked what it would cost the City of Colfax to improve the ISO rating enough to reduce fire insurance rates for residents.

Mayor Pro Tem Burruss asked what can be done overall to reduce rates.

Chief Estes stated he is reaching out to the independent company who created the Colfax ISO report regarding several mistakes which may result in a better rating.

Mayor Lomen stated the biggest issue was the training records for the volunteers. These records have since been updated and that should reduce our ISO rating.

Chief Estes will follow-up on the rescoring of the ISO rating. He stated the fire hazard zone Colfax is in plays a bigger part on the insurance rates than the ISO rating.

Steve Harvey, former Mayor, provided Public Comments citing that cutting down too many trees due to fire risk will cause landslides. He confirmed that he assisted in the writing of the existing fire contract and he is concerned that if we write in too many additional fire services into the new contract, it will no longer be affordable. Mr. Harvey would like the City or Placer County Fire to have authority to handle local vegetation issues. Mr. Harvey felt Mayor Lomen has a conflict of interest since Mayor Lomen is on the volunteer firefighter roster.

Mayor Lomen stated he has an email from the FPPC stating he does not have a conflict of interest.

Mayor Lomen stated the new vegetation ordinance went into effect January 1, 2021.

Mayor Lomen asked for additional comments and none were received.

City Manager Heathcock suggested that we meet again with proposed changes to the contract submitted 1 week in prior to the meeting.

Mayor Pro Tem Burruss suggested another meeting on March 10, 2021.

Councilmember Fatula suggested that we try to reach a few insurance company representatives to attend the meeting as well.

Mayor Pro Tem Burruss suggested that Council receive a presentation from insurance companies another time and to keep that separate from our contract negotiations.

Councilmember Fatula reiterated that he believes this would be the best time to meet with them.

Supervisor Gustafson stated she will work on inviting the appropriate parties.

Councilmember Fatula suggested that the City of Colfax could be the example of how to do this process.

4 ADJOURNMENT

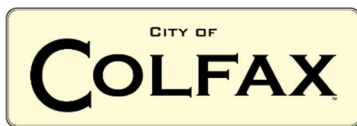
As there was no further business on the agenda, Mayor Lomen adjourned the meeting, without objection at 11:35 AM.

Respectfully submitted to City Council this 24th day of February 2021.



Shanna Stahl, Accounting Technician

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Staff Report to City Council

FOR THE FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Laurie Van Groningen, Finance Director
Subject: Fiscal Year 2020-2021 Budget Review

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Review fiscal year 2020-2021 mid-year budget report and approve budget amendments

Summary/Background

In accordance with City policy, the City Manager will provide the City Council with a mid-year review of the City's financial activities. The review will be presented in February and compare annual budget projections (adopted budget) with actual results (projected actuals).

City staff has completed a detailed review for Fiscal Year 2020-2021 of all Funds for all operating revenue and expense accounts. The review is based on six months of actual revenues and expenditures (through December 31, 2020) and projections for the balance of the fiscal year based on current City activities and programs. The projected actuals for the fiscal year are within the adopted budget limitations.

The attached Mid-Year Operating Budget Review – Fund Summary report provides a summarized comparison of fiscal year end projected actuals to the adopted budget by fund and department. City-wide, the difference between the adopted budget and the projected actuals is a favorable increase in Net Change in Fund Balance for total City funds in the amount of \$81,917.

Detailed schedules for the projected differences in revenues and expenditures by City fund, department, and account are attached. A brief description for the projected difference is included for each line item. The primary contributors to projected differences are described below:

1. The City has received the first Teeter allocation from Placer County for Property Tax revenues and Motor Vehicle fees which both reflect increased amounts over adopted budget estimates.
2. Budget estimates for Sales Tax revenues were based on very conservative forecasts due to the Covid-19 pandemic. Based on actuals for the last quarter of fiscal year 2019-2020 and the first quarters of the current fiscal year, we are increasing our forecast for 2020-2021. We believe this new forecast is still very conservative due to the nature of the revenues and the ongoing challenges for City businesses.
3. Changes in allocations from other Governmental agencies, including:
 - a. Reduced transportation funding from PCTPA (due to decreases sales tax projections – Covid)
 - b. Reduced gas tax allocations
 - c. Increased COPS grant (ELEAS credit) for law enforcement
4. Decrease in LAIF interest rates resulting in decrease in interest earnings.
5. Covid restrictions have had an impact on revenues (recreation fees) and expenses (outside training, conferences, travel, etc) resulting in a reduction in projected actuals.
6. The Community Services Director (CSD), Chief Plant Operator (CPO) and Sewer Operator II positions have all had vacancies this fiscal year. These vacancies have resulted in lower than anticipated

personnel costs, but are offset by a reliance on professional services which is reflected in increases in Engineering services city-wide and professional services for Sewer Operations.

7. Increased legal services for ongoing lawsuit and other City legal issues.
8. Addition of activities not included in original budget process including Covid Relief funds (Federal CARES monies and City General Fund allocation) and the activities related to the Cannabis application and monitoring process.
9. The budget for Sewer service charges included an increase in EDU billings due to new homes. The increase has been delayed – which results in a reduced estimate for the fiscal year.

Recommendation

Staff recommends that Council accepts the Mid-Year Budget Report and budget amendments for fiscal year 2020-2021.

The results of this Mid-Year Budget review will be incorporated into an analysis of the Fiscal Year 2021-2022. Staff intends to provide a review and possible budget amendments prior to the beginning of the new fiscal year. At that time, we will also be completing our regular annual processes:

- Review of Accounting Procedure
- Review of Investment Policy
- Establish Gann Appropriation Limit fiscal year 2021-2022
- Fraud/Risk Discussions

Attachments:

1. Mid-Year Operating Budget Review – Fund Summary
2. Mid-Year Operating Budget Review – Revenue Adjustments
3. Mid-Year Operating Budget Review – Expense Adjustments

City of Colfax - FY2020-2021

Mid Year Operating Budget Review - Fund Summary (Does not include capital expenditures, transfers and reserve allocations)

Revision Date: February 24, 2021

Fund	Dept	Revenues			Expenses			Net Change in Fund Balance (Revenues - Expenses)		
		Projected	Adopted	Difference	Projected	Adopted	Difference	Projected	Adopted	Difference
		Actuals 02/24/21			Actuals 02/24/21			Actuals 02/24/21		
General Fund - Unrestricted										
100	000	2,154,550	2,001,110	153,440			-	2,154,550	2,001,110	153,440
100	100 Central Services	-		-	235,785	191,685	44,100	(235,785)	(191,685)	(44,100)
100	110 City Council	-		-	72,450	81,200	(8,750)	(72,450)	(81,200)	8,750
100	120 Administration/Finance	-		-	279,539	300,284	(20,745)	(279,539)	(300,284)	20,745
100	160 Legal	-		-	110,000	70,400	39,600	(110,000)	(70,400)	(39,600)
100	200 Fire	-		-	78,539	68,500	10,039	(78,539)	(68,500)	(10,039)
100	300 Sheriff	-		-	635,005	688,615	(53,610)	(635,005)	(688,615)	53,610
100	400 Building Department	-		-	75,500	90,500	(15,000)	(75,500)	(90,500)	15,000
100	425 Engineering	-		-	75,000	21,000	54,000	(75,000)	(21,000)	(54,000)
100	450 Planning	-		-	40,000	40,000	-	(40,000)	(40,000)	-
100	500 Buildings and Grounds	-		-	156,558	179,503	(22,945)	(156,558)	(179,503)	22,945
100	530 Parks	-		-	133,719	138,822	(5,103)	(133,719)	(138,822)	5,103
100	- Land Development	65,000	65,000	-	56,000	68,400	(12,400)	9,000	(3,400)	12,400
Total General Fund - Unrestricted		2,219,550	2,066,110	153,440	1,948,094	1,938,909	9,186	271,456	127,201	144,254
General Fund - Restricted										
XXX	- Capital Project Reserve	-	-	-	-		-	-	-	-
200	Cannabis Application	16,000		16,000	20,000		20,000	(4,000)	-	(4,000)
201	Covid Relief Funds	50,000		50,000	95,200		95,200	(45,200)	-	(45,200)
571	- AB939 Landfill Diversion	-	-	-	-		-	-	-	-
572	- Landfill - Postclosure Maint	80,000	80,000	-	90,225	90,225	-	(10,225)	(10,225)	-
Total General Fund - Restricted		146,000	80,000	66,000	205,425	90,225	115,200	(59,425)	(10,225)	(49,200)
Special Revenues										
210-17	- Mitigation Funds	122,295	122,295	-	-	-	-	122,295	122,295	-
218	- Support Law Enforcement	156,110	100,000	56,110	156,110	100,000	56,110	-	-	-
244	- CDBG Program Income	6,000	6,000	-	6,000	6,000	-	-	-	-
250	- Streets-Roads/Transportation	94,367	122,100	(27,733)	216,815	253,633	(36,818)	(122,448)	(131,533)	9,085
253	- Gas Taxes	54,093	57,944	(3,851)	15,000	19,000	(4,000)	39,093	38,944	149
258	Road Maintenance/SB1	36,995	39,152	(2,157)			-	36,995	39,152	(2,157)
270	- Beverage Recycling	-	-	-	-	-	-	-	-	-
292	- Fire Capital Fund	-	12,000	(12,000)	-	5,000	(5,000)	-	7,000	(7,000)
342/343	- Fire & Rec Const Mitigation	29,374	29,374	0	-	-	-	29,374	29,374	0
Total Special Revenues		499,234	488,865	10,369	393,925	383,633	10,292	105,309	105,232	77
Enterprise Funds										
560	- Sewer WWTP Maint and Ops	1,253,000	1,320,687	(67,687)	1,082,663	1,147,642	(64,979)	170,337	173,044	(2,708)
561	- Sewer Collections Systems	198,000	202,965	(4,965)	237,877	249,622	(11,746)	(39,877)	(46,657)	6,780
563	- WWTP/Debt Service	550,000	567,288	(17,288)	438,974	438,974	-	111,026	128,314	(17,288)
564	- Sewer Connect - Restricted	44,750	44,750	-	-	-	-	44,750	44,750	-
XXX	- Reserves	-	-	-	-	-	-	-	-	-
Total Enterprise Funds		2,045,750	2,135,689	(89,939)	1,759,514	1,836,239	(76,725)	286,236	299,451	(13,215)
TOTAL ALL FUNDS		4,910,534	4,770,664	139,870	4,306,958	4,249,005	57,953	603,576	521,659	81,917

City of Colfax - FY2020-2021
Mid Year Operating Budget Review - Revenue Adjustments
Revision Date: February 24, 2021

Fund	Dept	GL Code	Description	MYR Estimate	Adopted Budget	Adj	Sub-total	Explanation
100	000	4010	Property Taxes	\$ 385,000	\$ 375,000	\$ 10,000		Based on actuals - Teeter allocation from County
100	000	4020	Sales and Use Taxes	\$ 1,250,000	\$ 1,125,000	\$ 125,000		Based on actuals - conservative
100	000	4030	Cannabis Business Tax	\$ 40,000	\$ 32,000	\$ 8,000		Based on actuals to date
100	000	4200	Business Licenses	\$ 36,000	\$ 30,000	\$ 6,000		Based on actuals to date
100	000	4210	Plan Check Fees	\$ 20,000	\$ 25,000	\$ (5,000)		Based on actuals to date
100	000	4220	Building Permits	\$ 35,000	\$ 30,000	\$ 5,000		Based on actuals to date
100	000	4240	Encroachment Permits	\$ 5,500	\$ 1,000	\$ 4,500		Based on actuals to date
100	000	4270	Sign Permits	\$ 200	\$ 500	\$ (300)		Based on actuals to date
100	000	4605	Recreation Fees	\$ 500	\$ 3,500	\$ (3,000)		Anticipate decrease - Covid Restrictions
100	000	4630	Court Fines	\$ 500	\$ 2,500	\$ (2,000)		Based on actuals to date
100	000	4710	Motor Vehicle Fees	\$ 150,000	\$ 136,000	\$ 14,000		Based on actuals to date
100	000	4800	Rents & Leases	\$ 9,000	\$ 7,560	\$ 1,440		Based on actuals to date
100	000	4810	Sign Rent & Lease	\$ 70,000	\$ 63,000	\$ 7,000		Based on actuals to date
100	000	4815	Digital Sign Fees	\$ -	\$ 1,000	\$ (1,000)		There has been no activity this year
100	000	4900	Miscellaneous	\$ 7,800	\$ 1,000	\$ 6,800		Insurance reimbursement
100	000	4980	Interest Income	\$ 22,000	\$ 45,000	\$ (23,000)		Decreased interest earnings LAIF
			General Fund - Unrestricted				\$ 153,440	
200	000	4200	Business Licenses	\$ 8,000		\$ 8,000		Ordinance support and compliance monitoring not in budget
200	000	4985	Program Income - Applications	\$ 8,000		\$ 8,000		Ordinance support and compliance monitoring not in budget
			Cannibis Application				\$ 16,000	
201	000	4500	Federal Grant	\$ 50,000		\$ 50,000		Covid Relief funds - Direct to City
			Covid Relief Funds				\$ 50,000	
218	000	4560	State Grant	\$ 156,110	\$ 100,000	\$ 56,110		Received ELEAS credit
			Supplemental Law Enforcement				\$ 56,110	
250	000	4540	Local Transportation Fund	\$ 93,867	\$ 110,400	\$ (16,533)		Reduced allocation from PCTPA
250	000	4541	State Transit Assistance Fund	\$ -	\$ 11,200	\$ (11,200)		Do not expect receipt - no transit costs this fiscal year
			Streets & Roads				\$ (27,733)	
253	000	4050	Gas Tax 2103	\$ 16,042	\$ 18,378	\$ (2,336)		Reduced estimated allocation from State
253	000	4051	Gas Tax 2105	\$ 11,058	\$ 11,915	\$ (857)		Reduced estimated allocation from State
253	000	4052	Gas Tax 2106	\$ 11,858	\$ 12,326	\$ (468)		Reduced estimated allocation from State
253	000	4053	Gas Tax 2107	\$ 15,035	\$ 15,225	\$ (190)		Reduced estimated allocation from State
			Gas Tax				\$ (3,851)	
258	000	4056	SB1 Road Maintenance	\$ 36,995	\$ 39,152	\$ (2,157)		Reduced estimated allocation from State
			Road Maintenance				\$ (2,157)	
292	000	4720	Revenues from Other Agencies		\$ 12,000	\$ (12,000)		Do not anticipate strike team Income for fiscal year
			Fire Capital Fund				\$ (12,000)	
560	000	4660	Sewer Service Charges	\$ 1,212,000	\$ 1,249,687	\$ (37,687)		Anticipated development - new EDU's delayed
560	000	4980	Interest Income (LAIF)	\$ 20,000	\$ 50,000	\$ (30,000)		Decreased interest earnings LAIF
			Sewer WWTP Maintenance & Operations				\$ (67,687)	
561	000	4660	Sewer Service Charges	\$ 188,000	\$ 192,965	\$ (4,965)		Anticipated development - new EDU's delayed
			Sewer WWTP Maintenance & Operations				\$ (4,965)	
563	000	4660	Sewer Service Charges	\$ 545,000	\$ 562,288	\$ (17,288)		Anticipated development - new EDU's delayed
			Sewer WWTP - Debt Service				\$ (17,288)	
			Total City - Operating Expense Adjustments				\$ 139,870	

City of Colfax - FY2020-2021
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Fund	Dept	GL Code	Description	MYR Estimate	Adopted Budget	Adj	Sub-total	Explanation
100	100	5201	Materials & Supplies	\$ 10,000	\$ 8,900	\$ 1,100		New office computers
100	100	5220	Copy Machine	\$ 3,000	\$ 6,000	\$ (3,000)		Negotiated new copier lease contract - lower rates
100	100	5665	Legal Expenses (outside)	\$ 110,000	\$ 55,000	\$ 55,000		City lawsuit defense
100	100	8320	LAFCO Fees	\$ 1,000	\$ 10,000	\$ (9,000)		Budget included estimate for annexation
			Central Services				\$ 44,100	
100	110	5430	Internet/Website	\$ 500	\$ 1,500	\$ (1,000)		Based on actual expenditures
100	110	5440	Printing/Advertising	\$ 500	\$ 250	\$ 250		Based on actual expenditures
100	110	5815	Conferences & Meetings	\$ 2,500	\$ 5,000	\$ (2,500)		Reduced - Covid Restrictions
100	110	5820	Education & Training	\$ 2,500	\$ 5,000	\$ (2,500)		Reduced - Covid Restrictions
100	110	8263	Economic Development - Event Support	\$ 1,000	\$ 4,000	\$ (3,000)		Reduced - Covid Restrictions
			City Council				\$ (8,750)	
100	120	5160	Retirement	\$ 16,000	\$ 10,745	\$ 5,255		Original estimate understated by annual Unfunded payment
100	120	5201	Materials & Supplies	\$ 1,000	\$ 5,000	\$ (4,000)		Based on actual expenditures
100	120	5425	Cell Phones	\$ 750	\$ 1,200	\$ (450)		Based on actual expenditures
100	120	5440	Printing/Advertising	\$ 7,500	\$ 500	\$ 7,000		Recruiting/Advertising Costs
100	120	5660	Professional Services	\$ 65,000	\$ 90,000	\$ (25,000)		Reduced expenditures. Budget had HR legal contingency
100	120	5815	Conferences & Meetings	\$ 1,500	\$ 3,000	\$ (1,500)		Reduced - Covid Restrictions
100	120	5830	Travel/mileage	\$ 2,000	\$ 4,000	\$ (2,000)		Reduced - Covid Restrictions
100	120	8550	Election Costs	\$ 2,100	\$ 3,000	\$ (900)		Based on actual expenditures
100	120	8600	Codification	\$ 3,200	\$ 2,350	\$ 850		Based on actual expenditures
			Administration/Finance				\$ (20,745)	
100	160	5665	Legal Services - City Attorney	\$ 110,000	\$ 70,400	\$ 39,600		Increased legal service requirements
			City Attorney				\$ 39,600	
100	200	5300	Equipment Repairs & Maintenance	\$ 500	\$ 2,000	\$ (1,500)		Based on actual expenditures
100	200	5320	Vehicle Repair & Matenance	\$ 25,000	\$ 13,500	\$ 11,500		Apparatus major repairs
100	200	5325	Gas & Oil	\$ 2,500	\$ 2,000	\$ 500		Based on actual expenditures
100	200	5420	Telephone/Internet	\$ 1,800	\$ 300	\$ 1,500		Required IT support for Internet access
100	200	5660	Professional Services	\$ 500	\$ 2,000	\$ (1,500)		Based on actual expenditures
100	200	5820	Education & Training	\$ 300	\$ 1,000	\$ (700)		Based on actual expenditures
100	200	8250	Miscellaneous	\$ 239	\$ -	\$ 239		Civil defense annual - not budgeted
			Fire Department				\$ 10,039	
100	300	5620	Sheriff Protection Services	\$ 625,505	\$ 681,615	\$ (56,110)		Received ELEAS credit - increases expense in 218.
100	300	6120	Utilities	\$ 8,500	\$ 6,000	\$ 2,500		Increased cost per actual expenditures
			Sheriff Department				\$ (53,610)	
100	400	5660	Professional Services	\$ 75,000	\$ 90,000	\$ (15,000)		Based on actual expenditures
			Building Department				\$ (15,000)	
100	425	5540	Engineering Services	\$ 75,000	\$ 21,000	\$ 54,000		Increased due to # of City projects/CSD vacancy
			Engineering Department				\$ 54,000	
100	500	5010	Salaries and Wages	\$ 55,000	\$ 71,307	\$ (16,307)		CSD Vacancy
100	500	5110	Social Security Taxes	\$ 4,000	\$ 5,455	\$ (1,455)		CSD Vacancy
100	500	5130	Health & Life Insurance	\$ 16,000	\$ 19,077	\$ (3,077)		CSD Vacancy
100	500	5160	Retirement	\$ 4,000	\$ 5,506	\$ (1,506)		CSD Vacancy

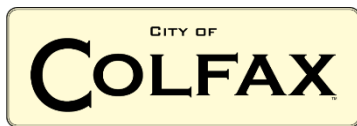
City of Colfax - FY2020-2021
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Fund	Dept	GL Code	Description	MYR Estimate	Adopted Budget	Adj	Sub-total	Explanation
100	500	5201	Materials & Supplies	\$ 21,000	\$ 25,000	\$ (4,000)		Based on actual expenditures
100	500	5300	Equipment Repairs & Maintenance	\$ 4,500	\$ 500	\$ 4,000		Repairs - Depot Lighting
100	500	5820	Education & Training	\$ -	\$ 1,000	\$ (1,000)		Reduced - Covid Restrictions
100	500	5830	Travel/mileage	\$ -	\$ 500	\$ (500)		Reduced - Covid Restrictions
100	500	6100	Rents & Leases	\$ -	\$ 100	\$ (100)		No anticipated expenditures
100	500	6160	Security	\$ 3,000	\$ 2,000	\$ 1,000		Based on actual expenditures
			City Buildings				\$ (22,945)	
100	530	5010	Salaries and Wages	\$ 42,500	\$ 51,796	\$ (9,296)		CSD Vacancy
100	530	5110	Social Security Taxes	\$ 3,000	\$ 3,962	\$ (962)		CSD Vacancy
100	530	5130	Health & Life Insurance	\$ 12,000	\$ 13,872	\$ (1,872)		CSD Vacancy
100	530	5160	Retirement	\$ 3,000	\$ 3,973	\$ (973)		CSD Vacancy
100	530	5201	Materials & Supplies	\$ 22,000	\$ 15,000	\$ 7,000		Repair of Slide at Lyons park
100	530	5300	Equipment Repairs & Maintenance	\$ 6,000	\$ 2,500	\$ 3,500		Based on actual expenditures
100	530	5350	Tool Rental	\$ 1,000	\$ 2,500	\$ (1,500)		Based on actual expenditures
100	530	5820	Education & Training	\$ -	\$ 1,000	\$ (1,000)		Reduced - Covid Restrictions
100	530	5830	Travel/mileage	\$ -	\$ 500	\$ (500)		Reduced - Covid Restrictions
100	530	6120	Utilities	\$ 2,500	\$ 2,000	\$ 500		Based on actual expenditures
			Parks and Recreation				\$ (5,103)	
120	000	5540	Engineering Services	\$ 30,000	\$ 22,400	\$ 7,600		Based on actual expenditures
120	000	5570	Planning Services	\$ 20,000	\$ 40,000	\$ (20,000)		Based on actual expenditures
			Land Development Fees				\$ (12,400)	
200	000	5660	Professional Services	\$ 20,000		\$ 20,000		Ordinance support and compliance monitoring not in budget
			Cannibis Application				\$ 20,000	
201	000	5201	Materials & Supplies	\$ 1,232		\$ 1,232		Not in budget
201	000	5660	Professional services	\$ 3,300		\$ 3,300		Not in budget
201	000	8300	Payments to Other Agencies/Grants	\$ 90,667		\$ 90,667		Not in budget
			Covid Relief Funds				\$ 95,200	
218	000	5620	Sheriff Protection Services	\$ 156,110	\$ 100,000	\$ 56,110		Received ELEAS credit - reduces expense in 100-300
			Supplemental Law Enforcement				\$ 56,110	
250	000	5010	Salaries and Wages	\$ 85,000	\$ 95,945	\$ (10,945)		CSD Vacancy
250	000	5110	Social Security Taxes	\$ 6,000	\$ 7,340	\$ (1,340)		CSD Vacancy
250	000	5130	Health & Life Insurance	\$ 21,000	\$ 25,755	\$ (4,755)		CSD Vacancy
250	000	5160	Retirement	\$ 6,000	\$ 7,404	\$ (1,404)		CSD Vacancy
250	000	5350	Tool Rental	\$ 500	\$ 1,500	\$ (1,000)		Based on actual expenditures
250	000	5540	Engineering Services	\$ -	\$ 2,000	\$ (2,000)		Based on actual expenditures
250	000	5560	Software Maintenance	\$ 750		\$ 750		Not in budget
250	000	5590	Transit Services	\$ -	\$ 14,375	\$ (14,375)		No expenses for current year - Covid
250	000	5810	Memberships and Dues	\$ -	\$ 500	\$ (500)		Based on actual expenditures
250	000	5820	Education & Training	\$ -	\$ 1,000	\$ (1,000)		Reduced - Covid Restrictions
250	000	5830	Travel/mileage	\$ -	\$ 250	\$ (250)		Reduced - Covid Restrictions
			Streets & Roads				\$ (36,819)	
253	000	6120	Utilities	\$ 15,000	\$ 19,000	\$ (4,000)		Based on actual expenditures

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Fund	Dept	GL Code	Description	MYR Estimate	Adopted Budget	Adj	Sub-total	Explanation
			Gas Taxes				\$ (4,000)	
292	000	5660	Professional Services	\$ -	\$ 5,000	\$ (5,000)		Do not anticipate strike team expenses for fiscal year
			Fire Capital Fund				\$ (5,000)	
560	000	5010	Salaries and Wages	\$ 304,546	\$ 354,546	\$ (50,000)		CSD/CPO Vacancies
560	000	5130	Health & Life Insurance	\$ 55,000	\$ 67,479	\$ (12,479)		CSD/CPO Vacancies
560	000	5201	Materials & Supplies	\$ 30,000	\$ 40,000	\$ (10,000)		Based on actual expenditures
560	000	5220	Copy Machine	\$ 1,500	\$ 3,000	\$ (1,500)		Negotiated new copier lease contract - lower rates
560	000	5340	Chemicals	\$ 80,000	\$ 110,000	\$ (30,000)		Based on actual expenditures
560	000	5660	Professional Services	\$ 135,000	\$ 60,000	\$ 75,000		CSD/CPO Vacancies - Coleman Engineering
560	000	5665	Legal Fees	\$ 3,500	\$ 5,600	\$ (2,100)		Based on actual expenditures
560	000	5810	Memberships and Dues	\$ -	\$ 2,000	\$ (2,000)		Based on actual expenditures
560	000	5815	Conferences & Meetings	\$ -	\$ 500	\$ (500)		Reduced - Covid Restrictions
560	000	5820	Education & Training	\$ 100	\$ 2,500	\$ (2,400)		Reduced - Covid Restrictions
560	000	5830	Travel/mileage	\$ -	\$ 500	\$ (500)		Reduced - Covid Restrictions
560	000	6140	Repairs & Maintenance	\$ 1,000	\$ 5,000	\$ (4,000)		Based on actual expenditures
560	000	6160	Security	\$ -	\$ 2,500	\$ (2,500)		Based on actual expenditures
560	000	8250	Miscellaneous	\$ -	\$ 1,000	\$ (1,000)		Based on actual expenditures
560	000	8270	Medical Expense	\$ -	\$ 1,000	\$ (1,000)		Based on actual expenditures
560	000	8525	Lab Testing and Monitoring (contract)	\$ 45,000	\$ 40,000	\$ 5,000		Based on actual expenditures
560	000	8530	Lab Testing and Monitoring (in-house)	\$ 10,000	\$ 35,000	\$ (25,000)		Based on actual expenditures
			Sewer WWTP Maintenance & Operations				\$ (64,979)	
561	000	5010	Salaries and Wages	\$ 94,000	\$ 110,919	\$ (16,919)		CSD/CPO Vacancies
560	000	5160	Retirement	\$ 6,000	\$ 8,626	\$ (2,626)		CSD/CPO Vacancies
561	000	5175	Temporary Services	\$ -	\$ 2,500	\$ (2,500)		Based on actual expenditures
561	000	5300	Equipment Repairs & Maintenance	\$ 15,000	\$ 7,500	\$ 7,500		Based on actual expenditures
561	000	5320	Vehicle Repair & Matenance	\$ 500	\$ 1,500	\$ (1,000)		Based on actual expenditures
561	000	5325	Gas & Oil	\$ 4,000	\$ 8,000	\$ (4,000)		Based on actual expenditures
561	000	5350	Tool Rental	\$ -	\$ 1,500	\$ (1,500)		Based on actual expenditures
561	000	5440	Printing/Advertising	\$ 200	\$ -	\$ 200		Based on actual expenditures
561	000	5540	City Engineering	\$ 2,500	\$ 4,900	\$ (2,400)		Based on actual expenditures
561	000	5660	Professional Services	\$ 32,000	\$ 14,000	\$ 18,000		CSD/CPO Vacancies - Coleman Engineering
561	000	5665	City Attorney	\$ -	\$ 4,000	\$ (4,000)		Based on actual expenditures
561	000	5820	Education & Training	\$ -	\$ 2,000	\$ (2,000)		Reduced - Covid Restrictions
561	000	5830	Travel/mileage	\$ -	\$ 500	\$ (500)		Reduced - Covid Restrictions
561	000			\$ -	\$ -	\$ -		
561	000			\$ -	\$ -	\$ -		
561	000			\$ -	\$ -	\$ -		
			Sewer WWTP Maintenance & Operations				\$ (11,745)	
			Total City - Operating Expense Adjustments				\$ 57,953	

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Staff Report to City Council

FOR THE FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Brian Eagan, Battalion Chief / Laurie VanGroningen, Finance Director
Subject: Comprehensive Fire Service Analysis

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Discuss and direct staff how to proceed.

Summary/Background

Per Council request at the December 9, 2020 regular Council meeting, staff has started a comprehensive fire service analysis regarding the addition of a Tactical Water Tender to the City fleet. Council expressed the desire to better service the community from an overall fire insurance perspective.

A company called the ISO (Insurance Services Office) creates ratings for Fire Departments and their surrounding communities. The ratings calculate how well-equipped Fire Departments are to put out fires in that community. The ISO provides this score, often called the "ISO fire score," to homeowner insurance companies. The insurers then use it to help set homeowners insurance rates. The more well-equipped your fire department is to put out a fire, the less likely your house is to burn down. And that makes your home less risky; therefore, less expensive to insure.

An ISO fire insurance rating, also referred to as a fire score or Public Protection Classification (PPC), is a score from 1 to 10 that indicates how well-protected your community is by the Fire Department. In the ISO rating scale, a lower number is better: 1 is the best possible rating, while a 10 means the Fire Department did not meet the ISO's minimum requirements.

According to the ISO's Fire Suppression Rating Schedule (FSRS), there are four main criteria to a fire rating score:

- 50% comes from the quality of your local Fire Department including staffing levels, training, and proximity of the firehouse.
- 40% comes from availability of water supply, including the prevalence of fire hydrants and how much water is available for putting out fires.
- 10% comes from the quality of the area's emergency communications systems (911).
- An extra 5.5% comes from community outreach, including fire prevention and safety courses.

Any area that is more than 5 driving miles from the nearest fire station is automatically rated a 10.

In February 2020, the City Fire Department received an ISO rating report of 4/4X to be effective June 1, 2020. A full copy of this report was reviewed at the January 13, 2021 regularly scheduled Council meeting and a copy is included with this report for reference purposes. ISO conducts its review every five years – unless a review is specifically requested – usually for an improvement that is made in between review cycles. It is expected that the City's next review will be initiated in the Fall of 2024. As a reference point, the City of Colfax CalFire station is rated at 3/3X.

One of the considerations in the ISO rating criteria above is fire apparatus and its pump capacity. The City's current fleet is reflected in the chart below.

Name	Year	Model	Description	Utilization	Minimum Staffing Requirements	Status
Rescue 36	2016	Dodge/Rosenbauer Rescue	Four wheel drive no tank, no fire pump or hose.	Utilized for medical aids, vehicle accidents, rescues and incident support	One qualified operator/driver	In Service
Engine 36	1982	GMC Paeletti Fire Engine	Two wheel drive, 1000 gallons per minute pump, 750-gallon tank.	Designed for municipal firefighting	Two qualified operators	Currently out of Service
Brush 37	1991	International/BLM Wildland Fire Engine	Four wheel drive, 500 gallons per minute pum, 500-gallon tank.	Designed for wildland firefighting	Two qualified operators	Currently in for repairs (Council approved)
Engine 37	2000	KME Fire Engine	Two wheel drive, 1500 gallon minute pump, 750 gallon tank.	Designed for municipal firefighting	Two qualified operators	In Service

One area that the ISO uses in its rating system is the pump capacity of an apparatus. Pumps above a gallon per minute (GPM) of 750 are considered a rated pump. The higher the GPM, the more points available to improve the overall score. Engines 36 and 37 are the only two rated pumps in the fleet. Both Engines are aged, and Engine 36 is currently out of service.

The impact to the ISO rating to lose one of the rated pumps cannot be easily determined as they do not provide the backup details to their scoring. Regardless, it is prudent for the City to determine our optimal long-term fleet objectives, and need to review the options for obsolete equipment. Specific to the condition of Engine 36, staff has identified the following three options:

Option	Cost	Pros	Cons
Repair Engine 36	Unknown. Expect minimum of \$1,500 for complete inspection to provide a quote.	Less expensive than replacement. Can be housed in current station without modifications.	This would be a short term solution. Engine is 40 years old. Ongoing and expensive repairs would not be unexpected. Requires minimum staffing of 2 qualified volunteers.
Replace Engine 36 with new or used fire engine with 1000 GPM or greater pump capacity	Estimated \$250,000 to \$500,000 base price for Engine. Would also require modifications at Station.	Long term solution. Used engine would be less expensive than a new engine. It would be expected that a new engine would have less required repairs in short term.	New Engines can be very expensive. Would require Station modifications. A used engine may require more maintenance or repairs. Requires minimum staffing of 2 qualified volunteers.
Replace Engine 36 with new or used Tactical Water Tender with 1000 GPM or greater pump capacity	New water tender base price \$376,000.	Long term solution. Minimum staffing of 1 qualified volunteer. More likely to be used for Assistance by Hire (ABH).	New equipment is expensive. A used piece of equipment may require more maintenance or repairs. Would require station modifications.

Fiscal Impacts

Council specifically asked for analysis on the addition of a Tactical Water Tender to the City fleet and the following fiscal impacts are based on that request. Financing options would be the same for other equipment purchases whether used or new.

The City is in receipt of a cost proposal from Burton's Fire Inc. for the purchase of a Rosenbauer custom fire apparatus – a 2000 Gallon Wetside Tender, with a total cost of \$376,881.18.

The most cost effective way to purchase a new piece of fire equipment would likely be through the United States Department of Agriculture (USDA) – Rural Development. USDA grant funding may be available and based on City eligibility may be up to 15% of project cost (but percentage is not guaranteed). The City has been told that most grant awards are in the \$30,000 - \$50,000 range – and generally at the lower end of the range. Current interest rates on USDA loans are 2.125% (subject to change) and payment terms are available for the

life of the equipment – generally up to twenty years. The application process for USDA grants/loans is somewhat cumbersome and is expected to take three to six months to complete and get final approval. It is not a requirement for the grant or loan programs to get approval before contracting for equipment purchase.

There are many other financial institutions that specialize and provide financing for fire equipment. We contacted Community Leasing Partners, a Division of Community First National Bank, for some initial loan information. They are very flexible with loan timing and terms. They provided two financing options for analysis which are summarized in the chart below. Both options are based on a 30 day closing at signing date to lock in rates. Like USDA, there is not a requirement to be approved prior to equipment commitment and the City can wait to finalize a loan agreement until closer to delivery date, but subject to change in current interest rates.

Option 1 - \$50,000 Down Payment		<i>Payment Frequency: Annual</i>		
			<i>First Payment: 8/1/2022</i>	
Purchase Price	\$ 377,000			
Down Payment	\$ (50,000)			
Amount Financed	\$ 327,000			
Term (In Years)	5	7	10	15
Interest Rate	2.54%	2.62%	2.73%	3.08%
Payment	\$ 71,211	\$ 52,302	\$ 38,241	\$ 27,893
Total Cost of Loan	\$ 406,055	\$ 416,117	\$ 432,413	\$ 468,393
Option 2 - \$115,000 Down Payment (Pre-Pay Chassis)		<i>Payment Frequency: Annual</i>		
			<i>First Payment: 8/1/2022</i>	
Purchase Price	\$ 372,000			
Down Payment	\$ (115,000)			
Amount Financed	\$ 257,000			
Term (In Years)	5	7	10	15
Interest Rate	2.54%	2.62%	2.73%	3.08%
Payment	\$ 57,051	\$ 41,902	\$ 30,637	\$ 22,436
Total Cost of Loan	\$ 400,254	\$ 408,315	\$ 421,370	\$ 451,545

The current funding available/reserved for fire capital is reflected in the chart below. The balance has increased slightly since last report due to interest earnings.

Fund	Description	Balance
292	Fire Capital - Strike Team	\$ 90,446
343	Fire Capital - Construction Tax	\$ 50,445
	Total Balance @ 12/31/2020	\$ 140,891

Construction tax revenues are projected at \$15,000 for the current fiscal year, and \$19,000 for next fiscal year and there are no projections for Strike Team income. There may be some value in redundant or obsolete equipment currently owned by the City, but this has not been identified.

This is a very large purchase for the City and with the limited amount of current available reserves would require a financing arrangement which puts a burden on the City for the term of the loan or would require a large reduction in the General Fund. Additionally, it is critical to coordinate with other capital needs that have been identified for the fire department. It has been identified that the roof structure on Station 36 would need to be raised to house this new equipment – a roof replacement was already necessary without the need to raise roof line for new equipment. Self-contained breathing apparatus (SCBA) has also been highlighted in the capital forecast for next fiscal year. The current budget estimates are below:

City of Colfax Capital Expenditures - Fire Department Proposed Budget for Fiscal Year 2020-2021 and 2021-2022		FY2020-2021 Capital Outlay	FY2021-2022 Capital Outlay	Total Project Cost	Funding Notes
Fund	Description				
General Fund	Roof Replacement - Fire Station 36	\$ -	\$ 80,000	\$ 80,000	Unknown structural improvements. Review possible USDA funding and fire impact fees
100-200/292	Wildland Fire Equipment (VFA Grant)	\$ 3,000		\$ 3,000	50% Grant - *Update Dec 2020 - Not expected this year
100-200/292	Structure Protective Clothing	\$ 20,000		\$ 20,000	*Update Dec 2020 - May not be required
100-200/292	SCBA's		\$ 50,000	\$ 50,000	
100-200/292	Water Tender	\$ 350,000		\$ 350,000	Will require financing - to be reviewed at Mid Year Budget. *Update Dec 2020 - Cost estimates need to be
		\$ 373,000	\$ 130,000	\$ 503,000	

If Council decides to move forward with a decision to purchase new or used fire equipment, staff recommends continued pursuit of the best financing arrangement possible – with a priority on trying to obtain a USDA grant to offset some of the cost.

Conclusion

Fire apparatus and pump capacity is just one of the scoring criteria in the ISO rating and it is recommended that we continue to review other areas for improvement in the score to improve insurance coverage for our residents. The current ISO rating is expected to continue through May 2025.

Attachments

1. ISO Rating Report



1000 Bishops Gate Blvd. Ste 300
Mt. Laurel, NJ 08054-5404

t1.800.444.4554 Opt.2
f1.800.777.3929

February 24, 2020

Mr. Wes Heathcock, Manager
Colfax
33 S Main St
Colfax, California, 95713

RE: Colfax, Placer County, California (N)
Public Protection Classification: 04/4X
Effective Date: June 01, 2020

Dear Mr. Wes Heathcock,

We wish to thank you and Chief Brian Estes for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."

- Communities graded with single "9" or "8B" classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

Alex Shubert

Alex Shubert
Manager -National Processing Center

cc: Mr. Brian Rickards, Engineer, Placer County Water Agency
Chief Brian Estes, Chief, Colfax Fire Department
Mr. Steve Mueller, Chief Administrative Officer, Cal Fire Nevada, Yuba, Placer ECC

**Public Protection Classification
(PPC™)
Summary Report**

Colfax

California (N)

Prepared by

**Insurance Services Office, Inc.
1000 Bishops Gate Blvd., Ste. 300
P.O. Box 5404
Mt. Laurel, New Jersey 08054-5404
1-800-444-4554**

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Background Information

Introduction

ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The data is analyzed using our Fire Suppression Rating Schedule (FSRS) and then a Public Protection Classification (PPC™) grade is assigned to the community. The surveys are conducted whenever it appears that there is a possibility of a PPC change. As such, the PPC program provides important, up-to-date information about fire protection services throughout the country.

The FSRS recognizes fire protection features only as they relate to suppression of first alarm structure fires. In many communities, fire suppression may be only a small part of the fire department's overall responsibility. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. However, in developing a community's PPC grade, only features related to reducing property losses from structural fires are evaluated. Multiple alarms, simultaneous incidents and life safety are not considered in this evaluation. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual PPC grade.

A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. Statistical data on insurance losses bears out the relationship between excellent fire protection – as measured by the PPC program – and low fire losses. So, insurance companies use PPC information for marketing, underwriting, and to help establish fair premiums for homeowners and commercial fire insurance. In general, the price of fire insurance in a community with a good PPC grade is substantially lower than in a community with a poor PPC grade, assuming all other factors are equal.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's expert staff collects information about municipal fire suppression efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data and assigns a PPC grade – a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and the American Water Works Association. A community's PPC grade depends on:

- **Needed Fire Flows**, which are representative building locations used to determine the theoretical amount of water necessary for fire suppression purposes.
- **Emergency Communications**, including emergency reporting, telecommunicators, and dispatching systems.
- **Fire Department**, including equipment, staffing, training, geographic distribution of fire companies, operational considerations, and community risk reduction.
- **Water Supply**, including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 gpm.

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Data Collection and Analysis

ISO has evaluated and classified over 46,000 fire protection areas across the United States using its FSRS. A combination of meetings between trained ISO field representatives and the dispatch center coordinator, community fire official, and water superintendent is used in conjunction with a comprehensive questionnaire to collect the data necessary to determine the PPC grade. In order for a community to obtain a grade better than a Class 9, three elements of fire suppression features are reviewed. These three elements are Emergency Communications, Fire Department, and Water Supply.

A review of the **Emergency Communications** accounts for 10% of the total classification. This section is weighted at **10 points**, as follows:

- Emergency Reporting 3 points
- Telecommunicators 4 points
- Dispatch Circuits 3 points

A review of the **Fire Department** accounts for 50% of the total classification. ISO focuses on a fire department's first alarm response and initial attack to minimize potential loss. The fire department section is weighted at **50 points**, as follows:

- Engine Companies 6 points
- Reserve Pumpers 0.5 points
- Pump Capacity 3 points
- Ladder/Service Companies 4 points
- Reserve Ladder/Service Trucks 0.5 points
- Deployment Analysis 10 points
- Company Personnel 15 points
- Training 9 points
- Operational considerations 2 points
- Community Risk Reduction 5.5 points (in addition to the 50 points above)

A review of the **Water Supply** system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire suppression purposes. The water supply system is weighted at **40 points**, as follows:

- Credit for Supply System 30 points
- Hydrant Size, Type & Installation 3 points
- Inspection & Flow Testing of Hydrants 7 points

There is one additional factor considered in calculating the final score – **Divergence**.

Even the best fire department will be less than fully effective if it has an inadequate water supply. Similarly, even a superior water supply will be less than fully effective if the fire department lacks the equipment or personnel to use the water. The FSRs score is subject to modification by a divergence factor, which recognizes disparity between the effectiveness of the fire department and the water supply.

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

PPC Grade

The PPC grade assigned to the community will depend on the community's score on a 100-point scale:

PPC	Points
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0.00 to 9.99

The classification numbers are interpreted as follows:

- Class 1 through (and including) Class 8 represents a fire suppression system that includes an FSRs creditable dispatch center, fire department, and water supply.
- Class 8B is a special classification that recognizes a superior level of fire protection in otherwise Class 9 areas. It is designed to represent a fire protection delivery system that is superior except for a lack of a water supply system capable of the minimum FSRs fire flow criteria of 250 gpm for 2 hours.
- Class 9 is a fire suppression system that includes a creditable dispatch center, fire department but no FSRs creditable water supply.
- Class 10 does not meet minimum FSRs criteria for recognition, including areas that are beyond five road miles of a recognized fire station.

New PPC program changes effective July 1, 2014

We have revised the PPC program to capture the effects of enhanced fire protection capabilities that reduce fire loss and fire severity in Split Class 9 and Split Class 8B areas (as outlined below). This new structure benefits the fire service, community, and property owner.

New classifications

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new PPC classes will improve the predictive value for insurers while benefiting both commercial and residential property owners. Here are the new classifications and what they mean.

Split classifications

When we develop a split classification for a community — for example 5/9 — the first number is the class that applies to properties within 5 road miles of the responding fire station and 1,000 feet of a creditable water supply, such as a fire hydrant, suction point, or dry hydrant. The second number is the class that applies to properties within 5 road miles of a fire station but beyond 1,000 feet of a creditable water supply. We have revised the classification to reflect more precisely the risk of loss in a community, replacing Class 9 and 8B in the second part of a split classification with revised designations.

What's changed with the new classifications?

We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently displayed as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9".
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B".
- Communities graded with single "9" or "8B" classifications will remain intact.

Prior Classification	New Classification
1/9	1/1X
2/9	2/2X
3/9	3/3X
4/9	4/4X
5/9	5/5X
6/9	6/6X
7/9	7/7X
8/9	8/8X
9	9

Prior Classification	New Classification
1/8B	1/1Y
2/8B	2/2Y
3/8B	3/3Y
4/8B	4/4Y
5/8B	5/5Y
6/8B	6/6Y
7/8B	7/7Y
8/8B	8/8Y
8B	8B

What's changed?

As you can see, we're still maintaining split classes, but it's how we represent them to insurers that's changed. The new designations reflect a reduction in fire severity and loss and have the potential to reduce property insurance premiums.

Benefits of the revised split class designations

- To the fire service, the revised designations identify enhanced fire suppression capabilities used throughout the fire protection area
- To the community, the new classes reward a community's fire suppression efforts by showing a more reflective designation
- To the individual property owner, the revisions offer the potential for decreased property insurance premiums

New water class

Our data also shows that risks located more than 5 but less than 7 road miles from a responding fire station with a creditable water source within 1,000 feet had better loss experience than those farther than 5 road miles from a responding fire station with no creditable water source. We've introduced a new classification —10W— to recognize the reduced loss potential of such properties.

What's changed with Class 10W?

Class 10W is property-specific. Not all properties in the 5-to-7-mile area around the responding fire station will qualify. The difference between Class 10 and 10W is that the 10W-graded risk or property is within 1,000 feet of a creditable water supply. Creditable water supplies include fire protection systems using hauled water in any of the split classification areas.

What's the benefit of Class 10W?

10W gives credit to risks within 5 to 7 road miles of the responding fire station and within 1,000 feet of a creditable water supply. That's reflective of the potential for reduced property insurance premiums.

What does the fire chief have to do?

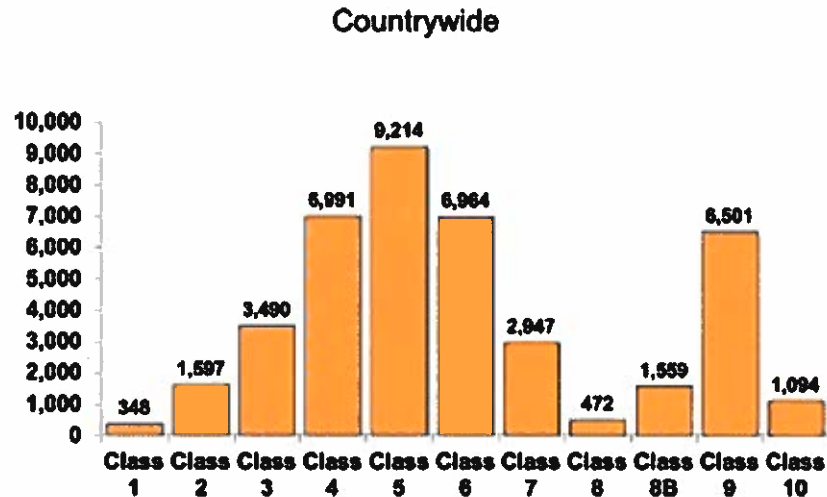
Fire chiefs don't have to do anything at all. The revised classifications went in place automatically effective July 1, 2014 (July 1, 2015 for Texas).

What if I have additional questions?

Feel free to contact ISO at 800.444.4554 or email us at PPC-Cust-Serv@iso.com.

Distribution of PPC Grades

The 2019 published countrywide distribution of communities by the PPC grade is as follows:



Assistance

The PPC program offers help to communities, fire departments, and other public officials as they plan for, budget, and justify improvements. ISO is also available to assist in the understanding of the details of this evaluation.

The PPC program representatives can be reached by telephone at (800) 444-4554. The technical specialists at this telephone number have access to the details of this evaluation and can effectively speak with you about your questions regarding the PPC program. What's more, we can be reached via the internet at www.isomitigation.com/talk/.

We also have a website dedicated to our Community Hazard Mitigation Classification programs at www.isomitigation.com. Here, fire chiefs, building code officials, community leaders and other interested citizens can access a wealth of data describing the criteria used in evaluating how cities and towns are protecting residents from fire and other natural hazards. This website will allow you to learn more about the PPC program. The website provides important background information, insights about the PPC grading processes and technical documents. ISO is also pleased to offer Fire Chiefs Online — a special, secured website with information and features that can help improve your PPC grade, including a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community. Visitors to the site can download information, see statistical results and also contact ISO for assistance.

In addition, on-line access to the FSRS and its commentaries is available to registered customers for a fee. However, fire chiefs and community chief administrative officials are given access privileges to this information without charge.

To become a registered fire chief or community chief administrative official, register at www.isomitigation.com.

PPC Review

ISO concluded its review of the fire suppression features being provided for Colfax. The resulting community classification is **Class 04/4X**.

If the classification is a single class, the classification applies to properties with a Needed Fire Flow of 3,500 gpm or less in the community. If the classification is a split class (e.g., 6/XX):

- The first class (e.g., "6" in a 6/XX) applies to properties within 5 road miles of a recognized fire station and within 1,000 feet of a fire hydrant or alternate water supply.
- The second class (XX or XY) applies to properties beyond 1,000 feet of a fire hydrant but within 5 road miles of a recognized fire station.
- Alternative Water Supply: The first class (e.g., "6" in a 6/10) applies to properties within 5 road miles of a recognized fire station with no hydrant distance requirement.
- Class 10 applies to properties over 5 road miles of a recognized fire station.
- Class 10W applies to properties within 5 to 7 road miles of a recognized fire station with a recognized water supply within 1,000 feet.
- Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

FIRS Feature	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.04	4
432. Credit for Dispatch Circuits	3.00	3
440. Credit for Emergency Communications	9.04	10
Fire Department		
513. Credit for Engine Companies	5.75	6
523. Credit for Reserve Pumpers	0.00	0.50
532. Credit for Pump Capacity	3.00	3
549. Credit for Ladder Service	2.44	4
553. Credit for Reserve Ladder and Service Trucks	0.32	0.50
561. Credit for Deployment Analysis	7.73	10
571. Credit for Company Personnel	4.35	15
581. Credit for Training	2.08	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	27.67	50
Water Supply		
616. Credit for Supply System	18.65	30
621. Credit for Hydrants	2.73	3
631. Credit for Inspection and Flow Testing	7.00	7
640. Credit for Water Supply	28.38	40
Divergence	-3.12	—
1050. Community Risk Reduction	3.86	5.50
Total Credit	65.83	105.50

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Emergency Communications

Ten percent of a community's overall score is based on how well the communications center receives and dispatches fire alarms. Our field representative evaluated:

- Communications facilities provided for the general public to report structure fires
- Enhanced 9-1-1 Telephone Service including wireless
- Computer-aided dispatch (CAD) facilities
- Alarm receipt and processing at the communication center
- Training and certification of telecommunicators
- Facilities used to dispatch fire department companies to reported structure fires

	Earned Credit	Credit Available
414. Credit Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.04	4
432. Credit for Dispatch Circuits	3.00	3
Item 440. Credit for Emergency Communications:	9.04	10

Item 414 - Credit for Emergency Reporting (3 points)

The first item reviewed is Item 414 "Credit for Emergency Reporting (CER)". This item reviews the emergency communication center facilities provided for the public to report fires including 911 systems (Basic or Enhanced), Wireless Phase I and Phase II, Voice over Internet Protocol, Computer Aided Dispatch and Geographic Information Systems for automatic vehicle location. ISO uses National Fire Protection Association (NFPA) 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems* as the reference for this section.

Item 410. Emergency Reporting (CER)	Earned Credit	Credit Available
<p>A./B. Basic 9-1-1, Enhanced 9-1-1 or No 9-1-1</p> <p>For maximum credit, there should be an Enhanced 9-1-1 system, Basic 9-1-1 and No 9-1-1 will receive partial credit.</p>	20.00	20
<p>1. E9-1-1 Wireless</p> <p>Wireless Phase I using Static ALI (automatic location identification) Functionality (10 points); Wireless Phase II using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	25.00	25
<p>2. E9-1-1 Voice over Internet Protocol (VoIP)</p> <p>Static VoIP using Static ALI Functionality (10 points); Nomadic VoIP using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	25.00	25
<p>3. Computer Aided Dispatch</p> <p>Basic CAD (5 points); CAD with Management Information System (5 points); CAD with Interoperability (5 points)</p>	15.00	15
<p>4. Geographic Information System (GIS/AVL)</p> <p>The PSAP uses a fully integrated CAD/GIS management system with automatic vehicle location (AVL) integrated with a CAD system providing dispatch assignments.</p> <p>The individual fire departments being dispatched <u>do not</u> need GIS/AVL capability to obtain this credit.</p>	15.00	15
Review of Emergency Reporting total:	100.00	100

Item 422- Credit for Telecommunicators (4 points)

The second item reviewed is Item 422 "Credit for Telecommunicators (TC)". This item reviews the number of Telecommunicators on duty at the center to handle fire calls and other emergencies. All emergency calls including those calls that do not require fire department action are reviewed to determine the proper staffing to answer emergency calls and dispatch the appropriate emergency response. The 2013 Edition of NFPA 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems*, recommends that ninety-five percent of emergency calls shall be answered within 15 seconds and ninety-nine percent of emergency calls shall be answered within 40 seconds. In addition, NFPA recommends that eighty percent of emergency alarm processing shall be completed within 60 seconds and ninety-five percent of alarm processing shall be completed within 106 seconds of answering the call.

To receive full credit for operators on duty, ISO must review documentation to show that the communication center meets NFPA 1221 call answering and dispatch time performance measurement standards. This documentation may be in the form of performance statistics or other performance measurements compiled by the 9-1-1 software or other software programs that are currently in use such as Computer Aided Dispatch (CAD) or Management Information System (MIS).

Item 420. Telecommunicators (CTC)	Earned Credit	Credit Available
A1. Alarm Receipt (AR) Receipt of alarms shall meet the requirements in accordance with the criteria of NFPA 1221	20.00	20
A2. Alarm Processing (AP) Processing of alarms shall meet the requirements in accordance with the criteria of NFPA 1221	19.39	20
B. Emergency Dispatch Protocols (EDP) Telecommunicators have emergency dispatch protocols (EDP) containing questions and a decision-support process to facilitate correct call categorization and prioritization.	0.00	20
C. Telecommunicator Training and Certification (TTC) Telecommunicators meet the qualification requirements referenced in NFPA 1061, <i>Standard for Professional Qualifications for Public Safety Telecommunicator</i> , and/or the Association of Public-Safety Communications Officials - International (APCO) <i>Project 33</i> . Telecommunicators are certified in the knowledge, skills, and abilities corresponding to their job functions.	20.00	20
D. Telecommunicator Continuing Education and Quality Assurance (TQA) Telecommunicators participate in continuing education and/or in-service training and quality-assurance programs as appropriate for their positions	16.52	20
Review of Telecommunicators total:	75.91	100

Item 432 - Credit for Dispatch Circuits (3 points)

The third item reviewed is Item 432 "Credit for Dispatch Circuits (CDC)". This item reviews the dispatch circuit facilities used to transmit alarms to fire department members. A "Dispatch Circuit" is defined in NFPA 1221 as "A circuit over which an alarm is transmitted from the communications center to an emergency response facility (ERF) or emergency response units (ERUs) to notify ERUs to respond to an emergency". All fire departments (except single fire station departments with full-time firefighter personnel receiving alarms directly at the fire station) need adequate means of notifying all firefighter personnel of the location of reported structure fires. The dispatch circuit facilities should be in accordance with the general criteria of NFPA 1221. "Alarms" are defined in this Standard as "A signal or message from a person or device indicating the existence of an emergency or other situation that requires action by an emergency response agency".

There are two different levels of dispatch circuit facilities provided for in the Standard – a primary dispatch circuit and a secondary dispatch circuit. In jurisdictions that receive 730 alarms or more per year (average of two alarms per 24-hour period), two separate and dedicated dispatch circuits, a primary and a secondary, are needed. In jurisdictions receiving fewer than 730 alarms per year, a second dedicated dispatch circuit is not needed. Dispatch circuit facilities installed but not used or tested (in accordance with the NFPA Standard) receive no credit.

The score for Credit for Dispatch Circuits (CDC) is influenced by monitoring for integrity of the primary dispatch circuit. There are up to 0.90 points available for this Item. Monitoring for integrity involves installing automatic systems that will detect faults and failures and send visual and audible indications to appropriate communications center (or dispatch center) personnel. ISO uses NFPA 1221 to guide the evaluation of this item. ISO's evaluation also includes a review of the communication system's emergency power supplies.

Item 432 "Credit for Dispatch Circuits (CDC)" = 3.00 points

Fire Department

Fifty percent of a community's overall score is based upon the fire department's structure fire suppression system. ISO's field representative evaluated:

- Engine and ladder/service vehicles including reserve apparatus
- Equipment carried
- Response to reported structure fires
- Deployment analysis of companies
- Available and/or responding firefighters
- Training

	Earned Credit	Credit Available
513. Credit for Engine Companies	5.75	6
523. Credit for Reserve Pumpers	0.00	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	2.44	4
553. Credit for Reserve Ladder and Service Trucks	0.32	0.5
561. Credit for Deployment Analysis	7.73	10
571. Credit for Company Personnel	4.35	15
581. Credit for Training	2.08	9
730. Credit for Operational Considerations	2.00	2
Item 590. Credit for Fire Department:	27.67	50

Basic Fire Flow

The Basic Fire Flow for the community is determined by the review of the Needed Fire Flows for selected buildings in the community. The fifth largest Needed Fire Flow is determined to be the Basic Fire Flow. The Basic Fire Flow has been determined to be 2500 gpm.

Item 513 - Credit for Engine Companies (6 points)

The first item reviewed is Item 513 "Credit for Engine Companies (CEC)". This item reviews the number of engine companies, their pump capacity, hose testing, pump testing and the equipment carried on the in-service pumpers. To be recognized, pumper apparatus must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* which include a minimum 250 gpm pump, an emergency warning system, a 300 gallon water tank, and hose. At least 1 apparatus must have a permanently mounted pump rated at 750 gpm or more at 150 psi.

The review of the number of needed pumpers considers the response distance to built-upon areas; the Basic Fire Flow; and the method of operation. Multiple alarms, simultaneous incidents, and life safety are not considered.

The greatest value of A, B, or C below is needed in the fire district to suppress fires in structures with a Needed Fire Flow of 3,500 gpm or less: **2 engine companies**

- a) **2 engine companies** to provide fire suppression services to areas to meet NFPA 1710 criteria or within 1½ miles.
- b) **2 engine companies** to support a Basic Fire Flow of 2500 gpm.
- c) **2 engine companies** based upon the fire department's method of operation to provide a minimum two engine response to all first alarm structure fires.

The FSRS recognizes that there are **2 engine companies** in service.

The FSRS also reviews Automatic Aid. Automatic Aid is considered in the review as assistance dispatched automatically by contractual agreement between two communities or fire districts. That differs from mutual aid or assistance arranged case by case. ISO will recognize an Automatic Aid plan under the following conditions:

- It must be prearranged for first alarm response according to a definite plan. It is preferable to have a written agreement, but ISO may recognize demonstrated performance.
- The aid must be dispatched to all reported structure fires on the initial alarm.
- The aid must be provided 24 hours a day, 365 days a year.

FSRS Item 512.D "Automatic Aid Engine Companies" responding on first alarm and meeting the needs of the city for basic fire flow and/or distribution of companies are factored based upon the value of the Automatic Aid plan (up to 1.00 can be used as the factor). The Automatic Aid factor is determined by a review of the Automatic Aid provider's communication facilities, how they receive alarms from the graded area, inter-department training between fire departments, and the fire ground communications capability between departments.

For each engine company, the credited Pump Capacity (PC), the Hose Carried (HC), the Equipment Carried (EC) all contribute to the calculation for the percent of credit the FSRS provides to that engine company.

Item 513 "Credit for Engine Companies (CEC)" = 5.75 points

Item 523 - Credit for Reserve Pumpers (0.50 points)

The item is Item 523 "Credit for Reserve Pumpers (CRP)". This item reviews the number and adequacy of the pumpers and their equipment. The number of needed reserve pumpers is 1 for each 8 needed engine companies determined in Item 513, or any fraction thereof.

Item 523 "Credit for Reserve Pumpers (CRP)" = 0.00 points

Item 532 – Credit for Pumper Capacity (3 points)

The next item reviewed is Item 532 "Credit for Pumper Capacity (CPC)". The total pump capacity available should be sufficient for the Basic Fire Flow of 2500 gpm. The maximum needed pump capacity credited is the Basic Fire Flow of the community.

Item 532 "Credit for Pumper Capacity (CPC)" = 3.00 points

Item 549 – Credit for Ladder Service (4 points)

The next item reviewed is Item 549 "Credit for Ladder Service (CLS)". This item reviews the number of response areas within the city with 5 buildings that are 3 or more stories or 35 feet or more in height, or with 5 buildings that have a Needed Fire Flow greater than 3,500 gpm, or any combination of these criteria. The height of all buildings in the city, including those protected by automatic sprinklers, is considered when determining the number of needed ladder companies. Response areas not needing a ladder company should have a service company. Ladders, tools and equipment normally carried on ladder trucks are needed not only for ladder operations but also for forcible entry, ventilation, salvage, overhaul, lighting and utility control.

The number of ladder or service companies, the height of the aerial ladder, aerial ladder testing and the equipment carried on the in-service ladder trucks and service trucks is compared with the number of needed ladder trucks and service trucks and an FSRs equipment list. Ladder trucks must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* to be recognized.

The number of needed ladder-service trucks is dependent upon the number of buildings 3 stories or 35 feet or more in height, buildings with a Needed Fire Flow greater than 3,500 gpm, and the method of operation.

The FSRs recognizes that there are **0 ladder companies** in service. These companies are needed to provide fire suppression services to areas to meet NFPA 1710 criteria or within 2½ miles and the number of buildings with a Needed Fire Flow over 3,500 gpm or 3 stories or more in height, or the method of operation.

The FSRs recognizes that there are **1 service companies** in service.

Item 549 "Credit for Ladder Service (CLS)" = 2.44 points

Item 553 – Credit for Reserve Ladder and Service Trucks (0.50 points)

The next item reviewed is Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)”. This item considers the adequacy of ladder and service apparatus when one (or more in larger communities) of these apparatus are out of service. The number of needed reserve ladder and service trucks is 1 for each 8 needed ladder and service companies that were determined to be needed in Item 540, or any fraction thereof.

Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)” = 0.32 points

Item 561 – Deployment Analysis (10 points)

Next, Item 561 “Deployment Analysis (DA)” is reviewed. This Item examines the number and adequacy of existing engine and ladder-service companies to cover built-upon areas of the city.

To determine the Credit for Distribution, first the Existing Engine Company (EC) points and the Existing Engine Companies (EE) determined in Item 513 are considered along with Ladder Company Equipment (LCE) points, Service Company Equipment (SCE) points, Engine-Ladder Company Equipment (ELCE) points, and Engine-Service Company Equipment (ESCE) points determined in Item 549.

Secondly, as an alternative to determining the number of needed engine and ladder/service companies through the road-mile analysis, a fire protection area may use the results of a systematic performance evaluation. This type of evaluation analyzes computer-aided dispatch (CAD) history to demonstrate that, with its current deployment of companies, the fire department meets the time constraints for initial arriving engine and initial full alarm assignment in accordance with the general criteria of in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*.

A determination is made of the percentage of built upon area within 1½ miles of a first-due engine company and within 2½ miles of a first-due ladder-service company.

Item 561 “Credit Deployment Analysis (DA)” = 7.73 points

Item 571 – Credit for Company Personnel (15 points)

Item 571 "Credit for Company Personnel (CCP)" reviews the average number of existing firefighters and company officers available to respond to reported first alarm structure fires in the city.

The on-duty strength is determined by the yearly average of total firefighters and company officers on-duty considering vacations, sick leave, holidays, "Kelley" days and other absences. When a fire department operates under a minimum staffing policy, this may be used in lieu of determining the yearly average of on-duty company personnel.

Firefighters on apparatus not credited under Items 513 and 549 that regularly respond to reported first alarms to aid engine, ladder, and service companies are included in this item as increasing the total company strength.

Firefighters staffing ambulances or other units serving the general public are credited if they participate in fire-fighting operations, the number depending upon the extent to which they are available and are used for response to first alarms of fire.

On-Call members are credited on the basis of the average number staffing apparatus on first alarms. Off-shift career firefighters and company officers responding on first alarms are considered on the same basis as on-call personnel. For personnel not normally at the fire station, the number of responding firefighters and company officers is divided by 3 to reflect the time needed to assemble at the fire scene and the reduced ability to act as a team due to the various arrival times at the fire location when compared to the personnel on-duty at the fire station during the receipt of an alarm.

The number of Public Safety Officers who are positioned in emergency vehicles within the jurisdiction boundaries may be credited based on availability to respond to first alarm structure fires. In recognition of this increased response capability the number of responding Public Safety Officers is divided by 2.

The average number of firefighters and company officers responding with those companies credited as Automatic Aid under Items 513 and 549 are considered for either on-duty or on-call company personnel as is appropriate. The actual number is calculated as the average number of company personnel responding multiplied by the value of AA Plan determined in Item 512.D.

The maximum creditable response of on-duty and on-call firefighters is 12, including company officers, for each existing engine and ladder company and 6 for each existing service company.

Chief Officers are not creditable except when more than one chief officer responds to alarms; then extra chief officers may be credited as firefighters if they perform company duties.

The FSRs recognizes **0.00 on-duty personnel** and an average of **2.50 on-call personnel** responding on first alarm structure fires.

Item 571 "Credit for Company Personnel (CCP)" = 4.35 points

Item 581 – Credit for Training (9 points)

Training	Earned Credit	Credit Available
A. Facilities, and Use For maximum credit, each firefighter should receive 18 hours per year in structure fire related subjects as outlined in NFPA 1001.	0.00	35
B. Company Training For maximum credit, each firefighter should receive 16 hours per month in structure fire related subjects as outlined in NFPA 1001.	6.92	25
C. Classes for Officers For maximum credit, each officer should be certified in accordance with the general criteria of NFPA 1021. Additionally, each officer should receive 12 hours of continuing education on or off site.	2.00	12
D. New Driver and Operator Training For maximum credit, each new driver and operator should receive 60 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.	3.33	5
E. Existing Driver and Operator Training For maximum credit, each existing driver and operator should receive 12 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.	0.42	5
F. Training on Hazardous Materials For maximum credit, each firefighter should receive 6 hours of training for incidents involving hazardous materials in accordance with NFPA 472.	0.67	1
G. Recruit Training For maximum credit, each firefighter should receive 240 hours of structure fire related training in accordance with NFPA 1001 within the first year of employment or tenure.	3.73	5
H. Pre-Fire Planning Inspections For maximum credit, pre-fire planning inspections of each commercial, industrial, institutional, and other similar type building (all buildings except 1-4 family dwellings) should be made annually by company members. Records of inspections should include up-to date notes and sketches.	6.00	12

Item 580 "Credit for Training (CT)" = 2.08 points

Item 730 – Operational Considerations (2 points)

Item 730 "Credit for Operational Considerations (COC)" evaluates fire department standard operating procedures and incident management systems for emergency operations involving structure fires.

Operational Considerations	Earned Credit	Credit Available
Standard Operating Procedures The department should have established SOPs for fire department general emergency operations	50	50
Incident Management Systems The department should use an established incident management system (IMS)	50	50
Operational Considerations total:	100	100

Item 730 "Credit for Operational Considerations (COC)" = 2.00 points

Water Supply

Forty percent of a community's overall score is based on the adequacy of the water supply system. The ISO field representative evaluated:

- the capability of the water distribution system to meet the Needed Fire Flows at selected locations up to 3,500 gpm.
- size, type and installation of fire hydrants.
- inspection and flow testing of fire hydrants.

	Earned Credit	Credit Available
616. Credit for Supply System	18.65	30
621. Credit for Hydrants	2.73	3
631. Credit for Inspection and Flow Testing	7.00	7
Item 640. Credit for Water Supply:	28.38	40

Item 616 – Credit for Supply System (30 points)

The first item reviewed is Item 616 “Credit for Supply System (CSS)”. This item reviews the rate of flow that can be credited at each of the Needed Fire Flow test locations considering the supply works capacity, the main capacity and the hydrant distribution. The lowest flow rate of these items is credited for each representative location. A water system capable of delivering 250 gpm or more for a period of two hours plus consumption at the maximum daily rate at the fire location is considered minimum in the ISO review.

Where there are 2 or more systems or services distributing water at the same location, credit is given on the basis of the joint protection provided by all systems and services available.

The supply works capacity is calculated for each representative Needed Fire Flow test location, considering a variety of water supply sources. These include public water supplies, emergency supplies (usually accessed from neighboring water systems), suction supplies (usually evidenced by dry hydrant installations near a river, lake or other body of water), and supplies developed by a fire department using large diameter hose or vehicles to shuttle water from a source of supply to a fire site. The result is expressed in gallons per minute (gpm).

The normal ability of the distribution system to deliver Needed Fire Flows at the selected building locations is reviewed. The results of a flow test at a representative test location will indicate the ability of the water mains (or fire department in the case of fire department supplies) to carry water to that location.

The hydrant distribution is reviewed within 1,000 feet of representative test locations measured as hose can be laid by apparatus.

For maximum credit, the Needed Fire Flows should be available at each location in the district. Needed Fire Flows of 2,500 gpm or less should be available for 2 hours; and Needed Fire Flows of 3,000 and 3,500 gpm should be obtainable for 3 hours.

Item 616 “Credit for Supply System (CSS)” = 18.65 points

Item 621 – Credit for Hydrants (3 points)

The second item reviewed is Item 621 "Credit for Hydrants (CH)". This item reviews the number of fire hydrants of each type compared with the total number of hydrants.

There are a total of 153 hydrants in the graded area.

620. Hydrants, - Size, Type and Installation	Number of Hydrants
A. With a 6 -inch or larger branch and a pumper outlet with or without 2½ -inch outlets	113
B. With a 6 -inch or larger branch and no pumper outlet but two or more 2½ -inch outlets, or with a small foot valve, or with a small barrel	32
C/D. With only a 2½ -inch outlet or with less than a 6 -inch branch	8
E/F. Flush Type, Cistern, or Suction Point	0

Item 621 "Credit for Hydrants (CH)" = 2.73 points

Item 630 – Credit for Inspection and Flow Testing (7 points)

The third item reviewed is Item 630 "Credit for Inspection and Flow Testing (CIT)". This item reviews the fire hydrant inspection frequency, and the completeness of the inspections. Inspection of hydrants should be in accordance with AWWA M-17, *Installation, Field Testing and Maintenance of Fire Hydrants*.

Frequency of Inspection (FI): Average interval between the 3 most recent inspections.

Frequency	Points
1 year	30
2 years	20
3 years	10
4 years	5
5 years or more	No Credit

Note: The points for inspection frequency are reduced by 10 points if the inspections are incomplete or do not include a flushing program. An additional reduction of 10 points are made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, or back-flushing for dry hydrants, 20 points are deducted.

Total points for Inspections = 4.00 points

Frequency of Fire Flow Testing (FF): Average interval between the 3 most recent inspections.

Frequency	Points
5 years	40
6 years	30
7 years	20
8 years	10
9 years	5
10 years or more	No Credit

Total points for Fire Flow Testing = 3.00 points

Item 631 "Credit for Inspection and Fire Flow Testing (CIT)" = 7.00 points

Divergence = -3.12

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

Community Risk Reduction

	Earned Credit	Credit Available
1025. Credit for Fire Prevention and Code Enforcement (CPCE)	1.68	2.2
1033. Credit for Public Fire Safety Education (CFSE)	1.24	2.2
1044. Credit for Fire Investigation Programs (CIP)	0.94	1.1
Item 1050. Credit for Community Risk Reduction	3.86	5.50

Item 1025 – Credit for Fire Prevention Code Adoption and Enforcement (2.2 points)	Earned Credit	Credit Available
Fire Prevention Code Regulations (PCR) Evaluation of fire prevention code regulations in effect.	10.00	10
Fire Prevention Staffing (PS) Evaluation of staffing for fire prevention activities.	0.00	8
Fire Prevention Certification and Training (PCT) Evaluation of the certification and training of fire prevention code enforcement personnel.	6.00	6
Fire Prevention Programs (PCP) Evaluation of fire prevention programs.	14.60	16
Review of Fire Prevention Code and Enforcement (CPCE) subtotal:	30.60	40

Item 1033 – Credit for Public Fire Safety Education (2.2 points)	Earned Credit	Credit Available
Public Fire Safety Educators Qualifications and Training (FSQT) Evaluation of public fire safety education personnel training and qualification as specified by the authority having jurisdiction.	0.00	10
Public Fire Safety Education Programs (FSP) Evaluation of programs for public fire safety education.	22.50	30
Review of Public Safety Education Programs (CFSE) subtotal:	22.50	40

Item 1044 – Credit for Fire Investigation Programs (1.1 points)	Earned Credit	Credit Available
Fire Investigation Organization and Staffing (IOS) Evaluation of organization and staffing for fire investigations.	8.00	8
Fire Investigator Certification and Training (IQT) Evaluation of fire investigator certification and training.	3.00	6
Use of National Fire Incident Reporting System (IRS) Evaluation of the use of the National Fire Incident Reporting System (NFIRS) for the 3 years before the evaluation.	6.00	6
Review of Fire Investigation Programs (CIP) subtotal:	17.00	20

Summary of PPC Review

for

Colfax

FSRS Item	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.04	4
432. Credit for Dispatch Circuits	3.00	3
440. Credit for Emergency Communications	9.04	10
Fire Department		
513. Credit for Engine Companies	5.75	6
523. Credit for Reserve Pumpers	0.00	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	2.44	4
553. Credit for Reserve Ladder and Service Trucks	0.32	0.5
561. Credit for Deployment Analysis	7.73	10
571. Credit for Company Personnel	4.35	15
581. Credit for Training	2.08	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	27.67	50
Water Supply		
616. Credit for Supply System	18.65	30
621. Credit for Hydrants	2.73	3
631. Credit for Inspection and Flow Testing	7.00	7
640. Credit for Water Supply	28.38	40
Divergence	-3.12	--
1050. Community Risk Reduction	3.86	5.50
Total Credit	65.83	105.5

Final Community Classification = 04/4X

INSURANCE SERVICES OFFICE, INC.
HYDRANT FLOW DATA SUMMARY

Community Colfax State California Witnessed by: Insurance Services Office Survey Date: Jun 4, 2014
 County California (N)/Placer (N) (04)

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM $Q = (29.83(C(d)^2 p^{0.5}))$		PRESSURE PSI		FLOW - AT 20 PSI		REMARKS***	MODEL TYPE	FLOW TEST DATE
				INDIVIDUAL HYDRANTS	TOTAL	STATIC	RESID.	NEEDED **	AVAIL.			
1		2121 S. Auburn	Placer County Water Agency, Colfax Upper & Lower PZ	920	920	125	95	2000	1800		FTPC	11/22/2019
2		350 Canyon Rd	Placer County Water Agency, Colfax Ball Park & Ben Taylor PZ	580	580	105	95	2250	1800		FTPC	11/22/2019
3		N. Main & Depot	Placer County Water Agency, Colfax Ball Park & Ben Taylor PZ	530	530	95	85	3000	1600	(C)-(2408 gpm)	FTPC	11/22/2019
4		S. Auburn & Whitcomb	Placer County Water Agency, Colfax Upper & Lower PZ	630	630	135	120	4500	1900	(D)-(2545 gpm)	FTPC	11/22/2019
4.1		S. Auburn & Whitcomb	Placer County Water Agency, Colfax Upper & Lower PZ	630	630	135	120	3500	1900	(C)-(2545 gpm)	FTPC	11/22/2019
5		Oak & Hwy 174	Placer County Water Agency, Colfax Upper & Lower PZ	790	790	90	70	2500	1600		FTPC	11/22/2019
6		Mink Creek	Placer County Water Agency, Colfax Upper & Lower PZ	530	530	80	70	3000	1400	(C)-(2545 gpm)	FTPC	11/22/2019

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.
 THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

*Comm = Commercial; Res = Residential
 **Needed is the rate of flow for a specific duration for a full credit condition. Needed Fire Flows greater than 3,500 gpm are not considered in determining the classification of the city when using the Fire Suppression Rating Schedule.
 *** (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.

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Staff Report to City Council

FOR FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Wes Heathcock, City Manager
Subject: Fireworx Farms, LLC Commercial Cannabis Cultivation Business Permit

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Discuss and consider authorizing the City Manager to issue a Commercial Cannabis Cultivation Business Permit valid for 1-year to Fireworx Farms, LLC.

Summary/Background

At the January 27, 2021 Regular City Council meeting, Council conducted a Public Hearing, which was subsequently closed. During the council comments and questions period, several questions were raised; therefore, the agenda item was continued a certain date of February 24, 2021 at 6:00 pm. The items Council requested included a tour of the applicant's cultivation facility in Sacramento and the availability of water for the cultivation operation at the proposed site in Colfax.

Staff arranged a tour of the applicant's current cultivation located at 1025 Joellis Way, Sacramento CA 95815 on February 8, 2021. The tour was scheduled to include the entire Council; therefore, the meeting was properly noticed to the public. Staff and two members of Council were in attendance. Council member Fatula provided detailed notes of the tour which are attached to the staff report.

Fireworx Farms, LLC contacted Placer County Water Agency (PCWA) to determine if adequate water resources are available to the applicant's proposed location (1401 HWY 174). Fireworx Farms, LLC indicated their operations would require 7,500 gallons of water per day. Fireworx Farms, LLC provided correspondence from PCWA that states the water demand of the cultivation operation can be provided. A copy of the correspondence is attached to the staff report.

Staff is requesting Council discuss and consider authorizing the City Manager to issue a Commercial Cannabis Cultivation Business Permit valid for 1-year to Fireworx Farms, LLC. If Council elects to authorize the issuance of a Cultivation Business Permit to Fireworx Farms, LLC, the permit would be contingent on the applicant satisfying all the administrative requirements of the Planning, Building, and Engineering Departments in accordance with CMC Section 5.32.170 (e).

January 27, 2021 Background

On July 8, 2020 Council adopted its Ordinance 542 by which it established permissible commercial cannabis activities and zoning regulations. Ordinance 542 became effective August 8, 2020. Council next directed staff to develop procedures for processing Commercial Cannabis Business Permits and a fee structure that would allow the City to recover its cost of establishing and implementing the commercial cannabis regulation program through equitable allocation between permittees.

On August 26, 2020, the City Council adopted Resolution No. 53-2020 approving the Commercial Cannabis Business Permit Application Procedure Guidelines, which directed City staff to open the process for accepting applications for Commercial Cannabis Business Permit(s). Staff released the Commercial Cannabis Business Permit application notification on September 25, 2020 and the application period to submit a Commercial

Cannabis Business Permit Application closed on November 24, 2020. The City received one application submitted by Fireworx Farms, LLC for Commercial Cannabis Cultivation.

Following the close of the application period, Fireworx Farms, LLC's application and supporting documentation was forwarded to SCI Consulting Group for review. On December 7, 2020 SCI Consulting Group completed the Phase 1 Review and determined the application was complete and the owner had passed the background check, satisfying the requirements of the Phase 1: Completeness Review and Determination of Eligibility.

City staff next directed SCI Consulting Group to begin the Phase 2: Third-Party Review. SCI conducted a detailed review of the application and scored the application based on the nine (9) criteria established by the Commercial Cannabis Business Permit Application Procedure Guidelines. On January 4, 2021, SCI notified the City that the applicant satisfied the Phase 2 requirement of a minimum score of 80%, by receiving a score of 95.22%. SCI Consulting Group Phase 2 Application Summary Report (Attachment 2) provides a detailed breakdown of the applicant's score.

Colfax Municipal Code Section 5.32.090(c) and Phase 3 of the application review requires the City Council to make a final determination regarding whether to issue a Commercial Cannabis Cultivation Business Permit. In addition, 5.32.170 (c) requires the City to provide 10 day notification to property owners within 300 feet of the proposed business location. Staff identified 10 properties that meet the 300 feet notification requirement and subsequently mailed notices to all 10 locations.

Colfax Municipal Code Section 5.32.100 provides that any permit the Council authorizes expires twelve months after the date of its issuance. The Council retains discretion to approve or disapprove renewal of the permit. If the Council approves the issuance of the requested permit, CMC Section 5.32.170 (e) states the permit is conditional upon the prevailing candidate obtaining all land use approvals. In this case, the permit would be issued upon completion of the necessary land improvements and will be valid for one year thereafter.

Fiscal Impacts

There is no fiscal impact. The costs associated with reviewing the application were recovered through the application fee paid by Fireworx Farms, LLC. Future costs associated with the annual monitoring and compliance of the business will be recovered through the Annual Commercial Cannabis Business Permit Fee.

Attachments:

1. Resolution __ - 2021
2. Phase 2 Application Review Summary Report (Fireworx Farms, LLC)
3. Council Member Fatula's tour notes
4. Fireworx Farms, LLC PCWA Correspondence

City of Colfax

City Council

Resolution No. __-2021

**AUTHORIZING THE CITY MANAGER TO ISSUE A COMMERCIAL CANNABIS CULTIVATION
BUSINESS PERMIT VALID FOR 1-YEAR TO FIREWORX FARMS, LLC**

WHEREAS, on August 26, 2020, the City Council of the City of Colfax adopted Resolution No. 53-2020 approving the Commercial Cannabis Business Permit Application Procedure Guidelines, which directed City staff to open the process for accepting applications for Commercial Cannabis Business Permit(s) on September 25, 2020; and,

WHEREAS, on November 24, 2020 the application period to submit a Commercial Cannabis Business Permit Application closed and the City received one application from Fireworx Farms, LLC for a Commercial Cannabis Cultivation business permit; and,

WHEREAS, SCI Consulting Group reviewed the Cultivation application and supporting documentation submitted by Fireworx Farms, LLC and determined that the applicant satisfied the Phase 1 and Phase 2 requirements of the Commercial Cannabis Business Permit Application Procedure Guidelines; and,

WHEREAS, the City Council is willing to conditionally authorize staff to issue a Commercial Cannabis Cultivation Business Permit to Fireworx Farms, LLC, valid for 1-year from the date of issuance, which includes payment of the annual regulatory fees established by Resolution 54-2020 to reimburse the City and SCI Consulting Group for cannabis business implementation costs and on-going monitoring and compliance services.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax as follows: The City Manager is authorized to issue one Commercial Cannabis Cultivation Permit to Fireworx Farms, LLC on the following conditions: (1) the permit issued shall be valid for 1-year from the date of issuance; (2) the City Council reserves the right to renew or decline to renew the permit at any time; (3) the permittee shall at all times comply with Ordinance No. 542: Colfax Municipal Code Chapter 5.32 (Commercial Cannabis Activity) and Title 17 (Zoning – Commercial Cannabis Activities), all applicable state and local laws, rules, regulations and ordinances that pertain to commercial cannabis activities, and all conditions imposed on the issued permit; and (4) the permittee shall pay all required fees prior to issuance of the permit authorized by this Resolution.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the February 24, 2021 by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Sean Lomen, Mayor

Amy Lind, Interim City Clerk

PHASE 2: THIRD-PARTY REVIEW (CULTIVATION)

Item 9C



Applicant: Fireworx Farms, LLC
 David Spradlin, CEO/Owner



Evaluation Criteria		Points Awarded	Points Possible	Comments
Section 1: QUALIFICATIONS OF OWNERS/MANAGERS (45 Points)				
1.1	Description of owner qualifications. Resumes are not to exceed one (1) page per owner/manager and shall detail any special business or professional qualifications or licenses of Owners that would add to the quality of services that the cannabis business would provide, including in areas related to cannabis, such as scientific or health care fields. The experience can be in California or other states where recreational and/or medicinal cannabis is permitted.	5	5	Owner manages eight retail cannabis stores in California; Owner of 30k sq ft indoor cultivation facility in Sacramento; management team has extensive experience operating and managing retail and cultivation businesses
1.2	Proof that the Owner(s) and/or Manager(s) have experience operating a commercial cannabis business in any State or local jurisdiction where Medical and/or Adult Use Cannabis Business activities are permitted.	5	5	State License Numbers provided for 8 retail, 2 cultivation, and 1 distribution locations
1.3	State the extent to which the CCB will be a locally managed enterprise whose owners and/or managers reside in the City of Colfax or Placer County.	2.5	5	Mike Allarea (VP of Cultivation) resident of Auburn, Ca in Placer County since 1990; no owners (-2.5 points)
Section 1: Sub-Total of Points Possible:		12.5	15	
Council Multiplier (Points Awarded x 3)		37.5	45	
Section 2: PLANS, LOCATION, AND OTHER DIAGRAMS (40 Points)				
2.1	Site Development Plan. Provide information on existing conditions and proposed improvements to the site; show how it meets or will meet the development standards outlined in the Colfax Zoning Code (1/8 inch = 1 foot minimum scale).	5	5	No deductions
2.2	Floor plan showing information on existing layout and proposed layout to building interior (1/4 inch = 1 foot minimum scale).	5	5	No deductions
2.3	Building Elevations. Provide information on existing conditions and proposed improvements to building elevations (1/8 inch = 1 foot minimum scale).	5	5	No deductions
2.4	Preliminary grading plan.	5	5	No deductions
Section 2: Sub-Total of Points Possible:		20	20	
Council Multiplier (Points Awarded x 2)		40	40	
Section 3: BUSINESS PLAN (195 Points)				
3.1	A written description of the total square footage of the facility with estimated square footage of proposed uses (i.e. administrative, cultivation, manufacturing, shipping/receiving, laboratory, dispensary, etc.).	5	5	20,000 sq ft of cultivation canopy; 1,700 sq ft drying room; 2,550 sq ft processing room
3.2	An organizational chart of Owner/Leadership activity with business manager(s) and employees.	5	5	Organizational chart provided
3.3	Describe the owner's roles in day-to-day operations and decisions.	5	5	Owner will direct operations; involved in day-to-day decisions
3.4	Describe the number of employees, title/position and their respective responsibilities.	5	5	18-20 full-time employees; all titles/positions described
3.5	Describe compensation for employees and opportunities for continuing education.	5	5	Starting wages of \$17/hour; advanced training provided and encouraged
3.6	A schedule for beginning operations, including a narrative outlining any proposed construction improvements and a timeline for completion.	5	5	Schedule and narrative provided; Commence operations June 2021
3.7	A budget for construction, operation, maintenance, compensation of employees, equipment costs, utility costs and other operating costs.	5	5	No Deductions
3.8	A description of the sources(s) of capital funds. The budget must demonstrate sufficient capital in place to pay startup costs and at least three (3) months of operating costs.	5	5	Sufficient capital in place to cover start-up and initial operating costs
3.9	Proof of capitalization, in the form of documentation of cash or other liquid assets on hand, Letters of Credit or other equivalent assets.	5	5	Bank statements with account balance provided
3.10	A pro forma for at least three (3) years of operation.	5	5	5-year pro forma provided
3.11	Type of products being cultivated, manufactured or sold.	5	5	Cannabis flower and trim
3.12	Estimated quantity and value of product(s) to be cultivated, manufactured, or sold.	5	5	No deductions
3.13	Describe marketing procedures and tactics.	5	5	Marketing tactics consistent with State law

Evaluation Criteria		Points Awarded	Points Possible	Comments
Section 3: Sub-Total of Points Possible:		65	65	Item 9C
Council Multiplier (Points Awarded x 3)		195	195	
Section 4: OPERATIONS PLAN (75 Points)				
4.1	Day-to-day operations shall be provided for each license type being sought. The proposed operations should acknowledge both state and local laws and should be consistent with industry best practices.	5	5	Day-to-Day operations consistent with local and state regulations
4.2	Describe hours of operation and facility opening procedures.	5	5	6 am to 6pm 7 days per week
4.3	Describe cash handling procedures.	5	5	All currency handled by managers; stored in secured storage room in safe; monitored by security cameras
4.4	Describe inventory control procedures that will be included, identification of point-of sales and track and trace software. Explain how cannabis inventory will be tracked and monitored to prevent diversion.	5	5	Helix BioTrack System; Metrc State Tracking System; monthly audits
4.5	Describe transportation, loading and unloading, distribution, or delivery procedures.	5	5	Distributors verified by security; enclosed, secure loading area; video surveillance; staff monitoring
Section 4: Sub-Total of Points Possible:		25	25	
Council Multiplier (Points Awarded x 3)		75	75	
Section 5: SAFETY PLAN (225 Points)				
5.1	The Safety Plan shall be prepared and/or evaluated by a professional fire prevention and suppression consultant. A "professional fire prevention and suppression consultant" would include but not be limited to, an accreditation, certification, license, etc. related to fire safety.	5	5	Safety Plan prepared by Reax Engineering
5.2	Identify all gases, pesticides, and chemicals to be used and their storage locations.	5	5	No volatile solvents used; utilize nonvolatile organic products for cultivating and cleaning; storage areas identified
5.3	Identify all possible fire, hazardous material, and inhalation issues/threats. Include written and physical mechanisms proposed to deal with each specific situation.	5	5	No deductions
5.4	Identify fire alarm and monitoring system including the name and contact information for the alarm company.	3	5	Smoke alarms, sprinkler system, manual pull stations, and a horn; name and contact info for alarm company not provided (-2pts)
5.5	Description of accident and incident reporting procedures.	4	5	Procedures identify reporting and investigating after incident; implementing corrective measures and training not discussed (-1 point)
5.6	Description of evacuation routes.	5	5	Evacuation routes provided
5.7	Location of fire extinguishers and other fire suppression equipment.	5	5	No deductions
5.8	Description of procedures and training for emergency situations.	5	5	No deductions
5.9	Description and location of all gas monitoring equipment (for Cultivation and Manufacturing applicants only).	5	5	No gases will be used
Section 5: Sub-Total of Points Possible:		42	45	
Council Multiplier (Points Awarded x 5)		210	225	
Section 6: SECURITY PLAN (100 Points)				
6.1	The Security Plan shall be prepared and/or evaluated by a professional security consultant.	5	5	Security Plan prepared by Crime Alert Security
6.2	A premises diagram, which shall be accurate, dimensioned, and to scale (minimum scale = ¼" = 1'); the scale may be smaller if the proposed location exceeds a ½ acre parcel. The premises diagram shall include the following information:	4.5	5	Diagrams missing scale and north arrow (-0.5 points)
6.3	Written description of operational security, including but not limited to, general security policies for the facility, employee specific policies, training, sample written policies, transactional security, visitor security and 3rd party contractor security, and delivery security.	5	5	No Deductions
6.4	Identify intrusion alarm and monitoring system including the name and contact information for the monitoring company.	5	5	Crime Alert Security; 24-hour central monitoring and response system, door contacts, glass break detectors, and motion detectors
6.5	Discuss whether the CCB will utilize the services of on-site security guards. Please include the following in the description: - Number of guards. - Hours guards will be on-site. - Locations they will be positioned. - Their responsibilities.	5	5	One security guard posted at front gate 24/7; 1-2 additional guards during business hours

Evaluation Criteria		Points Awarded	Points Possible	Comments
Section 6: Sub-Total of Points Possible:		24.5	25	Item 9C
Council Multiplier (Points Awarded x 4)		98	100	
Section 7: NEIGHBORHOOD COMPATIBILITY PLAN (75 Points)				
7.1	Provide a "Good Neighbor Policy" that includes policies and measures in place to protect adjacent uses from any potential impacts (i.e. noise, light, odor, traffic, etc.) related to the proposed cannabis business. Describe how the cannabis business and its operating characteristics will be proactively managed so the business is not detrimental to the public health, safety, convenience, or welfare of persons residing, working, visiting or recreating in the surrounding area and will not result in the creation of a nuisance.	4	5	Implement a community relations contact to address any concerns; policies and measures provided for noise, odor and traffic; emphasis on safety and security; impacts related to lighting not addressed (- 1 pt)
7.2	Describe odor mitigation practices: - Identify potential sources of odors. - Describe the system design, operational processes along with staff training, and maintenance plan. Please do not include equipment literature for this criteria.	5	5	Utilize electronic and carbon air filtration systems; daily odor assessment; operational and training procedures described
7.3	Describe the waste management plan. The plan shall include waste disposal locations and their security measures, methods of rendering waste unusable and unrecognizable.	5	5	Waste disposal contracted through third-party, Easy Waste Management; waste stored in secured receptacles under video surveillance; entered into Metrc
7.4	Describe the facility's sustainability efforts; provide a pledge to use locally sourced, low VOC, and energy efficient and sustainable materials and techniques (i.e. solar panels, renewable energy, etc.).	4	5	Carbon Management - offset energy consumption through CarbonFund.org; green construction methods and materials; environmentally safe supplies; water conservation; waste reduction and recycling
7.5	Describe how the location will be provided with adequate electricity, sewerage disposal, water and storm drainage facilities for the intended purpose.	5	5	No Deductions
Section 7: Sub-Total of Points Possible:		23	25	
Council Multiplier (Points Awarded x 3)		69	75	
Section 8: COMMUNITY BENEFITS PLAN (20 Points)				
8.1	Describe benefits that the CCB would provide to the local community, such as employment for residents of the City, community contributions, or economic incentives to the City.	3	5	Partnerships with the following organizations: The Colfax Green Machine, First 5 Placer, and Friends of the Colfax Theater; Contributions not quantified (-2pts)
Section 8: Sub-Total of Points Possible:		3	5	
Council Multiplier (Points Awarded x 4)		12	20	
Section 9: LABOR AND EMPLOYMENT (30 Points)				
9.1	Provide number of new jobs created by proposed business.	5	5	18-20 full-time jobs; commitment to hire 90% of staff from Colfax community
9.2	Provide wage scales for all levels of employment.	5	5	Wage scale provided for all positions; starting wages of \$17/hour for entry level jobs; wage increases based on performance
9.3	Describe compensation and opportunities for continuing education and training of employees.	5	5	Benefits package (health, dental, sick pay); vacation time; retirement plan; advanced training provided and encouraged
Section 9: Sub-Total of Points Possible:		15	15	
Council Multiplier (Points Awarded x 2)		30	30	
Total Points:		766.5	805	
Application Score:		95.22%		

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174

Fireworxs Farm

On 2021-02-08 at about 1:00PM Mayor Lomen, Dr Joe Fatula, and Mary Fatula toured the Fireworks Farms proposed outdoor grow facility at 1401 Highway 174, Colfax, CA.

The following are the observations and items learned during this event. I will classify all items found which could be a problem into the following three levels:

- **Issue** – an item which is a potential showstopper
- **Concern** – an item which needs to be fixed with a plan to prevent it from reoccurring
- **Work Item** – an item which needs to be addressed

Colfax Property Proposed Location

The proposed property is at 1401 Highway 174, Colfax, CA APN 101-010-035.



Odor Control

The property is part of the canyon structure with winds running primarily in the E to W direction up the canyon. Homes are located within 100 ft of the N edge of the property and 400 ft of the W edge of the property.

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174



FIGURE 1 - HOMES WITH 400 FT ON W SIDE

Issue: Odor control is significantly more critical here than in Sacramento as homes in Sacramento are over 1400 ft away and the area is commercial within many blocks in all directions. In Colfax, homes are within 100 ft on the N and 400 on the W. Plus being in a canyon, the air flow goes up to the homes to the W. If it was not in a canyon, the air dilution at 1400 ft vs 100 ft is 196x greater. Therefore, our sensitivity without any air flow is about 196 times higher than Sacramento. With air flow up the canyon, the odor can be more concentrated in one direction and may be even higher than the 196x.

Lighting of the Greenhouses

As Fireworx described that they would be needing to provide high intensity lighting to the Greenhouses between 12 hrs/day and 20 hrs/day – the neighborhood spill over illumination is significant. No conceptual plan for shielding or covering of the greenhouses was presented. In most building codes, they state “light emitted shall not adversely affect neighboring properties”. This will change the character of Colfax from a dark sky mountain community to more of a Roseville/Lincoln illumination level without extensive shielding or covering of the greenhouses.

Longest day in Colfax is 14 hrs. 55 min. and the shortest day is 9 hrs. 25 min. So for the 20 hrs per day which the grow areas need of illumination there would be between 5 hrs. and 5 min. and 10 hrs. and 35 min. of night sky time illumination that would have to be solved.

Issue: Neighborhood illumination during over half of the year is significant.

Property Security

We were told, at this mornings meeting in Sacramento at Fireworx, that a security fence was installed on the property to keep the homeless out. We were also told at the prior city council meeting that a clean-up of abandoned vehicles was done. Here is what it looks like:

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174



FIGURE 2 - THE MAIN ENTRANCE

Note there is only a few sections of fencing. The ends are wide open, and several sections are laying flat on the ground. How is this security fencing?



FIGURE 3 - SIDE TOWARDS RR TRACK

Some security fencing was installed along the railroad track side of the property. Note, there is a break in the middle of the fence that is wide open.



FIGURE 4 - LARGE 2+ FT GAPS UNDER THE FENCE

Notes from Proposed Property 2021-02-08.docx

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174

Note, there was no effort when the fencing was installed to account for property topology. Gaps under the fence easily allow one to go under.



FIGURE 5 - HOMELESS ENCAMPMENT WITH MATTRESS

Along the NE corner is a homeless encampment with mattress and other materials.

Building Security



FIGURE 6 - GREEN BUILDING SECURITY



FIGURE 7 - DEBRIS

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174

There has been no attempt to secure this building from usage by homeless. Locking the door and screwing it down in place could have secured this building.



FIGURE 8 - 2ND BUILDING - GARAGE DOOR WIDE OPEN



FIGURE 9 - 2ND BUILDING NOT SECURED



FIGURE 10 - BOARDS WITH NAILS EXPOSED

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174



FIGURE 11 – DETAILS – 3” NAILS STICKING UP ENDANGERING KIDS



FIGURE 12 - EVIDENCE OF ENCAMPMENT



FIGURE 13 - FOOD AND DRINK - FEW DAYS OLD

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174



FIGURE 14 - 3RD BUILDING NOT SECURED

This was a horse corral building which remains open.

Abandoned Vehicles



FIGURE 15 - ABANDONED VEHICLE AND APPLIANCES



FIGURE 16 - PROPANE TANK IN ABANDONED VEHICLE

Propane tank inside of abandoned vehicle – Potential Fire Hazard

Fireworx Farm Proposed Greenhouse - 1401 Hwy 174



FIGURE 17 - ABANDONED TRUCK SLEEPER

Sleeping accommodations for homeless?

Trust and Confidence in the Property Owner will maintain the property

The property owner, MWG Holdings, has had the property for 2+ years and has had ample time to cleanup and maintain the property. Many problems remain including some safety hazards that must be corrected.

Fireworx Farms Facility Review

Fireworx Farms

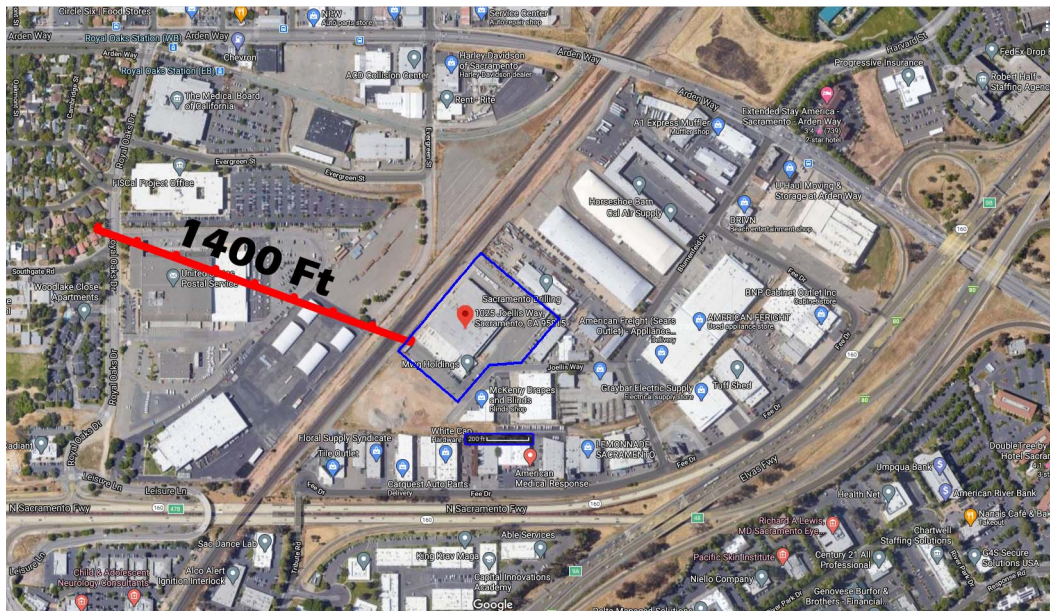
On 2021-02-08 at 10:00AM we toured the Fireworks Farms indoor cultivation facility at 1025 Joellis Way, Sacramento, CA and walked around the outside of the facility. We had expected to walk the neighborhood but discovered the facility is in a huge industrial part of Sacramento with no homes within 1400 ft in an area which is very flat (no hills, canyons, etc. to funnel the air).

The following are the observations and items learned during this event. I will classify all items found which could be a problem into the following three levels:

- **Issue** – an item which is a potential showstopper
- **Concern** – an item which needs to be fixed with a plan to prevent it from reoccurring
- **Work Item** – an item which needs to be addressed

Approaching the 1025 Joellis Facility

The facility is located in a heavily populated industrial area. The nearest homes are 1400 ft in the NW direction. It is surrounded on two sides with chain link fence with razor wire on the top and on the front side and rear side (by the railroad track) with a black metal 1" square tube fence with pointed tips about 6-8 ft high.



From about 2-3 blocks away inside a enclosed vehicle with windows up (and a HEPA filter built into the vehicle) one can smell a strong almost skunk like smell of the growing/flowering plants in the totally enclosed building. The odor increases as one approaches the building and permeates the inside of the facility as well.

There was a remote-control gate with guard at the entrance to the property and we were met at the front door of the building by the Fireworx team.

The front of the facility was generally clean as was the interior of the growing plant facility.

Fireworx Farms Facility Review

They appeared to be following state rules, including visitor registration at the door.

We were able to walk through the hallway and peek through the doors of the various production areas:

1. Chemical Mixing and Distribution area for the hydroponics
2. Growing rooms which had plants at various states up to full bloom ready for picking
3. Seedling room where cuttings are taken from the master plants and transplanted into new growing material
4. Drying room
5. Harvesting room where the plant is cut apart into the different products and into waste material

Fireworx has the following facilities:

- Grow facility in Sacramento (this facility)
- Nursery License for selling potted plants in Sacramento (this facility)
- Grow facility in New Mexico
- Grow facility in Rhode Island
- 8 retail facilities in CA

Air Flow and Filtration

While they had carbon filter scrubbers on the HVAC system, these were not used for odor control. There was no schedule of when they get changes as a carbon filter has a limited life which is heavily dependent on the air flow and level of removal of the contaminant.

We requested to see the air flow/filtering calculations for the proposed green houses in Colfax to understand their concept to eliminate odor leakage from the facility.

ISSUE: We were not aware that they plan to have typical greenhouse vents to allow airflow in/out of the green houses to dump excess heat, etc. The filtration is not on all air exiting the facility. From the discussion it seemed that they were proposing doing simple air recirculation through a carbon filter interior to each greenhouse. It did not appear that they have plans or thoughts for airlocks on each entrance/exit or doorway into/out of the facility also a place for odor leakage. Odor control is a serious problem at the Sacramento facility and with the proposed concept on the greenhouses will be more serious in Colfax.

Lighting

The purpose of outdoor greenhouses is to take advantage of the sun light for illumination saving energy. We were not aware at just how bright the lighting was in the interior grow rooms. There were warnings that safety glasses (sun protection for illumination) is required to enter the rooms. We could stand in the hall, but the light was so bright you couldn't look into the room for more than a few seconds. When asked about how long the lights are on, we were told 12 hrs. on/12 hrs. off when trying to force the plants to flower and 20 hrs. on/4 hrs. off when growing which is most of the grow cycle.

ISSUE: They plan on lighting the green houses proposed in Colfax with similar illumination intensity. In the winter months in Colfax, there are only 9 hrs. and 25 min. of daylight. A 20 hr. cycle means there are 10 hrs. and 35 min. when it is dark which will have the greenhouses under bright illumination. This is a serious concern.

Fireworx Farms Facility Review

Water

They confirmed that PCWA will supply the water to the facility and will not be using wells or tanker truck for delivery. They also need to confirm they will not be placing a pond on the property.

CONCERN: This needs to be followed up with confirmation from Fireworx in writing.

Accounting for Plant Material

We were told by the shorter man who was presenting, sorry I forgot to get his name, that every gram of the plant is accounted for in their process. Nothing is lost or missing or unaccounted. All of the parts which are sold are weight and accounted for. All of the plant which is not sold is disposed of in bags to a certified waste handler for this material as required by the state. Nothing is unaccounted for.

Trust of the Fireworx team

We discussed the property in Colfax and brought up its condition which has been very poorly maintained. It is a property which they have owned for 2+ years so there is no excuse for poor management of the property. I asked them how can we trust you to do what you say if your demonstration of how you manage something is in such shambles? They had no good answers.

We asked if it wouldn't make sense to clean up the property before proposing something to the city to show good faith? Or to clean it up now? Again, this seemed to catch them off guard.

My impression was that it seemed as though they have never visited the property but were simply stating what they would like to believe or were told to say.

They did comment that they had put up a security fence around the facility to keep the homeless out and had secured the buildings.

Walk around the facility

As we exited the indoor facility the Fireworx team disappeared back inside. We asked the security guard for permission to do the walk around as we had proposed and he said no problem.

The front of the building area was very clean and neat. However, as we walked around the building (clockwise from the entrance) we discovered cardboard debris against the inside of the fence which clearly has not been cleaned up.

CONCERN: House keeping throughout the facility and its surroundings.

Continuing on to the back of the facility, we found several potted plants with the plant remaining in one. It was cut off with a few inches of the stem remaining that were carelessly tossed along the inside of the fence at the rear.

Fireworx Farms Facility Review



ISSUE: If 100% of the plant is accounted for, then how can there be plant parts in pots behind the building up against the fence, particularly when we had stated we intended to walk around the neighborhood/facility in advance.

Fireworx Farms Facility Review

Continuing to walk around the right-hand side of the facility, we found similar debris problems but also found three gasoline containers, one which was about half full, lying on their sides able to leak out next to the wall of the building. Fortunately, none were leaking, and we set them back up standing.



ISSUE: Fire safety does not seem to be important to Fireworx. An item like this in a high fire risk area such as Colfax, cannot be tolerated.

Upon reaching the front of the building we knocked at the front door to try to have a discussion with the Fireworx team so they could address these concerns and issues, but no one answered.

We went over to the security guard and asked him to page or call the Fireworx team but he informed us that they left the site and were not reachable. We tried to call the young lady, Caity Maple (??), who was the leader but was unable to reach her.

From: [Caity Maple](#)
To: [Wes Heathcock](#)
Subject: Fwd: 1401 Hwy 174
Date: Thursday, February 4, 2021 10:58:55 AM
Attachments: [Supply Demand Report - 2-04-2021.pdf](#)

FYI.

----- Forwarded message -----

From: Robert Helweg <rhelweg@pcwa.net>
Date: Wed, Feb 3, 2021 at 8:29 AM
Subject: RE: [1401 Hwy 174](#)
To: Angelica Sanchez <angelica@perfect-union.com>
Cc: Richard Wirth <rwirth@pcwa.net>

Good morning Angelica,

Simply put, we have more than enough water to supply the green house and will not affect residents who have their allocated amounts of water. To get a little more technical, attached is our bi-weekly board report that shows the remaining water supply in terms of Units of Capacity (UOC). 1 UOC = 1,150 Gallons Per Day. Our Colfax Water Treatment plant has the remaining capacity of 544.0 UOC. The 2" meter that you plan on installing will allocate you 8.0 UOC. Therefore, the remaining supply would be 536 UOC (616,400 Gallons per Day) to residents within the system on a first come first served basis.

Please let me know if you have any questions,

Robert Helweg, E.I.T.

Assistant Engineer

Placer County Water Agency

P.O. Box 6570, Auburn, CA 95604

Technical Services | Engineering Division

TEL: 530.823.1649 | FAX: 530.823.4884

From: Angelica Sanchez <angelica@perfect-union.com>
Sent: Tuesday, February 2, 2021 2:18 PM
To: Robert Helweg <rhelweg@pcwa.net>
Subject: [1401 Hwy 174](#)

Good afternoon Robert,

We've contacted PCWA customer service and have a quote to install the 2" meter to provide water for our greenhouse cultivation. We plan on using no more than 7500 gallons of water per day and the 2" meter allows a max of 9,200.

Do you have any analysis or data available on the impact of the overall water supply? because there are residents who oppose our project who may try to incorrectly claim we will be taking water that is meant for them.

--

Angelica Sanchez
Director, Government Affairs & Compliance
(916) 582-8005



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--

Caity Maple VP, Government Affairs & Compliance 530.645.8322



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Supply and Demand Report for
Western Water System (Zone 6)
February 04, 2021 Board Meeting

Supply Summary	Acre Feet (AF)
PG&E Western Water System	100,400
PG&E Zone 3	25,000
Canyon Creek Water Rights (9)	3,400
PCWA Middle Fork Project (8)	35,500
NID Deliveries to Foothill WTP	1,920
Total Supply	166,220

Lower Untreated Water System	AF
Supply	141,220.00
Baseline Demand	
Realized (2013) (4)	101,857.60
Realized Zone 5 (2013) (4)	12,433.40
Committed Demand	
Bickford Ranch	1,538.50
Auburn-Bowman (5)	2,249.96
Foothill-Sunset-Ophir (5)	7,211.98
Total Committed Demand	11,000.44
Total Baseline Demand	125,291.44
Commitments Post 2013	
Since Baseline (6)	2,839.63
Requests this Meeting	9.05
Total Commitments Post 2013	2,848.68
Remaining Supply upon approval of requests at this meeting.	13,079.88

Untreated Water Supply and Demand Summaries

Upper Untreated Water System (Zone 3)	AF
Supply	25,000.00
Baseline Demand	
Realized (2013)	11,440.00
Committed Demand	
Alta (5)	100.82
Monte Vista (5)	39.21
Colfax (5)	388.72
Applegate (5)	32.49
Total Committed Demand	561.23
Total Baseline Demand	12,001.23
Commitments Post 2013	
Since Baseline (6)	140.04
Requests this Meeting	0.00
Total Commitments Post 2013	140.04
Remaining Supply upon approval of requests at this meeting.	12,858.73

Lower Treated Water Systems				
	Foothill-Sunset-Ophir (7)		Auburn-Bowman	
Normal Capacity	63.000 MGD			
Bridging Capacity	3.000 MGD			
Total Capacity (1)	66.000 MGD		15.000 MGD	
Baseline Demand				
Realized (July 2013)	53.000 MGD		11.000 MGD	
Committed Demand (2)	5.528 MGD	4,807.00 UOC	0.056 MGD	48.50 UOC
Total Baseline Demand	58.528 MGD		11.056 MGD	
Commitments Post 2013				
Since Baseline (3)	6.457 MGD	5,614.53 UOC	0.459 MGD	399.34 UOC
Requests this Meeting	0.248 MGD	215.40 UOC	0.014 MGD	11.80 UOC
Total Commitment	6.704 MGD		0.473 MGD	
Remaining Supply after approval of requests at this meeting:				
Based on Normal Capacity	-2.232 MGD	-1,941.20 UOC	3.471 MGD	3,018.60 UOC
Based on Bridging Capacity	0.768 MGD	667.40 UOC		

Upper Treated Water Systems							
Applegate		Colfax		Monte Vista		Alta	
0.115 MGD		1.580 MGD		0.100 MGD		0.550 MGD	
0.057 MGD		0.886 MGD		0.030 MGD		0.370 MGD	
0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC
0.057 MGD		0.886 MGD		0.030 MGD		0.370 MGD	
0.006 MGD	5.00 UOC	0.068 MGD	59.50 UOC	0.000 MGD	0.00 UOC	0.004 MGD	3.50 UOC
0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC	0.000 MGD	0.00 UOC
0.006 MGD		0.068 MGD		0.000 MGD		0.004 MGD	
0.052 MGD	45.40 UOC	0.626 MGD	544.00 UOC	0.070 MGD	60.90 UOC	0.176 MGD	153.00 UOC

Footnotes:

- (1) Sunset Water Treatment Plant's (WTP's) full 8.0MGD treatment capacity at has been proven to work on an interim basis. A portion of this capacity, 3.0 MGD, is considered bridging capacity until Ophir WTP is operational.
- (2) This amount is unrealized demand pre-purchased by the City of Lincoln under their water supply contract and connections made shortly before the baseline time such that they are not reflected in the baseline demand. The Foothill-Sunset-Ophir System unrealized demand amounts are 4.357 MGD for the City of Lincoln and 1.171 MGD for connections that were not in the baseline demand. The Auburn-Bowman System unrealized demand amount is 0.056MGD for connections that were not in the baseline demand. All other systems had all existing connections in the baseline demand.
- (3) Includes Board approved Facilities agreements since 1/1/2011 and Infill requests since 9/1/2013 to compensate for demand not yet realized but commitments made prior to the July baseline.
- (4) 2013 was used as the baseline demand. Zone 5 demand fluctuated between 1,203 - 12,993 AF between 2008 and 2013. This is supplemental PG&E water subject to full deliveries to Zone 1 and 3.
- (5) Reservation of untreated water for treatment plant build out of Alta at 0.55 MGD, Monte Vista at 0.10 MGD, Colfax at 1.58 MGD, Applegate at 0.115 MGD, Foothill at 63 MGD, Sunset at 8 MGD, Auburn at 8 MGD, and Bowman 7 MGD.
- (6) Includes Board approved untreated water requests since 9/1/2013 to compensate for demand not yet realized but commitments made prior to the July 2013 baseline.
- (7) Ophir WTP and associated infrastructure are planned facilities included within the Agency's Water Connection Charge (WCC) program. The capacity gained from Ophir WTP will be added to this report once the plant is constructed and operational.
- (8) PCWA Middle Fork Project (MFP) water supply to City of Roseville, San Juan Water District and others is delivered to Folsom Reservoir for diversion.
- (9) Canyon Creek Water Right varies annually based on snow pack and flows in the creek. This water right can be used anywhere in western Placer County; however, it is show here to be assigned to the Lower Untreated Water System.



Staff Report to City Council

FOR FEBRUARY 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Wes Heathcock, City Manager
Subject: California Cities for Local Control

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Discuss and consider expressing support for California Cities for Local Control and actions to strengthen local authority and control as related to local zoning and housing issues.

Summary/Background

In late September 2020, City Council members were contacted by a Council Member from the City of Torrance regarding an alliance he helped organize called the “California Citizens FOR Local Control.” The group was formed in response to the State Legislature’s ongoing efforts to erode local control over land use and housing by making those decisions at the state level, instead of at the city level with input from their communities. Several cities have passed resolutions in support of the alliance. Mayor Lomen suggested placing an item on the agenda at the February 10th City Council Good of the Order in support of local control.

The California Cities for Local Control (Group) intends to build a stronger, collective voice to stymie the State’s efforts and to protect the rights and authority of local governments to manage their community’s land use and housing.

The group’s mission statement is as follows:

Our mission is to spread awareness and enlist support to ensure that Cities can continue to manage their own land use and zoning issues. We must not allow the State Legislature to mandate changes to our Cities that will remove local control and be detrimental to our communities.

We do this by reaching out to California City Elected Officials to educate and enlist them to our cause. Our activities include, but are not limited to, signing onto petitions, having Cities pass resolutions in support of our efforts, and seeking out allies for possible legal action against the State and/or to promote efforts for a ballot initiative to legislate the desired results.

With this alliance of City Elected Officials working together as one, we stand a better chance of having our message resonate loud and clear to all groups that proclaim to support us.

WE WILL NOT STAND FOR THIS LOSS OF LOCAL CONTROL AND UNFUNDED MANDATES being imposed upon us by our State.

Typically, this type of coalition-building effort has primarily been led by the League of California Cities. However, there has been dissatisfaction among some cities with some of the League’s positions on critical bills in the recent past. Participating in this type of alliance could provide another avenue for local governments to share their perspectives. Bringing together local elected officials to advocate on these and other issues being considered at the Capitol could be an effective resource. More information about the Group can be found at <https://localcontrolca.com/>.

Fiscal Impacts

N/A

Attachments:

1. Resolution __ - 2021

City of Colfax

City Council

Resolution № __-2021

EXPRESSING SUPPORT FOR CALIFORNIA CITIES FOR LOCAL CONTROL AND ACTIONS TO STRENGTHEN LOCAL AUTHORITY AND CONTROL AS RELATED TO LOCAL ZONING AND HOUSING ISSUES

WHEREAS, the legislature of the State of California each year proposes, passes, and has signed into law a substantial number of bills addressing a range of housing issues; and,

WHEREAS, consequently, jurisdictions throughout California must divert significant staffing and financial resources every year to amendments to processes and regulations, which sometimes involve multiple conflicting or ambiguous bills affecting the same sections; and,

WHEREAS, the legislature of the State of California does not allow sufficient time between each legislative cycle to determine if the legislation is successful, or whether it results in unintended negative consequences and other challenges; and,

WHEREAS, many of these bills usurp the authority of local jurisdictions to determine the land use policies and practices that most effectively support housing production for each city and its residents and instead impose mandates that do not consider the needs and differences of jurisdictions throughout the State of California; and,

WHEREAS, the ability of local jurisdictions to determine for themselves, based on the unique needs and characteristics of each jurisdiction, which projects require review beyond a ministerial approval; what parking requirements are appropriate for various neighborhoods within their jurisdiction; what plans and programs are suitable and practical for each community; and what zoning should be allowed for residential properties is a matter of great import to the City of Colfax, among other items related to local zoning and housing issues; and,

WHEREAS, the City Council of the City of Colfax is committed to providing housing for all segments of our community and feels strongly that our local government is best able to assess the needs of our community and objects to the increase of State legislation that diverts our resources and deprives us of the ability to be most effective; and,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax expresses support for California Cities for Local Control and actions to strengthen local authority and control as related to local zoning and housing issues.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the February 24, 2021 by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

Sean Lomen, Mayor

ATTEST:

Amy Lind, Interim City Clerk