

# City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

Mayor Trinity Burruss · Mayor Pro Tem Kim Douglass  
Councilmembers Caroline McCully · Larry Hillberg · Sean Lomen

## REGULAR MEETING AGENDA

**September 13, 2023**

**Closed Session 6:00 PM**

**Regular Session to Follow**

You may access the meeting and address the Council in person and through:

ZOOM at

<https://us02web.zoom.us/j/84223485048>

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

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View Only on Facebook Live on our City of Colfax page: City of Colfax, California. You may also submit written comments to the City Clerk via email at [city.clerk@colfax-ca.gov](mailto:city.clerk@colfax-ca.gov), via regular mail to P.O. Box 702, Colfax CA 95713, or by dropping them off at City Hall, 33 S. Main Street, Colfax CA 95713. Comments received will be submitted to Council and made a part of the record.

### 1 **CLOSED SESSION**

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

1B. **Roll Call**

1C. **Public Comment (On Closed Session Item)**

1D. **Public Employment Pursuant to Government Code Section 54957. Position to be Filled: City Manager.**

### 2 **OPEN SESSION**

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

2B. **Report from Closed Session**

2C. **Pledge of Allegiance**

2D. **Roll Call**

2E. **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.

2F. **Statement of Conflict of Interest**



Colfax City Council Meetings are ADA compliant. If you need disability-related modification or accommodation including auxiliary aids or services to participate in this meeting, please contact the City Clerk at (530) 346-2313 at least 72 hours prior to make arrangements for ensuring your accessibility.

**September 13, 2023**

### 3 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

**3A. Minutes** (Pages 4-7)

**Recommendation:** By Motion, approve the Colfax City Council minutes of 8/23/2023.

**3B. Reimbursable Supplemental City Planning Services** (Page 8)

**Recommendation:** Authorize the Interim City Manager to Execute an Agreement with MAS to provide Supplemental City Planning Services for Current Planning Project in an amount not to exceed \$50,000.

**3C. Waive the second reading and adopt Ordinance 552 to allow the retail sale of adult use cannabis; Adopt Resolution \_\_\_\_-2023 authorizing the issuance of a commercial cannabis Retailer A-license to Golden State Patient Care.** (Page 9-14)

\*\*\* End of Consent Calendar \*\*\*

### 4 AGENCY REPORTS

**4A. Placer County Sheriff's Office**

**4B. California Highway Patrol**

**4C. Placer County Fire Department/CALFIRE**

**4D. Non-Profits**

### 5 PRESENTATION

**Placer County Transportation Planning Agency (PCTPA) Current Planning and Outreach Efforts**

(Page 16-37)

**Presentation By:** Senior Transportation Planner, Cory Peterson, PTP and  
Senior Transportation Planner, Mike Costa

**Recommendation:** Receive the update.

### 6 PUBLIC HEARING (None)

### 7 PUBLIC COMMENT

*Members of the public are permitted to address the Council orally or in writing on matters of concern to the public within the subject matter jurisdiction of the City that are not listed on this agenda. Please make your comments as succinct as possible. Oral comments made at the meeting may not exceed five (5) minutes per speaker. Written comments should not exceed 800 words. Written comments received before the close of an agenda item may be read into the record, with a maximum allowance of five (5) minutes in length. Council cannot act on items not listed on this agenda but may briefly respond to statements made or questions posed, request clarification, refer the matter to staff, or place the matter on a future 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 (None)**

**10      GOOD OF THE ORDER**

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

**10A.    Public Comment on Good of the Order**

*Members of the public are permitted to address the Council on matters that relate to general welfare of the City that have not been previously discussed on this agenda. Oral comments may not exceed five (5) minutes. Written comments should not exceed 800 words.*

**11      ADJOURNMENT**

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I, Marguerite Bailey, City Clerk for the City of Colfax, declare that this agenda was posted in accordance with the Brown Act at Colfax City Hall and Colfax Post Office. The agenda is also available on the City website at <http://colfax-ca.gov/>



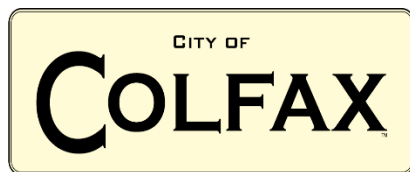
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Marguerite Bailey, City Clerk

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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.





# City Council Minutes

Regular Meeting of Colfax City Council

Wednesday, August 23, 2023

City Hall Council Chambers, 33 S Main Street,

Colfax CA and attended via Teleconference through ZOOM

## 1 CLOSED SESSION

- 1A. **Call Closed Session to Order** - Mayor Burruss called the meeting to order at 6:02 pm
- 1B. **Roll Call**  
**Present:** Councilmember Lomen, Mayor Pro Tem Douglass, Councilmember Hillberg, Councilmember McCully and Mayor Burruss
- 1C. **Public Comment (On Closed Session Item)** No public comment.
- 1D. **Public Employment Pursuant to Government Code Section 54957. Position to be Filled: City Manager.**
- 1E. **Conference with legal counsel – existing pursuant to Government Code Section 54956.9(d)(1): People of the State of California, ex rel Alfred Cabral, City Attorney of the City of Colfax, a Municipal Corporation vs Snapdragon Provisions et al, Placer County Superior Court Case Number SCV0050502**
- 1F. a) **Conference with legal counsel – existing litigation pursuant to Government Code Section 54956.9(d)(1): ColfaxNet vs City of Colfax, United States District Court for the Eastern District of California Case Number 2:19-cv-02167-WBS-CKD.**  
 (b) **Conference with legal counsel – anticipated litigation. Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One potential case.**

## 2 OPEN SESSION

- 2A. **Call Open Session to Order** – Mayor Burruss called the Open Session to order at 7:12 pm.
- 2B. **Report from Closed Session** – Mayor Burruss stated there were no reportable actions.
- 2C. **Pledge of Allegiance**
- 2D. **Roll Call**  
**Present:** Councilmember Lomen, Mayor Pro Tem Douglass, Councilmember Hillberg, Councilmember McCully and Mayor Burruss.
- 2E. **Approval of Agenda Order**  
**MOTION** made by Councilmember Douglass and seconded by Councilmember Lomen, and unanimously approved.
- 2F. **Statement of Conflict of Interest** – City Attorney Cabral provided a description of the item. Council had nothing applicable. No conflicts were identified by the public.

## CONSENT CALENDAR

- 3A. **Minutes**  
**Recommendation:** By Motion, approve the Colfax City Council minutes of 07/26/2023.
- 3B. **Cash Summary June 2023**  
**Recommendation:** Accept and File.

- 3C. **Cash Summary**  
**Recommendation:** Accept and File.
- 3D. **Quarterly Investment Report – Quarter ended June 30, 2023**  
**Recommendation:** Accept and File.
- 3E. **Use of CA Uniform Public Construction Cost Accounting Act for Procurement**  
**Recommendation:** Adopt Resolution 31-2023 authorizing the City to use the California Uniform Public Construction Cost Account Act for Procurement by the City.
- 3F. **Rainbow Music Lease Extension**  
**Recommendation:** Authorize a 60-day lease extension with Rainbow Music for 99 Railroad Street Suite 4 to allow for the completion of window replacements.  
\*\*\*End of Consent Calendar\*\*\*

**MOTION** made to approve the consent calendar by Councilmember Lomen and seconded by Councilmember Douglass, and unanimously approved.

4 **AGENCY REPORTS**

- 4A. **Placer County Sheriff's Office** – Deputy John Tannarome provided July statistics and discussed the potential release of a convicted sexual offender into Placer County as a vagrant by the State Hospitals. He cautioned that the river conditions were still dangerous.
- 4B. **CHP** – Public Information Officer Jason Lyman spoke about mitigating break fires caused by trucks and Mayor Burruss spoke about adopting negligence fines for those fires.
- 4C. **Placer County Fire/CALFIRE** – Placer County Fire/CALFIRE Assistant Chief Bob Counts provided an overview of July statistics and provided information about new equipment implementation.
- 4D. **Non-Profits** Tim Ryan, Chamber of Commerce member introduced President, Amanda Palmquist and praised her as being very energetic. She stated that some events in the near future they were working on included Friday Night Markets, Oktoberfest on October 13<sup>th</sup>, a chili cookoff, and Winterfest.

5 **PRESENTATION (None)**

6 **PUBLIC HEARING**

1. **Presentation by Staff** – City Attorney Cabral provided a brief presentation of the Ordinance.
  2. **Open the Public Hearing**
  3. **Presentation, when applicable, by Applicant** -There was no applicant.
  4. **Accept Public Testimony** – Public Testimony provided by Melinda Neely and Suzanne Roberts who were opposed to the ordinance. Public Testimony provided by Tim Dion and Nick Dion were in support of the Ordinance.
  5. **When applicable, Applicant rebuttal period** -Not applicable.
  6. **Close Public Hearing (No public comment is taken, hearing is closed)**
  7. **Council comments and questions** – Councilmember Hillberg spoke of his support in regulating cannabis by licensing.
  8. **City Council Action**
- 6A. **Introduction and first reading of an ordinance of the City of Colfax amending Colfax Municipal Code Section 5.32.080 to allow the retail sale of adult-use cannabis and cannabis products.**  
**Recommendation:** Introduce proposed Ordinance 552 by title only, conduct a public hearing, waive the first reading, and continue for a second reading and possible adoption at the September 13, 2023, regular meeting.

**MOTION** made by Councilmember Hillberg and seconded by Councilmember McCully, and approved by the following vote:

**AYES:** Lomen, Hillberg, McCully, Burruss

**NOES:** Douglass

**ABSTAIN:**

**ABSENT:**

Delayed Public Comment provided by Jane Gallagher in support of the Ordinance.

**PUBLIC COMMENT**

Nick Dion inquired about an encampment on Canyon Wy. Tim Ryan inquired about the length of the meeting's Closed Session and in general. Tom Parnham asked about the status of the historic Colfax Hotel.

**COUNCIL AND STAFF**

**8A. Committee Reports and Colfax Informational Items – All Councilmembers.** Councilmember Lomen participated in a recent Placer County Flood Control meeting where the agency's procedures and strategic plan was discussed. The Placer Sierra Fire Safe Council had been discussing Firewise Communities and work being done in the Foresthill area, as well as grant funding for debris clean-up for River fire victims, as well as local fuel reduction projects that will help mitigate fires along the interstate. Mayor Pro Tem Douglass spoke about the public policy training that William Jessup University provided and thanked Interim City Manager Mike Luken for his efforts in coordinating it. He discussed recent engagement with the local schools. Councilmember Hillberg also praised the public policy training as being helpful. He stated he participated in a Downtown Connectivity Main Street Meeting where members of the public presented ideas they had. Councilmember McCully spoke about attending SACOG meetings as well as going to the Chamber's Board of Directors meeting and pursuing liveliness downtown.

**8B. City Operations Update –** Interim City Manager Mike Luken spoke about recent waterline breaks near the roundabout area in the City and that there were no similarities between the two breaks. He explained that draft plans were submitted to the State for the CDBG roadway project and were within budget. He provided an update on the status of the Colfax Historic Hotel, explaining that the last plan check by the City was completed in late January and he was in the process of reaching out to the applicant.

**COUNCIL BUSINESS**

**9A. Draft Accessory Dwelling Unit Regulations and Zoning Code Clean Up.**

**Recommendation:** Provide direction on the preparation of a draft ordinance for dwelling unit regulations.

Emmanuel Ursu, Planning Director presented the changes that would be made to the dwelling unit ordinance. Jim Dion asked if Colfax could adopt something similar to Placer County's ADU pre-approved plans. Staff stated they would look into it.

**9B. Colfax Railroad Days**

**Recommendation:** Discuss and consider Colfax Railroad Day's request of \$2,500 to fund Colfax Railroad Days general event costs.

Fred Abbott the event coordinator for Railroad Days explained that there would be 80 craft vendors, 11 food vendors, a multitude of trains, music, performances, and impersonators.

**MOTION** made by Councilmember Douglass and seconded by Councilmember Hillberg, and unanimously approved.

**9C. Expansion and Name Change of the ISO Ad Hoc Committee to the Emergency Services Ad Hoc Committee.**

**Recommendation:** To expand the ISO Ad Hoc Committee to not only include oversight of insurance obligations, but to also oversee the contractual obligations with the Placer County Sheriff's Office and Placer County Fire Department/CALFIRE for providing law enforcement and fire and emergency medical services for the City of Colfax.

**MOTION** made by Councilmember McCully and seconded by Councilmember Lomen, and unanimously approved.

**GOOD OF THE ORDER**

Councilmember Douglass stated a quote by Winston Churchill that "success is the ability to go from

one failure to another with no loss of enthusiasm”. Councilmember McCully proposed having a member of Council or staff attend events in the City in the future. Mayor Burruss garnered the support from Council for the proposal of an ordinance addressing fires that get started on I80 and to pursue nuisance abatement of the encampment on Canyon Wy.

11

**ADJOURNMENT**

As there was no further business on the agenda, Mayor Burruss adjourned the meeting, by motion and without objection at 8:57 pm. Respectfully submitted to City Council this 13<sup>th</sup> day of September, 2023.



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Marguerite Bailey, City Clerk



# Staff Report to City Council

## FOR THE AUGUST 23, 2023 REGULAR CITY COUNCIL MEETING

**From:** Mike Luken, Interim City Manager  
**Prepared by:** Mike Luken, Interim City Manager  
**Subject:** Reimbursable Supplemental City Planning Services

*Budget Impact Overview:*

<b>N/A:</b>	<b>Funded: X</b>	<b>Un-funded:</b>	<b>Amount: \$50,000</b>	<b>Fund(s): 450-5570</b>
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**RECOMMENDED ACTION:** Authorize the Interim City Manager to Execute an Agreement with MAS to provide Supplemental City Planning Services for Current Planning Project in an amount not to exceed \$50,000.

### Summary/Background

The city has an agreement with Ursu Consulting approved by the Council on January 13, 2021, for Planning Services for both front counter, general plan update, zoning code update and current planning projects. This contract will conclude in January 2024. A request for proposals/qualifications will be completed later in the year for ongoing planning services.

The city was successful in pursuing grant funding for the general plan update and zoning code update which is coming to a conclusion this fall and requires a large increase in the work-load for City Planner Emmanuel Ursu. The city needs additional planning services that cannot be provided by Ursu Planning that will enable the General Plan Update and Zoning Code Update to be completed per the schedule for grant funding. Staff has sought the services of an additional Planner, Kevin Payne, who has spent the past 30+ years working for the City of Roseville and other jurisdictions in Northern California on a wide range of land use and development projects. Staff is requesting that the Council authorize the Interim City Manager to enter into a contract with MAS of Auburn, California to provide these services through Mr. Payne. The hourly rate for services under this agreement would be \$175.00 per hour and would be reimbursed by project applicants.

### Fiscal Impacts

There are no fiscal impacts of that would result from the approval of the recommended action.

### Attachments:

None





# Staff Report to City Council

## FOR THE SEPTEMBER 13, 2023, REGULAR CITY COUNCIL MEETING

**From:** Mike Luken, Interim City Manager  
**Prepared by:** Mike Luken, Interim City Manager  
 Alfred A. “Mick” Cabral, City Attorney  
**Subject:** Second Reading and Adoption of Ordinance 552 Amending Colfax Municipal Code Chapter 5.32 (Commercial Cannabis Activity) to Allow Retail Sale of Adult Use Cannabis; Adoption of a Resolution Authorizing the Issuance of a Commercial Cannabis Retailer A-License to Golden State Patient Care.

### *Budget Impact Overview:*

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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**ACTION:** Waive the second reading and adopt Ordinance 552 to allow the retail sale of adult use cannabis; Adopt Resolution \_\_\_\_-2023 authorizing the issuance of a commercial cannabis Retailer A-license to Golden State Patient Care.

### Summary/Background

The proposed ordinance, if adopted, will authorize the retail sale of adult use cannabis in Colfax.

The proposed ordinance was introduced at the August 23, 2023, regular meeting, at which the Council waived the first reading, conducted a public hearing, and scheduled the second reading and adoption for this meeting. There have been no changes to the draft ordinance since August 23. If the Council wants to adopt this proposed ordinance, it can by motion, second and majority vote waive the second reading and adopt it along with the resolution that accompanies this agenda item.

This Ordinance is not self-executing. Therefore, it is accompanied by a resolution that authorizes the issuance of a retail cannabis business license to Golden State Patient Care for the sale of adult use cannabis in addition to GSPC’s current medicinal sale license. Staff assumed that Council will authorize issuance of an adult use license to GSPC.

The balance of this staff report substantially reiterates the staff report for the August 23 meeting.

The proposed ordinance deletes a single word from CMC 5.32.080(A)(1) as follows:

5.32.080(A)(1). ~~Medicinal~~ Retailer (including microbusiness engaged in retail sales): maximum of one (1).

CMC §5.32.050 defines “retailer” to include a commercial cannabis business. CMC §5.32.050 also defines “commercial cannabis business” as “any business or operation which engages in medicinal or adult-use commercial cannabis activity.” Striking “Medicinal” from CMC §5.32.080(A)(1) will allow the holder of a valid retail cannabis license to engage in the sale of medicinal and/or adult use cannabis.

The proposed amendment to CMC §5.32.080(A)(1) does not increase the number of retail cannabis licenses that the City can issue. Both before and after the amendment, the City will be authorized to issue only one retail cannabis business license. The change will only expand the potential scope of what can be sold under a retail cannabis license in Colfax.

The proposed amendment will likewise not require the City to issue a retail cannabis license for medicinal or adult-use cannabis at all. CMC §5.32.080(A)(1) only establishes a maximum number of retail cannabis licenses the City is authorized to issue.

Cannabis is still a Schedule 1 controlled substance and is illegal under federal law even though it is legal under California law. The federal Rohrbacher-Farr amendment, which remains effective, prohibits the federal government from spending federal money to interfere with the implementation of state medical cannabis laws. It is unclear whether and, if so, how federal law will be enforced against local cannabis establishments, if at all.

### **THE AMENDMENT PROCESS.**

Ordinances can only be adopted at a regular Council meeting unless they qualify as “urgency” ordinances and cannot be adopted within five days of their introduction. Ordinances become effective 30 days after their adoption and are subject to referendum during that 30-day period. If this ordinance is adopted on September 13, it will become effective on October 13, 2023.

Staff will be available to answer any questions.

### **Fiscal Impacts**

Unknown at this time.

### **Attachments:**

1. Proposed Ordinance.
2. Resolution \_\_-2023

## CITY OF COLFAX

## ORDINANCE NO. 552

**AN ORDINANCE OF THE CITY OF COLFAX  
AMENDING COLFAX MUNICIPAL CODE SECTION 5.32.080  
TO ALLOW THE RETAIL SALE OF  
ADULT USE CANNABIS AND CANNABIS PRODUCTS.**

The City Council of the City of Colfax does ordain as follows:

Section 1:

Colfax Municipal Code Section 5.32.080(A)(1) is hereby amended in the form and substance contained in the Ordinance attached hereto as Exhibit A and incorporated herein by this reference. Colfax Municipal Code Chapter 5.32 "Commercial Cannabis Activity" shall remain in full force and effect except as modified by this amendment.

Section 2. Superceding Provisions

The provisions of this Ordinance and any resolution adopted pursuant hereto shall supersede and repeal any previous Ordinance or resolution to the extent the same is in conflict herewith.

Section 3. Severability

If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by the final judgment of any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision; and such holding shall not affect the validity of the remaining portions hereof.

Section 4. California Environmental Quality Act Findings

The City of Colfax finds that, if the provisions of the California Environmental Quality Act, Public Resources Code §21000 et seq (hereinafter "CEQA") apply, the title of this ordinance would constitute a brief description of the "Project" as required by Section 15062(a)(1) of the Guidelines for Implementation of the California Environmental Quality Act published by the State of California Office of Planning and Research (the "CEQA Guidelines").

FINDING OF NO PROJECT

The City of Colfax finds that adoption of this ordinance does not constitute a "Project" as that term is defined by or used in CEQA, the CEQA Guidelines or any court or attorney general opinion construing the same. Accordingly, the City of Colfax finds that the provisions of CEQA and the CEQA Guidelines are not applicable to said action.

FINDING OF EXEMPTION

In the event that it is found that the said action constitutes a "Project" as defined by or used in CEQA or the CEQA Guidelines, which finding would be contrary to the City's opinion of its action, the City of Colfax hereby finds that said action is exempt from compliance with CEQA

and the CEQA Guidelines, for the following reasons: The action falls within the exemptions provided by Senate Bill 94, and within the “common sense” CEQA exemption provided in 14 CCR 15061(b)(3) in that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the action may have a significant effect on the environment, the action is not subject to CEQA. CEQA Guidelines, Section 15061(b)(3). It can be seen with certainty that adoption of this ordinance and its provisions cannot possibly have a significant effect on the environment.

Section 5. Effective Date

This Ordinance, and all of its provisions, shall take effect thirty (30) days after its adoption and shall, within 15 days after its adoption, be published or posted in accordance with Section 36933 of the Government Code of the State of California with the names of those City Council members voting for and against it.

The foregoing Ordinance was introduced at a duly held regular meeting of the City Council of the City of Colfax held on the 23<sup>rd</sup> day of August, 2023, and passed and adopted at a duly held regular meeting of the City Council held on the 13<sup>th</sup> day of September, 2023, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Trinity Burruss, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Alfred Cabral  
City Attorney

\_\_\_\_\_  
Marguerite Bailey  
City Clerk

EXHIBIT A

**CITY OF COLFAX**

**ORDINANCE NO. 552**

**AN ORDINANCE OF THE CITY OF COLFAX  
AMENDING COLFAX MUNICIPAL CODE SECTION 5.32.080  
TO ALLOW THE RETAIL SALE OF  
ADULT USE CANNABIS AND CANNABIS PRODUCTS.**

Colfax Municipal Code Section 5.32.080(A)(1) is hereby amended to read as follows:

**5.32.080(A)(1).** Retailer (including microbusiness engaged in retail sales): maximum of one (1).

# City of Colfax

## City Council

Resolution № \_\_-2023

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### AUTHORIZING THE ISSUANCE OF A COMMERCIAL CANNABIS RETAILER

#### A-LICENSE TO GOLDEN STATE PATIENT CARE

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**WHEREAS**, at the September 13, 2023, regular Colfax City Council meeting, the Council adopted Ordinance 552 which amended Colfax Municipal Code §5.32.080(A)(1) to permit no more than one cannabis retailer that may engage in the medicinal sale or adult use sale of cannabis, or both; and

**WHEREAS**, the City previously issued a Retailer M-license (medicinal) to Golden State Patient Care; and

**WHEREAS**, Colfax Municipal Code Chapter 5.32, as amended, authorizes no more than one commercial cannabis business retailer to operate in the City whether that commercial cannabis retailer engages in the retail sale of medicinal cannabis or adult use cannabis, or both; and

**WHEREAS**, the City Council has determined to authorize the issuance of a Commercial Cannabis License to Golden State Patient Care that will allow Golden State Patient Care to engage in the retail sale of adult use cannabis in addition to the retail sale of medicinal cannabis.

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

The Interim City Manager or his designee is authorized to issue one Commercial Cannabis Retailer A-license to Golden State Patient Care after the effective date of Ordinance 552 on the following conditions: (a) Golden State Patient Care shall first comply with all laws, rules and regulations of the State of California and the City of Colfax applicable to the issuance of a commercial cannabis retailer A-license. (b) The term of the A-license issued shall run concurrently with the term of any valid M-license issued to Golden State Patient Care's unless either or both licenses are earlier surrendered or revoked. (c) The City Council reserves the right to renew or decline to renew either or both commercial cannabis business licenses at any time. (d) The permittee shall at all times comply with Colfax Municipal Code Chapter 5.32, Colfax Resolution 12-2018, and all applicable state and local laws, rules, regulations and ordinances that pertain to commercial cannabis activities in Colfax, and all conditions imposed on the issued license(s). (e) The permittee shall pay all required fees prior to issuance of the license authorized by this Resolution. (f) The Interim City Manager shall determine how to best implement the authority granted by this Resolution and to modify the prior conditions of approval of Golden State Patient Care's M-license accordingly.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** at the Regular Meeting of the City Council of the City of Colfax held on the 13<sup>th</sup> day of September 2023, by the following vote of the Council:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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**Trinity Burruss, Mayor**

**ATTEST:**

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**Marguerite Bailey, City Clerk**



## ***MEMORANDUM***

**TO:** Colfax City Council

**DATE:** September 13, 2023

**FROM:** Cory Peterson, Senior Transportation Planner  
Mike Costa, Senior Transportation Planner

**SUBJECT:** PCTPA Current Planning and Outreach Efforts

### **RTP 2050 2<sup>nd</sup> Round Outreach**

Every five years, PCTPA updates its Regional Transportation Plan (RTP) to convey the policy direction, projects, and funding recommendations to meet the needs of Placer County's transportation system. The previous update was adopted by the Board in 2019, and had a horizon year of 2040. The new update will extend the plan until 2050. It will be completed as a parallel effort to SACOG's Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS), known as the 2025 Blueprint, planning efforts.

Public involvement is critical to the success of the RTP. Regional Transportation Planning Agencies (RTPAs) are required to implement a public involvement process, including opportunities for private and public operators of transit and freight, tribal governments, local cities and communities, the general public, and other interested/affected stakeholders. The RTP will also include an effort to reach out to and solicit feedback from underserved and/or disadvantaged communities within Placer County.

PCTPA conducted the first round of public outreach for the RTP in October through December 2022. During this engagement period, staff attended numerous pop-up events throughout Placer County, conducted three public workshops (two virtual and one in-person) and hosted an online survey that was responded to by over 1,100 people. The outreach's objective was to broadly assess the public regarding their transportation investment priorities. A summary of this outreach and its results were presented to the PCTPA Board on March 22, 2023.

A second round of public outreach, including a new survey, is planned to begin in September 2023, and will focus on prioritizing specific regional projects for the RTP. Projects identified in the survey consist of various modes, including roadway, transit, and bicycle/pedestrian projects. PCTPA staff also plans to attend various local pop-up events in each of Placer's jurisdictions to share information about this survey effort and project information with the public. The tentative schedule for these events is as follows:

- Auburn: Old Town Farmers Market (October 14, 2023)
- **Colfax: Railroad Days (September 17, 2023)**
- Lincoln: Taste of Lincoln Showcase (September 23, 2023)
- Loomis: Eggplant Festival (October 7, 2023)
- Rocklin: Hot Chili Cool Cars (September 16, 2023)
- Roseville: Family Fest (September 30, 2023)
- Roseville: Placer Valley Tourism Expo (October 6, 2023)



**PCTPA Board of Directors**  
**Status Report**  
**August 23, 2023**  
**Page 2**

- Unincorporated – West Slope: Sheridan Pop-Up Fair (October 14, 2023)
- Unincorporated – Resort Triangle: Made in Tahoe Festival (Tentative) (October 8, 2023)

In addition to these pop-up event, PCTPA staff will host two virtual workshops (October 18<sup>th</sup> and 19<sup>th</sup>), and one in-person workshop at PCTPA's offices in Auburn (October 17<sup>th</sup>). We are also presenting at each City/Town Council (with the exception of Roseville, where we will attend their Transportation Commission) throughout the months of August and September 2023.

**FY 2024/25 Unmet Transit Needs Assessment and Comprehensive Operational Analysis / Short-range Transit Plan Outreach/Engagement Process**

Each year, PCTPA works with the Placer region's transit operators, social service transportation providers, and other public/private stakeholders to identify any transit needs that are currently not being met by existing public transit services. This process, known as the Unmet Transit Needs (UTN) Assessment, is required by the Transportation Development Act (TDA) because of the specific funding that PCTPA annually administers through the TDA, which can be utilized for street and roadway projects only after PCTPA determines that there are no "unmet transit needs" that are "reasonable to meet" within Placer County (excluding the Tahoe Basin). PCTPA defines an unmet transit need as a request for public transit service that is not already provided by the existing transit system, specifically in an area that is more than a 0.75-mile walking distance of an existing transit stop or service. A request is also considered an unmet transit need if it is for a service that is needed for compliance with the Americans with Disabilities Act (ADA). For a request to be considered reasonable to meet, PCTPA evaluates any new potential transit service implemented to address the unmet transit need based on meeting all the following criteria:

- The new transit service must meet the fare recovery standards established by PCTPA pursuant to the TDA.
- The new service must be paid for by existing transit funding available through the TDA and be a reasonable use of taxpayer funds.
- There must be strong and broad support for the new transit service (not just a request from a few individuals and/or specific stakeholder interest groups).
- Implementing the new service must be consistent with both the RTP and short-range transit plan applicable for the jurisdiction where the potential unmet transit need is identified.

If an unmet transit need that is reasonable to meet is identified, then TDA funding must be allocated for that new transit service prior to funding being available for street and road purposes. Please note that general operational issues (e.g., improved bus stop amenities, service reliability, modifications to route schedules and/or bus stops along a given route, customer service, etc.) are not considered unmet transit needs. However, any comments pertaining to these issues are provided to the transit operators for their review and consideration to address.

PCTPA will begin the annual Unmet Transit Needs (UTN) Assessment outreach process on September 5, 2023. This year's outreach/engagement process will involve the availability of an online survey (available in English, Spanish, and Tagalog), informational e-mails sent to various public and partnering agencies regarding the UTN process and survey availability, and social media posts to solicit stakeholder engagement through the available survey. Additionally, PCTPA staff plans to visit each member jurisdiction during August through October to conduct in-person UTN

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presentations and/or make information available about the process where members of the public can provide their input regarding transit needs (through the survey).

Concurrent with this year's UTN Assessment process, staff has begun planning efforts for the Comprehensive Operational Analysis (COA) and Short-range Transit Plan (SRTP) project, which started in July 2023. The COA/SRTP project implements additional transit outreach and public engagement activities, including the administration of an onboard transit survey (on Placer County Transit and Auburn Transit buses/services) and focus group meetings with various stakeholders throughout the region. The COA/SRTP project is further being coordinated with the City of Roseville's COA project to ensure that resulting service plans will complement and integrate with each other to produce a coordinated transit network provided by all three of Placer County's transit operators. General public feedback on public transit systems and services provided in Placer County will be solicited within the UTN Assessment survey. Staff will coordinate both the UTN and COA/SRTP outreach and engagement activities to avoid duplication of efforts and reduce confusion and/or fatigue.

The UTN Assessment process is anticipated to be completed in February 2024, with a draft report and staff recommendation regarding whether there are any unmet transit needs that are reasonable to meet for the Board's review/determination. The COA/SRTP planning process and additional public engagement will continue through Spring 2025, which is when the project will be completed. Starting September 5<sup>th</sup>, public comments regarding unmet transit needs and broad transit service questions for the COA can be provided through PCTPA's unmet transit needs survey (which will be available online at either <https://www.pctpa.net/unmet-transit-needs> or <https://www.pctpa.net/coa-srtp>), via e-mail to [mcosta@pctpa.net](mailto:mcosta@pctpa.net), or by calling Mike Costa at (530) 823-4029. Comments will be accepted from September 5<sup>th</sup> through October 31<sup>st</sup>, 2023.

# PCTPA Current Planning and Outreach Efforts

**Colfax City Council Meeting  
September 13, 2023**



# Agenda

- Regional Transportation Plan (RTP) 2050 Update
- Unmet Transit Needs (UTN) Process
- Comprehensive Operational Analysis/Short Range Transit Plan (COA/SRTP)
- Questions



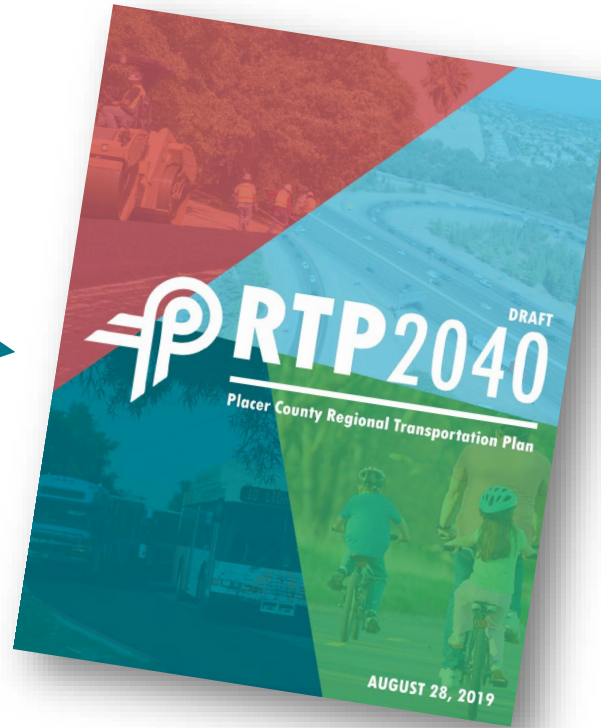


# Regional Transportation Plan 2050 Update





# What is the RTP?



- 25- year long range plan Item 5A
- Updated every 5 years
- Outlines goals, policies, objectives for funding and projects
- Sets vision for transportation in Placer County
- Coordinates with SACOG's Blueprint MTP/SCS
- Informed by public outreach and Board direction

# RTP Update Activities



- Held 1<sup>st</sup> round of outreach in Oct-Dec 2022
  - Presented results of outreach to PCTPA Board in March 2023
- Drafted Policy Element and presented to PCTPA Board of Directors in June 2023
- Began work on an Equity Planning Study
  - Scheduled to finish in late 2023

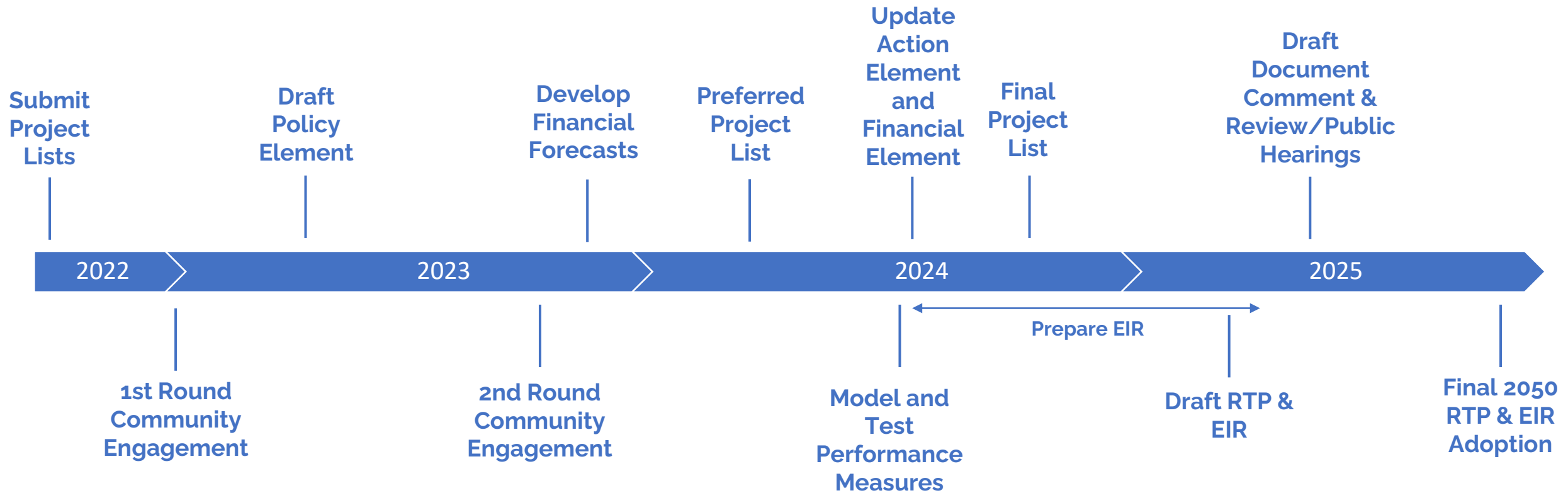
# 2<sup>nd</sup> Round Community Engagement

- PCTPA is hosting another round of community engagement for the RTP
- Council Presentations & Pop-Up Events in each City/Town
  - **Railroad Days on September 17th**
- Virtual and in-person workshops in October
- Online survey – available in early September at [www.pctpa.net/rtp2050](http://www.pctpa.net/rtp2050)





# 2050 RTP Schedule



\*Subject to change based on coordination with SACOG

# 2050 RTP Work Plan – What's Next?



- Hold 2<sup>nd</sup> round of community engagement – Now until Oct 2023
- Draft financial forecasts with SACOG
- Preferred project list – Spring 2024

# Unmet Transit Needs Process



**Placer County  
Transportation  
Planning Agency**



# Unmet Transit Needs Assessment

- Local Transportation Funds (LTF): intended for transit, but can be used for other purposes such as streets and road maintenance
  - Unmet Transit Needs (UTN) Assessment must be done annually
  - No unmet transit needs that are reasonable to meet



# Unmet Transit Needs Criteria

Unmet?

Not met by existing transit system or services

AND/OR

Required for compliance with Americans with Disabilities Act (ADA)

Reasonable to  
Meet?

Meets required farebox revenue recovery standards

AND

Can be paid for with existing funds and is reasonable use of funding

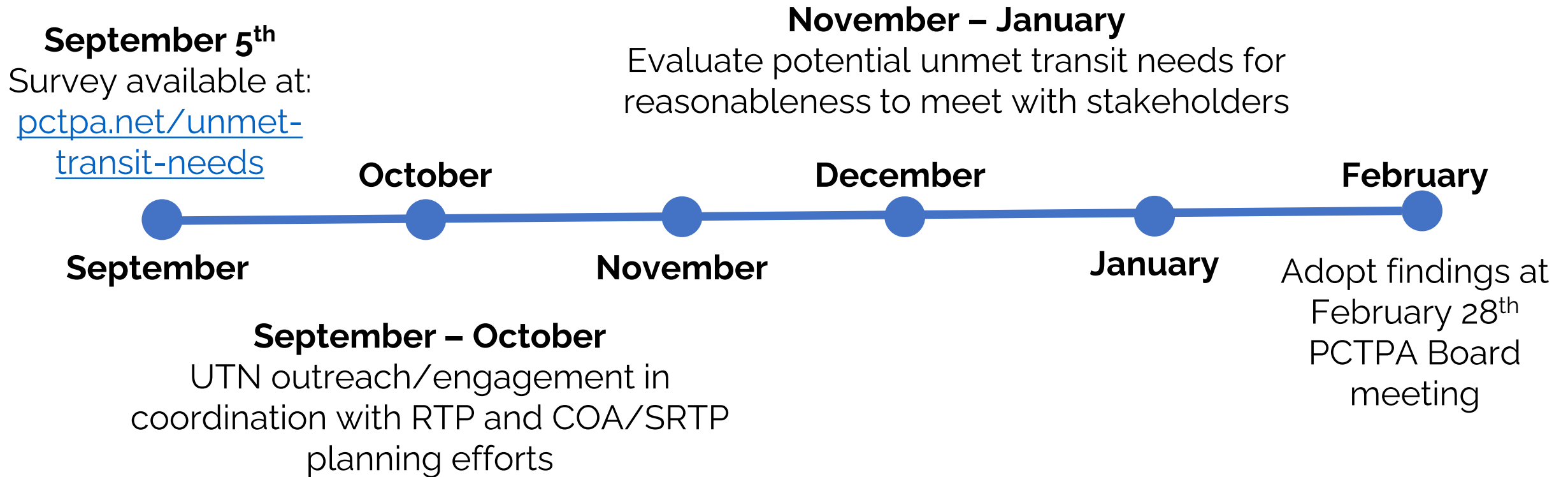
AND

Is strongly and broadly supported by the community

AND

Is consistent with Regional Transportation Plan and applicable  
Short Range Transit Plan

# UTN Assessment Schedule



# How to Provide UTN Comments/Input



- Take the survey available Sept. 5<sup>th</sup> at: [www.pctpa.net/unmet-transit-needs](http://www.pctpa.net/unmet-transit-needs)
- Provide comments tonight
- Submit to written form to PCTPA directly (forms available on website after Sept. 5<sup>th</sup>)
- E-mail Mike Costa at [mcosta@pctpa.net](mailto:mcosta@pctpa.net) or call (530) 823-4029
- Spanish and Tagalog surveys available

# Comprehensive Operational Analysis (COA) and Short-Range Transit Plan (S RTP)



# COA Scope of Work Outcomes

- Evaluate existing transit service for effectiveness and performance
- Assess future travel markets, land development, key destinations, available travel models, and big data information sources
- Evaluate transit service delivery mix and network design options
- Develop and analyze several service scenarios, in coordination with the Roseville Transit COA planning efforts
- Establish a preferred service plan and network coordination guidelines for service plan implementation by all three transit operators

# SRTP Scope of Work Outcomes

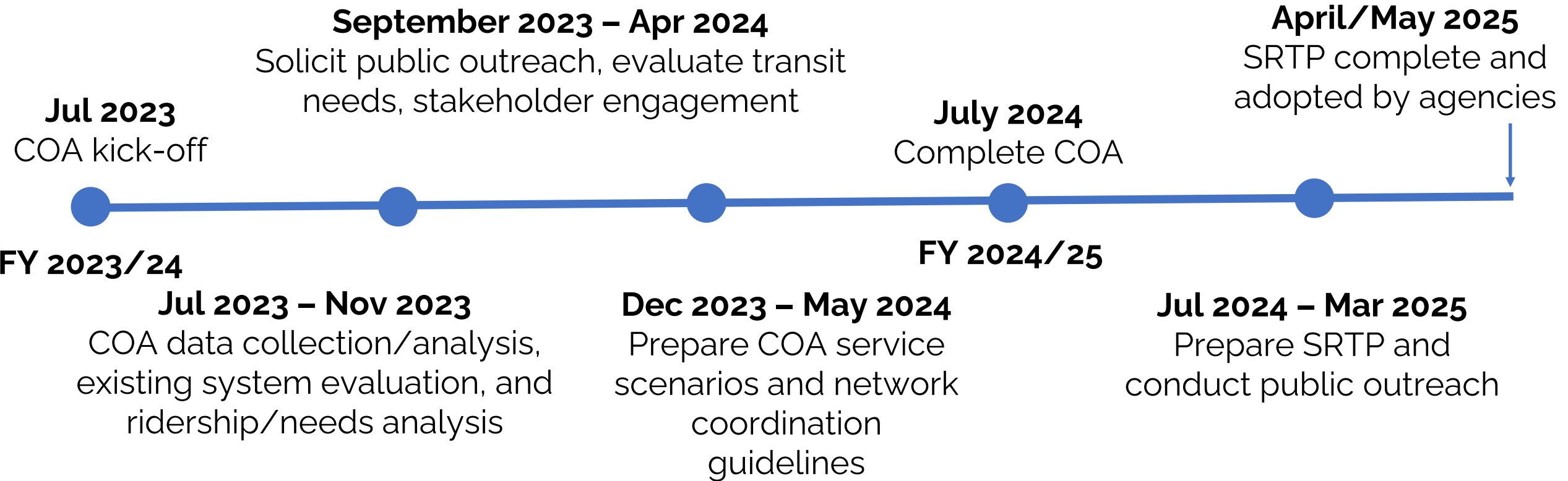
- Identify capital and operational needs, and financial forecasts for implementing COA service plan over the next five years, with broader service considerations extended out to 10 years, for all three transit operators and the WPCTSA
- Develop marketing, fare, and partnership program options to help promote and implement service plans
- Conduct extensive community and stakeholder outreach for both the COA and SRTP planning efforts

# COA/SRTP Outreach/Engagement

- Creation of a project Technical Advisory Committee (TAC) and project website
- Focus group discussions, virtual public meetings, pop-up events, and onboard ridership and other stakeholder surveys
- Engage socially and economically diverse private, public, and non-governmental organizations and stakeholders



# COA/SRTP Timeline/Schedule





# Thank you! Questions?

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