

City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

 $Mayor\ Kim\ Douglass\cdot Mayor\ Pro\ Tem\ Sean\ Lomen$ $Councilmembers\ Caroline\ McCully\cdot Larry\ Hillberg\cdot Trinity\ Burruss$

REGULAR MEETING AGENDA

January 24, 2024 Regular Session 6:00 PM

Closed Session to Follow Regular Session

You may access the meeting and address the Council by the following means:

ZOOM at

https://us02web.zoom.us/j/81462294251

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

814 6229 4251

1 (669) 900-6833 1 (346) 248-7799 1 (929) 205-6099 1 (253) 215-8782 1 (301) 715-8592

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, 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 <u>CLOSED SESSION (follows Regular Session)</u>

2 OPEN SESSION

- 2A. Call Open Session to Order
- 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.

2E. Statement of Conflict of Interest

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

Recommendation: By Motion, approve the Colfax City Council minutes of 12/13/2023.



Pages 5-8

- **3B.** City Clerk Services Agreement between the City of Auburn and the City of Colfax

 Pages 9-20

 Recommendation: Approve Resolution __-2024, ratifying the approval by the Interim City

 Manager to sign a Clerk Services Agreement with the City of Auburn for part-time City Clerk services on a temporary basis.
- 3C. Designation of Authorized Agents to Execute and Request Disaster/Grant Funding for the State of California Office of Emergency Services (CAL OES)

 Recommendation: Adopt Resolution ____-2024 approving the designation of the Mayor, City Manager, Finance Director, and Administrative Services Officer as authorized agents to execute and request disaster/grant funding for the State of California of Emergency Services (CAL OES).
- **3D. Second Amended and Restated Joint Powers Agreement for Pioneer Community Energy** Pages 33-76 **Recommendation:** Adopt Resolution ____-2024 approving the Second Amended and Restated Joint Powers Agreement for Pioneer Community Energy.
- **3E.** Cash Summary November 2023 Pages 77-84 Recommendation: Accept and File.
- **3F.** Cash Summary December 2023 Pages 85-92 Recommendation: Accept and File.

*** 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

5A. City of Colfax Audit Report as of Fiscal Year Ended June 30, 2023

Pages 93-166

Presentation By: Ingrid Sheipline, Managing Partner, Auditor

Recommendation: Accept as received June 30, 2023 Audit Reports.

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 <u>COUNCIL AND STAFF</u>

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. Workshop on Downtown Connectivity Study/Main Street Improvement Plan Pages 167-334 **Recommendation:** Conduct a Workshop on the Draft Colfax Downtown Connectivity/Main Street Improvement Plan; direct staff as necessary.

9B. Council Committee Selections

Pages 335-342

Recommendation: By Motion, approve City Council Committee Assignments for 2024; and by Motion, approve the tentative FPPC Form 806 listing compensated Councilmember appointments to boards and commissions.

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 CLOSED SESSION

- **11A.** Public Comment (On Closed Session Item)
- **11B.** By consensus of the Council without objection, adjourn to a Closed Session:
- 11C. Roll Call
- 11D. Conference with real property negotiators pursuant to Government Code Section 54956.8:

Property: SBE Parcel 19-872-31-13J-24. City Negotiator: City Manager Ron Walker Negotiating Parties: UPRR and City of Colfax. Under negotiation: price and terms.

11E. Report out of Closed Session

11 ADJOURNMENT

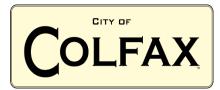
I, Amy Lind, Interim City Clerk for the City of Colfax, declare that this agenda was posted in accordance with the Brown Act at Colfax City Hall and Colfax Post Office. The agenda is also available on the City website at http://colfax-ca.gov/



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.

LEVINE ACT WARNING: In certain instances, parties, participants, and their agents before the City Council are subject to the campaign disclosure provisions detailed in Government Code Section 84308, California Code of Regulations Sections 18438.1 through 18438.8, and Fair Political Practices Commission Opinion 0-22-002. All parties, participants, and their agents are hereby directed to review these sections for compliance. If you believe that these provisions apply to you or a Council Member, please inform the City Clerk at the earliest possible opportunity.



City Council Minutes

Regular Meeting of Colfax City Council Wednesday, December 13, 2023 City Hall Council Chambers, 33 S Main Street,

Colfax CA and attended via Teleconference through ZOOM

OPEN SESSION

- **1A.** Call Open Session to Order Mayor Burruss called the Open Session to order at 6:05 p.m.
- 1B. Pledge of Allegiance
- 1C. Roll Call

1

Present: Councilmember Lomen, Mayor Pro Tem Douglass, Councilmember Hillberg, Councilmember McCully, Mayor Burruss

1D. Approval of Agenda Order

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

1E. Statement of Conflict of Interest – No conflicts were identified by the Council or the public.

CONSENT CALENDAR

- 2A. Minutes
 - **Recommendation:** By Motion, approve the Colfax City Council minutes of 11/29/2023.
- **2B.** Second Reading of Ordinance 556 Amending Colfax Municipal Code Title 17-Zoning Recommendation: Waive the second reading and adopt Ordinance 556 updating the Zoning Code and Zoning Map, to be effective 30 days after adoption.
- 2C. Administrative Services Officer Amendments to Salary Schedule
 Recommendation: Approve Resolution 48-2023 amending the city salary schedule for the
 Administrative Services Officer position.
- **2D.** Rail Tie Donation to the Nevada County Narrow Gauge Railroad & Transportation Museum Recommendation: Approve Resolution 49-2023 approving a donation of rail ties to the Nevada County Narrow Gauge Railroad & Transportation Museum.
- 2E. Supplemental Planning Services Management Advisory Services (MAS)

Recommendation: Authorize the Interim City Manager to increase the contract with Management Advisory Services (MAS) from \$50,000 to \$75,000 for additional supplemental planning services. Adopt Resolution 50-2023.

Mayor Pro Tem Douglass requested to pull Item 2F from the Consent Calendar.

MOTION made by Councilmember Lomen, to approve the Consent Calendar with the exception of Item 2F, and seconded by Councilmember McCully, and approved unanimously.

2F. Lift Station #5 Pump Motor Rebuild – G3 Engineering, Inc.

Recommendation: Approve Resolution 51-2023 authorizing the Interim City Manager to enter into an agreement with G3 Engineering, Inc. to rebuild Lift Station #5 pump in the amount not to exceed \$40,571.

Mayor Pro Tem Douglass highlighted the cost of repairs to the Waste Water Treatment Plant and emphasized the significance of the City's pursuit to seek grants for upgrades and repairs to the sewer

system.

MOTION made by Councilmember Lomen, to approve Item 2F, and seconded by Councilmember McCully, and approved unanimously.

3 AGENCY REPORTS

- **3A.** Placer County Sheriff's Office Sgt Kevin Griffiths, Colfax Station Commander spoke about the highlights of Winterfest. He said his department plans to pass out crime awareness and outreach packets to local businesses at the beginning of the next month.
- **3B. CHP** Officer Jason Lyman, Public Information Officer urged residents to stay prepared for the rain and snow conditions in the forecast. He said that his department would be hiring for overtime during storm events.
- **3C.** Placer County Fire/CALFIRE Placer County Fire/CALFIRE Assistant Chief Bob Counts explained that seasonal burn permit requirements had been lifted. He thanked Battalion Chief Loveless and Captain Kimball for their efforts with the City Christmas tree, hanging the banner, and with the Winterfest parade as well as all the assistance from Fire Marshall Woessnor with the event fireworks. He announced that the 5th annual Santa Tour was upcoming. He reported that there was a wrong-way driver on I-80 that resulted in 3 patients. Hydrant testing is planned to begin on January 8th. He also announced that the Emergency Command Center had turned on a free public-facing app called Pulsepoint which is a good resource for the community to follow Placer County Fire as well as other Fire Departments.
- **3D. Non-Profits** –None.
- 4 **PRESENTATION** (None)
- 5 **PUBLIC HEARING** (None)
- 6 <u>PUBLIC COMMENT</u>

There was no public comment provided.

7 <u>COUNCIL AND STAFF</u>

- **7A.** Committee Reports and Colfax Informational Items All Councilmembers. Mayor Pro Tem Douglass explained that he ran into a potential bidder for the upcoming CDBG streets project who was studying the roadway.
- **7B.** City Operations Update City Manager

Interim City Manager, Mike Luken stated that this would be his last Council report as the new City Manager would be providing the next update. California State Fire Marshall Daniel Berlant gave Colfax kudos for pursuing an OES fire prevention defensible space grant. Interim City Manager Luken explained that the CDBG project was currently out to bid and that there was a non-mandatory project meeting with a few potential bidders. He said that Public Works Supervisor, Casey Merril put a lot of work into trash removal at Winterfest. Additionally, there would be minor changes to the PCSO contract. Upcoming items that would be coming forth are "No Parking" signs due to snow, and that there may be a contract adjustment with the metal buildings and corporation project. He announced a holiday closure that would extend from December 24-26 and that the City would be open on December 28, and 29th.

8 <u>COUNCIL BUSINESS</u>

8A. Consider canceling the December 27, 2023, Regular City Council Meeting Recommendation:

MOTION made by Councilmember Lomen to cancel the December 27th regular meeting and to authorize the Interim City Manager to cancel the January 10th regular meeting if necessary, and

seconded by Mayor Pro Tem Douglass, and approved unanimously.

8B. Rotation of City Council Officers: Mayor and Mayor Pro Tem

Recommendation: Rotation of City Council Officers: Mayor and Mayor Pro Tem.

Clerk Bailey presented a brief description. Public comment was received from residents Howard White and Tom Parnham. Council discussed the rotation. Councilmember Hillberg stated his thoughts to continue the Mayor Pro Tem to Mayor transition tradition.

MOTION made by Councilmember Hillberg for Mayor Kim Douglass to move into the rotation of Mayor, and seconded by Councilmember Lomen, and approved unanimously.

MOTION made by Councilmember McCully, for Councilmember Sean Lomen to move into the rotation of Mayor Pro Tem, and approved unanimously.

Mayor Burruss was presented with a gavel for her service to the City. The Council and staff expressed words of appreciation.

9 GOOD OF THE ORDER

Councilmember McCully thanked the Chamber of Commerce, and the Soroptimists Club, and said the parade and fireworks were awesome. Mayor Burruss echoed the same sentiments and stated she was excited to watch the upcoming Santa Tour. Interim City Manager Luken announced that the new Mayor would be filling in as City Manager from December 27- January 16th and stated that incoming City Manager, Ron Walker would be in the area.

9A. Public Comment on the Good of the Order – No comments were received.

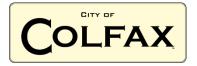
CLOSED SESSION Cancelled without objection.

11 <u>ADJOURNMENT</u>

As there was no further business on the agenda, Mayor Burruss adjourned the meeting, by motion and without objection at 6:48 p.m. Respectfully submitted to City Council this 24th day of January, 2024.

Marguerite Bailey, City Clerk

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Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Mike Luken, Interim City Manager

Subject: City Clerk Services Agreement between the City of Auburn and the City of

Colfax

Budget Impact Overview:

N/A: Funded: $\sqrt{}$ **Un-funded: Amount:** Fund(s): 100-120, 560, 561

RECOMMENDED ACTION: Approve Resolution ___-2024, ratifying the approval by the Interim City Manager to sign a Clerk Services Agreement with the City of Auburn for part-time City Clerk services on a temporary basis.

Summary/Background

Chapter 2.12 of the Colfax Municipal Code establishes that the City Clerk is appointed by the City Council, upon recommendation of the City Manager. The position is open to all qualified adults without regard to whether they are residents of the city and mandates that he or she attends all meetings of the City Council and keeps a correct record of its proceedings.

On December 19, 2024, City Clerk, Marguerite Bailey announced that she had accepted another position outside of the City of Colfax and that her final day with the city would be January 11, 2024. The City has opened the recruitment process for a permanent City Clerk; however, this process may take several months. Based on this timing and the statutory requirements set forth in California Government Code Sections 40801, 40806, 40811, and 40814, the appointment of an Interim City Clerk is crucial to ensure that the essential functions and duties of the clerk's office are performed.

Previously, the Auburn City Clerk aided the City of Colfax in temporary transition periods due to retirement and unexpected absences. On January 13, 2021, the Colfax City Council established a job share agreement between the City of Auburn and Colfax through Colfax Resolution 06-2021. That agreement has since expired. The Auburn City Clerk, Amy Lind holds the accreditation of Master Municipal Clerk (MMC) with the International Institute of Municipal Clerks (IIMC). She has been working in the City Clerk's Office since December 2009 and is the Region 2 Representative for the City Clerks Association of California. The Auburn City Clerk is the most knowledgeable and capable to fulfill Interim City Clerk duties in Colfax.

The Interim City Manager for Colfax and the City Manager for Auburn signed the agreement attached as it falls under the monetary limits of the City Managers to execute.

Fiscal Impact

Colfax will pay Auburn for all hours worked at a rate of \$58.92 per hour for regular time worked and \$88.38 per hour for overtime worked, which will cover all City direct and overhead costs. The position is allocated across Funds 100-120, 560 and 561. In previous years, from 2019 to 2021, the total funding paid to the City of Auburn for these services totaled \$8,569.

Attachments:

- 1. Resolution -2024
- Resolution 06-2021
- Agreement

City of Colfax City Council

Resolution № ___-2024

APPROVING AND AUTHORIZING THE CITY MANAGER TO SIGN A CLERK SERVICES AGREEMENT WITH THE CITY OF AUBURN FOR PART-TIME CITY CLERK SERVICES ON A TEMPORARY BASIS

WHEREAS, the City Clerk fulfills the statutory requirements set forth in California Government Code Sections 40801, 40806, 40811, and 40814 as established by Chapter 2.12 of the Colfax Municipal Code; and,

WHEREAS, due to staffing changes, there is a need for part-time city clerk services in the City until a new City Clerk can be appointed by the Colfax City Council; and,

WHEREAS, the Colfax City Council established a job share agreement with the City of Auburn and Colfax on January 13, 2021, for part-time city clerk services through Resolution 06-2021. That agreement has since expired; and,

WHEREAS, the City of Colfax wishes to execute another agreement with the City of Auburn for part-time city clerk services.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax ratifies the decision of the Interim City Manager to execute an agreement with the City of Auburn for part-time city clerk services on a temporary basis.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on January 24, 2024, by the following vote of the Council:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	
	Kim Douglass, Mayor
ATTEST:	Killi Douglass, Wayor
	-
Amy Lind, Interim City Clerk	

City of Colfax City Council

Resolution № 06-2021

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN EMPLOYEE SHARE AGREEMENT WITH THE CITY OF AUBURN FOR CITY CLERK SERVICES

THE CITY COUNCIL OF THE CITY OF COLFAX DOES HEREBY RESOLVE:

That the City Council of the City of Colfax does hereby approve a Clerk Services Agreement between the City of Auburn and the City of Colfax and authorizes the City Manager to execute it on behalf of the City of Colfax. A copy of the agreement is attached hereto as Exhibit "A" and incorporated herein by this reference.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 13th of January, 2021 by the following vote of the Council:

AYES: Mendoza, Ackerman, Burruss, Fatula, Lomen

NOES: ABSTAIN: ABSENT:

Sean Lomen, Mayor

ATTEST:

Amy Lind Interim City Clark

CLERK SERVICES AGREEMENT BY AND BETWEEN CITY OF AUBURN AND CITY OF COLFAX

This CLERK SERVICES AGREEMENT ("Agreement") is made and entered into effective January 16, 2024 ("Effective Date") by and between the City of Auburn, a California municipal corporation ("Auburn"), and the City of Colfax, a California municipal corporation ("Colfax") (collectively, "Parties").

RECITALS

WHEREAS, Colfax desires to contract with Auburn for the performance of General Clerk Services, as defined below, by the Auburn City Clerk in accordance with this Agreement;

WHEREAS, Auburn is agreeable to rendering such General Clerk Services to Colfax in accordance with this Agreement;

WHEREAS, Article 1 of Chapter 5 of Division 7 of Title 1 of the California Government Code (commencing with Section 6500) authorizes Auburn and Colfax by agreement to jointly exercise any power common to them including Clerk powers (the "Joint Exercise of Powers Act"); and

WHEREAS, Chapter 21 of Part 2 of Division 3.6 of Title 1 of the California Government Code (commencing with Section 895) authorizes Auburn and Colfax by agreement to provide for contribution or indemnification of any liability arising out of the performance of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

1. GENERAL PROVISIONS

- 1.1. The Recitals above are true and correct and fully incorporated herein.
- 1.2. This Agreement is entered into pursuant to the provisions of the Joint Exercise of Powers Act.
- 1.3. The phrase "General Clerk Services" as used in this Agreement shall include all services currently provided by the Auburn City Clerk in the performance of her regular duties in that position.

2. SCOPE OF SERVICES

- 2.1. Auburn agrees to provide General Clerk Services to Colfax in accordance with this Agreement.
- 2.2. The Auburn City Clerk will attend all regular meetings of the Colfax City Council. The Auburn City Clerk shall perform all other work provided for under this Agreement from Auburn City Hall, unless approved in advance by the Auburn City Manager.
- 2.3. For purposes of performing General Clerk Services under this Agreement, Auburn shall furnish and supply all necessary labor, supervision, equipment, and supplies necessary for such performance. However, Colfax may provide additional equipment and supplies for Auburn to utilize in performing the General Clerk Services under this Agreement.

3. DEPLOYMENT OF PERSONNEL

3.1. Auburn shall provide General Clerk Services through the Auburn City Clerk pursuant to the Work Schedule attached hereto as Exhibit A. Colfax may request additional hours outside of those provided for in Exhibit A, subject to prior written approval by the Auburn City Manager.

4. ADMINISTRATION OF PERSONNEL

- 4.1. Except as specifically provided in this Agreement, the standards of performance and discipline and other matters incident to the performance of such services, including control of personnel so performing, shall remain with Auburn.
- 4.2. All Auburn employees working in conjunction with Colfax and/or Colfax employees under this Agreement shall remain Auburn employees and compensated by Auburn and shall not have any claim or right to employment, civil service protection, salary, benefits, compensation, or claims of any kind or nature from Colfax as a result of this Agreement.
- 4.3. All Colfax employees working in conjunction with Auburn and/or Auburn employees under this Agreement shall remain Colfax employees and compensated by Colfax and shall not have any

claim or right to employment, civil service protection, salary, benefits, compensation, or claims of any kind or nature from Auburn as a result of this Agreement.

5. INDEMNIFICATION

- 5.1. Colfax shall indemnify, defend, and hold harmless Auburn, and its officers, employees, agents, and volunteers, from and against any and all liabilities, losses, claims, damages, expenses, demands, and costs (including without limitation litigations costs and attorney, expert witness, and consultant fees) of every kind and nature arising out of a breach of Colfax's obligations under this Agreement, except where caused by the sole negligence or willful misconduct of Auburn, or its officers, employees, agents, or volunteers, or as otherwise required by law.
- 5.2. Colfax shall indemnify, defend, and hold harmless Auburn, and its officers, employees, agents, and volunteers, from and against any and all liabilities, losses, claims, damages, expenses, demands, and costs (including without limitation litigation costs and attorney, expert witness, and consultant fees) of every kind and nature arising out of the performance of General Clerk Services for Colfax under this Agreement.
- 5.3. The Parties agree that the covenants contained in this Section 5 of this Agreement shall survive the expiration or termination of this Agreement.

6. TERM OF AGREEMENT

- 6.1. This Agreement shall terminate ninety (90) days after the Effective Date, unless terminated before that date pursuant to section 6.2 of this Agreement and may be extended by mutual written agreement by Colfax and Auburn for another ninety (90) days.
- 6.2. This Agreement may be terminated at any time, with or without cause, by either of the Parties upon ten (10) days written notice to the other party as provided in this Agreement.
- 6.3. In the event of termination of this Agreement by either of the Parties: (1) the Parties shall fully discharge all obligations owed to each other accruing prior to the effective date of such termination,

and (2) Colfax shall pay Auburn for all General Clerk Services rendered prior to the effective date of such termination and properly billed as provided in this Agreement.

7. BILLING AND PAYMENT PROCEDURES

- 7.1. Colfax shall pay Auburn for the General Clerk Services rendered under this Agreement at a rate of \$61.52 per hour for applicable regular time worked and \$88.38 per hour for applicable overtime worked.
- 7.2. Auburn shall bill Colfax within ten (10) calendar days after the end of each calendar month by summarized invoice for the General Clerk Services provided in that month under this Agreement. The summarized invoice shall contain a statement of the number of hours worked. Colfax shall pay Auburn all amounts contained in such summarized invoice no later than thirty (30) days after receipt.

8. NOTICES

8.1. All notices and demands required or permitted to be given or made under this Agreement shall be in writing and either (1) hand delivered with signed receipt, or (2) mailed by first class registered or certified mail, postage prepaid and return receipt requested, addressed to the parties at the following addresses and to the attention of the person named. Addresses and persons named may be changed by either of the Parties by giving ten (10) days written notice to the other party.

If to City of Auburn: If to City of Colfax:

City of Auburn
City of Colfax
City Manager
City Manager
1225 Lincoln Way
33 South Main Street
Auburn, CA 95603
Colfax, CA 95713

8.2. All other communications required under this Agreement may be either (1) hand delivered with signed receipt or (2) mailed by first class mail, including the summarized invoices pursuant to Section 7.2 of this Agreement.

9. WARRANTY OF AUTHORIZATION

- 9.1. Auburn represents and warrants that the person executing this Agreement is a duly authorized representative of the City of Auburn with actual authority to bind the City of Auburn to each and every term, condition, and obligation contained in this Agreement and that all requirements relating to such authority have been fulfilled.
- 9.2. Colfax represents and warrants that the person executing this Agreement is a duly authorized representative of the City of Colfax with actual authority to bind the City of Colfax to each and every term, condition, and obligation contained in this Agreement and that all requirements relating to such authority have been fulfilled.

10. MISCELLANEOUS PROVISIONS

- 10.1. This Agreement shall be governed and construed in accordance with the laws of the State of California. In the event of a dispute or claim arising out of this Agreement, venue shall be in the Superior Court of the State of California for the County of Placer.
- 10.2. This Agreement shall be construed as a whole and according to its fair meaning. This Agreement shall not be construed strictly for or against either of the Parties. If any provision of this Agreement is found unenforceable, void, or voidable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 10.3. This Agreement may be executed in counterparts such that the signatures appear on separate pages. A copy or facsimile of this Agreement, with all signatures appended together, shall be deemed a fully executed agreement. Signatures transmitted by facsimile or electronic means shall be deemed original signatures.
- 10.4. This Agreement represents the complete understanding of the Parties with respect to the matters set forth herein. This Agreement supersedes all previous agreements and understandings of the Parties, whether oral or written, with respect to the matters set forth herein. All such previous agreements and understandings shall have no force or effect.

- 10.5. Except as expressly provided herein, this Agreement may only be modified or amended by a written instrument executed by duly authorized representatives of the Parties.
- 10.6. The Parties agree to meet and confer periodically at mutually agreeable times to exchange relevant information and discuss performance under this Agreement.

* * * *

IN WITNESS WHEREOF, the City of Auburn by order of its City Council, and the City of Colfax by order of its City Council, have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date:

CITY OF AUBURN,	CITY OF COLFAX,
a Municipal Corporation Docusigned by:	a Municipal Corporation
By: Sea Re-	By: Michael Luken
Sean Rabé	Name: Michael W. Luken
City Manager	Title: Interim City Manager
ATTEST: DocuSigned by:	ATTEST:
By: Argons Arpons 447	By: Azsooseaedos417
Amy Lind	Name: Amy Lind
City Clerk	Title: Acting City Clerk
APPROVED AS TO FORM: DocuSigned by:	APPROVED AS TO FORM: DocuSigned by:
By: Gary B Bull	By: Alfred Cabral
Gary B. Bell	Name: Alfred "Mick" Cabral
City Attorney	Title: City Attorney

Exhibit A – Scope of Work/ Work Schedule

Prepare City Council Agendas

Attend Regular and Special City Council Meetings (including meeting setup and prep on day of – arrive at 5pm)

Record meeting actions and prepare necessary resolutions, ordinances and minutes

Coordinate Public Records Requests with Staff

Coordinate any elections related activity with the Placer County Elections Office

Work performed (outside of attending council meetings) is not to exceed 15 hours a week without prior approval by Auburn City Manager.

Item 3B

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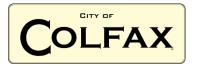
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Invoice Numbe	r	Inv. Date	Ref No.	Status	Check No.	Check Date	Net Amt PO No.	Invoice Description
757A		07/07/2020	43183	С	55998	07/15/2020	94.87	JULY 2020 CITY CLERK SVCS
	GL Number		ibution Des	scription				Amount To Pay
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757		07/07/2020	43182	С	55998	07/15/2020	435.84	JUNE 2020 CITY CLERK SVCS
	GL Number	Distr	ibution Des	scription			Gross Amount	Amount To Pay
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	100-120-300	ou CITT	CLERK 3	VCS			217.92	217.92
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	GL Number	Distr	ibution Des	scription			Gross Amount	Amount To Pay
	561-000-56 560-000-56 100-120-56	60	RK SERVI	CES			311.91 311.91 623.82	311.91 311.91 623.82
Total Invoices:	100-120-56		RK SERVI	CES				

Display Invoices by Vendor

Item 3B

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nvoice Number	r	Inv. Date	Ref No.	Status	Check No.	Check Date	Net Amt PO No.	Invoice Description
'69A		10/19/2021	44818	С	57519	11/08/2021	640.97	CITY CLERK SERVICES SE 2021
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	561-000-5660 560-000-5660 100-120-5660						160.24 160.24 320.49	160.24 160.24 320.49
69		10/19/2021	44817	С	57519	11/08/2021	246.08	CITY CLERK SERVICES AU 2021
	GL Number	Di	stribution De	scription				Amount To Pay
	561-000-5660 560-000-5660 100-120-5660						61.52 61.52 123.04	61.52 61.52 123.04
'65A		08/25/2021	44581	С	57314	08/31/2021	552.09	CITY CLERK SVCS JULY 20
	GL Number	Di	stribution De	scription				Amount To Pay
	561-000-5660 560-000-5660 100-120-5660						138.02 138.02 276.05	138.02 138.02 276.05
765		08/23/2021	44580	С	57314	08/31/2021	981.13	CITY CLERK SVCS JUNE 20
	GL Number	Di	stribution De	scription				Amount To Pay
	561-000-5660 560-000-5660 100-120-5660	CI	TY CLERK				245.28 245.28 490.57	245.28 245.28 490.57
'63A		05/28/2021	44277	С	57044	06/07/2021	343.56	CITY CLERK SVCS MAY 202
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	100-120-5660 561-000-5660 560-000-5660						171.78 85.89 85.89	171.78 85.89 85.89
763		05/28/2021	44276	С	57044	06/07/2021	123.04	CITY CLERK SVCS APR 202
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	100-120-5660 561-000-5660 560-000-5660						61.52 30.76 30.76	61.52 30.76 30.76
761A		04/02/2021	44109	С	56895	04/13/2021	589.63	CITY CLERK SVCS MAR 20:
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	561-000-5660 560-000-5660 100-120-5660	CI	TY CLERK S	SVCS MA	R 2021		147.40 147.41 294.82	147.40 147.41 294.82
'61		04/02/2021	44108	С	56895	04/13/2021	959.76	CITY CLERK SVCS FEB 202
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	561-000-5660 560-000-5660 100-120-5660		TY CLERK S	-	B 2021		239.94 239.94 479.88	239.94 239.94 479.88
7 59		02/22/2021	43950	С	56721	02/26/2021	1,260.57	CITY CLERK SVCS
	GL Number	Di	stribution De	scription			Gross Amount	Amount To Pay
	561-000-5660 560-000-5660						315.14 315.14	315.14 315.14



Staff Report to City Council

FOR THE JANUARY 24, 2024, REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Laurie Van Groningen, Finance Director

Subject: Designation of Authorized Agents to Execute and Request Disaster/Grant

Funding for the State of California Office of Emergency Services (CAL OES).

Budget Impact Overview:

N/A: √	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Adopt Resolution ____-2024 approving the designation of the Mayor, City Manager, Finance Director, and Administrative Services Officer as authorized agents to execute and request disaster/grant funding for the State of California of Emergency Services (CAL OES).

Summary/Background

On August 10, 2022, the City of Colfax signed Resolution 29-2022 designating then City Manager, Wes Heathcock as the Authorized Agent with the State of California Office of Emergency Services (CAL OES) for and on behalf of the City of Colfax for the purpose of obtaining federal financial assistance for any existing or future grant program.

As the City is anticipating reimbursement soon related to the 2017 damage to the Waste Water Treatment Plant (WWTP), it is necessary to apply for new Authorized Agents and it is recommended by staff to designate the following positions as Authorized Agents; City of Colfax Mayor, City Manager, Finance Director, and Administrative Services Officer. The Authorized Agents will execute for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM), under-Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- National Earthquake Hazards Reduction Program (NEHRP) 42 U.S. Code 7704 (b)((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141.
- California Early Earthquake Warning (CEEW) under CA Gov Code Gov, Title 2,Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12.

Attachments:

1. Resolution 29-2022

- 2. Resolution ___ (2024 OES=FPD-130)
- 3. List of Authorized Agents (OES-FPD-012)

OES-FPD-130 (Rev. 10-2022)

Cal OES ID No:	
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DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY	′THE	OF THE		
	(Governing Body)		(Name d	of Applicant)
THAT			, OR	
	(Title of Authorized	Agent)		
		,	, OR	
	(Title of Authorized	Agent)		N. 4 a. 4 a. 4
	Tille of A. Heeder	. A IV	OR	<u>Mayor</u>
	(Title of Authorized	Agent)		
is hereby authoriz	ed to execute for and on be		lama of	Applicant)
and to file it with to purpose of obtain	rablished under the laws of the California Governor's Off ning federal financial assistan ng, but not limited to any of the	ne State of Cali ice of Emerger ice for any exis	ifornia, th ncy Servia	is application ces for the
California Sto Mitigation G	clared Disaster (DR), Fire Miti ate Only Disaster (CDAA), Im rant Program (HMGP), Buildir s (BRIC), Legislative Pre-Disas	mediate Servic ng Resilient Infra	es Progre astructure	am (ISP), Hazaro e and
Emergency .	3-288 as amended by the Ro Assistance Act of 1988, and/o saster Assistance Act.			
•	tion Assistance Program (FM. nce Act of 1968.	A) , under Secti	on 1366 (of the National
((2) (A) (ix) c Reduction P	thquake Hazards Reduction I and 42 U.S. Code 7704 (b) (2) rogram, and also The Consol of Homeland Security Appro	(B) National Edidated Approp	arthquake priations A	e Hazards Act, 2018, Div. F,
	Irly Earthquake Warning (CEE ter 7, Article 5, Sections 8587			e – Gov, Title 2,
That the	, (public entity (establishe	ed under the
	(Name of Applicant) of California, hereby authorize of Emergency Services for a	• , ,	•	

disaster assistance the assurances and agreements required.

OES-FPD-130 (Rev. 10-2022)

Please check the appropriate box below

_			
	This is a universal resolution and	d is effective for all open and future	
	disasters/grants declared up to	o three (3) years following the date of approval.	
	This is a disaster/arant specific r	resolution and is effective for only	
_	_		
	disaster/grant number(s):		
Pass	sed and approved thisday of	of , 20	
	/		
	(Name and Title o	of Governing Body Representative)	
	(Name and Title o	of Governing Body Representative)	
	(A)		
	(Name and lifle o	of Governing Body Representative)	
		CERTIFICATION	
l.		, duly appointed and	of
.,	(Name)	(Title)	_0.
		, do hereby certify that the above is a true and	d
	(Name of Applicant)		
corr	ect copy of a resolution passed	and approved by the	
0011	cer copy or a resolution passed	(Governing Body)	
of th	ne	on the day of 20	
	(Name of Applicant)	on the day of, 20,	
	(Signatura)	(T:+Io)	
	(Signature)	(Title)	

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all

Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

OES-FPD-130 (Rev. 10-2022)

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

- 1. Titles Only: The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
- Names and Titles: If the Governing Body so chooses, the names and titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.

OES-FPD-130 (Rev. 10-2022)

Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

	List of Authorized Age	
		Entity Name:
		Cal OES ID:
es. packages. (Minimum 1 AA.)	as listed on the Designation of Applicant's Age nature Authority (Cal OES 130SA) for California opies of Cal OES Notification of Obligation and	Agencies or as it appears on the Sig
Email nail Address Pkg?	Authorized Agent Title	Authorized Agent Name
	ignated by an AA to request or receive informelow. (Ex. Accounting/Admin offices) Must use	
nail Address Pkg?	Approved Contact Title	Approved Contact Name

STATE OF CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES Cal OES 130

Cal OES ID No:	
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DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY	THE	City Council	OF THE	City of Colfax
		(Governing		(Name of Applicant)
THAT	Wes	Heathcock,	City Manager	, OR
		(Title of Auth	orized Agent)	
	N/A			OR
		(Title of Auth	orized Agent)	
	N/A			
	XI	(Title of Aut	horized Agent)	7
is hereby authorize	ed to e	xecute for and	d on behalf of the	City of Colfax
				(Name of Applicant)
				f California, this application
				ergency Services for the yexisting or future grant
program, including	_			
Food a walling along	, Januarah	Discorder (DD)	Fine AA!A! A	ciatana a Canada (FALA C)
-			_	sistance Grant (FMAG), Services Program (ISP), Hazaro
	-			It Infrastructure and
_				tion Program (LPDM), under
- Public Law 93	3-288 a	s amended b	v the Robert T. Sto	afford Disaster Relief and
				nancial assistance under the
California Disc	aster A	ssistance Act.		
- Flood Mitigati	on Ass	istance Progra	am (FMA), under	Section 1366 of the National
Flood Insuran	ce Act	of 1968.		
- National Earth	nauake	e Hazards Red	uction Program (NEHRP) 42 U.S. Code 7704 (b)
	-			nal Earthquake Hazards
	0			opropriations Act, 2018, Div. F,
Department of	of Hom	neland Security	y Appropriations	Act, 2018, Pub. L. No. 115-141
- California Ear	ly Eartl	nquake Warni	ng (CEEW) under	CA Gov Code – Gov, Title 2,
· ·			ns 8587.8, 8587.11	, 8587.12
That the City of	Colfa	X	, a public e	ntity established under the
		of Applicant)		
		•	•	nt(s) to provide to the pertaining to such state
		/		1 3

disaster assistance the assurances and agreements required.

STATE OF CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

Cal OES 130

Please check the appropriate box I	pelow					
This is a universal resolution and is effective for all open and future						
disasters/grants declared up to three (3) years following the date of approval.						
This is a disaster/grant specific resolution and is effective for only						
disaster/grant number(s):						
Passed and approved this 10 day o	August , 20 22					
Trinity	Burruss, Colfax Mayor					
(Name and Title of Governing Body Representative)						
Marnie Mendoza, Colfax Mayor Pro Tem						
(Name and Title of Governing Body Representative)						
Sean Lomen, Colfax Councilmember						
(Name and Title of Governing Body Representative)						
	CERTIFICATION					
Marguerite Bailey	, duly appointed and City Clerk of					
(Name)	(Title)					
City of Colfax (Name of Applicant)	, do hereby certify that the above is a true and					
correct copy of a resolution passed	and approved by the City Council					
	(Governing Body)					
of the City of Colfax	on the 10 day of August , 2022.					
(Name of Applicant)						
Margenle Bail	City Clerk					
(Signature)	(Title)					

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

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Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

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(Page 1 of 2)

STATE OF CALIFORNIA
GOVERNOR'S OFFICE OF EMERGENCY SERVICES
Cal OES 130 - Instructions

Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

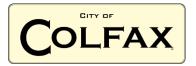
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

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Staff Report to City Council

FOR THE JANUARY 24, 2024, REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Mike Luken, Interim City Manager

Subject: Second Amended and Restated Joint Powers Agreement for Pioneer Community

Energy.

Budget Impact Overview:

 $N/A: \sqrt{}$ Funded: Un-funded: Amount: Fund(s):

RECOMMENDED ACTION: Adopt Resolution ____-2024 approving the Second Amended and Restated Joint Powers Agreement for Pioneer Community Energy.

Summary/Background

Pioneer Community Energy ("Pioneer") is a Joint Powers Authority formed between the Counties of Placer and El Dorado, the Town of Loomis, and the Cities of Auburn, Colfax, Grass Valley, Lincoln, Nevada City, Placerville, and Rocklin. Pioneer is a Community Choice Aggregation Program ("CCA") authorized under Assembly Bill 117 (2002). The CCA provides local control over the electricity rates to the residents and businesses within its member jurisdictions. Pioneer purchases the electricity supply and PG&E transmits and delivers the power through PG&E's infrastructure (poles and wires). PG&E continues to own, operate, and maintain its distribution infrastructure. PG&E also continues to provide meter reading and billing services for Pioneer's customers.

On December 19, 2023, the City of Colfax received notice from Pioneer of a proposed vote to adopt a Second Amended and Restated Joint Powers Agreement (JPA). The majority of the proposed amendments to the JPA would clarify language and correct clerical errors. The primary substantive change would be to amend Section 19, Amendments, to streamline the adoption of amendments to the JPA that do not directly impact the member agencies or change the nature of Pioneer or its powers.

Currently, notice of a proposed amendment must be sent to each member agency 30 days in advance of the Pioneer Governing Board's consideration of the amendment. A two-thirds majority of the Board is required to approve an amendment. Further, the amendment must be approved by separate resolution of each of the member agencies, and finally, notice must be provided to members after the amendment is final.

The proposed change would specify that only amendments to Section 4, Powers, and the addition of new member agencies would require member agency approval by resolution. Other amendments could be approved by the Pioneer Governing Board with a two-thirds vote, with notice provided to the member agencies 30 days prior to and after the action. This is intended to allow amendments that are more internal in nature (affecting board membership, agency governance, etc.) to proceed with solely a two-thirds vote by the Pioneer Governing Board. That said, under the proposed process, the City of Colfax would still be given notice and an opportunity to object to any proposed amendment.

The Pioneer Board is scheduled to vote on the proposed amendments on January 18, 2024.

Fiscal Impact

There is no fiscal impact to the City of Colfax.

Attachments:

- 1. Resolution __-2024
- 2. November 16, 2023 Staff Report by Pioneer Community Energy on Proceeding with Adopting of Second Amended and Restated Joint Powers Agreement for Pioneer Community Energy

City of Colfax City Council

Resolution № __-2024

APPROVING THE SECOND AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT FOR PIONEER COMMUNITY ENERGY

WHEREAS, the Sierra Valley Energy Authority was established on September 9, 2015, between the County of Placer and the City of Colfax; and,

WHEREAS, the Sierra Valley Energy Authority was originally created for the purpose of providing a financing conduit and program expansion platform for the mPOWER Program; and,

WHEREAS, counties and cities have the power under California law to aggregate electric load, to purchase and supply electricity for themselves and customers within their jurisdictions, by providing a Community Choice Aggregation ("CCA") Program, pursuant to California Public Utilities Code Sections 331.1 and 366.2; and,

WHEREAS, the Amended and Restated JPA allowed for the establishment of a Community Choice Aggregation Program within the jurisdictions of the Voting Members and authorized the Cities of Auburn, Lincoln, Rocklin, and the Town of Loomis to become Voting Members; and,

WHEREAS, the Amended and Restated JPA became effective on February 22, 2017; and,

WHEREAS, on July 17, 2017, the Governing Board of the Sierra Valley Energy Authority took action to rename and brand Sierra Valley Energy Authority as Pioneer Community Energy ("Pioneer");

WHEREAS, on December 17, 2020, the Governing Board of Pioneer Community Energy approved Amendment No. 1 to the Amended and Restated JPA, which authorized the County of El Dorado and the City of Placerville to become Voting Members; and,

WHEREAS, the Governing Board of Pioneer Community Energy has previously approved four amendments to the Amended and Restated JPA; and,

WHEREAS, on November 17, 2022, the Governing Board of Pioneer Community Energy approved Amendment No. 5 to the Amended and Restated JPA, which authorized the Cities of Grass Valley and Nevada City to become Voting Members; and,

WHEREAS, pursuant to Section 19 of the Amended and Restated JPA, the governing body of each Voting Member must individually approve amendments to the Amended and Restated JPA and thereafter the Governing Board of Pioneer ratifies the amendment; and,

WHEREAS, individual approval of amendments by each Voting Member results in logistical complications and delays, which can be remedied by eliminating this requirement for certain amendments and allowing the Governing Board of Pioneer to approve such amendments to the JPA with a two thirds vote after providing notice to Voting Members; and,

WHEREAS, to these ends, the City Council of Colfax desires to approve the execution of the Second Amended and Restated Joint Exercise of Powers Agreement for Pioneer Community Energy to incorporate the changes made by the previous amendments to the Amended and Restated JPA, clarify language, correct clerical errors, and streamline adoption of amendments to the JPA that do not directly impact the member agencies or change the nature of Pioneer or its powers.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax approves and authorizes as follows:

Section 1. The recitals above are true and correct and are incorporated by this reference and constitute findings in this matter.

Section 2. The City Council of the City of Colfax hereby approves the Second Amended and Restated Joint Exercise of Powers Agreement for Pioneer Community Energy, in the form attached hereto as Exhibit "A," and authorizes and directs the Mayor to execute the Second Amended and Restated Joint Exercise of Powers Agreement for Pioneer Community Energy in the name and on behalf of the City of Colfax.

Section 3. This Resolution shall take effect immediately upon its adoption.

Exhibit A: Second Amended and Restated Joint Exercise of Powers Agreement

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on January 24, 2024, by the following vote of the Council:

AVEC.	
AYES:	
NOES:	
ABSTAIN:	
ABSENT:	
	Kim Douglass, Mayor
ATTEST:	
Amy Lind, Interim City Clerk	



Staff Report - Item 4

To: The Governing Board

From: Inder Khalsa, General Counsel

Donald Eckert, Executive Director

Item 4: Authorize staff to notice member agencies and proceed with adopting the Second

Amended and Restated Joint Powers Agreement for Pioneer Community Energy

with any changes requested by the Governing Board.

Date: 11/16/2023

RECOMMENDATION

Authorize staff to notice member agencies and proceed with adopting the Second Amended and Restated Joint Powers Agreement for Pioneer Community Energy with any changes requested by the Governing Board.

BACKGROUND

In 2015, the Placer County and the City of Colfax entered into a Joint Powers Agreement (JPA) for the purpose of establishing the Sierra Valley Energy Authority to operate a PACE program. In 2017, the JPA was amended and restated to rename the agency Pioneer Community Energy, create a community choice aggregation program, and add the cities of Auburn, Lincoln, Rocklin, and the Town of Loomis as member agencies. Since then, that First Amended and Restated JPA has been amended five times to make minor text changes and add new members.

At the October 19, 2023, meeting, the General Counsel provided a presentation to the Governing Board regarding the desirability of adopting a Second Amended and Restated JPA. The Governing Board directed General Counsel to prepare a draft Second Amended and Restated JPA for Board consideration and discussion. The Board provided direction that amendments to the JPA for

The General Counsel is now seeking input and direction from the Board with respect to the draft Second Amended and Restated JPA and initiation of the formal amendment process.

ANALYSIS & DISCUSSION

As shown in the attached redline showing changes proposed to the First Amended and Restated Agreement, the proposed Second Amended and Restated JPA would make the following revisions and changes to the JPA:

- Name. Change name of agency to Pioneer Community Energy throughout (this was legally effectuated by a resolution adopted in 2017 but references to Sierra Valley Energy Authority remained in the First Amended and Restated); likewise changed references to "the Authority" to "Pioneer" for ease of reading.
- Recitals. Update recitals to reflect history of Pioneer and subsequent amendments.
- **Effective date.** Revise effective date to reflect Second Amended and Restated.
- **Exhibit A for List of Members.** Remove references to specific member agencies in Sections 2 and 5 and of the JPA, moving the list of the members to a new Exhibit A for easier reference and updating.
- **Special Voting Requirements.** Revise Section 8 to separate the discussion of involuntary termination of a member from the discussion of general amendments to the JPA. We moved but did not change the requirement that amendments of the JPA require a 2/3 vote of the Governing Board.

- **Amendments.** Revise Section 19, Amendments, to specify that only amendments to Section 4, Powers, and the addition of new member agencies requires approval by separate resolutions of each of the member agencies and to make other changes to streamline the amendment process.
- **Satisfied/completed obligations.** Revise sections that have now been completed to indicate they are satisfied (for example, Section 9E, which describes the provision of start-up funding by Placer County).
- Clean-up. Fix incorrect cross references, revise confusing references and typos.

The bulk of the changes proposed are clarifying or clerical in nature. Adopting a clearer Second Amended and Restated JPA will provide the public, staff, and legal counsel with a clearer reference document for questions of governance, eliminating the need to check amendments (at least in the near term). It also provides an opportunity to correct or eliminate outdated references, resulting in a document that is easier to understand.

The primary substantive proposed change to the JPA is to Section 19, Amendment. Currently, notice of proposed amendments must be sent to each member agency 30 days in advance of the Board considering the amendment. A two-thirds majority of the Board is required to approve an amendment. Further, the amendment must be approved by separate resolution of each of the member agencies, and finally, notice must be provided to members after the amendment is final.

Staff recommends that the amendment process be simplified for amendments that do not directly impact the member agencies or change the nature of Pioneer or its powers. Based on direction received at the October 19 Governing Board meeting, the attached draft would provide a different amendment process for amendments to Section 4 (Powers) and amendments to add a new party to the JPA. For those amendments, separate resolutions of each member agency would be required.

All other amendments could be approved by the Board with a two-thirds vote, with notice provided to the member agencies 30 days prior and after the action. Individual member agency approval by resolution would not be required. This is intended to allow amendments that are more internal in nature (affecting board membership, basic governance, etc.) to proceed with solely a Board vote. That said, member agencies would be given notice and the opportunity to object to any proposed amendment.

STRATEGIC PLAN

The recommendation supports the Operational Excellence priority.

FISCAL IMPACT

The proposed Second Amended and Restated JPA will not have any direct fiscal impact beyond the time of staff and General Counsel to process the amendment.

ATTACHMENTS

- 1. Draft Second Amended and Restated JPA
- 2. Redline showing changes made between the First and Second Amended and Restated JPA (as amended by Amendments 1-5).

SECOND AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT FOR PIONEER COMMUNITY ENERGY

This Second Amended and Restated Joint Exercise of Powers Agreement (hereafter "Agreement") amends and restates the Amended and Restated Joint Exercise of Powers Agreement ("Amended and Restated JPA"), with the effective date of February 22, 2017, for PIONEER COMMUNITY ENERGY, (hereafter "Pioneer"), as amended and executed pursuant to Amendments No. 1 through 5, by and among the Voting Members (including the New Voting Members) and the Associate Members listed in Exhibit A to this Agreement, all public entities of the State of California who become signatories to this Agreement, and relates to the joint exercise of powers among all of the signatories hereto either as Voting Members or Associate Members (hereafter collectively referred to as the "Members").

RECITALS:

- A. Whereas, each of the Members has a vested interest in the economic well-being of its respective jurisdiction and the region as a whole as well as energy efficiency and clean energy growth and development;
- B. Whereas, the Members desire to enter into this Agreement to provide for local control of energy resources, the adoption of programs to foster economic development, energy efficiency, and resource conservation, and to further define and describe the scope of powers to be exercised by Pioneer;
- C. Whereas, the Members share various powers under California law, including but not limited to the power to aggregate electric load, to purchase and supply electricity for themselves and customers within their jurisdictions, and the power to enter into voluntary contractual assessments with property owners to provide financing for the installation of public and private improvements authorized within their jurisdictions;
- D. Whereas, the purposes for entering into this restated Agreement include, but are not limited to:
 - 1) Providing electric power and other forms of energy to customers at a competitive cost;
 - 2) Promoting long-term electric rate stability and energy security and reliability for residents through local control of electric generation resources and the overall power supply portfolio.
 - 3) Carrying out programs to reduce energy consumption;
 - 4) Stimulating and sustaining the local economy by developing local jobs in renewable energy; and
 - 5) Reducing greenhouse gas emissions related to the use of electric power and other forms of energy in Placer County and neighboring regions;

- E. Whereas, it is the intent of this Agreement to promote the development and use of a wide range of energy sources and energy efficiency programs, including but not limited to hydroelectric, biomass, landfill gas, conversion of waste-to-energy, solar, and wind energy production;
- F. Whereas, Pacific Gas and Electric and Liberty Energy are the investor owned providers of retail electric service throughout the Voting Member jurisdictions and a Community Choice Aggregator is authorized to aggregate electrical load served by such investor owned providers within its members' jurisdiction. Each of the Voting Members must adopt an ordinance electing to implement through Pioneer a common Community Choice Aggregation pursuant to California Public Utilities Code Sections 331.1(b) and 366.2(12)(A).
- G. Whereas, on September 9, 2015 the County of Placer and the City of Colfax entered into the original Joint Exercise of Powers Agreement for the purpose of establishing the Sierra Valley Energy Authority as a joint powers authority under the Joint Exercise of Powers Act, Government Code Section 6500, et seq.; and
- H. Whereas, the Amended and Restated JPA became effective on February 22, 2017 and authorized the Cities of Auburn, Lincoln, Rocklin, and the Town of Loomis to become Voting Members of the Joint Exercise of Powers Agreement and established a Community Aggregation Program within the jurisdictions of the Voting Members; and
- I. Whereas, Resolution No. 2017-3 of the Sierra Valley Energy Authority approved a name change from Sierra Valley Energy Authority to Pioneer Community Energy, as it is known today; and
- J. Whereas, Amendment No. 1 to the Amended and Restated JPA, which was approved by the Governing Board on December 27, 2020 and became effective March 9, 2021, authorized the County of El Dorado and the City of Placerville to become Voting Members; and
- K. Whereas, Amendments No. 2 through 4 to the Amended and Restated JPA made certain changes to the Amended and Restated JPA; and
- L. Whereas, Amendment No. 5 to the Amended and Restated JPA, which was approved by the Governing Board on October 25, 2022 and became effective February 27, 2023, authorized the City of Nevada City and the City of Grass Valley as Voting Members; and
- M. Whereas, the Voting Members wish to amend and restate the Amended and Restated JPA to clean up and streamline the Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions herein, the Members hereto agree to establish a joint powers authority as follows:

Section 1. Authority for this Joint Exercise of Powers Agreement

This Agreement is made pursuant to Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (commencing with Section 6500) relating to the joint exercise of power common to the counties and public agencies and other powers specified therein (hereinafter the "Act"). Under Sections 6505 and 6507 of the Act, Pioneer is a public agency separate from its Members. As provided by Section 6508.1 of the Act, and Section 12 hereof the debts, liabilities or obligations of Pioneer shall not be the debts, liabilities or obligations of the individual Members, unless the governing body of a Member agrees in writing to assume any of those debts, liabilities or obligations.

The Members are each empowered by the laws of the State of California to exercise, in their respective jurisdictions, the powers set forth herein, including but not limited to the power to aggregate electric load, to purchase and supply electricity for themselves and customers within their jurisdictions, and the power to enter into voluntary contractual assessments with properties owners for authorized improvements within their jurisdictions.

Section 2. Purpose of Agreement

The purpose of this Agreement is to establish an independent public agency in order to exercise powers common to the Members and other powers granted to Pioneer under the Act, to study, promote, develop, conduct, operate, and manage energy, energy efficiency and conservation, and other energy-related programs, to exercise all other powers necessary and incidental to accomplishing these purposes, and to provide a Community Choice Aggregation (hereinafter "CCA") Program, pursuant to California Public Utilities Code Sections 331.1 and 366.2, and as further described in Section 10.

Without limiting the generality of the foregoing, the Members also intend for this Agreement to be used as a mechanism by which Voting Members and non-voting Associate Members may authorize Pioneer to provide Property Assessed Clean Energy ("PACE") Programs pursuant to Chapter 29 of the Improvement Bond Act of 1911, Division 7 of the California Streets and Highways Code ("Chapter 29"). Pioneer may provide PACE Programs pursuant to Chapter 29 within the boundaries of each Voting Member as set forth in Section 10(C) herein, and within the boundaries of each non-voting Associate Member as set forth in Sections 16 herein. The Members intend that other agreements with Associate Members shall define the terms and conditions associated with the implementation of the CCA Program, the PACE Program, and any other energy programs approved by Pioneer within the territorial jurisdiction of such Associate Members.

Section 3. Effective Date and Term

This Agreement shall be effective as a second amendment and restatement of the Original Agreement, and Pioneer shall continue to exist as a separate public agency under the terms of this Agreement after approval and signature of the Second Amended and Restated Agreement by the New Members and after the California Public Utilities Commission certifies the Implementation Plan filed by Pioneer to include the New Members. This Agreement shall be in

full force and effect until terminated in the manner herein provided, subject to the rights of the Members to withdraw from Pioneer.

Section 4. Powers

Pioneer shall have all powers common to the Members, and such additional powers accorded to it by law, including the power to develop and implement comprehensive energy and resource development and conservation programs, as described herein. Unless state or federal law provides otherwise, any facilities, buildings or structures located, constructed, or caused to be constructed by Pioneer within the territory of Pioneer shall comply with the General Plan, zoning and building laws of the local jurisdiction within which the facilities, buildings or structures are constructed and comply with the California Environmental Quality Act (CEQA). As required by Government Code Section 6509, the power of Pioneer is subject to the restrictions upon the manner of exercising power possessed by the City of Colfax.

Pioneer is authorized, in its own name, to exercise all powers and do all acts necessary and proper to carry out the provisions of this Agreement and fulfill its purposes, including, but not limited to, each of the following powers, subject to the voting requirements set forth in Section 5C and Section 8:

- A. to make and enter into contracts;
- B. to employ agents and employees, including but not limited to an Executive Director;
- C. to acquire, contract, manage, maintain, and operate ally buildings, infrastructure, works, or improvements;
- D. to acquire property by eminent domain, or otherwise, except as limited under Section 6508 of the Act, and to hold or dispose of any property;
- E. to lease any property;
- F. to sue and be sued in its own name;
- G. to incur debts, liabilities, obligations and to issue bonds, and to make and enter into agreements and other documents of any nature whatsoever as may be necessary or convenient in the exercise of the powers provided under the Marks-Roos Local Bond Pooling Act of 1985, as amended, and other provisions of California law that authorize public agencies to issue bonds and incur indebtedness, including but not limited to loans from private lending sources pursuant to its temporary borrowing powers such as Government Code Sections 53850 et. seq.;
- H. to form subsidiary or independent corporations or entities, if necessary to carry out energy supply and energy conservation programs and to take advantage of legislative or regulatory changes;

- I. to deposit its money pursuant to Section 6505.5 of the Act and to invest its money which is not required for the immediate use of Pioneer, as Pioneer determines is advisable in the same manner and upon the same conditions as local agencies, pursuant to Section 53635 of the California Government Code;
- J. to apply for, accept, and receive all licenses, permits, grants, loans or other aids from any federal, state, or local public agency;
- K. to submit documentation and notices, register, and comply with orders, tariffs and agreements for the establishment and implementation of the CCA Program and other energy programs;
- L. to adopt rules, regulations, policies, bylaws and procedures governing the operation of Pioneer ("Operating Rules and Regulations");
- M. to establish and operate a CCA program, and make and enter into service agreements relating to the provision of services necessary to plan, implement, operate and administer the CCA Program, including the acquisition of electric power supply and the provision of retail and regulatory support services;
- N. to establish and operate one or more PACE programs pursuant to Chapter 29, and to enter into one or more agreements, including without limitation, participation agreements, implementation agreements and joint powers agreements and amendments thereto to fulfill such programs both within and outside the jurisdictional boundaries of Pioneer;
- O. to establish a non-voting "Associate Member" status that provides membership in Pioneer to jurisdictions that are outside jurisdictional boundaries of Pioneer's Voting Members, but within whose boundaries a PACE, CCA, or other energy program is established and implemented by Pioneer on behalf of the Associate Member. Said jurisdictions shall adopt one or more agreements (a "PACE Agreement", "CCA Agreement", or other energy program agreement, as applicable) on terms and conditions established by Pioneer. The rights of Associate Members shall be limited solely to those terms and conditions expressly set forth in the PACE Agreement, CCA Agreement or other energy program agreement for the purposes of implementing the PACE Program, CCA Program or other energy program, respectively, within the jurisdictional boundaries of the Associate Member. Except as expressly provided for by the PACE Agreement, CCA Agreement or other energy program agreement, Associate Members shall not have any rights otherwise granted to Pioneer Members by this Agreement, including but not limited to the right to vote, the right to amend this Agreement and the right to sit on committees or boards established under this Agreement;
- P. to execute agreements for the purpose of authorizing Pioneer to implement, manage and administer area-wide and regional programs in the interest of providing energy supply, development of energy generation, energy efficiency, resource conservation, local public welfare and other economically related energy

programs. The costs incurred by Pioneer in implementing a program, including indirect costs, shall be costs of Pioneer and shall not be assessed to the Members, unless approved by the Governing Body of the Member.

Section 5. Governance and Internal Organization

A. Governing Board. The governing body of Pioneer shall consist of two (2) members of the Placer County Board of Supervisors, and one (1) member each for all other Voting Members, appointed respectively by each Voting Member that is or becomes a signatory to this Agreement ("Board Member"). The total number of Board Members shall equal the total number of Voting Members listed in Exhibit A plus one (1).

The Boards of Supervisors, City Councils and Town Councils of the Voting Members listed in Exhibit A shall respectively appoint such member(s) set out above and not less than one alternate member per Board Member. The term of office of each Board Member and respective alternate may be terminated at any time by the appointing Board of Supervisors, City Council or Town Council. The designated alternate shall have authority to attend, participate, and vote at any meeting of the Board whenever the regular member, for whom they are designated to act as an alternate, is absent from the meeting.

- B. Quorum. The majority of the members of the Board shall constitute a quorum. No action may be taken by the Board unless a quorum is present, except that less than a quorum may adjourn a meeting from time to time.
- C. Powers and Function of Board. The Board will exercise governance, policy guidance and oversight over the business and activities of Pioneer, consistent with this Agreement and applicable law. Unless otherwise specified in Section 8, action by Pioneer Board will be taken by majority vote of the Board Members present.
- D. Chairperson. The Chairperson and Vice Chairperson of the Board shall be selected by the Board from its members. The term of office of the Chairperson and Vice Chairperson shall each be one calendar year.
- E. Secretary. The Board shall appoint a Secretary to the Board who need not be a member of the Board, who shall be responsible for keeping the minutes of all meetings of the Board and all other official records of Pioneer.
- F. Meetings. All meetings of the Board shall be held subject to the provisions of the Ralph M. Brown Act, Division 2, Chapter 9 of the California Government Code (hereafter, the "Brown Act"). The Board shall hold at least four regular meetings per year, but the Board may provide for the holding of regular meetings at more frequent intervals. The date, hour and place of each regular meeting shall be fixed by resolution or ordinance of the Board. Regular meetings may be adjourned to another meeting time. Special meetings of the Board may be called in accordance

- with the provisions of California Government Code Section 54956. Directors may participate in meetings telephonically, with full voting rights, only to the extent permitted by law.
- G. Bylaws. The Board shall adopt bylaws for the conduct of business that shall not be inconsistent with the provisions of this Agreement, and the laws of the State of California.
- H. Board Member Compensation. Board Members shall serve without compensation from Pioneer. However, Board Members may be compensated by their respective appointing authorities. The Board, however, may adopt by resolution a policy relating to the reimbursement by Pioneer of expenses incurred by Board Members.

Section 6. Executive Director and Other Staff

- A. Executive Director. The Board shall appoint an Executive Director for Pioneer, who shall be responsible for the day-to-clay operation and management of Pioneer. The Executive Director may exercise all powers of Pioneer, except the powers specifically set forth in Section 4, or those powers that by law must be exercised by the Board. The Executive Director shall hire and supervise any Pioneer employees or consultants.
- B. Executive Director Reports to the Board. The Executive Director shall prepare, no later than the 20th day of each first month of each fiscal quarter, a report to the Board on the operations of Pioneer during the preceding fiscal quarter. The Bylaws shall specify the information to be included in the Executive Director's reports.
- C. Services Providers. The Executive Director may appoint one or more services providers to serve as Pioneer's agent(s) for planning, implementing, operating and administering the PACE Program, the CCA Program, and any other program approved by the Board, in accordance with the provisions of a written agreement between Pioneer and the appointed administrative services provider or providers (a "Services Agreement"). The appointed services provider may be one of the Voting Members. A Services Agreement shall set forth the terms and conditions by which the appointed administrative services provider shall perform or cause to be performed all tasks necessary for planning, implementing, operating and administering the PACE Program, the CCA Program and other approved programs. The Services Agreement shall set forth the term of the Agreement and the circumstances under which the Services Agreement may be terminated by Pioneer. This section shall not in any way be construed to limit the discretion of Pioneer to hire its own employees to administer the PACE Program, the CCA Program or any other program.

- D. Independent Monitor. The Board may appoint or contract for the services of an independent monitor to review programs operated by Pioneer and to report to the Board.
- E. Advisory Commissions, Boards or Committees. The Board may establish any advisory commissions, boards, and committees as the Board deems appropriate to assist the Board in carrying out its functions and implementing the CCA Program, other energy programs and the provisions of this Agreement which shall comply with the requirements of the Brown Act. The Board may establish rules, regulations, policies, bylaws or procedures to govern any such commissions, boards, or committees.

Section 7. Treasurer and Auditor-Controller

The Governing Board shall appoint a Treasurer for Pioneer. The Treasurer shall be the depository of Pioneer and shall have all of the duties and responsibilities specified in Section 6505.5 of the Act. The duties and obligations of the Treasurer are further specified in Section 9. The Governing Body shall appoint an Auditor-Controller for Pioneer in compliance with the Act. The Auditor-Controller of Pioneer shall make or contract with a certified public accountant to cause an annual audit in compliance with Section 6506 of the Act. Pioneer of the Board to appoint a Treasurer and Auditor/Controller shall include Pioneer to combine both offices to be held by one officer or employee pursuant to section 6505.6 of the Act.

Section 8. Special Voting Requirements and Voting Shares

- A. Involuntary Termination. Action of the Board on matters set forth in Section 15A (involuntary termination of a Member) shall require the affirmative vote of at least two-thirds of the Board Members; provided, however, the Member subject to involuntary termination may not vote, and the number of Board Members constituting two-thirds of all Board Members shall be recalculated as if the Voting Member subject to possible termination were not a Voting Member.
- B. Amendment. Action of the Board on matters set forth in Section 19 (amendment of this Agreement) shall require an affirmative vote of at least two-thirds of the Board members.
- C. Eminent Domain. A decision to exercise the power of eminent domain on behalf of Pioneer to acquire any property interest other than an easement, right-of-way, or temporary construction easement shall require a vote of at least two-thirds of all Board Members.
- D. Contributions by Members. The imposition on any Member of any obligation to make contributions or pledge assets as a condition of continued participation in the PACE Program, the CCA Program, or other energy programs shall require a vote of at least two-thirds of all Board Members and the approval of the governing boards of the Members and Associate Members who are being asked to make such contribution or pledge.

Section 9. Financial Provisions

- A. Fiscal Year. For the purposes of this Agreement, Pioneer shall have such fiscal year from July 1 to and including the following June 30.
- B. Depository. All funds of Pioneer shall be held in separate accounts in the name of Pioneer and not commingled with funds of any Member or any other person or entity. All funds of Pioneer shall be strictly and separately accounted for, and regular reports shall be rendered of all receipts and disbursements, at least quarterly during the fiscal year. The books and records of Pioneer shall be open to inspection by the Members at all reasonable times, The Board shall contract with a certified public accountant to make an annual audit of the accounts and records of Pioneer, which shall be conducted in accordance with the requirements of Section 6505 of the Act.
- C. Expenditures. All expenditures shall be made in accordance with the approved budget and upon the approval of any officer so authorized by the Board in accordance with its Operating Rules and Regulations. The Treasurer shall draw checks or warrants or make payments by other means for claims or disbursements not within an applicable budget only upon the prior approval of the Board.
- D. Budget. The initial budget shall be approved by the Board. The Board may revise the budget from time to time through an Pioneer Document as may be reasonably necessary to address contingencies and unexpected expenses. All subsequent budgets of Pioneer shall be approved by the Board in accordance with the Operating Rules and Regulations.
- E. Funding of Initial Costs. The County of Placer funded certain activities necessary to implement the CCA Program. These costs were repaid in full when the CCAP Program became operational.
- F. CCA Program Costs. The Members desire that all costs incurred by Pioneer that are directly or indirectly attributable to the provision of electric, conservation, efficiency, incentives, financing, or other services provided under the CCA Program, including but limited to the establishment and maintenance of various reserves and performance funds and administrative, accounting, legal, consulting, and other similar costs, shall be recovered through charges to CCA customers receiving such electric services, or from revenues from grants or other third-party sources.

Section 10. <u>Implementation Action and Pioneer Documents</u>

- A. Each Member shall adopt an ordinance or resolution in accordance with Public Utilities Code Section 366.2(c)(12) for the purpose of specifying that the Member intends to implement a CCA Program by and through its participation in Pioneer.
- B. Each Member that wishes to participate in the CCA Program shall adopt a resolution expressing its desire to become a Member to this Agreement, and its

- intention to have the territory of the Member's jurisdiction included in the service territory of the CCA.
- C. Each New Voting Member that wishes to participate in the PACE Program shall adopt a resolution authorizing it to become a Voting Member under this Agreement. Execution by such New Voting Member of this Agreement shall constitute consent to Pioneer undertaking contractual assessment proceedings under Chapter 29 for all of the properties in such New Voting Member's incorporated area and to the contractual assessment financing of certain improvements (as enumerated from time to time in Chapter 29, "Improvements") by Pioneer, upon the request by and voluntary agreement of owners of such properties, in compliance with the laws, rules and regulations applicable to Pioneer's PACE Program, and to the assumption of jurisdiction thereover by Pioneer for the purposes thereof. Execution by such New Voting Member of this Agreement shall also serve to authorize Pioneer to take each step required for it to provide contractual assessment financing for the Improvements, including the levying, collecting and enforcement of contractual assessments to finance the Improvements and the issuance and enforcement of bonds and other financing instruments to represent and be secured by such contractual assessments. The New Voting Members shall not be required to adopt a PACE Agreement and shall not be subject to the rights and obligations set forth therein, but shall instead, upon becoming Voting Members hereunder, be subject to the rights and obligations expressly set forth herein.

Pioneer may additionally provide PACE Programs pursuant to Chapter 29 within the boundaries of non-voting Associate Members, as described further in Section 16 herein.

D. Implementation Plan and Statement of Intent. Pioneer shall cause to be prepared an Implementation Plan and Statement of Intent meeting the requirements of California Public Utilities Code Section 366.2 and any applicable California Public Utilities Commission regulations. The Implementation Plan and Statement of Intent shall specify the service territory of the CCA to be within the boundaries of the Member jurisdictions that have taken the actions specified in A and B above. The Implementation Plan and Statement of Intent shall not be filed with the California Public Utilities Commission until it is approved by the Board in the manner provided by Section 5.

If a City or County adopts an ordinance and resolution pursuant to A and B above, expressing its desire to become a Member to this Agreement subsequent to the filing of the then most recently filed Implementation Plan and Statement of Intent, the Board shall direct the preparation and filing of a new or amended Implementation Plan and Statement of Intent to include the territory of the County or City as soon as reasonably practicable. The Board may require the County or City to pay the cost of preparation and submission of the Implementation Plan and Statement of Intent. Upon California Public Utilities Commission certification of the new or amended Implementation Plan and Statement of Intent, the Board shall

- take an action to approve the membership of the County or City. The County or City shall then be entitled to all rights under this Agreement, including a seat on the Board and voting rights pursuant to Section 5.A and Section 8.
- E. Termination of CCA and PACE Program. Nothing contained in this Article or this Agreement shall be construed to limit the discretion of Pioneer to terminate the implementation or operation of the CCA or the PACE Program at any time in accordance with any applicable requirements of state law.
- F. Pioneer Documents. The Members acknowledge and agree that the affairs of Pioneer will be implemented through various documents duly adopted by the Board through Board resolution. The Members agree to abide by and comply with the terms and conditions of all such documents that may be adopted by the Board, subject to the Members' right to withdraw from Pioneer as described in Section 14.

Section 11. Records and Reports

The Board shall establish reporting requirements and direct staff to maintain such reports, including, but not limited to, funds and accounts as may be required by good accounting practice or by law. All books and records of Pioneer shall be open to inspection at all reasonable times by any Member to this Agreement or its representatives. Annual audits of Pioneer's accounts and records shall be made by an independent CPA firm, and reports shall be filed in the manner provided in Section 6505 of the California Government Code.

Section 12. Debts, Liabilities and Obligations

Pioneer is a public agency separate from the Members. Pursuant to Sections 6508.1 of the Act, the debts, liabilities or obligations of Pioneer shall not be debts, liabilities or obligations of the individual Members unless the governing board of a Member agrees in writing to assume any of the debts, liabilities or obligations of Pioneer. A Member who has not agreed to assume a Pioneer debt, liability or obligation shall not be responsible in any way for such debt, liability or obligation even if a majority of the Members agree to assume the debt, liability or obligation of Pioneer. Should any debt, liability or obligation of Pioneer not be waived or allowed payable through assets of Pioneer, none of the County or City members shall be liable, except as provided by Government Code sections 895 through 895.8.

Section 13. Insurance and Indemnity

Pioneer shall acquire and maintain such insurance coverage as is necessary to protect the interests of Pioneer, the Members, and the public. The insurance shall also contain a written endorsement to such policy or policies, which names each of the Voting Members as additional insureds. Pioneer shall defend, indemnify, and hold harmless the Members, and each of their respective Board or Council members, officers, agents and employees, from any and all claims, losses, damages, costs, injuries, and liabilities of every kind arising directly or indirectly from the conduct, activities, operations, acts, and omissions of Pioneer under this Agreement.

Section 14. Withdrawal

- A. Right to Withdraw by Voting Member. A Voting Member may withdraw its participation in the CCA Program, effective as of the beginning of Pioneer's fiscal year, by giving no less than 12 months advance written notice of its election to do so, which notice shall be given to Pioneer and each Voting Member. Withdrawal of a Voting Member shall require an affirmative vote of its governing board.
- B. Right to Withdraw By Voting Member After Amendment. Notwithstanding Section 14A, a Voting Member may withdraw its membership in Pioneer following an amendment to this Agreement adopted by the Board which the Board Member appointed as the representative of a Voting Member voted against provided such notice is given in writing within thirty (30) days following the date of the vote. Withdrawal of a Member shall require an affirmative vote of its governing board and shall not be subject to the twelve month advance notice provided in Section 14A. In the event of such withdrawal, the Member shall be subject to the provisions of Section 15B.
- C. Continuing Liability; Further Assurances. A Voting Member that withdraws its participation in the CCA Program may be subject to certain continuing liabilities, as described in Section 15B. The withdrawing Voting Member and Pioneer shall execute and deliver all further instruments and documents, and take any further action that may be reasonably necessary, as determined by the Board, to effectuate the orderly withdrawal of such Voting Member from participation in the CCA Program.
- D. Withdrawal of Associate Member. The rights of an Associate Member to withdraw from Pioneer shall be governed by the applicable PACE Agreement or CCC Agreement.

Section 15. Termination

A. Involuntary Termination of a Member. Participation of a Member in the CCA program may be terminated for material non-compliance with provisions of this Agreement or any other agreement relating to the Member's participation in the CCA Program upon a vote of Board Members as provided in Section 8A. Prior to any vote to terminate participation with respect to a Member, written notice of the proposed termination and the reason(s) for such termination shall be delivered to the Member whose termination is proposed at least 30 days prior to the regular Board meeting at which such matter shall first be discussed as an agenda item. The written notice of proposed termination shall specify the particular provisions of this Agreement or other agreement that the Member has allegedly violated. The Member subject to possible termination shall have the opportunity at the next regular Board meeting to respond to any reasons and allegations that may be cited as a basis for termination prior to a vote regarding termination. A Member that has had its participation in the CCA Program terminated may be subject to certain continuing liabilities, as described in Section 15B.

- B. Continuing Liability; Refund. Upon a withdrawal or involuntary termination of a Member, the Member shall remain responsible for any claims, demands, damages, or liabilities arising from the Member's membership or participation in the CCA Program through the date of its withdrawal or involuntary termination, it being agreed that the Member shall not be responsible for any liabilities arising after the date of the Member's withdrawal or involuntary termination. Claims, demands, damages, or liabilities for which a withdrawing or terminated Member may remain liable include, but are not limited to, losses from the resale of power contracted for by Pioneer to serve the Member's load. With respect to such liability, upon notice by an Member that it wishes to withdraw from the program, Pioneer shall notify the Member of the minimum waiting period under which the Member would have no costs for withdrawal if the Member agrees to stay in the CCA Program for such period. The waiting period will be set to the minimum duration such that there are no costs transferred to remaining ratepayers. If the Member elects to withdraw before the end of the minimum waiting period, the charge for exiting shall be set at a dollar amount that would offset actual costs to the remaining ratepayers, and may not include punitive charges that exceed actual costs. In addition, such Member also shall be responsible for any costs or obligations associated with the Member's participation in any program in accordance with the provisions of any agreements relating to such program provided such costs or obligations were incurred prior to the withdrawal of the Member. Pioneer may withhold funds otherwise owing to the Member or may require the Member to deposit sufficient funds with Pioneer, as reasonably determined by Pioneer and approved by a vote of the Board, to cover the Member's liability for the costs described above. Any amount of the Member's funds held on deposit with Pioneer above amounts not required to pay any liabilities or obligations shall be returned to the Member. The liability of any Member under this section 15B is subject and subordinate to the provisions of Section 12, and nothing in this section 15B shall reduce, impair, or eliminate any immunity from liability provided by Section 12.
- C. Mutual Termination. This Agreement may be terminated by mutual agreement of all the Voting Members; provided, however, the foregoing shall not be construed as limiting the rights of a Voting Member to withdraw its participation in the CCA Program, as described in Section 14A.
- D. Disposition of Property upon Termination of Pioneer. Upon termination of this Agreement, any surplus money or assets in possession of Pioneer for use under this Agreement, after payment of all liabilities, costs, expenses, and charges incurred under this Agreement and under any program documents, shall be returned to the then-existing Voting Members in proportion to the contributions made by each. If no such contributions have been made, then such surplus after payment of all liabilities, costs, expenses, and charges shall be distributed to each Voting Member based on Annual Energy Use Divided by Total Annual Energy, multiplied by 100. "Annual Energy Use" means the annual electricity usage, expressed in kilowatt hours ("kWh") within the Voting Member's respective jurisdiction, and "Total Annual Energy" means the sum of all the Members

Annual Energy Use. All measures of kilowatt hours shall be set using the electric load forecast upon which the current annual budget was based. If a Member has more than one Board Member, the distribution will be made pursuant to the above calculation as it relates to the respective jurisdiction.

E. Negotiations with Associate Members. If the Voting Members wish to terminate this Agreement, or if the Voting Members elect to withdraw from the CCA Program following an amendment to this Agreement as provided in Section 14B, but two or more Associate Members wish to continue to participate in the CCA Program, the Voting Members will negotiate in good faith with such Associate Members to allow the Associate Members to become the Voting Members to this Agreement or to effect a transfer of CCA Program operations to another entity.

Section 16. Associate Members

- A. With the approval of the Board, any qualified public agency (as defined by Section 6500 of the JPA law) may become a non-voting Associate Member of this Agreement for purposes of participating in the CCA Program. A public agency requesting such membership may apply by presenting to Pioneer a resolution of the public agency approving of this form of participation.
- B. Any qualified public agency (as defined by Section 6500 of the JPA law) may become a non-voting Associate Member of this Agreement for purposes of participating in the PACE Program upon (i) such qualified public agency (a) adopting a resolution expressing its desire to become a non-voting Associate Member to this Agreement and authorizing the implementation of a PACE Program within the boundaries of its jurisdiction and (b) executing a PACE Agreement and (ii) the Board approving the qualified public agency as a non-voting Associate Member.
- C. The date and terms upon which the applying public agency will become a non-voting Associate Member will be determined by the Board and set forth in a CCA Agreement or PACE Agreement, as applicable.

Section 17. Termination of Powers

Pioneer shall continue to exercise the powers herein conferred upon it until termination of this Agreement, and thereafter shall continue to exercise only such powers as to enable it to pay and discharge all costs, expenses, and charges legally incurred hereunder, and to dispose of, divide and distribute any property required as a result of the joint exercise of such powers.

Section 18. Disposition of Assets; Property and Money

Upon termination of this Agreement under Section 15, all costs, expenses, and charges legally incurred by Pioneer shall be paid and discharged; and Pioneer shall sell such property as may be necessary and shall distribute to the federal or State government such property and funds as are lawfully required; the balance of such property and any surplus money on hand shall be

distributed or returned in proportion to contributions made by the affected Members except to the extent otherwise agreed upon by the affected Members.

Section 19. Amendments

This Agreement may only be amended by a written amendment approved by a vote of Board Members as provided in Section 8. Amendments to Section 4 of this Agreement, and the addition of new Voting Members shall also be separately approved by a duly adopted resolution of the governing board of each Member. Pioneer shall provide written notice to all Members of amendments to this Agreement at least 30 days prior to the date upon which the proposed amendment is being considered by the Board. If the proposed amendment is adopted by the Board, the Authority shall provide prompt written notice to all Members of the effective date of such amendment along with a copy of the amendment.

Section 20. Severability

Should any part, term or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or otherwise be rendered unenforceable or ineffectual, the validity of the remaining portions of provisions shall not be affected thereby.

Section 21. Entire Agreement

This Agreement contains the entire agreement between the Members and supersedes all prior understanding between them with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations, oral or written, between or among the Members relating to the subject matter of this Agreement that are not fully expressed in this Agreement. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligation under this Agreement be waived, except as provided in Section 19.

Section 22. <u>Counterparts and Effective Date</u>

This Agreement may be executed in counterparts and be as valid and binding as if each Member signed the same copy. A faxed copy of the executed signature page shall be sufficient to cause the terms of this Agreement to become fully operative. The effective date of the Agreement shall be the date the second member has executed the Agreement,

WITNESS THE AGREEMENT HEREOF the date set opposite our respective entities:

Exhibit A

Voting Members and Associate Members

Section A.1 Voting Members

City of Auburn

City of Colfax

City of Grass Valley

City of Lincoln

City of Nevada City

City of Placerville

City of Rocklin

County of El Dorado

County of Placer

Town of Loomis

Section A.2 Associate Members

City of Folsom

County of Sacramento

Town of Truckee

SECOND AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT FOR THE SIERRA VALLEY PIONEER COMMUNITY ENERGY AUTHORITY

THIS This Second Amended and Restated Joint Exercise of Powers Agreement (hereafter "Agreement") amends and restates the Amended and Restated Joint Exercise of Powers Agreement for the SIERRA VALLEY ("Amended and Restated JPA"), with the effective date of February 22, 2017, for PIONEER COMMUNITY ENERGY AUTHORITY, (hereafter "Authority") originally entered as of September 9, 2015, (the "Original Agreement") which was by and between the COUNTY OF PLACER, and the CITY OF COLFAX, both Pioneer"), as amended and executed pursuant to Amendments No. 1 through 5, by and among the Voting Members (including the New Voting Members) and the Associate Members listed in Exhibit A to this Agreement, all public entities of the State of California. By this amendment and restatement it becomes a Joint Exercise of Powers Agreement by and between the COUNTY OF PLACER, the CITY OF COLFAX and the cities of Rocklin, Lincoln and Auburn and the town of Loomis within the County of Placer who become signatories to this Agreement (the "New Voting Members", and together with the County of Placer and the City of Colfax, the "Voting Members"), as well as those local agencies that become signatories to this Agreement as Associate Members, and relates to the joint exercise of powers among all of the signatories hereto either as Voting Members or Associate Members (hereafter collectively referred to as the "Members").

RECITALS:

- A. Whereas, each of the Members has a vested interest in the economic well-being of its respective jurisdiction and the region as a whole as well as energy efficiency and clean energy growth and development;
- B. Whereas, the Members desire to enter into this Agreement to provide for local control of energy resources, the adoption of programs to foster economic development, energy efficiency, and resource conservation, and to further define and describe the scope of powers to be exercised by the Authority Pioneer;
- C. Whereas, the Members share various powers under California law, including but not limited to the power to aggregate electric load, to purchase and supply electricity for themselves and customers within their jurisdictions, and the power to enter into voluntary contractual assessments with property owners to provide financing for the installation of public and private improvements authorized within their jurisdictions;
- D. Whereas, the purposes for entering into this restated Agreement include, but are not limited to:
 - 1) Providing electric power and other forms of energy to customers at a competitive cost;

- 2) Promoting long-term electric rate stability and energy security and reliability for residents through local control of electric generation resources and the overall power supply portfolio.
- 3) Carrying out programs to reduce energy consumption;
- 4) Stimulating and sustaining the local economy by developing local jobs in renewable energy; and
- 5) Reducing greenhouse gas emissions related to the use of electric power and other forms of energy in Placer County and neighboring regions;
- E. Whereas, it is the intent of this Agreement to promote the development and use of a wide range of energy sources and energy efficiency programs, including but not limited to hydroelectric, biomass, landfill gas, conversion of waste-to-energy, solar, and wind energy production;
- F. Whereas, Pacific Gas and Electric and Liberty Energy are the investor owned providers of retail electric service throughout the Voting Member jurisdictions and a Community Choice Aggregator is authorized to aggregate electrical load served by such investor owned providers within its members' jurisdiction. Each of the Voting Members must adopt an ordinance electing to implement through the Authority Pioneer a common Community Choice Aggregation pursuant to California Public Utilities Code Sections 331.1(b) and 366.2(12)(A).
- G. Whereas, on September 9, 2015 the County of Placer and the City of Colfax entered into the original Joint Exercise of Powers Agreement for the purpose of establishing the Sierra Valley Energy Authority as a joint powers authority under the Joint Exercise of Powers Act, Government Code Section 6500, et seq.; and ¶
- H. Whereas, the Amended and Restated JPA became effective on February 22, 2017 and authorized the Cities of Auburn, Lincoln, Rocklin, and the Town of Loomis to become Voting Members of the Joint Exercise of Powers Agreement and established a Community Aggregation Program within the jurisdictions of the Voting Members; and
- I. Whereas, Resolution No. 2017-3 of the Sierra Valley Energy Authority approved a name change from Sierra Valley Energy Authority to Pioneer Community Energy, as it is known today; and ¶
- Whereas, Amendment No. 1 to the Amended and Restated JPA, which was approved by the Governing Board on December 27, 2020 and became effective March 9, 2021, authorized the County of El Dorado and the City of Placerville to become Voting Members; and ¶
- <u>K.</u> Whereas, Amendments No. 2 through 4 to the Amended and Restated JPA made certain changes to the Amended and Restated JPA; and¶

- L. Whereas, Amendment No. 5 to the Amended and Restated JPA, which was approved by the Governing Board on October 25, 2022 and became effective February 27, 2023, authorized the City of Nevada City and the City of Grass Valley as Voting Members; and ¶
- M. Whereas, the Voting Members wish to amend and restate the Amended and Restated JPA to clean up and streamline the Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions herein, the Members hereto agree to establish a joint powers authority as follows:

Section 1. Authority for this Joint Exercise of Powers Agreement

This Agreement is made pursuant to Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (commencing with Section 6500) relating to the joint exercise of power common to the counties and public agencies and other powers specified therein (hereinafter the "Act"). Under Sections 6505 and 6507 of the Act, the AuthorityPioneer is a public agency separate from its Members. As provided by Section 6508.1 of the Act, and Section 12 hereof the debts, liabilities or obligations of the AuthorityPioneer shall not be the debts, liabilities or obligations of the individual Members, unless the governing body of a Member agrees in writing to assume any of those debts, liabilities or obligations.

The Members are each empowered by the laws of the State of California to exercise, in their respective jurisdictions, the powers set forth herein, including but not limited to the power to aggregate electric load, to purchase and supply electricity for themselves and customers within their jurisdictions, and the power to enter into voluntary contractual assessments with properties owners for authorized improvements within their jurisdictions.

Section 2. Purpose of Agreement

The purpose of this Agreement is to establish an independent public agency in order to exercise powers common to the Members and other powers granted to the Authority Pioneer under the Act, to study, promote, develop, conduct, operate, and manage energy, energy efficiency and conservation, and other energy-related programs, to exercise all other powers necessary and incidental to accomplishing these purposes, and to provide a Community Choice Aggregation (hereinafter "CCA") Program, pursuant to California Public Utilities Code Sections 331.1 and 366.2, and as further described in Section 10.

Without limiting the generality of the foregoing, the Members also intend for this Agreement to be used as a mechanism by which Voting Members and non-voting Associate Members may authorize the AuthorityPioneer to provide Property Assessed Clean Energy ("PACE") Programs pursuant to Chapter 29 of the Improvement Bond Act of 1911, Division 7 of the California Streets and Highways Code ("Chapter 29"). The AuthorityPioneer may provide PACE Programs pursuant to Chapter 29 within the boundaries of each Voting Member as set forth in Section 10(C) herein, and within the boundaries of each non-voting Associate Member as set forth in Sections 16 herein. The Members intend that other agreements with Associate Members shall define the terms and conditions associated with the implementation of the CCA Program, the PACE Program, and any other energy programs approved by the AuthorityPioneer within the

territorial jurisdiction of such Associate Members. As of the Effective Date of this Agreement, the Associate Members include the County of Nevada, County of Sacramento, City of Grass Valley, City of Folsom, City of Nevada City and Town of Truckee.

Section 3. Effective Date and Term

This Agreement shall be effective as an as second amendment and restatement of the Original Agreement, and the Authority Pioneer shall continue to exist as a separate public agency under the terms of this Agreement upon execution after approval and signature of the Second Amended and Restated Agreement by the County of Placer New Members and after the City of Colfax California Public Utilities Commission certifies the Implementation Plan filed by Pioneer to include the New Members. This Agreement shall be in full force and effect until terminated in the manner herein provided, subject to the rights of the Members to withdraw from the AuthorityPioneer.

Section 4. **Powers**

The Authority Pioneer shall have all powers common to the Members, and such additional powers accorded to it by law, including the power to develop and implement comprehensive energy and resource development and conservation programs, as described herein. Unless state or federal law provides otherwise, any facilities, buildings or structures located, constructed, or caused to be constructed by the Authority Pioneer within the territory of the Authority Pioneer shall comply with the General Plan, zoning and building laws of the local jurisdiction within which the facilities, buildings or structures are constructed and comply with the California Environmental Quality Act (CEQA). As required by Government Code Section 6509, the power of the Authority Pioneer is subject to the restrictions upon the manner of exercising power possessed by the City of Colfax.

The Authority Pioneer is authorized, in its own name, to exercise all powers and do all acts necessary and proper to carry out the provisions of this Agreement and fulfill its purposes, including, but not limited to, each of the following powers, subject to the voting requirements set forth in Section SC5C and Section 8:

- A. to make and enter into contracts;
- В. to employ agents and employees, including but not limited to an Executive Director;
- C. to acquire, contract, manage, maintain, and operate ally buildings, infrastructure, works, or improvements;
- D. to acquire property by eminent domain, or otherwise, except as limited under Section 6508 of the Act, and to hold or dispose of any property;
- E. to lease any property;
- F. to sue and be sued in its own name:

- G. to incur debts, liabilities, obligations and to issue bonds, and to make and enter into agreements and other documents of any nature whatsoever as may be necessary or convenient in the exercise of the powers provided under the Marks-Roos Local Bond Pooling Act of 1985, as amended, and other provisions of California law that authorize public agencies to issue bonds and incur indebtedness, including but not limited to loans from private lending sources pursuant to its temporary borrowing powers such as Government Code Sections 53850 et. seq.;
- H. to form subsidiary or independent corporations or entities, if necessary to carry out energy supply and energy conservation programs and to take advantage of legislative or regulatory changes;
- I. to deposit its money pursuant to Section 6505.5 of the Act and to invest its money which is not required for the immediate use of the AuthorityPioneer, as the AuthorityPioneer determines is advisable in the same manner and upon the same conditions as local agencies, pursuant to Section 53635 of the California Government Code;
- J. to apply for, accept, and receive all licenses, permits, grants, loans or other aids from any federal, state, or local public agency;
- K. to submit documentation and notices, register, and comply with orders, tariffs and agreements for the establishment and implementation of the CCA Program and other energy programs;
- L. to adopt rules, regulations, policies, bylaws and procedures governing the operation of the Authority Pioneer ("Operating Rules and Regulations");
- M. to establish and operate a CCA program, and make and enter into service agreements relating to the provision of services necessary to plan, implement, operate and administer the CCA Program, including the acquisition of electric power supply and the provision of retail and regulatory support services;
- N. to establish and operate one or more PACE programs pursuant to Chapter 29, and to enter into one or more agreements, including without limitation, participation agreements, implementation agreements and joint powers agreements and amendments thereto to fulfill such programs both within and outside the jurisdictional boundaries of the Authority Pioneer;
- O. —to establish a non-voting "Associate Member" status that provides membership in the AuthorityPioneer to jurisdictions that are outside jurisdictional boundaries of the AuthorityPioneer's Voting Members, but within whose boundaries a PACE, CCA, or other energy program is established and implemented by the AuthorityPioneer on behalf of the Associate Member. Said jurisdictions shall adopt one or more agreements (a "PACE Agreement", "CCA Agreement", or other energy program agreement, as applicable) on terms and conditions established by the AuthorityPioneer. The rights of Associate Members

shall be limited solely to those terms and conditions expressly set forth in the PACE Agreement, CCA Agreement or other energy program agreement for the purposes of implementing the PACE Program, CCA Program or other energy program, respectively, within the jurisdictional boundaries of the Associate Member. Except as expressly provided for by the PACE Agreement, CCA Agreement or other energy program agreement, Associate Members shall not have any rights otherwise granted to <a href="https://doi.org/10.108/journal.org/10.1081/journal.org/10.

P. to execute agreements for the purpose of authorizing the AuthorityPioneer to implement, manage and administer area-wide and regional programs in the interest of providing energy supply, development of energy generation, energy efficiency, resource conservation, local public welfare and other economically related energy programs. The costs incurred by the AuthorityPioneer in implementing a program, including indirect costs, shall be costs of the AuthorityPioneer and shall not be assessed to the Members, unless approved by the Governing Body of the Member.

Section 5. Governance and Internal Organization

A. Governing Board. The governing body of the Authority Pioneer shall consist of up to a eleven (11) person Board, consisting of two (2) members of the Placer County Board of Supervisors, and one (1) member each for all other Voting Members, appointed respectively by the El Dorado County Board of Supervisors, the Cities of Auburn, Colfax, Grass Valley, Rocklin, Lincoln, Nevada City, Placerville and the Town of Loomiseach Voting Member that is or becomes a signatory to this Agreement ("Board Member"). The total number of Board Members shall equal the total number of Voting Members listed in Exhibit A plus one (1).

The Board Boards of Supervisors from Placer County, the Board of Supervisors from El Dorado County, and the City/, City Councils and Town Councils set out above of the Voting Members listed in Exhibit A shall respectively appoint such member(s) set out above and not less than one alternate member per Board Member. The term of office of each Board Member and respective alternate may be terminated at any time by the appointing Board of Supervisors or City/Council or Town Council. The designated alternate shall have authority to attend, participate, and vote at any meeting of the Board whenever the regular member, for whom they are designated to act as an alternate, is absent from the meeting.

B. Quorum. The majority of the members of the Board shall constitute a quorum. No action may be taken by the Board unless a quorum is present, except that less than a quorum may adjourn a meeting from time to time.

- C. Powers and Function of Board. The Board will exercise governance, policy guidance and oversight over the business and activities of the AuthorityPioneer, consistent with this Agreement and applicable law. Action by the AuthorityUnless otherwise specified in Section 8, action by Pioneer Board will be taken by majority vote of the Board Members present.
- D. Chairperson. The Chairperson and Vice Chairperson of the Board shall be selected by the Board from its members. The term of office of the Chairperson and Vice Chairperson shall each be one calendar year.
- E. Secretary. The Board shall appoint a Secretary to the Board who need not be a member of the Board, who shall be responsible for keeping the minutes of all meetings of the Board and all other official records of the Authority Pioneer.
- F. Meetings. All meetings of the Board shall be held subject to the provisions of the Ralph M. Brown Act, Division 2, Chapter 9 of the California Government Code (hereafter, the "Brown Act"). The Board shall hold at least four regular meetings per year, but the Board may provide for the holding of regular meetings at more frequent intervals. The date, hour and place of each regular meeting shall be fixed by resolution or ordinance of the Board. Regular meetings may be adjourned to another meeting time. Special meetings of the Board may be called in accordance with the provisions of California Government Code Section 54956. Directors may participate in meetings telephonically, with full voting rights, only to the extent permitted by law.
- G. Bylaws. The Board shall adopt bylaws for the conduct of business that shall not be inconsistent with the provisions of this Agreement, and the laws of the State of California.
- H. Board Member Compensation. Board Members shall serve without compensation from the AuthorityPioneer. However, Board Members may be compensated by their respective appointing authorities. The Board, however, may adopt by resolution a policy relating to the reimbursement by the AuthorityPioneer of expenses incurred by Board Members.

Section 6. Executive Director and Other Staff

- A. Executive Director. The Board shall appoint an Executive Director for the AuthorityPioneer, who shall be responsible for the day-to-clay operation and management of the AuthorityPioneer. The Executive Director may exercise all powers of the AuthorityPioneer, except the powers specifically set forth in Section 4, or those powers that by law must be exercised by the Board. The Executive Director shall hire and supervise any AuthorityPioneer employees or consultants.
- B. Executive Director Reports to the Board. The Executive Director shall prepare, no later than the 20th day of each first month of each fiscal quarter, a report to the Board on the operations of the Authority Pioneer during the preceding fiscal

quarter. The Bylaws shall specify the information to be included in the Executive Director's reports.

- C. Services Providers. The Executive Director may appoint one or more services providers to serve as the Authority Pioneer's agent(s) for planning, implementing, operating and administering the PACE Program, the CCA Program, and any other program approved by the Board, in accordance with the provisions of a written agreement between the Authority Pioneer and the appointed administrative services provider or providers (a "Services Agreement"). The appointed services provider may be one of the Voting Members. A Services Agreement shall set forth the terms and conditions by which the appointed administrative services provider shall perform or cause to be performed all tasks necessary for planning, implementing, operating and administering the PACE Program, the CCA Program and other approved programs. The Services Agreement shall set forth the term of the Agreement and the circumstances under which the Services Agreement may be terminated by the Authority Pioneer. This section shall not in any way be construed to limit the discretion of the Authority Pioneer to hire its own employees to administer the PACE Program, the CCA Program or any other program.
- D. Independent Monitor. The Board may appoint or contract for the services of an independent monitor to review programs operated by the Authority Pioneer and to report to the Board.
- E. Advisory Commissions, Boards or Committees. The Board may establish any advisory commissions, boards, and committees as the Board deems appropriate to assist the Board in carrying out its functions and implementing the CCA Program, other energy programs and the provisions of this Agreement which shall comply with the requirements of the Brown Act. The Board may establish rules, regulations, policies, bylaws or procedures to govern any such commissions, boards, or committees.

Section 7. Treasurer and Auditor-Controller

The Governing Board shall appoint a Treasurer for the AuthorityPioneer. The Treasurer shall be the depository of the AuthorityPioneer and shall have all of the duties and responsibilities specified in Section 6505.5 of the Act. The duties and obligations of the Treasurer are further specified in Section 9. The Governing Body shall appoint an Auditor-Controller for the AuthorityPioneer in compliance with the Act. The Auditor-Controller of the AuthorityPioneer shall make or contract with a certified public accountant to cause an annual audit in compliance with Section 6506 of the Act. The authorityPioneer of the Board to appoint a Treasurer and Auditor/Controller shall include the authorityPioneer to combine both offices to be held by one officer or employee pursuant to section 6505.6 of the Act.

Section 8. Special Voting Requirements and Voting Shares

- A. Involuntary Termination or Amendment. Action of the Board on the matters set forth in Section 1415A (involuntary termination of a Member), or Section 18 (amendment of this Agreement) shall require the affirmative vote of at least two-thirds of the Board Members; provided, however, that for votes to involuntarily terminate a Member under Section 14A, the Board Member(s) for the Member subject to involuntary termination may not vote, and the number of Board Members constituting two-thirds of all Board Members shall be recalculated as if the Voting Member subject to possible termination were not a Voting Member.
- B. Amendment. Action of the Board on matters set forth in Section 19 (amendment of this Agreement) shall require an affirmative vote of at least two-thirds of the Board members.
- C. B. Eminent Domain. A decision to exercise the power of eminent domain on behalf of the Authority Pioneer to acquire any property interest other than an easement, right-of-way, or temporary construction easement shall require a vote of at least two-thirds of all Board Members.
- D. C. Contributions by Members. The imposition on any Member of any obligation to make contributions or pledge assets as a condition of continued participation in the PACE Program, the CCA Program, or other energy programs shall require a vote of at least two-thirds of all Board Members and the approval of the governing boards of the Members and Associate Members who are being asked to make such contribution or pledge.

Section 9. <u>Financial Provisions</u>

- A. Fiscal Year. For the purposes of this Agreement, the Authority Pioneer shall have such fiscal year from July 1 to and including the following June 30.
- B. Depository. All funds of the AuthorityPioneer shall be held in separate accounts in the name of the AuthorityPioneer and not commingled with funds of any Member or any other person or entity. All funds of the AuthorityPioneer shall be strictly and separately accounted for, and regular reports shall be rendered of all receipts and disbursements, at least quarterly during the fiscal year. The books and records of the AuthorityPioneer shall be open to inspection by the Members at all reasonable times, The Board shall contract with a certified public accountant to make an annual audit of the accounts and records of the AuthorityPioneer, which shall be conducted in accordance with the requirements of Section 6505 of the Act.
- C. Expenditures. All expenditures shall be made in accordance with the approved budget and upon the approval of any officer so authorized by the Board in accordance with its Operating Rules and Regulations. The Treasurer shall draw

- checks or warrants or make payments by other means for claims or disbursements not within an applicable budget only upon the prior approval of the Board.
- D. Budget. The initial budget shall be approved by the Board. The Board may revise the budget from time to time through an AuthorityPioneer Document as may be reasonably necessary to address contingencies and unexpected expenses. All subsequent budgets of the AuthorityPioneer shall be approved by the Board in accordance with the Operating Rules and Regulations.
- E. Funding of Initial Costs. The County of Placer has funded certain activities necessary to implement the CCA Program. If the CCA Program becomes operational, these initial costs paid by the County of Placer shall be included in the customer charges for electric services as provided by Section 14 to the extent permitted by law, and the County of Placer shall be reimbursed from the payment of such charges by customers of the Authority. Prior to such reimbursement, the County of Placer shall provide such documentation of costs paid as the Board may request. In the event that the CCA These costs were repaid in full when the CCAP Program does not become became operational, the County of Placer shall not be entitled to any reimbursement of the initial costs it has paid from the Authority or any Member.
- F. CCA Program Costs. The Members desire that all costs incurred by the Authority Pioneer that are directly or indirectly attributable to the provision of electric, conservation, efficiency, incentives, financing, or other services provided under the CCA Program, including but limited to the establishment and maintenance of various reserves and performance funds and administrative, accounting, legal, consulting, and other similar costs, shall be recovered through charges to CCA customers receiving such electric services, or from revenues from grants or other third-party sources.

Section 10. Implementation Action and Authority Pioneer Documents

- A. Each Member shall adopt an ordinance or resolution in accordance with Public Utilities Code Section 366.2(c)(12) for the purpose of specifying that the Member intends to implement a CCA Program by and through its participation in the Authority Pioneer.
- B. Each Member that wishes to participate in the CCA Program shall adopt a resolution expressing its desire to become a Member to this Agreement, and its intention to have the territory of the Member's jurisdiction included in the service territory of the CCA.
- C. Each New Voting Member that wishes to participate in the PACE Program shall adopt a resolution authorizing it to become a Voting Member under this Agreement. Execution by such New Voting Member of this Agreement shall constitute consent to AuthorityPioneer undertaking contractual assessment proceedings under Chapter 29 for all of the properties in such New Voting

Member's incorporated area and to the contractual assessment financing of certain improvements (as enumerated from time to time in Chapter 29, "Improvements") by Authority Pioneer, upon the request by and voluntary agreement of owners of such properties, in compliance with the laws, rules and regulations applicable to the Authority Pioneer's PACE Program, and to the assumption of jurisdiction thereover by Authority Pioneer for the purposes thereof. Execution by such New Voting Member of this Agreement shall also serve to authorize Authority Pioneer to take each step required for it to provide contractual assessment financing for the Improvements, including the levying, collecting and enforcement of contractual assessments to finance the Improvements and the issuance and enforcement of bonds and other financing instruments to represent and be secured by such contractual assessments. The New Voting Members shall not be required to adopt a PACE Agreement and shall not be subject to the rights and obligations set forth therein, but shall instead, upon becoming Voting Members hereunder, be subject to the rights and obligations expressly set forth herein.

The Authority Pioneer may additionally provide PACE Programs pursuant to Chapter 29 within the boundaries of non-voting Associate Members, as described further in Section 16 herein.

D. Implementation Plan and Statement of Intent. The AuthorityPioneer shall cause to be prepared an Implementation Plan and Statement of Intent meeting the requirements of California Public Utilities Code Section 366.2 and any applicable California Public Utilities Commission regulations. The Implementation Plan and Statement of Intent shall specify the service territory of the CCA to be within the boundaries of the Member jurisdictions that have taken the actions specified in A and B above. The Implementation Plan and Statement of Intent shall not be filed with the California Public Utilities Commission until it is approved by the Board in the manner provided by Section 5.

If a City or County adopts an ordinance and resolution pursuant to A and B above, expressing its desire to become a Member to this Agreement subsequent to the filing of the then most recently filed Implementation Plan and Statement of Intent, the Board shall direct the preparation and filing of a new or amended Implementation Plan and Statement of Intent to include the territory of the County or City as soon as reasonably practicable. The Board may require the County or City to pay the cost of preparation and submission of the Implementation Plan and Statement of Intent. Upon California Public Utilities Commission certification of the new or amended Implementation Plan and Statement of Intent, the Board shall take an action to approve the membership of the County or City. The County or City shall then be entitled to all rights under this Agreement, including a seat on the Board and voting rights pursuant to Section 5.A and Section 8.

E. Termination of CCA and PACE Program. Nothing contained in this Article or this Agreement shall be construed to limit the discretion of the Authority Pioneer

- to terminate the implementation or operation of the CCA or the PACE Program at any time in accordance with any applicable requirements of state law.
- F. Authority Pioneer Documents. The Members acknowledge and agree that the affairs of the Authority Pioneer will be implemented through various documents duly adopted by the Board through Board resolution. The Members agree to abide by and comply with the terms and conditions of all such documents that may be adopted by the Board, subject to the Members' right to withdraw from the Authority Pioneer as described in Section 14.

Section 11. Records and Reports

The Board shall establish reporting requirements and direct staff to maintain such reports, including, but not limited to, funds and accounts as may be required by good accounting practice or by law. All books and records of the AuthorityPioneer shall be open to inspection at all reasonable times by any Member to this Agreement or its representatives. Annual audits of the AuthorityPioneer's accounts and records shall be made by an independent CPA firm, and reports shall be filed in the manner provided in Section 6505 of the California Government Code.

Section 12. Debts, Liabilities and Obligations

The AuthorityPioneer is a public agency separate from the Members. Pursuant to Sections 6508.1 of the Act, the debts, liabilities or obligations of the AuthorityPioneer shall not be debts, liabilities or obligations of the individual Members unless the governing board of a Member agrees in writing to assume any of the debts, liabilities or obligations of the AuthorityPioneer. A Member who has not agreed to assume an Authoritya Pioneer debt, liability or obligation shall not be responsible in any way for such debt, liability or obligation even if a majority of the Members agree to assume the debt, liability or obligation of the AuthorityPioneer. Should any debt, liability or obligation of the AuthorityPioneer not be waived or allowed payable through assets of the AuthorityPioneer, none of the County or City members shall be liable, except as provided by Government Code sections 895 through 895.8.

Section 13. Insurance and Indemnity

The AuthorityPioneer shall acquire and maintain such insurance coverage as is necessary to protect the interests of the AuthorityPioneer, the Members, and the public. The insurance shall also contain a written endorsement to such policy or policies, which names each of the [Voting Members] as additional insureds. The AuthorityPioneer shall defend, indemnify, and hold harmless the Members, and each of their respective Board or Council members, officers, agents and employees, from any and all claims, losses, damages, costs, injuries, and liabilities of every kind arising directly or indirectly from the conduct, activities, operations, acts, and omissions of the AuthorityPioneer under this Agreement.

Section 14. Withdrawal

A. Right to Withdraw by Voting Member. A Voting Member may withdraw its participation in the CCA Program, effective as of the beginning of the Authority Pioneer's fiscal year, by giving no less than 12 months advance written

- notice of its election to do so, which notice shall be given to the Authority Pioneer and each Voting Member. Withdrawal of a Voting Member shall require an affirmative vote of its governing board.
- B. Right to Withdraw By Voting Member After Amendment. Notwithstanding Section 14A, a Voting Member may withdraw its membership in the AuthorityPioneer following an amendment to this Agreement adopted by the Board which the Board Member appointed as the representative of a Voting Member voted against provided such notice is given in writing within thirty (30) days following the date of the vote. Withdrawal of a Member shall require an affirmative vote of its governing board and shall not be subject to the twelve month advance notice provided in Section 14A. In the event of such withdrawal, the Member shall be subject to the provisions of Section 15B.
- C. Continuing Liability; Further Assurances. A Voting Member that withdraws its participation in the CCA Program may be subject to certain continuing liabilities, as described in Section 15B. The withdrawing Voting Member and the AuthorityPioneer shall execute and deliver all further instruments and documents, and take any further action that may be reasonably necessary, as determined by the Board, to effectuate the orderly withdrawal of such Voting Member from participation in the CCA Program.
- D. Withdrawal of Associate Member. The rights of an Associate Member to withdraw from the Authority Pioneer shall be governed by the applicable PACE Agreement or CCC Agreement.

Section 15. Termination

- A. Involuntary Termination of a Member. Participation of a Member in the CCA program may be terminated for material non-compliance with provisions of this Agreement or any other agreement relating to the Member's participation in the CCA Program upon a vote of Board Members as provided in Section 8A. Prior to any vote to terminate participation with respect to a Member, written notice of the proposed termination and the reason(s) for such termination shall be delivered to the Member whose termination is proposed at least 30 days prior to the regular Board meeting at which such matter shall first be discussed as an agenda item. The written notice of proposed termination shall specify the particular provisions of this Agreement or other agreement that the Member has allegedly violated. The Member subject to possible termination shall have the opportunity at the next regular Board meeting to respond to any reasons and allegations that may be cited as a basis for termination prior to a vote regarding termination. A Member that has had its participation in the CCA Program terminated may be subject to certain continuing liabilities, as described in Section 15B.
- B. Continuing Liability; Refund. Upon a withdrawal or involuntary termination of a Member, the Member shall remain responsible for any claims, demands, damages, or liabilities arising from the Member's membership or participation in

the CCA Program through the date of its withdrawal or involuntary termination, it being agreed that the Member shall not be responsible for any liabilities arising after the date of the Member's withdrawal or involuntary termination. Claims, demands, damages, or liabilities for which a withdrawing or terminated Member may remain liable include, but are not limited to, losses from the resale of power contracted for by the Authority Pioneer to serve the Member's load. With respect to such liability, upon notice by an Member that it wishes to withdraw from the program, the Authority Pioneer shall notify the Member of the minimum waiting period under which the Member would have no costs for withdrawal if the Member agrees to stay in the CCA Program for such period. The waiting period will be set to the minimum duration such that there are no costs transferred to remaining ratepayers. If the Member elects to withdraw before the end of the minimum waiting period, the charge for exiting shall be set at a dollar amount that would offset actual costs to the remaining ratepayers, and may not include punitive charges that exceed actual costs. In addition, such Member also shall be responsible for any costs or obligations associated with the Member's participation in any program in accordance with the provisions of any agreements relating to such program provided such costs or obligations were incurred prior to the withdrawal of the Member. The Authority Pioneer may withhold funds otherwise owing to the Member or may require the Member to deposit sufficient funds with the Authority Pioneer, as reasonably determined by the AuthorityPioneer and approved by a vote of the Board, to cover the Member's liability for the costs described above. Any amount of the Member's funds held on deposit with the Authority Pioneer above amounts not required to pay any liabilities or obligations shall be returned to the Member. The liability of any Member under this section 15B is subject and subordinate to the provisions of Section 12, and nothing in this section 15B shall reduce, impair, or eliminate any immunity from liability provided by Section 12.

- C. Mutual Termination. This Agreement may be terminated by mutual agreement of all the Voting Members; provided, however, the foregoing shall not be construed as limiting the rights of a AssociateVoting Member to withdraw its participation in the CCA Program, as described in Section 14A.
- D. Disposition of Property upon Termination of AuthorityPioneer. Upon termination of this Agreement, any surplus money or assets in possession of the AuthorityPioneer for use under this Agreement, after payment of all liabilities, costs, expenses, and charges incurred under this Agreement and under any program documents, shall be returned to the then-existing Voting Members in proportion to the contributions made by each. If no such contributions have been made, then such surplus after payment of all liabilities, costs, expenses, and charges shall be distributed to each Voting Member based on Annual Energy Use Divided by Total Annual Energy, multiplied by 100. "Annual Energy Use" means the annual electricity usage, expressed in kilowatt hours ("kWh") within the Voting Member's respective jurisdiction, and "Total Annual Energy" means the sum of all the Members Annual Energy Use. All measures of kilowatt hours shall be set using the electric load forecast upon which the current annual budget was

- based. If a Member has more than one Board Member, the distribution will be made pursuant to the above calculation as it relates to the respective jurisdiction.
- E. Negotiations with Associate Members. If the Voting Members wish to terminate this Agreement, or if the Voting Members elect to withdraw from the CCA Program following an amendment to this Agreement as provided in Section 14B, but two or more Associate Members wish to continue to participate in the CCA Program, the Voting Members will negotiate in good faith with such Associate Members to allow the Associate Members to become the Voting Members to this Agreement or to effect a transfer of CCA Program operations to another entity.

Section 16. **Associate Members**

- With the approval of the Board, any qualified public agency (as defined by Section 6500 of the JPA law) may become a non-voting Associate Member of this Agreement for purposes of participating in the CCA Program. A public agency requesting such membership may apply by presenting to the Authority Pioneer a resolution of the public agency approving of this form of participation.
- В. Any qualified public agency (as defined by Section 6500 of the JPA law) may become a non-voting Associate Member of this Agreement for purposes of participating in the PACE Program upon (i) such qualified public agency (a) adopting a resolution expressing its desire to become a non-voting Associate Member to this Agreement and authorizing the implementation of a PACE Program within the boundaries of its jurisdiction and (b) executing a PACE Agreement and (ii) the Board approving the qualified public agency as a non-voting Associate Member.
- The date and terms upon which the applying public agency will become a non-voting Associate Member will be determined by the Board and set forth in a CCA Agreement or PACE Agreement, as applicable.

Section 17. **Termination of Powers**

The Authority Pioneer shall continue to exercise the powers herein conferred upon it until termination of this Agreement, and thereafter shall continue to exercise only such powers as to enable it to pay and discharge all costs, expenses, and charges legally incurred hereunder, and to dispose of, divide and distribute any property required as a result of the joint exercise of such powers.

Disposition of Assets; Property and Money Section 18.

Upon termination of this Agreement under Section 1415, all costs, expenses, and charges legally incurred by the Authority Pioneer shall be paid and discharged; and the Authority Pioneer shall sell such property as may be necessary and shall distribute to the federal or State government such property and funds as are lawfully required; the balance of such property and any surplus

money on hand shall be distributed or returned in proportion to contributions made by the affected Members except to the extent otherwise agreed upon by the affected Members.

Section 19. <u>Amendments</u>

This Agreement may not only be amended except by a written amendment approved by a vote of Board members Members as provided in Section 8. The Authority Amendments to Section 4 of this Agreement, and the addition of new Voting Members shall also be separately approved by a duly adopted resolution of the governing board of each Member. Pioneer shall provide written notice to all Members of amendments to this Agreement, including the effective date of such amendments, at least 30 days prior to the date upon which the proposed amendment is being considered by the Board votes on such amendments. Any. If the proposed amendment required to add a new Voting Member shall only be executed by the Voting Members. Any amendment required to add a new Associate Member shall only be executed by the voting by the new Associate Member and Board, the Authority shall provide prompt written notice to all Members of the effective date of such amendment along with a copy of the amendment.

Section 20. <u>Severability</u>

Should any part, term or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or otherwise be rendered unenforceable or ineffectual, the validity of the remaining portions of provisions shall not be affected thereby.

Section 21. Entire Agreement

This Agreement contains the entire agreement between the Members and supersedes all prior understanding between them with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations, oral or written, between or among the Members relating to the subject matter of this Agreement that are not fully expressed in this Agreement. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligation under this Agreement be waived, except as provided in Section 19.

Section 22. Counterparts and Effective Date

This Agreement may be executed in counterparts and be as valid and binding as if each Member signed the same copy. A faxed copy of the executed signature page shall be sufficient to cause the terms of this Agreement to become fully operative. The effective date of the Agreement shall be the date the second member has executed the Agreement,

WITNESS THE AGREEMENT HEREOF the date set opposite our respective entities:

```
CITY OF ROCKLIN, a Municipal Corporation¶
EXECUTED ON
    Mayor, ¶
                                      Exhibit A¶
                        Voting Members and Associate Members¶
Section A.1 Voting Members ¶
      City Council of Auburn
And approved as to form:
      4
      City Attorney of Colfax¶
ATTEST:¶
      \P
      City Clerkof Grass Valley ¶
4
```

```
TOWN OF LOOMIS, a Municipal Corporation¶
EXECUTED ON
    Mayor, ¶
       City of Lincoln¶
       City of Nevada City¶
       City of Placerville¶
      City of Rocklin¶
      County of El Dorado¶
       County of Placer¶
      Town of Loomis
And approved as to form:¶
       4
ATTEST:¶
_¶
Town Clerk¶
       4
```

```
CITY OF LINCOLN, a Municipal Corporation¶
      4
EXECUTED ON
   Peter Gilbert, Mayor¶
And approved as to form:¶
Mona Ebrahirni,
Section A.2 Associate Members¶
      City Attorney of Folsom
      4
ATTEST:¶
Gwen Scanlon, City Clerk
      County of Sacramento¶
      Town of Truckee
```

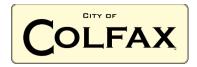
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Document 2 ID	iManage://RWGDM1/RWGIMAN1/2852296/7
Description	#2852296v7 <rwgiman1> - 2d Amended and Restated JPA to reflect Board Direction 101923</rwgiman1>
Rendering set	standard

Legend:	
Insertion	
Deletion	
Moved from	
Moved to	
Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
	Count
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Deletions	205
Moved from	2
Moved to	2
Style changes	0
Format changes	0
Total changes	397

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Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Shanna Stahl – Administrative Services Officer

Subject: Cash Summary – November 2023

Budget Impact Overview:

N/A: $\sqrt{}$ Funded: Un-funded: Amount: Fund(s):

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 purpose of these reports is to provide the status of funds and transparency for Council and the public regarding the financial transactions of the City. 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 as part of the proposed budget process each year.

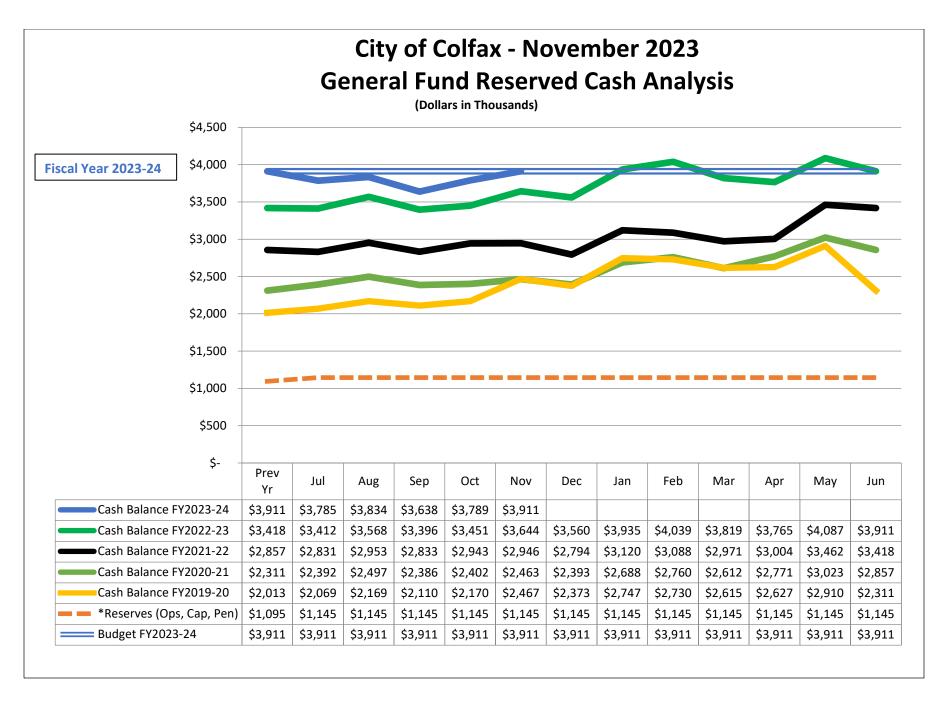
The attached reports reflect an overview of the financial transactions of the City of Colfax in November 2023. Some monthly highlights are listed below:

- November revenues included:
 - Allocation for Sales Tax revenues reported/paid to the State for the month of September 2023 (two-month lag).
 - o Capital project reimbursement from SACOG for the Zoning Code update
- November expenditures included:
 - Approved capital project expenditures expenditures on WWTP Construction Grant and other grant funded projects.
- Negative cash fund balances at the end of September are due to the timing of funding allocations and reimbursements:
 - Fund 250 Streets Roads/Transportation. These expenses are funded by annual Transportation funding through Placer County Transportation Agency (PCTPA), transfer of City Gas Tax revenues, and a General Fund allocation. PCTPA has just initiated the claim process for the current fiscal year and Colfax has submitted fund requests in November.
 - Fund 358 CDBG Road Rehabilitation. This is a reimbursable grant the final funding of the grant has been awarded in November. CDBG has approved the start date of expenditures. The City will begin the reimbursement request process as soon as possible.
 - o Fund 367 SB2 Planning Grant this is a reimbursable grant. Reimbursement requests are submitted on a quarterly basis. Final reimbursement request was made in September.

- Fund 376 Downtown Streetscape This project is primarily (89%) funded with grant funds on a reimbursement basis. Reimbursement requests are expected to be submitted on a quarterly basis. The balance of funding (11%) will be a City General Fund match.
- Fund 378 Zoning Code Update. This project is 100% funded with grant funds on a reimbursement basis. Reimbursement requests are expected to be submitted on a quarterly basis. A reimbursement was received in November. Project funding and final reporting in January 2024.
- o Fund 575 WWTP Construction Grant. This is a reimbursable grant. Reimbursement requests are scheduled to be submitted at least quarterly.
- Fund 577 Capital Projects. This is the new project for the installation of a metal storage building at the Wastewater Treatment Plant. The project is slated to be funded by Fund 564 Sewer Connection Fees. Funds to be transferred at project completion.
- o Fund 590 Sewer Consolidation Planning Grant. This is a reimbursable grant reimbursement requests are scheduled to be submitted quarterly upon final award of application grant.
- Anticipated revenues/expenditures for December include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of October 2023 (two-month lag).
 - Capital project reimbursements.
 - Expenditures
 - Approved capital project expenditures. We anticipate continued large expenditures for the Wastewater Treatment Plant Construction project as the I/I Mitigation and Algae Reduction phases continue construction.
 - Ongoing monthly operating expenses
 - Quarterly payment for Placer County Sheriff services.

Attachments:

- 1. General Fund Reserved Cash Analysis Graph
- 2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report by individual fund
 - c. Check Register Report Accounts Payable



City of Colfax Cash Summary November 30, 2023

	Balance 10/31/23	Re	evenues In*	E	xpenses Out*	Transfers	Balance 11/30/23
US Bank	\$ 304,609.45	\$	472,696.63	\$	(1,212,426.04)	\$ 550,000.00	\$ 114,880.04
LAIF	\$ 8,147,059.62			\$	-	\$ (550,000.00)	\$ 7,597,059.62
Total Cash - General Ledger	\$ 8,451,669.07	\$	472,696.63	\$	(1,212,426.04)	\$ -	\$ 7,711,939.66
Petty Cash (In Safe)	\$ 300.00						\$ 300.00
Total Cash	\$ 8,451,969.07	\$	472,696.63	\$	(1,212,426.04)	\$ -	\$ 7,712,239.66

Change in Cash Account Balance - Total

\$ (739,729.41)

Attached Reports:

1. Cash Transactions Report (By Individual Fund)

	\$ (739,729.41) \$
Void CK - Reissued July Check	\$ <u>-</u>
LAIF Interest	\$ -
Utility Billings - Receipts	\$ 177,876.38
Payroll Checks and Tax Deposits	\$ (57,953.55)
Cash Receipts	\$ 280,014.93
Check Register Report (Accounts Payable)	\$ (1,139,667.17)

^{*}Does not include transfers between funds

Prepared by:

Shanna Stahl, Administrative Services Officer

Reviewed by:

Mike Luken, Interim City Manager

City of Colfax Cash Transactions Report - November 2023

Fund Times 4.44 Consent Fund Unessimmed		Beginning Balance		Debit Revenues	(E	Credit Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned Fund: 100 - General Fund	¢	3,591,280.34	φ	242,634.81	φ	(122 161 04) ¢	3,701,753.31
Fund: 120 - General Fund Fund: 120 - Land Development Fees	\$ \$	184,984.51	\$ \$	12,285.99	\$ \$	(132,161.84) \$ (2,316.25) \$	194,954.25
Fund: 200 - Cannabis Application	\$	12,434.09	\$	2,173.82		(2,310.23) \$	14,607.91
	\$	3,788,698.94	\$	257,094.62	\$	(134,478.09) \$	3,911,315.47
runa typo. 1111 Concider una Chacoignea	Ψ_	0,7 00,000.04	Ψ_	201,004.02	Ψ_	(104,470.00) ψ	0,011,010.47
Fund Type: 1.14 - General Fund - Restricted							
Fund: 205 - Escrow Funds	\$	39,737.00	\$	-	\$	- \$	39,737.00
Fund: 571 - AB939 Landfill Diversion	\$	23,317.26	\$	-	\$	- \$	23,317.26
Fund: 572 - Landfill Post Closure Maintenance	\$	875,707.10	\$	-	\$	(7,866.07) \$	867,841.03
Fund Type: 1.14 - General Fund - Restricted	_\$_	938,761.36	\$	-	\$	(7,866.07) \$	930,895.29
Ford Torres 4.04 Constal Brown Fords - Bootstat							
Fund Type: 1.24 - Special Rev Funds - Restrict		146 045 17	Φ		ው	¢	146 045 17
Fund: 210 - Mitigation Fees - Roads	\$	146,045.17	\$	-	\$ \$	- \$	146,045.17
Fund: 211 - Mitigation Fees - Drainage Fund: 212 - Mitigation Fees - Trails	\$ \$	5,581.98 77,544.77	\$ \$	-	Ф \$	- \$ - \$	5,581.98 77.544.77
Fund: 213 - Mitigation Fees - Parks/Rec	\$	192,703.15	φ \$	-	\$	- \$	77,544.77 192,703.15
Fund: 214 - Mitigation Fees - City Bldgs	\$	104,755.84	φ \$	-	\$	- \$ - \$	104,755.84
Fund: 215 - Mitigation Fees - Vehicles	\$	22,878.50	\$	_	\$	- \$	22,878.50
Fund: 217 - Mitigation Fees - DT Parking	\$	35,297.38	\$	_	\$	- \$	35,297.38
Fund: 218 - Support Law Enforcement	\$	74,673.76	\$	_	\$	- \$	74,673.76
Fund: 244 - CDBG Program Inc - ME Lending	\$	503.08	\$	_	\$	- \$	503.08
Fund: 250 - Streets - Roads/Transportation	\$	(90,999.72)		_	\$	(16,248.38) \$	(107,248.10)
Fund: 253 - Gas Taxes	\$	18,058.05	\$	_	\$	(1,417.84) \$	16,640.21
Fund: 257 - Street /Road - Transit Capital	\$	48,346.04	\$	_	\$	- \$	48,346.04
Fund: 258 - Road Maintenance - SB1/RSTBG	\$	229,876.80	\$	5,618.26	\$	- \$	235,495.06
Fund: 270 - Beverage Container Recycling	\$	19,766.28	\$	-	\$	- \$	19,766.28
Fund: 280 - Oil Recycling	\$	3,897.48	\$	-	\$	- \$	3,897.48
Fund: 290 - SB1383 Implementation Grant	\$	19,229.33	\$	_	\$	- \$	19,229.33
Fund: 292 - Fire Department Capital Funds	\$	96,515.66	\$	_	\$	- \$	96,515.66
Fund: 342 - Fire Construction - Mitigation	\$	80,202.91	\$	-	\$	- \$	80,202.91
Fund: 343 - Recreation Construction	\$	80,203.39	\$	-	\$	- \$	80,203.39
Fund: 367 - SB2 - Planning Grant	\$	(37,027.27)	\$	-	\$	(4,661.94) \$	(41,689.21)
Fund: 376 - Downtown Streetscape	\$	(31,930.90)	\$	-	\$	(22,391.40) \$	(54,322.30)
Fund: 378 - Zoning Code Update	\$	(28,560.75)	\$	28,208.95	\$	(772.69) \$	(1,124.49)
Fund Type: 1.24 - Special Rev Funds - Restrict	\$	1,067,560.93	\$	33,827.21	\$	(45,492.25) \$	1,055,895.89
Found Towns 4.04 Combal Bush at Description							
Fund Type: 1.34 - Capital Projects - Restricted	Φ	(400.00)	•		Φ	(40.777.EQ)	(40,000,50)
Fund: 300 - GF Capital Projects Fund: 358 - CDBG Pavement	\$ \$	(122.02) (230.666.52)		-	\$ \$	(12,777.50) \$ (88,201.12) \$	(12,899.52)
Fund Type: 1.34 - Capital Projects - Restricted	<u> </u>	(230,788.54)			\$ \$	(100,978.62) \$	(318,867.64) (331,767.16)
i unu Type. 1.34 - Capital Frojects - Restricteu	Ψ_	(230,766.34)	Ψ	<u>-</u>	Ψ	(100,970.02) \$	(331,707.10)
Fund Type: 2.11 - Enterprise Funds							
Fund: 560 - Sewer	\$	1,782,058.63	\$	111,316.31	\$	(98,777.76) \$	1,794,597.18
Fund: 561 - Sewer Liftstations	\$	674,794.68	\$	17,603.81	\$	(26,333.25) \$	666,065.24
Fund: 563 - Wastewater Treatment Plant	\$	1,254,666.90	\$	51,290.52	\$	- \$	1,305,957.42
Fund: 564 - Sewer Connections	\$	(74,509.67)	\$	· -	\$	- \$	(74,509.67)
Fund: 575 - WWTP Construction Grant	\$	(740,901.97)		_	\$	(778,786.29) \$	(1,519,688.26)
Fund: 577 - Capital Projects	\$	(122.01)		-	\$	(7,107.50) \$	(7,229.51)
Fund: 590 - Sewer Consolidation Planning	\$	(8,955.95)		-	\$	(12,606.21) \$	(21,562.16)
Fund Type: 2.11 - Enterprise Funds - Unassign	\$	2,887,030.61	\$	180,210.64	\$	(923,611.01) \$	2,143,630.24
Fund Type: 9.0 - CLEARING ACCOUNT							
Fund: 998 - PAYROLL CLEARING FUND	\$	405.77	\$	1,564.16		\$	1,969.93
Fund Type: 9.0 - CLEARING ACCOUNT	\$	405.77	\$	1,564.16	\$	- \$	1,969.93
Grand Totals:	\$	8,451,669.07	\$	472,696.63	\$	(1,212,426.04) \$	7,711,939.66

Item 3E

Date: 01/05/2024 Time: 4:28 pm

1

CITY OF COLFAX BANK: US BANK Page:

Check Number	Check Date	Status	Void/Stop Reconcile Date Date	Vendor Number	Vendor Name	Check Description	Amount
US BAN	K Checks						
59997	11/05/23	Reconciled	11/30/23	03141	CALPERS	HEALTH PREMIUMS NOV 2023	14,895.30
59998	11/01/23	Reconciled	11/30/23	1161	49ER WATER SERVICES	WWTP MONTHLY TESTING SEPT 2023	603.00
59999	11/01/23	Reconciled	11/30/23	01500	ANDERSON'S SIERRA	WWTP PVC	105.62
60000	11/01/23	Reconciled	11/30/23	3475	CLARK PEST CONTROL	PEST CONTROL	508.00
60001	11/01/23	Reconciled	11/30/23	03562	COMMERCIAL PUMP SERVICE, INC	LS PUMP RPR	7,882.74
60002		Reconciled	11/30/23	04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE NOV 2023	472.79
60003	11/01/23	Reconciled	11/30/23		DNF, INC.	SKID STEER CHAINS	646.87
60004		Reconciled	11/30/23		FRONTIER COMMUNICATIONS	WWTP INTERNET	249.14
60005		Reconciled	11/30/23		GEOCON CONSULTANTS INC.		1,192.50
60006		Reconciled	11/30/23		GHD INC.	CDBG ENG SEPT 2023	80,672.44
60007		Reconciled	11/30/23		GHD INC.	ENG SVCS SEPT 2023	16,530.00
60008		Reconciled	11/30/23		GHD INC.	ENG SVCS AUG 2023	19,997.50
60009		Reconciled	11/30/23		GRAINGER	WWTP SUPPLIES	93.52
60010		Reconciled	11/30/23		HILL BROTHERS CHEMICAL CO.	WWTP CHEMICALS	5,730.45
60011		Reconciled	11/30/23		HILLS FLAT LUMBER CO	SUPPLIES	636.80
60012		Reconciled	11/30/23		HOME DEPOT CREDIT SERVICES	CULVER ST RPR RENTAL	438.88
60013		Reconciled	11/30/23		HUNT AND SONS, INC.	FUEL	1,079.71
60014		Reconciled	11/30/23		HYDROCOMPLIANCE	WWTP CONST GRANT OCT 2023	3,200.00
60015		Reconciled	11/30/23	14356	NORTHERN CALIFORNIA GLOVE	PW RAIN GEAR	957.58
60016		Reconciled	11/30/23		PLACER COUNTY EXECUTIVE OFFICE		19,891.88
60017		Reconciled	11/30/23		US BANK CORPORATE PMT SYSTEM	SUPPLIES	4,340.47
60018		Reconciled	11/30/23		USA BLUE BOOK, INC	GATE VALVE KEY	236.08
60019		Reconciled	11/30/23		WAVE BUSINESS SOLUTIONS		159.90
60020		Reconciled	11/30/23		WAVE BUSINESS SOLUTIONS		18.77
60021		Reconciled	11/30/23		WINNER CHEVROLET, INC.	WWTP TRUCK MAINT	102.06
60022		Reconciled	11/30/23		WOOD RODGERS	SEWER CONSOLIDATION APP SEPT	10,068.04
60023		Reconciled	11/30/23		WOOD RODGERS	SSMP UPDATE SEPT 2023	237.50
60024 60025		Reconciled Reconciled	11/30/23 11/30/23		WOOD RODGERS ALHAMBRA & SIERRA	WWTP CONST GRANT SEPT 2023 WATER	10,022.25 57.47
60026	11/16/23	Reconciled	11/30/23	01500	SPRINGS ANDERSON'S SIERRA	WWTP SUPPLIES	296.20
60027		Reconciled	11/30/23		AT&T MOBILITY	CITY CELL PHONES	907.27
60028		Reconciled	11/30/23		BANNER BANK	I&I MITIGATION CONST OCT RETEN	45.004.79
60029		Reconciled	11/30/23		BIG BRAND TIRE & SERVICE		3,515.43
60030		Reconciled	11/30/23		BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL OCT 2023	6,570.00
60031	11/16/23	Reconciled	11/30/23	8062	CATHERINE HANSFORD	SEWER RATE STUDY	1,612.50
60032		Reconciled	11/30/23		CHOICE BUILDER	PREMIUMS DEC 2023	780.48
60033		Reconciled	11/30/23		CINTAS	UNIFORM SVCS OCT 2023	443.72
60034		Reconciled	11/30/23		CLARK PEST CONTROL	PEST CONTROL NOV 2023	508.00
60035		Reconciled	11/30/23		COLANTUONO, HIGHSMITH &		3,480.00
60036		Reconciled	11/30/23		COLFAX AREA CHAMBER OF		100.00
60037		Reconciled	11/30/23		COLFAX AREA CHAMBER OF		7,000.00
60038		Reconciled	11/30/23		COLFAX FARM AND COUNTRY		642.96
60039	11/16/23	Reconciled	12/31/23	07591	COLFAX GREEN MACHINE	TRUNK OR TREAT EVENT REFUND	100.00
60040		Reconciled	12/31/23		DACOMM	WWTP INTERNET	103.45
60041		Reconciled	11/30/23		EOSI - ENVIRONMENT OPERATING	CHEMICALS	9,088.90
60042	11/16/23	Reconciled	11/30/23	07460	GOLD MOUNTAIN CALIFORNIA	PUBLIC NOTICE ZONING/GEN PLAN	1,545.38
60043	11/16/23	Reconciled	11/30/23	08660	HUNT AND SONS, INC.	FUEL	846.41
60044	11/16/23	Reconciled	11/30/23	13191	MANAGEMENT ADVISORY	COLFAX NET PLANNING OCT 2023	1,271.25
					SERVICES	82	

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Check Number	Check Date	Status	Void/Stop Reconcile Date Date	Vendor Number	Vendor Name	Check Description	Amount
US BAN	K Checks						
60045	11/16/23	Reconciled	11/30/23	13196	MARSHALL, BEVERLI	INTERVIEW REIMBURSEMENT	1,226.90
60046	11/16/23	Reconciled	11/30/23	13239	MCGUIRE & HESTER	I&I CONST OCT 2023	405,043.12
60047	11/16/23	Reconciled	11/30/23	13261	METROPOLITAN TRANSPORTATION	STREETSAVER SUB 23/24	1,000.00
60048	11/16/23	Reconciled	11/30/23	013278	MNJ ADVISORS INC.	CITY MANAGER OCT 2023	18,661.95
60049	11/16/23	Reconciled	11/30/23	18400	NAPA AUTO PARTS	SUPPLIES	19.59
60050	11/16/23	Reconciled	11/30/23	14307	NEXGEN ASSET MANAGEMENT	ASSET MAN SOFTWARE 23/24	8,500.00
60051	11/16/23	Reconciled	11/30/23	16011(2)	PELLETREAU, ALDERSON & CABRAL	LEGAL SVCS OCT 2023	12,237.34
60052	11/16/23	Reconciled	11/30/23	16035	PG&E	ELECTRICITY	20,968.95
60053	11/16/23	Reconciled	11/30/23	16140	PLACER COUNTY AIR POLLUTION	PER CAPITA ASS 23/24	1,008.00
60054	11/16/23	Reconciled	12/31/23	16759	PRESTIGE CHEMICALS	LAWN CARE SUPPLIES	705.89
60055	11/16/23	Reconciled	11/30/23	16821	PSOMAS	WWTP CONST GRANT INSP SEPT 23	55,133.00
60056	11/16/23	Reconciled	11/30/23	16040	PURCHASE POWER	POSTAGE REFILL	520.14
60057	11/16/23	Reconciled	12/31/23	19037	SAFE SIDE SECURITY	WWTP SECURITY	95.00
60058	11/16/23	Reconciled	12/31/23	19037	SAFE SIDE SECURITY	KEY FOB PROGRAMMING	325.00
60059	11/16/23	Reconciled	12/31/23	19037	SAFE SIDE SECURITY	BATTERY SWAP	375.00
60060	11/16/23	Reconciled	12/31/23	19037	SAFE SIDE SECURITY	CORP YARD SECURITY NOV 2023	155.00
60061	11/16/23	Reconciled	11/30/23	19575	SHANNA STAHL	SCORE MEETING MILEAGE	179.47
60062	11/16/23	Reconciled	11/30/23	01790	SIERRA OFFICE PRODUCTS	OFFICE SUPPLIES	169.53
60063	11/16/23	Reconciled	11/30/23	19743	WILLIAM STOCKWIN	COLFAX CONN EDITING NOV 2023	300.00
60064	11/16/23	Reconciled	11/30/23	19762	STS AUTOMATION INCORPORATED	PROBE INSTALL/VALVE RPR	2,957.47
60065	11/16/23	Reconciled	11/30/23	22106	VAN GRONINGEN & ASSOCIATES	FINANCIAL SVCS OCT 2023	11,182.50
60066	11/16/23	Reconciled	11/30/23	22134	VISION QUEST	TECH SUPPORT DEC 2023	3,800.00
60067	11/16/23	Reconciled	11/30/23	22240	VULCAN MATERIALS COMPANY	ASPHALT	151.17
60068	11/16/23	Reconciled	11/30/23	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONE	215.63
60069	11/16/23	Reconciled	11/30/23	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL OCT 2023	799.96
60070	11/29/23	Reconciled	12/31/23	01448	AMERIGAS - COLFAX	SHERIFF PROPANE	150.40
60071		Reconciled	12/31/23		AMERIGAS - COLFAX	DEPOT PROPANE	551.46
60072		Reconciled	12/31/23	01448	AMERIGAS - COLFAX	DEPOT PROPANE	199.33
60073		Reconciled	12/31/23	3469	CIVIC PLUS	MUNICODE SUPPORT	350.00
60074	11/29/23	Reconciled	12/31/23	3468	CIVICWELL	DOWNTOWN STREETSCAPE SEPT	22,391.40
60075	11/29/23	Reconciled	11/30/23	3555	COLFAX RAILROAD DAYS	EVENT DEPOSIT REFUND	100.00
60076	11/29/23	Reconciled	12/31/23	3574	CONVERGEONE, INC	CITY PHONE PROGRAMMING	140.00
60077	11/29/23	Reconciled	12/31/23	04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE DEC 2023	472.79
60078		Reconciled	12/31/23		FRONTIER COMMUNICATIONS	WWTP PHONE	291.45
60079		Reconciled	12/31/23		GOLD MOUNTAIN CALIFORNIA	CDBG NOTICE TO BIDDERS	1,733.68
60080		Reconciled	12/31/23		GRAINGER	HOSE	193.19
60081		Reconciled	12/31/23		GRAINGER	WWTP SUPPLIES	193.19
60082		Reconciled	12/31/23		GRAINGER	WWTP SUPPLIES	349.17
60083		Reconciled	12/31/23		HUNT AND SONS, INC.	FUEL	1,161.11
60084		Reconciled	12/31/23		HYDROCOMPLIANCE	WWTP CONST GRANT QSP SVC	3,200.00
60085	11/29/23	Reconciled	12/31/23	23101	LARRY WALKER ASSOCIATES	NPDES PERMIT ASS OCT 2023	632.50
60086	11/29/23	Reconciled	12/31/23	12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING OCT 2023	2,389.85
60087		Reconciled	12/31/23		NORTHERN CALIFORNIA GLOVE	PPE PW	159.59
60088		Reconciled	12/31/23		NORTHERN CALIFORNIA GLOVE	PW SUPPLIES	36.24
60089		Reconciled	12/31/23		PCWA -PLACER COUNTY	WATER	2,609.92
60090		Reconciled	12/31/23		PLACER COUNTY CLERK-RECORDER	GEN PLAN UPDATE NOD FILING	3,889.25
60091 60092		Reconciled Reconciled	12/31/23 12/31/23		PLACER OPERATIONAL AREA PSOMAS	CIVIL DEFENSE 23/24 WWTP CONST MAN OCT 2023	223.78 46,742.75

Check Register Report

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CITY OF COLFAX

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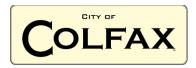
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Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANI	K Checks							
60093	11/29/23	Reconciled		12/31/23	19474	SIMPSON & SIMPSON	METAL BLDG GRADING/FOOTINGS	19,885.00
60094	11/29/23	Reconciled		12/31/23	19786	SUNRUN	CANCELLED PERMIT REFUND	1,394.65
60095	11/29/23	Reconciled		12/31/23	21500	USA BLUE BOOK, INC	LAB SUPPLIES	876.22
60096	11/29/23	Reconciled		12/31/23	23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	67.87
60097	11/29/23	Reconciled		12/31/23	23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
60098	11/29/23	Reconciled		12/31/23	18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	455.37
60099	11/29/23	Reconciled		12/31/23	23453	WM LYLES	WWTP CONST NOV 2023	197,800.38
60100	11/29/23	Reconciled		12/31/23	06146	FAST SIGNS	WINTERFEST BANNER	532.12

Total Checks: 104 Checks Total (excluding void checks): 1,139,907.17

Total Payments: 104 Bank Total (excluding void checks): 1,139,907.17

Grand Total (excluding void checks): 1,139,907.17 **Total Payments: 104**



Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Shanna Stahl – Administrative Services Officer

Subject: Cash Summary – December 2023

Budget Impact Overview:

N/A: √ Funded: Un-funded: Amount: Fund(s):

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 purpose of these reports is to provide the status of funds and transparency for Council and the public regarding the financial transactions of the City. 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 as part of the proposed budget process each year.

The attached reports reflect an overview of the financial transactions of the City of Colfax in December 2023. Some monthly highlights are listed below:

- December revenues included:
 - Allocation for Sales Tax revenues reported/paid to the State for the month of October 2023 (two-month lag).
 - Capital project reimbursement from HCD for the General Plan Update and DOT for the Downtown Connectivity and Main Street Improvement Plan
- December expenditures included:
 - Approved capital project expenditures expenditures on WWTP Construction Grant and other grant funded projects.
 - o Second quarter of fiscal year 2023/2024 Sheriff contract payment
- Negative cash fund balances at the end of December are due to the timing of funding allocations and reimbursements:
 - Fund 250 Streets Roads/Transportation. These expenses are funded by annual Transportation funding through Placer County Transportation Agency (PCTPA), transfer of City Gas Tax revenues, and a General Fund allocation. PCTPA has just initiated the claim process for the current fiscal year and Colfax has submitted fund requests in November.
 - Fund 358 CDBG Road Rehabilitation. This is a reimbursable grant the final funding of the grant was awarded in November. CDBG has approved the start date of expenditures. The City will begin the reimbursement request process as soon as possible.

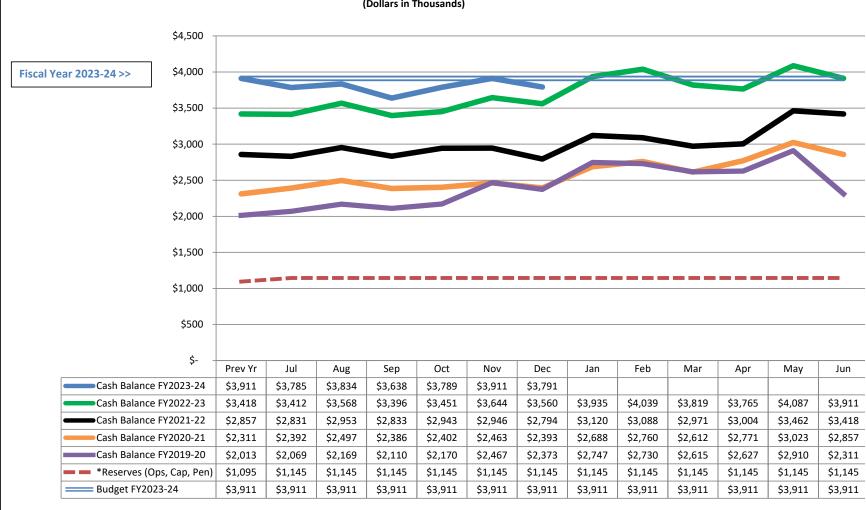
- Fund 367 SB2 Planning Grant this is a reimbursable grant. Reimbursement requests are submitted on a quarterly basis. Partial reimbursement was received in December. Project funding and final reporting in January 2024.
- Fund 376 Downtown Streetscape This project is primarily (89%) funded with grant funds on a reimbursement basis. Reimbursement requests are expected to be submitted on a quarterly basis. The balance of funding (11%) will be a City General Fund match.
- Fund 378 Zoning Code Update. This project is 100% funded with grant funds on a reimbursement basis. Reimbursement requests are expected to be submitted on a quarterly basis. Partial reimbursement was received in November. Project funding and final reporting in January 2024.
- o Fund 575 WWTP Construction Grant. This is a reimbursable grant. Reimbursement requests are scheduled to be submitted at least quarterly.
- Fund 577 Capital Projects. This is the new project for the installation of a metal storage building at the Wastewater Treatment Plant. The project is slated to be funded by Fund 564 Sewer Connection Fees. Funds to be transferred at project completion.
- o Fund 590 Sewer Consolidation Planning Grant. This is a reimbursable grant reimbursement requests are scheduled to be submitted quarterly upon final award of application grant.
- Anticipated revenues/expenditures for January include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of November 2023 (two-month lag).
 - Capital project reimbursements.
 - Property Tax allocation for November 2023.
 - o Expenditures
 - Approved capital project expenditures. We anticipate continued large expenditures for the Wastewater Treatment Plant Construction project as the I/I Mitigation and Algae Reduction phases continue construction.
 - Ongoing monthly operating expenses

Attachments:

- 1. General Fund Reserved Cash Analysis Graph
- 2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report by individual fund
 - c. Check Register Report Accounts Payable

City of Colfax - December 2023 General Fund Reserved Cash Analysis

(Dollars in Thousands)



City of Colfax Cash Summary December 31, 2023

	Balance 11/30/23	R	evenues In*	Ex	rpenses Out*	Transfers	Balance 12/31/23
US Bank	\$ 114,880.04	\$	277,413.50	\$	(907,580.68)	\$ 700,000.00	\$ 184,712.86
LAIF	\$ 7,597,059.62			\$	-	\$ (700,000.00)	\$ 6,897,059.62
Total Cash - General Ledger	\$ 7,711,939.66	\$	277,413.50	\$	(907,580.68)	\$ -	\$ 7,081,772.48
Petty Cash (In Safe)	\$ 300.00						\$ 300.00
Total Cash	\$ 7,712,239.66	\$	277,413.50	\$	(907,580.68)	\$ -	\$ 7,082,072.48

Change in Cash Account Balance - Total

\$ (630,167.18)

Attached Reports:

1. Cash Transactions Report (By Individual Fund)

2. Check Register Rep	2. Check Register Report (Accounts Payable)					
	Cash Receipts	\$	207,131.64			
	Payroll Checks and Tax Deposits	\$	(62,175.06)			
	Utility Billings - Receipts					
	LAIF Interest	\$	-			
	Void CK - Reissued July Check					
		\$	(630,167.18) \$			

*Does not include transfers between funds

Prepared by:

Shanna Stahl, Administrative Services Officer

Reviewed by:

Mike Luken, Interim City Manager

City of Colfax Cash Transactions Report - December 2023

Fund Times 444 Consent Fund Unassinued		Beginning Balance		Debit Revenues	(E	Credit xpenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned	Φ	0.704.750.04	Φ	440.004.00	Φ	(007 070 07) A	0.570.000.54
Fund: 100 - General Fund Fund: 120 - Land Development Fees	\$ \$	3,701,753.31 194,954.25	\$ \$	112,864.30 9,921.80	\$ \$	(237,979.07) \$ (4,467.95) \$	3,576,638.54 200,408.10
Fund: 200 - Cannabis Application	\$	14,607.91	\$	9,921.00	\$	(4,407.93) \$	14,607.91
	\$	3,911,315.47	\$	122,786.10	\$	(242,447.02) \$	3,791,654.55
runa typo. 1111 Concider una Chacoignea	<u> </u>	0,011,010.47	Ψ	122,700.10	Ψ_	(Σ+Σ,++1.0Σ) ψ	0,701,004.00
Fund Type: 1.14 - General Fund - Restricted							
Fund: 205 - Escrow Funds	\$	39,737.00	\$	-	\$	- \$	39,737.00
Fund: 571 - AB939 Landfill Diversion	\$	23,317.26	\$	-	\$	- \$	23,317.26
Fund: 572 - Landfill Post Closure Maintenance	\$	867,841.03	\$	-	\$	(14,221.16) \$	853,619.87
Fund Type: 1.14 - General Fund - Restricted	_\$_	930,895.29	\$	-	\$	(14,221.16) \$	916,674.13
Fund Type: 1.24 - Special Rev Funds - Restrict	ed						
Fund: 210 - Mitigation Fees - Roads	\$	146,045.17	\$	_	\$	- \$	146,045.17
Fund: 211 - Mitigation Fees - Drainage	\$	5,581.98	\$	-	\$	- \$	5,581.98
Fund: 212 - Mitigation Fees - Trails	\$	77,544.77	\$	-	\$	- \$	77,544.77
Fund: 213 - Mitigation Fees - Parks/Rec	\$	192,703.15	\$	-	\$	- \$	192,703.15
Fund: 214 - Mitigation Fees - City Bldgs	\$	104,755.84	\$	-	\$	- \$	104,755.84
Fund: 215 - Mitigation Fees - Vehicles	\$	22,878.50	\$	-	\$	- \$	22,878.50
Fund: 217 - Mitigation Fees - DT Parking	\$	35,297.38	\$	-	\$	- \$	35,297.38
Fund: 218 - Support Law Enforcement	\$	74,673.76	\$	19,509.91	\$	(111,158.96) \$	(16,975.29)
Fund: 244 - CDBG Program Inc - ME Lending	\$	503.08	\$	-	\$	- \$	503.08
Fund: 250 - Streets - Roads/Transportation	\$	(107,248.10)		-	\$	(14,230.57) \$	(121,478.67)
Fund: 253 - Gas Taxes	\$	16,640.21	\$	5,354.15	\$	(4,421.65) \$	17,572.71
Fund: 257 - Street /Road - Transit Capital	\$	48,346.04	\$	2 625 40	\$	- \$	48,346.04
Fund: 258 - Road Maintenance - SB1/RSTBG	\$	235,495.06	\$	3,635.40	\$	- \$ - \$	239,130.46
Fund: 270 - Beverage Container Recycling Fund: 280 - Oil Recycling	\$ \$	19,766.28 3,897.48	\$ \$	-	\$ \$	- Þ	19,766.28 3,897.48
Fund: 290 - SB1383 Implementation Grant	\$	19,229.33	\$	_	\$	(1,800.00) \$	17,429.33
Fund: 292 - Fire Department Capital Funds	\$	96,515.66	\$	_	\$	(1,000.00) \$	96,515.66
Fund: 342 - Fire Construction - Mitigation	\$	80,202.91	\$	-	\$	- \$	80,202.91
Fund: 343 - Recreation Construction	\$	80,203.39	\$	-	\$	- \$	80,203.39
Fund: 367 - SB2 - Planning Grant	\$	(41,689.21)	\$	23,968.07	\$	(668.39) \$	(18,389.53)
Fund: 376 - Downtown Streetscape	\$	(54,322.30)		30,505.60	\$	(22,291.55) \$	(46,108.25)
Fund: 378 - Zoning Code Update	\$	(1,124.49)	\$	-	\$	(1,678.22) \$	(2,802.71)
Fund Type: 1.24 - Special Rev Funds - Restrict	\$	1,055,895.89	\$	82,973.13	\$	(156,249.34) \$	982,619.68
Fund Type: 1.34 - Capital Projects - Restricted							
Fund: 300 - GF Capital Projects	\$	(12,899.52)	\$	_	\$	- \$	(12,899.52)
Fund: 358 - CDBG Pavement	\$	(318.867.64)		-	\$	(15,096.20) \$	(333.963.84)
Fund Type: 1.34 - Capital Projects - Restricted	<u> </u>	(331,767.16)		-	\$	(15,096.20) \$	(346,863.36)
Fund Type: 2.11 - Enterprise Funds							
Fund: 560 - Sewer	\$	1,794,597.18	\$	83,489.80	\$	(104,756.67) \$	1,773,330.31
Fund: 561 - Sewer Liftstations	\$	666,065.24	\$	13,069.07	\$	(20,379.46) \$	658,754.85
Fund: 563 - Wastewater Treatment Plant	\$	1,305,957.42	\$	35,706.30	\$	(327.39) \$	1,341,336.33
Fund: 564 - Sewer Connections	\$	(74,509.67)		-	\$	- \$	(74,509.67)
Fund: 575 - WWTP Construction Grant	\$	(1,519,688.26)		-	\$	(415,661.00) \$	(1,935,349.26)
Fund: 577 - Capital Projects Fund: 590 - Sewer Consolidation Planning	\$ \$	(7,229.51) (21,562.16)		-	\$ \$	- \$ (617.50) ¢	(7,229.51)
Fund Type: 2.11 - Enterprise Funds - Unassign		2,143,630.24	\$	132,265.17	\$	(617.50) \$ (541,742.02) \$	(22,179.66) 1,734,153.39
i una Type. 2.11 - Enterprise i unas - Oliassign	Ψ	2,173,030.24	φ	132,203.17	Ψ	(UT1,172.UZ) P	1,104,100.09
Fund Type: 9.0 - CLEARING ACCOUNT							
Fund: 998 - PAYROLL CLEARING FUND	\$	1,969.93	\$	1,564.16		\$	3,534.09
Fund Type: 9.0 - CLEARING ACCOUNT	\$	1,969.93	\$	1,564.16	\$	- \$	3,534.09
Grand Totale:	<u> </u>		\$		¢	(060 755 74\ ¢	
Grand Totals:	<u>\$</u>	7,711,939.66	φ	339,588.56	\$	(969,755.74) \$	7,081,772.48

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Date: 01/08/2024 Time: 9:45 am

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CITY OF COLFAX BANK: US BANK Page:

Check Number	Check Date	Status	Void/Stop Reconcile Date Date		Vendor Number	Vendor Name	Check Description	Amount		
US BANK Checks										
60101	12/05/23	Reconciled		12/31/23	03141	CALPERS	HEALTH PREMIUMS DEC 2023	13,978.64		
60102	12/08/23	Reconciled		12/31/23	1161	49ER WATER SERVICES	QUARTERLY LINER TESTING	2,910.00		
60103	12/08/23	Reconciled		12/31/23	01448	AMERIGAS - COLFAX	DEPOT PROPANE	120.32		
60104	12/08/23	Reconciled		12/31/23	01766	AT&T MOBILITY	CITY CELL PHONES	911.11		
60105	12/08/23	Reconciled		12/31/23	01794	AUBURN SAW INC	PW BLOWER/TRIMMER	1,297.70		
60106	12/08/23	Reconciled		12/31/23	02054	BANNER BANK	I&I NOV 2023 CONST RETENTION	40,560.60		
60107	12/08/23	Reconciled		12/31/23	02830	BLUE RIBBON SEPTIC LLC	LS CLEANING	1,875.00		
60108	12/08/23	Printed			8062	CATHERINE HANSFORD	SEWER RATE STUDY	1,730.86		
60109	12/08/23	Reconciled		12/31/23	03402	CHRIS CUT TREE SERVICE LLC	CULVER ST TREE TRIMMING	2,500.00		
60110	12/08/23	Reconciled		12/31/23	07200	GENERAL PLUMBING SUPPLY	ROY TOMS IRRIGATION	30.41		
60111	12/08/23	Reconciled		12/31/23	07200	GENERAL PLUMBING SUPPLY	ROY TOMS IRRIGATION	19.17		
60112	12/08/23	Reconciled		12/31/23	7223	GEOCON CONSULTANTS INC.	WWTP I&I CONST MAN OCT 2023	825.00		
60113	12/08/23	Reconciled		12/31/23	14859	GHD INC.	ENG SVCS OCT 2023	16,292.50		
60114	12/08/23	Reconciled		12/31/23	14859	GHD INC.	CDBG DESIGN NOV 2023	14,526.20		
60115	12/08/23	Reconciled		12/31/23	07570	GRAINGER	ICE MELT	420.88		
60116	12/08/23	Reconciled		12/31/23	08170	HILLS FLAT LUMBER CO	STMT 11/25/23	829.37		
60117	12/08/23	Reconciled		12/31/23	13239	MCGUIRE & HESTER	I&I CONST NOV 2023	365,045.40		
60118	12/08/23	Reconciled		12/31/23	013278	MNJ ADVISORS INC.	INTERIM CITY MANAGER	26,258.49		
60119	12/08/23	Reconciled		12/31/23	18400	NAPA AUTO PARTS	SUPPLIES	115.99		
60120		Reconciled		12/31/23	14356	NORTHERN CALIFORNIA GLOVE	WORK GLOVES	2,148.56		
60121		Reconciled			14356	NORTHERN CALIFORNIA GLOVE	PW GLOVES	108.75		
60122		Reconciled		12/31/23	16011(2)	PELLETREAU, ALDERSON & CABRAL	LEGAL SVCS NOV 2023	14,463.35		
60123		Reconciled		12/31/23	16751	PFADT, INC.	DEPOT LIGHT RPR	125.00		
60124		Reconciled		12/31/23	16040A	PITNEY BOWES	W2 FY 23/24 POSTAGE MACH LEASE	167.84		
60125		Reconciled		12/31/23	16200	PLACER COUNTY SHERIFF DEPT.	SHERIFF CONTRACT FY 23/24 Q2	230,372.00		
60126		Reconciled		12/31/23		R3 CONSULTING GROUP	SB1383 GRANT APP NOV 2023	1,800.00		
60127		Reconciled		12/31/23		SAFE SIDE SECURITY	CORP YARD SECURITY DEC 2023	155.00		
60128	12/08/23			10/01/00	19037	SAFE SIDE SECURITY	WWTP SECURITY DEC 2023	95.00		
60129		Reconciled			19193	SECURE RECORD MANAGEMENT	SHREDDING Q2 FY 23/24	75.00		
60130		Reconciled		12/31/23	01790	SIERRA OFFICE PRODUCTS	OFFICE SUPPLIES	371.93		
60131 60132		Reconciled Reconciled		12/31/23 12/31/23	19474	SIMPSON & SIMPSON	EMERGENCY PUMP RPR COLFAX CONN DEC 2023	2,600.00		
						WILLIAM STOCKWIN		300.00		
60133		Reconciled		12/31/23		SWRCB	LS ANNUAL PERMIT FEE	22,337.00		
60134	12/08/23			12/31/23	20538	TROJAN TECHNOLOGIES	WWTP SUPPLIES	71.16		
60135		Reconciled				EMMANUEL URSU	PLANNING SVCS OCT 2023	8,317.68		
60136 60137		Reconciled Reconciled		12/31/23 12/31/23		US BANK CORPORATE PMT SYSTEM VAN GRONINGEN &	SUPPLIES FINANCIAL SVCS NOV 2023	911.50 7,166.25		
60138		Reconciled		12/31/23		ASSOCIATES VISION QUEST	TECH SUPPORT SVCS JAN 2024	3,800.00		
60139		Reconciled		12/31/23		WAVE BUSINESS SOLUTIONS		18.77		
60140	12/28/23			12/01/20	01414	ALHAMBRA & SIERRA	WATER	43.48		
60141	12/28/23				01440	SPRINGS AMERICAN EAGLE ROOFING	REFUND OF UNUSED BLDG PERMIT	388.92		
60142	12/28/23				01448	AMERIGAS - COLFAX	CITY HALL PROPANE	1,082.74		
60143	12/28/23				01448	AMERIGAS - COLFAX	DEPOT PROPANE	215.53		
60144	12/28/23				01448	AMERIGAS - COLFAX	DEPOT PROPANE	193.95		
60145	12/28/23				02511	BETTER EARTH ELECTRIC	BLDG PERMIT REFUND	164.52		
60146	12/28/23				02901	BUREAU VERITAS NORTH	BLDG OFFICIAL NOV 2023	5,760.00		
						AMERICA		,		
60147	12/28/23				03401	CHOICE BUILDER	PREMIUMS JAN 2024	816.02		
60148	12/28/23				3425	CINTAS	UNIFORM SVCS NOV 2023	612.87		
60149	12/28/23	Printed			3468	CIVICWELL	DOWNTOWN STREETSCAPE OCT 2023	22,291.55		

Item 3F

Date: 01/08/2024 9:45 am 2

Time: BANK: US BANK CITY OF COLFAX Page:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK	K Checks							
60150	12/28/23	Printed			3475	CLARK PEST CONTROL	PEST CONTROL DEC 2023	508.00
60151	12/28/23	Printed			03482	CLEAR PATH LAND EVOLVEMENT,	I&I EASEMENTS WWTP CONST GRANT	6,000.00
60152	12/28/23	Printed			3494	COLANTUONO, HIGHSMITH &	LEGAL MATTER NOV 2023	4,970.95
60153	12/28/23	Printed			03502	COLFAX AREA CHAMBER OF	FRIDAY MARKETS EVENT REFUND	100.00
60154	12/28/23	Printed			03502	COLFAX AREA CHAMBER OF	WINTERFEST DEPOSIT REFUND	100.00
60155	12/28/23	Printed			07591	COLFAX GREEN MACHINE	TRUNK OR TREAT EVENT REFUND	100.00
60156	12/28/23	Printed			03516	COLFAX JR FALCONS FOOTBALL	PRACTICE/GAME EVENT REFUND	100.00
60157	12/28/23	Printed			04592	DACOMM	WWTP INTERNET	103.45
60158	12/28/23	Printed			6203	FENNEMORE CRAIG, PC	LEGAL MATTER NOV 2023	1,443.50
60159	12/28/23	Printed			07460	GOLD MOUNTAIN CALIFORNIA	ACCTING TECH POSTING	406.00
60160	12/28/23	Printed			07460	GOLD MOUNTAIN CALIFORNIA	CSR POSTING	434.00
60161	12/28/23	Printed			07460	GOLD MOUNTAIN CALIFORNIA	ZONING PUBLIC NOTICE	304.51
60162	12/28/23	Printed			07460	GOLD MOUNTAIN CALIFORNIA	ZONING UPDATE PUBLIC NOTICE	1,373.71
60163	12/28/23	Printed			07570	GRAINGER	WWTP SUPPLIES	13.73
60164	12/28/23	Printed			07570	GRAINGER	WWTP SUPPLIES	119.67
60165	12/28/23	Printed			08159	HILL BROTHERS CHEMICAL CO.	WWTP CHEMICALS	8,042.57
60166	12/28/23	Printed			09455	INLAND BUSINESS SYSTEMS	COPY MACH LEASE Q2 23/24	5.63
60167	12/28/23	Printed			10536	JOHNSON, BRYNTE	WINTERFEST PARADE DEP REFUND	100.00
60168	12/28/23	Printed			14356	NORTHERN CALIFORNIA GLOVE	PW SUPPLIES	732.05
60169	12/28/23	Printed			16300	PCWA -PLACER COUNTY	WATER	1,623.53
60170	12/28/23	Printed			16035	PG&E	ELECTRICITY	22,455.88
60171	12/28/23	Printed			18010	RACO MANUFACTURING	LS 5 ALARM SVCS	450.00
60172	12/28/23	Printed			18378	RICHARDSON & COMPANY, LLP	AUDITORS FY 22/23	20,300.00
60173	12/28/23	Printed			18496	RIVER CITY RENTALS	BANNER BOOM RENTAL	325.00
60174	12/28/23	Printed			19591	SECURITAS TECHNOLOGY	DEPOT SECURITY Q3 FY 23/24	167.34
60175	12/28/23	Printed			01426	SHERMAN, CALEB	DEPOT LIGHTS	3,082.00
60176	12/28/23	Printed			19396	SIERRA SAFETY COMPANY	ST SIGNS	206.83
60177	12/28/23	Printed			21902	UV ENGINEERING SOLUTIONS LLC	WWTP SUPPLIES	12,706.00
60178	12/28/23	Printed			23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONE	215.63
60179	12/28/23	Printed			23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	67.87
60180	12/28/23	Printed			23301	WESTERN PLACER WASTE	SLUDGE REMOVAL NOV 2023	751.07

Total Checks: 80 Checks Total (excluding void checks): 904,530.93

Bank Total (excluding void checks): 904,530.93 **Total Payments: 80**

Grand Total (excluding void checks): 904,530.93 **Total Payments: 80**

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Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Laurie Van Groningen, Finance Director
Prepared by: Shanna Stahl, Administrative Services Officer

Subject: City of Colfax Audit Report as of Fiscal Year Ended June 30, 2023

Budget Impact Overview:

 $N/A: \sqrt{Funded: Un-funded: Amount: Fund(s):}$

RECOMMENDED ACTION: Accept as received June 30, 2023 Audit Reports.

Summary/Background

In accordance with federal, state and local statutes and best practices, the City of Colfax is committed to providing the public and its constituents with complete and accurate financial reporting. The City engages an independent auditing firm to perform professional audit services on an annual basis. The services provided include:

- 1. Audit of the Government-Wide Financial Statements in conformity with generally accepted accounting principles and issue an opinion thereon.
- 2. Test compliance with the Single Audit Act as amended in 1996, and applicable laws and regulations.
- 3. Prepare memorandum on Internal Control Structure and Management Letter
- 4. Test compliance with Proposition 111, Article XIII.B Review of Appropriation Limit Calculations.
- 5. Preparation of Annual Financial Transactions Report to the state controller by due date
- 6. Assist the City with calculating its share of the net pension liability deferred inflows and deferred outflows since CalPERS is not providing separate employer amounts.
- 7. Other services as required.

On May 10, 2023 City Council passed Resolution 13-2023 which approved an agreement with Richardson & Company, LLP to provide annual audit services for up to five years after City staff issued a Request for Proposals (RFP).

Presentation By: Ingrid Sheipline, Managing Partner (Richardson and Co.), Auditor

Attachments:

- 1. Auditor Presentation Agenda Outline
- 2. Audited Financial Statements with auditor's opinion
- 3. Internal control and compliance reports
- 4. Governance (required communications) letter
- 5. Appropriations limit testing report

CITY OF COLFAX – Audit Report Presentation Fiscal Year Ended June 30, 2023

Presented by: Ingrid Sheipline, Partner Richardson & Company, LLP

The Fiscal Year ended June 30, 2023 Audit Report includes the following communications required by Generally Accepted Auditing Standards:

Reports issued:

- 1. Audited Financial Statements with auditor's opinion
- 2. Internal control and compliance reports
- 3. Governance (required communications) letter
- 4. Appropriations limit testing report

1) Audited Financial Statements with auditors opinion

Independent Auditor's Report Unmodified (clean) opinion

<u>Governmental Activities</u> (Includes General Fund, Special Revenues, Capital projects) revenues exceeded expenses by \$168,000 – allocated to fund categories as follows:

	Ве	gin Balance	FY	7 2022-2023	E	nd Balance
Investment in Fixed Assets, net of annual depreciation	\$	9,967,000	\$	(142,000)	\$	9,825,000
Restricted Funds - Capital Projects, Mitigation Fees, Etc	\$	1,443,000	\$	78,000	\$	1,521,000
Unrestricted – Committed (Operating, Capital, Pension)	\$	945,000	\$	150,000	\$	1,095,000
Unrestricted – Assigned (Fire Services)	\$	94,000	\$	2,000	\$	96,000
Unrestricted – Non-spendable/Deferred (GASB Adjustments)	\$	76,000	\$	(15,000)	\$	61,000
Unrestricted – Unassigned	\$	2,735,000	\$	95,000	\$	2,830,000
Total	\$	15,260,000	\$	168,000	\$	15,428,000

General Fund revenues exceeded budget by \$330,000 from higher sales taxes and building permits while expenses were less than budget by \$227,000 from lower capital outlay costs. This amount is reflected in Unrestricted – Unassigned Fund balance.

General fund unrestricted fund balance of \$2,831,000 was 116% of 2023 General Fund expenditures. \$1,095,000 was designated by Council for specific purposes.

<u>Business Activities</u> (Sewer Enterprise Fund) Revenues exceed expenses by \$1,902,000 – allocated to fund categories as follows:

	Begin Balance	FY 2022-2023	End Balance
Investment in Fixed Assets, net of annual depreciation	\$ 11,657,000	\$ 1,759,000	\$ 13,416,000
Restricted Funds – Debt Reserves, Insurance/Capital funds	\$ 1,122,000	\$ (84,000)	\$ 1,038,000
Unrestricted – Designated (Operating, Capital)	\$ 760,000	\$ 200,000	\$ 960,000
Unrestricted – Unassigned	\$ 2,010,000	\$ 27,000	\$ 2,037,000
Total	\$ 15,549,000	\$ 1,902,000	\$ 17,451,000

CITY OF COLFAX – Audit Report Presentation Fiscal Year Ended June 30, 2023

Presented by: Ingrid Sheipline, Partner Richardson & Company, LLP

Sewer Enterprise Fund revenues exceeded budget due to grant revenue for WWTP improvement construction while personnel and O&M costs were lower than budget.

Liabilities

Debt of \$6,461,000 to fund sewer system upgrades.

Unfunded pension liability—\$206,000 due to unusually large investment losses on plan assets.

No retiree health benefits, so no liability recorded.

Footnotes

Note J — Contract commitments for treatment plant projects

2) Internal control and compliance reports

No internal control weaknesses City complied with laws, regulations material to the financials

3) Governance (required communications) letter

No audit adjustments – good accounting processes No difficulties in performing the audit and no unusual accounting practices

4) Management letter

No management letter issued Prior recommendations addressed. No new recommendations.

5) Appropriations limit testing report

No exceptions were noted

CITY OF COLFAX, CALIFORNIA

Audited Financial Statements, Supplemental Information and Compliance Report

June 30, 2023

CITY OF COLFAX, CALIFORNIA

Audited Financial Statements, Supplemental Information and Compliance Report

June 30, 2023

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550 Howe Avenue, Suite 210 Sacramento, California 95825

Telephone: (916) 564-8727 FAX: (916) 564-8728

INDEPENDENT AUDITOR'S REPORT

To the City Council Colfax, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Colfax, California as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit
 procedures that are appropriate in the circumstances, but not for the purpose of expressing an
 opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is
 expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison for the General Fund, the Schedule of Proportionate Share of the Net Pension Liability and Schedule of Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

To the City Council City of Colfax, California

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Colfax's basic financial statements. The accompanying combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 21, 2023 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulation, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Richardson & Company, LLP

December 21, 2023

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Colfax (City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2023. We encourage the readers to consider the information presented here in conjunction with the accompanying basic financial statements and the additional information provided.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the City exceeded liabilities and deferred inflows of resources at the close of Fiscal Year 2022-2023 by \$32,878,822 (*Net Position*) which represents an increase of 6% or \$2,069,497. These assets are allocated as follows:
 - Net Investment in capital assets \$23,240,385. Total capital additions for the fiscal year were \$2,313,835. Retirement of assets accounted for a decrease of \$63,312.
 - Restricted net position \$2,558,945. This amount is for both governmental and business-type activities and is restricted for capital projects, debt service and legally segregated taxes, grants and fees.
 - Unrestricted net position for combined governmental and business-type activities \$7,079,492. This is an increase of \$458,576 over the previous year. These funds may be used to meet ongoing obligations of the City. City established reserves (operations, capital improvements, and unfunded pension liability) and Nonspendable funds (long-term receivables and deferrals) are included in unrestricted net position.
- Total revenue from all sources was \$7,837,604 of which \$2,004,451 was from capital grants and contributions. Total expenses from all sources were \$5,768,107.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The government-wide Statement of Net Position on page 13 and the government-wide Statement of Activities on page 14 provide information about the activities as a whole and present a longer-term view of the City's finances. Fund financial statements start on page 15. For governmental activities, these statements explain how programs and services were financed in the short term (the most recently completed fiscal year), as well as the amounts remaining available for future spending. Fund financial statements report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds. Fund financial statements also provide financial information about

activities for which the City acts solely as a trustee or agent (fiduciary) for the benefit of individuals and entities external to this governmental unit.

Reporting the City as a Whole

Our analysis of the City as a whole begins on page 13. One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities, using the accrual basis of accounting, which is similar to the accounting used by most private-sector business entities. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and related changes. You can think of the City's net position – the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources – as one way to measure the City's financial health, or *financial position*. Over time, *increases or decreases* in the City's net position are one indicator of whether its *financial health* is improving or deteriorating. To reach a conclusion on this issue, you may need to consider other matters of a non-financial nature, such as:

- the condition of the City's infrastructure (streets and roadways, storm drainage improvements, sewer system, city hall), or
- the economic vitality of the core business districts, or
- the adequacy of emergency response times of police and fire personnel,

in order to properly assess the *overall health* of the City.

In the Statement of Net Position and the Statement of Activities, we divide the City into two (2) kinds of activities:

- 1. Governmental activities: most of the City's basic services are reported here, including the operations of the sheriff, fire, building inspection, public works and general administration. Taxes (primarily property and sales), licenses, permits, state and federal grants, and franchise payments finance most of these activities.
- 2. Business-type activities: the City charges fees to customers to cover most of the cost of certain services and programs it provides. The City's wastewater treatment operations are reported here.

Reporting the City's Most Significant Funds

Our analysis of the City's major funds begins on page 15. The fund financial statements provide detailed information about the most significant funds – not the City as a whole. Some funds are required to be established by State law (Gas Tax and Law Enforcement

Grants funds). However, the City Council establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants and other money. The City's two (2) kinds of funds – *governmental* and *proprietary* (business activities/enterprise funds) – use different accounting approaches:

- Governmental funds: Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds, and the balances left at year-end that are nonspendable, restricted, committed, or unassigned. These classifications of fund balance show the nature and extent of constraints placed on the City's fund balances by law, creditors, City council, and the City's annually adopted budget. Unassigned fund balance is available for spending for any purpose. These funds are reported using an accounting method described as modified accrual accounting. This accounting method (basis) measures the availability of cash and all other financial assets that can readily be converted into cash. The governmental fund statements provide a detailed *short-term view* of the City's general government operations, and the basic services it provides to residents and visitors of the City. Governmental fund information helps you to determine what financial resources are available to be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the governmental funds, in a reconciliation (see pages 15 and 17).
- <u>Proprietary funds</u>: When the City charges customers for the full cost for the services it provides, those services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. The City's enterprise funds (Sewer Operations) are the business-type activities that we report in the government-wide statements, but provide more detail and additional information, such as cash flows.

THE CITY AS A WHOLE

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$32,878,822 at the close of the current fiscal year.

By far the largest portion of the City's net position reflects its investment in capital assets (e.g., land, street, sewer and storm drain systems, buildings and park assets, machinery and equipment), less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debts, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The City's combined net position for the years ending June 30, 2023 and June 30, 2022 are summarized (Table 1), as follows:

Table 1 City of Colfax, Net Position

	Governmental Activities			ss-type vities	Total		
	2023	2022	2023	2022	2023	2022	
Assets:							
Current assets Non-current and capital assets	\$ 6,338,055 10,396,686	\$ 5,971,791 10,514,683	\$ 3,254,887 21,031,620	\$ 2,940,842 19,732,285	\$ 9,592,942 31,428,306	\$ 8,912,633 30,246,968	
Total Assets	16,734,741	16,486,474	24,286,507	22,673,127	41,021,248	39,159,601	
Deferred Outflows of Resources	s						
Pension plan	111,406	58,608	118,297	66,356	229,703	124,964	
Liabilities:							
Current liabilities Long-term liabilities	372,126 518,636	399,315 397,369	753,536 6,198,933	717,321 6,473,130	1,125,662 6,717,569	1,116,636 6,870,499	
Total Liabilities	890,762	796,684	6,952,469	7,190,451	7,843,231	7,987,135	
Deferred Inflows of Resources							
Pension plan	1,346	-	1,429	-	2,775	-	
Leases	526,123	488,105	-	-	526,123	488,105	
Net Position:							
Net investment in capital assets	9,824,531	9,967,324	13,415,854	11,656,495	23,240,385	21,623,819	
Restricted	1,520,631	1,442,533	1,038,314	1,122,057	2,558,945	2,564,590	
Unrestricted	4,082,754	3,850,436	2,996,738	2,770,480	7,079,492	6,620,916	
Total Net Position	\$ 15,427,916	\$ 15,260,293	\$ 17,450,906	\$ 15,549,032	\$ 32,878,822	\$ 30,809,325	

The amount reported for net position of governmental activities does not include the value of the City's infrastructure (roadways, bridges and storm drainage improvements) constructed prior to July 1, 2003.

Governmental Activities

Total revenues for governmental activities increased \$245,345 (7%) in fiscal year 2022-2023 as compared to the previous year. The City had significant increases in operating and capital grants due to increases in project activity. In addition, due to higher interest rates, earnings on investments also had a significant increase. The increases were offset by a decrease in sales and other tax revenues and charge for services. In addition, the City transferred American Rescue Plan Act (ARPA) funds to the business-type activities for an infrastructure project. The City's governmental activities net position increased by \$167,623 (1%) for the fiscal year. Sources of revenue and expenditures are noted in Table 2 below.

Business-Type Activities

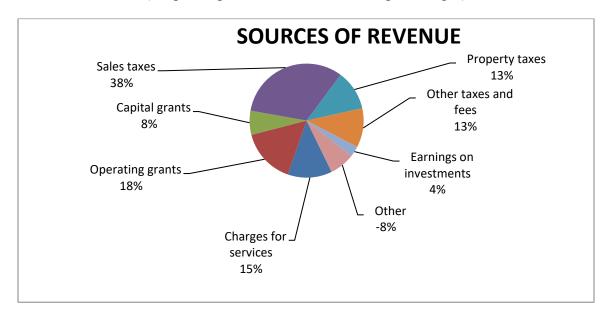
Total revenues for Business-type activities increased \$729,501 (21%) in fiscal year 2022-2023 as compared to the previous year. The increase in revenues was primarily due to the receipt of capital grant funds for a construction project associated with the Wastewater Treatment Plant. Business-type activities increased the City's net position by \$1,901,874 for the fiscal year, an increase of \$295,641 over the previous year. The increase in net position is also primarily due to the capital grant funds for the construction project at the Wastewater Treatment Plant. Sources of revenue and expenditures are noted in Table 2 below.

Table 2
City of Colfax, Change in Net Position

	Govern Activ			ess-type vities	Total		
	2023	2022	2023	2022	2023	2022	
Revenues:							
Program revenues:							
Charges for services	\$ 520,756	\$ 583,087	\$ 2,183,607	\$ 2,182,006	\$ 2,704,363	\$ 2,765,093	
Operating grants and	Ψ 320,730	ψ 202,007	Ψ 2,103,007	ψ 2,102,000	Ψ 2,701,505	\$ 2,700,000	
contributions	646,909	257,704	_	_	646,909	257,704	
Capital grants and	010,707	237,701			010,707	237,701	
contributions	283,276	429,778	1,721,175	1,085,387	2,004,451	1,515,165	
General revenues:	203,270	125,770	1,721,175	1,005,507	2,001,131	1,515,105	
Sales taxes	1,338,670	1,392,230	_	-	1,338,670	1,392,230	
Property taxes	469,943	434,380	_	-	469,943	434,380	
Other taxes and fees	460,143	534,921	_	-	460,143	534,921	
Earnings on investments	126,976	19,685	72,438	12,791	199,414	32,476	
Other	(293,583)	(344,040)	307,294	274,829	13,711	(69,211)	
Total revenues	3,553,090	3,307,745	4,284,514	3,555,013	7,837,604	6,862,758	
Expenses:							
General government	1,075,686	874,840	-	-	1,075,686	874,840	
Public safety	1,046,236	1,001,357	-	-	1,046,236	1,001,357	
Public works	907,929	583,654	-	-	907,929	583,654	
Community development	68,260	68,260	-	-	68,260	68,260	
Engineering Services	128,522	146,178	-	-	128,522	146,178	
Culture and recreation	158,834	121,737	-	-	158,834	121,737	
Sewer	-	-	2,316,796	1,879,243	2,316,796	1,879,243	
Interest on long-term debt			65,844	69,537	65,844	69,537	
Total expenses	3,385,467	2,796,026	2,382,640	1,948,780	5,768,107	4,744,806	
Change in net position	167,623	511,719	1,901,874	1,606,233	2,069,497	2,117,952	
Net position, July 1	15,260,293	14,748,574	15,549,032	13,942,799	30,809,325	28,691,373	
Net position, June 30	\$15,427,916	\$15,260,293	\$17,450,906	\$15,549,032	\$32,878,822	\$30,809,325	

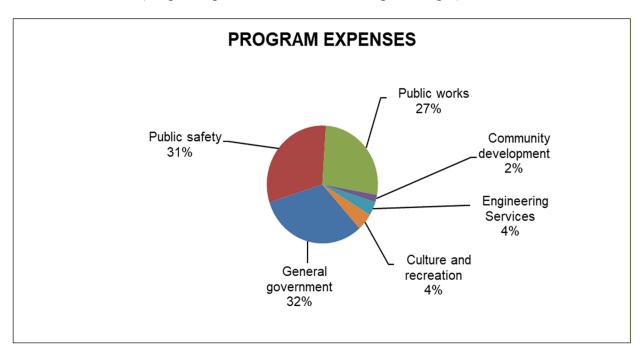
Fiscal Year 2022-2023 Governmental Activities – Sources of Revenue

(Graphic representation of Table 2 in percentages)



Fiscal Year 2022-2023 Governmental Activities – Program Expenses

(Graphic representation of Table 2 in percentages)



CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The capital assets of the City are those assets that are used in the performance of City functions including infrastructure assets. Capital assets include general government and public works equipment, vehicles, buildings, roads, wastewater treatment facilities and sewer lines. At June 30, 2023, net capital assets of the governmental activities totaled \$9,824,531 and the net capital assets of the business-type activities totaled \$19,981,244. Depreciation on capital assets is recognized in the Government-Wide financial statements. (See table 3 and Note D to the financial statements.)

	Govern		Busine	21			
	Activ	ities	Activ	ities	Total		
	2023	2022	2022 2023		2023	2022	
Land	\$ 1,379,087	\$ 1,379,087	\$ 134,700	\$ 134,700	\$ 1,513,787	\$ 1,513,787	
Easements	68,310	68,310	- -	·	68,310	68,310	
Construction in progress	103,639	104,906	2,520,070	918,235	2,623,709	1,023,141	
Building and improvements	10,698,361	10,698,361	25,857,752	25,857,752	36,556,113	36,556,113	
Vehicles	170,424	170,424	44,053	44,053	214,477	214,477	
Machinery and equipment	329,492	191,327	1,759,810	1,246,737	2,089,302	1,438,064	
Furniture and fixtures	12,534	15,084	-	-	12,534	15,084	
Accumulated depreciation	(2,937,316)	(2,660,175)	(10,335,141)	(9,608,933)	(13,272,457)	(12,269,108)	
Total Capital Assets, Net	\$ 9,824,531	\$ 9,967,324	\$19,981,244	\$18,592,544	\$ 29,805,775	\$28,559,868	

The City invested \$2,313,835 in capital asset improvements and additions during the current fiscal year including the following:

- Purchase of a Bobcat Skid Steer
- Wastewater treatment plant construction project, primarily installation of solar power and inflow/infiltration improvements.
- Replacement of lift station and wastewater equipment

During the fiscal year, the City retired \$63,312 of obsolete assets.

Long-Term Debt

At the end of fiscal year 2022-2023, the City had total long-term debts outstanding of \$7,204,880, as compared to a total of \$7,366,250 in the previous year (See Table 4 and Note E to the financial statements).

Table 4
City of Colfax, Long-Term Liabilities

	Govern Activ	nment vities			Busine Activ	-	1	To	otal	
	 2023		2022	_	2023		2022	 2023		2022
Postclosure landfill costs	\$ 416,524	\$	389,275	\$	-	\$	-	\$ 416,524	\$	389,275
State loan - restructured	-		-		6,460,761		6,831,420	6,460,761		6,831,420
Note payable	-		-		104,629		104,629	104,629		104,629
Compensated absences	4,080		16,188		12,552		24,738	16,632		40,926
Net pension liability	100,072				106,262	_		206,334		
Total Long-term Debt	\$ 520,676	\$	405,463	\$	6,684,204	\$	6,960,787	\$ 7,204,880	\$	7,366,250

The City's long-term debt includes: compensated absences due employees for accrued vacation and compensated time off pay, Post Closure expenses related to the City's closed landfill site, notes payable for the construction of the sewer plant and improvements projects, note payable to developer for sewer infrastructure, and the net pension liability.

Major activity in outstanding debt for the fiscal year ended was:

- Annual payment on the restructured State loan associated with the Wastewater Treatment Plant facility implementation (2009) and Pond 3 liner, I&I mitigation and SCADA project which completed in early fiscal year 2013-2014.
- Increase in net pension liability see Note H for additional information.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

In considering the City Budget for fiscal year 2023-2024, the City Council and management were cautiously optimistic as to the growth of revenues and expenditures.

The budget is balanced, with expenditure amounts in the General Fund and Sewer Enterprise Fund within projected revenues and available funds, while providing for contributions toward prudent fund balance reserves and capital asset additions. Staffing projections remain consistent with previous year's projections and no additional staffing is anticipated.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City's finances, and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Director of Finance, City of Colfax, 33 S. Main Street, Colfax, California 95713.

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE STATEMENT OF NET POSITION

June 30, 2023

	Governmental Activities	Business-type Activities	Total
ASSETS:			
Current assets:			
Cash and investments	\$ 5,673,986	\$ 2,741,318	\$ 8,415,304
Accounts receivable, net	131,143	187,487	318,630
Due from other governmental agencies Interest receivable	471,842	299,139	770,981
Leases receivable	42,286 15,798	26,943	69,229
Prepaid expenses	3,000		15,798 3,000
Total current assets	6,338,055	3,254,887	9,592,942
Total cultent assets	0,550,055	3,234,007	7,372,742
Noncurrent assets:			
Restricted cash and investments		1,038,314	1,038,314
Leases receivable, non-current	541,249	12.062	541,249
Notes receivable	30,906	12,062	42,968
Capital assets, net	1 551 026	2 (54 770	4 205 906
Non-depreciable Depreciable, net	1,551,036 8,273,495	2,654,770	4,205,806
Total capital assets, net	9,824,531	17,326,474 19,981,244	25,599,969 29,805,775
•	<u> </u>		
Total assets	16,734,741	24,286,507	41,021,248
DEFERRED OUTFLOWS OF RESOURCES:			
Pension plan	111,406	118,297	229,703
LIABILITIES:			
Current liabilities:	260.256	122 712	204.060
Accounts payable	260,356	133,713	394,069
Retention payable	8,366 8,326	75,163	83,529
Accrued expenses Unearned revenue	8,326 43,318	59,389	67,715 43,318
Refundable deposits	49,720		49,720
Current portion of long-term liabilities	2,040	485,271	487,311
Total current liabilities	372,126	753,536	1,125,662
Long-term liabilities:		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-,,
Loan payable		6,086,395	6,086,395
Postclosure landfill costs	416,524		416,524
Compensated absences	2,040	6,276	8,316
Net pension liability	100,072	106,262	206,334
Total long-term liabilities	518,636	6,198,933	6,717,569
Total liabilities	890,762	6,952,469	7,843,231
DEFERRED INFLOWS OF RESOURCES:			
Leases	526,123		526,123
Pension plan	1,346	1,429	2,775
NET POSITION:			
Net investment in capital assets	9,824,531	13,415,854	23,240,385
Restricted	1,520,631	1,038,314	2,558,945
Unrestricted	4,082,754	2,996,738	7,079,492
Total net position	\$ 15,427,916	\$ 17,450,906	\$ 32,878,822

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2023

		Program Revenues					
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
GOVERNMENTAL ACTIVITIES	3						
General government Public safety Public works Community development Engineering services	\$ 1,081,821 1,046,236 901,794 68,260 128,522	\$ 450,157 69,271	\$ 44,332 203,071 399,506	\$ 283,276	\$ (587,332) (773,894) (219,012) (68,260) (128,522)		\$ (587,332) (773,894) (219,012) (68,260) (128,522)
Culture and recreation	158,834	1,328			(157,506)		(157,506)
Total governmental activities	3,385,467	520,756	646,909	283,276	(1,934,526)		(1,934,526)
BUSINESS-TYPE ACTIVITIES Sewer Interest on long-term debt	2,316,796 65,844	2,183,607		1,721,175		\$ 1,587,986 (65,844)	1,587,986 (65,844)
Total business-type activities	2,382,640	2,183,607		1,721,175		1,522,142	1,522,142
Total outsides type usurrings	2,2 02,0 .0	2,100,007		1,721,170		1,022,112	1,022,112
Total government	\$ 5,768,107	\$ 2,704,363	\$ 646,909	\$ 2,004,451	(1,934,526)	1,522,142	(412,384)
		GENERAL RE	VENUES:				
		Sales and us Property tax	tes ecupancy tax		1,338,670 469,943 142,007 71,888 57,349 2,080		1,338,670 469,943 142,007 71,888 57,349 2,080
		Motor vehicle			186,819		186,819
		Investment in			126,976	72,438	199,414
		Transfers			(304,294)	304,294	-
		Miscellaneous			10,711	3,000	13,711
		Total general re	venues		2,102,149	379,732	2,481,881
		Changes in net p	position		167,623	1,901,874	2,069,497
		Net position, be	ginning of year		15,260,293	15,549,032	30,809,325
		Net position, en	d of year		\$ 15,427,916	\$ 17,450,906	\$ 32,878,822

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BALANCE SHEET GOVERNMENTAL FUNDS

June 30, 2023

	Major Fund		
	General Fund	Nonmajor Governmental Funds	Total
ASSETS:			
Cash and investments	\$ 4,602,615	\$ 1,071,371	\$ 5,673,986
Accounts receivable, net	128,894	2,249	131,143
Due from other governmental agencies	241,685	230,157	471,842
Interest receivable	34,768	7,518	42,286
Leases receivable	557,047		557,047
Notes receivable	21,267	9,639	30,906
Prepaid items	3,000		3,000
Due from other funds	157,191	<u> </u>	157,191
Total assets	\$ 5,746,467	\$ 1,320,934	\$ 7,067,401
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES: LIABILITIES:			
Accounts payable	\$ 163,600	\$ 96,756	\$ 260,356
Accrued expenses	5,625	2,701	8,326
Retention payable	8,366	ŕ	8,366
Unearned revenue	23,104	20,214	43,318
Due to other funds		157,191	157,191
Refundable deposits	49,720		49,720
Total liabilities	250,415	276,862	527,277
DEFERRED INFLOWS OF RESOURCES:			
Leases	526,123		526,123
Unavailable revenue		143,417	143,417
Total deferred inflows of resources	526,123	143,417	669,540
FUND BALANCES:			
Nonspendable	55,191	9,639	64,830
Restricted	893,084	1,034,432	1,927,516
Committed	1,095,000	, , -	1,095,000
Assigned	95,634		95,634
Unassigned	2,831,020	(143,416)	2,687,604
Total fund balances	4,969,929	900,655	5,870,584
Total liabilities, deferred inflows of	_	_	_
resources and fund balances	\$ 5,746,467	\$ 1,320,934	\$ 7,067,401

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO GOVERNMENT-WIDE STATEMENT OF NET POSITION

June 30, 2023

Total Governmental Fund Balances	\$ 5,870,584
Amounts reported for governmental activities in the statement of net position are different because:	
Pension contributions subsequent to the valuation measurement date and other items will reduce the pension liability in the future and are reported as deferred outflows of resources on the statement of net position.	111,406
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet.	9,824,531
Certain receivables are not available to pay current period expenditures and, therefore, are reported as deferred inflows of resources in the governmental funds.	143,417
Long-term liabilities/assets are not due and payable/recoverable in the current period and, therefore, are not reported in the governmental funds balance sheet.	
Compensated absences	(4,080)
Postclosure landfill liability	(416,524)
Net pension liability	(100,072)
Employee pension differences to be recognized in the future as pension expense are	
reported as deferred inflows of resources on the statement of net position.	 (1,346)
Net Position of Governmental Activities	\$ 15,427,916

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Year Ended June 30, 2023

	Major Fund		
	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:			
Taxes	\$ 2,022,508	\$ 57,349	\$ 2,079,857
Licenses, fees and permits	155,271	2,260	157,531
Intergovernmental revenues	262,302	824,608	1,086,910
Charges for services	261,149		261,149
Fines, forfeitures and penalties	3,296		3,296
Use of money and property	211,325	23,338	234,663
Other revenue	10,533		10,533
Total revenues	2,926,384	907,555	3,833,939
EXPENDITURES: Current:			
	997,328		997,328
General government Public safety	880,741	165,271	1,046,012
Public works	176,683	533,897	710,580
Engineering services	128,522	333,697	128,522
Cultural and recreation	140,605		140,605
Capital outlay	118,873	35,169	154,042
Total expenditures	2,442,752	734,337	3,177,089
Total expelicitures	2,442,732	/34,33/	3,177,069
Excess of revenues over expenditures	483,632	173,218	656,850
OTHER FINANCING SOURCES (USES):			
Transfers in	3,009	213,739	216,748
Transfers out	(155,930)	(365,112)	(521,042)
Total other financing sources (uses)	(152,921)	(151,373)	(304,294)
Net change in fund balances	330,711	21,845	352,556
Fund balances, beginning of year	4,639,218	878,810	5,518,028
Fund balances, end of year	\$ 4,969,929	\$ 900,655	\$ 5,870,584

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2023

Net Change in Fund Balances - Total Governmental Funds	\$ 352,556
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the government-wide statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This	
is the amount of capital assets recorded in the current period. Capital outlay	154,042
Depreciation expense	(296,835)
Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Government-wide Statement of Net Position. Repayment of principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which repayments exceed proceeds. Postclosure landfill costs	(27,248)
	(27,210)
Some receivables are deferred in the governmental funds because the amounts do not represent current financial resources that are recognized under the accrual basis in the statement of activities.	
Difference between unavailable revenue recognized in the current year and prior year	23,445
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not expenditures in the governmental funds.	
Change in compensated absences	12,107
Change in deferred outflow/inflows of resources and net pension liability/asset	(50,444)
Change in Net Position of Governmental Activities	\$ 167,623

STATEMENT OF NET POSITION PROPRIETARY FUND - SEWER FUND

June 30, 2023

ASSETS:	
Current assets: Cash and cash equivalents	\$ 2,741,318
Accounts receivable, net	187,487
Due from other governmental agencies	299,139
Interest receivable	26,943
Total current assets	3,254,887
Noncurrent assets:	
Restricted cash and cash equivalents	1,038,314
Notes receivable	12,062
Capital assets, net: Nondepreciable	2,654,770
Depreciable, net	2,034,770 17,326,474
Total capital assets, net	19,981,244
Total assets	24,286,507
DEFERRED OUTFLOWS OF RESOURCES:	
Pension plan	118,297_
LIABILITIES:	
Current liabilities: Accounts payable	133,713
Retention payable	75,163
Accrued expenses	59,389
Current portion of long-term liabilities	485,271
Total current liabilities	753,536
Long-term liabilities:	
Loan payable	6,086,395
Compensated absences	6,276
Net pension liability Total long-term liabilities	106,262 6,198,933
S	
Total liabilities	6,952,469
DEFERRED INFLOWS OF RESOURCES:	
Pension plan	1,429
NET POSITION:	
Net investment in capital assets	13,415,854
Restricted	1,038,314
Unrestricted	2,996,738
Total net position	\$ 17,450,906

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION PROPRIETARY FUND - SEWER FUND

For the Year Ended June 30, 2023

OPERATING REVENUES:	
Service charges	\$ 2,140,645
Miscellaneous	42,962
Total operating revenues	2,183,607
OPERATING EXPENSES:	
Personnel services	695,223
Operation and maintenance	851,747
Depreciation	769,826
Total operating expenses	2,316,796
Net income from operations	(133,189)
NONOPERATING REVENUES (EXPENSES)	
Interest income	72,438
Rental income	3,000
Interest expense	(65,844)
Total nonoperating revenues (expenses)	9,594
CAPITAL CONTRIBUTIONS:	
State grant revenue	1,721,175
Income before transfers	1,597,580
OTHER FINANCING SOURCES (USES):	
Transfers in	304,294
Change in net position	1,901,874
Net position, beginning of year	15,549,032
Net position, end of year	\$ 17,450,906

STATEMENT OF CASH FLOWS PROPRIETARY FUND - SEWER FUND

For the Year Ended June 30, 2023

CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from customers	\$	2,139,311
Cash paid to suppliers		(835,854)
Cash paid to employees and related benefits		(647,678)
Net cash provided by operating activities		655,779
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		_
		(2.125.261)
Purchase of capital assets Capital contributions received		(2,135,261) 1,880,879
Debt principal paid		(370,659)
Debt interest paid		(68,316)
Net cash used for capital and related financing activities		(693,357)
		(0,0,007)
CASH FLOWS FROM INVESTING ACTIVITIES:		201201
Amonts received from other funds		304,294
Investment income received		51,583
Payments on notes receivable received		3,555
Net cash provided by investing activities	—	359,432
Net increase in cash and cash equivalents		321,854
Cash and cash equivalents, beginning of year		3,457,778
Cash and cash equivalents, end of year	\$	3,779,632
RECONCILIATION OF CASH AND CASH EQUIVALENTS		
TO THE STATEMENT OF NET POSITION:		
Cash and cash equivalents	\$	2,741,318
Restricted cash and cash equivalents	Ψ	1,038,314
•		
Cash and cash equivalents, end of year	\$	3,779,632
RECONCILIATON OF NET INCOME FROM OPERATIONS TO NET CASH		
PROVIDED BY OPERATING ACTIVITIES:		
Net income from operations	\$	(133,189)
Adjustments to reconcile net income from operations to cash		, , ,
provided by operating activities:		
Depreciation		769,826
Nonoperating revenues received		3,000
(Increase) decrease in assets:		
Accounts receivable, net		(47,190)
Due from other governments		(106)
(Decrease) increase in liabilities:		
Accounts payable		15,893
Accrued expenses		1,915
Compensated absences		(12,186)
Net pension liability		108,328
Deferred inflows (outflows) related to pension plan		(50,512)
Net cash provided by operating activities	\$	655,779

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NOTES TO THE BASIC FINANCIAL STATEMENTS

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Colfax was incorporated in 1910, under the laws and regulations of the State of California. The City operates under a Council-Manager form of government and provides the following services: public safety, highways and streets, sewer, culture-recreation, public improvements, planning and zoning, and general administrative services. The voters of the City of Colfax, California, give authority and responsibility for operations to the City Council. The City Council has the authority to employ administrative and support personnel to carry out its directives. The primary method used to monitor the performance of the City's management is the financial budget, which is adopted annually by the City Council.

The financial statements of the City have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting principles. The more significant of these accounting policies are described below and, where appropriate, subsequent pronouncements will be referenced.

Reporting Entity: The City operates as a self-governing local government unit within the state of California. It has limited authority to levy taxes and has the authority to determine user fees for the services that it provides. Voters elect a city council that passes laws and determines broad policies. The council also oversees the operations of the City and approves all budgets, fund transfers and fund balance reserves. The City's main funding sources include property taxes, sales taxes, other inter-governmental revenue from state and federal sources, user fees, and federal and state financial assistance.

The City participates in a Joint Exercise of Powers Agreement with the County of Placer establishing the Sierra Valley Energy Authority (the Authority). This agreement was amended in February 2017 to include the unincorporated areas of Placer County and five cities in Placer County. The name was changed to Pioneer Community Energy (Pioneer) on July 17, 2017. Pioneer was established to provide assistance with the development, financing and implementation of public and private sector energy and resource development and conservation programs. The City has not had any financial activity related to the Authority during the year ended June 30, 2023.

The City is a member of the Placer County Transportation Planning Agency (the Agency), a joint powers authority. The City is not directly responsible for the liabilities of the Agency and only has a residual equity interest in the Agency that would result in the City's proportional share of residual assets being distributed to the City, if any of the members vote to terminate the Agency. The Agency issues separate financial statements, which are available on its website.

Government-wide and Fund Financial Statements: The government-wide financial statements (i.e., the statement of net position and statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Certain indirect costs are included in the program expenses of most business-type activities. Program revenues include 1) charges to customers or applicants who purchase,

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

use, or directly benefit from goods, services and privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

The accounts of the City are organized on the basis of funds. A fund is a separate self-balancing set of accounts. Each fund was established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions or limitations. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, if any, even though the last is excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Basis of Presentation: The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 90 days of the end of the current fiscal period, with the exception of property taxes. Property taxes are considered to be available if they are collected within 60 days of the current fiscal period. Amounts received after the availability period are reported as unavailable revenues. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

Major revenues that are determined to be susceptible to accrual include property taxes and assessments, sales taxes, franchise taxes, charges for services, intergovernmental revenues, and earnings on investments. Sales taxes collected and held by the state at year end on behalf of the government are also recognized as revenue. Other receipts and taxes become measurable and available when cash is received by the government and are recognized as revenue at that time. Entitlements and shared revenues (government mandated nonexchange transactions) are recognized when the City has satisfied all applicable eligibility requirements and if the amounts are measurable. If the grant funds are received before the revenue recognition criteria are satisfied, the unearned amounts are reported as unearned revenue.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

The City reports the following major governmental fund:

<u>General Fund</u> – The General Fund is the primary operating fund of the City. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The City reports the following major enterprise fund:

<u>Sewer Fund</u> – The Sewer Fund is used to account for the operations of the City's sewer services.

Additionally, the City reports the following fund types:

GOVERNMENTAL FUNDS

<u>Special Revenue Funds</u> – Special Revenue Funds are used to account for the proceeds of specific revenue sources (not including private purpose trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

<u>Capital Projects Funds</u> – The Capital Projects Funds are used to account for financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of major capital facilities and other capital assets other than those financed by proprietary funds.

PROPRIETARY FUNDS

<u>Enterprise Funds</u> – Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise fund are charges to customers or other funds for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

<u>Cash and Cash Equivalents</u>: The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition, including the City's investment in California Local Agency Investment Fund (LAIF).

Receivables and Payables: Sales, use, and utility user taxes related to the current fiscal year are accrued as revenue and accounts receivable and considered available if received within 90 days of year end. Property taxes related to the current fiscal year are accrued as revenue and accounts receivable and considered available if received within 60 days of year-end. Federal and state grants are considered receivable and accrued as revenue when reimbursable costs are incurred under the accrual basis of accounting in the government-wide statement of net position. The amount recognized as revenue under the modified accrual basis of accounting is limited to the amount that is deemed measurable and collectible. Unbilled utility revenue earned is recognized as revenue and accounts receivable in the enterprise funds. An allowance for doubtful accounts of \$20,000 has been provided in the Sewer Fund for accounts that are deemed uncollectible.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Transactions between funds that represent lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." Eliminations have not been made between or within the fund types.

Property Taxes: The County of Placer (the County) is responsible for the collection and allocation of property taxes. Under California law, property taxes are assessed and collected by the County up to 1% of the full cash value of taxable property, plus other increases approved by the voters and distributed in accordance with statutory formulas. The City recognizes property taxes when the individual installments are due, provided they are collected within 60 days after year end. Secured property taxes are levied on or before January 1 of each year. They become a lien on real property on January 1. These taxes are paid in two equal installments; the first is due November 1 and delinquent with penalties after December 10; the second is due February 1 and delinquent with penalties after April 10. Secured property taxes, which are delinquent and unpaid as of June 30, are declared to be tax defaulted and are subject to redemption penalties, costs and interest when paid. These taxes are secured by liens on the property being taxed.

The term "unsecured" refers to taxes on personal property other than land and buildings. Property tax revenues are recognized in the fiscal year for which they are levied, provided they are due and collected within sixty days after fiscal year-end. The County apportions secured property tax revenue in accordance with the alternate methods of distribution, the "Teeter Plan," as prescribed by Section 4717 of the California Revenue and Taxation code. Therefore, the City receives 100% of the secured property tax levies to which it is entitled, whether or not collected. Unsecured delinquent taxes are considered fully collectible.

These taxes are recognized as intergovernmental revenues only if they are received from the County within 60 days after year end for the governmental funds and are recognized when earned for government-wide presentation regardless of the timing of the related cash flows.

<u>Capital Assets</u>: Capital assets for governmental fund types of the City are not capitalized in the funds used to acquire or construct them. Capital acquisitions are reflected as expenditures in the governmental fund, and the related assets are reported in the government-wide financial statements at historical cost or estimated historical cost if purchased or constructed. Contributed capital assets are recorded at their acquisition value, which is the price that would be paid to acquire and asset with equivalent service potential in an orderly market transaction at the acquisition date. Public domain (infrastructure) capital assets consisting of certain improvements other than buildings, but including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems have been capitalized prospectively beginning July 1, 2003.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not included in the current year's additions to governmental or business-type capital assets. Capital assets are depreciated using the straight-line method over the following useful lives:

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Buildings and improvements 10 to 50 years
Sewer facility improvements and design costs 20 to 40 years
Safety equipment 5 to 10 years
Vehicles and heavy equipment 5 to 15 years
Furniture and other equipment 5 to 7 years

It is the policy of the City to capitalize all land at any value, building and facility improvements above \$25,000, equipment above \$5,000, and eventually infrastructure assets above \$100,000. Costs of assets sold or retired and the resulting gain or loss is included in the operating statement of the related proprietary fund. In governmental funds, the sale of general capital assets is included in the statement of revenues, expenditures and changes in fund balances as proceeds from sale. The proceeds reported in the governmental fund are eliminated and the gain or loss on sale is reported in the government-wide presentation.

<u>Lease Receivable</u>: The City is a lessor for noncancellable leases of property for billboards and telecommunications facilities. The City recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term. The City uses its estimated incremental borrowing rate as the discount rate for leases. The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lease.

The City monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Compensated Absences: It is the City's policy to permit employees to accumulate earned but unused vacation. Vacation credits must be used during the next succeeding year. Vacation is accrued when earned in the government-wide presentation and in the proprietary funds and reported as a fund liability. Amounts that are expected to be liquidated with expendable available financial resources, for example, as a result of employee resignations or retirements that are currently payable, are reported as expenditures and a fund liability of the governmental fund that will pay it. Amounts not expected to be liquidated with expendable available financial resources represent a reconciling item between the fund and government-wide presentation. No expenditure is reported in the governmental fund financial statements for these amounts.

Unused vacation is paid to employees upon termination. The maximum vacation accrual for represented employees is one times the employees' annual vacation leave credits and the maximum vacation accrual for unrepresented employees is two times the employees' annual vacation leave credits. There is no limit as to the accrual of sick leave. Sick leave is not accrued as compensated absences because it is not payable upon termination. However, sick leave may be converted to service credits under the City's defined benefit pension plan.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

<u>Long-term Obligations</u>: Long-term liabilities of governmental funds are reported at face value in the government-wide financial statements and represent a reconciling item between the fund and government-wide presentation. Certain other governmental fund obligations not expected to be financed with current available financial resources are also reported in the government-wide financial statements and represent a reconciling item between the fund and government-wide presentation. Long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate funds.

For governmental fund types, proceeds from borrowing are reported as another financing source net of the applicable premium or discount. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures.

<u>Deferred Outflows and Inflows of Resources</u>: In addition to assets and liabilities, the statement of financial position reports a separate section for deferred outflows and deferred inflows of resources. *Deferred outflows of resources* represent a consumption of net assets or fund balance by the government that is applicable to a future reporting period. *Deferred inflows of resources* represent an acquisition of net assets or fund balance that is applicable to a future reporting period. These amounts will not be recognized as an outflow of resources (expenditure/expense) or an inflow of resources (revenue) until the earnings process is complete. The governmental funds report unavailable revenues for grants and other revenues when the amounts meet the asset recognition criteria under GASB 33 and were accrued as receivables, but the amounts were not received in the availability period. Deferred outflows and inflows of resources include amounts deferred related to the City's pension plan under GASB Statement No. 68 as described in Note H and related to leases receivable as described in Note D.

<u>Pension Plan</u>: For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to the pension plan, and pension expense, information about the fiduciary net position of the City's California Public Employee's Retirement System (CalPERS) plan (Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

<u>Fund Equity</u>: In the fund financial statements, governmental funds report nonspendable, restricted, committed, assigned and unassigned balances.

Nonspendable Funds – Fund balance should be reported as nonspendable when the amounts cannot be spent because they are either not in spendable form, or are legally or contractually required to be maintained intact. Nonspendable balances are not expected to be converted to cash within the next operating cycle, which comprise prepaid items and long-term receivables.

<u>Restricted Funds</u> – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.

<u>Committed Funds</u> – Fund balance should be reported as committed when the amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, the City Council. These amounts cannot be used for any other purpose unless the City Council modifies, or removes the fund balance commitment.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

<u>Assigned Funds</u> – Fund balance should be reported as assigned when the amounts are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.

<u>Unassigned Funds</u> – Unassigned fund balance is the residual classification of the City's funds and includes all spendable amounts that have not been restricted, committed, or assigned to specific purposes.

<u>Net Position</u>: The government-wide financial statements present net position. Net position is categorized as the net investment in capital assets, restricted and unrestricted.

<u>Net Investment in Capital Assets</u> – This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt that is attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.

<u>Restricted Net Position</u> – This category presents external restrictions imposed by creditors, grantors, contributors or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

<u>Unrestricted Net Position</u> – This category represents net position of the City not restricted for any project or other purpose.

The City Council establishes, modifies or rescinds fund balance commitments and assignments by passage of a resolution. When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted, committed, assigned and unassigned resources as they are needed. The City's committed, assigned, or unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

<u>Use of Estimates</u>: The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

<u>Budgetary Information</u>: The City Council annually adopts the budget resolution for all operating funds of the City. Budgetary control is legally maintained at the fund level. Department heads submit budget requests to the City Manager. The City Manager prepares an estimate of revenues and prepares recommendations for the next year's budget. The preliminary budget may or may not be amended by the City Council and is adopted by resolution by the City Council on or before June 30.

All budget amounts presented in the accompanying financial statements have been adjusted for legally authorized revisions of the annual budgets during the year. Appropriations, except open project appropriations, and unexpended grant appropriations, lapse at the end of each fiscal year. Amounts shown in the financial statements represent the original budgeted amounts and all supplemental appropriations. The supplemental appropriations were immaterial. The budgetary data is prepared on the modified accrual basis consistent with the related "actual" amounts. The City does not use encumbrance accounting.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

<u>Excess Expenditures Over Appropriations</u>: The following funds had excess expenditures over appropriations:

					Γotal		
				Expen	ditures and	E	xcess
Fı	ınd	Appro	opriations	Tran	sfers Out	Expe	enditures
Gas Tax		\$	69,014	\$	88,674	\$	19,660

Although expenditures exceeded the budget, there is fund balance sufficient to cover the expenditures.

<u>Deficit Fund Equity</u>: The following funds have fund deficits at June 30, 2023:

Fund		Deficit
Nonmajor Capital Projects Funds:		
Capital projects	\$	(143,416)

The fund deficit is the result of grant revenues not being collected within 90 days after year-end and thus were deferred, whereas the related expenditures were incurred.

New Pronouncements: In June 2022, the GASB issued Statement No. 101, Compensated Absences. This statement requires that liabilities for compensated absences be recognized for leave that has not been used that is attributable to services already rendered, accumulates and is more likely than not to be used for time off or paid in cash or settled through noncash means and leave that has been used but not paid in cash or settled through noncash means. Leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in the liability for compensated absences. This Statement requires that a liability for certain types of compensated absences, including parental leave, military leave and jury duty leave, not be recognized until the leave commences. Certain salary related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities. With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources. Governments are allowed to disclose the net change in the liability if identified as such in the footnotes to the financial statements. The provisions of this Statement are effective for years beginning after December 15, 2023.

The City is currently analyzing the impact of this new Statement on the financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE B – CASH AND INVESTMENTS

The City follows the practice of pooling cash and investments of all funds. Cash represents cash on hand, demand deposits in the bank and amounts invested in the State of California Local Agency Investment Fund (LAIF). Cash and investments at June 30, 2023 are classified in the accompanying financial statements as follows:

	Governmental Activities	Business-Type Activities	Total
Cash and investments Restricted cash and investments	\$ 5,673,986	\$ 2,741,318 1,038,314	\$ 8,415,304 1,038,314
	\$ 5,673,986	\$ 3,779,632	\$ 9,453,618

As of June 30, 2023, the City's cash and investments consisted of the following:

Cash on hand			
Deposits in financial institutions		\$	300
Investments			280,689
California Local Agency Investment Fund			9,172,629
	Total cash and investments	\$ 9	9,453,618

<u>Investment policy</u>: California statutes authorize cities to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 - Financial Affairs. The table below identifies the investment types that are authorized for the City by the California Government Code (or the City's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk.

	Maximum Maturity	Maximum Percentage Of Portfolio	Maximum Investment In One Issuer
U.S. Treasury obligations U.S. Agency securities	5 years	None	None
	5 years	None	None
Local agency bonds	5 years	None	None
Mortgage-back securities Bankers acceptances	5 years	20%	None
	180 days	40%	30%
High grade commercial paper Negotiable certificates of deposit	270 days	25%	None
	5 years	30%	None
LAIF Medium-term corporate notes	N/A	None	None
	5 years	30%	None
Repurchase Agreements Money market mutual funds	365 days	None	None
	None	20%	None

The City complied with the provisions of California Government Code pertaining to the types of investments held, institutions in which deposits were made and security requirements. The City will continue to monitor compliance with applicable statutes pertaining to public deposits and investments.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE B – CASH AND INVESTMENTS (Continued)

<u>Interest Rate Risk</u>: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The City's investment in LAIF has an average maturity of 260 days.

<u>Credit Risk</u>: Generally, credit risk is the risk that an issue of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's only investment is in LAIF, which is not rated.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Governmental Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2023, the carrying amount of the City's deposits was \$280,689 and the balance in financial institutions was \$299,705. Of the balances in financial institutions, \$250,000 was covered by federal depository insurance and the remaining amount was covered by the pledging financial institution with assets held in a common pool for the City and other governmental agencies, but not in the name of the City.

Investment in LAIF: LAIF is stated at amortized cost, which approximates fair value. The LAIF is a special fund of the California State Treasury through which local governments may pool investments. The total fair value amount invested by all public agencies in LAIF is \$176,442,053,163, which is managed by the State Treasurer. Of that amount, 2.78% is invested in structured notes and asset-backed securities. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE C – INTERFUND TRANSACTIONS

Interfund balances at June 30, 2023 were as follows:

	Due from
	Other Funds
Due to Other Funds	General Fund
Capital Projects Fund Gas Tax Fund	\$ 153,616 3,575
	\$ 157,191

The due to/from balance was to provide resources to the Capital Projects Fund to pay project expenditures until receivables are collected.

Transfers during the year ended June 30, 2023 were as follows:

		Transfers In								
			No	onmajor (Gove	rnmental	ental Enterprise			
Transfers out	G	General		Capital rojects		nsportation nd Road		Sewer	_	Total
Major Governmental Funds:										
General			\$	6,205	\$	129,667	\$	20,058	\$	155,930
Nonmajor Governmental Fund	s:									
CDBG	\$	3,009								3,009
Gas Tax						68,463				68,463
Mitigation Funds				9,404						9,404
Grant Funds								284,236	_	284,236
	\$	3,009	\$	15,609	\$	198,130	\$	304,294	\$	521,042

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them.

NOTE D - LEASES RECEIVABLE

The City records a lease receivable and deferred inflow for the present value of the future payments received under agreements for several leases.

The City leases billboard rights under two lease agreements, one that expires August 2038 for a monthly rent of \$515, and another that expires November 2037 for a monthly rent of \$3,102. These leases have rent increases every five years at the CPI rate. For purposes of discounting future payments on the leases, the City used a discount rate of 5.75%. The deferred inflow is being amortized over 17.17 years, the remaining term of the leases.

In October 2022, the City entered into an agreement to lease property for telecommunications facilities that expires October 2027, and includes the option to extend for four additional five-year terms, for an

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE D – LEASES RECEIVABLE (Continued)

annual rent of \$6,000. The lease has rent increases every year at the CPI rate. For purposes of discounting future payments on the leases, the City used a discount rate of 7.75%. The deferred inflow is being amortized over 25 years, the total remaining term of the lease through all the optional extended periods.

For the year ended June 30, 2023, the City reported leases receivable of \$557,047 and deferred inflows of resources of \$526,123. The City recognized \$64,101 of lease and interest revenue during the year ended June 30, 2023 under these leases.

NOTE E – CAPITAL ASSETS

Governmental capital assets activity for the year ended June 30, 2023 was as follows:

		Balance at ne 30, 2022	_	Additions	Re	tirements		Balance at ne 30, 2023
Capital assets, not being depreciated:	Ju	110 30, 2022		Additions	ICC	tirements	<i>3</i> u	iic 50, 2025
Land	\$	1,379,087					\$	1,379,087
Easements	Ψ	68,310					Ψ	68,310
Construction in progress		104,906			\$	(1,267)		103,639
Total capital assets,		104,900			Ψ	(1,207)		103,039
not being depreciated		1,552,303				(1,267)		1,551,036
Capital assets, being depreciated:								
Buildings and improvements		10,698,361						10,698,361
Vehicles		170,424						170,424
Machinery and equipment		191,327	\$	155,309		(17,144)		329,492
Furniture and fixtures		15,084				(2,550)		12,534
Total capital assets,								
being depreciated		11,075,196		155,309		(19,694)		11,210,811
Less accumulated depreciation for:								
Buildings and improvements		(2,319,124)		(281,640)				(2,600,764)
Vehicles		(170,424)						(170,424)
Machinery and equipment		(158,229)		(13,404)		17,144		(154,489)
Furniture and fixtures		(12,398)		(1,791)		2,550		(11,639)
Total accumulated depreciation		(2,660,175)		(296,835)		19,694		(2,937,316)
Capital assets being		0.415.001						0.050.405
depreciated, net		8,415,021		(141,526)				8,273,495
GOVERNMENTAL ACTIVITIES								
CAPITAL ASSETS, NET	\$	9,967,324	\$	(141,526)	\$	(1,267)	\$	9,824,531

Depreciation expense for governmental capital assets was charged to functions as follows:

General governmental	\$ 18,908
Public safety	224
Public works	191,214
Culture and recreation	18,229
Community development	68,260
Total governmental activities depreciation expense	\$ 296,835

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE E – CAPITAL ASSETS (Continued)

Business-type capital assets activities for the year ended June 30, 2023 was as follows:

	Balance at ine 30, 2022	Additions	Re	tirements	7	Γransfers	Balance at ane 30, 2023
Capital assets,							
not being depreciated:							
Land	\$ 134,700						\$ 134,700
Construction in progress	918,235	\$ 2,125,672			\$	(523,837)	2,520,070
Total capital assets,							
not being depreciated	1,052,935	2,125,672				(523,837)	2,654,770
						-	
Capital assets, being depreciated:							
Buildings and improvements	25,857,752						25,857,752
Vehicles	44,053						44,053
Machinery and equipment	1,246,737	32,854	\$	(43,618)		523,837	1,759,810
Total capital assets,							
being depreciated	27,148,542	32,854		(43,618)		523,837	27,661,615
Less accumulated depreciation for:							
Buildings and improvements	(8,923,700)	(649,867)					(9,573,567)
Vehicles	(31,455)	(6,299)					(37,754)
Machinery and equipment	(653,778)	(113,660)		43,618			(723,820)
Total accumulated depreciation	 (9,608,933)	(769,826)		43,618			(10,335,141)
Capital assets being							
depreciated, net	17,539,609	(736,972)				523,837	17,326,474
BUSINESS-TYPE ACTIVITIES							
CAPITAL ASSETS, NET	\$ 18,592,544	\$ 1,388,700	\$	-	\$		\$ 19,981,244

Depreciation expense for business-type capital assets was charged to functions as follows:

Sewer	\$ 769,826
Total business-type activities depreciation expense	\$ 769,826

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE F – LONG-TERM LIABILITIES

Long-term liability activity for the year ended June 30, 2023 was as follows:

	Ju	Balance ne 30, 2022	A	dditions	R	eductions	Ju	Balance ne 30, 2023	ie Within Ine Year
Governmental Activities: Postclosure landfill costs Compensated absences Net pension liability	\$	389,275 16,188	\$	27,249 100,072	\$	(12,108)	\$	416,524 4,080 100,072	\$ 2,040
Governmental activities long-term liabilities	\$	405,463	\$	127,321	\$	(12,108)	\$	520,676	\$ 2,040
Business-Type Activities: State loan - restructured Note Payable	\$	6,831,420 104,629			\$	(370,659)	\$	6,460,761 104,629	\$ 374,366 104,629
Total bonds, loans, settlements payable Compensated absences Net pension liability		6,936,049 24,738	\$	106,262		(370,659) (12,186)		6,565,390 12,552 106,262	478,995 6,276
Business-type activities long-term liabilities	\$	6,960,787	\$	106,262	\$	(382,845)	\$	6,684,204	\$ 485,271

Note: The change in the compensated absences liability is presented as a net change.

Long-term debt of the City's governmental activities consisted of the following as of June 30, 2023:

Postclosure Landfill Costs: State and Federal laws and regulations require the City to perform certain maintenance and monitoring functions on its landfill for 30 years after closure. The City has recorded a liability for landfill closure in the General Fund in accordance with GASB 18, Accounting for Municipal Solid Waste Landfill Closure and Postclosure Costs. The City hired a private consultant to perform an analysis to determine estimated total cost of the landfill closure, postclosure care costs, total capacity and remaining life. The City's landfill closure liability, based on landfill capacity used to date, is recorded based on the information provided by the consultant's analysis. The consultant's analysis is an estimate only and is subject to yearly changes due to inflation or deflation, technology, or applicable laws and regulations. The City is currently estimating that 100% of the landfill is used and there is no remaining life. As of June 30, 2023, the remaining closure and postclosure maintenance costs to be recognized over the next 15 years is \$416,524.

Long-term debt of the City's business-type activities consisted of the following as of June 30, 2023:

<u>State Loan – Restructured – Private Placement</u>: On September 19, 2011, the City entered into a loan agreement with the State Water Resource Control Board for \$12,825,600 at an interest rate of 1%. The City received total proceeds of \$9,506,600 under the agreement from October 2011 to April 2014, which included the \$36,000 to refund the City's 1978 USDA Sewer Revenue Bonds. The State forgave \$3,319,000 of the loan principal during 2013. Annual principal and interest payments of \$438,974 are due on October 31 each year through October 31, 2038. The loan is secured by a lien on and pledge of net revenues of the Sewer Fund. The agreement requires net revenues, as defined in the agreement, to be at least 1.1 times the total annual debt service payments.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE F – LONG-TERM LIABILITIES (Continued)

Should the City violate the terms of the loan agreement, the City will be required to pay all principal, accrued interest and penalties at the termination date. Interest will be accrued at the highest legal rate of interest from date of termination to the repayment date.

Notes Payable – Private Placement: On August 9, 2017, the City entered into an agreement with Sierra Oaks Estates, LLC to design and construct sewer improvements, whereby the City would reimburse Sierra Oaks actual costs. The note does not bear interest. In lieu of actual principal and interest payments, sewer impact fees for each unit in the development will be credited against the amount owed to Sierra Oaks Estate, LLC until the note is paid in full.

Principal and interest payments on debt are due as follows:

	State Loan -		
June 30	Principal	Interest	Total
2024	\$ 374,366	\$ 64,608	\$ 438,974
2025	378,110	60,864	438,974
2026	381,891	57,083	438,974
2027	385,710	53,264	438,974
2028	389,567	49,407	438,974
2029-2033	2,007,055	187,814	2,194,869
2034-2038	2,109,435	85,434	2,194,869
2039	434,627	4,346	438,973
Totals	\$ 6,460,761	\$ 562,820	\$ 7,023,581

<u>Pledged Revenues</u>: The City has pledged future Sewer Fund revenues, net of specified operating expenses, to repay its state loan from the SWRCB issued in June 2012 with total proceeds of \$9,506,600. Proceeds from the loan were used to refinance a previous SWRCB loan used to make improvements on the City's wastewater treatment plant. The loan is payable solely from sewer customer net revenues and is payable through October 2038. Total principal and interest remaining to be paid on the loan was \$7,023,581 at June 30, 2023. Total cash basis principal and interest payments on the loan during the year ended June 30, 2023 were \$438,974 and net revenues were \$712,075, respectively.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE G – NET POSITION/FUND BALANCE

The following are the purposes for which net positions are restricted on the Government-Wide Statement of Net Position:

	Governmental Activities		siness-Type Activities
Mitigation projects	\$	742,809	
Landfill		476,560	
Street projects		267,702	
Recycling		23,921	
Economic development		9,639	
Debt service reserve			\$ 438,974
Capital improvements			321,775
Replacement of short-lived assets			 277,565
	\$	1,520,631	\$ 1,038,314

In addition to these restricted amounts, the City Council had designated \$460,000 from the operating reserve and \$500,000 for capital projects in business-type activities at June 30, 2023.

The following are the components of the Governmental Funds fund balances:

		Nonmajor	Total
		Governmental	Governmental
	General	Funds	Funds
Fund balances:			
Nonspendable:			
Long-term receivables	\$ 52,191	\$ 9,639	\$ 61,830
Prepaid expenses	3,000		3,000
Total Nonspendable	55,191	9,639	64,830
Restricted for:			
Landfill closure	893,084		893,084
Street projects		267,702	267,702
Mitigation projects		742,809	742,809
Recycling		23,921	23,921
Total Restricted	893,084	1,034,432	1,927,516
Committed for:			
Operating Reserve	600,000		600,000
Pension Reserve	145,000		145,000
Capital Reserve	350,000		350,000
Total Committed	1,095,000		1,095,000
Assigned for:			
Fire services	95,634		95,634
Total Assigned	95,634		95,634
Unassigned	2,831,020	(143,416)	2,687,604
Total Unassigned	2,831,020	(143,416)	2,687,604
TOTAL FUND BALANCES	\$ 4,969,929	\$ 900,655	\$ 5,870,584

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE G – NET POSITION/FUND BALANCE (Continued)

The City Council has designated \$600,000 of General Fund committed fund balance as an operating reserve to protect against revenue shortfalls and unpredicted one-time expenditures.

NOTE H – PENSION PLAN

<u>Plan Description:</u> All qualified permanent and probationary employees are eligible to participate in the City's cost-sharing multiple-employer defined benefit pension plan (the Plan) administered by the California Public Employees' Retirement System (CalPERS). The City participates in the Miscellaneous Risk Pool and the following cost-sharing rate plans:

- Miscellaneous Rate Plan
- PEPRA Miscellaneous Rate Plan

Benefit provisions under the Plan are established by State statute and Council resolution. CalPERS issues publicly available reports that include a full description of the Plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website at www.calpers.ca.gov.

Benefits Provided: CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 (52 for PEPRA Miscellaneous Rate Plan) with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for the Plan are applied as specified by the Public Employees' Retirement Law.

The Plan's provisions and benefits in effect at June 30, 2023, are summarized as follows:

		PEPRA
	Miscellaneous	Miscellaneous
	Rate Plan	Rate Plan
	(Prior to	(On or after
Hire date	January 1, 2013)	January 1, 2013)
Benefit formula (at full retirement)	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.092% to 2.418%	1.0% to 2.5%
Required employee contribution rates	7.00%	6.75%
Required employer contribution rates	9.12%	7.47%

In addition to the contribution rates above, the City was also required to make payments of \$15,352 toward its unfunded actuarial liability during the year ended June 30, 2023. The Miscellaneous Rate Plan is closed to new members that are not already CalPERS eligible participants.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE H – PENSION PLAN (Continued)

Contributions: Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2023, the employer contribution made to the Plan was \$73,921.

<u>Pension Liability, Pension Expenses and Deferred Outflows/Inflows of Resources</u>: As of June 30, 2023, the City reported a net pension liability for its proportionate share of the net pension liability of \$206,334.

The City's net pension asset is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2021 rolled forward to June 30, 2022 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the Plan relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for the Plan as of June 30, 2023 and 2022 was as follows:

	Plan
Proportion - June 30, 2022	-0.00020%
Proportion - June 30, 2023	0.00441%
Change - Increase (Decrease)	0.00461%

For the year ended June 30, 2023, the City recognized pension expense of \$182,180. At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to the Plan combined from the following sources:

	Deferred		Deferred	
	Outflows of Resources			
Pension contributions subsequent to measurement date	\$	73,921		
Changes in assumptions		21,143		
Net differences between projected and actual earnings				
on plan investments		37,795		
Difference between actual and allocated contributions		10,434		
Difference between expected and actual experience		4,144	\$	(2,775)
Adjustment due to differences in proportions		82,266		
Total	\$	229,703	\$	(2,775)

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE H – PENSION PLAN (Continued)

The amount reported as deferred outflows of resources related to contributions subsequent to the measurement date above will be recognized as an addition of the net pension asset in the subsequent year. Other amounts reported as net deferred inflows of resources related to the Plan will be recognized as pension expense as follows:

Fiscal Year Ended	
June 30	
2024	\$ 59,647
2025	45,747
2026	24,496
2027	 23,117
	\$ 153,007

<u>Actuarial Assumptions</u>: The total pension liabilities in the actuarial valuations for the Plan was determined using the following actuarial assumptions:

Valuation Date	June 30, 2021
Measurement Date	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90% (a)
Inflation	2.30%
Payroll Growth	2.75%
Projected Salary Increase	Varies depending on entry age and service
Mortality (1)	Derived using CalPERS Membership Data

- (a) Net of pension plan investment expenses, including inflation
- (1) The underlying mortality assumptions were developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries. Further details can be found in the 2021 experience study report on the CalPERS website.

<u>Discount Rate</u>: The discount rate used to measure the total pension liability was 6.90%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the Plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE H – PENSION PLAN (Continued)

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return.

The table below reflects the long-term expected real rate of return by asset class for the Plan. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

	New Strategic	Real Return
Asset Class (c)	Allocation	Years $1 - 10(a),(b)$
Global Equity - cap-weighted	30.00%	4.45%
Global Equity non-cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yeild	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%
Total	100.00%	

- (a) An expected inflation of 2.30% used for this period.
- (b) Figures are based on the 2021-22 Asset Liability Management study.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following presents the City's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

1% Decrease	5.90%
Net Pension Liability/(Asset)	\$ 398,148
Current Discount Rate Net Pension Liability/(Asset)	\$ 6.90% 206,334
1% Increase	7.90%
Net Pension Liability/(Asset)	\$ 48,517

<u>Fiduciary Net Position</u>: Detailed information about the Plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE I – INSURANCE

The City is a member of the Small Cities Organized Risk Effort (SCORE) with other northern California cities. SCORE is a joint powers authority organized in accordance with Article 1, Chapter 5, Division 7, Title I of the California Government Fund Programs. The purpose is to create a common pool of funds to be used to meet obligations of the parties to provide workers' compensation benefits for their employees and to provide liability insurance. SCORE provides claims processing administrative services, risk management services and actuarial studies. A member from each city governs SCORE. The City of Colfax council members do not have significant oversight responsibility, since they evenly share all factors of responsibility with the other cities. The City does not retain the risk of loss. However, ultimate liability for payment of claims and insurance premiums resides with member cities. SCORE is empowered to make supplemental assessments as needed to eliminate deficit positions of member cities. If SCORE becomes insolvent, the City is responsible only to the extent of any deficiency in its equity balance. SCORE establishes claims liabilities based on estimates of the ultimate cost of claims (including future claims settlement expenses) that have been reported but not settled, plus estimates of claims that have been incurred but not reported. Because actual claims costs depend on various factors, the claims liabilities are recomputed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claim frequency, and other economic and social factors. A provision for inflation is implicit in the calculation of estimated future claims costs. Adjustments to claims liabilities are charged or credited to expense in the periods in which they are made.

The City's insurance coverage and the respective coverage providers are as follows:

Coverage	SCORE		Excess	Banking Layer/ Deductible	
Liability	\$	750,000	\$ 39,500,000	\$	25,000
Employers liability/crime		1,000,000			2,500
Property	500,000,000				25,000
Boiler and machinery	1	00,000,000			10,000
Mobile equipment		7,000,000			25,000
Workers Compensation liability		250,000	4,750,000		50,000
Pollution		10,000,000			250,000
Pollution		10,000,000			250,000

The City also carries commercial insurance for additional liability and property insurance coverage. There have been no significant reductions in insurance coverage from coverage in the prior fiscal year. Also, settlements have not exceeded the insurance coverage for the past three fiscal years. The audited financial statements of SCORE are available from SCORE at www.scorejpa.org.

CITY OF COLFAX, CALIFORNIA

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2023

NOTE J – COMMITMENTS AND CONTINGENCIES

Contract Commitments: The City had the following contract commitments at June 30, 2023:

	Remaining Contract Amount
I & I Mitigation Project Wastewater Treatment Plant Algae Removal	\$ 4,225,633 3,964,224
	\$ 8,189,857

<u>Grant Contingency</u>: The City participates in various federal and state assisted grant programs. These programs are subject to program compliance audits by the grantors. No audits by the grantors have occurred in the current fiscal year. The amount, if any, which may be disallowed by the granting agencies cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

<u>Legal Contingency</u>: The City is party to various claims, legal actions and complaints that arise in the normal operation of business. Management and the City's legal counsel believe that there are no material loss contingencies that would have a material adverse impact on the financial position of the City.

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF COLFAX

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL (BUDGETARY BASIS) - GENERAL FUND

For the Year Ended June 30, 2023

					Actual	Amounts		
					(Bu	dgetary		
		Budgeted	Amo	ounts	В	asis)	Var	iance with
	Or	iginal		Final	(See	Note A)	Fin	al Budget
REVENUES:								
Taxes	\$ 1.	,924,800	\$	1,977,800	\$ 2.	022,508	\$	44,708
Licenses, fees and permits	· -,	146,792	-	141,792		155,271	-	13,479
Intergovernmental revenues		196,500		223,800		262,302		38,502
Charges for services		198,550		198,550		261,149		62,599
Fines, forfeitures and penalties		2,500		2,500		3,296		796
Use of money and property		89,000		129,000		211,325		82,325
Other revenue		,		- ,		10,533		10,533
Total revenues	2,	,558,142		2,673,442	2,	926,384		252,942
EXPENDITURES								
Current:								
General government	1.	,028,138		1,043,638		997,328		46,310
Public safety		920,422		860,422		880,741		(20,319)
Public works		192,566		186,092		176,683		9,409
Engineering services		182,250		147,250		128,522		18,728
Culture and recreation		166,816		157,842		140,605		17,237
Capital outlay				275,000		118,873		156,127
Total expenditures	2,	,490,192		2,670,244		442,752		227,492
Excess (deficiency) of revenues								
over expenditures		67,950		3,198		483,632		480,434
OTHER FINANCING SOURCES (USES):								
Transfers in		6,000		6,000		3,009		(2,991)
Transfers out	((347,771)		(347,771)	(155,930)		191,841
Total other financing sources (uses)		(341,771)		(341,771)		152,921)		188,850
Net change in fund balance	((273,821)		(338,573)		330,711		669,284
Fund balance, beginning of year	4,	,639,218		4,639,218	4,	639,218		
Fund balance, end of year	\$ 4,	,365,397	\$	4,300,645	\$ 4,	969,929	\$	669,284

The accompanying notes are an integral part of these financial statements.

CITY OF COLFAX

REQUIRED SUPPLEMENTARY INFORMATION

For the Year Ended June 30, 2023

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - MISCELLANEOUS PLAN (UNAUDITED) Last 10 Years

		June 30, 2023		June 30, 2022		June 30, 2021		June 30, 2020		June 30, 2019		June 30, 2018		June 30, 2017		June 30, 2016		June 30, 2015
Proportion of the net pension liability Proportionate share of the net pension liability Covered payroll - measurement period Proportionate share of the net pension liability as	\$ \$	0.00441% 206,334 645,747	\$ \$	-0.00020% (3,890) 591,701	\$ \$	0.00346% 145,938 727,475	\$ \$	0.00293% 117,142 639,107	\$ \$	0.00245% 92,380 615,095	\$ \$	0.00246% 97,040 595,177	\$	0.00202% 70,057 456,524	\$	0.00169% 46,274 367,481	\$ \$	0.00231% 57,010 353,250
a percentage of covered payroll		31.95%		-0.66%		20.06%		18.33%		15.02%		16.30%		15.35%		12.59%		16.14%
Plan fiduciary net position as a percentage of the total pension liability		85.34%		100.31%		86.77%		86.84%		88.14%		84.22%		83.56%		78.40%		79.82%
Notes to Schedule:																		
Reporting valuation date	Ju	ne 30, 2021	Ju	ne 30, 2020	Ju	ne 30, 2019	Ju	ne 30, 2018	Ju	ne 30, 2017	Jui	ne 30, 2016	Jur	ne 30, 2015	Jur	ne 30, 2014	Jur	ne 30, 2013
Reporting measurement date	Ju	ne 30, 2022	Ju	ne 30, 2021	Ju	ne 30, 2020	Ju	ne 30, 2019	Ju	ne 30, 2018	Jui	ne 30, 2017	Jur	ne 30, 2016	Jur	ne 30, 2015	Jur	ne 30, 2014
Discount rate		6.90%		7.15%		7.15%		7.15%		7.65%		7.65%		7.50%		7.50%		7.50%
Change in benefit terms: None																		

Changes in assumptions: The discount rate was changed from 7.15% to 6.90% in the 2021 valuation.

SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN - MISCELLANEOUS PLAN (UNAUDITED) Last 10 Years

		June 30, 2023		June 30, 2022		June 30, 2021		June 30, 2020		June 30, 2019		June 30, 2018		June 30, 2017	J	une 30, 2016	J	une 30, 2015
Contractually required contribution - employer fiscal year (actuarially determined) Contributions in relation to the actuarially	\$	73,921	\$	64,454	\$	59,733	\$	63,773	\$	52,523	\$	44,554	\$	48,319	\$	33,408	\$	30,589
determined contributions		(73,921)	-	(64,454)	Ф.	(59,733)	-	(63,773)	_	(52,523)	Φ.	(44,554)	Ф.	(48,319)		(33,408)	Ф.	(30,589)
Contribution deficiency (excess)	\$		3		3		3		3		<u>\$</u>		3		<u> </u>		3	
Covered payroll - employer fiscal year Contributions as a percentage of covered payroll	\$	771,795 9.58%	\$	645,747 9.98%	\$	591,701 10.10%	\$	727,475 8.77%	\$	639,107 8.22%	\$	615,095 7.24%	\$	595,177 8.12%	\$	456,524 7.32%	\$	367,481 8.32%
Notes to schedule: Contribution valuation date	Jur	ne 30, 2020	Jur	ne 30, 2019	Jun	ne 30, 2018	Jur	ne 30, 2017	Jun	e 30, 2016	Jun	e 30, 2015	Jun	e 30, 2014	Jun	e 30, 2013	June	2 30, 2012
Methods and assumptions used to determine contrib Amortization cost method Amortized method Remaining amortization period Asset valuation method Inflation	oution	2.500%		2.500%		2.500%		Level pe	rcent	ormal cost mage of payrol of more than arket Value	l, clo	sed		2.75%		2.75%		2.75%
Payroll growth		2.750%		2.750%		2.750%		2.875%		3.00%		3.00%		3.00%		3.00%		3.00%
Payroll growth Salary increases Investment rate of return and discount rate				7.00%	_	7.00%		Varies b 7.25%	-	try Age and 5 7.375%		ce 7.50%		7.50%		7.50%		7.50%
Retirement age 50-67 years. Probabilities of retirement are based on the most recent CalPERS Experience Study. Most recent CalPERS Experience Study																		

Omitted years: GASB 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. Information will be added prospectively as becomes available until 10 years are reported.

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COMBINING STATEMENTS AND INDIVIDUAL FUND STATEMENT

CITY OF COLFAX

COMBINING BALANCE SHEET NONMAJOR GOVERNMENTAL FUNDS

June 30, 2023

				Special	Reve	nue		
	(CDBG		nsportation & Road Fund		Gas Tax		Road aintenance 1/RSTBG
ASSETS:			Ф	00.500			Ф	200 001
Cash and investments Accounts receivable			\$	80,589 2,249			\$	209,801
Due from other governmental agencies				2,247	\$	4,941		7,986
Interest receivable					•	1,5		1,555
Notes receivable	\$	9,639						
Total assets	\$	9,639	\$	82,838	\$	4,941	\$	219,342
LIABILITIES AND FUND BALANCES: LIABILITIES:								
Accounts payable			\$	31,777	\$	1,366		
Accrued expenses			•	2,701		,		
Deferred revenue								
Due to other funds						3,575		
Total liabilities				34,478		4,941		
Deferred Inflows of Resources								
Unavailable revenue								
Total Deferred Inflows of Resources								
FUND BALANCES:								
Nonspendable	\$	9,639						
Restricted				48,360			\$	219,342
Unassigned		0.620		40.260				210.242
Total fund balances		9,639		48,360				219,342
Total liabilities and fund balances	\$	9,639	\$	82,838	\$	4,941	\$	219,342

The accompanying notes are an integral part of these financial statements.

			Special	Rever	nue		Capital Projects	Total
M	litigation Funds		everage ecycling		Oil Grant	 Grant Funds	Capital Projects	Nonmajor overnmental Funds
\$	737,177	\$	19,439	\$	3,833	\$ 20,532		\$ 1,071,371 2,249
	5,632		147		29	155	\$ 217,230	230,157 7,518 9,639
\$	742,809	\$	19,586	\$	3,862	\$ 20,687	\$ 217,230	\$ 1,320,934
							\$ 63,613	\$ 96,756
						\$ 20,214		2,701 20,214
							153,616	 157,191
						20,214	 217,229	276,862
							143,417	143,417
							143,417	143,417
\$	742,809	\$	19,586	\$	3,862	473		9,639 1,034,432
Ф	742,009	Ф	19,300	Φ	3,602	4/3	(143,416)	(143,416)
	742,809		19,586		3,862	473	(143,416)	900,655
\$	742,809	\$	19,586	\$	3,862	\$ 20,687	\$ 217,230	\$ 1,320,934

CITY OF COLFAX

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES NONMAJOR GOVERNMENTAL FUNDS

For the Year Ended June 30, 2023

				Special Reven	iue		
	Supplemental			Transportation			Road
	Law			& Road	Gas	Ma	intenance
	Enforcement	(CDBG	Fund	Tax	SB1	/RSTBG
REVENUES:							
Taxes					\$ 57,349		
Licenses, fees and permits				\$ 180			
Intergovernmental revenues	\$ 165,271			179,128		\$	45,572
Use of money and property		\$	364				4,319
Total revenues	165,271		364	179,308	57,349		49,891
EXPENDITURES:							
Current:							
Public safety	165,271						
Public works				323,271	20,211		
Capital outlay				35,169			
Total expenditures	165,271			358,440	20,211		
Excess (deficiency) of revenues							
over (under) expenditures			364	(179,132)	37,138		49,891
OTHER FINANCING SOURCES (USE	(S):						
Transfers in	,			198,130			
Transfers out			(3,009)	,	(68,463)		
Total other financing sources (uses)			(3,009)	198,130	(68,463)		
Net change in fund balances			(2,645)	18,998	(31,325)		49,891
Fund balances, beginning of year			12,284	29,362	31,325		169,451
Fund balances, end of year	\$ -	\$	9,639	\$ 48,360	\$ -	\$	219,342

The accompanying notes are an integral part of these financial statements.

		Specia	l Rev	enue		Capital Projects					Total			
Mitigatio Funds	n _	everage cycling		Oil Grant	Grant Funds		Capital Projects						onmajor vernmental Funds	
\$ 2,00 16,7 18,70	12	\$ 436 436	\$	86 86	\$ 283,276 1,421 284,697	\$	151,361			\$	57,349 2,260 824,608 23,338 907,555			
							190,415 190,415				165,271 533,897 35,169 734,337			
18,7	92	436		86	 284,697		(39,054)				173,218			
(9,4) (9,4)					(284,236) (284,236)		15,609 15,609				213,739 (365,112) (151,373)			
9,3	88	436		86	461		(23,445)				21,845			
733,42	21	19,150		3,776	 12		(119,971)				878,810			
\$ 742,8	09	\$ 19,586	\$	3,862	\$ 473	\$	(143,416)	\$		\$	900,655			

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COMPLIANCE REPORT



550 Howe Avenue, Suite 210 Sacramento, California 95825

Telephone: (916) 564-8727 FAX: (916) 564-8728

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

City Council City of Colfax, California Colfax, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Colfax, California (the City) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 21, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the City Council City of Colfax, California

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Richardson & Company, LLP

December 21, 2023



50 Howe Avenue, Suite 210 Sacramento, California 95825

Telephone: (916) 564-8727 FAX: (916) 564-8728

GOVERNANCE LETTER

To the City Council City of Colfax Colfax, California

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Colfax, California (the City), for the year ended June 30, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated June 16, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards, Government Auditing Standards

As stated in our engagement letter dated July 18, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the system of internal control of the City. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the City's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involves judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We noted no material weaknesses in internal control as a result of our audit.

To the City Council Page 2

We are required by the audit standards to identify potential risks of material misstatement during the audit process. We have identified the following significant risks of material misstatement as part of our audit planning: Management override of internal control and revenue recognition. These are the areas that the audit standards require at a minimum to be identified as significant risks.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note A to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year. We noted no transaction entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statement prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were determining the depreciable lives used for capital assets, allowance for doubtful accounts receivable, the accrual of the grant receivables, the discount rate used to calculate the leases receivable and the computation of the net pension asset. We evaluated the methods, assumptions, and data used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole. The net pension asset was determined by an actuarial valuation performed by CalPERS.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was the following:

• Disclosures related to the City's postclosure landfill liability, loans and notes payable and other long-term liabilities are reported in Note F to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

<u>Difficulties Encountered in Performing the Audit</u>

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No adjustments were noted during the audit process.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

To the City Council Page 3

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 21, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) listed in the table of contents, which are RSI that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements and schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the City Council and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Richardson & Company, LLP

December 21, 2023



550 Howe Avenue, Suite 210 Sacramento, California 95825

Telephone: (916) 564-8727 FAX: (916) 564-8728

MANAGEMENT LETTER

City Council City of Colfax Colfax, California

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Colfax (the City) for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us during the course of the audit. This communication is intended solely for the information and use of the City Council, management, and others within the organization and does not affect our report dated December 21, 2023 on the financial statements of the City.

Richardson & Company, LLP

December 21, 2023



550 Howe Avenue, Suite 210 Sacramento, California 95825

Telephone: (916) 564-8727 FAX: (916) 564-8728

INDEPENDENT ACCOUNTANTS' REPORT ON AGREED-UPON PROCEDURES APPLIED TO APPROPRIATIONS LIMIT TESTING

City Council City of Colfax Colfax, California

We have performed the procedures enumerated below to the accompanying calculation of the Appropriation Limit of the City of Colfax (the City) for the year ended June 30, 2023. The City management is responsible for complying with the appropriations limit calculation. The City and the League of California Cities (as presented in the publication entitled Agreed-Upon Procedures applied to the Appropriations Limitation Prescribed by Article XIII-B of the California Constitution) have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose to assist the Agency in meeting the requirements of Section 1.5 of Article XIIIB of the California Constitution. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures performed and our findings were as follows:

1. We obtained the City's calculation of the 2022/2023 appropriations limit and compared the limit and annual adjustment factors included in the calculation to the limit and annual adjustment factors that were adopted by resolution of the City Council.

Finding: No exceptions were noted as a result of our procedures.

2. We compared the methodology used to determine the cost of living adjustment component to Article XIIIB which states that the City may annually adjust the component for either the change in California per capita personal income or, the percentage change in the City's assessed valuation which is attributable to non-residential new construction. We recalculated the factor based on the above information.

Finding: No exceptions were noted as a result of our procedures.

3. We compared the methodology used to determine the population adjustment component to Article XIIIB which states that the City may annually choose to adjust the component for either the change in population in the County in which the City is located, or the change in population within the unincorporated area of the County in which the City is located. We recalculated the factor based on the above information.

Finding: No exceptions were noted as a result of our procedures.

City Council City of Colfax Page 2

4. We compared the prior year appropriations limit presented in the accompanying Appropriations Limit Calculation to the prior year appropriations limit adopted by the City Council for the prior year.

Finding: No exceptions were noted as a result of our procedures.

5. We recalculated the 2022/2023 Appropriation Limit by multiplying the product of the two above factors by the 2021/2022 appropriation limit.

Finding: No exceptions were noted as a result of our procedures.

6. We compared the City's actual revenues to the computed appropriation limit for fiscal year 2022/2023.

Finding: For the 2022/2023 fiscal year, the City's actual revenues subject to the appropriations limit did not exceed the appropriation limit adopted by resolution of the City Council.

We were engaged by the Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on accompanying calculation of the Appropriation Limit. Accordingly, we do not express such an opinion or conclusion. No procedures have been performed with respect to the determination of the Appropriations Limit for the base year, as defined by *Article XIII-B* of the California Constitution.

We are required to be independent of the City of Colfax and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the use of the City of Colfax and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Richardson & Company, LLP

December 21, 2023

APPENDIX A

CITY OF COLFAX APPROPRIATION LIMIT CALCULATION Year Ended June 30, 2023

APPROPRIATIONS LIMIT ADOPTED BY CITY:

Recorded in Final 2022/2023 Budget \$7,015,627

APPROPRIATIONS LIMIT COMPUTATION PER REVIEW:

2021/2022 Appropriations Limit \$6,440,054

Cost of living factor:

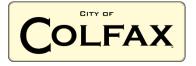
Change in California per capita income 1.0755

Population Adjustment Factor:

Population change in County of Placer 1.0129

Auditor computed limitation \$7,015,627

Variance (\$0)



COLFAX Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Mike Luken, Interim City Manager

Subject: Workshop on Downtown Connectivity Study/Main Street Improvement Plan

Budget Impact Overview:

N/A: Funded: $\sqrt{}$ Un-funded: Amount: Fund(s):

RECOMMENDED ACTION: Conduct a Workshop on the Draft Colfax Downtown Connectivity/Main Street Improvement Plan

Summary/Background

In 2021, the City Council authorized the City Manager to receive a Caltrans Sustainable Transportation Planning Grant for \$211,030 to prepare a Downtown Connectivity and Main Street Improvement Plan with a required match of 11.47% (\$27,341). The Plan was to include concepts and identify investments to improve the accessibility, visibility, safety, and appeal of the historic downtown for residents, visitors, businesses and property owners. The Council approved an agreement with CivicWell, formerly the Local Government Commission (LGC), to prepare the grant application and then prepare the actual work product once funding was approved by Caltrans. CivicWell has extensive experience in public engagement in planning processes, multi-modal transportation planning and community design. CivicWell organized and facilitated outreach, stakeholder and resident engagement and assisted with project management and administration. The project was managed by the City Manager and planning staff.

Since 2022, the City of Colfax has engaged the planning and outreach consulting services of GHD Inc., through the non-profit CivicWell, to assist in the development of the Colfax Downtown Connectivity and Main Street Improvement Plan. The Plan developed a framework which will be used to implement projects that enhance multimodal access for Colfax residents and visitors to and from the historic downtown business district, supporting revitalization while preserving the character of Main Street. Contracted services include assessment and documentation of existing conditions, interactive community engagement and outreach, and plan development.

A steering committee was created made up of interested residents, businesses, the Colfax Area Chamber of Commerce, the Historic Society, local artists, and public safety representatives. The Council formed an ad hoc committee made up of Councilmembers Hillberg and Mayor Pro Tem Lomen to guide the study. The Study was also vetted at several intervals at local events including the 3rd of July, Railroad Days, and Winterfest. This study is a 50-year guidebook for the Downtown Area. There are several near-term improvements that can be pursued immediately by the City. Many items in the plan will take years to obtain funding, prepare improvement plans and implement.

A final draft report has been reviewed by the steering committee, council ad hoc committee and staff. That report is attached and is presented to the Council for comment and modification. A final report will be brought back in February for final Council consideration. The draft plan, appendix and related documents can also be found at a website created for the project at http://www.mainstreetcolfax.com/.

Fiscal Impacts

The Project was funded from Fund 100, which is reimbursable from the Caltrans Sustainable Grant and Fund 217 (Downtown Parking Mitigation Fees) in an amount not to exceed \$238,371.

Attachments:
1. Draft Final Study



City of Colfax

Downtown Connectivity and Main Street Improvement Plan

DECEMBER 2023





PUBLIC DRAFT

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ACKNOWLEDGEMENTS

City Council

Mayor Trinity Burruss

Mayor Pro Tem Kim A. Douglass

Caroline McCully

Sean Lomen

Larry Hillberg

City Staff

Emmanuel Ursu

Caltrans

Alex Padilla

Gaby Wentz

Sukhi Johal

Advisory Group

Victoria Cacciatore, SACOG

Kevin Griffiths, Placer County

Bob Counts, Placer County

John Schwarz, Amtrak

Francisco Castillo, Union Pacific

Lauriana Cecchi, Colfax Area COC

Analyn Dyer, Colfax Elementary School Dist.

Andrew Giannini, Colfax Elementary School Dist.

Annette Udall, Colfax Elementary School Dist.

Doreen Hawkins, Garden Club

Gail Adams, Garden Club

Linda Hartman, Garden Club

Nancy Hagman, Historical Society

Roger Staab, Placer Sierra Railroad Society

Paul Raj, Colfax Market

Jayme Jackson

Suzanne Roberts

Jan Swift

Ad Hoc Committee

Sean Lomen

Larry Hillberg

Consulting Team

CIVIC WELL

Josh Meyer

Cayla McDonell-Encina

Diana Voss-Gonzalez

GHD. INC.

Heather Anderson

Summer Lopez

Paige Peel

Patrick Lewis

Holly Murphy

INTRODUCTION

The City of Colfax, like many small towns in Northern California, has a historic downtown with significant potential for increased resident and visitor pedestrian activity, including the frequenting of businesses and restaurants while meandering through the downtown area. With its current configuration of public spaces and existing transportation network, the City finds itself with an enormous opportunity to grow an even more welcoming, walkable environment that boosts economic opportunity for its residents and businesses.

The Downtown Connectivity and Main Street Improvement Plan ("Plan") is a critical tool to identify and develop concepts for a revitalized Downtown Colfax where residents and visitors can safely and comfortably walk or bicycle between destinations, spending time and money at local businesses. The Plan provides a baseline understanding of the current status and long-term vision for mobility and connectivity to and through Downtown Colfax, as well as offers supporting policies and programs. The Plan delivers a focused, achievable action plan for improvements to the transportation network as well as public and private spaces, providing both short-term priority projects and longer-term improvements that further the goals of a promising downtown district and city.

Organization of this Plan

This Plan is organized into the following chapters:

- Introduction sets the planning context and vision for this plan
- Existing Conditions documents the current walking and bicycling environment
- Plans, Policies, Projects, and Programs details the existing local and regional plans, policies, projects, and programs influencing Colfax
- Stakeholder Engagement discusses community engagement methods and results
- Recommendations describes project and program options that encourage active transportation and enhance economic development through strategic opportunities
- Implementation Plan provides strategies for activating the Plan, including cost estimates and funding

In addition, an appendix provides detailed data and documentation:

Appendix A: Stakeholder Engagement Documentation

Together, these elements—the plan and appendix—will guide the City of Colfax as it works to improve connectivity and vibrancy within its historic downtown as well as throughout the entire community.



EXISTING
CONDITIONS

The Existing Conditions chapter focuses on data relevant to bicycle and pedestrian transportation, including data helpful in understanding who lives in the City and what their needs are.

The chapter includes narrative discussion of the existing conditions in the study area, including collision trends, existing and identified future transportation and land uses, available transportation mode data, and a demographic analysis. The chapter additionally includes maps of existing active transportation facilities, transit, and key activity generators and destinations.

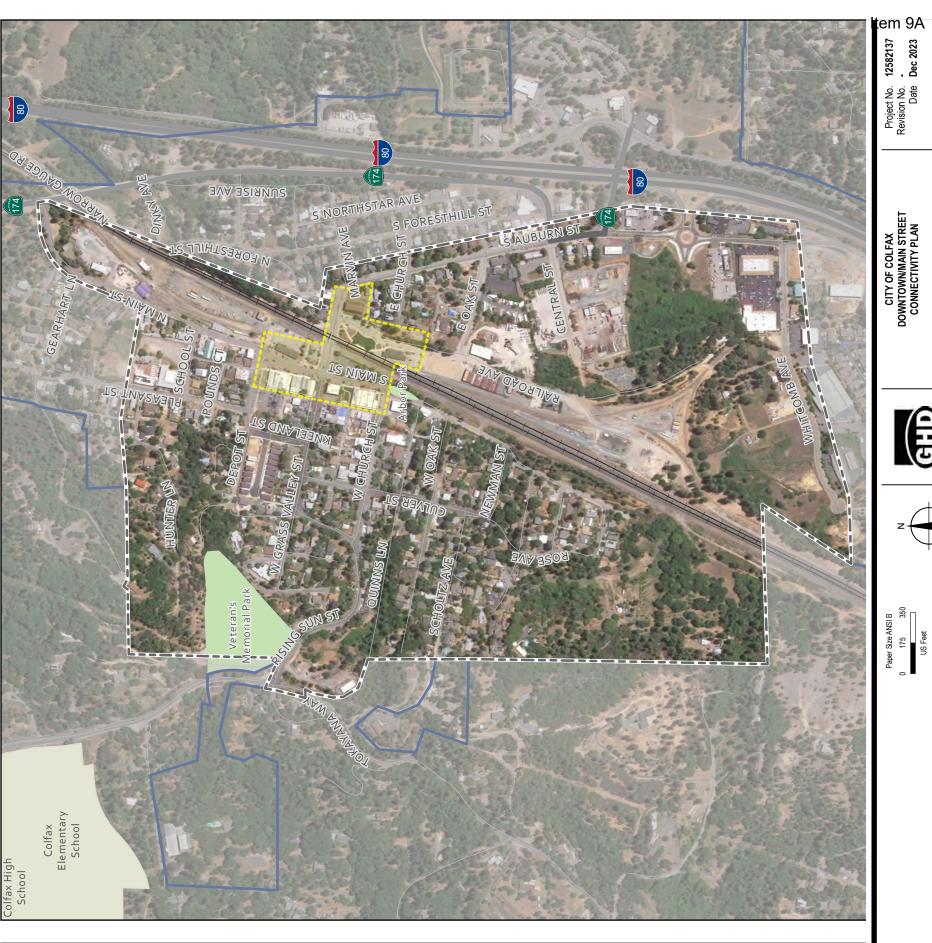
Destinations, Land Use, and Trip Generators

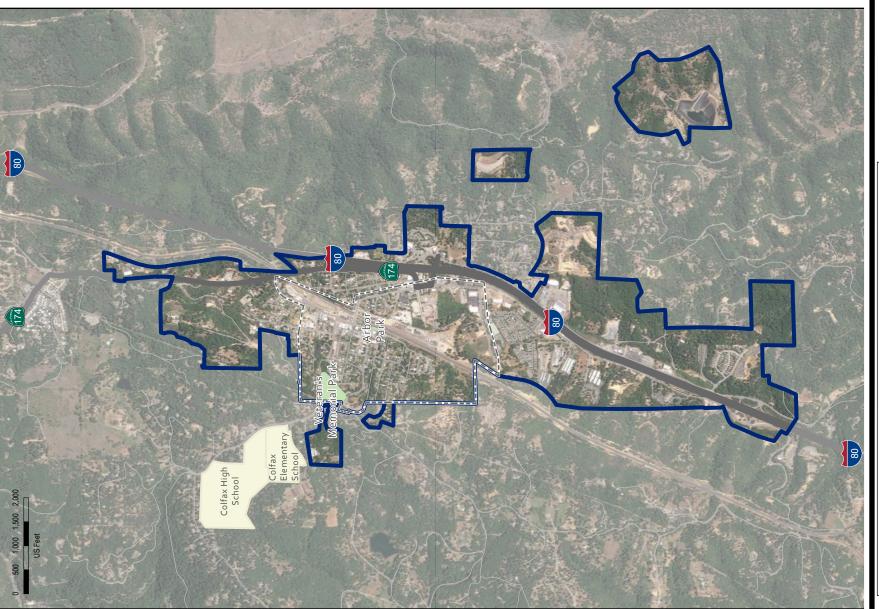
The study area consists of three major types of land use. This includes the Historic Business District (HBD) concentrated around Main Street, additional businesses on South Auburn Street, and residential areas.

The first major destination is the HBD on Main Street. This area is concentrated around Main Street, primarily on the west side of the street. Local businesses line the street. These businesses include multiple restaurants, a bar, a theater, City Hall, and other businesses such as an antique shop, and souvenir store. These businesses serve residents, but also are attractive for tourists and other visitors to Colfax. The concentration of businesses along Main Street, and their proximity to one another, makes this an attractive destination for visitors to shop at multiple businesses. The transit hub at the Amtrak station also serves as an attractor for this area.

In addition to the HBD, some additional businesses are also present along South Auburn Street. These businesses are in proximity to SR 174 and are very close to the on- and off-ramps of I-80. This makes these businesses easy to access for motorists passing through Colfax to or from SR 174 or I-80. Destinations in this area constitute a mix of local and chain establishments. These include a coffee shop, gas station, barber shop, church, restaurant, and businesses designed to serve industrial or farming needs.

The remainder of the study area largely consists of single-family homes, with some neighborhood destinations. These destinations are primarily offerings designed to attract residents, including a post office, library, Lions Children's Park, Arbor Park, and Sierra Vista Community Center. The Colfax Heritage Museum is located at the Colfax Amtrak station on Railroad St.





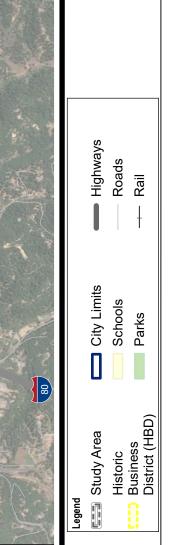


FIGURE 1
ays: TIGER, 2021. Created by: ppeel

CITY OF COLFAX VICINITY MAP

Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 F





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CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

CITY OF COLFAX STUDY AREA Project No. 12582137 Revision No. -Date Oct 2023

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CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

DESTINATIONS & TRIP GENERATORS

Project No. 12582137 Revision No. -

Date Dec 2023

FIGURE 3

Demographic Information

All demographic data reflects 2020 5-year estimates from the American Community Survey, unless otherwise indicated.

Population

Colfax is home to roughly 2,258 residents, or about 864 households.

Age

As shown in Table 1, residents under 18 years of age account for over one-fourth of the City of Colfax's population. A majority of those under 18 are unable to drive themselves in personal vehicles, signifying an increased need to walk, bicycle, or take transit to their destinations.

Table 1: Age of Colfax Residents

Age Group	Colfax	Placer County
Under 18	26.9%	22.2%
18-24	8.1%	7.3%
25-44	32.6%	24.1%
45-64	21.7%	26.9%
65 and over	10.6%	19.7%

American Community Survey 2020 5-year estimates

Income

Median household income in Colfax is \$62,295 which is significantly below the Placer County median of \$93,677, but only slightly lower than the California median of \$78,672.

Existing Traffic

Traffic information from the Circulation Element of the 2020 City of Colfax General Plan indicates that all city streets have a level of service rating of "A," indicating free flow, where traffic moves at the posted speed limit and motor vehicles have complete mobility between travel lanes. The chart below shows peak hour traffic volumes, and level of service ratings, for local streets. Data is from a study conducted as part of the 2020 General Plan.

Table 2: 2020 General Plan Traffic Volumes¹

Peak Hour Volume and Level of Service of Local Streets			
Roadway	Volume	LOS	
I-80 Overpass	586	А	
SR 174	428	А	
Auburn Street	748	А	
Grass Valley Street	492	А	
Depot Street	56	А	
Church Street	180	А	
Main Street	124	А	
Rising Sun Street	308	А	
Culver Street	108	А	
Canyon Way	388	А	
Placer Hills	392	А	
Tokayana Way	72	А	
Ben Taylor Road	132	А	
I-80 Overpass (West)	248	Α	

Colfax is served by two road facilities managed by Caltrans, Interstate 80 (I-80) and State Route 174 (SR 174). I-80 is a limited-access freeway located to the east of the study area. SR 174 is a state highway also located to the east of the study area. Both I-80 and SR 174 provide are proximate to downtown Colfax. In particular, the interchange between I-80 and SR 174 is the primary freeway access point to and from downtown Colfax. Data from Caltrans shows traffic volumes for both facilities.

Traffic volumes entering and exiting I-80 are measured by Caltrans at the freeway on- and off-ramps. These are aggregated into traffic entering, or exiting, either the westbound or eastbound side of I-80. These volumes represented as Average Daily Traffic volumes (ADT). This metric represents the number of vehicles passing through the designated point in a 24-hour period, averaged over the course of one year. Counts displayed below are from 2020.²

Westbound off-ramp to SR 174: 2,064

¹ City of Colfax General Plan, 2020, pp. 3-8

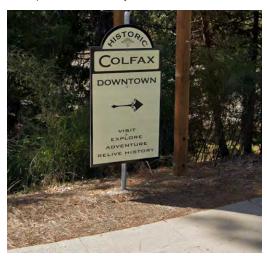
² Caltrans Traffic Census Program, District 3 Ramp Volumes, 2020

- Eastbound off-ramp to SR 174: 2,708
- Westbound on-ramp from SR 174: 3,784
- Eastbound on-ramp from SR 174: 1,214

Caltrans additionally records estimates for traffic volumes on SR 174. These data are represented as Average Annual Daily Traffic volumes (AADT), the total volume for the year divided by 365 days. Please note that this measure is not directly comparable to the volumes listed above, as LOS represents a qualitative measure used to relate the quality of motor vehicle traffic service and is used to analyze roadways and intersections by categorizing traffic flow and assigning quality levels of traffic based on performance measure like vehicle speed, density, and congestion. Caltrans reports that AADT measurements for SR 174 at Main Street in Colfax range from 6,600 to 7,200 vehicles per day in 2020³. Traffic congestion occurs at selected times during the day at various locations due to school traffic and railroad crossings. Some limited congestion occurs during morning and evening commute hours.

Existing Connectivity via SR 174 and I-80

Current vehicular connectivity into the Historic Downtown is via SR 174 and I-80. SR 174 crosses through Colfax with an exit towards North Main Street. Currently, there is no major signage indicating the Historic Downtown from this exit. I-80 also has an exit leading into downtown via Canyon Way and SR 174. Historical landmark signage indicating the *First Transcontinental Railroad - Colfax* are present at this exit with directional signs that point towards the Historic Downtown, but as with the SR 174 exit towards Main Street, there are no signs indicating the Historic Downtown. Significantly, signage at freeway on-ramps and off-ramps is restricted by Caltrans. Historic Downtown signage begins at South Auburn Street.





Signage directing to Downtown Colfax and to the First Transcontinental Railroad on I-80 exit via Canyon Way (right). Source: Google Earth.

Outside of the signage listed, there is no other signage indicating the Historic Downtown that is visible from SR 174 or I-80.

Although Colfax High School and Colfax Elementary School are not included within the study area, they are important destinations for traffic from I-80 and SR 174 because students from surrounding communities commute along the highways to attend these schools. Additionally, they are located about one mile from

³ Caltrans Traffic Census Program, Annual Average Daily Traffic, 2020

the Historic Downtown, which is an opportunity for students and staff to walk or ride a bicycle for lunch or other activities.

Tourism and Connectivity into Historic Downtown

Further connectivity into the Historic Downtown is between South Auburn Street and Railroad Street where hotels and amenities that serve both residents and visitors exist. A future hotel development site, Maidu Village Commercial Center, sits to the west of the roundabout between South Auburn Street and Railroad Street. The Maidu Village commercial development is an 8.4-acre project located on South Auburn Street at the westbound on-ramp to I-80. The site will also include one access segment of the existing roundabout at the South Auburn Street and I-80 interchange.

The Best Western Colfax is across from a commercial center, the Colfax Mall, with fast food restaurants and Marval's Sierra Market, a staple market for both the residents and visitors. Other important locations for residents and tourists are the two coffee shops, which are the only coffee shops available along I-80 between Aubum to Truckee.

Pedestrian and bicyclist connectivity is present along South Auburn Street between the commercial center at Whitcomb Ave and into the Historic Downtown. There is an existing crosswalk at Whitcomb Ave that connects the commercial center to the parking lot with the Best Western Colfax. Crossing is available at the roundabout and connects people that want to ride a bicycle or walk from the hotel and commercial center into the Historic Downtown.



Pedestrian crossings and sidewalks north of the South Auburn Street Roundabout. Source: Google Earth.



Shared lane markings, or "sharrows," on South Auburn Street approaching the roundabout. Source: Google Earth.

Transit Routes and Stops

Placer County Transit (PCT) provides transit services for western Placer County, including Colfax, and operates seven routes countywide. It is managed by the County of Placer.

Colfax is served by two PCT routes. The *Placer Commuter Express* route provides weekday commuter bus service to downtown Sacramento. Route 40 – Colfax/Alta also serves Colfax, with service on weekdays only. Route 40 provides bus service to Alta, Auburn, and points in between. Both routes only pick up and drop off passengers at the transit stop located at the Amtrak station.

Additionally, the Colfax transit station is operated by Colfax Chamber of Commerce and volunteers. The station is served by the Amtrak *California Zephyr*, with one train eastbound per day (towards Chicago), and one train westbound per day (towards Emeryville). The station is also served by Amtrak Thruway buses.

PCT also operates both ADA paratransit services and Dial-A-Ride services.





Colfax Amtrak Station (left) and Placer County Transit bus stop (right). Source: Google Earth.





Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet





CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

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TRANSIT

FIGURE 4

Existing Bicycling Facilities

Bicycle Facilities

Bikeway planning and design in California typically relies on guidelines and standards established in the Caltrans *Highway Design Manual*. There are four "classes" of bicycle facilities that provide varying levels of separation and comfort for bicyclists.

- Class I shared use paths
- Class II bicycle lanes
- Class III bicycle routes
- Class IV separated bikeways

CLASS I SHARED USE PATHS

Class I shared use paths are paved trails completely separate from the street. They allow two-way travel by people walking and bicycling and are considered the most comfortable facilities for children and inexperienced bicyclists as there are few potential conflicts with people driving.





Examples of Class I shared use paths

CLASS II BICYCLE LANES

Class II bicycle lanes are striped preferential lanes in the roadway for one-way bicycle travel. Some bicycle lanes include a striped buffer on one or both sides of the lane to increase separation from the traffic lane or from parked cars, where people may open doors into the bicycle lane.





Class II bicycle lane (left, source: www.bikeimages.org/DanBurden) and buffered Class II bicycle lane

CLASS III BICYCLE ROUTES

Class III bicycle routes are signed routes where people bicycling share a travel lane or shoulder with people driving. Because they are shared facilities, bicycle routes are typically appropriate only on quiet, low-speed streets with relatively low traffic volumes.

Some bicycle routes include shared lane markings or "sharrows" that recommend proper bicycle positioning in the center of the travel lane and alert drivers that bicyclists may be present. Others include more robust traffic calming features to promote safety and comfort for people bicycling and are known as "bicycle boulevards."



Example of a Class III bicycle route with sharrow markings

CLASS IV SEPARATED BIKEWAYS

Class IV separated bikeways are on-street bicycle facilities that are physically separated from motor vehicle traffic by a vertical element or barrier such as a curb, bollards, or vehicle parking aisle. They can allow for one- or two-way travel on one or both sides of the roadway.





Examples of Class IV separated bikeway

WITHIN THE STUDY AREA

Within the study area, bicycle facilities are Class II bicycle lanes, Class III bicycle routes, and Class IV separated bikeways. There are existing bicycle lanes in the following locations:

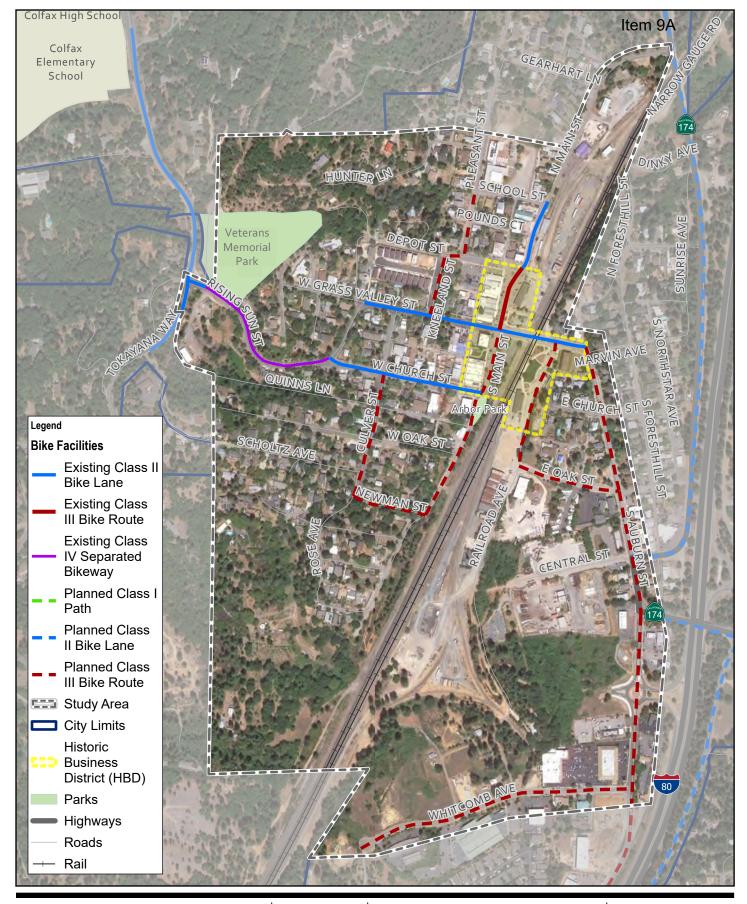
- Grass Valley Street, from Rising Sun Street to Auburn Street (Class II)
- West Church Street from Rising Sun Street to Main Street (Class II)
- North Main Street from SR 174 to Grass Valley Street (Class III)
- Rising Sun Street from Tokayana Way to Church Street (Class IV)
- South Auburn Street from the roundabout to 951 South Auburn Street (Class III)
- Tokayana Way from Rising Sun Street to the City limit (Class II)







Class III bicycle route on Grass Valley Street (top), Separated bikeway (Class IV) on Rising Sun Street (middle), and Class II bicycle lane on Grass Valley Street (bottom). Source: Google Earth





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CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

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BICYCLE FACILITIES

FIGURE 5 Transit Routes and Stops:

Pedestrian Facilities

Sidewalks

Sidewalks form the backbone of the pedestrian transportation network. On the portion of Main Street in the study area, sidewalks are only present on one side of the street, the west side. The east side of Main Street, abutting the railroad tracks, does not have a sidewalk for any portion except for a small segment at the intersection of Main Street and Grass Valley Street. The sidewalk on the west side extends the entire length of Main Street.





West Side of Main Street (left) with a sidewalk. East side of Main Street (right) without a sidewalk (historic railroad building includes an elevated wooden deck). Source: Google Earth

On Grass Valley Street, sidewalks are present on both sides of the street for the entirety of the street within the study area boundaries. These sidewalks help provide access across the railroad tracks and connect neighborhoods on both sides of the tracks.

Some sidewalks on both Main Street and Grass Valley Street are obstructed by utility boxes and light poles. Additionally, inaccessible driveway ramps and alleys can prove challenging for accessibility. Where narrow sidewalks are present immediately adjacent to motor vehicle traffic it can be uncomfortable for pedestrians to use the sidewalk. Sidewalks were constructed in 2016 on the north side of East Oak Street, from South Auburn Street to Railroad Street.



Utility pole on Grass Valley Street obstructing the sidewalk. Source: Google Earth.

Sidewalks are also present on at least one side of the street on other streets which provide access to local destinations, such as School Street, Railroad Street, Depot Street, Keeland Street, Church Street, and Culver Street. Residential streets excluding those named generally do not have sidewalks.

Crossings

CROSSWALKS

Crosswalks are an extension of the sidewalk and provide guidance for pedestrians by defining a path of travel across the roadway at intersections. Crosswalks are not required to be marked but marked crosswalks alert drivers to the crossing and increase yielding for pedestrians.

Marked crosswalks can use standard parallel lines or "ladder-style" high visibility markings that include bold perpendicular markings between crosswalk edge lines. In school zones, crosswalks are yellow.

Marked crosswalks are present at the intersection of Main Street and Grass Valley Street, and at the intersections of Main Street with Church Street and Depot Street. However, the crosswalk at Depot Street is incomplete and does not connect with the sidewalk on the west side of Main Street, and there is no sidewalk on the east side of Main Street for the crosswalk to connect to. Grass Valley Street also contains a marked crosswalk at the intersection with Culver Street, and with Railroad Street. Outside of those listed, marked crosswalks are generally not present in the study area.



Main Street and Depot Street crosswalk. Crosswalk does not connect to sidewalks along Main Street. Source: Google Earth.



Grass Valley Street and Main Street intersection with marked crosswalks. Source: Google Earth.

CURB RAMPS

Curb ramps are necessary for people using wheelchairs and other mobility devices to access sidewalks and crosswalks as well as people pushing strollers or who may have difficulty stepping onto a raised curb. Under the Americans with Disabilities Act (ADA), curb ramps are required to be installed with all new or retrofitted sidewalks.

At corners, curb ramps should be provided that align with each crosswalk, directing pedestrians into the crosswalk. Curb ramps are present at the intersection of Main Street and Grass Valley Street at all four sides of the intersection, with curb extensions included at the northwest and southwest corners as well. Curb extensions – enlargements of the sidewalk into the parking lane to reduce the crossing distance for pedestrians, as shown at Main Street and Grass Valley Street – are discussed in greater detail in the Recommendations chapter.

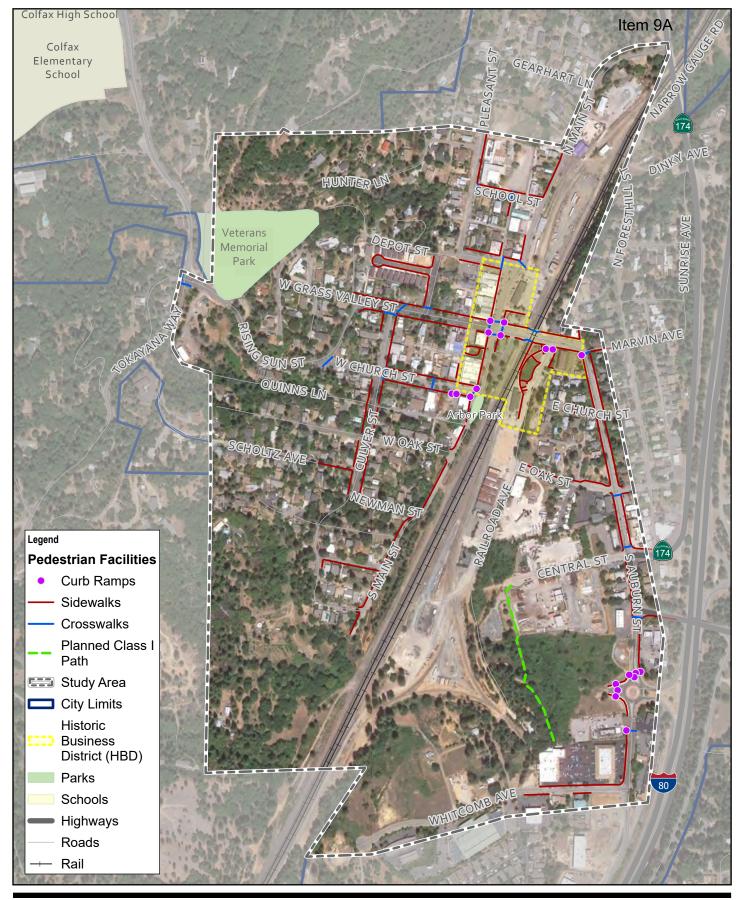
Main Street also contains curb ramps at the intersection with Church Street, but only on the west side of the street. A change in elevation includes steps and a bypass ramp along the sidewalk on Main Street, just north of Grass Valley Street, adjacent to 10 North Main Street. Grass Valley Street also contains curb ramps, on the south side of the street, at the intersection with Railroad Street. Outside of those listed, curb ramps are generally not present in the study area.





Curb ramps with curb extensions on Main Street and Grass Valley Street (left) and bypass ramp on Main Street. Source: Google Earth.







Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet



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CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN Project No. 12582137 Revision No. -

Date **Oct 2023**

PEDESTRIAN FACILITIES

FIGURE 6

Active Transportation Support Facilities

In addition to a network of bikeways, support facilities are also needed to provide comfortable and safe facilities for bicyclists to use throughout their journey. People are less likely to ride their bicycles to destinations without secure bicycle parking. Other support facilities include showers or lockers at destinations, repair stations with basic tools, and wayfinding signs to help bicyclists navigate to routes and destinations.





Bicycle parking (left) and bicycle repair facility (right).

Secure bicycle parking is a critical part of a complete bicycle network. Bicycle parking is typically divided into two categories serving different purposes: short-term convenient bicycle racks and longer-term, higher-security parking.

Short-term bicycle parking consists of bicycle racks placed in highly visible, convenient locations near the entrances to destinations. They serve bicyclists who need to park for a few hours or less, including visitors, customers, or other short-term users. Short-term bicycle parking can be found in the public landscaped area south of the intersection of Main Street and Church Street, adjacent to the picnic tables and drinking fountain, and on Grass Valley Street just west of Main Street. Additional covered bicycle racks are located behind the transit shelter at 99 Railroad Street, adjacent to the Colfax train station. "Wave" style bicycle racks, like those depicted below, are no longer recommended, as bicycle parking best practice maintains that bicycle racks should support the bicycle frame in at least two places and allow a user to lock the frame and one wheel to the rack using a standard U-lock.





Short term bicycle parking in Colfax on Main Street (left) and on Grass Valley Street (right). Source: Google Earth.

Long-term bicycle parking consists of bicycle lockers or secure parking areas like bicycle cages or bike rooms. They are intended for bicyclists who need to park for longer periods of time or overnight, including employees, students, transit riders, or residents in multifamily buildings.





Bicycle lockers (left) and bicycle room (right)

Short-term bicycle support facilities, such as bike parking, were identified in the study area.

Placer County Transit buses contain bike racks and accept bicycles. Amtrak also accepts bicycles on the *California Zephyr* service which runs through Colfax.

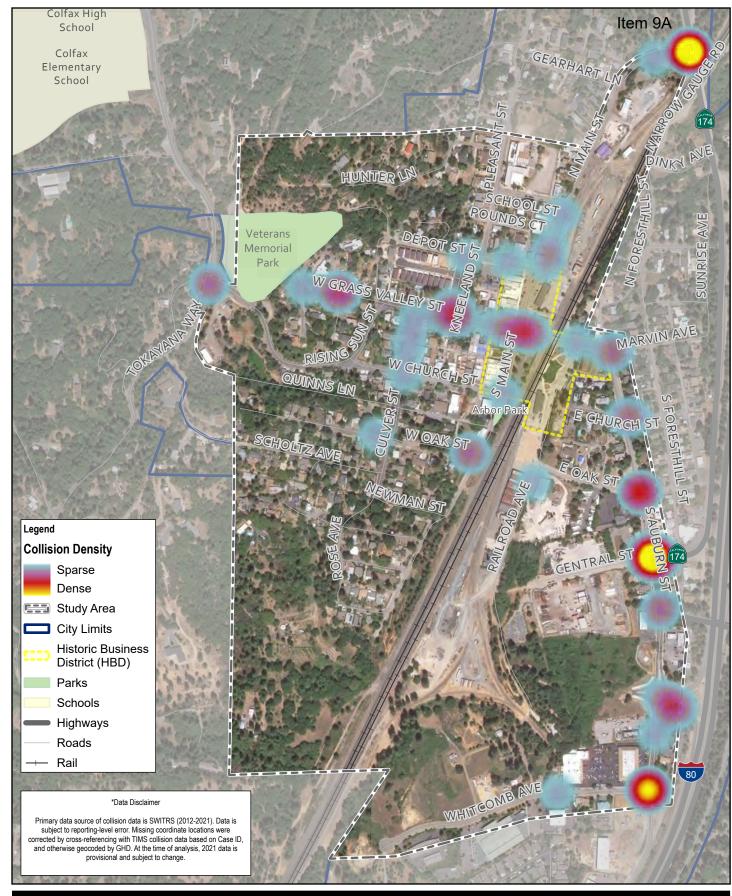
Collisions

Collision data provides insights into locations that have high rates of collisions, in addition to behaviors and other factors that may contribute to collisions. Collision data can help ascertain what roadway features may contribute to the higher level of crashes. To assess safety in the Colfax Downtown and Main Street study area, collision data from 2012 to 2021 was examined. Collision data for the study area was derived from the Statewide Integrated Traffic Records System (SWITRS) and Transportation Injury Mapping System (TIMS) for a 10-year study period between January 1, 2012, and December 31, 2021. Records of collisions occurring in 2021 were provisional at the time this chapter was developed and subject to change. Collision data was post-processed to correct for error and identify collisions located within the study area that were reported with incorrect or missing coordinate location information; however, the accuracy of data is subject to reporting-level error.

Study Area Collisions

Over the 10-year study period examined, 42 collisions were reported within the study area. Of the 42 collisions, 37, or 88 percent, were reported as vehicle-involved collisions, while 4, or 10 percent, were reported as pedestrian-involved, and 1, or 2 percent was reported as a non-collision, like a solo crash or hit object. No bicycle-involved collisions were reported within the study area during the study period.

Figure 7 shows the density of collisions, highlighting collision hotspots within the study area. Forty percent of the total collisions were reported as occurring at an intersection, while 61 percent of all collisions were reported as not occurring at an intersection.





Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet





CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

COLLISION DENSITY (2012 - 2021)* Project No. 12582137 Revision No. -Date Oct 2023

FIGURE 7

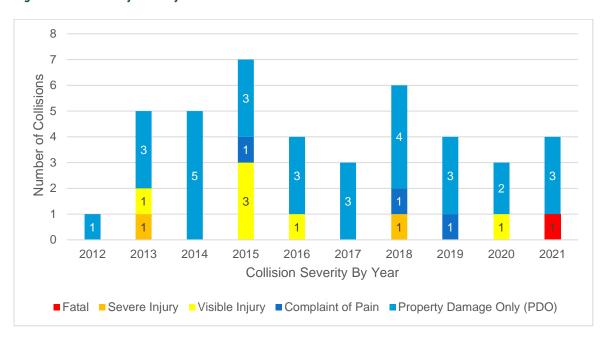
Collision Severity

Table 3 presents the number of collisions by severity as a percent of the total collisions over the study period. As shown, of the 44 reported collisions, the majority, or 70 percent, of collisions resulted in property damage only, seven percent resulted in a fatality, or severe injury, while 23 percent were visible or complaint of pain injury. Figure 8 shows the collisions reported within the study area by severity and year. Figure 9 shows the location of collisions reported within the study area by severity.

Table 3: Collision Severity

Collision Severity	Number of Collisions	Percent of Total Collisions
Fatal Injury	1	2%
Severe Injury	2	5%
Visible Injury	7	16%
Complaint of Pain	3	7%
Property Damage Only	31	70%
Total Collisions	44	100%

Figure 8: Collisions by Severity and Year







Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet



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CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

COLLISION SEVERITY (2012 - 2021)*

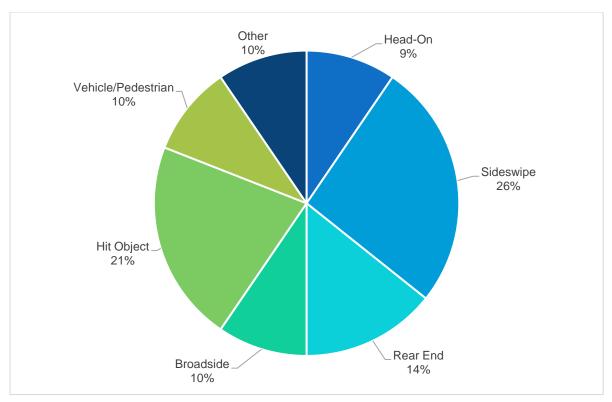
Project No. 12582137 Revision No. -Date Oct 2023

FIGURE 9

Collision Type

Figure 10 presents the number of collisions by collision type as a percent of the total collisions over the study period. As shown, the most reported collision types were sideswipe and hit object collisions, at 26 and 21 percent of the total collisions, followed by rear end collisions at 14 percent of the total collisions.

Figure 10: Collision Types as Percentage of Total Collisions

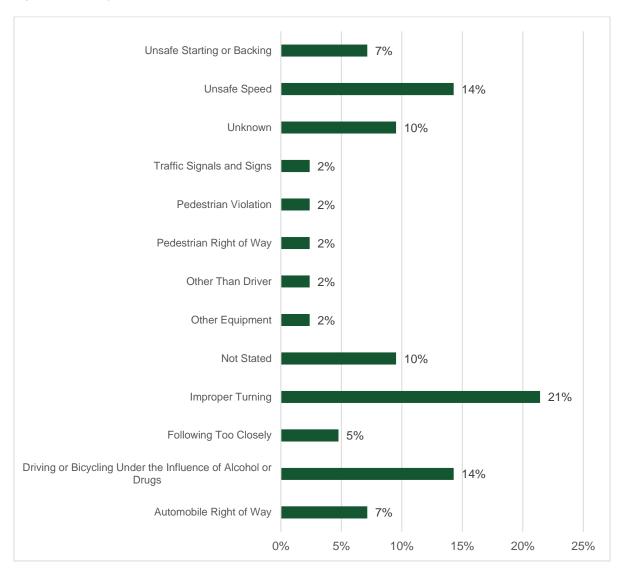




Primary Collision Factors

Figure 11 shows the distribution of primary collision factors associated with the collisions reported within the study area as a percent of the total collisions. As shown, the most common reported primary collision factors were Improper Turning, at 21 percent, Unsafe Speed, at 14 percent, and Driving Under the Influence, at 14 percent, of the total collisions. About half of all collisions were attributed to these three factors.

Figure 11: Primary Collision Factors



Additional Factors

TIME OF DAY

Most collisions occurred in daylight and almost all occurred with some type of illumination. Of the 42 collisions reported, 67 percent, or 28 collisions, occurred in daylight and 26 percent, or 11 collisions, occurred during darkness but along a roadway illuminated by streetlights. Fifty-five percent of all collisions occurred between the hours of noon and 6 p.m., while 21 percent occurred between 6 a.m. and noon, 19 percent between 6 p.m. and midnight and only 5 percent before 6 a.m.

WEATHER

Of the 42 collisions reported, 90 percent, or 38 collisions, occurred during clear weather, while 7 percent, or three collisions, occurred during cloudy weather. Two percent, or 1 collision was reported with the weather condition not stated.

ROAD SURFACE AND CONDITION

Most of the reported collisions occurred when the road surface was reported as dry and the condition as not unusual. Ninety-five percent, or 40 collisions, were reported with the road surface as dry and 93 percent, or 39 collisions, were reported with no unusual condition for the road condition.



PLANS, POLICIES, PROJECTS, AND PROGRAMS

Relationship to Other Documents

A variety of local, regional, and state documents relevant to the development and implementation of the Downtown Connectivity and Main Street Improvement Plan were reviewed. These documents include local, regional, and state planning documents which set an overall trajectory for the City and include policies and strategies the Plan must be consistent with, while others provide guidance and will effectively be incorporated into the Plan. Documents reviewed, and the guidance relevant to the Plan, are discussed briefly below.

Plans and Policies

Colfax

CITY OF COLFAX BIKEWAY MASTER PLAN (2003)

The City's Bikeway Master Plan guides the development of the city's bikeway network in coordination with regional plans and state law. The goal of the plan is to promote bicycling that is safe, convenient, and enjoyable by building out a complete bikeway network connecting with key destinations. The plan focuses on coverage of bicycle facilities throughout the city, safety for bicyclists and pedestrians, and connectivity to all activity centers. Policy priorities include:

- Collaborate with regional, county, and city stakeholders
- Use innovative bikeway designs
- Develop and maintain a prioritized list of active transportation projects
- Use wayfinding signage to connect cyclists with key destinations
- Advocate for developer-dedicated easements for bicycle facilities
- Plan for bicycle facilities as part of overall City planning
- Provide safety education programs to encourage bicyclist safety
- Contribute to the regional bicycle map and distribute it to all communities
- Pursue and obtain optimal funding for bicycle programs and projects

COLFAX AREA PARKS AND RECREATION MASTER PLAN 2007-2022 (2007)

The Colfax Area Parks and Recreation Master Plan examines current park and recreation resources and needs in Colfax and acts as a guide for the City for the 15 years from adoption based on those current and projected needs. The plan identifies that parks, natural trails, and bikeways are amenities associated with the rural character of the area and supports the expansion of the active transportation network to better connect residents and visitors. Policy priorities include:

- Support the development of an active transportation network that connects housing and employment
- Coordinate active transportation network planning with all neighboring jurisdictions and pursue adequate funding to build out this network
- Promote active transportation and equestrian uses through the development of appropriate facilities, programs, and information
- Require developers to fund, install, and/or dedicate rights-of way for active transportation and equestrian facilities and corridors in new development projects
- Provide one mile of recreation trail per 1,000 residents
- Design facilities for safe, pleasant, and convenient travel for active transportation uses, connecting residential areas with key destinations through the Countywide trail system
- Utilize public utility corridors, flood control facilities, rail corridors, and public easements to further active transportation and trail connections
- Collaborate with other public agencies to expand the active transportation network
- Create facilities that are physically separated from roadways and that separate bicyclists from equestrians, where possible

CITY OF COLFAX GENERAL PLAN 2020 (1998)

Colfax's General Plan 2020 identifies the goals and policies that will guide future growth in the Colfax area. The General Plan guides decision makers to ensure that new development contributes to retaining and improving the unique, foothill community character of the City. Relevant Elements of the General Plan are discussed in the following sections.

Circulation Element

The Circulation Element addresses major thoroughfares including streets and highways, transportation routes including public transit, transit terminals, bicycle and pedestrian routes, parking, railroads, and other local public utilities and facilities with the goal of maintaining and improving circulation within the City. The Circulation Element encourages alternative forms of transportation through the creation of an integrated active transportation network and supports transportation and land use strategies that reduce motor vehicle emissions. Policy priorities include:

- Maximize existing transportation facilities
- Maintain a level of service (LOS) standard of "C" at all intersections and roadways
- Be proactive in regional transportation issues that impact Colfax
- Consider traffic issues in land use decisions and vice versa
- Provide alternative transportation support facilities like bicycle racks, walkways, connections, and ride share parking
- Prioritize walking and bicycle trails

- Increase density near transit corridors and stations
- Encourage mixed-use, dense, and infill development
- Develop concentrated activity centers
- Strengthen Downtown Colfax
- Develop an interconnected street network
- Provide strategic parking facilities

Community Design Element

Colfax's Community Design Element addresses preservation and enhancement of Colfax's character and cultural and historical resources that make it a great place to live. The Community Design Element encourages new developments in Colfax to include pedestrian connections, requires development site plans, indicate where pedestrian and bicycle connections to adjacent properties exist, and emphasizes that future roadways should maintain historic patterns and design and that community character is enhanced by pedestrian- and bicycle-friendly streetscapes. Policy priorities include:

- Use pedestrian scale street design and appropriate streetscape improvements
- Plant consistent, continuous street trees to form a canopy
- Make streets accessible to bicyclists or develop bicycle lanes
- Sidewalks should be safe for walking and sitting
- Use park benches and other street furniture to create places for people to sit
- Use attractive landscaping and planters
- Include amenities like trash enclosures and bicycle racks

Housing Element Update (2021)

The Colfax 2021-2029 Housing Element provides an analysis of the existing and projected housing needs in the City and adopts policies to promote the maintenance and development of a variety of housing types. Policy priorities include:

- Provide safe access for both motor vehicle and pedestrian traffic to and within the hillside areas
- Require curbs, gutters, drainage facilities, sidewalks, and paved street improvements as part of new developments for pedestrian safety and accessibility

HISTORIC DISTRICT DESIGN MASTER PLAN (2009)

The Historic District Design Master Plan guides future economic development in the Historic District of Colfax and includes design guidelines, property analysis, and a conceptual master plan. The Historic District's heart is the Historic Core, which encompasses the intersection of Main Street and Grass Valley Street and extends to just beyond Depot Street on North Main Street to the north and just beyond South Main Street at Church Street to the south. The full Historic District extends further south to Quinn's Lane, further west to just past Rising Sun Street along Depot Street east to the railroad right-of-way, north to just northwest of the intersection of N Main Street and State Route 174, east across the railroad to Forest Hill Street and State Route 174/Central Street in the southeast, and back west to near the railroad right-of-way forming the district's southern border. Policy priorities include:

 Use of angled parking and planting islands as physical buffers between motor vehicle traffic and sidewalks

- Incorporate plazas with seating and other resting areas to encourage visitors to stay longer
- Use benches, gathering spaces, and alcoves outside businesses to allow for visitor interactions
- Enhance crosswalks with decorative paving treatments to improve safety, like simulated brick inlay in Historic Core, and delineate them with a change in pavement material, pattern, or color
- Include bicycle lanes to improve bicyclist safety
- Narrow travel lanes to slow motor vehicle speeds
- Highlight mid-block crossings to increase driver awareness and safety
- Maintain pedestrian access between parking areas and destinations or transit hubs
- Use four feet minimum for primary pedestrian routes (most direct connection between locations) that are accessible in all-weather conditions
- Use ramps to meet Americans with Disabilities Act (ADA) and California Building code standards, unless exempt
- Place transit shelters on primary pedestrian routes

Regional

PLACER COUNTY LOCAL HAZARD MITIGATION PLAN UPDATE ANNEX B (2021)

The Local Hazard Mitigation Plan Update Annex B addresses hazard mitigation planning elements specific to Colfax and identifies transportation vulnerabilities to specific hazards. Mitigation priorities include:

- Adopt land use regulations that regulate land alterations, road construction, or other development on slopes of 15% or more to address geological hazards
- Update current ordinances to specific road standards with Colfax Fire Department to address fire hazards

PLACER COUNTY REGIONAL TRANSPORTATION PLAN 2040 (2019)

The Placer County Regional Transportation Plan (RTP) 2040 is a planning document that defines transportation system goals and sets project implementation priorities for the twenty-year period ending in 2040 for Placer County, prioritizing the safety and security of all road users with the goal of promoting a safe, convenient, and efficient transportation system for active transportation users. Policy priorities of the RTP include:

- Encourage jurisdictions to update their bicycle and pedestrian plans based on best practices
- Collaborate to close gaps in the active transportation network
- Use Class I, II, and IV bikeways as preferred bicycle facilities with Class III bicycle routes used as connectors or as necessary
- Regularly update the Placer County Bike Map
- Encourage trails development
- Encourage the adoption of bicycle ordinances
- Encourage jurisdictions to install bicycle support facilities, including bicycle parking at key destinations, bicycle-safe drain grates, and bicycle detection at signalized intersections
- Require bicycle facilities funded through the Transportation Development Act to comply with state and federal bikeway design criteria
- Accommodate active transportation users on the existing roadway network and utilize complete streets
- Prioritize roadway designs that avoid collisions between motor vehicles and vulnerable road users

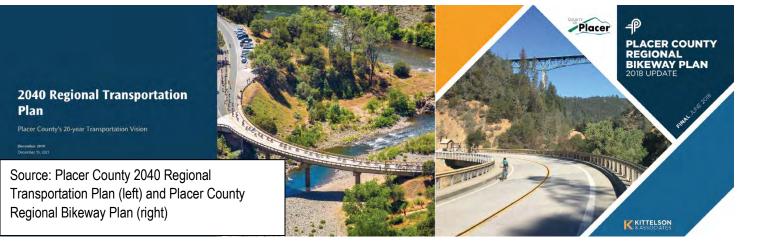
- Design developments to be active transportation-friendly
- Implement Safe Routes to School and bike share programs
- Develop trails in open spaces next to waterways and major traffic corridors and connect hiking and equestrian trails with residential areas
- Encourage expansion of the Capitol Corridor passenger rail service to Colfax as part of a long-term expansion to Reno/Sparks

PLACER COUNTY REGIONAL BIKEWAY PLAN (2018)

The Placer County Regional Bikeway Plan is a long-range planning document meant to guide the development of a bikeway network in unincorporated Placer County with a vision to improve bikeways throughout the county to support safe, convenient, and enjoyable bicycling for all.

The Placer County Regional Bikeway Plan is framed by three objectives: safety through collision reduction, mobility through increased connectivity, and preservation through bikeway maintenance. The planned bikeway network should be cohesive and consistent, direct, and accessible, comfortable and low-stress, and integrated into the overall network. The plan's recommended focus areas and corridors are identified in Figure 12; planned bikeway facilities for central Placer County, adjacent to Colfax, are illustrated in Figure 13. Policy priorities include:

- Usage of signage, traffic controls, engineering, education, encouragement, and enforcement to improve safety
- Create a safe active transportation network for all ages and abilities
- Prioritize bicyclists in roadway design and redesign
- Usage of consistent active transportation system designs
- Take advantage of Placer County's scenic qualities
- Support continuous active transportation network planning and connect it to land use planning
- Promote awareness of the bikeway system through employers and bicycle map distribution
- Pursue all possible funding to implement bicycle master plan
- Maintain active transportation network facilities in good condition



City Limits/TRPA Boundary
Unincorporated Communities
State Parks and National Forests
Community Focus Area
Community Connection
Regional Connector
Recreational Route

Foresthill

North Autjum

North Autjum

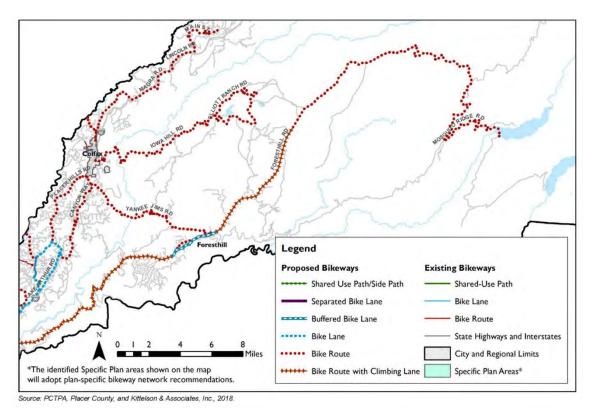
Rocklin

Figure 12: Recommended Focus Areas and Corridors

Source: Placer County Regional Bikeway Plan (2018)

Source: Placer County, PCTPA, and Kittelson & Associates, Inc., 2018.

Figure 13: Planned Bikeway Facilities – Central Placer County



Source: Placer County Regional Bikeway Plan (2018)

SACRAMENTO REGION TRAIL NETWORK ACTION PLAN (2022)

The Sacramento Region Trail Network Action Plan establishes a prioritization framework and implementation strategy for planned trail projects in the SACOG six county region based on how well each project achieves trail network goals and furthers regional connectivity goals. It includes Placer County, where Colfax is located. Based on a project's development stage and timeframe, the Action Plan recommends actions for jurisdiction or agency staff to complete to push each project forward to its next stage, with the ultimate goal of completing the proposed Sacramento Region Trail Network as quickly and as efficiently as possible. The goals of the Action Plan, like the many local, regional, and state plans that were reviewed as part of its creation, are to establish a network that promotes safety, all ages and abilities, economic vitality, environmental justice, health, and recreation. The Sacramento Region Trail Network is illustrated in Figure 14.

Sacramento Region Trail Network

Attachment A

***Trail Network**

Figure 14: Sacramento Region Trail Network

Source: Sacramento Region Trail Network Action Plan (2022)

State

TOWARD AN ACTIVE CALIFORNIA (2017)

Toward an Active California is the State's first bicycle and pedestrian plan that provides policies and actions for the California Department of Transportation (Caltrans) and partner agencies to undertake to improve comfort, connectivity, safety, and feasibility of travel by walking and bicycling.

 By 2040, people in California of all ages, abilities, and incomes can safely, conveniently, and comfortably walk and bicycle for their transportation needs

CALTRANS DISTRICT 3 ACTIVE TRANSPORTATION PLAN (2022)

The Caltrans District 3 Active Transportation Plan implements the vision of Toward an Active California, identifying and prioritizing locations with bicycle and pedestrian needs in Caltrans District 3 with the plan goals of safety, mobility, equity, and preservation. Location-based needs within or adjacent to Colfax identified in the plan are enumerated in Table 4. Caltrans District 3's prioritization of those needs within or adjacent to Colfax are listed in Table 5.

Table 4: Location-Based Needs

Road Segment	Extents	Crossing or Corridor	Mode
Illinoistown Road	Crossing of I-80	Crossing	Bicycle and/or Pedestrian
I-80	Between Illinoistown Rd crossing and Plutes Way	Corridor	Bicycle and/or Pedestrian
I-80	Plutes Way and Iowa Hill Rd	Corridor	Bicycle and/or Pedestrian
SR 174	Crossing of I-80	Crossing	Bicycle and/or Pedestrian
SR 174	Between SR 174 crossing of I- 80 and Gladycon Rd (Shady Glen)	Corridor	Bicycle and/or Pedestrian
Vista Ave	Crossing of SR 174	Crossing	Pedestrian
Dinkey Ave	Crossing of SR 174	Crossing	Pedestrian
N Main St	Crossing of SR 174	Crossing	Pedestrian

Source: Caltrans District 3 Active Transportation Plan (2022)

Table 5: Needs Prioritization

Road Segment	Extents	Crossing or Corridor	Tier (intensity of need)
SR 174	Crossing of I-80	Crossing	Tier 2
SR 174	Between SR 174 crossing of I- 80 and Gladycon Rd (Shady Glen)	Corridor	Tier 2
Vista Ave	Crossing of SR 174	Crossing	Tier 2
Illinoistown Rd	Crossing of I-80	Crossing	Tier 3

Source: Caltrans District 3 Active Transportation Plan (2022)

Projects

The City of Colfax is a small, rural railroad community situated in Placer County bisected by the Union Pacific Railroad and sits at the junction of Interstate 80 and State Route 174. Given its proximity to the railroad and the highway, it is challenging to navigate the City in ways other than a car. Over the last twenty years, there have been planning efforts to address the bikeability and walkability of Colfax and its location as a train stop and destination for recreation. There are few existing bikeway facilities and few proposed, though SACOG and Placer County Transportation Planning Agency (PCTPA) have committed, through various policies and plans, to plan for and design connectivity within the region, including the City of Colfax.

The following is a review of existing bikeway facilities and proposed projects.

Existing Bikeway Facilities

In conjunction with the development of the Regional Bikeway Plan, PCTPA conducted field observations to identify existing bikeway facilities throughout Placer County. The only existing Class IV facility within the City of Colfax is a bikeway along one side of Rising Sun Road (per the Colfax Bikeway Master Plan). Class II facilities and Class III bicycle routes can also be found.

Table 6: Bikeway Facilities Mileage by Class*

Facility Type	Mileage
Shared-Use Path (Class I)	0.0
Bike Lane (Class II)	0.3
Bike Route (Class III)	0.5
Bikeway (Class IV)**	0.18
Total	0.98

Source: Placer County Regional Bikeway Plan (2018)

- *Although these data came from the Placer County Regional Bikeway Plan, they are being confirmed through this Plan.
- ** While the separated bikeway (Class IV) on Rising Sun Street exists, it was not included in PCTPA's assessment. It has been included here to provide an accurate accounting of all bicycle facilities in Colfax.





Separated Bikeway (Class IV) along Rising Sun Street (left) and a Class II bicycle lane on Main Street.

NORTH MAIN STREET BIKE ROUTE PROJECT

This Active Transportation Program Cycle 1 project added bicycling facilities to give bicyclists and pedestrians a safer alternative to crossing the State Route 174 bridge using a one-foot shoulder. The purpose was to make a safer environment for bicyclists and to connect to destinations along Main Street like transit, shopping, community center, schools, and restaurants. This project extends along North Main Street between West Grass Valley Street and State Route 174. Infrastructure updates include restriping, route repair, widening to accommodate bicycle lanes where feasible, bicycle-friendly grates, and bicycle parking.

Proposed Projects

TIER TRAIL STUDY CORRIDOR

The Sacramento Region Trail Network Action Plan identifies Trail Study Corridors, which will highlight segments that are not currently included in a plan. These segments have potential to complete the regional trail network and are flagged for future funding consideration. Trails are categorized on a tiered prioritization framework based on their potential to achieve trail network goals of transportation safety, health, environmental justice, economic vitality, all ages and abilities, and recreation; and further regional goals of crossing infrastructure boundaries, collaborating with partners, supporting critical connections, and filling in trail network gaps.

The prioritization framework was created with the goal of identifying trails that have the strongest potential to help meet regional plan goals and to help the region discover where coordination could align and focus efforts. As a part of the Sacramento Region Trail Network Action Plan,⁴ the SACOG prioritized Colfax as a "lower tier" priority for a trail study corridor. If SACOG chooses to perform this study, it will occur along Old Route 40 Corridor West in the Community of Newcastle.

COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG) ROAD REHABILITATION PROJECT

In 2018, the City of Colfax proposed to utilize Community Development Block Grants (CDBG) funds to rehabilitate the pavement on the following existing roadways: Culver Street, Depot Street, Pleasant Street, Forest Hill Street, and Pine Street. The City plans to remove and replace the road materials as well as construct new or improve existing sidewalks along the south side of Church Street. ADA improvements will be constructed where appropriate, such as handicap pedestrian ramps. New pavement markings will also be installed, where appropriate. This project is expected to commence construction in the spring of 2024.

UNION PACIFIC

The City of Colfax plans to construct pedestrian improvements across the Union Pacific railroad tracks to improve pedestrian safety and conditions for walking and bicycling.⁵ The City has received design plans for the westbound station and existing station improvements from Amtrak, however no construction schedule has been developed.

⁴ https://www.sacog.org/sites/main/files/file-attachments/a. network and prioritization 0-2.pdf?1660856095

⁵ https://www.sacog.org/sites/main/files/file-attachments/appendix a- project list.pdf?1573842738

Table 7: City of Colfax Proposed Bikeways

Roadway	Segment	Upgraded Condition	Approximate Distance
Grass Valley Street	Rising Sun Street to Auburn Street	Class III	1/4 mile
Grass Valley Street	Auburn St to SR 174	Class III	1/8 mile
Oak Street	Railroad Ave to Auburn Street	Class III	1/8 mile
Church Street	Rising Sun Street to Main Street	Class III	1/8 mile
Main Street	SR 174 to Newman Street	Class III	1/2 mile
Railroad Ave	Grass Valley Street to Oak Street	Class III	1/8 mile
Auburn Street and South Auburn Street	Main Street to I-80 Overcrossing at South end of town	Class III	1.3 miles
Whitcomb Ave	Entire length	Class III	1/3 mile
South Canyon Way	Between I-80 Overcrossing at North and South ends of town	Class II	1.4 miles
Culver Street	Newman Street to Church Street	Class III	1/8 mile
Newman Street	Culver Street to Main Street	Class III	<1/8 mile
SR 174	Auburn Street to Giovanni's corner (where SR 174 and Rollins Lake Road split)	Class II	1.3 miles
Tokayana Way*	Rising Sun Street to Placer Hills Road	Class III	2.1 miles
South Canyon Way*	Class II terminus (I-80 overcrossing) continuing south	Class III	TBD
North Canyon Way*	Class II terminus (I-80 overcrossing) continuing north to the Stevens Trailhead	Class III	0.6 miles
SR 174 and Rollins Lake Road*	Rollins Lake Road split continuing north	Class III	TBD

*Outside City limits; Source: City of Colfax Bikeway Master Plan (2003)

Programs

Programming is a strategy used to further the goals of active transportation. When programs are paired with infrastructure or used as a stand-alone project, they often encourage and support more bicycling, walking, and other non-motorized, human-powered means of transportation within communities. Communities with high rates of walking and bicycling often use a "Five E's" approach, with education, encouragement, evaluation, and equity complementing engineering (infrastructure) improvements.

- Education programs share information about safety, benefits of active transportation, and resources
 or facilities available in the community. They should address people bicycling, walking, and driving.
- Encouragement programs promote bicycling and walking as fun, convenient, and enjoyable modes of transportation and recreation.
- Evaluation programs monitor success through counts, surveys, and data review to inform adjustments
 or modifications to programs, policies, and the built environment.
- Equity is a lens through which all programs and infrastructure projects should be viewed to ensure disadvantaged members of the community have access to and benefit from the City's investments in active transportation.
- Engineering strategies implement changes to the built environment to create environments that are safer and more comfortable for people walking and bicycling. Walk/bicycle audits, demonstration projects, walking/bicycling maps, and open street events are considered pre-engineering activities...

A policy in the City's Bikeway Master Plan states a goal to "encourage [the] addition of safety signage on shared roadways, and support safety education programs for bicyclists." Although Colfax does not currently have many programs at this time, within the scope of the Colfax Downtown Connectivity and Main Street Improvement Plan, recommendations will be provided to include programs in the future. The following Bicycle Safety and Education Program is Colfax's current program.

Bicycle Safety and Education Program

PLACER COUNTY SHERIFF/CALIFORNIA HIGHWAY PATROL

Placer County Sheriff's Office Community Service Officers have developed a curriculum that teaches the basics of bicycle safety, helmet fit, use, and laws. These programs are performed primarily at schools and on request. Additionally, local bicycle shops participate, performing minor repairs and making recommendations to bicycle owners of any additional repairs that need to be made. Placer County Sheriff's Office often collaborates with the California Highway Patrol on bicycle safety and education programs.



STAKEHOLDER ENGAGEMENT

This Plan and the recommendations were shaped according to public feedback throughout the Plan process. This chapter describes an overview of the stakeholder engagement process, and an overview of each activity conducted. Additional details and documentation of engagement efforts is available in Appendix A.

The public was engaged with the project using multiple methods:

- Well-attended virtual and in-person community workshops during the existing conditions analysis phase, including tabling along Main Street in Downtown Colfax
- An online interactive mapping tool, which received over 186 public comments
- The Plan Advisory Group (AG), a new advisory committee of community members that supports Colfax and its downtown
- An Ad Hoc Committee composed of two City Council members
- An online survey on the project website, where community members could respond to specific questions priorities and improvements for Downtown Colfax
- A series of presentations to stakeholders

Advisory Group Meetings

FEBRUARY 13, 2023

The first Advisory Group meeting was held in-person at the City Hall on Main Street. The group members consisted of locals including residents, Colfax Garden Club members, Colfax Area Historical Society, Caltrans District 3, and local business owners. At the meeting, attendees reviewed maps and heard a presentation regarding existing conditions. The AG members expressed their concerns in various areas throughout the downtown area including routes to schools, routes to the community center, safe travels walking and bicycling from the hotels along South Auburn Street near Whitcomb Avenue into the Historic Business District and attracting and retaining visitors, tourists, and residents into the downtown area.

MAY 11, 2023

The second AG meeting was held in-person and included a small discussion around potential infrastructure improvements that could be implemented into Downtown including pedestrian infrastructure improvements, bicycle infrastructure improvements, and placemaking improvements. The AG members also participated in a walk audit along Main Street. The participants took special notice of areas where there is additional space in the roadway, re-thinking the possibility of some existing "parklet" patios, and how people may want to travel into Downtown, relax, eat, shop, and stay.

The AG members considered the walkability and bikeability of Downtown and how people may wish to navigate by walking, bicycling, or rolling. They considered the speeds of cars, how they approach Main

Street, what their trips tend to be for (school and work being the most common answer), and how people may walk or bicycle around Downtown once they disembark the train. Comments included the following:

- A desire for places to pause or relax with shade, benches, and tables; specifically more benches
 and shade at Lot of Arts Park. Also considering a parklet or formalized patio space on Main Street
 in front of "Grandma C's"
- ADA tripping hazards
- Students frequently walking or bicycling along Depot Street
- Crossing at Depot Street and roadway re-configuration; Consider the art possibilities or more formalized pedestrian island or Main Street features (potentially a miniature plaza) at Depot Street
- Re-thinking the placement of the gazebo, additional landscaping, and benches
- SR 174 acts as a truck route detour for I-80
- Formalizing historic signals at the railroad depot
- Adding infrastructure treatments for bicyclists, pedestrians and traffic calming near the historic hotel – stamped concrete, high visibility striping, signage, push button signals, etc. at Grass Valley Street
- Signage indicating entering Downtown at Grass Valley Street
- Gateway signage indicating Downtown at future trailhead on Railroad Street

AUGUST 17, 2023

During this meeting, the project team introduced the recommendation figures that were gathered from public comment. The overview included a discussion of existing conditions, stakeholder engagement, and how recommendations were developed. This was in preparation for September's Railroad Days engagement event.

DECEMBER 6, 2023

The fourth AG meeting was held in-person on December 6th, 2023, at the City Hall. The purpose of this meeting was to review the draft plan and gather feedback prior to the last community engagement event. AG members brought several edits forward, including edits to location names on map figures and a request for a disclaimer that location alternatives may be considered when choosing to install a Colfax Downtown gateway. The group discussed next steps for implementing lower complexity projects and how to continue community engagement throughout the grant writing process. AG members were encouraged to assist in grant writing to support city staff, especially if resources are limited.

Workshops and Stakeholder Meetings

JUNE 7, 2023

On June 7th, the project team met virtually with the City's Emergency Services (ES). The ES staff discussed their priorities around safety for the roadways. They mentioned that any changes to the roadways should consider ES vehicles and clearances and that streets be updated with new asphalt to make it easier to drive. Safety issues were discussed, specifically around lighting, concerns with where people sit, stand, or spend time. They noted that creating spaces for people that are more logical and safer for spending time would improve this (shade, benches, pedestrian gathering space, plazas, etc.).

JUNE 8, 2023

The first of two "design charrette" workshops was held on June 8th. On this day, the project team met with business owners to solicit feedback regarding the Plan. Later in the evening, the project team set up a table in front of a local restaurant on Main Street and solicited feedback from members of the public. Informational boards were provided that showed the different types of bicycle, pedestrian, and place-making facilities that could be considered within the downtown area. Maps were provided that showed the entire study area as well as one map zoomed into the historic downtown.

About 16 people showed up to the "pop-up" workshop and provided feedback. Most comments received were regarding pedestrian amenities, cracked or broken sidewalks, desire for playgrounds or other activities for children, programming, and activities for people Downtown, benches and amenities for people walking their dogs, desire for trails and walking paths, art in the downtown area and along alleys, better traffic flow through Main Street, economic development and vitality of Main Street, and the desire to improve existing roadways with better pavement.

JUNE 9, 2023

The project team held the second "design charrette" workshop on June 9th and began the workshops with various stakeholder meetings. The team met with local artists first and then with staff from the school district. Themes of the comments included the following from each group:

- The local artists' group primarily focused on bringing more art and activities into the City. Comments included a desire for programming, such as food trucks, businesses selling their food along Main Street on certain days of the week, planning art around specific points within the City, such as within the roundabout, in Lot of Arts Park, Arbor Park, along alleys, etc. Comments noted that art should be historic and reflect the City's character (railroads and mining), and should be present on utility boxes, vehicle charging stations, etc. Other opportunities for art could include a clock tower, a destination art piece that would bring people to the City as a focal point, or as a social media destination. Another opportunity could include interactive art. Other comments noted a desire for more trash receptacles, a par course for exercise throughout trails, and places to sit and rest.
- The school district staff noted a desire for connectivity from the central downtown area and surrounding areas to the schools. Opportunities for partnerships through the City and the County to boost school activities like non-infrastructure, bicycle rodeos, and traffic gardens were mentioned as being a type of programming that could contribute to the betterment of students. Comments noted the importance for the consideration of the connectivity of streets and safer facilities leading to school for children. Rising Sun Street and Tokayana Way were mentioned as being a high priority for crossing, need for school signage, yellow striping, Rapid Rectangular Flashing Beacons, and high visibility crosswalks. Staff also noted the importance of planning inviting amenities for kids such as a skate park, theater, parks, greenspace, playgrounds, water features and more family friendly amenities, including enhancing the safety of Arbor Park through better crossing and protection from traffic.

After the stakeholder meetings, the project team set up a "pop-up" booth once again in front of a local restaurant and collected comments from the community. 12 people attended the pop-up and comments were regarding similar topics and themes as the prior evening.

JULY 3, 2023

The recommendations pop-up workshop was held in person at the Colfax July 3rd celebration from 2 pm – 7 pm. The purpose of the pop-up was to present draft recommendations, possible design ideas, and to educate the public on the project.

The pop-up gathered feedback from about 30 people in Colfax for the July 3rd celebration. Engagement boards included:

- A Project Area Map where people identified areas of concern and could make location-based comments on sticky notes to attach to the map.
- An Information Board with project's background, goals, and timeline. See Figure 15.
- A **Recommendations Map** where people reviewed and commented on draft recommendations.
- Potential Design Element Boards that highlighted pedestrian, bicycle, and placemaking infrastructure design options. See Figure 16 and Figure 17.
- ♦ A **Cross Section Diagram** that illustrated design options for South Auburn Street, including travel lanes, parking, and sidewalk and bicycle lane options.

The community showed safety concerns about the state of damaged roads, interest in revitalizing Downtown through increased visibility and wayfinding signage, and the desire to increase safety and accessibility for pedestrians along crosswalks and sidewalks. Community comments include:

- Signage required to direct people coming off the freeway to Colfax
- Desire for more outdoor seating and to make Downtown more visible using signage and lights
- Safety concerns along Church St. before Rail Road Ave.; Pedestrians walk in the road because there is no sidewalk, the road is sloped and uneven, the pavement is a tripping hazard
- Reguest to refurbish damaged road along Depot Street
- Improve pedestrian connectivity and safety through improving sidewalks and crosswalks along SR 174, in front of the fire station, and Church St.; increase lighting, increase visibility of streetlights by repainting them, and add traffic signals and RRFB for crosswalk safety
- Request for subsidized school busses to get kids to and from school
- An interest in context sensitive public art that pays homage to the history of Colfax
- The formalization of the existing trail to Downtown for comfort and connectivity





Members of the public engaging with project area map and information boards at July 3rd pop-up workshop

SEPTEMBER 16, 2023

The recommendations pop-up workshop was held in person at the Colfax Railroad Days festival from 10 am – 5 pm. Like earlier engagement activities, the purpose of the pop-up was to present draft recommendations, possible design ideas, and to educate the public on the project.

The pop-up gathered feedback from over 12 people in Colfax at the Railroad Days festival. Engagement boards used were similar to those used at the July 3rd Celebration pop-up workshop, as described above.

Ad Hoc Committee

Two City Council members, Sean Lomen and Larry Hillberg, participated in an Ad Hoc Committee to provide additional guidance and review during the recommendations stage and during the development of the Draft Plan.

AUGUST 8, 2023

The project team met with the Ad Hoc Committee on August 8th, 2023, to discuss preliminary recommendations. Overall discussion included a presentation to discuss outreach to date, existing conditions, and recommendations. Committee members discussed several topics including wayfinding; historic branding for downtown and Main Street; potential funding sources and implementation of projects; potential partnerships to support art, murals, and branding; and existing infrastructure that could use future studies. The committee commented on the recommendations and refined the locations and purpose of crossings, discussed the roundabout design, discussed the public gathering spaces and what those could look like, and locations for wayfinding.

NOVEMBER 7, 2023

The project team met with the Ad Hoc Committee on November 7, 2023, to discuss the Admin Draft of the Downtown Connectivity and Main Street Improvement Plan. The meeting included a thorough review of the Admin Draft with committee members providing comments to be documented for Public Draft inclusion. Committee member comments related to overall document structure and identification of any missing elements, enhancements to specific map and figure designs and sizing, text edits and clarifications, and general feedback pertaining to the overall direction and vision of the Plan.



Figure 15: Information Board

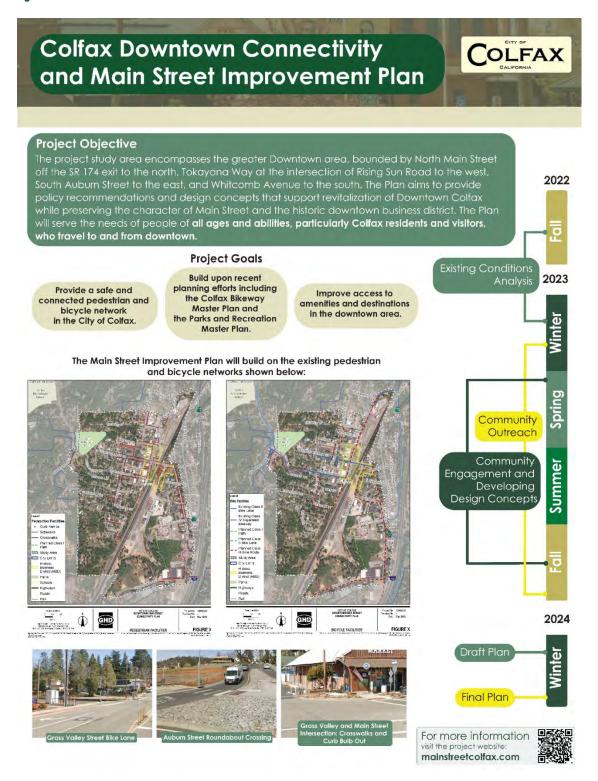
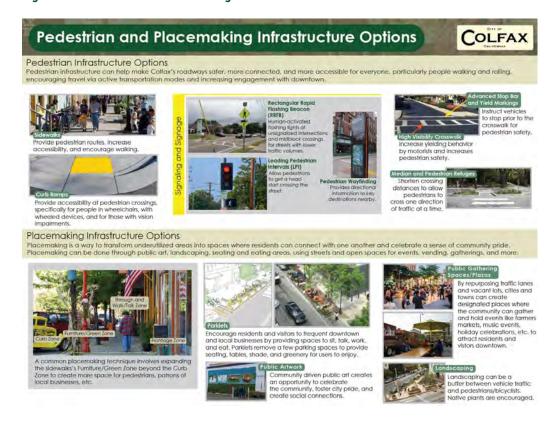


Figure 16: Bicycle Facilities Board



Figure 17: Pedestrian and Placemaking Facilities Board



Website

A project website was developed, containing information about the project planning process, active transportation information and examples, and engagement opportunities. The website included an interactive map and survey for community members to provide input. Screenshots of the website are displayed below.

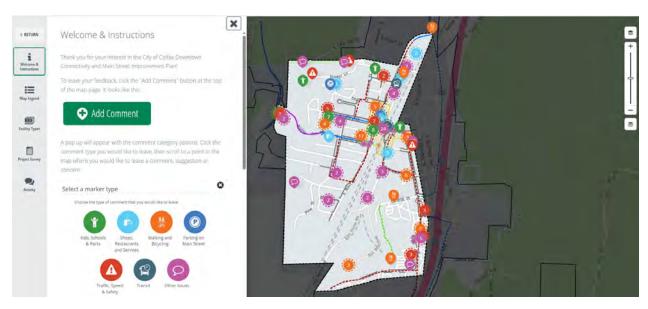
Interactive Map

An interactive map was created to allow participants to make location-specific comments on a map of the project study area. 186 comments were entered by project website visitors as well as digitized following inperson engagement events. Users could select from seven comment categories or types:

- Kids, schools, and parks
- Parking on Main Street
- Shops, restaurants, and services
- Traffic, speed, and safety
- Transit
- Walking and bicycling
- Other issues

Screenshots from the interactive map are displayed below:

Figure 18: Interactive Map



Comments by Type

Figure 19 shows the percentage of comments by category. Aside from the category "other issues", "walking and bicycling" had the highest percentage of comments (27.42 percent) and "traffic, speed, and safety" had the second highest (15.59 percent).

Walking and Bicycling, 27.42%

Other Issues, __30.65%

Transit, 3.23%

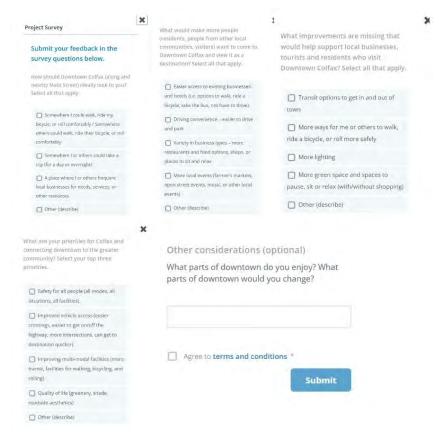
Parking on Main Street, 1.61%

Shops, Restaurants and Services, 10.75%

Figure 19: Comments by Category

Online Survey

To accommodate anyone who preferred to provide input online rather than attending an in-person outreach event, an online survey was created covering the same topics discussed at pop-up workshops and design charrettes. No community members chose to use the online survey to submit comments. Screenshots of the online survey are displayed below.



RECOMMENDATIONS

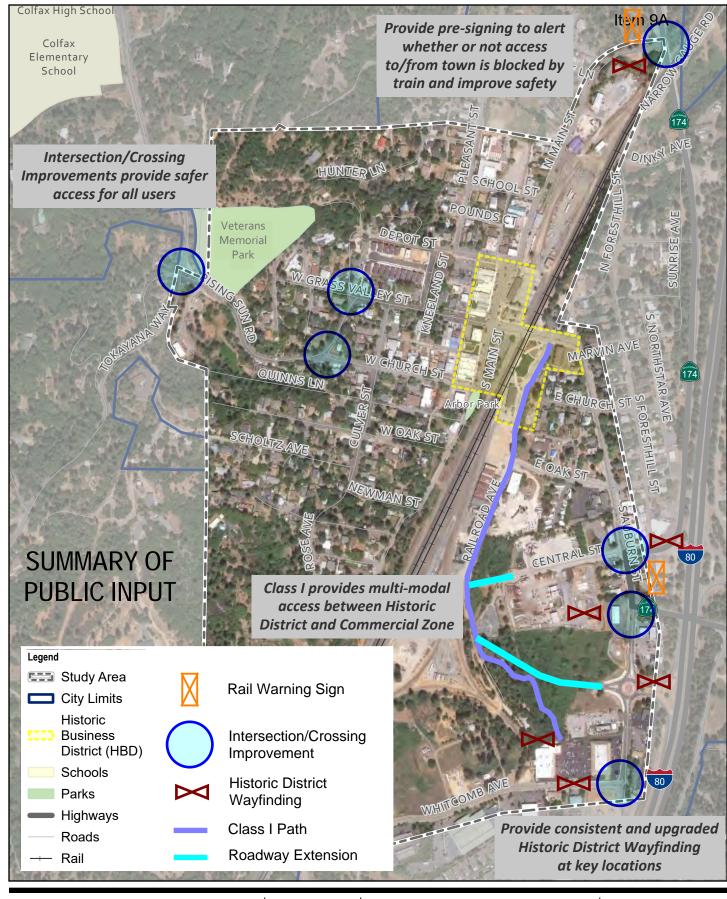
Recommendations within this Plan have been developed based on public feedback, traffic safety, collision data analyses, recommendations from previous plans, circulation and connectivity considerations, and economic benefits. There are constraints surrounding many of these recommendations and most all require further study and design. However, by proposing comprehensive recommendations, it ensures that the City has an implementable and feasible written course of action to pursue funding for projects that will improve the City and the beloved Historic Downtown.

Residents, City staff, and advisory group members all care deeply about the City and strongly desire the meticulous preservation of City character. All recommendations have been developed with a context-sensitive approach that considers, respects, and preserves the historic character of the City. Recommendations aim to improve or enhance the existing streetscape, attract people to the historic core, and improve safety for people of all ages and abilities. The recommendations in this chapter were developed in response to both the analysis of safety and collision data as well as the public engagement and community outreach that has taken place with members of the Colfax community and various stakeholders.

This chapter discusses the following recommendation categories:

- Economic Development
- Bicycle Facility Recommendations
- Pedestrian Facility Recommendations
- Connectivity Recommendations
- Motor Vehicle Traffic Safety Recommendations
- Amenities and Other Recommendations
- Emerging Technology Recommendations
- Non-Infrastructure Recommendations

Based on input from the public as well as conversations with the project team, subjective evaluations were made to establish a list of prioritized projects recommended as part of this Plan. The following figures represent a summary of public comments and illustrate these recommendations for the entire study area (shown in Figure 20), with special focus on Downtown (shown in Figure 21), and incorporating a new roundabout in Downtown Colfax (shown in Figure 22).





Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet

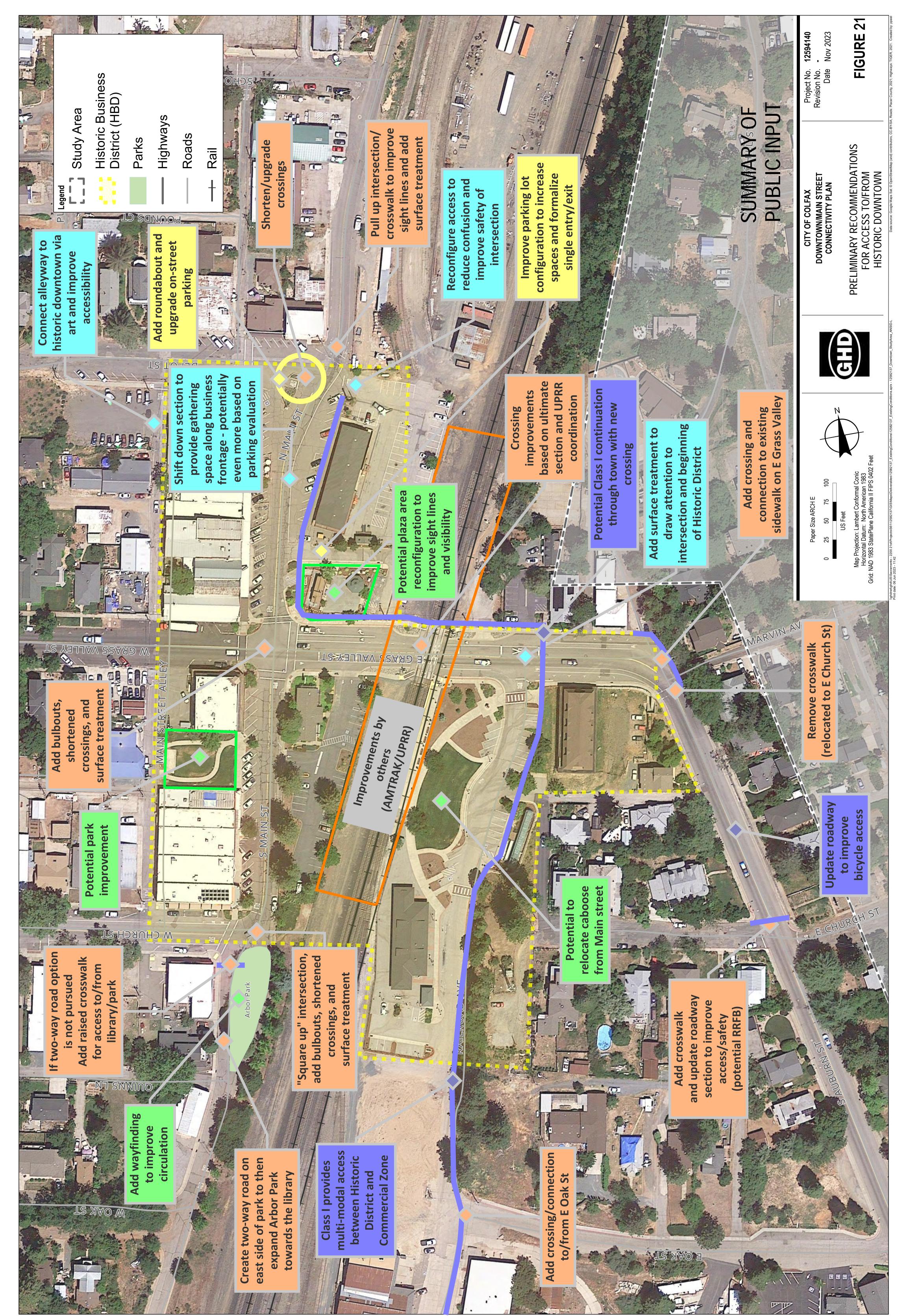




CITY OF COLFAX DOWNTOWN/MAIN STREET CONNECTIVITY PLAN

PRELIMINARY RECOMMENDATIONS FOR ACCESS TO/FROM HISTORIC DOWNTOWN Project No. 12582137 Revision No. -Date Nov 2023

FIGURE 20



Economic Development

This Plan does not have any authority to recommend changes to existing land-uses, alter existing businesses, or make economic development-related recommendations. However, there are many opportunities for encouraging tourism by increasing economic generators, safety, connectivity, and economic development in Colfax. Through an expanded active transportation network, with enhancements to existing facilities and wayfinding (how people find and navigate the area), this Plan recommends improvements that will encourage travel in Downtown Colfax for all people and modes of transportation. By creating a safe, comfortable environment to work, eat, shop, and play, and making traveling easier and accessible, residents and visitors with be encouraged to visit and invest in the amenities of Downtown.

Related discussion of economic development opportunities can be found under Economic Activation in the Additional Considerations section of the Implementation Plan chapter.

Bicycle Facility Recommendations

Off-Street Facilities

Class I multi-use paths (also known as trails or paths) are exclusive walking and bicycling facilities where motor vehicles are prohibited. The minimum paved width of a two-way Class I facility is eight feet, with ten feet preferred, with a minimum of two feet of shoulder width on either side (three feet preferred).





Examples of Class I Paths

PATH ALONG RAILROAD STREET CONNECTING COLFAX MALL TO HISTORIC DOWNTOWN

There are existing plans to develop a formalized trail along Railroad Street. This Plan recommends extending the path from Grass Valley Street down to the Colfax Mall parking lot. There is significant activity, economic development, as well as plans for future growth occurring around the Colfax Mall. With this location hosting several businesses, restaurants, coffee shops, and hotels, it is a hotspot for tourists and people passing through. By implementing this path, it creates an opportunity to safely and conveniently connect pedestrians and bicyclists between this economically vibrant part of town and the Historic Downtown.

While Railroad Street currently experiences low traffic volumes, the formalized trail that this Plan recommends should consider fully separating pedestrians and bicycles from motor vehicles along this corridor in the future. In addition, further economic benefits to the Colfax community may also be realized through the activation of existing commercial spaces and storefronts along Railroad Street as well as

potential adjustments to land use designations surrounding this corridor, reimagining current industrial land as mixed use in the future.

Further studies of this corridor and surrounding land uses will be required, in addition to the development of a finalized design, prior to implementation. This recommended Class I path is shown in Figure 22.

On-Street Facilities

Class II buffered bicycle lanes are striped lanes for bicyclists that include a painted "buffer" area between the bicycle lane and the travel lane or between the bicycle lane and the parking lane.



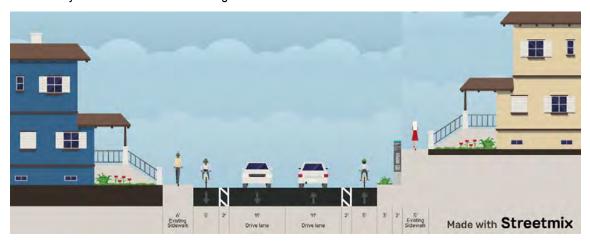


Examples of buffered bicycle lanes

SOUTH AUBURN STREET BUFFERED BICYCLE LANES

A potential Class II bicycle lane design concept is recommended for South Auburn Street from East Oak Street to connect with the proposed Class I path on Railroad Street. The Plan proposes a Class II bicycle lane in either direction. The raised sidewalk on the East side of South Auburn Street beginning at Church Street will be maintained, but the narrow, ground level sidewalk will be replaced by a vegetated buffer and include wayfinding signs. The sidewalk on the west side of South Auburn Street will be preserved as well.

Class II bicycle facilities are shown in Figure 22



South Auburn Street Design Concept

Bicycle Parking

Bicycle racks at convenient locations provide secure places to park and lock bicycles on a short-term basis. Bicycle parking should be sited at level locations that are highly visible to avoid bicycle theft, as well as

complementary to other amenities, like end of trip facilities. Special care should be taken to comply with accessibility requirements and avoid conflicts with motor vehicles, pedestrians, and mobility devices. Providing sanctioned bike parking in the right locations can help avoid bikes locked to objects such as trees, fences, railings, gutters, light poles, signs, and benches, which may cause maintenance or accessibility issues.

Most bicycle racks are designed to be durable, and the chosen style of rack should support the bicycle upright by its frame in two places, prevent the wheel of the bicycle from tipping over, enable the frame and one or both wheels to be secured, support bicycles without a diamond-shaped frame with a horizontal top tube, allow front-in parking. A U-lock should be able to lock the front wheel and the down tube of an upright bicycle, and allow back-in parking, and a U-lock should be able to lock the rear wheel and seat tube of the bicycle.





Examples of recommended bicycle racks

Wheel-bending schoolyard bicycle racks, which can damage bicycles, and "wave" style bicycle racks, which are space inefficient, are outdated rack styles that are not recommended. Additional guidance on bicycle parking and bicycle rack selection may be found in the Association of Pedestrian and Bicycle Professionals Bicycle Parking Guidelines.⁶

IDENTIFY QUANTITIES AND LOCATIONS FOR BOTH LONG AND SHORT-TERM BICYCLE PARKING

People have different bicycle parking needs depending on their destination and length of their stay. An employee arriving at work for an 8-hour shift needs secure parking and is less concerned with convenience than a customer arriving at the same business. The City or a designated group should survey and map existing short and long-term bicycle parking, and ensure that the following key destinations are served by adequate bicycle parking:

- Parks
- The Library
- Post Office
- Along Main Street, near restaurants and businesses
- Sierra Vista Community Center
- Amtrak Station

⁶ https://www.apbp.org/Publications

New bicycle parking is recommended at surveyed locations, if missing. Bicycle supporting facilities, like public bike pumps and bike repair stations, as well as covered bike parking, should also be surveyed and increased, where feasible. The Bicycle Parking Guidelines Handbook, developed by the Association of Pedestrian and Bicycle Professionals, may be a useful resource as bicycle parking in Colfax is reimagined. The City should also consider adopting the APBP Bicycle Parking Guidelines outlined in the handbook, which can be accessed here: https://www.apbp.org/Publications

Pedestrian Facility Recommendations

Pedestrian facilities that should be considered by the City include crossing improvements, plaza and public gathering space, sidewalks and paths, and curb ramps. Pedestrian improvements are intended to make walking trips safer, more comfortable, more convenient, more frequent, and more enjoyable for users of all ages and abilities.

Crosswalks

Legal crosswalks exist at all intersections; however, crosswalk markings increase driver awareness of the crossing and visibility of people that may be crossing the street. Marked crosswalks should be as wide as or wider than the walkway it connects to so that groups of people can pass comfortably. Crosswalk markings include:

- Standard or Transverse: Two parallel lines that mark the edges of the crosswalk.
- Continental: Bold white bars that run perpendicular to the pedestrian path of travel.
- Ladder: Two parallel lines that mark the edge of the crosswalk plus bold white bars that run perpendicular to the pedestrian path of travel and connect the two parallel lines.
- Advance Stop Bar or Yield Markings: A bold white bar or triangular "shark's teeth" markings located six to eight feet in advance of a crosswalk at a controlled intersection (stop bar) or uncontrolled crossing (yield markings) to reinforce yielding to pedestrians; stop bars and yield markings are placed perpendicular to the travel lane and not necessarily parallel to the crosswalk or the adjacent street.





Transverse or Standard Crosswalk (left) and Ladder Crosswalk (right)





Continental Crosswalk (left) and Advanced Stop Bar (right)

New or upgraded crosswalks are recommended at the following locations:

- Railroad Street and East Oak Street
- Grass Valley Street and North Auburn Street
- Grass Valley Street and UPRR right of way
- Remove crosswalk at Grass Valley Street and Marvin Avenue
- North Main Street and Depot Street

New or upgraded crosswalk locations are shown in Figure 22.

Raised Crosswalks

Raised crosswalks are speed tables⁷ – traffic calming devices that lift the entire wheelbase of a motor vehicle to slow it down – paired with crosswalks that are often in the middle of a city block, rather than at the intersection. These midblock crosswalks allow pedestrians to access places that are not well served by existing crossing locations and are typically sited at parks, plazas, midblock passageways, and transportation hubs. Raised crosswalks improve safety by slowing traffic and improving visibility of people crossing.



Raised crosswalk at school crossing

⁷ https://nacto.org/publication/urban-street-design-guide/street-design-elements/vertical-speed-control-elements/speed-table/

A raised crosswalk is recommended on South Main Street to/from the library and Arbor Park, provided a two-way road option is not pursued. The recommended location is shown in Figure 21.

Curb Extensions

Curb extensions (often called "bulbouts") extend the sidewalk or curb line into the parking lane on a street, reducing the street width at crossings. Curb extensions reduce crossing times and distances, which reduces potential conflicts between people in the crosswalk and motorists.





Vegetated curb bulb out (left) and NACTO rendering of a curb extension (right)

Curb extensions and shortened crossings are recommended at the following locations:

- Depot Street and North Main Street
- Grass Valley Street and North Main Street
- West Church Street and South Main Street

Curb extension locations are shown in Figure 22.

Plaza/Public Gathering Space

Plazas and public gathering spaces are outdoor community spaces sited in developed areas, typically in a downtown setting. Sometimes called public squares, these open spaces are designed for pedestrian use and can include various amenities to enhance their utility and beauty. Plazas can include permanent elements, including public art, architectural details, landscaping, seating, water features, historic objects, as well as space for temporary elements, including temporary art installations, performances, vendors, and markets.

As a quick-build, intermediate step to building out new plazas and public gathering spaces, initiating interim public plazas, where underutilized roadway segments are transformed into enjoyable public spaces for community members and visitors to enjoy, can be a method to more quickly provide enhanced neighborhood benefits while allowing the community to build support for and benefit from the public space in the near term prior to any major capital construction efforts.⁸

⁸ https://nacto.org/publication/urban-street-design-guide/interim-design-strategies/interim-public-plazas/





Public Gathering Space (left) and Bollards Preventing Motor Vehicle Through Traffic on G Street in Davis, CA (right)

New plaza or public gathering space improvements are shown in Figure 22.

Parklets

Like with plazas, parklets offer pedestrians places to sit or linger as they travel to or from their destinations. As demonstrated by existing installations in Colfax that were initiated during the COVID-19 Pandemic, parklets can be a way for the City to partner with nearby local businesses to create additional public space for community use. By converting curbside parking spaces into well-designed, landscaped miniature community spaces, the City can continue to incorporate additional greenery, seating, and even bicycle racks into the community fabric.

New parklets are recommended along North Main Street. Ultimate selection for locations should be in places that are supported by adjacent businesses or property owners and informed by the community. Possible parklet locations are shown in Figure 22.





Parklet Example (left) and Example Parklet Rendering (right)

Sidewalks

Sidewalks and paths are a vital element to a safe, comfortable, and connected pedestrian network. Sidewalks are paved facilities that provide comfortable walking space separate from the roadway. They are a fundamental element of Americans with Disabilities Act (ADA) compliance. Sidewalk improvements are recommended as a part of this Plan and should be considered with any future funding requests.

New sidewalks are recommended along the east side of Main Street, between Grass Valley Street and Depot Street, as well as along North Auburn Street. New sidewalk locations are shown in Figure 22.

American with Disabilities Act (ADA) Compliant Curb Ramps

Identifying the ADA high risk areas and prioritizing improvements is the prudent first step when developing a masterplan. California regulations cover most requirements for access in new construction. However, improvements to existing infrastructure is poorly addressed. Essentially local jurisdictions must develop their own plan for compliance.

New projects and renovations over certain dollar amounts will be expected to comply with State access regulations. However, the ADA also requires reasonable accommodation with City operations interfacing with the public. High risk areas include paths of travel and access to public facilities particularly locations that provide services or amenities such as City Hall, libraries, museum, and parks. Access to transportation systems such as buses and Amtrak, and associated parking and drop-off areas are other high-risk areas. Other than repairs, any improvement that involves pedestrian path of travel and access to important facilities will be impacted by access compliance regulations. Establishing clear boundaries where access will be improved is recommended.



ADA Curb Ramp

Identify standards that will be used for access compliance and a mechanism for addressing areas that are not addressed in the selected standards. If the City does not have standards addressing ADA compliant infrastructure, agencies such as Caltrans, State Parks departments, and large California cities have detailed standards for many conditions that are not specially addressed in State regulations.

Curb ramps are used at street crossings that involve a change in grade to ensure crosswalks are accessible to people using wheelchairs, people with wheeled devices, and people with low or no vision, per ADA guidelines. They are also beneficial for other groups, including parents pushing strollers, vendors pulling hand trucks or dollies, and visitors toting luggage. Curb ramps should be included anytime there is an intersection, sidewalk, or crossing improvement.

New ADA curb ramp locations are shown in Figure 22.



Connectivity Recommendations

Historic District Wayfinding and Branding

BEST PRACTICES AND RECOMMENDED LOCATIONS

Wayfinding plays an important role in drawing people to the Historic Downtown. Currently, there are several wayfinding and welcome signs placed throughout the City. Some are located near the SR 174 exit at South Auburn Street, on Grass Valley Street, as well as along South Auburn Street. The existing signs are light yellow and smaller in size, which make them difficult to distinguish from other signage. Signs can also lose their effectiveness when there are too many signs in one area. This Plan recommends that existing signage be removed, and new, more effective signs be installed in more strategic locations.

Wayfinding best practices indicate that new signage should be consistent in color and style and created with unique Colfax character and branding. Through public engagement, community stakeholders suggested new signage and banners lining South Auburn Street could be placed to establish an important route toward Downtown Colfax.

Implementing well-designed wayfinding at strategic locations, including near the recommended class I path along Railroad Street, will encourage visitors to spend more time in the City exploring new areas, informing them of, and directing them to, Colfax's Historic Downtown.



Example wayfinding signage

Recommended Historic District wayfinding signage locations are mapped in Figure 20. Any new signage within Caltrans right of way may require additional collaboration with Caltrans.

ESTABLISH AND PROMOTE THE DOWNTOWN COLFAX BRAND

In tandem with wayfinding best practices, this Plan recommends the City assess what makes Downtown Colfax unique – rooted in history, culture, natural beauty, etc. – and agree on a vision and branding strategy that establishes and promotes the Downtown Colfax brand to potential visitors. For instance, future branding and signage campaigns may consider promoting a "Historic Colfax" tagline or other appropriate messaging options, which may be used in marketing collateral, including wayfinding, welcome or placemaking banners, brochures, digital ads, and more.



Example downtown light pole banners

Light pole banners can be utilized to promote the "Historic Colfax" brand. They can also be used to promote strategic marketing campaigns for area cultural facilities, special community events, and holidays or seasons. Banners may be affixed to existing or new streetlight poles within or leading to the Downtown Colfax area. These banners may complement the historic look and feel of any existing and new light poles, including with a consistent color and finish, providing a memorable placemaking opportunity for the City. Light pole banner size requirements vary based on light pole dimensions and right of way constraints, but typical sizing can be from 18 to 40 inches wide and from 36 to 96 inches tall, with banners mounted to historic or "Victorian" light poles on the smaller end and those mounted to cobra-head light poles on the larger end. Banners are typically printed double-sided on vinyl with brackets and other hardware available separately.

Arched Gateway

Arched gateway monuments are placed at main entrance points and prominent intersections, creating a sense of place for people entering an important area. An arched gateway monument that prominently stands near the downtown area could serve as an entry point into the Historic Downtown. This should also be designed to coordinate with any selected wayfinding signage, including unique Colfax character and colors, art, or other elements of historical significance to the City or region. Large hanging horizontal banners, used either seasonally or year-round, may offer a more affordable (or interim) option, in lieu of implementing a permanent arched gateway. Upkeep and placemaking considerations will differ.









Example Arched Gateways, clockwise from top left: Yucaipa, CA, Weed, CA, North Platte, NE, Camp Meeker, CA

A new arched gateway is recommended at a few possible locations, including at South Auburn Street approaching Grass Valley Street as people enter Downtown Colfax as well as at North Main Street north of Depot Street as people approach the new roundabout from the north. New arched gateway location recommendations can be found in Figure 22. Alternative locations for the gateway may be explored when considering implementation.

Motor Vehicle Traffic Safety Recommendations

Intersection Improvements

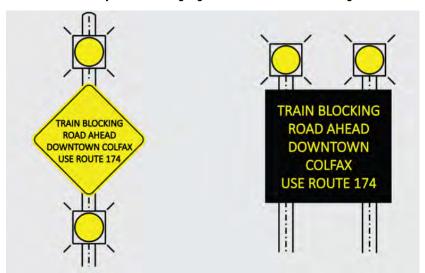
Intersection improvements involve operational and safety modifications for targeted intersections. Modifications can include adding turn lanes, adjusting lane widths, installing new pavement striping and markings, squaring intersection corners, and repaving. Intersection improvement recommendations are included in Figure 20.

Parking

This Plan does not recommend that parking be removed but does recommend that some areas located within the Historic Downtown be considered for reconfiguration or relocation for greater safety purposes and to improve parking efficiency. The primary recommendation within this Plan is to maximize existing parking. Reconfiguration or enhancement of ADA parking is also an important consideration. ADA parking should be accessible for all patrons and should be in a location that is logical and safe. Final design, placement, and configuration will require further study. Downtown parking concepts are shown in Figure 22.

Rail Warning Signs

Rail warning signs are a low-cost and effective way to signal to the local community, those traveling through, or parents/students on their way to school that a train is blocking access at Grass Valley Street. By signaling that the train is approaching or blocking the area, it will allow people to travel through an alternate route, re-routing them along SR 174 to exit at North Main Ave and avoid the train altogether. This will reduce delays and bottlenecks at Grass Valley Street, encouraging traffic to flow more smoothly and enhance safety. Rail warning sign locations are shown in Figure 20.



Surface Treatments

Surface treatments, including decorative crosswalks and painted intersections, are artistic features in the roadway that provide for enhanced urban environments while also prioritizing pedestrian safety. They provide higher visibility for crossings as well as present visual cues to roadway users that they are entering a distinct neighborhood with special characteristics. Utilizing various techniques and varying levels of permanence – paint, thermoplastic, stamped concrete, texturized asphalt, pavers, etc. – surface treatments can help to create an enhanced sense of place for residents and visitors through improved pedestrian facilities without the need to utilize alternative paving materials.

Surface treatments are typically meaningful and often draw upon the historic nature or style of the surrounding area, utilize symbols that reflect the culture or values of the community, or introduce artistic elements supported by the community. Crosswalks painted or stamped to look like brick can delight visitors as well as complement a historic district's sense of character.

Surface treatments are recommended at the following locations:

- South Main Street and West Church Street
- South Main Street and Grass Valley Street
- North Main Street and Depot Street
- South Auburn Street approaching Grass Valley Street



Example Crosswalk Surface Treatment



Example Intersection Surface Treatment

Roundabouts

Roundabouts are a type of circular intersection that utilizes yield signs to control traffic entering the intersection. They are designed with curved entrances to slow vehicle speeds and improve safety. They minimize weaving, automatically establish right of way, and decrease vehicle conflict points.⁹

This Plan recommends implementing a new roundabout at the complex intersection of Depot Street and North Main Street, as well as potentially at other locations in the city, pending further study. While existing adjacent parking spaces may be impacted by the implementation of the roundabout, no net loss of parking is anticipated as the overall parking strategy in Downtown is reimagined. Concepts may include relocated historic items, flagpole, as well as public art. The illustrative design concept is shown in Figure 22. Lighting relocation and other related changes should be considered during the official roundabout design period.

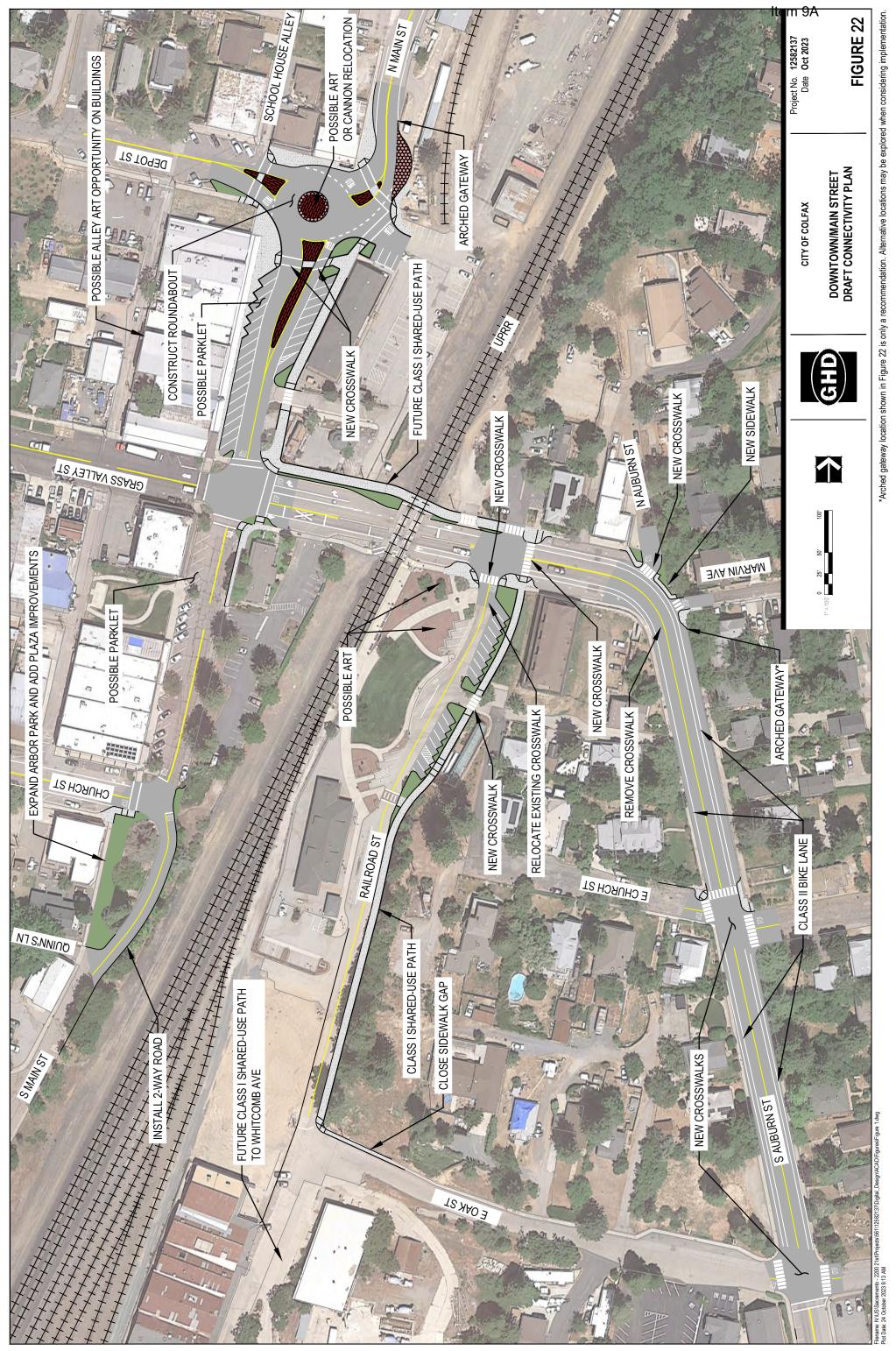
⁹ Roundabouts: An Information Guide, USDOT, FHWA, Pub. No: FHWA-RD-00-067, June 2000.





Example roundabouts in the Historic Uptown district of Yucaipa, CA (top) and Kings Beach, Placer County, CA (bottom)

This Plan also recommends new artistic and placemaking improvements, including public art and enhanced wayfinding, be made to the existing roundabout on South Auburn Street at the I-80 on- and offramps. As this intersection is under Caltrans jurisdiction, any enhancements to this facility will require further study in partnership Caltrans and must receive Caltrans approval.



Amenities and Other Recommendations

Park Improvements

Like plazas, parks located within and near to the Historic Downtown are public benefits that provide space for residents and visitors to spend time outdoors. Suggested park improvements could include shading devices or structures, drinking fountains, art, pet waste stations, seating or benches, pedestrian scale lighting, and trash receptacles.







Example Shading Devices

Public Art

Public art has the power to elevate a downtown area (or an entire City) into treasured community spaces. Public art can be used to tell the story of the local area or share the identity of the community and establish an enhanced sense of place.

There are many types of public art options including sculptures, murals in alleyways, painted surfaces, gardens, lighting, gates, and fences, as well as interactive art. Materials used can vary widely by region and budget but are regularly wood, stone, fiberglass, plastic, bronze, or copper. Temporary or "pop-up" art can also be a more affordable option for public art but may require additional program management and curation efforts. Community members, including youth, can be great participants in selecting and creating art to foster a sense of community pride and ownership in the park space. Funding for public art can come from public, private, or philanthropic sources.

Special care should be taken to ensure the chosen public art can safely withstand human interaction and vandalism as well as the elements. Siting should place the public art so that it does not disrupt or block other historic elements within the City or block views of oncoming traffic. Maintenance should be

institutionalized through the City and the art should be insured, typically through a municipal insurance policy.

Like the examples of existing public art in Colfax shown below, new public art may be located throughout Downtown Colfax, including murals or mosaics along alley walls and monuments or sculptures inside roundabouts or elsewhere. Possible art locations are shown in Figure 22.









Existing public art and artistic signage in Colfax

Many residents, AG members, and Ad Hoc committee members all expressed interest in creating an art piece or new Colfax branding that illustrates the iconic outline of the building scape along North Main Street. This Plan recommends utilizing local artists to develop the concept and implement it.



Illustrative concept showing a digital rendering of the building outline along North Main Street

Historic Preservation

Historic Preservation is an important way for communities to share an understanding of the past with future generations. Through preservation, an area's stories can be told in an appropriate way, including celebrating events, people, places, and ideas that people can be proud of, as well as recognizing moments in history that can uncomfortable or painful to remember. The Historic Downtown in Colfax is blessed with several objects from the City's past that have been preserved and displayed for future generations. In sync with the reimagining of Downtown Colfax, this Plan proposes adjustments to the locations of some of downtown's notable historic items.

WATER CANNON

Currently located in a median at the intersection of Depot Street and North Main Street, the water cannon or "monitor" was used in hydraulic mining at nearby Lassen County and stands as a monument to the City's historical connection to area gold mining. To improve safety for all roadway users, this Plan has proposed reconfiguring this intersection with a roundabout. While the preferred local alternative is to site the water cannon inside the roundabout, spatial and safety constraints may make this infeasible. To accommodate this redesign, the water cannon would need to be moved to a new location, either temporarily or permanently. Further community input will be sought to determine the preferred new location for the water cannon. Any considerations for relocation should still celebrate the water cannon and local history and should place it in a prominent location.



Water Cannon at the intersection of Depot Street and North Main Street. Source: Google Maps

RAILCAR

Located at the northeast corner of North Main Street and Grass Valley Street, right in the heart of the Historic Downtown, Roy Toms Plaza hosts a historic Northwestern Pacific caboose railcar as well as a gazebo. To increase safety for all roadway users by improving sight lines and visibility at this intersection, this Plan recommends reconfiguring the locations of these two major plaza elements, swapping the location of the railcar with the location of the gazebo. Moving the caboose railcar in particular will provide additional pedestrian benefit, creating a larger opening in front of the gazebo and contributing to an enhanced public gathering space within the plaza.



Gazebo and Railcar in Roy Toms Plaza. Source: Google Maps

Emerging Technology Recommendations

Electric Vehicle Charging

The City is committed to introducing electric vehicle charging stations (EVCS) within the Historic Downtown, encouraging their usage for greater accessibility, efficiency, and to potentially boost tourism. By expanding refueling offerings and alternatives beyond that only of typical gas stations, the City hopes to attract a greater diversity in vehicle types, with the goal of encouraging more visitors to Downtown Colfax, increasing foot traffic, the amount of time spent, as well as the economic benefits in the City while refueling.

Electric vehicle is an expansive term that can also include other alternative mobility options, including electric bikes. With the growing popularity of electric bikes for both touring and transportation, additional consideration should be paid to the potential future demand for electric bike charging stations in Colfax and their possible colocation with typical EV charging.

AB 1236 requires cities and counties to adopt an ordinance that creates an expedited, streamlined permitting process for EVCS. The Governor's Office of Business and Economic Development (GO-Biz) provides a scorecard listing the AB 1236 criteria that must be included in a jurisdiction's ordinance. ¹⁰ This Plan recommends following established best practices and adopting EVCS permitting streamlining, in conformance with State law.

Broadband

Connecting Downtown Colfax with broadband internet access may provide a boost to the local economy, increasing internet access for businesses, residents, and visitors and help to further establish the Historic

https://business.ca.gov/wp-content/uploads/2020/01/Permitting-Electric-Vehicle-Charging-Stations-Scorecard.pdf

Downtown as a destination area within the region. In addition to the benefits of improving internet access for existing businesses and residents, with the increased ability of today's office workers to "work from anywhere," creating a downtown where it is easy and convenient to access high-speed broadband internet could become a competitive advantage and economic engine for the City.

Non-Infrastructure Recommendations

As described earlier in the Plans, Policies, Projects, and Programs chapter, non-infrastructure recommendations are guided by the five E's of **Education** (safety skills training for people walking/bicycling), **Encouragement** (building excitement for walking/bicycling, **Engineering** (preengineering changes to the built environment, like demonstration projects), **Evaluation** (measuring program effectiveness), and **Equity** (prioritizing disadvantaged communities). From behavior change strategies to Safe Routes to School programs, non-infrastructure recommendations address the "how" of getting more visitors and community members to utilize active travel modes and to do so safely. Non-infrastructure programs help to strengthen grant applications, with tactics recommended below used as planning and engagement strategies within funding opportunities. Each component of this section serves as a recommendation and may be pursued based on staff availability and funding.

Behavior Change Strategies and Educational Programs



Street SMARTS" CAMPAIGN

"Street Smarts" campaigns are effective educational programs using print and digital media, radio, and television to educate the community about safe driving, bicycling, and walking behavior to encourage the adoption of new attitudes and behaviors that will make streets safer for all road users.

This Plan recommends initiating a Street Smarts campaign targeting community-identified behaviors that create challenges for people walking and biking in Colfax, such as speeding, sharing the road with bicyclists, or how to properly navigate roundabouts and traffic circles.

For successful implementation of a new Street Smarts campaign, begin by:

- Determining the implementing agency or organization to run the campaign.
- Selecting community-identified behaviors as campaign focus areas.
- Creating messages that target these specific behaviors.
- Selecting "hot spot" locations where these behaviors frequently occur.
- Investing in campaign materials that make sense for Colfax, like street pole banners in Downtown.

Past and present examples of successful Street Smarts campaigns can be found on websites for the City of Davis¹¹ and Street Smarts Marin.¹²

¹¹ https://www.cityofdavis.org/city-hall/public-works-engineering-and-transportation/bike-pedestrian-program/street-smarts/outreach-campaigns

¹² https://streetsmartsmarin.org/index.html

ROUNDABOUT EDUCATION PROGRAM

While roundabouts have become increasingly popular for their improved safety and reduced operational costs when compared to signalized intersections, some community members may still be less familiar with them. The Colfax community has had a roundabout at the intersection of the westbound off- and on-ramps of I-80 and South Auburn Street for some time, but with the implementation of this Plan's recommended roundabout concept for Downtown Colfax, there may still be a need to educate drivers, bicyclists, pedestrians about proper roundabout etiquette. This Plan recommends that the City consider publicizing roundabout navigational tips through appropriate channels – outdoor, print, online, social media – at all stages of roundabout delivery. Roundabout educational tips¹³ to consider promoting include:

- Slow down when approaching the intersection
- Yield to pedestrians and bicyclists crossing the roadway
- Enter the roundabout when there is a large enough gap in traffic
- Drive in a counterclockwise direction
- Do not stop or pass other vehicles
- Use turn signals when changing lanes or exiting the roundabout
- If you miss your exit, continue around until you return to your exit

BICYCLE SAFETY EDUCATION FOR ADULTS

Bicycle safety skills classes for adults are courses that are typically based on a curriculum from the League of American Bicyclists that focus on how bicyclists should behave so that they are safer, more predictable, and can be confident bicycling on streets both with and without dedicated bicycle facilities. This Plan recommends that the City support the establishment of a bike safety skills class or program that focuses on safe bicyclist behavior with advertising and/or by providing meeting space or other in-kind support.

BICYCLE SAFETY EDUCATION FOR CHILDREN & BIKE RODEOS

Bike Rodeos offer on-bike skills practice for students and are held either during school as part of an assembly or physical education, or after school. They are typically presented by the local police department or done in partnership with the California Highway Patrol and include bicycle and helmet inspections, bicycle safety demonstrations, and occasionally free helmet giveaways for students who need them.





¹³ https://dot.ca.gov/caltrans-near-me/district-3/d3-popular-links/d3-roundabouts

Examples of Bicycle Rodeos

BIKE HELMET SAFETY EDUCATION

Bike Helmet Safety Education includes information on the importance of wearing a helmet as well as proper fit and adjusting straps. Typically, either a standalone program or a component of a Safe Routes to School (SRTS) program, bike helmet safety education can be administered by or in collaboration with non-profits, public health departments, law enforcement, or other organizations, with most programs providing free helmets to students and other community members in need.

City Events Programming and Resources

PROVIDE OPEN STREETS EVENTS

Open Streets events are scheduled, temporary street closures that provide connected roadway segments of car-free streets for people to walk, jog, bicycle, skate, and socialize. Open Streets events encourage sustainable, active transportation as well as community connections, exploration, and play. Open Streets Events can also provide economic development opportunities when events are layered with food vendors, live music, and other programming that can help bring foot traffic and spur activity in the adjacent area. While the City currently holds street festivals, including 3rd of July, Railroad Days, and Winterfest, promoting active transportation and community cohesion through open streets events can offer a new and different way for Colfax residents and visitors to socialize, exercise, and have a great time.

This Plan recommends that the City, in partnership with downtown businesses, pilot an annual Open Streets event through Downtown Colfax that encourages both economic activity and active transportation in lower stress environments, helping to foster connections between different areas while encouraging more people to stop and spend time (and money) in the heart of town.

SUPPORT BICYCLE PARKING AT EVENTS

This Plan recommends that the City assess the need for bicycle parking at large events – festivals, street fairs, farmer's markets – and consider providing secure, attended bicycle parking (sometimes called "bike valet") if large crowds are expected.

MAINTAIN AN ACCURATE MAP/GUIDE OF WALKING AND BICYCLING ROUTES IN THE CITY

Maps and guides for walking and bicycling provide information about the City's existing facilities, including bikeways and trails, as well as information on key destinations, routes, and distances between points. Making a map or guide available to the public as a PDF on the City website, in addition to printed copies, could also help to educate visitors as well as active transportation users and enthusiasts about preferred routes and publicize existing trails and facilities to new groups. Additionally, a mobile-friendly map or guide could improve its utility.

Safe Routes to School

SRTS programs educate students on pedestrian safety and encourage them to safely commute to school, whether by bicycle, scooter, walking, or riding the school bus. A student's experience arriving to school can set the tone for the rest of their school day. Studies show that students who walk and bike to school are better prepared to start the school day, having higher levels of concentration, academic performance, and regular attendance. Walking and biking to school fills an average of 16 of the 60 minutes of physical activity recommended for school-aged children.

Nearby SRTS programs are provided by Placer County Public Health¹⁴ for public schools in Auburn. Participating schools include Rock Creek Elementary School, Auburn Elementary School, E.V. Cain Middle School, Maidu Virtual Charter Academy, Placer High School, and Confluence High School. This section provides recommendations for expanding or reconfiguring existing SRTS programs, in collaboration with Placer County Public Health, to schools in Colfax to increase adoption of active transportation and improve safety and comfort for students and families who walk and bike to school.

SAFE ROUTES TO SCHOOL PLANS

A Safe Routes to School Plan documents existing walking and bicycling routes located near a school and can increase walking and bicycling to school through additional project and program recommendations. This Plan recommends the City collaborate with Colfax Elementary School District, Placer Union High School District, and Placer County Public Health to develop a Safe Routes to School Plan, which includes a map of preferred walking and bicycling routes to both schools. The SRTS Plan should be made available to parents and students via digital or print media and should be updated regularly.

Typical SRTS plans include the 5 E's of encouragement, education, engineering, evaluation, and equity and may feature, but not be limited to, some or all of the following components:

- Mapping of preferred walking and bicycling routes to each school
- Infrastructure recommendations (up to 30% design)
- Programming priorities
- Evaluation criteria
- Time schedule

Additional ideas for SRTS plans, including guides, toolkits, and curricula can be found on the Active Transportation Resource Center website¹⁵ or the Safe Routes National Partnership website.¹⁶

WALKING SCHOOL BUSES AND BIKE TRAINS

Walking school buses and bike trains create regular and ongoing opportunities for groups of parents and students who live near one another in neighborhoods to walk and bike together to and from school. Walking and biking as a group improves community connections, increases visibility, and can encourage wider adoption of active transportation.

This Plan recommends collaboration between the Colfax Elementary School District, Placer Union High School District, Placer County Public Health, school parent organizations, and the City (as needed) to implement regular walking school buses and/or bike train programming, with route and schedule information added to both school district websites.

¹⁴ https://www.placer.ca.gov/SafeRoutes

¹⁵ https://caatpresources.org/resources ni srts.html

¹⁶ https://www.saferoutespartnership.org/

ADDRESS WALKING AND BIKING IN ARRIVAL AND DISMISSAL PROCEDURES

Arrival and dismissal can be a challenge for students and parents traveling by any mode, whether it be walking or biking, taking the bus, or riding in the car. When developing a school arrival and dismissal program, some key principles should address pedestrians and bicyclists specifically:

- Assess needs through walk and bike audits
- Prioritize the safety and comfort of students walking and biking
- Use multiple strategies that incorporate the Es of SRTS: Engineering, Education, Encouragement, Evaluation, and Equity
- Separate buses and vehicles from pedestrians and bicyclists and reduce conflict points and areas between them
- Clearly demarcate and enforce the appropriate channels for vehicles, bicyclists and pedestrians with signs, pavement markings, and educational materials and events

The Safe Routes National Partnership published an infobrief for implementing these strategies, called *Keep Calm and Carry on to School: Improving Arrival and Dismissal for Walking and Biking.* The guide and other guidance for implementing SRTS strategies can be found on the Safe Routes National Partnership website.¹⁷

¹⁷ https://www.saferoutespartnership.org/resources/fact-sheet/keep-calm-and-carry

IMPLEMENTATION PLAN

This Plan provides updated recommendations for projects, programs, and policy changes intended to make Colfax a more walkable, bikeable, and economically vibrant community. Implementation of this Plan will require community support, political leadership, and significant funding.

This chapter provides a strategy for implementation of the infrastructure projects that reflects a systematic approach to select each project's community benefit that is realistic, fundable, and sustainable. This chapter includes analysis of the cost of the projects proposed in this Plan, a funding source matrix with summaries of funding programs for prioritized improvements, maintenance, and programming.

Unit Cost Assumptions

Table 8 presents planning-level unit cost assumptions that may be used to develop project construction cost estimates. City staff, or those responsible for developing grant applications, can utilize this table to develop project construction cost estimates for future grant applications or other funding sources. To develop these estimates, the unit cost is multiplied, as appropriate, for each improvement. Estimates are based on recent, similar projects and include assumed costs for mobilization, traffic control, earthwork, signs, pavement delineation and markings, utility coordination, grading, and erosion control. In addition, estimates include 30 percent soft costs including engineering design (15 percent), administration (3 percent), and construction management (12 percent). There is also a 15 percent contingency.

At the planning level, cost assumptions do not consider project-specific or location-specific factors that may affect actual costs, including acquisition of right-of-way or road widening, additional infrastructure, or equipment.



Table 8: Unit Cost Assumptions

Improvement	Unit	Estimated Unit Cost	Notes
Sidewalk	LF	\$100	Assumes 6' wide sidewalk with curb and gutter
Short Term Bicycle Parking	EA	\$300	Per individual rack
Transverse Marked Crosswalk	EA	\$500	White or yellow
Signs and Pavement Markings	EA	\$600	
Lamp Post Banners	EA	\$700	Does not include lamp post
Advance Stop or Yield Line	EA	\$750	Includes sign and pavement marking
High Visibility Marked Crosswalk	EA	\$1,000	White or yellow
Wayfinding Signage	EA	\$1,500	Serving both vehicle and pedestrians; Requires special fabrication
Class III Bike Route	EA	\$1,500	Estimated per block
Reconfiguration and enhancement of ADA parking	EA	\$2,500	Includes sign and pavement markings
Curb Extension	EA	\$5,000	Includes each side of crosswalk
Decorative Crosswalk	EA	\$5,000	
Railway Warning Signs	EA	\$15,000	Assumes electronic extinguishable message sign (solar powered)
Pedestrian-Scale Lighting	EA	\$15,000	Includes one light
Curb Ramp	EA	\$15,000	
Painted Intersection	EA	\$20,000	Assumes intricate design
Raised Crosswalk	EA	\$30,000	
Class II Bicycle Lanes	MI	\$50,000	Both sides of street
Class II Buffered Bicycle Lanes	MI	\$75,000	Both sides of street
Arched Gateway	EA	\$100,000	Dependent on improvements selected and complexity of reconstruction
Class I Shared Use Path	MI	\$2,000,000	Assumes 10' wide path and minor grading
Bucket Truck (For banner/sign installation, tree trimming, etc.)	EA	Varies	Dependent on condition (new or used), can be \$120,000-\$350,000.
Roundabout	EA	Varies	Dependent on complexity of approaches and number of lanes
Intersection Improvements: turn lanes, adjusted lane widths, new pavement striping and marking, reconfiguring intersection corners, repaving	EA	Varies	Dependent on improvements selected and complexity of reconstruction
Shade Structure	EA	Varies	Dependent on size and location
Plaza/Public Gathering Space	EA	Varies	Dependent on size, features, location, etc.
Key - EA: Each: MI: Mile: I E: Lineal Foot			

Key - EA: Each; MI: Mile; LF: Lineal Foot

Implementation Strategy

This section presents a strategy to implement the improvement concepts and recommended projects outlined in the Recommendations chapter. The last section of this chapter details the federal, state, regional, and local programs that may fund implementation efforts.

Implementation Methods

Not all infrastructure is implemented in the same way. This section covers usual methods and techniques that the City can use to build out downtown connectivity enhancements in Colfax. While recommendations in this Plan were developed based on local roadway features, the specific details for how each bicycle and pedestrian project will be implemented are determined by the City and relevant partners. Additional analysis (e.g., community engagement, traffic studies) may be necessary before implementation of any project recommended in this Plan and recommendations may be subject to change.

RESURFACING AND RESTRIPING

Implementing new on-street bikeway projects as part of planned roadway resurfacing is a common way that cities and jurisdictions grow their active transportation networks. Once a roadway is resurfaced – an existing street section is paved, either completely or partially – new bicycle facilities can be added through striping or restriping. Restriping removes and replaces existing striping to reconfigure the roadway to accommodate new or upgraded bicycle facilities. Upgrading would entail replacing an existing Class II bicycle lane with either a Class II buffered bicycle lane or Class IV bikeway. Common roadway reconfiguration tactics to allow for new or upgraded on-street bicycle facilities include:

- Narrowing travel lanes
- Reallocating travel lanes
- Reallocating parking lanes
- Reallocating turn lanes

RECONSTRUCTION

Pertaining to much more substantial maintenance issues at a greater roadway depth than resurfacing, reconstruction projects are also frequently paired with active transportation facility implementation. During roadway reconstruction, in addition to the reconfiguration tactics listed above, more significant changes to allow for new bikeways or traffic calming treatments can take place, including:

- Adding/moving curbs
- Curb extensions
- Tighter curb radii
- Speed humps/cushions
- Raised crosswalks

Many on-street active transportation projects recommended in this Plan do not require the acquisition of additional right-of-way, but where it is required would be considered reconstruction, instead of resurfacing and restriping.

CONSTRUCTION

Construction refers to individual projects outside of the roadway, including new Class I Multi-Use Paths, bridges, and underpasses. New construction, if minor, may also include roadway widening to allow for

bicycle lanes or shoulders, either along the full length of the bicycle facility or at select locations to better support safe travel for non-motorized users.

Upgrading Existing Class II Bicycle Lanes

There are existing bicycle lanes in Colfax that this Plan recommends be upgraded with treatments that better consider active transportation safety and comfort concerns. When streets that contain existing bicycle lanes are resurfaced, the City should consider incorporating treatments that include appropriate placement of bicycle lanes with respect to turn lanes, adding green paint to mark conflict areas, and extending bicycle lanes through intersections to clearly indicate the path of travel for bicyclists.

Potential Challenges and Constraints

RIGHT-OF-WAY

On-street and off-street connectivity projects that cannot be realized without acquisition of additional rightsof-way have greater complexity and longer completion times than projects entirely within existing rights-ofway.

Acquisition and/or condemnation to acquire the property rights required to construct and maintain the mobility network may be required prior to the funding and construction (or reconstruction) of specific projects. Right-of-way acquisition, including any financial negotiation or legal proceedings, may be necessary to complete pedestrian or bicycle projects and close mobility network gaps, however it may also impact the overall project timeline and budget significantly. Most project recommendations in this Plan do not require or recommend acquisition or condemnation.

FUNDING

While many funding opportunities are available at all levels of governance and beyond to improve our connectivity, some typical transportation project funding challenges remain, including:

- Grant funding cycles
- Application writing
- Funding availability and capacity
- Competitiveness of grant applicant pool
- Project eligibility and planning preparation
- Performance tracking and measurement
- Competing local priorities

Specific funding details can be found in the Funding section below.

ACCESS FOR ALL ROADWAY USERS

Another potential challenge the City should carefully consider is the provision of access for all roadway users to the proposed facilities. Prioritizing the quicker implementation of bikeways through cost effective methods (like restriping lane configurations during planned resurfacing) should not come at the expense of ensuring access to or across those new facilities via new ADA accessible curb ramps.

Not all bikeway users are "bicyclists." Improving connectivity for visitors and residents of Colfax must ensure new facilities are comfortable and accessible for people of all ages and abilities and that new and upgraded facilities consider the needs of all people using that infrastructure, including those using mobility devices such as:

- Wheelchairs
- Scooters
- Skateboards
- Tricycles
- Hand bikes
- Recumbent bikes
- Cargo bikes
- Electric bikes

ENVIRONMENTAL REQUIREMENTS

The City must consider and prepare for the project approval and environmental document phase (PA&ED) for any active transportation infrastructure project for which state or federal grant funding is desired, including from the Active Transportation Program (ATP). This requirement of environmental clearance of a given project includes completed environmental documents and filed notices by the lead agency, pursuant to the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), if required. Bicycle and pedestrian projects, especially those constructed through restriping that remain entirely within the existing roadway section, often qualify for categorical exemptions and an expedited environmental clearance.

Typical grant funding bodies will not allocate funding for any planning, design, right-of-way acquisition, or construction work for an infrastructure project without prior documentation of environmental clearance through CEQA (and NEPA for federally funded projects).

Complexity and Recommendation Source

Each of these recommendations have been developed based on Pedestrian Safety, Bicyclist Safety, Motorist Safety, Gap Closure, Connectivity, Public Comment, and Placemaking. The following are explanations of how these recommendation source categories were defined and utilized:

- Pedestrian Safety: Improvements are based on data shown in the Existing Conditions chapter that illustrates locations and severity of crashes. Safety also addresses areas that are determined to be in need of improvements based on vehicle speeds, comments received on particularly challenging areas or areas that are identified as feeling "unsafe" by the public, connecting facilities for safety purposes (to help reduce the interaction of cars and pedestrians), and identifying routes to common destinations like parks, downtown, schools, civic facilities, restaurants, etc.
- Bicyclist Safety: Improvements are based on data shown in the Existing Conditions chapter that illustrates locations and severity of crashes. Safety also addresses areas that are determined to be in need of improvements based on vehicle speeds, comments received on particularly challenging areas or areas that are identified as feeling "unsafe" by the public, connecting facilities for safety purposes (to help reduce the interaction of cars and bicycles), and identifying routes to common destinations like parks, downtown, schools, civic facilities, restaurants, etc.

- Motorist Safety: Improvements to enhance the safety of motorists and the efficiency of moving vehicles through or around Colfax.
- Gap Closure: Improvements based on closing gaps in any existing or proposed bicycle or pedestrian facilities.
- Connectivity: Improvements based on connectivity into Downtown Colfax, local amenities, school, or other destinations.
- Public Comment: Improvements based on feedback received from the community during the outreach and engagement phase.
- Placemaking: Improvements based on enhancing the area to create a destination for residents and visitors. These features generally improve quality of life, provide opportunities for pause, encourage enjoyment, and create a space where people want to be.

Projects are rated on a scale of 1-4 to demonstrate the level of complexity to implement. A score of 1 indicates a lower level of complexity and something that could be implemented in the short-term future. A score of 4 is the maximum level of complexity to implement. This is based on actual complexity of implementation, but also cost, design, and time to complete. Projects with a score of 4 could take five or more years to implement once the City has pursued and been successfully awarded funding to complete. Table 9 illustrates the complexity score and recommendation source for each improvement recommendation.

Table 9: Recommendations Evaluation

Complexity	Recommendation Source
1	Connectivity; Public Comment
1	Pedestrian Safety; Gap Closure
1	Pedestrian and Bicyclist Safety
1	Public Comment
1	Pedestrian, Bicyclist, and Motorist Safety
1	Pedestrian Safety; Gap Closure
1	Public Comment; Connectivity
2	Bicyclist Safety; Gap Closure; Connectivity
2	Pedestrian Safety; Public Comment
2	Pedestrian Safety; Public Comment
2	Placemaking
3	Pedestrian Safety; Gap Closure; Public Comment
3	Pedestrian and Bicyclist Safety
3	Pedestrian Safety; Public Comment
3	Motorist Safety; Connectivity; Public Comment
3	Pedestrian and Bicyclist Safety; Public Comment
	1 1 1 1 1 1 1 1 2 2 2 2 2 3 3 3 3 3 3

Improvement	Complexity	Recommendation Source
Class II Bicycle Lanes	3	Bicyclist Safety; Gap Closure; Connectivity
Bucket Truck	3	
Shade Structure	3	Public Comment
Public Art	3	Public Comment; Placemaking
Painted Intersection	4	Pedestrian and Bicyclist Safety; Public Comment
Raised Crosswalk	4	Pedestrian Safety; Gap Closure; Connectivity
Class II Buffered Bicycle Lanes	4	Bicyclist Safety; Gap Closure; Connectivity
Arched Gateway	4	Public Comment
Intersection Improvements: turn lanes, adjusted lane widths, new pavement striping and marking, reconfiguring intersection corners, repaving	4	Pedestrian, Bicyclist, and Motorist Safety; Public Comment
Plaza/Public Gathering Space	4	Pedestrian Safety; Public Comment; Placemaking



Funding

A variety of existing transportation funding sources as well as those more specifically aligned with bicycle and pedestrian uses exist. Many are limited to new construction, though some may also offer funds for maintenance of existing facilities. Capital projects for bicycle and pedestrian facilities are typically funded through a combination of sources and not one single source.

Table 10: Funding Source Matrix

Source	Source Type	Funding Type	Project Type	Timing	Match Requirements
Local Transportation Funds (LTF)	Local & Regional	Transportation	Planning, Transit Operations, Construction, Maintenance	Annually	No
Community Development Block Grant Program (CDBG)	Local & Regional	Community Development, Economic Development	Acquisition, relocation, demolition, rehabilitation, construction, public services, energy conservation, job creation, planning and technical assistance (PTA)	Semi-Annually; Typical Timeline: NOFA ¹⁸ (Apr), Community Development Competitive Programs Application (Jun), Economic Development Application (Jul), Applications with non-federally recognized tribes (Aug)	No
Active Transportation Program (ATP)	State & Regional	Transportation	Plan, Non- Infrastructure, Infrastructure (Small, Medium, Large)	Every 2 years, typically spring/summer. 2025 ATP (Cycle 7)	No (though possible for large MPO competitive process)

¹⁸ Notice of Funding Availability

Source	Source Type	Funding Type	Project Type	Timing	Match Requirements
Affordable Housing and Sustainable Communities Program (AHSC)	State	Land use, housing, transportation, land preservation	Feasibility Study, Design, Environmental Clearance, Construction, Maintenance	Annually, Typical Timeline: Guidelines (Dec), NOFA (Jan), Application (Mar/Apr), Awards (Aug)	No
Highway Safety Improvement Program (HSIP)	Federal	Transportation	Preliminary Engineering, Right of Way (<10% construction), Construction	Every one to two years	Max reimbursement: 100%, 90% or 50% as defined in the LRSM.
Local Highway Bridge Program (HBP)	Federal	Transportation	Replacement, Rehabilitation, Painting, Scour Countermeasures, Preventative Maintenance	Semi-Annually, project(s) to be programmed in FTIP/FSTIP	Yes, 20% local match for on- federal aid system projects, 11.47% local match for off- federal aid system projects
Sustainable Transportation Planning Grants	Federal	Transportation	Planning, Study, Design	Annually; Typical Timeline: Call For Applications & Application Workshops (Jan), Application (Mar), Grant Announcements (Summer)	Yes, 11.47% local match

Source	Source Type	Funding Type	Project Type	Timing	Match Requirements
Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grants	Federal	Transportation, Sustainability	Planning, Preparation, Design; Construction; Equipment and Materials; Technical Assistance, Workforce Developing, and Training	Annually, Application (Feb)	Possible, up to 20%
Congestion Management and Air Quality Improvement Program (CMAQ)	Federal	Transportation, Air Quality	Infrastructure, Non- Infrastructure	Annually, determined by PCTPA	Possible, federal share payable up to 100%
Carbon Reduction Program (CRP)	Federal	Air Quality	Planning, Preparation, Design, Construction, Infrastructure, Non- Infrastructure	Annually	Up to 20%
Safe Streets and Roads for All (SS4A) Grants	Federal	Transportation	Planning, Non- Infrastructure, Infrastructure	Annually	20% non-federal match
Reconnecting Communities Pilot Program (RCP) – Planning Grants and Capital Construction Grants	Federal	Transportation	Planning & Technical Assistance, Construction	Most recent cycle: FY2022	Yes, 20% non- federal match

Source	Source Type	Funding Type	Project Type	Timing	Match Requirements
Local Transportation Climate Adaptation Program (LTCAP) / Promoting Resilient Operations for Transformative, Efficient, and Cost- Saving Transportation (PROTECT) Grants	State & Federal	Transportation	PA&ED, PS&E, ROW, Construction	Most recent (2023) cycle: Guidelines/Call for Projects (May), Project Nominations Due (Jul), Staff Recommendati ons (Nov), Program of Projects Adoption (Dec)	Yes, 20% non- federal match
Our Town Grants	Federal	Public art, Placemaking	Design, Preparation, Installation, Planning	Annually in late summer/early fall	Yes, 100% minimum non- federal match
Clean California Local Grant Program	State	Transportation, parks, health	Infrastructure, Non- Infrastructure	Semi-Annually (State budget dependent): Call for Projects (Feb), Application (Apr), Awards (Aug)	Possible, 0% to 50%
T-Mobile Hometown Grants	Private	Technology, Placemaking, Public Art	Infrastructure	Quarterly:	No
Paul Bruhn Historic Revitalization Grants Program	Federal	Historic Preservation, Economic Development	Architectural and engineering services	Annually	No
Rails-To-Trails Conservancy Trail Grant Program	Nonprofit	Transportation	Infrastructure, Non- Infrastructure	Annually	No
AARP Community Challenge	Nonprofit	Transportation, Placemaking	Infrastructure, Non- Infrastructure	Annually	No

Local and Regional Programs

LOCAL TRANSPORTATION FUNDS - BICYCLES AND PEDESTRIANS

Colfax is allocated Local Transportation Funds (LTF) from the Placer County Transportation Planning Agency's Local Transportation Fund. The LTF is funded through a one quarter (1/4) cent portion of the sales taxes collected in Placer County and proceeds are allocated to cities via a population-based formula. Two percent of this allocation is to be used for bicycle and pedestrian improvements, with the remainder to be spent on public transit services.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The Community Development Block Grant (CDBG) Program is a flexible federal funding program that provides communities with resources to address a wide range of unique community needs. These funds are provided through the U.S. Department of Housing and Urban Development (HUD). These funds are allocated to the State annually and can be used for capital projects that remove barriers to accessibility.

State and Federal Programs

ACTIVE TRANSPORTATION PROGRAM (ATP)

The ATP was created by SB 99 to encourage increased use of active modes of transportation, such as walking and biking. ATP consolidated various transportation programs into a single program and was originally funded at about \$123 million a year from a combination of state and federal funds. Senate Bill 1 (SB 1) directed an additional \$100 million annually to the ATP (see SB 1 – Road Repair and Accountability Act, below). The goals of the ATP include, but are not limited to, increasing the proportion of trips accomplished by walking and biking, increasing the safety and mobility of non-motorized users, advancing efforts of regional agencies to achieve greenhouse gas (GHG) reduction goals, enhancing public health, and providing a broad spectrum of projects to benefit many types of users including disadvantaged communities. Application cycles occur approximately every two years, typically in late spring or summer. Funding is awarded at both the state level though the Californian Transportation Commission (CTC) and at the regional level through the Sacramento Area Council of Governments (SACOG).

AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM (AHSC)

The Affordable Housing Sustainable Communities (AHSC) Program funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduce GHG emissions. The program assists project areas by providing grants and/or loans, or any combination thereof, that will achieve GHG emissions reductions and benefit Disadvantaged Communities through increasing accessibility of affordable housing, employment centers, and key destinations via low-carbon transportation resulting in fewer vehicle miles traveled through shortened or reduced trip length or mode shift from single occupancy vehicle use to transit, bicycling, or walking. The three Project Area types include:

- Transit Oriented Development Project Areas
- Integrated Connectivity Project Areas
- Rural Innovation Project Areas

SB 1 - ROAD REPAIR AND ACCOUNTABILITY ACT

The "Road Repair and Accountability Act" of 2017 (SB 1) invests \$54 billion over a decade to repair roads, improve traffic safety, and expand public transit systems across California, with funds split equally between state and local investments. SB 1 directs \$100 million annually to the ATP to fund infrastructure projects, program implementation, and plan development to increase bicycling and walking. SB1 funds come to the

City either directly or through one of several competitive programs. SB1 also created the Local Partnership Program (LPP), which continuously appropriates \$200 million annually from the Road maintenance and Rehabilitation Account to local and regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements, to improve active transportation, aging infrastructure, road conditions, and other benefits.

HIGHWAY SAFETY IMPROVEMENT PROGRAM

The Highway Safety Improvement Program (HSIP) is a core Federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned roads and roads on tribal land. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads with a focus on performance.

LOCAL ROAD SAFETY PLAN

A Local Road Safety Plan (LRSP) identifies and analyzes systemic safety problems and makes recommendations for safety improvements. The process of preparing an LRSP facilitates the development of local agency partnerships and results in a prioritized list of improvements and actions that can be used to apply for federal and State funds. Since 2022, an LRSP or equivalent document is required for an agency to be eligible for HSIP funds.

LOCAL HIGHWAY BRIDGE PROGRAM

The Local Highway Bridge Program (HBP) replaces or rehabilitates public highway bridges over waterways, other topographical barriers, other highways, or railroads when the State and the Federal Highway Administration (FHWA) determine that a bridge is significantly important and qualifies under the HBP program guidelines. Reimbursable scopes of work include replacement, rehabilitation, painting, scour countermeasures, and preventative maintenance activities.

SUSTAINABLE TRANSPORTATION PLANNING GRANTS

Caltrans Sustainable Transportation Planning Grants are available to communities for planning, study, and design work to identify and evaluate projects, including conducting outreach or improving pilot projects. Communities are typically required to provide an 11.47 percent local match, with staff time or in-kind donations eligible to be used towards the match.

REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANTS

RAISE Grants are awarded on a competitive basis by the US Department of Transportation (USDOT) for investments in surface transportation infrastructure that will have a significant local or regional impact. RAISE Grant Funds were authorized under the Local and Regional Assistance Program in the Infrastructure Investment and Jobs Act, known as the Bipartisan Infrastructure Law (BIL). Eligible grantees include public or government agencies or authorities, units of local government, special purpose districts, transit agencies, federally recognized Indian Tribes, and multi-state or multijurisdictional groups of entities. The Federal share grant may fund up to 80 percent of the costs of projects located in an urban area and up to 100 percent of the costs of a project located in a rural area, a historically disadvantaged community, or an area of persistent poverty.

CONGESTION MANAGEMENT AND AIR QUALITY IMPROVEMENT PROGRAM

The Congestion Management and Air-Quality Improvement Program (CMAQ), with funding through the BIL, provides a flexible funding source to State and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. Funding is available to reduce congestion

and improve air quality for areas that do not meet the National Ambient Air Quality Standards for ozone, carbon monoxide, or particulate matter (nonattainment areas) and for former nonattainment areas that are now in compliance (maintenance areas).

CARBON REDUCTION PROGRAM

The Carbon Reduction Program (CRP), established by the BIL, provides federal funding for projects designed to reduce transportation emissions, defined as carbon dioxide (CO2) emissions from on-road highway sources. CRP funds may be used for transportation alternative projects including, but not limited to, the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation. CRP funding is apportioned to regions and local agencies based on population, using the 2020 U.S. Census. California's share of the CRP is \$106,704,653.

SAFE STREETS AND ROADS FOR ALL (SS4A) GRANTS

The SS4A funding program was established following the passage of the BIL in 2021, with the first competitive application cycle in 2022. Local government agencies may directly apply to the program, with funding being provided in three categories: Action Plans, Supplemental Planning, and Implementation Grants. Applications for all three categories must be focused on implementing complete streets which will ultimately reduce serious injuries and fatalities for roadway users. Action Plan grants fund development of a qualifying Plan to support complete streets and reduction of roadway fatalities/serious injuries. Supplemental Planning activities include follow-up efforts to further the existing Action Plans. Implementation Grants, which implement activities from existing action plans, including constructing roadway safety treatments, systemic safety fixes, complete streets facilities such as walking and bicycling facilities, and non-infrastructure program activities to support the infrastructure investments.

RECONNECTING COMMUNITIES PILOT PROGRAM (RCP) – PLANNING GRANTS AND CAPITAL CONSTRUCTION GRANTS

The BIL established the new Reconnecting Communities Pilot Program (RCP) discretionary grant program, funded with \$1 billion over the next five years. This Federal program is dedicated to reconnecting communities that were previously cut off from economic opportunities by transportation infrastructure. Funding supports planning grants and capital construction grants, as well as technical assistance, to restore community connectivity through the removal, retrofit, mitigation, or replacement of eligible transportation infrastructure facilities, including active transportation improvements.

PROMOTING RESILIENT OPERATIONS FOR TRANSFORMATIVE, EFFICIENT, AND COST-SAVING TRANSPORTATION (PROTECT) GRANTS

The BIL included \$8.7 billion to create the PROTECT discretionary grant program with the purpose of helping local agencies improve the resiliency of their on-system transportation infrastructure. The program provides Federal funding to projects to help communities address vulnerabilities due to weather, natural disasters, and climate change. The program also provides funds to plan transportation improvements and emergency response strategies to address those vulnerabilities. Vulnerabilities the program addresses include, but are not limited to, current and future weather events, increasing frequency and magnitude of natural disasters, and changing climate conditions, including sea level rise. PROTECT grants include resilience improvement grants, community resilience and evacuation route grants, and at-risk coastal infrastructure grants.

The PROTECT program funds are distributed Federally and by formula and competitive grants.

OUR TOWN GRANTS

A creative placemaking grant program established by the National Endowment for the Arts (a federal agency) the Our Town grant program funds projects that combine arts, culture, and design into local efforts to strengthen a community long term. Projects should be context sensitive, unique, and center equity. Grants range between \$25,000 and \$150,000 and must be met with a non-federal match equal to the amount of the grant (CDBG and NSP funds are not match eligible). Applicants must identify at least one partner organization, so that each applicant/partner pair includes a minimum of one (1) local government (or quasi-government entity) and one (1) nonprofit organization, where one of the partners possesses the necessary arts, culture, and/or design expertise to lead the project or activities in the proposal. Applicants must also have completed a three-year history of programming prior to the application deadline.

CLEAN CALIFORNIA LOCAL GRANTS PROGRAM

The Clean California Local Grants Program from Caltrans helps local communities enhance and revamp local roads, parks, paths, tribal lands, and transit centers with public art and litter removal, improving these public spaces for walking, bicycling, and other forms of recreation. The Clean California Program provides funding for infrastructure and non-infrastructure projects and is dependent on state budget appropriation.

PAUL BRUHN HISTORIC REVITALIZATION GRANTS PROGRAM

The Paul Bruhn Historic Revitalization Grants Program is a federal program through the National Parks Service that seeks to support subgrant programs that rehabilitate rural historic properties at the national, state, and local level of significance as well as rehabilitate, protect, and foster economic development of rural (non-urban) communities with populations less than 50,000. The program provides recipients ("prime grantees") with a single grant that is then regranted in smaller amounts to individual projects ("subgrants"). State Historic Preservation Offices, Tribal Historic Preservation Offices, Certified Local Governments, and non-profits can apply for funding that will in turn be subgranted to specific projects in rural communities in their jurisdictions. Eligible costs for this program include architectural/engineering services (not to exceed 20% of the subgrant) and physical preservation projects. This program is anticipated to run annually, depending on Congressional appropriation, with applications opening in the summer and due in the fall.

Private/Nonprofit Programs

T-MOBILE HOMETOWN GRANTS

T-Mobile has partnered with non-profits SmartGrowth America and Main Street America to provide small grants to rural cities and towns in support of placemaking, technology improvements, outdoor spaces, and public art projects that contribute to strong communities through 2026. Grants of up to \$50,000 are awarded quarterly based on community need; community impact; feasibility; partners, engagement, and resources; and alignment with T-Mobile's small-town strategy. Eligible applicants must be city/town/tribal government staff, elected officials, or non-profit organizations in communities of 50,000 people or fewer with a project that can be completed within 12 months of receipt of funds. Applications can be submitted online at T-Mobile.com/HometownGrants.

RAILS-TO-TRAILS CONSERVANCY TRAIL GRANTS PROGRAM

Rails-To-Trails Conservancy (RTC) is a nonprofit organization based in Washington, D.C whose mission is to build a nation connected by trails by reimagining public spaces to create safe ways for everyone to walk, bike and be active outdoors. Through RTC's Trail Grants Program, eligible entities – nonprofits, state/regional/local/tribal governments, other organizations – can apply for grant funding to support shared use trail or greenway projects that serve or plan to serve multiple use types, including bicycling, walking,

hiking, or horseback riding. Projects must support one of RTC's strategies from their *TrailNation Playbook*. 19 Grant applications typically open at the end of June, close at the end of July, with awards announced in the fall. Grant amounts range from \$5,000 to \$25,000.

AARP COMMUNITY CHALLENGE

The AARP Community Challenge offers small grants to fund quick-action projects to help communities become more livable for people of all ages. ²⁰ Applications are accepted across three different grant opportunities. Flagship Grants benefit residents (especially those 50 or older) and support projects that create vibrant public spaces, expand transportation and mobility options, increase digital connections, and more. Capacity-Building Microgrants combine with other AARP resources to support walkability and community gardens. Demonstration grants aid projects that support transportation systems change and other endeavors. Grant applications typically open in January, close in March, with awards publicly announced in June. Grant amounts range from \$500 to \$50,000.

Additional Considerations

This section identifies additional considerations, including non-infrastructure projects and policies, that may also be considered as part of any future actions to implement this Plan.

Transportation and Parking

SUPPORT ECONOMICALLY FEASIBLE PARKING AND TRANSPORTATION SOLUTIONS THAT ARE MANAGED ACCORDING TO DEMAND

Consider initiating fixed route or on-demand transit shuttle service between Downtown and planned visitor lodging, in partnership with Placer County or another entity, while pursuing "park once" opportunities that reduce congestion, VMT, and parking demand and improve downtown walkability. Incorporate transit infrastructure options that reflect the character of the area and seasonality. Account for the possibility of growth in innovative transportation options, including e-scooters, e-bikes, and other micromobility devices.

Economic Activation

CONSIDER A TEMPORARY STOREFRONT ART PROGRAM

Temporary and/or seasonal storefront art programs can encourage economic growth by providing engaging holiday displays, showcasing local artists, educating visitors about local history, and/or providing placemaking opportunities.

ALLOW POP-UPS ON VACANT SITES

Encourage the filling of gaps in Downtown Colfax's store frontage, particularly during expected periods of increased tourism, like holiday weekends and seasonal activity. Undeveloped lots and vacant storefronts, particularly those occurring between open businesses, discourage shoppers and diners from strolling further and create an unappealing void in the downtown area. Pop-up shops or restaurants fill these gaps temporarily, creating a more vibrant atmosphere while also providing a lower cost opportunity for local

¹⁹ https://www.railstotrails.org/our-work/trailnation/playbook/

²⁰ https://www.aarp.org/livable-communities/community-challenge/

entrepreneurs to test out new retail or restaurant concepts before signing on to expensive, long-term leases.

INTRODUCE NEW USES AND ACTIVITIES WHILE RETAINING CHERISHED LOCAL BUSINESSES

Expand the appeal of Downtown Colfax as an authentic and attractive destination by identifying and introducing new uses and activities that draw new visitors while complementing the established businesses that make the City what it is today.

Quality of Life and Public Realm

ENHANCE THE CONTINUITY OF THE TREE CANOPY

The City's tree canopy along roads, paths, and bikeways provides significant benefits for residents and visitors alike. Trees lower air temperature through shade, encourage economic stability by attracting businesses and tourists, reduce noise pollution, improve feelings of relaxation, and even increase property values. While the planting of new street trees will enhance quality of life in and around Downtown Colfax, care should be taken to maintain the historic character of the downtown area and implementation should be accomplished in collaboration or consultation with the Colfax Garden Club as well as the immediately adjacent property and/or business owners, as appropriate.

LANDSCAPING SELECTION & MAINTENANCE

Overgrown or unsightly vegetation can present challenges to motorists, bicyclists, and pedestrians. Native vegetation and landscaping should be maintained so that sightlines are clear and passage through bikeways and walkways remains unhindered. Careful consideration should be given to the placement and height of plantings located near crosswalks and trail entrances so that views of approaching pedestrians are unobstructed, particularly for motorists. Similarly, when implementing new infrastructure, like roundabouts or curb extensions, encourage the use of native plants and visually appealing landscaping, in collaboration or consultation with the Colfax Garden Club, as appropriate, to enhance the beauty of the downtown area and the City.





City of Colfax

Downtown Connectivity and Main Street Improvement Plan

Appendix

DECEMBER 2023





PUBLIC DRAFT

Appendix A: Stakeholder Engagement Documentation

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Outreach Materials

A collection of outreach materials was created to provide information about the project, introduce potential design elements for improving walking, bicycling, placemaking, and connectivity, and facilitate conversation among the community. The initial materials included three boards:

- A **Project Area Map** where people identified areas of concern and could make location-based comments on sticky notes to attach to the map.
- An **Information Board** with project's background, goals, and timeline. See Figure 2.
- **Potential Design Element Boards** that highlighted pedestrian, bicycle, and placemaking infrastructure design options. See Figures 2 and 3.

Informational fact sheets, survey handouts, an outreach presentation and a flip book with information found in the boards was developed for people to take home were also developed.

Colfax Downtown Connectivity and Main Street Improvement Plan



2022

Project Objective

The project study area encompasses the greater Downtown area, bounded by North Main Street off the SR 174 exit to the north, Tokayana Way at the intersection of Rising Sun Road to the west, South Auburn Street to the east, and Whitcomb Avenue to the south. The Plan aims to provide policy recommendations and design concepts that support revitalization of Downtown Colfax while preserving the character of Main Street and the historic downtown business district. The Plan will serve the needs of people of all ages and abilities, particularly Colfax residents and visitors, who travel to and from downtown.

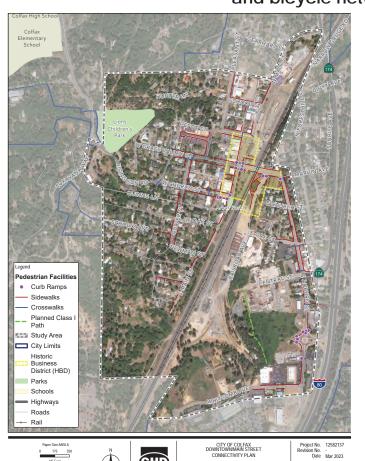
Project Goals

Provide a safe and connected pedestrian and bicycle network in the City of Colfax.

Build upon recent planning efforts including the Colfax Bikeway Master Plan and the Parks and Recreation Master Plan.

Improve access to amenities and destinations in the downtown area.

The Main Street Improvement Plan will build on the existing pedestrian and bicycle networks shown below:



PEDESTRIAN FACILITIES

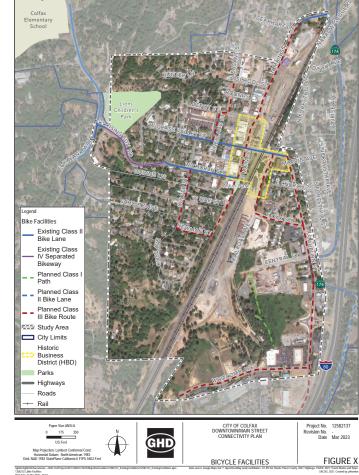
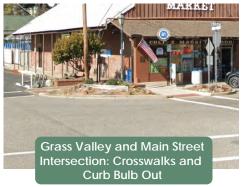
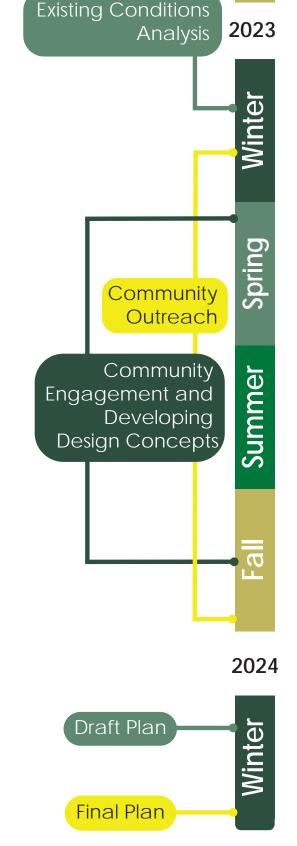






FIGURE X





For more information visit the project website: mainstreetcolfax.com



Pedestrian and Placemaking Infrastructure Options



Instruct vehicles

crosswalk for

to stop prior to the

pedestrian safety.

Pedestrian Infrastructure Options

Pedestrian infrastructure can help make Colfax's roadways safer, more connected, and more accessible for everyone, particularly people walking and rolling. encouraging travel via active transportation modes and increasing engagement with downtown.



Provide pedestrian routes, increase accessibility, and encourage walking.



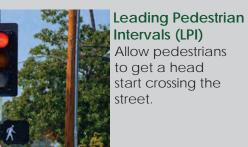
Provide accessibility at pedestrian crossings, specifically for people in wheelchairs, with wheeled devices, and for those with vision impairments.





Rectangular Rapid Flashing Beacon (RRFB)

Human-activated flashing lights at unsignalized intersections and midblock crossings, for streets with lower traffic volumes.





Pedestrian Wayfinding Provides directional information to key destinations nearby.

Advanced Stop Bar and Yield Markings

High Visibility Crosswalk

Increase yielding behavior by motorists and increases pedestrian safety.



distances to allow pedestrians to cross one direction of traffic at a time.

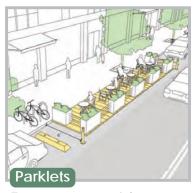


Placemaking Infrastructure Options

Placemaking is a way to transform underutilized areas into spaces where residents can connect with one another and celebrate a sense of community pride. Placemaking can be done through public art, landscaping, seating and eating areas, using streets and open spaces for events, vending, gatherings, and more.



A common placemaking technique involves expanding the sidewalks's Furniture/Green Zone beyond the Curb Zone to create more space for pedestrians, patrons of local businesses, etc.





Encourage residents and visitors to frequent downtown and local businesses by providing spaces to sit, talk, work, and eat. Parklets remove a few parking spaces to provide seating, tables, shade, and greenery for users to enjoy.



Public Artwork

Community driven public art creates an opportunity to celebrate the community, foster city pride, and create social connections.



Spaces/Plazas

By repurposing traffic lanes and vacant lots, cities and towns can create designated places where the community can gather and hold events like farmers markets, music events, holiday celebrations, etc. to attract residents and vistors downtown.



andscaping

Landscaping can be a buffer between vehicle traffic and pedestrians/bicyclists. Native plants are encouraged.

Bicycle Infrastructure Options



Bicycle facilities are classified according to the type of separation they provide from motor vehicles. Different facilities are appropriate for different roadways based on the speed and volume of vehicles on the roadway. Bicycle networks improve connections to downtown and throughout the city, and encourage users to bike rather than drive.

Class



Provide a travel area for bicyclists, pedestrians, and other users separated from motor vehicles.

Class II



Provide a dedicated lane for bicyclists adjacent to motor vehicles, separated by a visual buffer.



Provide a dedicated travel lane for bicyclists adjacent to motor vehicles.

Class III



Provide a signed route for bicyclists on low-speed, low volume streets. Bicyclists share the roadway with motor vehicle traffic.

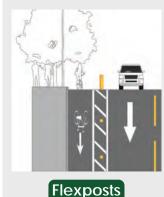
Class IV



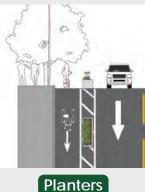
Provide a dedicated lane for bicyclists, separated from motor vehicles by a vertical buffer.

Types of Separated Bikeways

Separated bikeways always include a vertical element made of paint and flexposts, concrete curbs, planters, a landscaped median, etc. that physically separates bicyclists from motor vehicles.







Curb Separation

Support Facilities



Bicycle Signals

Traffic signal heads that provide a designated period for bicycles to enter the intersection ahead of motor vehicles.



Bicycle Loop and **Video Detection**

Methods of identifying the presence of bicyclists at a bike crossing or traffic signal and initiate a green light or signal phase

Bicycle Wayfinding



Decision Signs help inform bicyclists of the possible routes connecting to key destinations.



Turn Signs signal when a bikeway turns from the current roadway onto another roadway.



Confirmation Signs let bicyclists and others know that they are on a designated bikeway.

Figure 4 Fact Sheet

COLFAX DOWNTOWN CONNECTIVITY AND MAIN STREET IMPROVEMENT PLAN TOBACCO & GIFTS TOBACCO & G

GOALS

- Build upon recent planning efforts including the Colfax Bikeway Master Plan, Parks and the Recreation Master Plan.
- Improve access to amenities and destinations in the downtown area.
- Provide a safe and connected pedestrian and bicycle network in the City of Colfax.

MORE INFORMATION



Click 'Get Involved' to stay-up-to-date on the project!

For questions about the project, contact Summer Lopez, or visit the project website



916 245 4204



summer.lopez@ghd.com



www.mainstreetcolfax.com

ABOUT THE PROJECT

The City of Colfax, in partnership with a local nonprofit, CivicWell, and GHD Inc. will prepare a plan that will include policy recommendations and design concepts for a revitalized downtown Colfax where residents and visitors can safely and comfortably walk or bicycle between destinations, spending time and money at local businesses.

The Plan will address the needs of people of all ages and abilities, particularly Colfax residents and visitors, who travel to and from the historic downtown business district. The plan will support revitalization while preserving the character of Main Street and the historic downtown business district. The project study area generally encompasses the greater Downtown area, bounded by North Main off SR 174 to the north, Whitcomb to the south, Rising Sun/Tokayana to the west, and South Auburn to the east

TIMELINE

The project is currently underway! We are engaging a small group of key stakeholders known as 'Advisory Group Members' now through Fall 2023, and hosting a series of community engagement events in early Summer 2023, followed by the development of a Draft Plan for public input in Fall 2023.

We expect that the Plan will be adopted no later than early 2024.







City of Colfax Downtown Connectivity and Main Steet Improvement Plan

Project Overview and Advisory Group Roles and Responsibilities

Project Overview & Objectives

The City of Colfax is preparing a Downtown Connectivity and Main Street Improvement Plan (Plan), to identify and develop design concepts and policy recommendations to revitalize downtown Colfax. The Plan will envision a Downtown Colfax where residents and visitors can safely and comfortably walk, bike, and roll to and from their homes, local businesses, and other nearby destinations. The Plan will address issues and opportunities and provide a long-term vision of the downtown area that will be achievable and action-oriented including a toolkit of improvements that include short-term priority projects and longer-term improvements.

This project is funded through a Caltrans Sustainable Transportation Planning Grant awarded to the City of Colfax, and CivicWell, a local non-profit organization. CivicWell will assist with project management and lead a robust community outreach and engagement process. GHG Inc. was selected through a competitive bid process as the technical consultant team to conduct technical analysis, documentation mapping, and evaluation for the project.



Advisory Group Responsibilities

The Advisory Group will help identify important sensitivities to consider and relevant information about the conditions, history, and needs of the community. It will help determine strategies for engaging and maximizing participation at public events. Members should act as ambassadors of the project and help promote it to employees, coworkers, clients, and community members.

From
November 2022-February 2023
February 2023, date TBD
April 2023, date TBD
TBD, Likely week of July 3, 2023
September 2023, date TBD
August 2023 - January 2024
Fall/Winter 2023
Early 2024
Early 2024

Advisory Group members are expected to:

- Help identify additional stakeholders to engage.
- Identify important sensitivities and topics to consider regarding the conditions, history, and needs of the community.
- Help refine community engagement strategies.
- Support outreach and promotion of engagement activities.
- Provide guidance on plan concepts and strategies for plan implementation.

Project Contacts

Cayla McDonell-Encina, CivicWell 916.448.1198 ext 324 (leave voicemail) cmcdonell@civicwell.org

Wes Heathcock, City of Colfax (530) 346-2313
Wes.Heathcock@colfax-ca.gov

Visit the Project Website!

http://www.mainstreetcolfax.com









TAKE THE SURVEY!

https://ghd.mysocialpinpoint.com/colfaxmainstreet/map

Do you walk, bike, or roll along Main Street and nearby streets to get around? Have you found that there are issues or opportunities to make improvements? Take our online survey which includes an online map to share your comments and ideas to make walking, bicycling, and rolling safer and more accessible in Colfax.

FOR MORE INFORMATION

Contact Summer Lopez or visit the project website.



916.245.4204



summer.lopez@ghd.com



www.mainstreetcolfax.com





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https://ghd.mysocialpinpoint.com/colfaxmainstreet/map

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FOR MORE INFORMATION

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Colfax Downtown Connectivity and Main Street Improvement Plan

Informational Flip Book

Examples of potential pedestrian, bicycle, and placemaking design options to rejuvenate downtown, maintain the historic character of Colfax, and improve connectivity and access for residents and visitors.













Colfax Downtown Connectivity and Main Street Improvement Plan



Existing Conditions

Analysis

2022

Fall

2023

Project Objective

The project study area encompasses the greater Downtown area, bounded by School Street to the north, Culver Street to the west, Oak Street to the south, and South Auburn Street to the east. The Plan aims to provide policy recommendations and design concepts that support revitalization of Downton Colfax while preserving the character of Main Street and the historic downtown business district.

Project Goals

Provide a safe and connected pedestrian and bicycle network in the City of Colfax.

Improve access to amenities and destinations in the downtown area.

Build upon recent planning efforts including the Colfax Bikeway Master Plan, Parks and the Recreation Master Plan.

The Main Street Improvement Plan will build on the existing pedestrian and bicycle networks listed below:

Existing Bicycle Facilities

Class II

- Grass Valley Street, from Rising Sun Street to Auburn Street
- West Church Street from Rising Sun Street to Main Street
- South Auburn Street from the roundabout to 951 South Auburn Street
- Tokayana Way from Rising Sun Street to the City limit

Grass Valley Street Bike Lane

Class III

 North Main Street, from SR-174 to Grass Valley Street

Class IV

 West Church Street from Rising Sun Street to Tokayana Way

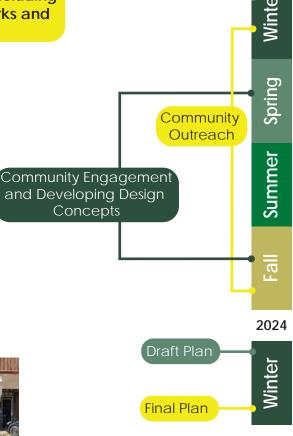
Existing Pedestrian Facilities

Sidewalks, Crosswalks, and Curb Ramps

Grass Valley Street, Main Street, School Street, Railroad Street, Depot Street, Keeland Street, Church Street and Culver Street









Pedestrian Infrastructure Options



Which pedestrian projects could be considered in Colfax?

Pedestrian infrastructure can help make Colfax's roadways safer, more connected, and more accessible for everyone, which encourages walking and bicycling and reduces car trips. A connected, accessible pedestrian network encourages travel via active transportation modes and increases engagement with downtown.



Sidewalks provide routes to key destinations, improve connectivity, and encourage walking by making it more accessible.



Curb ramps improve accessibility for wheel chair users, people with wheeled devices, and those with vision impairments at street crossings with grade changes.



Curb extensions are traffic calming measures that widen the sidewalk at roadway intersections into the parking lane, shortening the street width at crossings.



High visibility crosswalks are shown to increase yielding behavior by motorists, enhancing pedestrian safety. The types of high visibility crossings are transverse, ladder and continental.

Advance stop bar or yield markings include a bold white bar or triangular "shark's teeth" markings 6 to 8 feet in advance of a crosswalk. Controlled intersections (with signals and/or signage) utilize the stop bar while uncontrolled intersections utilize yield markings.



Medians and pedestrian refuges improve visibility and shorten crossing distances by allowing pedetrians to cross one direction of traffic at a time.



Leading Pedestrian Intervals (LPIs) are signalized intersections with a walk phase that precedes the green phase for motorists by a few seconds, allowing pedestrians to get a head start crossing the street.



Pedestrian wayfinding and streetscape signage provide directional information to key destinations nearby, including parks, transit stops, civic buildings, and other neighborhoods.



Rectangular Rapid Flashing Beacons (RRFBs) use humanactivated flashing lights to provide additional visibility at unsignalized intersections and midblock crossings, where traffic volumes do not warrant a traffic signal or stop sign.

Bicycle Infrastructure Options



Which bikeway types could be considered in Colfax?

Bicycle facilities are classified according to the type of separation they provide from motor vehicles. Different facilities are appropriate for different roadways based on the speed and volume of vehicles on the roadway. Bicycle networks improve connections to downtown and throughout the city, and encourage users to ride a bicycle rather than drive.



Separated bike paths provide a travel area for bicyclists, pedestrians, and other users separated from motor vehicles.



Buffered bike lanes provide a dedicated lane for bicyclists adjacent to motor vehicles, separated by a visual buffer.



Standard bike lanes provide a dedicated travel lane for bicyclists adjacent to motor vehicles.





Bike routes provide a signed route for bicyclists on low-speed, low volume streets. Bicyclists share the roadway with motor vehicle traffic.



Separated bikeways provide a dedicated lane for bicyclists, separated from motor vehicles by a vertical buffer.

Types of Separated Bikeways

Separated bikeways always include a vertical element made of paint and flexposts, concrete curbs, planters, a landscaped median, etc. that physically separates bicyclists from motor vehicles.









Bicycle Support Facilities



Bike signals are traffic signal heads that provide a designated period for bicycles to enter the intersection ahead of motor vehicles.



Bike loop and video detection are methods of identifying the presence of bicyclists at a bike crossing or traffic

signal and initiate a green light or signal phase.

bicycle Wayfinding helps direct bicyclists to key routes and destinations. Decision Signs help inform bicyclists of the possible routes connecting to key destinations. Turn Signs signal when a bikeway turns from the current roadway onto another roadway. Confirmation Signs let bicyclists and others know they are on a designated bikeway.

Placemaking Facility Options



What is Placemaking and how can it be used in Colfax?

Placemaking is a way to transform underutilized areas into spaces where residents can connect with one another and celebrate a sense of community pride. Placemaking can be done through public art, landscaping, seating and eating areas, using streets and open spaces for events, vending, gatherings, and more.



A common placemaking technique involves expanding the sidewalks' Furniture/Green Zone beyond the Curb Zone to create more space for pedestrians, patrons of local businesses, etc.





Parklets encourage residents and visitors to frequent downtown and local businesses by providing spaces to sit, talk, work, and eat. Parklets remove a few parking spaces to provide seating, tables, shade, and greenery for users to enjoy.



Public Artwork

Community driven public art creates an opportunity to celebrate the community, foster city pride, and create social connections. Consider blank walls and areas where public art is already being created.



Landscaping

Green space can be created through landscaping that acts as a buffer between vehicle traffic and pedestrians/bicyclists. Cities are encouraged to utilize native plants when landscaping.





Public Gathering Spaces/Plazas

By repurposing traffic lanes and vacant lots, cities and towns can create designated places where the community can gather and hold events like farmers markets, music events, holiday celebrations, etc. Community gathering sp280es attract residents and visitors downtown.

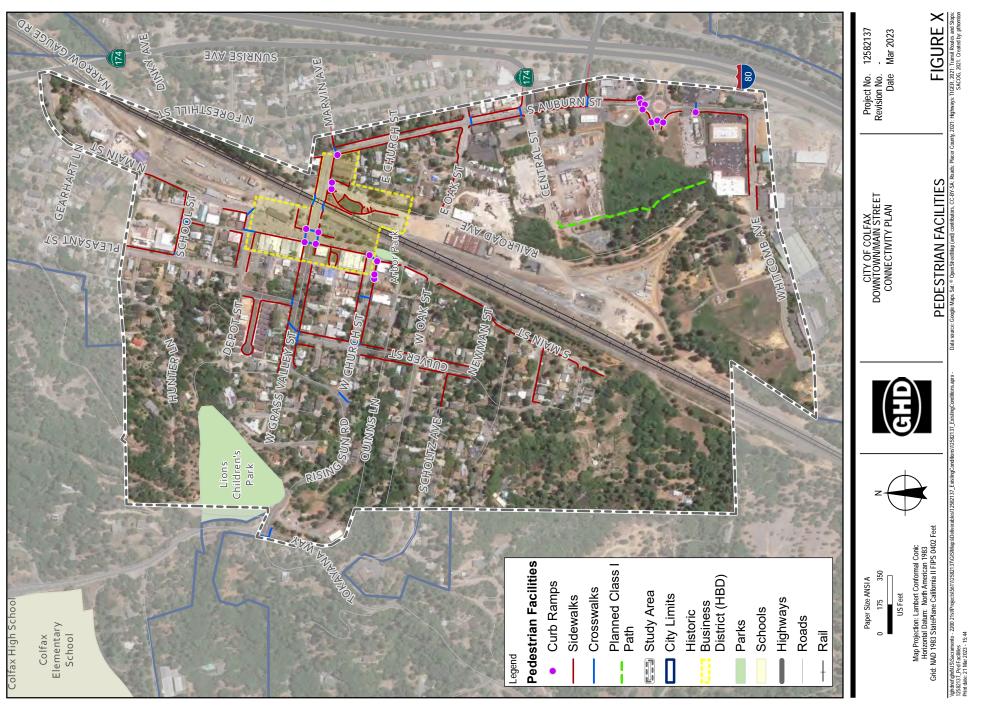
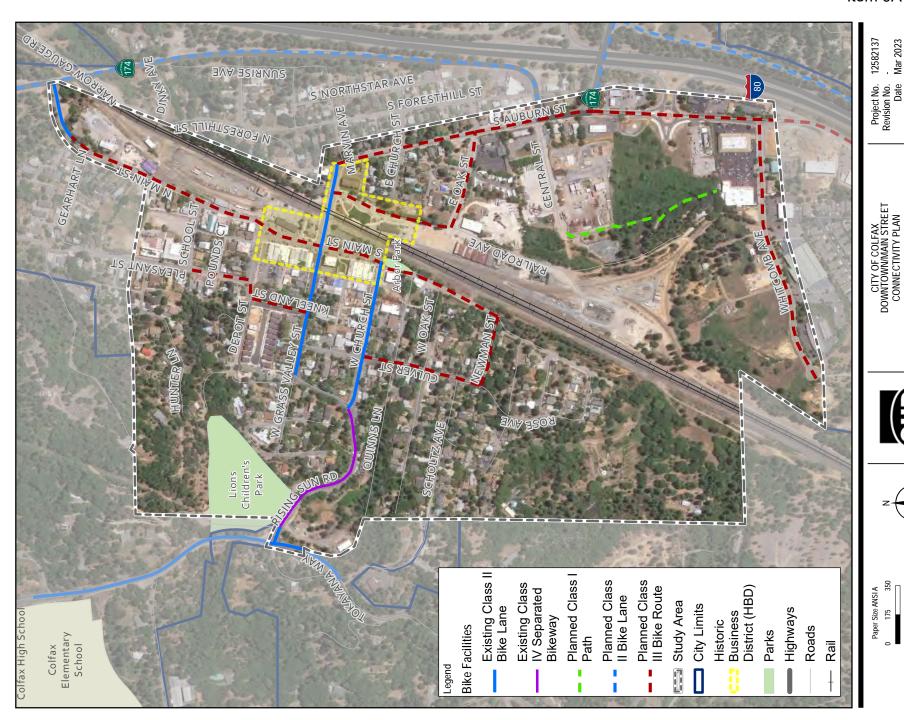


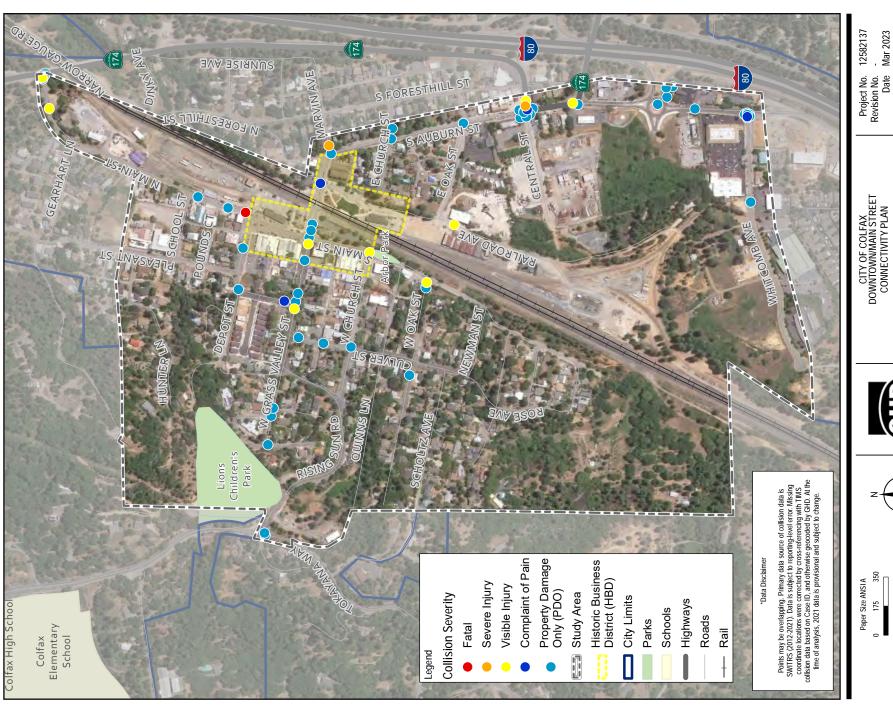
FIGURE X

BICYCLE FACILITIES | FIGURES AND SOURCE COMP. 2021: Highways TICER. 2021: Treas Reutes and Stops
Data source. Google Maps Sat © OpenStreetMep (and) contributors, CC BY-Sk. Reads. Place County, 2021: Highways TICER, 2021: Caested by, phorated
SACOG, 2021: Caested by, phorated



US Feet

FIGURE 3



CONNECTIVITY PLAN

COLLISION SEVERITY

(2012 - 2021)*

SENTEL Exteng-conditions appr. Data source: Coogle Majos Sati o' OpenStreenMag faired combinates, CC-BFVSA Rea

Map Projection: Lambert Conformal Conic Horizonial Datum: North American 1983 Grid: NAD 1983 StatePlane California II FIPS 0402 Feet

US Feet

'lghdheitghdiUSiSacramento - 2200 21 stiProjectis56 111 25821 37GiSiMapsiDelive 12582137 Figure 3 Cellision Severity Print dale: 21 Mar 2023 - 15-46 Notes Item 9A



City of Colfax Downtown Connectivity and Main Street Improvement Plan

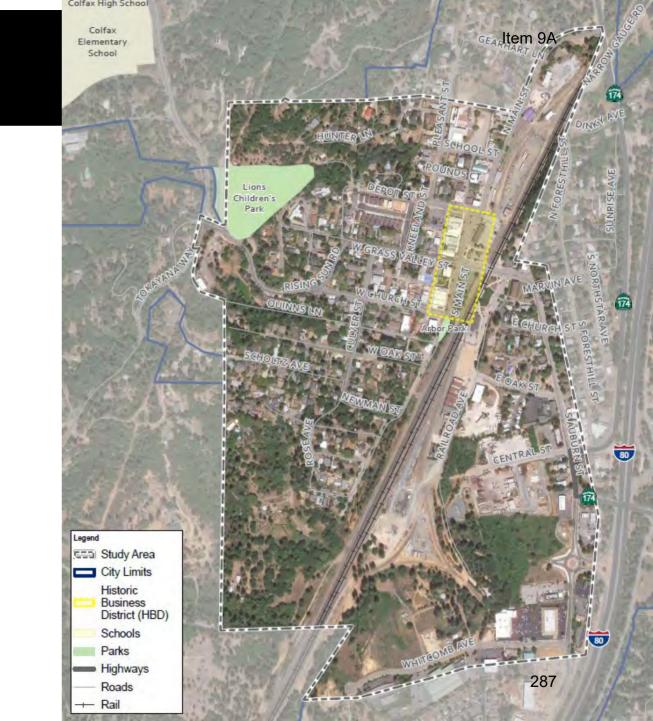
About the Plan



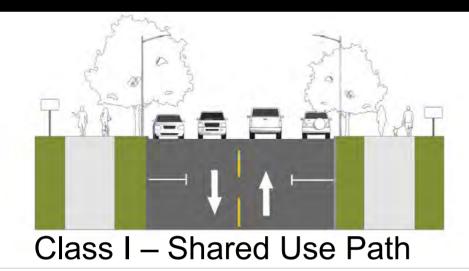
- Identifies and develops concepts for a revitalized downtown Colfax
- Baseline understanding and supporting policies and programs
- Focused, achievable action plan for improvements to bicycling and walking facilities

Existing Conditions

Study Area



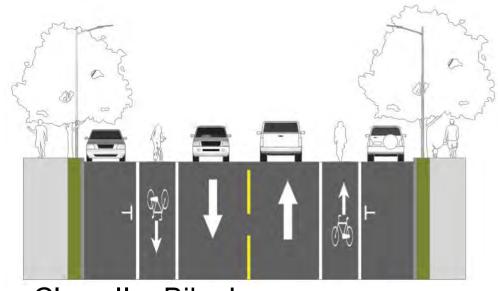
Bikeway Classification Examples



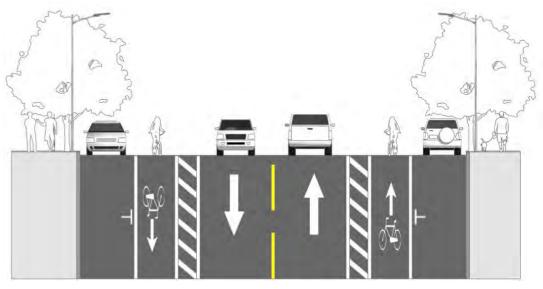
DEFINITIONS:

Class I – Bicyclists and Pedestrians share a fully separated pathway.

Class II – "Classic" bike lane that runs alongside vehicles.

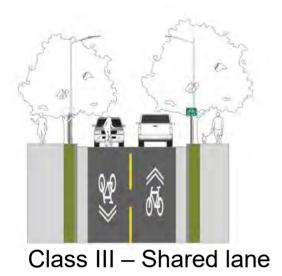


Class II - Bike Lane



Class II - Buffered Bike Lane

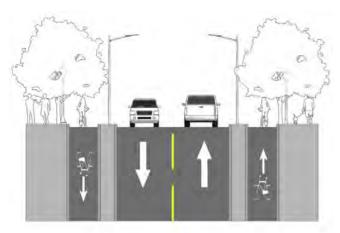
Bikeway Classification Examples



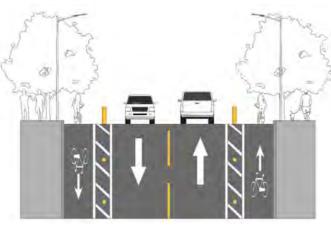
DEFINITIONS:

Class III – Bicyclists share the lane with vehicles.

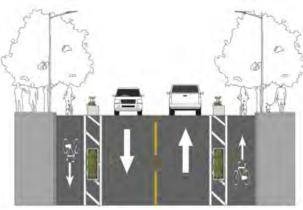
Class IV – Separated bikeway via a buffer.



Class IV – Separated bikeway



Flex Posts



Buffered with Planter

Pedestrian Facility Examples



Curb ramps and crosswalk



Midblock crosswalk and Sidewalk



Rectangular Rapid Flashing Beacon



Advance Stop Bar/Yield Markings



Crossing Improvements

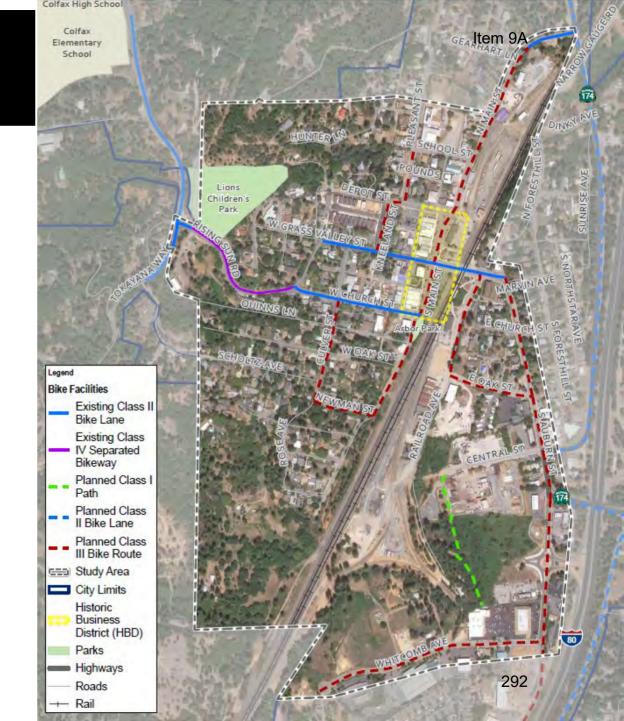


Existing Conditions – Bicycle & Pedestrian Facilities

Bicycle Facilities

Bicycle Facilities

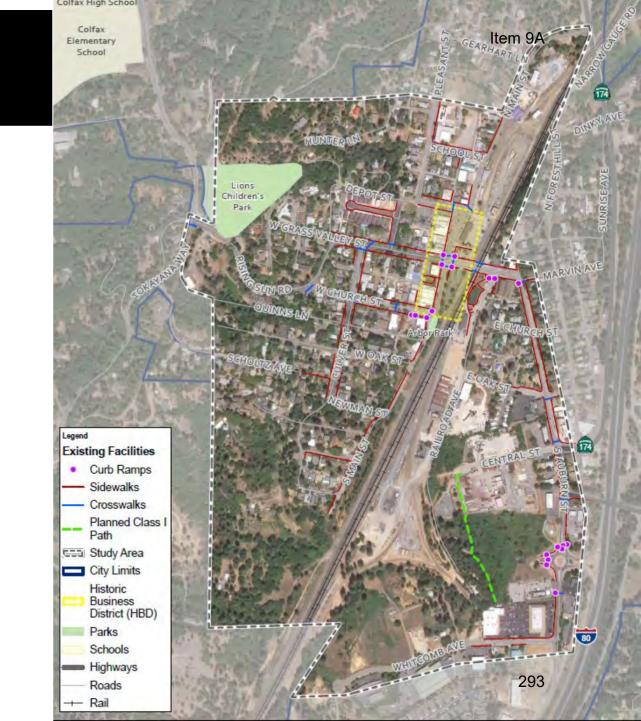
- Grass Valley Street, from Rising Sun Road to Auburn Street. (Class II)
- West Church Street from Rising Sun Road to Main Street (Class II).
- N. Main Street, from SR-174 to Grass Valley Street (Class III)
- West Church Street from Rising Sun Road to Tokayana Way (Class IV)
- South Auburn Street from the roundabout to 951
 South Auburn Street (Class II)
- Tokayana Way from Rising Sun Road to the City limit (Class II)



Pedestrian Facilities

Pedestrian Facilities

- Sidewalks, Crosswalks, and Curb Ramps
 - Grass Valley Street, Main Street, School Street, Railroad Street, Depot Street, Keeland Street, Church Street and Culver Street



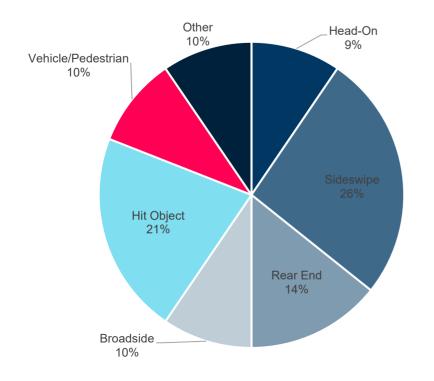


Existing Conditions – Connectivity

Trip Generators



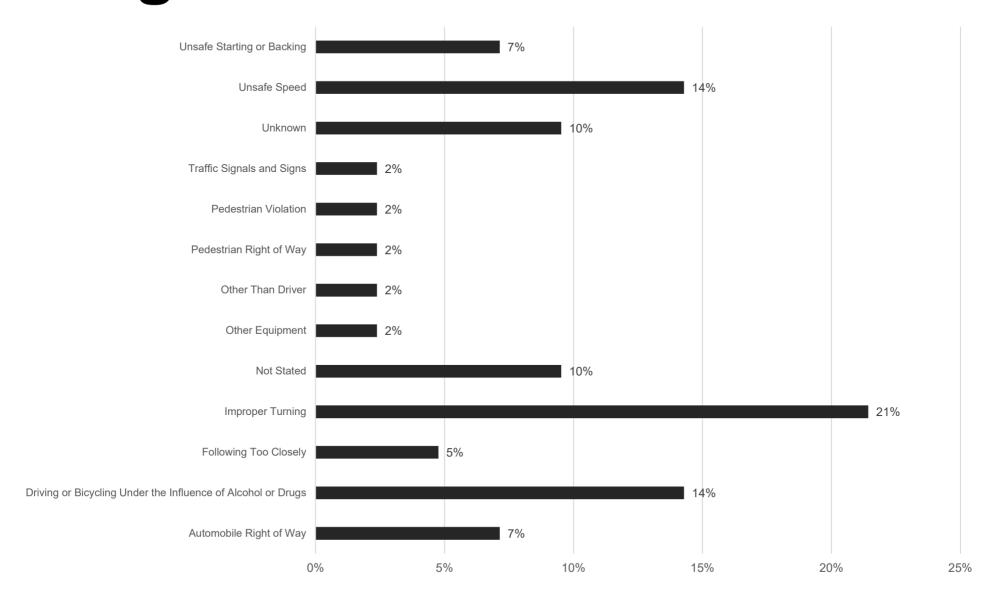
Existing Conditions – Collisions



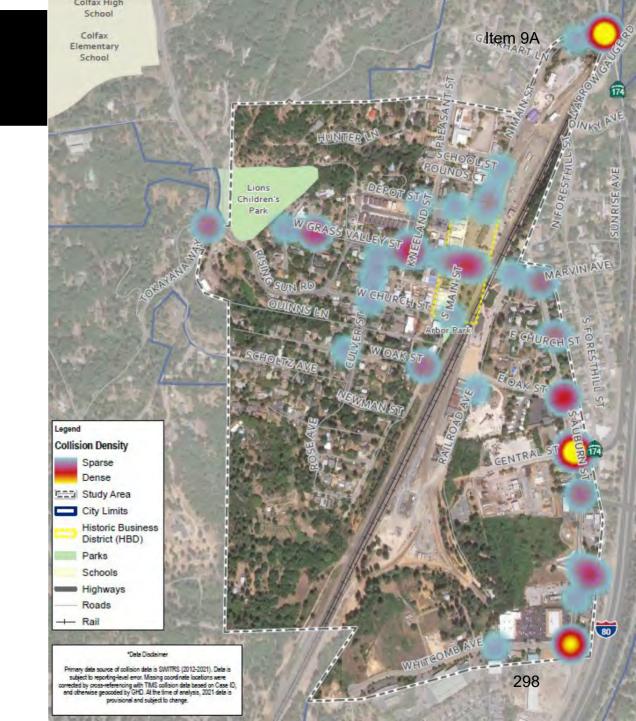
- Head-On
- Sideswipe
- Rear End
- Broadside
- Hit Object
- Vehicle/Pedestrian
- Other

Collision Severity	Number of Collisions	Percent of Total Collisions
Fatal Injury	1	2%
Severe Injury	2	5%
Visible Injury	7	16%
Complaint of Pain	3	7%
Property Damage Only	31	70%
Total Collisions	44	100%

Existing Conditions – Collisions



Collisions



Plans, Policies, Projects, and Programs



Relationship to other documents:

- City of Colfax Bikeway Master Plan (2003)
- Colfax Area Parks and Recreation Master Plan 2007-2022 (2007)
- City of Colfax General Plan 2020 (1998)
 - Circulation Element
 - Community Design Element
 - Housing Element Update (2021)
- Historic District Design Master Plan (2009)
- Placer County Local Hazard Mitigation Plan Update Annex B (2021)
- Placer County Regional Transportation Plan 2040 (2019)
- Placer County Regional Bikeway Plan (2018)
- Sacramento Region Trail Network Action Plan (2022)
- Caltrans District 3 Active Transportation Plan (2022)
- Toward an Active California (2017)



Plans, Policies, Projects, and Programs

Projects:

- Tier Trail Study Corridor
 - The Sacramento Region Trail Network Action Plan identifies Trail Study Corridors, which will highlight segments that are not currently included in a plan
- Community Development Building Grants (CDBG) Road Rehabilitation Project
 - Utilize funds to rehabilitate the pavement on the following existing roadways: Culver Street, Depot Street, Pleasant Street, Forest Hill Street, and Pine Street.
- Union Pacific
 - Pedestrian improvements across Union Pacific railroad tracks to improve pedestrian safety and conditions for walking and bicycling

Existing Programs:

Bicycle Safety and Education (*Placer County Sheriff/California Highway Patrol*)

What are Programs?



- Education programs share information about safety, benefits of active transportation, and resources or facilities available in the community. They should address people bicycling, walking, and driving.
- Encouragement programs promote bicycling and walking as fun, convenient, and enjoyable modes of transportation and recreation.
- ◆ **Evaluation** programs monitor success through counts, surveys, and data review to inform adjustments or modifications to programs, policies, and the built environment.
- Equity is a lens through which all programs and infrastructure projects should be viewed to ensure disadvantaged members of the community have access to and benefit from the City's investments in active transportation.

Advisory Group Meetings

February 13, 2023

The first Advisory Group (AG) meeting was held in-person at the City Hall on Main Street. The group members consisted of locals including residents, XX, XX. At the meeting, attendees reviewed maps and heard a presentation regarding existing conditions. The AG members expressed their concerns in various areas throughout the downtown area including routes to schools, routes to the community center, safe travels walking and bicycling from the hotels along South Auburn Street near Whitcomb Avenue into the Historic Business District and attracting and retaining visitors, tourists, and residents into the downtown area.

May 11, 2023

The second AG meeting was held in-person and included a small discussion around potential infrastructure improvements that could be implemented into downtown including pedestrian infrastructure improvements, bicycle infrastructure improvements, and placemaking improvements. The AG members also participated in a walk audit along Main Street. The participants took special notice of areas where there is additional space in the roadway, re-thinking the possibility of some existing "parklet" patios, and how people may want to travel into downtown, relax, eat, shop, and stay.

The AG members considered the walkability and bikeability of downtown and how people may wish to navigate by walking, bicycling, or rolling. They considered the speeds of cars, how they approach Main Street, what their trips tend to be for (school and work being the most common answer), and how people may walk or bicycle around downtown once they dismount the train. Comments included the following:

- A desire for places to pause or relax with shade, benches, and tables; specifically more benches
 and shade at Lot of Arts Park. Also considering a parklet or formalized patio space on Main Street
 in front of "Grandma C's"
- ADA tripping hazards
- Students frequently walking or bicycling along Depot Street
- Crossing at Depot Street and roadway re-configuration; Consider the art possibilities or more formalized pedestrian island or Main Street features (potentially a miniature plaza) at Depot Street
- · Re-thinking the placement of the gazebo, additional landscaping, and benches
- SR 174 acts as a truck route detour for I-80
- · Formalizing historic signals at the railroad
- Adding infrastructure treatments for bicyclists, pedestrians and traffic calming near the historic hotel – stamped concrete, high visibility striping, signage, push button signals, etc. at Grass Valley Street
- Signage indicating entering downtown at Grass Valley Street
- Gateway signage indicating downtown at future trailhead on Railroad Street

August 17, 2023

The third AG meeting was held on August 17, 2023, in-person at the City Hall. The purpose of this meeting was to discuss recommendations with the AG committee and garner feedback from the group to ensure the recommendations aligned with comments that had been provided. In general, there was support for the recommendations, though there was discussion surrounding an Arbor Park recommendation with a request to convert it to a two-way and expand the park next to the curb at the library.

December 6, 2023

The fourth AG meeting was held in-person on December 6th, 2023, at the City Hall. The purpose of this meeting was to review the draft plan and gather feedback prior to the last community engagement event. AG members brought several edits forward, including edits to location names on map figures and a request for a disclaimer that location alternatives may be considered when choosing to install a Colfax Downtown gateway. The group discussed next steps for implementing lower complexity projects and how to continue community engagement throughout the grant writing process. The AG members were encouraged to assist in grant writing to supplement work done by City staff.

32/3	Will all the second		
Advisory Group Meeting #2 Colfax Downtown Connectivity & Main Street Improvement Plan Thursday, May 11, 2023 • 1:00 p.m. – 2:30 p.m. 33 South Main Street, Colfax, CA			
Please sign in			
First and Last Name	Place of Residence/Affiliation	Contact (Email/Phone)	
Suzanne Roberts	Colfax.	suzanneroberts eymail. com	
	Compresident July Accident Motherication	Phurch Stevenagila yahro.com	
CALL Adous	Colfex Area Historical Society	nhagman@yakoo.com	
Noney Azgmon	COLYAX HIST SOCIETY + PSIRITS		
ROGER STAMB	Caltrans 03 Manysisie		
Mangroot Ark		Minutage of the main of the	
<i> </i>			

Figure 9 Advisory Meeting 2 Sign in Sheet



Figure 10 Advisory Group 2 – Participants Gathering on Grass Valley Street near Railroad Tracks



Figure 11 Advisory Group 2 – Image of Flag Pole on Grass Valley Street

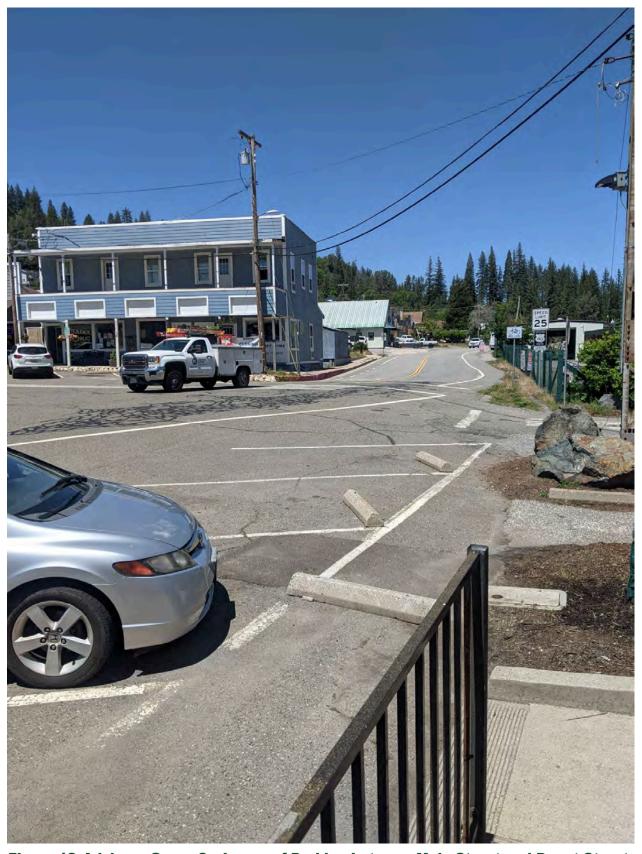


Figure 12 Advisory Group 2 – Image of Parking Lot near Main Street and Depot Street Intersection



Figure 13 Advisory Group 2 – Participants Gathering at Colfax Railroad Junction Building on Main Street



Figure 14 Advisory Group 2 -- Advisory Group 2 -- Participants Gathering at Colfax Railroad Junction Building on Main Street

City of Colfax Downtown Connectivity and Main Street Improvement Plan Advisory Group Meeting #3 August 17, 2023

Time: 5:00-7:00 pm (Pacific Time)

In-Person: 33 S. Main Street, Colfax

A conference number is available upon request

Objective: Review preliminary recommendations for feedback. Advisory group members will be asked to provide guidance on recommendations that will be included in the development of the draft plan.

15 Min: Welcome & Introductions

- Introductions (City TBD)
- As necessary for new members About the project (TBD)
- Meeting objective & feedback desired during this advisory group meeting

Remaining Time: Present Preliminary Recommendations for Feedback (GHD - TBD)

- Presentation
 - Feedback from advisory group members



City of Colfax Downtown Connectivity and Main Street Improvement Plan

Melcome

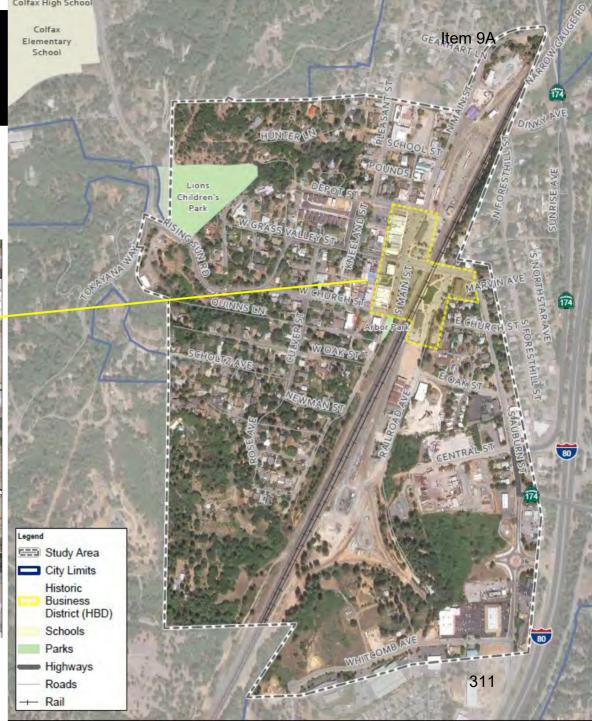
About the Plan



- Identifies and develops concepts for a revitalized downtown Colfax
- Baseline understanding and supporting policies and programs
- Focused, achievable action plan for improvements to bicycling and walking facilities

Study Area

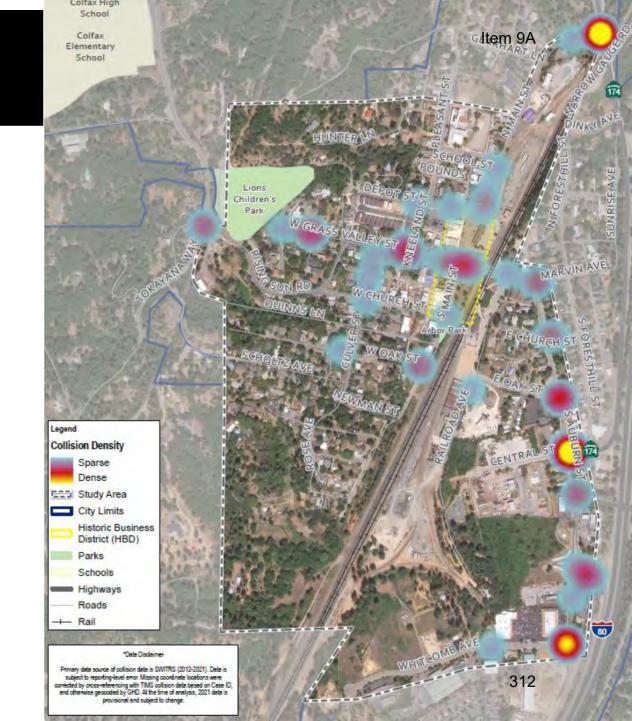




Collisions

Collision Hotspots

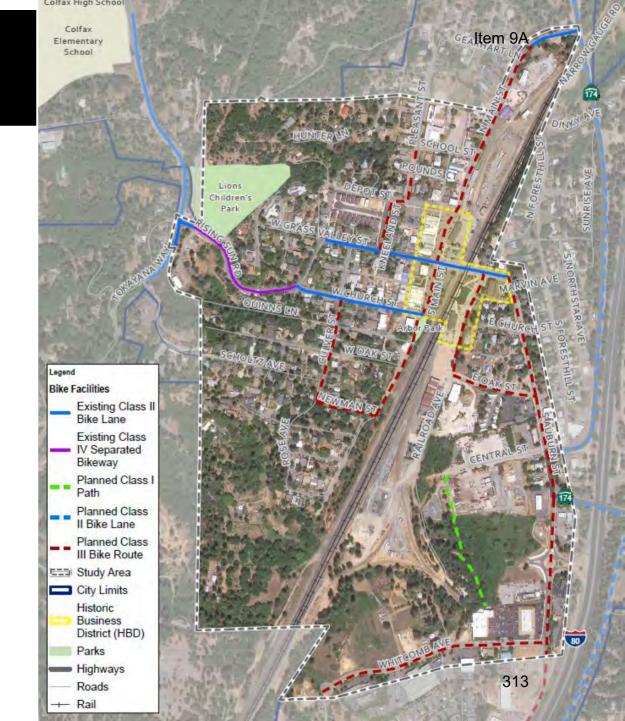
- South Auburn Street and along Grass Valley Street
- Exit at 174 and South Auburn
- Central Street
- East Oak Street
- North Main and 174
- Whitcomb and South Auburn Street



Bicycle Facilities

Bicycle Facilities

- Grass Valley Street, from Rising Sun Road to Auburn Street. (Class II)
- West Church Street from Rising Sun Road to Main Street (Class II).
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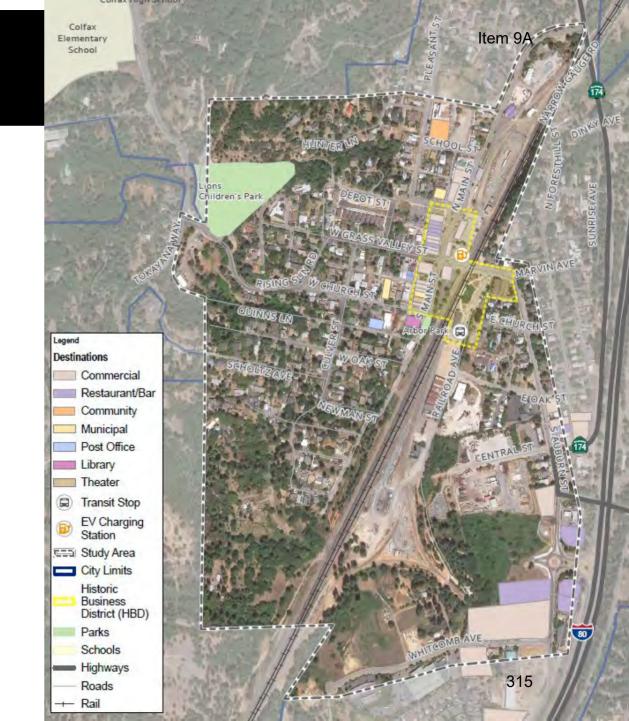
Pedestrian Facilities

Pedestrian Facilities

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 Railroad Street, Depot Street, Keeland Street,
 Church Street and Culver Street



Existing ConditionsTrip Generators





Existing Conditions – Connectivity

Public Outreach



What did we hear?

- Better connections into downtown (especially from Colfax Mall area)
- Clearer and more effective wayfinding
- Safer connections and pathways for pedestrians
- Better flow of traffic throughout downtown
- More spaces for people to gather
- More amenities (benches, shade, art landscaping, destinations for youth, etc.)
- More events in downtown

Recommendations



- Economic Development
 - Tourism and destinations
- Bicycle Facility Recommendations
 - Connections for bicyclists from Whitcomb to Main Street
 - Safer bicycling facilities
- Pedestrian Facility Recommendations
 - ADA accessibility/Curb ramps
 - Sidewalks
 - Trail
 - Crosswalks
 - Plaza
- Connectivity Recommendations
 - Wayfinding
 - Arched Gateway

Motor Vehicle Traffic Safety Recommendations

- Surface treatments
- Traffic flow on Main Street
- Amenities and Other Recommendations
 - Park enhancements
 - Shading
 - Landscaping
 - Art
 - Historic Preservation
- Emerging Technology Recommendations
 - EV Charging and locations
 - Broadband
- Non-Infrastructure Recommendations
 - Education and Encouragement
 - Safe Routes to School

Plans, Policies, Projects, and Programs



Relationship to other documents:

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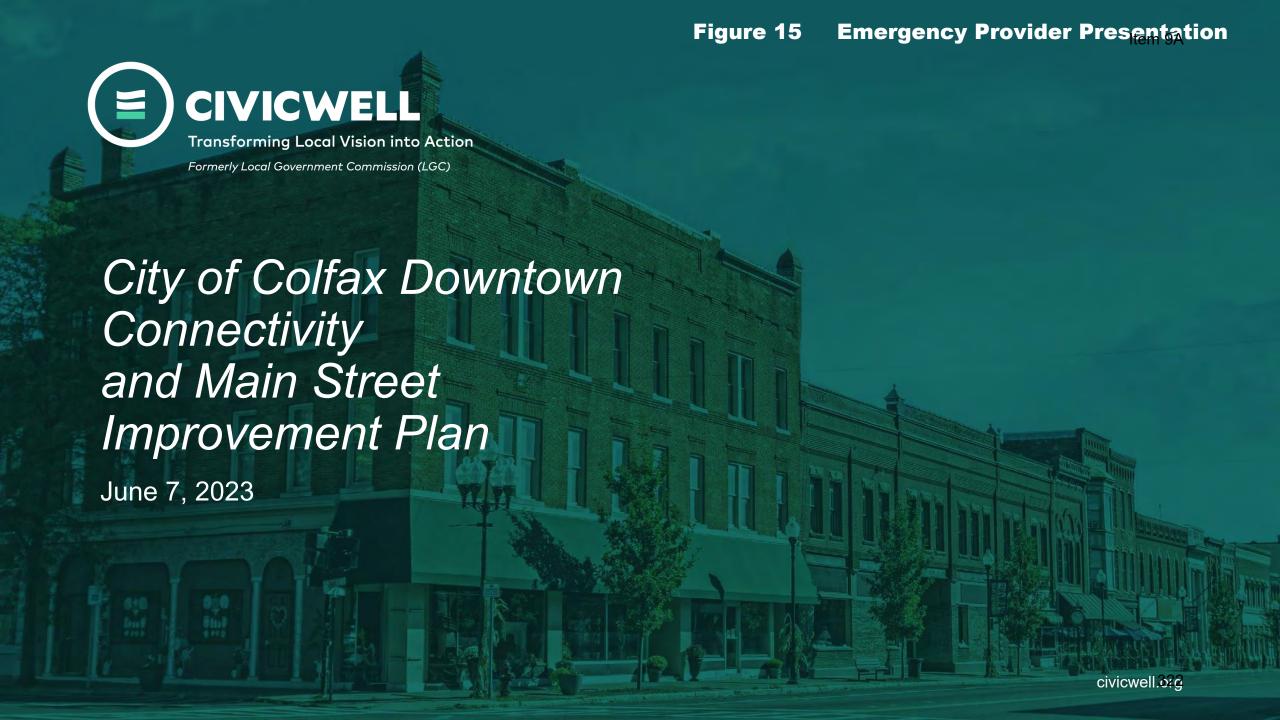
Existing Programs:

Bicycle Safety and Education (*Placer County Sheriff/California Highway Patrol*)

Workshops and Stakeholder Meetings

June 7, 2023

On June 7th, the project team meet virtually with the City's emergency services (ES). The ES staff discussed their priorities around safety for the roadways. They mentioned that any changes to the roadways should consider ES vehicles and clearances and that streets be updated with new asphalt to make it easier to drive. Safety issues were discussed, specifically around lighting, concerns with where people sit, stand, or spend time. They noted that creating spaces for people that are more logical and safer for spending time would improve this (shade, benches, pedestrian gathering space, plazas, etc.).





Project Goals & Objectives

- Engage residents, especially those who do not typically participate in City decision-making and planning processes.
- Improve multimodal access to amenities and destinations in the downtown area - including wayfinding connectivity from I-80/SR 174 to downtown.



Project Goals & Objectives... continued

- Identify transportation and connectivity challenges for residents and visitors and that impact business performance and development opportunities.
- Identify opportunities for application of green street concepts, such as trees, storm water planters, swales and other bio-retention areas, drought-tolerant landscaping, and permeable pavement.



Broad Approach to Project and Timeline



- Webpage: http://www.mainstreetcolfax.com
- Advisory Group Meetings (3): April 2023 & Fall 2023
- Distribution of Printed and Digital Outreach Materials
- Community Planning Events
 - o Kick-off Community Planning Workshop
 - o Walkability and/or Bicycling Assessments
 - o Focus Group Meetings
 - o Open Studio pop-ups
- Unveiling of Full Draft Concepts
 - o Community Workshop
 - Online Survey



Project Goals & Objectives

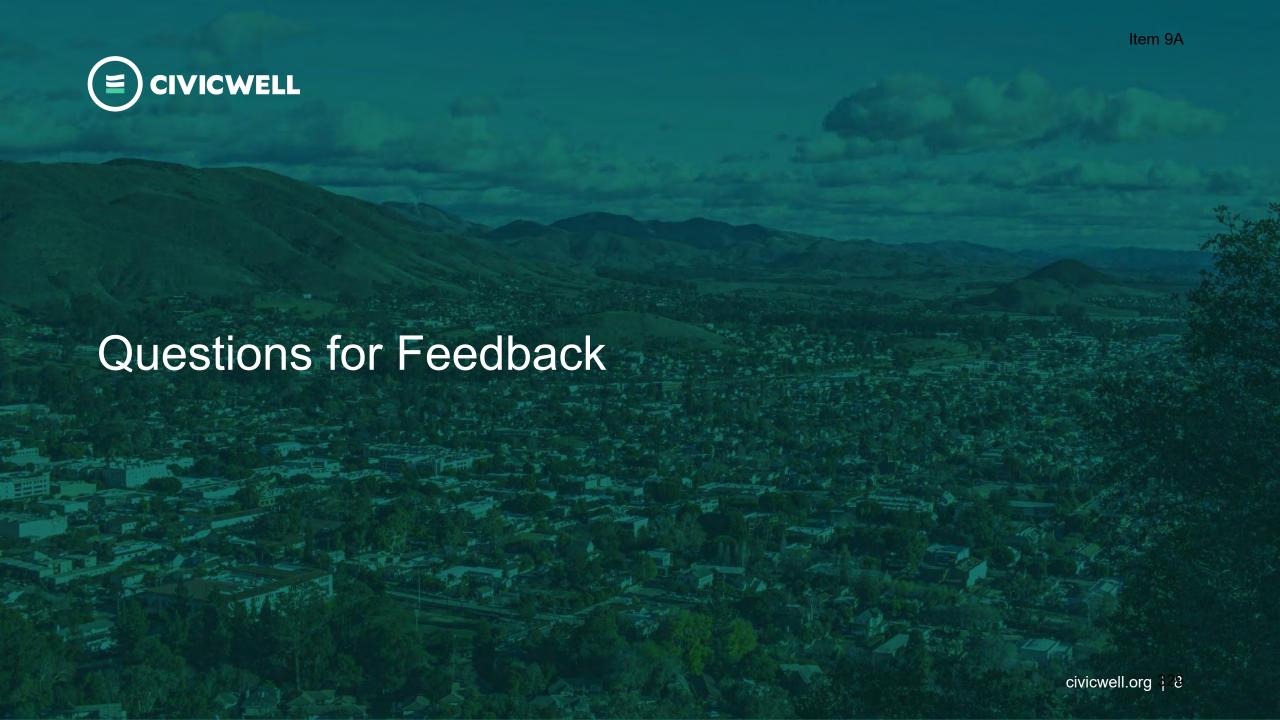
- Engage residents, especially those who do not typically participate in City decision-making and planning processes.
- Improve multimodal access to amenities and destinations in the downtown area - including wayfinding connectivity from I-80/SR 174 to downtown.



Review Project Area Map



Review Bicycle & Pedestrian Treatments





Review features in project area for feedback:

Mini loop at Arbor Park on Main St. south of City Hall and Water Cannon at Main St/ and Depot St.

What do you think of the existing roadway configuration?



Review treatment examples of walking and biking improvements:

What do you think of these improvements if we considered them along Main Street?

Elsewhere in the project area?



Review project area map:

What issues/concerns/ideas do you have utilizing roads for emergency services in the project area?

Also consider railroad crossings, schools ingress/egress, 174 and other truck routes

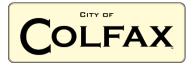


Thank you!

Cayla McDonell-Encina, AICP, MURP Senior Project Manager, CivicWell

cmcdonell@civicwell.org

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OLFAX Staff Report to City Council

FOR THE JANUARY 24, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager

Prepared by: Mike Luken, Interim City Manager **Subject:** Council Committee Assignments

Budget Impact Overview:

 $N/A: \sqrt{Funded: Un-funded: Amount: Fund(s):}$

RECOMMENDED ACTION: Approve City Council Committee Assignments for 2024; and tentative Form

806.

Summary/Background

Each year the Mayor recommends assignments for Council Members, staff or the public to serve on the boards of local agencies, advisory boards, and committees within the surrounding area. Generally, Council Members request their assignments and develop expertise to represent the city to improve resources or influence within the region.

While most appointments provide no compensation, six of the nominations provide a stipend of \$100 per meeting.

The Fair Political Practices Commission (FPPC) regulation 18702.5 permits a Councilmember to participate in discussion and voting on his or her appointment to a compensated position on a board or commission so long as the City discloses specific information on the City's website using the FPPC Form 806. FPPC Form 806 is used to report compensation for membership on committees, boards or commissions of a public agency, special district, or joint powers agency.

The Form 806 was completed and posted on the City's website on January 10, 2024, with the tentative appointments listed. As a result, there is no need for any Councilmember to abstain from any vote for the listed appointments.

A brief description of each board and its impact on the city is attached. The Mayor's recommendations for this year's appointments of Council Members to the Commissions, Boards, and Committees are attached.

Attachments:

- 1. Mayor's 2024 Council Committee Assignments
- 2. Committee Descriptions
- 3. FPPC Form 806



2024 Committee Assignment List

External Board/Committee	Colfax Representative	Meeting Information	Meeting Location	Reimbursement/ Stipend
Placer County Economic Development Board (PCEDB)	Kim Douglass Alt: Larry Hillberg	11:30AM 3rd Thursday 4x/yr Jan/Apr/July/Sept	Auburn City Hall, 1225 Lincoln Way Room 10 and via ZOOM	No Stipend
Weimar, Applegate, Colfax/Municipal Advisory Council (WAC/MAC)	Larry Hillberg Alt: Kim Douglass	6:00PM 3rd Wednesday every other month - Jan/Mar/ay/July/Sept/Nov	Colfax City Hall	No Stipend
Sacramento Area Council of Governments (SACOG) Board of Directors	Trinity Burruss Alt: Caroline McCully	9:30AM 3rd Thursday	Currently Zoom / then 1415 L. Street, Suite 300 Sacramento	\$100 Stipend
Placer County Air Pollution Control District (PCAPCD)	Trinity Burruss Alt: Kim Douglass	2:30PM 2nd Thursday 6x/yr	BOS Chambers 175 Fulweiler Ave Auburn	\$100 Stipend
Placer Mosquito & Vector Control District (PMVCD)	Will Stockwin Alt. Larry Hillberg	4:30PM 3rd Monday / Every Month	2021 Opportunity Dr Roseville	\$100 Stipend
Project Go	Kim Douglass Alt. Sean Lomen	5:30PM 3rd Thursday	801 Vernon St Roseville	No Stipend
Placer County Transportation Planning Agency (PCTPA)	Trinity Burruss Alt: Sean Lomen	9:00AM 4th Wednesday / Every Month	BOS Chambers 175 Fulweiler Ave Auburn	\$100 Stipend
Local Agency Formation Commission	Trinity Burruss	4:00PM 2nd Wednesday / Every Month	BOS Chambers 175 Fulweiler Ave Auburn	\$100 Stipend
Solid Waste Task Force	Staff Position TBD Alt: Sean Lomen	9:00AM 1st Thursday 4x/yr Feb/May/Aug/Nov	CRDC Cypress Room, 2091 County Center Dr, Suite 170, Auburn	No Stipend
Placer Sierra Fire Safe Council	Sean Lomen Alt: Kim Douglass	6:00PM 4th Thursday / Every Month	City of Colfax Council Chambers Location TBD	No Stipend



2024 Committee Assignment List

External Board/Committee (Continued)	Colfax Representative	Meeting Information	Meeting Location	Reimbursement/ Stipend
Placer County Selection Committee	Mayor	Yearly		No Stipend
League of California Cities Sacramento Valley Division Liaison	Kim Douglass Alt: Sean Lomen	1st Meeting March 31, 2023 in person in Colusa 4x/yr Additional Meetings TBD		No Stipend
	Kim Douglass			

Bianchini Advisory Board	Alt: Caroline McCully			No Stipend
Sierra Vista Community Center Liaison	Larry Hillberg Alt: Sean Lomen	6:00pm 3rd Wednesday	Community Center	No Stipend
Colfax Schools Liaison	Trinity Burruss Alt: Sean Lomen			No Stipend
Pioneer Community Energy	Sean Lomen Alt: Kim Douglass	3:00PM 3rd Thursday	2510 Warren Drive, Suite B Rocklin, CA 95677	No Stipend
Placer County Flood Control and Water Conservation District (Board of Directors)	Sean Lomen Alt: Caroline McCully	2nd Monday Monthly 4:00pm	Rocklin City Council Chambers 390 Rocklin Rd.	\$100 Stipend
Placer Regional Homelessness Action Plan Ad hoc	Sean Lomen Kim Douglass	As Needed		
Internal Board/Committee	Colfax Representative	Meeting Information	Meeting Location	Reimbursement/ Stipend
Colfax Bike Park	Kim Douglass Open	As Needed	To Be Determined	No Stipend
Colfax Skate Park	Sean Lomen Caroline McCully	As Needed	To Be Determined	No Stipend
Emergency Services	Trinity Burruss Sean Lomen	As Needed	To Be Determined	No Stipend
Council Policy Ad hoc	Caroline McCully Trinity Burruss	As Needed	To Be Determined	No Stipend
Youth Commission Selection Committee	Larry Hillberg Kim Douglass 2-Elementary Teachers 2-High School Teachers	TBD	City Hall, Colfax Elementary, Colfax High School	No Stipend
Colfax Youth Commission	5 Students (3-High Schoolers, 2 Sixth- Eigth Graders)	Once per month	Colfax Elementary School	TBD
Private Development Service Fees Ad Hoc Committee	Trinity Burruss Kim Douglass	Once per month	To Be Determined	TBD
City Manager Ad Hoc Committee	Trinity Burruss Kim Douglass	As Needed	To Be Determined	TBD
Revitalization of Historic Downtown Colfax Ad Hoc Committee	Sean Lomen Larry Hillberg	As Needed	To Be Determined	TBD
Shady Glen Sewer Integration Project	Trinity Burruss Caroline McCully	As Needed	To Be Determined	TBD

Committee Assignment Descriptions				
Committee Required/ Optional		Description		
Placer Sierra Fire Safe Council City of Colfax Council Chambers	Optional	The Fire Safe Council evaluates fire threat, assures firefighting resources are available, develops a Community Fire Safe Plan and supports efforts for wild land and community fire management. https://www.placer.ca.gov/bos/committees-and-commissions/placer-sierra-fire-safe-council		
Placer County Selection Committee	Required	The Selection Committee consists of the Mayor of the seven Cities within Placer County. The Committee meets to appoint and confirm members of various boards and commissions within the County.		
League of California Cities Sacramento Valley Division Liaison	Optional	The League is an association of city officials for training, information exchange, and combining of resources to influence State policy decisions that affect cities. The Sacramento Valley Division is a regional component of the League that insures Northern California cities have a voice in state policies. https://www.cacities.org/		
Bianchini Advisory Board	Required	Carl Bianchini endowed the community a sizeable trust to be used for youth and senior programs. The Bianchini Advisory Board was created to oversee appropriations of the fund to the Sierra Vista Community Center.		
Sierra Vista Community Center Liaison	Optional	Sierra Vista Community Center Liaison is ideally a different person than the Bianchini representative. The liaison attends Sierra Vista Community Center board meetings and reports information back to Council.		
Colfax Schools Liaison	Optional	City Council created this position to ensure at least one Councilmember is tasked with fostering communication between Council and the two local schools.		
Pioneer Community Energy	Required	Pioneer was established to provide electricity at lower rates than other providers. The board consists of elected representatives from the County and 5 Cities. https://pioneercommunityenergy.ca.gov/about-us/		
Placer Regional Homelessness Action Plan Ad hoc	Required	Placer County is seeking to make homelessness rare, brief, and non-recurring by supporting our unhoused community members in a coordinated system of care as they work towards self-sustaining futures.		
Colfax Bike Park	Required	Meets with City Manager to discuss potential development.		
Colfax Skate Park	Required	Meets with City Manager to discuss ongoing development.		
Emergency Services Ad hoc	Required	Is needed to negotiate contracts for the City's Emergency Services and Insurance rates.		
Placer County Flood Control and Water Conservation District (Board of Directors)	Required	The Board oversees the Placer County District in addressing flood control, drainage, and storm water management issues arising with development growth occurring in the region.		
Weimar, Applegate, Colfax/ Municipal Advisory Council (WAC/MAC)	Optional	WACMAC is an advisory board of area volunteers which advises the Supervisor on matters of concern related to the area outside City limits. The City Councilmember serves as a Liaison between WACMAC and the Council.		

Cooremants Area Coursil of		Association of lead association in the County Commands again.	
Sacramento Area Council of Governments (SACOG) Board of	Required	Association of local governments in the 6 county Sacramento region. Provides transportation planning and funding for the region, and serves as a forum for study and resolution of regional	
Directors		issues - affordable housing, clean air, bicycle networks, etc.	
Placer County Air Pollution Control District (PCAPCD)	Required	The District regulates and seeks reduction in air pollutant emissions; partners with local municipalities to develop and support emission reduction strategies; and leverages district and local funding with state and federal monies.	
Placer County Mosquito and Vector Control District (PMVCD)	Required	The District controls vector populations to reduce their impact upon public health through public education, surveillance and control.	
Project Go	Optional	Project Go is a non-profit organization which helps low to moderate income community members with energy needs.	
Placer County Transportation Planning Agency (PCTPA)	Required	PCTPA makes decisions about the regional transportation system in Placer County. The agency develops plans and strategies to make the best use of state and federal transportation funds.	
Local Agency Formation Commission (LAFCO)	Required	LAFCO is a state mandated independent regulator body whose role is to encourage orderly formation of local governmental agencies, preserve agricultural and open space resources and discourage urban sprawl. LAFCO oversees City boundaries.	
Solid Waste Task Force Required		Is needed to negotiate rates for the City's solid waste collection as well as oversee services to the community.	
Placer County Economic Development Board (PCEDB)	Optional	Members of the board area responsible for brining economic development information back to the governments and organizations they represent to ensure there is a united effort to attract new jobs to the County.	

Agency Report of:

Pı	ublic Official Appoint	ments			AF	Public Document
1.	Agency Name City of Colfax			e I	5	California 806
	Division, Department, or Reg	ion (If Applicable)	\dashv			For Official Use Only
	City Council					
	Designated Agency Contact	Name, Title)				
	Marguerite Bailey, City Clerk	K	, %			
	Area Code/Phone Number	E-mail	-	4	2	Date Posted:
	(530)346-2313	city.clerk@colfax-ca.gov	F	Page 1 o	f <u></u>	01/10/2024 (Month, Day, Year)
2.	Appointments					1
	Agency Boards and Commissions	Name of Appointed Person		ppt Date and ength of Term	Per Me	eeting/Annual Salary/Stipend
	Sacramento Area Council of Governments (SACOG)	Name Burruss, Trinity (Last, First)	_ <u>1/2</u>	24/2024 Appl Date		eeting: \$ 100
		Alternate, if any McCully, Caroline (Last, First)	- + 1 Y	Cear Length of Term	\$0-\$	<u> </u>
	Placer County Air Pollution Control District (PCAPCD)	Name Burruss, Trinity (Last. First) Alternate, if any Douglass, Kim (Last. First)	_	24/2024 Appt Date 'ear Length of Term	Estima \$0-\$	ated Annual: 1,000
	Placer Mosquito and Vector Control District (PMVCD)	Name Stockwin, Will (Last, First) Alternate, if any Hillberg, Larry (Last, First)		24/2024 Appl Date Year Length of Term	▶ Estima \$0-\$	ated Annual: 1,000
	Placer County Transportation Planning Agency (PCTPA)	Name Burruss, Trinity (Last. First) Alternate, if any Lomen, Sean (Last. First)		24/2024 Appt Date 'ear Length of Term	Estimates	other 100 ated Annual: 1,000
_	Verification	3 7				
3.	I have read and understand FPPC Region of Agency Head or Designed	ulation 18702.5. I have verified that the appointment and in Marguerite Bailey Print Name	City C		ue to the be	ost of my information and belief. 01/10/2024 (Month, Day, Year)
	Comment:	38				

Agency Report of: Public Official Appointments Continuation Sheet

California Form	806
A Public D	ocument

Approximate	. Agency Name City of Colfax	Date Posted: 01/10/2024 (Month, Day, Year)						
Length of Term	. Appointments	Appointments						
Name	Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend				
Lomen, Sean	Local Agency Formation Commission	Alternate if any	Appt Date	► Estimated Annual: \$0-\$1,000 \$2,001-\$3,000				
Name	Control and Water Conservation District	(Appt Date 1 Year	► Estimated Annual: \$0-\$1,000 \$2,001-\$3,000 \$1,001-\$2,000 \$2,001				
Name Last F(st) Appt Date Estimated Annual: \$0.\$1,000 \$2,001.\$3,000 \$1,001.\$2,000 Other		(Last, First)	.	► Estimated Annual: \$0-\$1,000 \$2,001-\$3,000 \$1,001-\$2,000 \$2,001				
Name		Last Fist)	.	► Estimated Annual: □ \$0-\$1,000 □ \$2,001-\$3,000 □ \$1,001-\$2,000 □				
Name(Last, First)		(Last, First)	•	► Estimated Annual: □ \$0-\$1,000 □ \$2,001-\$3,000 □ \$1,001-\$2,000 □				
		(Last, First)		Estimated Annual:				

FPPC Form 806 (1/18) FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

\$1,001-\$2,000

Agency Report of: Public Official Appointments

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18702.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional compensation to the appointee.

FPPC Regulation 18702.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even when the vote results in additional compensation.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

- 1. When does an agency need to complete the Form 806?
 - A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and will receive additional compensation.
- 2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?
 - If the council members receive additional compensation for serving on the housing authority, the Form 806 is required.

- 3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?
 - No. FPPC Regulation 18702.5(b)(6) exempts from this requirement decisions to fill a position on the body of which the official is a member (such as a councilmember being appointed as mayor) despite an increase in compensation.
- 4. In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?
 - No. FPPC Regulation 18702.5 requires only the amount of the stipend or salary to be reported.
- 5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

- 6. When must the Form 806 be updated?
 - The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.
- 7. If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?
 - No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional compensation.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 1102 Q Street, Suite 3050, Sacramento, CA 95811.