

City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

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

REGULAR MEETING AGENDA

January 22, 2025
Regular Session 6:00 PM
Closed Session to Follow

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

ZOOM at

<https://us02web.zoom.us/j/84968570574>

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

849 6857 0574

1 669 900 6833 / 1 669 444 9171 / 1 719 359 4580 / 1 253 205 0468

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 **OPEN SESSION**

- 1A. **Call Open Session to Order**
- 1B. **Pledge of Allegiance**
- 1C. **Roll Call**
- 1D. **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.

1E. **Statement of Conflict of Interest**

2 **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

2A. **Minutes**

Pages 4-8

Recommended Action: By Motion, approve the Colfax City Council minutes of 1/8/2025.

2B. **Cash Summary – December 2024**

Pages 9-16

Recommended Action: Accept and File.



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

January 22, 2025

2C. City Projects Report

Pages 17-21

Recommended Action: Review and Comment.

2D. New Sidewalk Repair Maintenance and Liability Ordinance

Pages 22-31

Recommended Action: Conduct a second reading and adopt the attached Ordinance adding section 12.24 to the Colfax Municipal code, to be effective 30 days after adoption.

*** End of Consent Calendar ***

3 AGENCY REPORTS

3A. Placer County Sheriff's Office

3B. California Highway Patrol

3C. Placer County Fire Department/CALFIRE

3D. Non-Profits

4 PRESENTATIONS

4A. Seniors First – Placer Rides Program

Pages 32-33

Recommended Action: Receive Presentation

5 PUBLIC HEARING (NONE)

6 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.

7 COUNCIL AND STAFF

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

7A. Committee Reports and Colfax Informational Items – All Councilmembers

7B. City Operations Update – City Manager

8 COUNCIL BUSINESS

8A. Council Committee Assignments

Pages 34-39

Recommended Action: Approve City Council Committee Assignments for 2025.

8B. Discuss the Temporary Improvements for Final Consideration Prior to Beginning Installation of Long-Term Equipment – Outdoor Dining Area – North Main St.

Pages 40-41

Recommended Action: Discuss and give direction.



9 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.

9A. 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.

10 CLOSED SESSION

10A. Public Comment (On Closed Session Items Only)

10B. By Consensus of the Council, adjourn to a Closed Session

10C. Roll Call

**10D. Public Employee Performance Evaluation (Gov. Code §54957)
Title: City Manager**

11 ADJOURNMENT

I, Amanda Ahre, 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/>

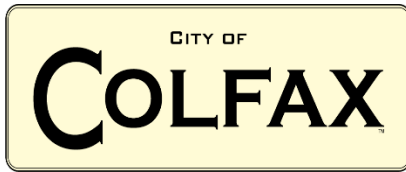


Amanda Ahre, City Clerk

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, January 8, 2025

City Hall Council Chambers, 33 S Main Street,

Colfax CA and attended via Teleconference through ZOOM

1

OPEN SESSION

1A. Call Open Session to Order – Mayor Pro Tem McCully called the Open Session to order at 6:00 p.m.

1B. Pledge of Allegiance – Jim Dion lead the Pledge of Allegiance.

1C. Roll Call

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

Absent: Mayor Lomen

1D. Approval of Agenda Order

MOTION made by Councilmember Burruss to approve the agenda order, seconded by Councilmember Hillberg, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

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

2

CONSENT CALENDAR

2A. Minutes

Recommended Action: By Motion, approve the Colfax City Council minutes of 12/11/2024.

2B. Cash Summary – November 2024

Recommended Action: Accept and File.

2C. Quarterly Sales Tax Analysis – Quarter Ended September 30, 2024

Recommended Action: Accept and File.

2D. City Project Report

Recommended Action: Review and Comment.

MOTION made by Councilmember Burruss to approve the consent calendar Seconded by Councilmember Douglass, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

3

Agency Reports

3A. Placer County Sheriff's – Sergeant Toby Williams gave a report on statistics from the month of December.

- 3B. CHP** – Officer Lyman reported on statistics from the month of December - 200 citations were issued, 143 verbal warnings were given, 317 calls for motor services, 7 arrests were made, 5 of which were for DUI. Total of 33 collisions, 7 were injury and 26 were property damage only. He also reported that about 90% of the construction in the Gold Run area of Highway 80 is cleaned up.
- 3C. Placer County Fire/CALFIRE**—Battalion Chief Siebert reported that Chief Counts is no longer working with NEU and has taken a promotion in Sacramento. There were 92 calls in December, 26 medical and 1 residential structure fire, and in 2024 there were a total of 1,200 calls in Colfax. NEU has sent resources to Southern California to help battle the wildfires. Even with these resources being used in Southern California, all Colfax stations are fully staffed.
- 3D. Non-Profits** – Caroline Presson and Harry Anderson are forming a committee for 3rd of July. They will be working under the Railroad Days Non-Profit for the 2025 year, with plans on forming their own 501C for the following years. They are forming several fundraisers in the upcoming months to help pay for the 3rd of July event.

Erin Newington of the Historic Colfax Downtown Association is working together with business owners, building owners, and local non-profits to help support Colfax as a whole. Community event on January 29th at 6pm at the Sierra Vista Community Center to work together to coordinate events and discuss what everyone wants to see happen Downtown.

4

PRESENTATION**4A. City of Colfax Audit Report as of Fiscal Year Ended June 30, 2024**

Recommended Action: Receive Audit Report as of June 30, 2024. Discuss and approve as appropriate.

Administrative Services Officer Shanna Stahl gave a brief introduction to this item and introduced Ingrid Sheipline, Managing Partner (Richardson and Co.), Auditor.

Ingrid gave a brief presentation outlining the major points of the audit.

Jim Dion questioned the financial reserves.

Tim Dion questioned how the City would pay for a large lawsuit.

MOTION made by Councilmember Burruss to receive and accept the audit, Seconded by Councilmember Hillberg, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

4B. Holiday Outdoor Light Contest

Recommended Action: Discuss and award the 1st, 2nd, and 3rd place participants.

City Manager Ron Walker introduced this item, and announced the following winners:

1st Place – 48 Grass Valley St

2nd Place – 102 W Oak Hill Drive

3rd Place – 314 N. Main St

5

PUBLIC HEARING**5A. New Sidewalk Repair Maintenance and Liability Ordinance**

Recommended Action: Introduce the proposed ordinance by title only, conduct a public hearing to adopt a Sidewalk Repair Ordinance, waive the first reading and schedule the proposed ordinance for a second reading and adoption at the next regular City Council meeting currently scheduled for January 22, 2025, to be effective 30 days after adoption.

City Planner Kathy Pease gave a brief presentation on the Ordinance with the updates requested by Council at the 12/11/24 City Council meeting.

Councilmember Hillberg questioned how to better communicate public hearings to the residents.

Steve Harvey does not agree with the ordinance because the sidewalks are in poor repair right now, and feels that it is unfair to residents to put this repair on the homeowners.

Councilmember Burruss clarified this has been a state law for 100 years, and this ordinance will put the responsibility on the City to repair sidewalks that have damage due to City property i.e.. Trees, workers, etc..

Tim Dion feels that the sidewalk repair should fall on the City.

MOTION made by Councilmember Burruss to introduce and waive the first reading and schedule the ordinance for adoption at the January 22, 2025 meeting, seconded by Councilmember Douglass, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

6

PUBLIC COMMENT

Chris McNabb, owner of Blooming Mountain Flowers, would like to see the Downtown outdoor seating area redesigned with all of the Main St business owners to be a part of the redesign process.

Steve Harvey questioned the status of the CalFire grant.

7

COUNCIL AND STAFF**7A. Committee Reports and Colfax Informational Items – All Councilmembers.**

Councilmember Douglass reported Shang Garden closed, and he contacted Koja Kitchen located on K St in Sacramento to see if they would be interested in filling one of the vacant restaurant spots.

Councilmember Hillberg attended a Sierra Vista Community Center board meeting. He feels that there are a lot of positive changes and improvements going on there.

Councilmember Burruss reported that the Colfax Girls JV Basketball team just beat Mira Loma team 64-4.

Mayor Pro Tem McCully had nothing to report.

7B. City Operations Update – City Manager

PG&E pole installed through a storm drain at Whitcomb and S. Auburn has been relocated, the Safe Streets 4 All (SS4A) Grant was rejected by the Federal Government because there were not enough vehicle crash fatalities, Algae project has had to add additional erosion controls due to the rain, City Planner Kathy Pease has been working on a Historical Building Inventory list, public works has been working on filling potholes and cleaning out storm drains, the City received 2 proposals for the CalOES Home Hardening Grant, signs on the roundabout have come off again there is a plan to change the current signage, lastly, the 1977 City-owned dump truck needs to be retired due to extensive repair needs.

8**COUNCIL BUSINESS****8A. City Procurement Policy Amendment – City Manager Purchase Authority**

Recommended Action: Adopt Resolution 1-2025 amending the City's Purchasing Policy, increasing the City Manager's purchasing authority to \$25,000.

City Manager Ron Walker introduced this item.

Councilmember Burruss clarified that the City Manager will still check-in with the Mayor and Mayor Pro Tem on non-emergency purchases over \$10,000.00.

MOTION made by Councilmember Hillberg to adopt Resolution 1-2025, seconded by Councilmember Burruss, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

8B. Consider Request from Jim Dion to Terminate SCI Consulting Group Contract for Consulting Services for GSPC

Recommended Action: Adopt Resolution 2-2025

City Manager Walker introduced this item.

Jim Dion, Owner of GSPC, spoke of his reasonings for wanting to terminate the SCI Consulting Contract.

Tim Dion commented on their licensing process and taxing requirements.

Council discussed pros and cons of terminating the SCI Contract. Council also discussed if the ordinance would need to be restructured to reflect the business license fee if it is determined to terminate the SCI Contract.

MOTION made by Councilmember Burruss to adopt Resolution 2-2025 Terminating SCI Consulting Group for consulting services for GSPC, seconded by Councilmember Douglass, and approved by the following vote:

AYES: Burruss, Douglass, Hillberg, McCully

NOES:

ABSTAIN:

ABSENT: Lomen

Direction given to staff to look into the Cannabis ordinance to determine if the business license cast for GSPC needs to be re-evaluated.

9

GOOD OF THE ORDER

Councilmember Douglass is pleased with the possibility of a new sign at the roundabout.

Councilmember Hillberg would like to have the Downtown Outdoor Seating area placed on a future agenda for the public to be able to comment on the proposed plans.

Councilmember Burruss thanked the public for their patience with her children this evening.

Mayor Pro Tem McCully clarified ABC requirements for the Downtown Outdoor Seating area. The VFW is hosting a Chinese New Year dinner on 1/24/25. She also discussed the challenges of this past Winterfest.

9A. Public Comment on Good of the Order

No public comment on good of the order.

10

CLOSED SESSION (NONE)

11

ADJOURNMENT

As there was no further business on the agenda, Mayor Pro Tem McCully adjourned the meeting, by motion and without objection at 7:52 p.m. Respectfully submitted to City Council this 22nd day of January, 2025.



Amanda Ahre, City Clerk



Staff Report to City Council

FOR THE JANUARY 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Shanna Stahl – Administrative Services Officer
Subject: Cash Summary – December 2024

Budget Impact Overview:

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

Summary/Background

The monthly financial report includes General Fund Reserved Cash Analysis Graphs and the City of Colfax Cash Summary Report (with supporting documentation). The 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 2024. Some monthly highlights are listed below:

- December revenues included:
 - Allocation for Sales Tax revenues reported/paid to the State for the month of October 2024 (two-month lag).
 - Progress reimbursement for the CDBG Road Rehabilitation Project
- December expenditures included:
 - Approved capital project expenditures – expenditures on WWTP Construction Grant
 - Placer County Sheriff service contract quarterly payment
- Negative cash fund balances at the end of December are primarily 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 funding request was presented to Council in December 2024.
 - Fund 358 – CDBG Road Rehabilitation. This is a reimbursable grant – the final funding of the grant was awarded in November 2023. The City has begun the reimbursement process. SB1 Funds received will also help pay for the City’s match obligation.
 - Fund 363 – Railroad Street Crossing. These expenses are being tracked for the Railroad Street Crossing Improvements with Union Pacific Railroad.
 - Fund 386 – Caboose Relocation. These expenses are being tracked for the relocation of the downtown caboose.

- Fund 575 – WWTP Construction Grant. This is a reimbursable grant. Reimbursement requests are scheduled to be submitted at least quarterly.
- 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. Tentatively scheduled for Spring 2025.
- Anticipated revenues/expenditures for January include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of November 2024 (two-month lag).
 - Capital project reimbursements.
 - First allocation (55%) of annual Property tax revenues and delinquent sewer charges from Placer County tax rolls.
 - Expenditures
 - Approved capital project expenditures. We anticipate continued expenditures for the Wastewater Treatment Plant Construction project as the Algae Reduction phase continues construction. The CDBG project is finalizing Phase I.
 - Ongoing monthly operating expenses.

Attachments:

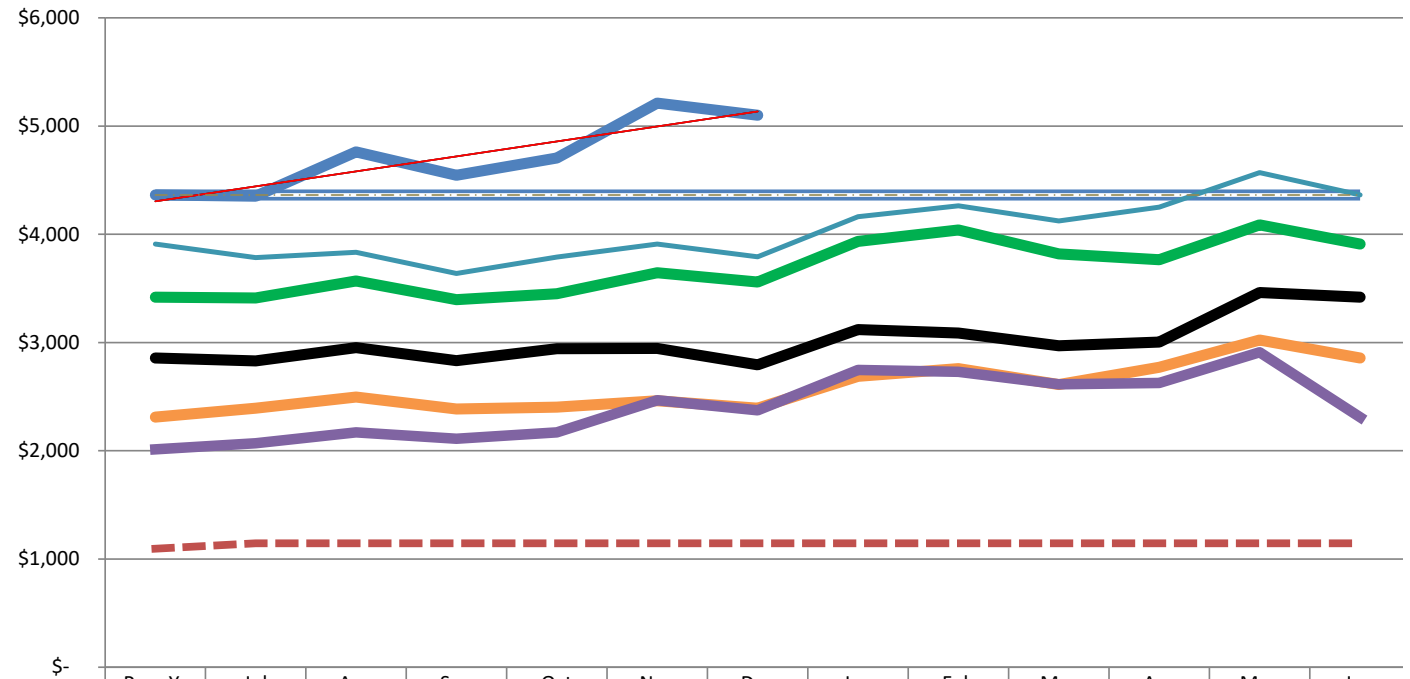
1. General Fund Reserved Cash Analysis Graph
2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report – by individual fund
 - c. Check Register Report - Accounts Payable

City of Colfax - December 2024

General Fund Reserved Cash Analysis

(Dollars in Thousands)

Fiscal Year 2024-25 >>



	Prev Yr	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cash Balance FY2024-25	\$4,363	\$4,352	\$4,761	\$4,545	\$4,705	\$5,212	\$5,100						
Budget FY2024-25	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363	\$4,363
Cash Balance FY2023-24	\$3,911	\$3,785	\$3,834	\$3,638	\$3,789	\$3,911	\$3,791	\$4,162	\$4,263	\$4,124	\$4,251	\$4,570	\$4,363
Cash Balance FY2022-23	\$3,418	\$3,412	\$3,568	\$3,396	\$3,451	\$3,644	\$3,560	\$3,935	\$4,039	\$3,819	\$3,765	\$4,087	\$3,911
Cash Balance FY2021-22	\$2,857	\$2,831	\$2,953	\$2,833	\$2,943	\$2,946	\$2,794	\$3,120	\$3,088	\$2,971	\$3,004	\$3,462	\$3,418
Cash Balance FY2020-21	\$2,311	\$2,392	\$2,497	\$2,386	\$2,402	\$2,463	\$2,393	\$2,688	\$2,760	\$2,612	\$2,771	\$3,023	\$2,857
Cash Balance FY2019-20	\$2,013	\$2,069	\$2,169	\$2,110	\$2,170	\$2,467	\$2,373	\$2,747	\$2,730	\$2,615	\$2,627	\$2,910	\$2,311
*Reserves (Ops, Cap, Pen)	\$1,095	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145	\$1,145

**City of Colfax
Cash Summary
December 31, 2024**

	Balance 11/30/24	Revenues In*	Expenses Out*	Transfers	Balance 12/31/24
US Bank	\$ 226,217.83	\$ 866,179.93	\$ (1,546,146.96)	\$ 600,000.00	\$ 146,250.80
LAIF	\$ 7,317,805.65	\$ -	\$ -	\$ (600,000.00)	\$ 6,717,805.65
Total Cash - General Ledger	<u>\$ 7,544,023.48</u>	<u>\$ 866,179.93</u>	<u>\$ (1,546,146.96)</u>	<u>\$ -</u>	<u>\$ 6,864,056.45</u>
Petty Cash (In Safe)	\$ 300.00				\$ 300.00
Total Cash	<u>\$ 7,544,323.48</u>	<u>\$ 866,179.93</u>	<u>\$ (1,546,146.96)</u>	<u>\$ -</u>	<u>\$ 6,864,356.45</u>

Change in Cash Account Balance - Total \$ (679,967.03)

Attached Reports:

1. Cash Transactions Report (By Individual Fund)	
2. Check Register Report (Accounts Payable)	\$ (1,402,850.87)
Cash Receipts	\$ 692,073.30
Payroll Checks and Tax Deposits	\$ (129,170.61)
Utility Billings - Receipts	\$ 160,444.64
LAIF Interest	\$ -
Utility Billing Tax Rolls	\$ -
Check 10610 voided 06/2022	\$ (371.89)
Nov. EFT cleared AP Dec	\$ (91.60)
	<u><u>\$ (679,967.03)</u></u>

\$ -

*Does not include transfers between funds

Prepared by: Shanna Stahl, Administrative Services Officer
Shanna Stahl, Administrative Services Officer

Reviewed by: Ron Walker
Ron Walker, City Manager

City of Colfax

Cash Transactions Report - December 2024

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned				
Fund: 100 - General Fund	\$ 4,991,629.76	\$ 131,417.18	\$ (249,711.25)	\$ 4,873,335.69
Fund: 120 - Land Development Fees	\$ 196,915.26	\$ 10,914.35	\$ (2,395.00)	\$ 205,434.61
Fund: 200 - Cannabis Application	\$ 22,462.28	\$ 1,086.91	\$ (1,500.00)	\$ 22,049.19
Fund Type: 1.11 - General Fund - Unassigned	\$ 5,212,079.30	\$ 143,418.44	\$ (253,606.25)	\$ 5,100,819.49
Fund Type: 1.14 - General Fund - Restricted				
Fund: 205 - Escrow Funds	\$ -	\$ -	\$ -	\$ -
Fund: 571 - AB939 Landfill Diversion	\$ 23,299.04	\$ -	\$ -	\$ 23,299.04
Fund: 572 - Landfill Post Closure Maintenance	\$ 906,994.74	\$ -	\$ (14,910.71)	\$ 892,084.03
Fund Type: 1.14 - General Fund - Restricted	\$ 930,293.78	\$ -	\$ (14,910.71)	\$ 915,383.07
Fund Type: 1.24 - Special Rev Funds - Restricted				
Fund: 210 - Mitigation Fees - Roads	\$ -	\$ -	\$ -	\$ -
Fund: 211 - Mitigation Fees - Drainage	\$ 5,825.04	\$ -	\$ -	\$ 5,825.04
Fund: 212 - Mitigation Fees - Trails	\$ 80,921.11	\$ -	\$ -	\$ 80,921.11
Fund: 213 - Mitigation Fees - Parks/Rec	\$ 201,093.54	\$ -	\$ -	\$ 201,093.54
Fund: 214 - Mitigation Fees - City Bldgs	\$ 70,801.18	\$ -	\$ -	\$ 70,801.18
Fund: 215 - Mitigation Fees - Vehicles	\$ 23,874.66	\$ -	\$ -	\$ 23,874.66
Fund: 217 - Mitigation Fees - DT Parking	\$ 36,834.27	\$ -	\$ -	\$ 36,834.27
Fund: 218 - Support Law Enforcement	\$ 100,828.82	\$ 20,740.06	\$ (119,663.46)	\$ 1,905.42
Fund: 244 - CDBG Program Inc - ME Lending	\$ 3,800.00	\$ 500.00	\$ -	\$ 4,300.00
Fund: 250 - Streets - Roads/Transportation	\$ (99,032.15)	\$ -	\$ (21,679.52)	\$ (120,711.67)
Fund: 253 - Gas Taxes	\$ 16,586.51	\$ 5,547.89	\$ (1,608.11)	\$ 20,526.29
Fund: 257 - Street /Road - Transit Capital	\$ 61,657.04	\$ -	\$ -	\$ 61,657.04
Fund: 258 - Road Maintenance - SB1/RSTBG	\$ 14,254.24	\$ 3,966.82	\$ -	\$ 18,221.06
Fund: 270 - Beverage Container Recycling	\$ 20,626.93	\$ -	\$ -	\$ 20,626.93
Fund: 280 - Oil Recycling	\$ 4,067.19	\$ -	\$ -	\$ 4,067.19
Fund: 290 - SB1383 Implementation Grant	\$ 48,879.43	\$ -	\$ (1,050.00)	\$ 47,829.43
Fund: 292 - Fire Department Capital Funds	\$ 100,718.01	\$ -	\$ -	\$ 100,718.01
Fund: 342 - Fire Construction - Mitigation	\$ 85,499.19	\$ -	\$ -	\$ 85,499.19
Fund: 343 - Recreation Construction	\$ 85,499.68	\$ -	\$ -	\$ 85,499.68
Fund Type: 1.24 - Special Rev Funds - Restrict	\$ 861,662.69	\$ 30,754.77	\$ (144,001.09)	\$ 749,488.37
Fund Type: 1.34 - Capital Projects - Restricted				
Fund: 300 - GF Capital Projects	\$ -	\$ -	\$ -	\$ -
Fund: 358 - CDBG Pavement	\$ (1,264,730.81)	\$ 526,574.02	\$ (16,057.50)	\$ (754,214.29)
Fund: 363 - Railroad Street Crossing	\$ -	\$ -	\$ (1,712.76)	\$ (1,712.76)
Fund: 386 - Caboose Relocation	\$ (570.00)	\$ -	\$ -	\$ (570.00)
Fund Type: 1.34 - Capital Projects - Restricted	\$ (1,265,300.81)	\$ 526,574.02	\$ (17,770.26)	\$ (756,497.05)
Fund Type: 2.11 - Enterprise Funds				
Fund: 560 - Sewer	\$ 2,009,904.72	\$ 102,371.68	\$ (112,062.81)	\$ 2,000,213.59
Fund: 561 - Sewer Liftstations	\$ 480,633.45	\$ 15,877.24	\$ (30,765.28)	\$ 465,745.41
Fund: 563 - Wastewater Treatment Plant	\$ 1,107,040.08	\$ 43,886.33	\$ -	\$ 1,150,926.41
Fund: 564 - Sewer Connections	\$ 321,774.88	\$ -	\$ -	\$ 321,774.88
Fund: 575 - WWTP Construction Grant	\$ (2,057,324.98)	\$ -	\$ (973,030.56)	\$ (3,030,355.54)
Fund: 577 - Capital Projects	\$ -	\$ -	\$ -	\$ -
Fund: 590 - Sewer Consolidation Planning	\$ (60,435.46)	\$ -	\$ -	\$ (60,435.46)
Fund Type: 2.11 - Enterprise Funds - Unassign	\$ 1,801,592.69	\$ 162,135.25	\$ (1,115,858.65)	\$ 847,869.29
Fund Type: 9.0 - CLEARING ACCOUNT				
Fund: 998 - PAYROLL CLEARING FUND	\$ 3,695.83	\$ 3,297.45	\$ -	\$ 6,993.28
Fund Type: 9.0 - CLEARING ACCOUNT	\$ 3,695.83	\$ 3,297.45	\$ -	\$ 6,993.28
Grand Totals:	\$ 7,544,023.48	\$ 866,179.93	\$ (1,546,146.96)	\$ 6,864,056.45

Check Register Report

Item 2B

Date: 01/07/2025

Time: 4:34 pm

Page: 1

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
61276	12/03/24	Reconciled		12/31/24	03141	CALPERS	HEALTH PREMIUMS DEC 24	16,068.39
61277	12/02/24	Reconciled		12/31/24	2087	BASIC PACIFIC	FSA BENEFITS PYMT	558.22
61278	12/06/24	Reconciled		12/31/24	01220	ACES BASEBALL	RTN DEPOSIT/BASEBALL FIELD	100.00
61279	12/06/24	Reconciled		12/31/24	01448	AMERIGAS - COLFAX	DEPOT PROPANE	94.12
61280	12/06/24	Reconciled		12/31/24	01448	AMERIGAS - COLFAX	CITY HALL PROPANE	476.96
61281	12/06/24	Reconciled		12/31/24	02901	BUREAU VERITAS NORTH AMERICA	VEDA LN/RETAINING WALL REVIEW	550.00
61282	12/06/24	Reconciled		12/31/24	02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS OCT 24	7,200.00
61283	12/06/24	Reconciled		12/31/24	04234	DE LAGE LANDEN FINANCIAL	COPY MACHINE LEASE DEC 24	504.79
61284	12/06/24	Reconciled		12/31/24	06278	FRONTIER COMMUNICATIONS	WWTP PHONE	322.09
61285	12/06/24	Reconciled		12/31/24	7223	GEOCON CONSULTANTS INC.	ALGAE REMOVAL NOV 24	580.00
61286	12/06/24	Reconciled		12/31/24	07570	GRAINGER	WWTP WATER HOSE	222.72
61287	12/06/24	Reconciled		12/31/24	07570	GRAINGER	WWTP SUPPLIES	17.80
61288	12/06/24	Reconciled		12/31/24	08050	HACH COMPANY	WWTP LAB TESTING EQUIP	4,407.92
61289	12/06/24	Reconciled		12/31/24	08057	HAMM, GAYLE	RTN DEPOSIT FOR POLITICAL SIGN	50.00
61290	12/06/24	Reconciled		12/31/24	08070	HANSEN BROS. ENTERPRISES	SAND FOR SAND BAGS	45.95
61291	12/06/24	Printed			08081	HASWELL, KIM	REFUND DEPOSIT POLITICAL SIGN	50.00
61292	12/06/24	Reconciled		12/31/24	08170	HILLS FLAT LUMBER CO	SUPPLIES	2,461.04
61293	12/06/24	Reconciled		12/31/24	08501	HOME DEPOT CREDIT SERVICES	SUPPLIES	405.01
61294	12/06/24	Reconciled		12/31/24	09455	INLAND BUSINESS SYSTEMS	COPY MACHINE LEASE Q1 24/25	5.63
61295	12/06/24	Reconciled		12/31/24	23101	LARRY WALKER ASSOCIATES	NPDES PERMIT ASSIT. OCT 24	1,371.75
61296	12/06/24	Reconciled		12/31/24	13191	MANAGEMENT ADVISORY SERVICES	PLANNING SVCS NOVEMBER 24	4,592.92
61297	12/06/24	Reconciled		12/31/24	01438	MATT ANDERSON	BOOT ALLOWANCE 2024	257.37
61298	12/06/24	Printed			16820	PSI	UTILITY POSTCARDS	394.06
61299	12/06/24	Reconciled		12/31/24	16821	PSOMAS	WWTP ALGAE/I&I MITIGATION OCTOBER 2024	16,111.00
61300	12/06/24	Reconciled		12/31/24	16821	PSOMAS	CDBG ROAD REHAB OCT 24	10,487.50
61301	12/06/24	Reconciled		12/31/24	18115	RANSOM, KAEDEN	STMT 12/02/24	176.91
61302	12/06/24	Reconciled		12/31/24	19037	SAFE SIDE SECURITY	WWTP REPLACE BATTERIES VIDEOFIED PANEL	594.74
61303	12/06/24	Reconciled		12/31/24	19037	SAFE SIDE SECURITY	CORP YARD SECURITY DEC 2024	155.00
61304	12/06/24	Reconciled		12/31/24	19037	SAFE SIDE SECURITY	WWTP SECURITY DEC 2024	95.00
61305	12/06/24	Reconciled		12/31/24	01790	SIERRA OFFICE PRODUCTS	OFFICE SUPPLIES	108.78
61306	12/06/24	Printed			19396	SIERRA SAFETY COMPANY	WWTP SAFETY JACKETS/RAIN GEAR	310.49
61307	12/06/24	Reconciled		12/31/24	19440	SIERRA VISTA CENTER, INC.	DEPOSIT RETURN FARMERS MARKET	100.00
61308	12/06/24	Reconciled		12/31/24	19743	WILLIAM STOCKWIN	DECEMBER 24 COLFAX CONNECTIONS	300.00
61309	12/06/24	Reconciled		12/31/24	21110	UNDERGROUND SERVICE ALERT OF	USAN-811 MEMBERSHIP 24/25	300.00
61310	12/06/24	Reconciled		12/31/24	21560	US BANK CORPORATE PMT SYSTEM	SUPPLIES	2,330.80
61311	12/06/24	Reconciled		12/31/24	21500	USA BLUE BOOK, INC	WWTP CARBOY W/CAP	173.93
61312	12/06/24	Reconciled		12/31/24	22240	VULCAN MATERIALS COMPANY	ASPHALT PATCH	343.74
61313	12/06/24	Reconciled		12/31/24	23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
61314	12/06/24	Reconciled		12/31/24	23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	71.83
61315	12/06/24	Reconciled		12/31/24	18883	WAXIE SANITARY SUPPLY	SUPPLIES	3,671.96
61316	12/09/24	Reconciled		12/31/24	2087	BASIC PACIFIC	FSA BENEFITS PYMT	68.53
61317	12/10/24	Printed			08089	HEROLD, LINDA & SCOTT	LEGAL MATTER	477.63
61318	12/13/24	Reconciled		12/31/24	01270	ADAMS ASHBY GROUP, INC.	CDBG GENERAL ADMIN NOV 24	5,000.00
61319	12/13/24	Reconciled		12/31/24	01414	ALHAMBRA & SIERRA SPRINGS	WATER	270.26
61320	12/13/24	Reconciled		12/31/24	1436	AMBROSE AUTO BODY	PW VEHICLE REPAIR	4,251.27
61321	12/13/24	Reconciled		12/31/24	01766	AT&T MOBILITY	CITY HALL PHONES	802.02
61322	12/13/24	Reconciled		12/31/24	02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS NOV 24	4,725.00

Check Register Report

Item 2B

Date: 01/07/2025

Time: 4:34 pm

Page: 2

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
61323	12/13/24	Reconciled		12/31/24	3425	CINTAS	UNIFORMS NOVEMBER 2024	489.37
61324	12/13/24	Reconciled		12/31/24	3494	COLANTUONO, HIGHSMITH &	LEGAL SPECIAL COUNSEL NOVEMBER 2024	162.50
61325	12/13/24	Reconciled		12/31/24	03562	COMMERCIAL PUMP SERVICE, INC	WWTP DIAGNOSE MOTOR ISSUE	300.00
61326	12/13/24	Reconciled		12/31/24	6203	FENNEMORE CRAIG, PC	LEGAL MATTERS NOV 24	977.50
61327	12/13/24	Reconciled		12/31/24	7798	G&T TRUCK REPAIR	BACKHOE OIL CHANGE/TUNE UP	7,791.04
61328	12/13/24	Reconciled		12/31/24	08070	HANSEN BROS. ENTERPRISES	ROCK FOR CITY DRAINAGE	74.79
61329	12/13/24	Reconciled		12/31/24	08660	HUNT AND SONS, LLC	FUEL	557.17
61330	12/13/24	Reconciled		12/31/24	11130	KRUGER, INC.	WWTP FILTERS	2,171.61
61331	12/13/24	Reconciled		12/31/24	13239	MCGUIRE & HESTER	I & I PROJECT NOVEMBER 2024	329,936.31
61332	12/13/24	Reconciled		12/31/24	18400	NAPA AUTO PARTS	SUPPLIES	76.10
61333	12/13/24	Reconciled		12/31/24	16035	PG&E	ELECTRICITY	21,822.46
61334	12/13/24	Reconciled		12/31/24	16040A	PITNEY BOWES	POSTAGE MACH LEASE Q2	188.76
61335	12/13/24	Printed			16200	PLACER COUNTY SHERIFF DEPT.	Q2 FY 24/25 SHERIFF CONTRACT	243,042.00
61336	12/13/24	Reconciled		12/31/24	17951	R3 CONSULTING GROUP	GRANT FUND MGMNT DEC 24	1,755.00
61337	12/13/24	Reconciled		12/31/24	19696	SWRCB	LANDFILL ANNUAL PERMIT	22,895.00
61338	12/13/24	Reconciled		12/31/24	21131	UNION PACIFIC RAILROAD COMPANY	PRIVATE XING/2 PUBLIC XINGS	1,712.76
61339	12/13/24	Reconciled		12/31/24	22106	VAN GRONINGEN & ASSOCIATES	FINANCIAL SVCS NOV 24	708.75
61340	12/13/24	Reconciled		12/31/24	22134	VISION QUEST	TECH SUPPORT JAN 25	4,053.33
61341	12/13/24	Reconciled		12/31/24	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONES	216.49
61342	12/13/24	Reconciled		12/31/24	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL NOV 2024	683.05
61343	12/13/24	Reconciled		12/31/24	23450	WINNER CHEVROLET, INC.	SMOG CHECK	60.00
61344	12/13/24	Reconciled		12/31/24	23450	WINNER CHEVROLET, INC.	SMOG CHECK	60.00
61345	12/13/24	Reconciled		12/31/24	23450	WINNER CHEVROLET, INC.	SMOG CHECK	60.00
61346	12/13/24	Reconciled		12/31/24	23453	WM LYLES	ALGAE REDUCTION NOV 24	473,352.60
61347	12/13/24	Printed			23451	WOOD RODGERS	WWTP FINAL DESIGN & CONST OCTOBER 2024	4,782.00
61348	12/17/24	Printed			08089	HEROLD, LINDA & SCOTT	LEGAL MATTER	100.00
61349	12/17/24	Reconciled		12/31/24	2087	BASIC PACIFIC	FSA BENEFITS PYMT	340.45
61350	12/20/24	Printed			03160	CARTWRIGHT NOR CAL, INC.	ENG SVCS NOV 24	12,610.00
61351	12/20/24	Reconciled		12/31/24	03401	CHOICE BUILDER	PREMIUMS JAN 2025	852.93
61352	12/20/24	Printed			3475	CLARK PEST CONTROL	PEST CONTROL	537.00
61353	12/20/24	Reconciled		12/31/24	3494	COLANTUONO, HIGHSMITH &	LEGAL MATTERS NOVEMBER 24	8,006.40
61354	12/20/24	Printed			3555	COLFAX RAILROAD DAYS	DONATION RELOCATE CABOOSE	5,000.00
61355	12/20/24	Printed			03562	COMMERCIAL PUMP SERVICE, INC	WWTP REPAIR	1,373.22
61356	12/20/24	Printed			05221	EOSI - ENVIRONMENT OPERATING	WWTP CHEMICALS	9,266.67
61357	12/20/24	Reconciled		12/31/24	07460	GOLD MOUNTAIN CALIFORNIA	ZONING ORDINANCE NOTICE	79.97
61358	12/20/24	Reconciled		12/31/24	07460	GOLD MOUNTAIN CALIFORNIA	SIDEWALK ORDINANCE NOTICE	209.25
61359	12/20/24	Reconciled		12/31/24	07570	GRAINGER	WWTP SUPPLES	106.70
61360	12/20/24	Reconciled		12/31/24	08660	HUNT AND SONS, LLC	FUEL	916.27
61361	12/20/24	Reconciled		12/31/24	12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING NOV 24	67.50
61362	12/20/24	Reconciled		12/31/24	16300	PCWA -PLACER COUNTY	WATER	1,425.19
61363	12/20/24	Printed			16040	PURCHASE POWER	POSTAGE REFILL	558.08
61364	12/20/24	Printed			19065	SCI CONSULTING GROUP	CANNIBAS COMPLIANCE 2024	1,500.00
61365	12/20/24	Printed			19591	SECURITAS TECHNOLOGY	DEPOT SECURITY Q3 FY 24/25	175.71
61366	12/20/24	Reconciled		12/31/24	19396	SIERRA SAFETY COMPANY	PW SAFETY JACKETS/RAIN GEAR	641.57
61367	12/20/24	Printed			19762	STS AUTOMATION INCORPORATED	WWTP REPAIR	997.80
61368	12/20/24	Reconciled		12/31/24	23169	WAVE BUSINESS SOLUTIONS	DEPOT PHONE	18.77
61369	12/20/24	Printed			23453	WM LYLES	ALGAE REDUCTION NOV 24	148,268.65
61370	12/23/24	Reconciled		12/31/24	2087	BASIC PACIFIC	FSA BENEFITS PYMT	47.12

Check Register Report

Item 2B

Date: 01/07/2025

Time: 4:34 pm

Page: 3

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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Total Checks: 95	Checks Total (excluding void checks):	1,402,850.87
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Total Payments: 95	Bank Total (excluding void checks):	1,402,850.87
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Total Payments: 95	Grand Total (excluding void checks):	1,402,850.87
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Staff Report to City Council

FOR THE JANUARY 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Ron Walker, City Manager
Subject: City Projects Report

Budget Impact Overview:

N/A:	Funded: √	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Review and Comment.

Summary/Background

The following is a list of projects, by department, that have either been completed or are in progress.

Week of December 29 – January 4, 2024

City Manager

- Holiday Vacation
- Agenda review and finalization.
- Met with Mayor Lomen.
- Registered for Cap-to-Cap.
- Met with Algae project and construction team.

Planning

- Working on Gordan's Gym at 159 Auburn- 7,000 square new gym/ Design Review Permit and Variance (reduced setbacks and parking)
- Finishing up draft Historic Inventory,
- Finished staff report for January 8th Council meeting- sidewalk ordinance
- Respond to zoning inquiries

Maintenance Department

- Cleaned up Art Park, Arbor Park, Depot area, Round About, and S. Auburn St. from old hotel to Shell station.
- Worked with PG&E about a damaged pole on S. Auburn St.
- Took town Christmas decorations at City Hall.
- Filled potholes along S. Auburn St.
- Cleared debris from multiple storm drains.
- Started limbing up and clearing vegetation along Main St.
- Christina completed a staff safety report.
- Filled potholes along Canyon Way.
- Clean up along Main St.
- Aeriated Ball field.
- Sharpened chain saw chains, cleaned up the paint and tool room, and did a general pick up of the Corp yard.

Wastewater Treatment Plant/Sewer

- Preparing for performance of the new algae removal system.
- Installation of new algae removal system control panel.
- Sampling for Priority Pollutants.
- Reduction in plant chemical usage.

Administrative Services

- I reviewed and oversaw daily accounting functions. We received the most recent CDBG reimbursement request this week. (\$711K)
- I processed journal entries as needed.
- Reconciliation of fund 290 – SB1383 Compliance
- TDA Audit documentation preparation and coordination with Richardson & Co.
- I prepared the staff report for the annual audit presentation to be presented by Richardson & Co.
- Reconciliation of fund 358 – CDBG Road Rehab project
- Processed annual invoices for encroachment permits issued to PCWA
- Reviewed CPI increase scheduled for various billboard rents
- Reconciled City bank/savings accounts for the month of December
- Started reconciliation of quarterly payroll taxes.

City Clerk

- Agenda packet finalization and posting.
- Completed a large records request.
- Printed and assembled the Colfax Connections newsletter.
- Assisted in the day-to-day office operations of the City.

Engineering

- Holiday Vacation

Building/Code Enforcement

- 301 highway 174 – Drainage mitigation for new vehicle storage facility.
- Old 7-11 sewer lateral cleanout installed in Starbucks entrance.
- NID building on Whitcomb - TI design meetings w/ architect.
- U.P. property cleanup and sewer lateral cap at 202 Dinky.
- 333 Canyon – Tenant Improvement for Sierra Animal Clinic.
- LDS Church – New roof and sewer lateral inspection issues.
- Plan reviews and inspections.
- Code enforcement.

Week of January 5 - 11, 2025**City Manager**

- Met with team building consultant
- Accompanied Joe, city building official, to inspect possible out of compliance sewer issue.
- Met with Casey, city maintenance supervisor, to discuss projects.
- Met with Bob Richardson to discuss executive coaching.
- Read and Score Environmental and Historical Preservation Review (phase I/II) and Programmatic Management for Home Hardening (Phase III) RFPs.
- Met City Engineer on site to investigate ground water issue on Culver.

Planning

- Working with Amanda to update outdated information on the Planning website links.
- Working on Gordan's Gym at 159 Auburn- 7,000 square new gym/ Design Review Permit and Variance (reduced setbacks and parking). A traffic study will be required.
- Finishing up draft Historic Inventory, to Council for consideration February 26th.
- Respond to zoning inquiries.
- Meeting with SACOG staff on city's priorities relative to the region's Blueprint efforts.

Maintenance Department

- Aerated ballpark field.
- Cleaned up trash at ballpark parking lot.
- Troubleshooting the heating system at the Sheriff's building.
- Clearing brush and limbing up trees alongside Arbor Park.
- Stocked trucks with PPE.
- Cleaned up upper Corp Yard, moved rounds to dumpster and cleared brush.
- Repaired potholes along S. Auburn St.
- Set flags to half-mast.
- Conducted a safety meeting.
- Repaired potholes along Canyon way.
- Seeded the ball field after aerating.
- Blew and picked up leaves along Culver.
- Took down Christmas tree at the Depot.
- Had a meeting with the Union representative.

Wastewater Treatment Plant/Sewer

- Normal Operations weather has been good.
- Site walk with Caroline McCully.
- Weekly samples completed
- Ongoing construction for SAF project

Administrative Services

- Finalized quarter 4 2024 payroll reconciliation and filed the state and federal tax returns.
- Completed the cash summary staff report for December 2024
- Trained the Accounting Technician on closing the calendar year in the Payroll and Accounts Payable systems.
- Processed and trained Accounting Technician on the bi-monthly Utility Billing process
- Completed the Annual SB1186 fee report
- Calculated and processed the quarterly fee report for SB1186 fees, SMIP fees, Green fees, and mitigation fees
- Completed the OSHA 300 report and updated the labor posters at all facilities
- Researched collection agencies to collect debts owed to the City for business licensing and small claims issues that are not successful through subrogation.
- Completed and submitted the Placer County Annual Possessory Report
- Reconciled the bank account for escrow retention
- Reviewed FTR from auditors Richardson & Co. & provided filing information
- Trained Accounting Technician on annual payroll updates.
- Worked on the next progress reimbursement request for project 575 – WWTP grant
- Attended Council meeting
- Resolved employee benefits issue
- Started reviewing mid-year budget to actual reports
- Worked on resolving tank issues with AmeriGas for Sheriff substation and Fire Station

City Clerk

- Meeting prep, public records requests.
- Fully implementing the city records retention policy that was adopted in February of 2023.

Engineering

- Review & respond to daily emails
- Assist Joe with various sewer inspections/issues
- Assist Joe with sewer FOG notifications/inspections to restaurants
- Evaluating remaining funds from CDBG grant for new scope of work
- 60% Skatepark plans in review
- Gordon's Gym plans in review
- O'Reilly Auto pending plan review response pending
- Whitcomb Self Storage plan review response pending
- Proposed AMTRAK station traffic control plan review response pending
- Maidu Village/Tesla permit applications pending
- Coordinating w/Colfax Cemetery District re: ROW abandonment
- Coordinating PG&E pole/SD conflict repair
- Evaluating groundwater issue on Culver south of Grass Valley St.
- Prepared crosswalk assessment, need to review with Ron
- Prepared Home Hardening proposal evaluations
- Reviewed & commented on Property Appraisal Report
- Respond to complaints

- Review encroachment permit applications
- Prepare sewer evaluations
- Review city-wide storm drainage & potholes and inform PW staff of issues

Building/Code Enforcement

- Sewer Lateral inspection at 29 Lincoln St. all the way to Culver down Newman St. close to 400ft
- Discussion with Aaron from SPMUD to set up training and development our FOG program.
- Met w/ Dave Gard's handyman to inspect unpermitted bathroom and sewer lateral.
- Old 7-11 sewer lateral cleanout installed in Starbucks entrance. Sending letter to comply.
- NID building on Whitcomb - TI design meetings w/ architect. Roof near complete.
- U.P. property cleanup and sewer lateral inspection at 202 Dinky. UP to plug manhole to abandon lateral.
- 11 N. Main sewer smell. 14 N. Foresthill bad seal on sewer pump lid. Owner to replace.
- 333 Canyon – TI for Sierra Animal Clinic. ADA parking change/retaining wall discussion.
- LDS Church – New roof and sewer lateral inspection issues. Holding up roof final.
- Plan reviews and inspections.
- Code enforcement.
- Research of old hotel fireplaces on Hwy 174 to be demoed.



Staff Report to City Council

FOR THE JANUARY 22, 2025, REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Kathy Pease, AICP, Planning Consultant
Subject: New Sidewalk Repair Maintenance and Liability Ordinance

Budget Impact Overview:

N/A:	Funded:	Un-funded: ✓	Amount:	Fund(s):
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RECOMMENDED ACTION: Conduct a second reading and adopt the attached Ordinance adding section 12.24 to the Colfax Municipal Code, to be effective 30 days after adoption.

Summary/Background

This is a proposal to consider adoption of a Municipal Code amendment to add a new section 12.24, which will clarify that it will be the responsibility of the property owner to maintain sidewalks abutting their property.

Discussion

The responsibility of an owner to maintain sidewalks is found in the California Streets and Highways Code Section 5610, which establishes adjacent property owner's obligation to repair a defective sidewalk. The State Legislature further supported this in 1935 with the approval of Assembly Bill 1194, which also provided for maintenance of sidewalks by adjacent property owners. This proposal would add the provision to the City's Municipal Code to clarify responsibilities.

At the December 11, 2024, meeting members of the City Council expressed concern that sidewalk repair could create an undue financial burden on some property owners. With this in mind they directed the following changes to clarify the intent that the City will work with property owners and provide flexibility:

- Extension of the time of repairs from 60- to 90-days
- Allowance so that property owners could request an extension to the 90-day timeframe
- Flexibility on payment options including voluntarily adding costs to tax rolls.
- Definition of 'Good Faith Effort' and Standards of Repair.
- Consideration of property owners that have a parcel on a corner or on hillside where the sidewalk may be located far from property.
- Consideration of sidewalks that dead end or go to nowhere.

Fiscal

This action has minimal impact on the City's General Fund as a result of this amendment. The

City of Colfax has limited staff and General Fund resources available to make sidewalk repairs without a revenue source. This amendment would be consistent with the State Highways code, that repairs are the responsibility of the abutting property owner.

Environmental Review

The City of Colfax finds that adoption of this ordinance does not constitute a project under the California Environmental Quality Act (CEQA), and further sidewalk repair would qualify for a Class 1 Existing Facilities exemption (repair, maintenance or minor alteration of an existing structure).

Attachments

30 Ordinance Cover

40 Zoning Code Amendment Ordinance

CITY OF COLFAX

ORDINANCE NO. 560

AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF COLFAX ADDING A NEW CHAPTER 12.24 TO THE
CITY'S MUNICIPAL CODE, SIDEWALK REPAIR, MAINTENANCE AND
LIABILITY.

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

Section 1:

A new Chapter 12.24 to the Colfax Municipal Code is hereby added as set forth in Exhibit A attached hereto and by this reference incorporated herein.

Section 2. Superceding Provisions

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

Section 3. Severability

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

Section 4. California Environmental Quality Act Findings

The City of Colfax hereby finds that said action is exempt CEQA and the CEQA Guidelines, for the following reasons: The action falls the Class 1 CEQA exemption provided in 14 CCR 15061(c). Sidewalks are considered existing facilities and are exempt from CEQA under the Class 1 exemption, also known as the "existing facilities" exemption. This exemption applies to the repair, maintenance, or minor alteration of existing public or private structures.

This ordinance shall, within 15 days after its adoption, be published or posted in accordance with Section 36933 of the Government Code of the State of California with the names of those City Council members voting for and against it.

The foregoing ordinance was introduced at a duly held regular meeting of the City Council of the City of Colfax on the ____ day of _____ 2025 and passed and adopted at a duly held regular meeting of the City Council on the ____ day of _____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

Sean Lomen
Mayor

APPROVED AS TO FORM:

ATTEST:

Connor W. Harkins
City Attorney

Amanda Ahre
City Clerk

Chapter 12.24

SIDEWALK REPAIR, MAINTENANCE AND LIABILITY

12.24.010	Purpose of chapter
12.24.020	Definitions
12.24.030	Owner's duty to repair defective sidewalk
12.24.040	Civil liability for injuries
12.24.050	Indemnity
12.24.060	Specifications for Repair
12.24.070	Notice to Repair
12.24.080	Service of Notice to Repair
12.24.090	Contents of Notice to Repair
12.24.100	Time for Commencement and Completion of Repairs by Owner
12.24.110	Failure to make required repairs
12.24.120	Payment to make required repairs
12.24.130	Assessment and Appeal
12.24.140	Decision and Collection

12.24.010 Purpose of chapter.

This chapter provides sidewalk repair procedures which are alternative and supplementary to the procedures set forth in the California Streets and Highways Code, Division 7, Part 3, Chapter 22, commencing at Section 5600, as those sections now exist or may hereafter be amended or renumbered. The City, in each instance, may follow the procedure set forth in the Streets and Highways Code or those set forth in this chapter, or some combination thereof.

12.24.020 Definitions

As used in this chapter, the terms listed below shall have the meaning assigned them:

"Defective sidewalk" means a sidewalk where, in the judgment of the director, the vertical or horizontal line or grade is altered or displaced or such other condition exists that interferes with the public convenience in the use of the sidewalk.

"Director" means the director of the department of public works, or designee; "Director" shall have the same meaning as the terms "Superintendent of Streets" and "City Engineer" as those

terms are utilized in the Streets and Highways Code, Division 7, Part 3, Chapter 22, as amended or renumbered.

"Good Faith Effort" means the owner's diligent and honest effort to take deliberate action to obtain cost estimates and a timeline for the repair

"Lot," "lots" or "portion of a lot" means a parcel of real property located within the city of Colfax, fronting any portion of a public street, alley or other place where a sidewalk exists. When used in connection with the words, "fronting the defective sidewalk," or variation thereof, it shall refer to the property in front of or along the side of the defective sidewalk.

"Owner" means a person owning a lot (residential, commercial, industrial) or a portion of a lot within the city of Colfax which fronts any portion of a public street, alley, or other place where a sidewalk exists.

"Repair" means elimination of a defective sidewalk by removal and replacement of all or a portion of the existing sidewalk or by other methods. Repair may include grinding, crack filling, or patching.

"Standards of Repair" means that over 99 percent of the sidewalk area should be free of vertical misalignments greater than $\frac{1}{4}$ inch, horizontal cracks greater than $\frac{3}{4}$ inch, or spalled areas greater than $\frac{1}{2}$ -inch.

12.24.030 Owner's duty to repair defective sidewalk.

A. An Owner shall maintain any sidewalk fronting the owner's lot, lots, or portion of a lot in accordance with the Standards of Repair.

B. An Owner shall repair any Defective Sidewalk fronting the Owner's lot, lots, or portion of a lot. Where a defective sidewalk is caused in whole or in part by a tree root or roots, the Owner shall nevertheless have the duty to repair the sidewalk. The Director may grant permission to cut the root(s) after consulting an arborist.

C. The Director shall evaluate the following types of sidewalks case-by-case and may waive an owner's duty to repair:

1. Corner lots which may have an increased maintenance and repair burden (more than one sidewalk, American with Disabilities (ADA) requirements for special ramps/treatments, etc.);
2. "Sidewalks to nowhere" that are located in remote areas or that do not provide meaningful connections; and
3. Sidewalks on hillsides that are substantially separated from the adjacent sidewalk.

12.24.040 Civil liability for injuries.

Each Owner shall owe a duty to members of the public to keep and maintain any sidewalk fronting the Owner's lot in a non-defective condition. If any person suffers injury or property

damage as a result of the failure of any Owner to maintain or repair the sidewalk as required by this chapter, the Owner shall be liable to such person for the resulting injury or damage.

12.24.050 Indemnity.

An Owner shall defend and indemnify the City and its agents from any action, claim, or judgment, and any cost or expense incurred, including attorneys' fees, which arise from the Owner's failure to maintain and repair the sidewalk as required by this chapter. Nothing in this section creates an obligation on an Owner to defend or indemnify the City from any action, claim or judgment to the extent any employee or instrumentality of the City caused the defective sidewalk which resulted in the claimant's injuries or damage.

12.24.060 Specifications for Repair.

The Director shall enforce this chapter and establish criteria and specifications for each type of repair. These specifications may be in addition to or instead of the Standards of Repair.

12.24.070 Notice to repair.

When the Director has actual notice of the existence of a defective sidewalk, the Director shall give written notice to the Owner of the lot fronting the defective sidewalk to repair the defective sidewalk. The Director may also give notice to the person in possession of the lot, lots or portion of the lot, in addition to the notice given to the Owner.

12.24.080 Service of notice to repair.

The notice to repair shall be served on the Owner by any of the following methods:

- A. Personal service of a copy of the notice on the Owner;
- B. Mailing the notice to the Owner by first class mail, postage prepaid, to the address of the Owner as set forth on the last equalized assessment roll;
- C. Personal service of a copy of the notice on the person in possession of the lot fronting the defective sidewalk, if a copy of the notice so served is also mailed to the Owner in accordance with subsection B of this section; or
- D. Posting the notice in a conspicuous place at the lot fronting the defective sidewalk, if a copy of the notice so posted is also mailed to the Owner in accordance with subsection B of this section.

If the notice is served on the Owner by mail, the Director shall, not more than thirty (30) days after the mailing of the initial notice to repair, mail to the Owner in the same manner an additional notice to repair, marked "second notice," containing the same information set forth in the initial notice.

12.24.090 Contents of notice to repair.

The notice to repair shall, at a minimum, contain the following information:

- A. That the sidewalk is a defective sidewalk;
- B. The nature of the work required to be done;
- C. The manner in which the work is to be done, including the specifications required by the City as to materials and workmanship;
- D. That if the repair is not commenced within the time specified in this chapter, or once commenced is not completed diligently and without interruption, the Director shall immediately commence and complete the repair and the cost thereof shall become a lien on the lot;
- E. That the Owner may elect to perform the repairs him or herself; have the work performed by a licensed contractor; or have the work performed by the City, through a contractor selected by the City or with City employees;
- F. An agreement, in a form established by the Director, which sets forth the party the Owner elects to repair the defective sidewalk and the City's requirements with respect to the manner in which the repairs must be performed.

12.24.100 Time for commencement and completion of repairs by Owner.

- A. The Owner shall commence the repairs required by the notice to repair within ninety (90) days after the Owner elects either to perform the repairs as outlined in section 12.24.090 E, or within ninety (90) days after service of the second notice, whichever occurs first. Once commenced, the repairs shall be completed diligently and without interruption.
- B. The City may grant time extension(s) on a case-by-case basis if a good faith effort has been made toward repairing the sidewalk.

12.24.110 Failure to make required repairs.

It is the City's intent to work with property owners and provide flexible solutions. If, after notice to repair has been served, the Owner fails to make the repairs required by the notice within the time set forth in this chapter or fails to respond and execute the agreement, the Director shall, within a reasonable period of time, cause the City to make the required repairs.

12.24.120 Payment for repairs.

- A. The Owner is responsible for paying the cost of all work provided by the City in connection with the repair of a defective sidewalk, including administrative and inspection costs, upon receipt of an invoice from the City.
- B. If the Owner has not provided payment thirty (30) days after receipt of an invoice for the work provided by the City for repair of a defective sidewalk, the Finance Department may initiate proceedings to make the cost of the work performed by the City of a special assessment against the parcel(s) of property fronting the repaired sidewalk(s).
- C. Notwithstanding any contrary provision of this chapter or the California Streets and Highways Code, if the Owner demonstrates to the reasonable satisfaction of the Finance Department that payment of the cost of repair of the defective sidewalk will constitute a severe

financial hardship on the Owner, then no action shall be taken to collect the repair cost provided that the Owner enters into an agreement to pay the costs on terms acceptable to the Finance Department. This could include a request for installment payments, or a request for the amount to be added voluntarily to the property's tax rolls. The City Manager may enter into and execute the agreement for the City. If the Owner fails to perform the agreement, then the City shall have the right to collect the costs in the amount then owing after ten (10) days' written notice is given to the Owner. This remedy shall be in addition to any other remedies at law or in equity which the City may have.

12.24.130 Assessment and appeal.

A. If the Owner has not provided payment thirty (30) days after receipt of an invoice for the work provided by the City for repair of a defective sidewalk, the Finance Department may initiate proceedings to make the cost of the work performed by the City a special assessment against the parcel(s) of property fronting the repaired sidewalk(s).

B. The Finance Department shall issue a notice of special assessment to all Owners who fail to pay for the work provided by the City for repair of a defective sidewalk. The notice shall be mailed to the address of the Owner as shown on the last equalized assessment roll or such other address of the Owners as may be known to the Finance Department. The notice shall set forth a due date for payment.

C. An Owner may protest a notice of special assessment. The notice of special assessment shall provide a process for the Owner to obtain a hearing before a lien hearing officer appointed by the City Manager. The notice shall set the date and time by which the Owner shall file a protest with the Finance Department, which shall not be sooner than thirty (30) days from notice of the special assessment. No objection or protest received after that date and time shall be considered.

D. Upon receipt of a valid protest, the Finance Department shall cause notice of the hearing before the lien hearing office to be mailed to an Owner who requests a hearing. Notice shall be mailed not less than ten (10) days prior to the date of the hearing. The notice shall be mailed to the address of the Owner as shown on the last equalized assessment roll or such other address of the Owner as may be known to the Finance Department.

D. City staff will investigate the protest, and at the conclusion of the staff resolution process, a "finding of facts" letter will be prepared and mailed to the Owner. If the Owner disagrees with City staff's findings, he or she may request a formal hearing before the City Council under chapter 1.20.

12.24.140 Decision and Collection.

A. The validity of any assessment made under the provisions of this title shall be final and shall not be contested in any action or proceeding unless the same commences within thirty (30) days after the assessment is confirmed by the City Council.

B. Upon final decision by the lien hearing officer or the City Council, the sidewalk repair costs upheld in the decision shall constitute a special assessment against the property fronting the repaired sidewalk(s). Thereafter, such assessment may be collected at the same time and in the same manner as ordinary secured property taxes are collected and shall be subject to the same penalties and the same procedures of sale as provided for delinquent ordinary secured property taxes. The assessments shall be subordinate to all existing special assessment liens previously imposed upon the property and paramount to all other liens except those for state, county and municipal taxes with which it shall be upon parity. The lien shall be continued until the assessment and all interest and penalties due and payable thereon are paid. All laws applicable to the levy, collection and enforcement of secured property taxes shall be applicable to such special assessments.



Staff Report to City Council

FOR THE JANUARY 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Amanda Ahre, City Clerk
Subject: Placer Rides Presentation

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Receive Presentation.

Summary/Background

Placer Rides is a Free Placer County funded transportation assistance program targeting the transportation needs of seniors, people with disabilities and/or Placer County individuals with low income. Placer Rides is a mileage reimbursement program.

Attachments:

- 1. Placer Rides information sheet

Placer Rides:

Free Rides to Your Important Appointments



WHAT IS PLACER RIDES? Placer Rides helps you get to where you want to go, when you want to go and with whom you want to drive you... all for FREE! It's a mileage reimbursement program where where you can use private cars and volunteer drivers you trust and feel safe with.

WHO CAN USE PLACER RIDES? You can use this service if:

- You live in Placer County.
- You are 60 years or older, or have a disability, or are low-income.
- You have no other way to get to your essential appointments.

WHAT TYPES OF RIDES ARE COVERED?

- Medical appointments (doctor, dentist, vision, therapy, etc.)
- Errands (grocery shopping, pharmacy, bank)
- Trips to bus/train stations or airports
- Other necessary trips as approved by Placer Rides staff

HOW DOES IT WORK?

- **Volunteer Drivers:** You'll need to find someone you know (family, friends, neighbors) to drive you. These volunteers can get reimbursed for the miles they drive.
- **Flexible Scheduling:** You and your volunteer can agree on a time for the trip, and you can even make multiple stops.

IMPORTANT DETAILS

- **Monthly Limit:** You can use Placer Rides for up to 200 miles per month.
- **No Other Options:** This is a last-resort service—only use it if you have no other way to get to your appointment.
- **Service Area:** Trips must start and end in Placer County, but you can also go to hospitals in Sacramento County, like UC Davis or Sutter Sacramento.

HOW DO YOU SIGN UP?

1. Fill out the Placer Rides Application Form.
2. Submit the form to Seniors First by mail or email.
3. If approved, you'll get a welcome packet and reimbursement forms.
4. You will be reimbursed for up to 200 miles each month. You can get \$0.67 per mile for trips.

NEED HELP? Placer Rides staff is here to assist you. We can help you find volunteers and explain how the program works. Call Seniors First Placer Rides at (530) 889-9500.

Seniors First and Placer Rides takes you where you need to go, when you need to go and with whom you want to drive you... all for FREE!



PLACER
RIDES
PROGRAM



Staff Report to City Council

FOR THE JANUARY 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Amanda Ahre, City Clerk
Subject: Council Committee Assignments

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Approve City Council Committee Assignments for 2025.

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.

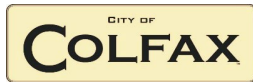
A brief description of each board and its impact on the City is attached. The Mayor’s recommendations for this year’s appointments of Council Members to the Commissions, Boards, and Committees are attached.

Attachments:

- 1. Committee Descriptions
- 2. 2025 Council Committee Assignments

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.
ISO Ad hoc	Required	Is needed to negotiate rates for the City's Fire Insurance and obtain the best coverage and lowest 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.

Sacramento Area Council of Governments (SACOG) Board of Directors	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 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.



2025 Committee Assignment List - Proposed

External Board/Committee	Colfax Representative	Meeting Information	Meeting Location	Reimbursement/ Stipend
Placer County Economic Development Board (PCEDB)	Larry Hillberg Alt: Kim Douglass	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	Caroline McCully Alt: Trinity Burruss	9:30AM 3rd Thursday	Currently Zoom / then 1415 L. Street, Suite 300 Sacramento	\$100 Stipend
Placer County Air Pollution Control District (PCAPCD)	Caroline McCully 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 Caroline McCully	9:00AM 4th Wednesday / Every Month	BOS Chambers 175 Fulweiler Ave Auburn	\$100 Stipend
Local Agency Formation Commission	Sean Lomen	4:00PM 2nd Wednesday / Every Month	BOS Chambers 175 Fulweiler Ave Auburn	\$100 Stipend
Solid Waste Task Force	Ron Walker 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

2025 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 May 16, 2025* in person in Yreka 4x/yr Additional Meetings TBD		No Stipend
Bianchini Advisory Board	Kim Douglass 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	Sean Lomen Trinity Burruss	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- Eighth 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
Revitalization of Historic Downtown Colfax Ad Hoc Committee	Sean Lomen Larry Hillberg	As Needed	To Be Determined	TBD
Shady Glen Sewer Integration Project	Sean Lomen Caroline McCully	As Needed	To Be Determined	TBD
Caboose Relocation Ad Hoc	Caroline McCully Larry Hillberg	As Needed	To Be Determined	TBD



Staff Report to City Council

FOR THE JANUARY 22, 2024 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Ron Walker, City Manager
Subject: Discuss the temporary improvements for final consideration prior to beginning installation of long-term equipment - Outdoor Dining Area – North Main St.

Budget Impact Overview:

N/A:	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Discuss and give direction.

Summary/Background

During the Covid pandemic two outdoor dining areas were put in place because indoor dining had been prohibited. One was located outside the Railhead and the other was located in front of Grandma Cs. The area in front of the Railhead has been removed, but the outdoor dining area in front of the business formally known as Grandma Cs, now the location of Snapdragon Provisions & Bloomin' Mountain Flower shop remains and is in need of a complete makeover.

During the 2024 City budget meetings, the city council allocated \$25,000 for renovations to the project, with the understanding that the outdoor dining area is a long-term temporary solution until the city can find funding for the Downtown Connectivity Plan. The permanent plan calls for shifting parking and the road center line of North Main Street to provide gathering space along business frontage, adding a roundabout on the North end of the historic downtown area, and relocating the Caboose to the grass area next to the museum.

Railroad Days, a local non-profit operated by city councilmen Caroline McCully was successful in obtaining a \$10,000 grant from Union Pacific to help rehabilitate the remaining outdoor dining area. Between the city approved budget, and the grant obtained by Railroad Days, the total budget for renovation is \$35,000 for a semi-permanent outdoor dining solution servicing downtown.

Before you tonight is a proposal by Railroad Days in collaboration with the Main Street businesses and the city for the rehabilitation of the downtown outdoor dining area. The revised plans include a more aesthetically pleasing design, functionality improvements for each business to serve customers, and improved safety measures. Safety improvements include but are not limited to:

- Metal fencing
- ADA ramps
- Shade sails
- Planters to act as reinforcement for barriers

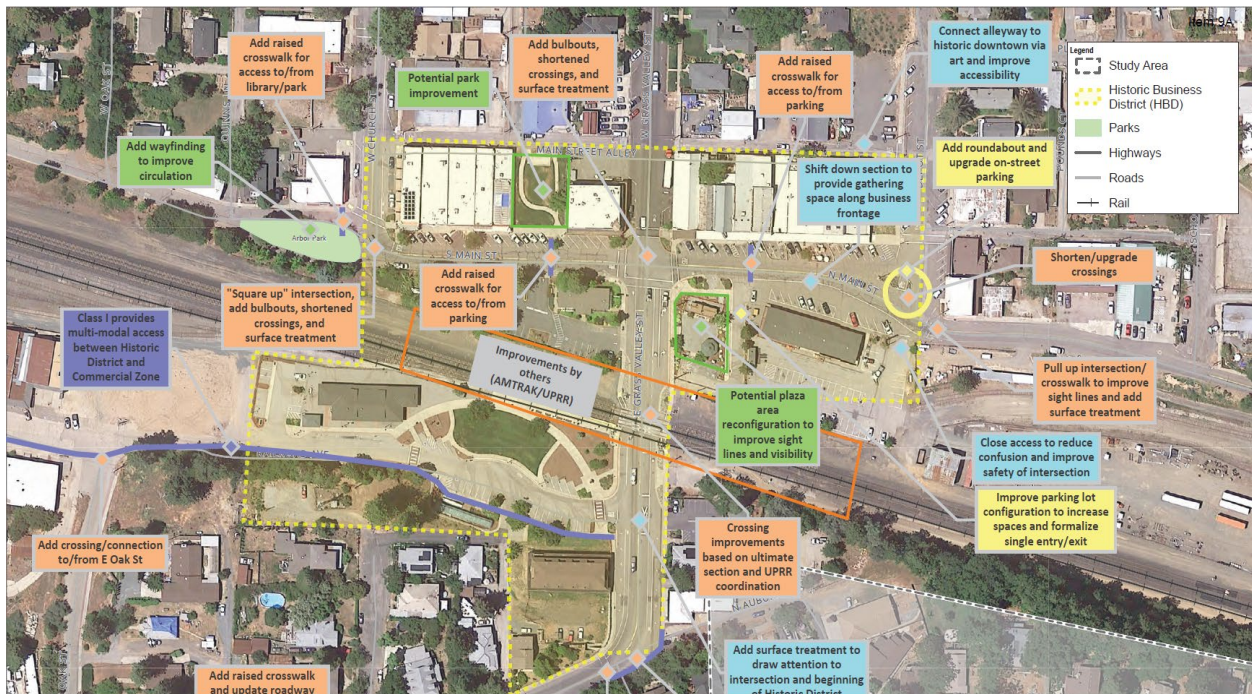
The City Council will listen to business and community member input and formally approve a plan.

Attachments:

1. Outdoor Dining straw bale & P-50 from the Downtown Connectivity Plan



Straw bails in place for outdoor dining.



Pg 50 from the Downtown Connectivity Plan