

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

September 10, 2025
Regular Session 6:00 PM

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.

While the City makes every effort to allow public participation in City Council meetings via Zoom and Facebook Live as described above, we cannot guarantee these services will be accessible. We encourage interested members of the public to submit written comments in advance of the meeting or attend the meeting in person.

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. **City Projects Report** (Pages 4-8)
Recommended Action: Review and comment.
- 2B. **Cash Summary - September 2025** (Pages 9-16)
Recommended Action: Accept and file.



- 2C. **Agreement with Local 39 and Approval of COLA for unrepresented staff** (Pages 17-22)
Recommended Action: Adopt Resolution __-2025: (1) Approving Side Letter with International of Operating Engineers, Stationary Engineers, Local 39 and (2) Approving Cost of Living Adjustment for unrepresented staff.

*** 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 (NONE)**

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. **Sierra Soar - Colfax Boys Basketball Program** (Pages 23-26)
Recommended Action: Adopt Resolution __-2025 authorizing the City Manager to make a donation in an amount between \$0.00 - \$2,800.00 to the Sierra Soar Non-Profit in support of the Colfax Boys Basketball program.

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 (NONE)**

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/>

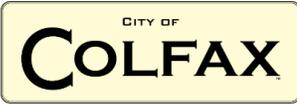


Amanda Ahre, City Clerk

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.





Staff Report to City Council

FOR THE SEPTEMBER 10, 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: X	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 – August 3 - 9, 2025

City Manager

- Met with Councilmen Douglass.
- Met with Councilmen Hillberg.
- Met with Councilmember McCully.
- Attended weekly SCADA Development Meeting.
- Prepared Control Pont Engineering Contract Amendment.
- Data gathering for Municipal Services Review.
- City of Colfax web site review.
- Met with Tim Jones to discuss City Budget.
- Agenda preparation.
- Agenda Management Training.

Planning

- Met with A&A concrete and drafted memo regarding noise issues to the City Council.
- Drafted Lot Line Adjustment approval for 701 Highway 174.
- Answered zoning questions.
- Attended zoom training on new agenda software program.
- Research on food truck ordinances.

Maintenance Department

- Removed all Scotch Broom off of the hill side at the landfill.
- Finished weed eating the hillside at the Landfill.
- Cleared the corner of Main St. and Newman from vegetation and trees blocking the intersection making it a traffic hazard.
- Trimmed back all the overgrowth of vegetation and black berry bushes down Newman St.
- Replaced stop sign and veterans sign on Grass Valley St.
- Picked up trash and couch from School St.

- Painted City cones with Colfax identification.
- Mowed, weed trimming, edged, and blew all City parks.
- Fixed multiple broken irrigation lines at the ballpark and Roy Toms.

Wastewater Treatment Plant/Sewer

- Working with control point on our plant Supervisory Control and Data Acquisition (SCADA).
- We had to divert the plant this week due to A-Side start up. No violations occurred, but to be on the safe side we diverted the plant Monday to avoid any upsets in the plant.
- Pond aerator motor arrived and was sent to Flo-line to be installed on the shaft. The old motor was permanently secured to the shaft which is not supposed to happen. Flo-line will remove the pin and install motor according to spec.
- Plant water pump 2 arrived and it was found that the shaft was 3 inches too short. Flo-line will repair the problem and return it and install next week.

Administrative Services

- Posted recruitment for MWI position.
- HR duties as necessary.
- Prepared the Cash Summary Report for July 2025.
- Collaborated with Tim Jones for completion of the Investment Summary quarter ending 06.30.25
- Processed 3 reimbursement requests (for a total of \$10,899) to cover the cost of updating the Employee Handbook - final draft coming soon!
- Oversaw daily accounting including utility billing, cash receipts, accounts payable and payroll.
- Attended agenda management software training.
- Worked on the audit preparation list.

City Clerk

- Began the process of updating the City's website.
- Responded to Public Records requests.
- Attended Agenda Item Creation Training with CivicPlus.
- Processed Winterfest Vendor applications.
- Compiled the August 13, 2025 City Council Agenda Packet.
- Helped with the Day-to-Day operations of City Hall.

Engineering

- Complete review of the Empire Self Storage project and coordinate easement documents.
- Coordinate proposals for private development inspections.
- Review the sediment issue at Sierra Animal shelter.
- Measure buildings for sewer evaluation at 1213 S. Auburn and prepare evaluation.
- Emails and department coordination/attend staff meeting.
- Assist with computer and software issues.
- Attend O'Reilly Auto construction kick-off meeting.

Building/Code Enforcement

- Weed abatement: Whitcomb property at west end of street. Met with owner. He needs to remove blackberry bush near large culvert. All other weeds were cut down. No Fines.
- Weed abatement: preparing letter for the Whitcomb property at the east end of the street.
- Weed abatement: NID property got multiple complaints about blackberry overgrowth into Mink Creek Estates. NID removed all the vegetation from their side of the fence the next day.
- 333 Canyon – TI for Sierra Animal Clinic. ADA parking to begin work. New roof, EV charger and solar. EV charger requires accessible parking and pathway. Working with DC electric. Sent them all the accessible code sections for the EV charger. Met with the owner to review new parking and signage. Left stripe was short, corner of parking and the EV access was too steep. All other items were compliant. Had them sweep up dirt that ran all the way down the street from the earthwork they did. Had them put in waddles order a street sweeper.
- 1213 S. Auburn – Met new owner with City Engineer to evaluate building square footage to determine EDU's.

Week of August 10 - 16, 2025

City Manager

- Met with Councilmen Douglass.
- Met with Councilmen Hillberg.
- Met with Councilmember McCully.
- Attended weekly SCADA Development Meeting.
- Prepared Control Pont Engineering Contract Amendment.
- Attended City Council Meeting.
- Prepared materials and met with owners of the Colfax Hotel.
- Worked with City Engineer Carl Moore to complete and submit the Local public Agency DBE Annual Submittal Form. Disadvantaged Business Enterprise (DBE) Program.

Planning

- Review of status of planning entitlements related to the Hotel- recommend applicant submit a letter request to extend the planning entitlement permits for 1 year.
- Property address inquiries
- Follow up on Satterlee Lot Line Adjustment
- Coordinating Levit concert grant for logistics for the events

Maintenance Department

- Filled potholes on S. Auburn.
- Filled potholes on Canyon Way.
- Cleaned up vegetation and branches around both fire stations.
- Minor maintenance repairs around City Hall.

Wastewater Treatment Plant/Sewer

- Working with control point on our plant Supervisory Control and Data Acquisition (SCADA).
- We had to divert the plant this week due to A-Side start up. No violations occurred, but to be on the safe side we diverted the plant Monday to avoid any upsets in the plant.
- Pond aerator motor arrived and was sent to Flo-line to be installed on the shaft. The old motor was permanently secured to the shaft which is not supposed to happen. Flo-line will remove the pin and install motor according to spec.
- Plant water pump 2 arrived and it was found that the shaft was 3 inches to short. Flo-line will repair the problem and return it to install next week.

Administrative Services

- HR Duties as necessary.
- Meeting with City Manager and PW Supervisor
- Oversaw daily accounting functions including accounts payable, cash receipts and utility billing
- Audit preparation.

City Clerk

- Responded to Public Record Requests.
- Facilitated the August 13, 2025 City Council meeting.
- Attended AMMS Minutes Training.
- Compiled the 8/19/2025 Public Workshop Agenda.
- Continued on updates to the City's website.
- Helped in the day-to-day tasks of City Hall.
- Vacation 8/14/2025 – 8/17/2025

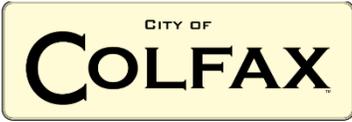
Engineering

- Emails and coordinate; attend staff meeting.
- Coordinate w/ Caltrans and PCTPA.
- Encroachment permits and sewer evaluation letters.
- 701 CA-174 Lot Line Adjustment coordination.
- Meet w/ NID staff and discuss storm drainage and weed abatement along fence line.
- Attend construction kick-off w/ O'Reilly contractor.

Building/Code Enforcement

- Weed abatement: NID property got multiple complaints about blackberry overgrowth into Mink Creek Estates. NID removed all the vegetation from their side of the fence the next day. NID decided just to clean up the homeowner's property. City engineer and I met with the NID maintenance crew and the Director to discuss other vegetation issues on the property that is affecting the drainage through the property and where it is coming into the building. We gave them permission to remove all hazardous trees and those affecting the drainage.
- Provided code and diagram for ADA compliant ramp edges. Phone call with manufacture designer to clear up requirements. Waiting for new plan to address compliance comments.
- Collected the latest emails and plan review comments of the Colfax Hotel and sent to City Manager.

- Talked with building owner of MarVal's and met with his property manager about the unpermitted work on the building. Also talked about improvements on the new Chinese Bistro and needed maintenance on the Pizza Factory.
- Weed abatement: Whitcomb property at west end of street. Met with owner. He needs to remove blackberry bush near large culvert. All other weeds were cut down.
- Met with new business owner at 555 S. Auburn. Discussed permits needed before opening. Stated that he will be the manager of the entire building. Confirmed with Deb Stanton, the previous property manager.
- Weed abatement: 329 Pleasant. Creating a letter to abate the vegetation.
- Met with Mink Creek representative at the clubhouse. Discussed the ADA items that the contractor installed incorrectly. Sent code diagrams to be corrected.
- 203/211 Grass Valley: Corrections to the framing and underfloor drainage were missing. Owner to provide sump pump for drainage. Owner to repair alley/sidewalk at later date. Repair to the detached garage Permitted and inspected foundation. Corrections at frame inspection completed. Needs fire approval. Contractor or owner did not submit sprinkler plans with CalFire. Job on hold.
- 102 Shadow Wood: Preparing vegetation and trash violation letter. Sent letter.
- Building w/o permit 121 S. Main- talked with owner and helped with the application process. Issued permit.



Staff Report to City Council

FOR THE SEPTEMBER 10, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Shanna Stahl – Administrative Services Officer
Subject: Cash Summary – September 2025

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.

The attached reports reflect an overview of the financial transactions of the City of Colfax in August 2025. Some monthly highlights are listed below:

August revenues included:

- Allocation for Sales Tax revenues for the month of June 2025. (two-month lag).
- Final Placer County property tax allocation for fiscal year 24/25.

August expenditures included:

- Regular monthly expenditures.
- WWTP Construction grant expenditures
- WWTP capital expenditures
- Negative cash fund balances at the end of August 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.
 - Fund 348 – Home Hardening. This is a reimbursable grant with a 10% City match requirement. Reports will be submitted quarterly.
 - Fund 358 – CDBG Road Rehabilitation. This is a reimbursable grant pending Phase II approval.
 - Fund 363 – Railroad Street Crossing. These expenses are being tracked for the Railroad Street Crossing Improvements with Union Pacific Railroad.
 - Fund 575 – WWTP Construction Grant. This is a reimbursable grant. Reimbursement requests are submitted 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 Winter 2025.
- Anticipated revenues/expenditures for September include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of July 2025 (two-month lag).
 - Capital project reimbursement.
 - Expenditures
 - Placer County Sheriff first quarterly payment for fiscal year 25/26
 - Ongoing monthly operating expenses.

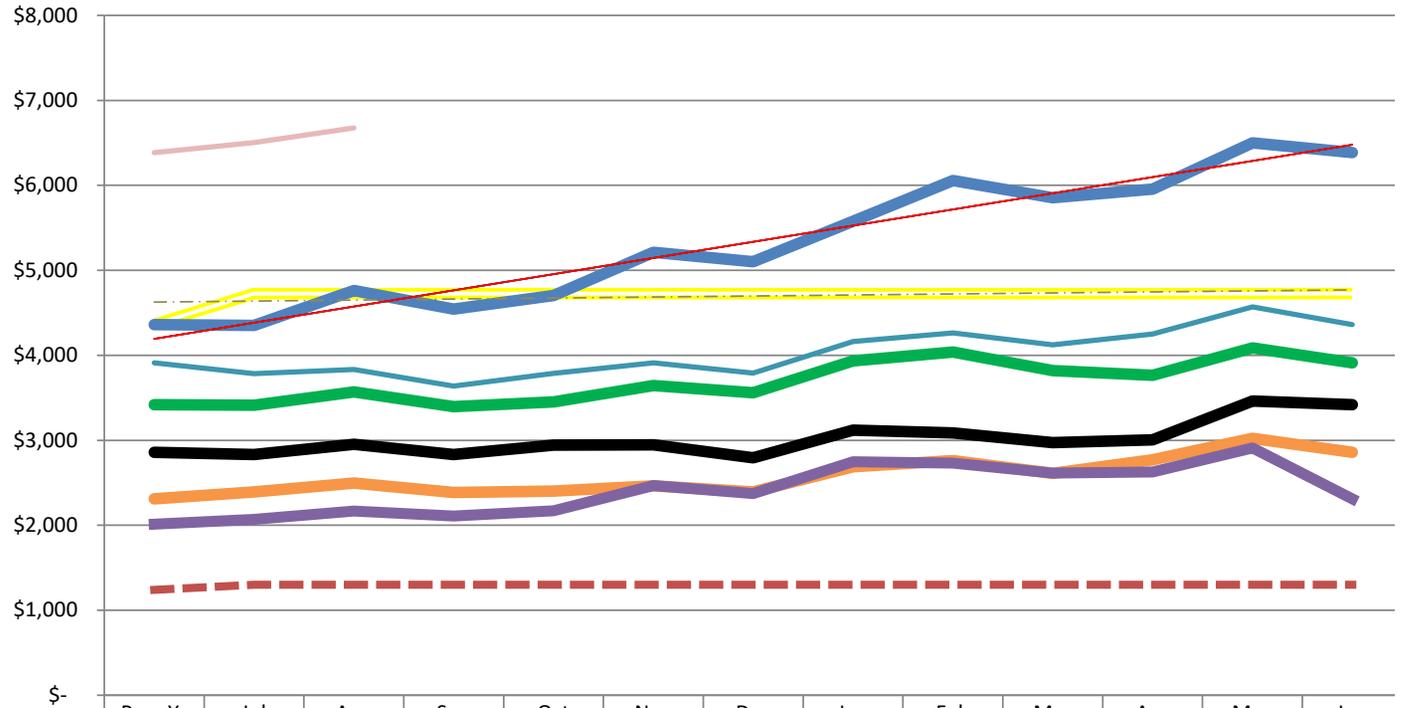
Attachments:

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 - Aug 2025 General Fund Reserved Cash Analysis

(Dollars in Thousands)

Fiscal Year 2025-26



	Prev Yr	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— Cash Balance FY2025-26	\$6,385	\$6,503	\$6,676										
— Budget FY2025-26	\$4,363	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726
— Cash Balance FY2024-25	\$4,363	\$4,352	\$4,761	\$4,545	\$4,705	\$5,212	\$5,100	\$5,577	\$6,055	\$5,853	\$5,957	\$6,500	\$6,385
— 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)	\$1,240	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300

**City of Colfax
Cash Summary
August 31, 2025**

	Balance 7/31/25	Revenues In*	Expenses Out*	Transfers	Balance 8/31/25
US Bank	\$ 242,638.87	\$ 498,811.03	\$ (463,728.88)	\$ (125,000.00)	\$ 152,721.02
LAIF	\$ 10,812,393.17	\$ -	\$ -	\$ 125,000.00	\$ 10,937,393.17
Total Cash - General Ledger	<u>\$ 11,055,032.04</u>	<u>\$ 498,811.03</u>	<u>\$ (463,728.88)</u>	<u>\$ -</u>	<u>\$ 11,090,114.19</u>
Petty Cash (In Safe)	\$ 300.00				\$ 300.00
Total Cash	<u>\$ 11,055,332.04</u>	<u>\$ 498,811.03</u>	<u>\$ (463,728.88)</u>	<u>\$ -</u>	<u>\$ 11,090,414.19</u>

Change in Cash Account Balance - Total \$ 35,082.15

Attached Reports:

1. Cash Transactions Report (By Individual Fund)		
2. Check Register Report (Accounts Payable)	\$ (370,806.40)	
Cash Receipts	\$ 306,177.17	
Payroll Checks and Tax Deposits	\$ (78,906.65)	
Utility Billings - Receipts	\$ 177,835.39	
LAIF Interest	\$ -	
Void Checks	\$ 782.64	
	<u><u>\$ 35,082.15</u></u>	\$ 0.00

*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 - August 2025

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned				
Fund: 100 - General Fund	\$ 6,273,595.55	\$ 300,402.63	\$ (123,373.08)	\$ 6,450,625.10
Fund: 120 - Land Development Fees	\$ 202,488.64	\$ -	\$ (3,962.50)	\$ 198,526.14
Fund: 200 - Cannabis Application	\$ 27,489.72	\$ -	\$ -	\$ 27,489.72
Fund Type: 1.11 - General Fund - Unassigned	\$ 6,503,573.91	\$ 300,402.63	\$ (127,335.58)	\$ 6,676,640.96
Fund Type: 1.14 - General Fund - Restricted				
Fund: 205 - Escrow Funds	\$ -	\$ -	\$ -	\$ -
Fund: 571 - AB939 Landfill Diversion	\$ 23,317.26	\$ -	\$ -	\$ 23,317.26
Fund: 572 - Landfill Post Closure Maintenance	\$ 926,601.96	\$ 34.37	\$ (7,120.27)	\$ 919,516.06
Fund Type: 1.14 - General Fund - Restricted	\$ 949,919.22	\$ 34.37	\$ (7,120.27)	\$ 942,833.32
Fund Type: 1.24 - Special Rev Funds - Restricted				
Fund: 210 - Mitigation Fees - Roads	\$ 26,337.45	\$ -	\$ -	\$ 26,337.45
Fund: 211 - Mitigation Fees - Drainage	\$ 25,504.01	\$ -	\$ -	\$ 25,504.01
Fund: 212 - Mitigation Fees - Trails	\$ 83,653.05	\$ -	\$ -	\$ 83,653.05
Fund: 213 - Mitigation Fees - Parks/Rec	\$ 208,305.10	\$ -	\$ -	\$ 208,305.10
Fund: 214 - Mitigation Fees - City Bldgs	\$ 83,058.27	\$ -	\$ -	\$ 83,058.27
Fund: 215 - Mitigation Fees - Vehicles	\$ 26,527.15	\$ -	\$ -	\$ 26,527.15
Fund: 217 - Mitigation Fees - DT Parking	\$ 46,503.05	\$ -	\$ -	\$ 46,503.05
Fund: 218 - Support Law Enforcement	\$ -	\$ -	\$ -	\$ -
Fund: 244 - CDBG Program Inc - ME Lending	\$ 500.00	\$ 500.00	\$ -	\$ 1,000.00
Fund: 250 - Streets - Roads/Transportation	\$ (138,670.83)	\$ 219.00	\$ (16,756.42)	\$ (155,208.25)
Fund: 253 - Gas Taxes	\$ 42,476.57	\$ 6,013.43	\$ (1,621.28)	\$ 46,868.72
Fund: 257 - Street /Road - Transit Capital	\$ 63,421.68	\$ -	\$ -	\$ 63,421.68
Fund: 258 - Road Maintenance - SB1/RSTBG	\$ 41,206.35	\$ 5,041.04	\$ -	\$ 46,247.39
Fund: 270 - Beverage Container Recycling	\$ 21,283.51	\$ -	\$ -	\$ 21,283.51
Fund: 280 - Oil Recycling	\$ 4,196.67	\$ -	\$ -	\$ 4,196.67
Fund: 290 - SB1383 Implementation Grant	\$ 33,618.23	\$ -	\$ (330.00)	\$ 33,288.23
Fund: 291 - City County Beverage Container	\$ 5,068.77	\$ -	\$ -	\$ 5,068.77
Fund: 292 - Fire Department Capital Funds	\$ 103,923.93	\$ -	\$ -	\$ 103,923.93
Fund: 342 - Fire Construction - Mitigation	\$ 102,577.09	\$ -	\$ -	\$ 102,577.09
Fund: 343 - Recreation Construction	\$ 102,577.63	\$ -	\$ -	\$ 102,577.63
Fund Type: 1.24 - Special Rev Funds - Restricted	\$ 882,067.68	\$ 11,773.47	\$ (18,707.70)	\$ 875,133.45
Fund Type: 1.34 - Capital Projects - Restricted				
Fund: 300 - GF Capital Projects	\$ -	\$ -	\$ -	\$ -
Fund: 348 - Home Hardening CalOES	\$ (40,357.74)	\$ -	\$ (6,928.28)	\$ (47,286.02)
Fund: 358 - CDBG Pavement	\$ -	\$ -	\$ (4,491.25)	\$ (4,491.25)
Fund: 363 - Railroad Street Crossing	\$ (2,177.86)	\$ -	\$ -	\$ (2,177.86)
Fund Type: 1.34 - Capital Projects - Restricted	\$ (42,535.60)	\$ -	\$ (11,419.53)	\$ (53,955.13)
Fund Type: 2.11 - Enterprise Funds				
Fund: 560 - Sewer	\$ 2,205,920.92	\$ 120,891.20	\$ (122,166.24)	\$ 2,204,645.88
Fund: 561 - Sewer Liftstations	\$ 302,874.51	\$ 17,117.55	\$ (22,387.28)	\$ 297,604.78
Fund: 563 - Wastewater Treatment Plant	\$ 1,533,813.30	\$ 48,437.97	\$ (81.84)	\$ 1,582,169.43
Fund: 564 - Sewer Connections	\$ 363,408.66	\$ -	\$ -	\$ 363,408.66
Fund: 575 - WWTP Construction Grant	\$ (1,579,459.88)	\$ -	\$ (154,072.94)	\$ (1,733,532.82)
Fund: 590 - Sewer Consolidation Planning	\$ (65,152.88)	\$ -	\$ (437.50)	\$ (65,590.38)
Fund Type: 2.11 - Enterprise Funds - Unassign	\$ 2,761,404.63	\$ 186,446.72	\$ (299,145.80)	\$ 2,648,705.55
Fund Type: 9.0 - CLEARING ACCOUNT				
Fund: 998 - PAYROLL CLEARING FUND	\$ 602.20	\$ 153.84	\$ -	\$ 756.04
Fund Type: 9.0 - CLEARING ACCOUNT	\$ 602.20	\$ 153.84	\$ -	\$ 756.04
Grand Totals:	\$ 11,055,032.04	\$ 498,811.03	\$ (463,728.88)	\$ 11,090,114.19

Check Register Report

Date: 09/02/2025

Time: 9:23 am

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								
61967	08/01/25	Reconciled		08/31/25	01500	ANDERSON'S SIERRA	PARK IRRIGATION REPAIR	307.86
61968	08/01/25	Reconciled		08/31/25	02830	BLUE RIBBON SEPTIC LLC	WWTP SLUDGE & GRIT REMOVAL	1,875.00
61969	08/01/25	Reconciled		08/31/25	02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL JUN 25	5,383.50
61970	08/01/25	Reconciled		08/31/25	02901	BUREAU VERITAS NORTH AMERICA	PLAN CHECK STRUCTURAL REVIEW	262.50
61971	08/01/25	Reconciled		08/31/25	3475	CLARK PEST CONTROL	PEST CONTROL JULY 25	559.00
61972	08/01/25	Reconciled		08/31/25	03482	CLEAR PATH LAND EVOLVEMENT,	FINAL REVIEW	787.50
61973	08/01/25	Reconciled		08/31/25	3555	COLFAX RAILROAD DAYS	RETURN DEPOSIT/3RD OF JULY	100.00
61974	08/01/25	Reconciled		08/31/25	03577	CONTROLPOINT ENGINEERING INC.	WWTP SCADA UPGRADE	148,160.44
61975	08/01/25	Reconciled		08/31/25	04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE AUG 25	504.79
61976	08/01/25	Reconciled		08/31/25	5225	ENVIRONMENTAL SYSTEMS RESEARCH	MEMBERSHIP DUES	700.00
61977	08/01/25	Reconciled		08/31/25	06278	FRONTIER COMMUNICATIONS	WWTP PHONE	347.81
61978	08/01/25	Reconciled		08/31/25	8300	HISTORIC COLFAX DOWNTOWN ASSOC	DONATION	5,000.00
61979	08/01/25	Reconciled		08/31/25	09540	INTERSTATE SALES	STOP SIGNS Q	323.36
61980	08/01/25	Reconciled		08/31/25	11130	KRUGER, INC.	WWTP FILTER SEALS	43.88
61981	08/01/25	Reconciled		08/31/25	12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING JUN 25	1,527.50
61982	08/01/25	Reconciled		08/31/25	12576	LUTZ, ANDREW	OIT TRAINING	390.75
61983	08/01/25	Reconciled		08/31/25	15900	PAC MACHINE CO., INC	WWTP PUMP	1,945.52
61984	08/01/25	Reconciled		08/31/25	16035	PG&E	ELECTRICITY	27,498.70
61985	08/01/25	Reconciled		08/31/25	16140	PLACER COUNTY AIR POLLUTION	LS #3 GENERATOR PERMIT	2,743.65
61986	08/01/25	Reconciled		08/31/25	16192	PLACER COUNTY DOCUMENT	BLDG DEPT ELECTRIC METER TAGS	8.34
61987	08/01/25	Reconciled		08/31/25	16225	PLACER COUNTY TRANSPORTATION	24/25 LTF COUNTYWIDE EV INFRASTRUCTURE PLAN	767.00
61988	08/01/25	Reconciled		08/31/25	19387(2)	SIERRA FOOTHILLS LITTLE LEAGUE	RETURN DEPOSIT FOR FIELD USE	100.00
61989	08/01/25	Reconciled		08/31/25	19396	SIERRA SAFETY COMPANY	SIGN CITY COLFAX PARKING	166.51
61990	08/01/25	Reconciled		08/31/25	19990	T-MOBILE USA INC	WWTP INTERNET JULY 25	54.60
61991	08/01/25	Reconciled		08/31/25	21131	UNION PACIFIC RAILROAD COMPANY	101 RAILROAD PARKING LEASE	5,000.00
61992	08/01/25	Reconciled		08/31/25	23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	75.79
61993	08/01/25	Reconciled		08/31/25	23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
61994	08/01/25	Reconciled		08/31/25	23451	WOOD RODGERS	WWTP FINAL DESIGN & CONST JUNE 2025	4,733.75
61995	08/01/25	Reconciled		08/31/25	23451	WOOD RODGERS	SEWER CONSOLIDATION JUN 25	312.50
61996	08/01/25	Reconciled		08/31/25	2087	BASIC PACIFIC	FSA BENEFIT PYMT	229.00
61997	08/04/25	Reconciled		08/31/25	03141	CALPERS	HEALTH PREMIUMS AUG 25	17,618.19
61998	08/07/25	Reconciled		08/31/25	01142	4LEAF, INC.	HOME HARDENING JUL 25	6,928.28
61999	08/07/25	Reconciled		08/31/25	01500	ANDERSON'S SIERRA	WWTP PVC PIPES	449.25
62000	08/07/25	Reconciled		08/31/25	01766	AT&T MOBILITY	CITY CELL PHONES	713.27
62001	08/07/25	Reconciled		08/31/25	03160	CARTWRIGHT NOR CAL, INC.	CDBG CULVER ST	21,591.25
62002	08/07/25	Reconciled		08/31/25	3425	CINTAS	UNIFORMS JULY 25	589.22
62003	08/07/25	Reconciled		08/31/25	03458	CITY OF ROCKLIN	PCCOA DINNER	140.00
62004	08/07/25	Reconciled		08/31/25	3469	CIVIC PLUS	CODIFICATION	1,596.32
62005	08/07/25	Reconciled		08/31/25	03482	CLEAR PATH LAND EVOLVEMENT,	LOT LINE APPROVAL	525.00
62006	08/07/25	Reconciled		08/31/25	03650	CRANMER ENGINEERING, INC.	GEOTRACKER EDF FILE	877.50
62007	08/07/25	Reconciled		08/31/25	06424(2)	FLO-LINE TECHNOLOGY, INC	WWTP PUMP REPAIR	13,003.57
62008	08/07/25	Reconciled		08/31/25	07460	GOLD MOUNTAIN CALIFORNIA	ADU ORDINANCE NOTICE	158.90
62009	08/07/25	Reconciled		08/31/25	07570	GRAINGER	WWTP AIR COMPRESSOR	2,371.92
62010	08/07/25	Reconciled		08/31/25	07570	GRAINGER	WWTP STRAINER	43.36
62011	08/07/25	Reconciled		08/31/25	07570	GRAINGER	WWTP SUPPLIES	163.17

Check Register Report

Date: 09/02/2025

Time: 9:23 am

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								
62012	08/07/25	Reconciled		08/31/25	08070	HANSEN BROS. ENTERPRISES	STREET REPAIR	38.11
62013	08/07/25	Reconciled		08/31/25	08070	HANSEN BROS. ENTERPRISES	STREET REPAIR	53.58
62014	08/07/25	Reconciled		08/31/25	08070	HANSEN BROS. ENTERPRISES	STREET REPAIR	46.98
62015	08/07/25	Reconciled		08/31/25	08170	HILLS FLAT LUMBER CO	SUPPLIES	1,201.94
62016	08/07/25	Reconciled		08/31/25	08660	HUNT AND SONS, LLC	FUEL	782.64
62017	08/07/25	Reconciled		08/31/25	08660	HUNT AND SONS, LLC	FUEL	503.66
62018	08/07/25	Reconciled		08/31/25	12576	LUTZ, ANDREW	2025 BOOT ALLOWANCE	140.06
62019	08/07/25	Reconciled		08/31/25	13191	MANAGEMENT ADVISORY SERVICES	PLANNING SVCS JUL 25	6,269.20
62020	08/07/25	Reconciled		08/31/25	17951	R3 CONSULTING GROUP	GRANT FUND MGMNT JUL 25	1,811.25
62021	08/07/25	Reconciled		08/31/25	19037	SAFE SIDE SECURITY	PW SECURITY AUG 25	155.00
62022	08/07/25	Reconciled		08/31/25	19037	SAFE SIDE SECURITY	WWTP SECURITY AUG 25	95.00
62023	08/07/25	Reconciled		08/31/25	19393	SIERRA MOUNTAIN INTERNET	WWTP BACK UP INTERNET AUG 25	25.00
62024	08/07/25	Reconciled		08/31/25	01790	SIERRA OFFICE PRODUCTS	SUPPLIES	279.21
62025	08/07/25	Printed			1437	STICE, NATHAN	REFUND DEPOSIT	100.00
62026	08/07/25	Reconciled		08/31/25	19743	WILLIAM STOCKWIN	AUGUST COLFAX CONNECTIONS	300.00
62027	08/07/25	Reconciled		08/31/25	21560	US BANK CORPORATE PMT SYSTEM	SUPPLIES	2,921.76
62028	08/07/25	Reconciled		08/31/25	22134	VISION QUEST	TECH SUPPORT SEPT 25	4,053.33
62029	08/07/25	Reconciled		08/31/25	23169	WAVE BUSINESS SOLUTIONS	DEPOT PHONE	18.37
62030	08/18/25	Reconciled		08/31/25	02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS JUL 25	6,790.00
62031	08/18/25	Reconciled		08/31/25	02901	BUREAU VERITAS NORTH AMERICA	PLAN REVIEW	1,016.50
62032	08/18/25	Reconciled		08/31/25	02901	BUREAU VERITAS NORTH AMERICA	PLAN REVIEW	178.50
62033	08/18/25	Reconciled		08/31/25	03401	CHOICE BUILDER	PREMIUMS SEPT 25	876.24
62034	08/18/25	Reconciled		08/31/25	3494	COLANTUONO, HIGHSMITH &	LEGAL SPECIAL COUNCIL JUL 25	7,990.00
62035	08/18/25	Reconciled		08/31/25	09540	INTERSTATE SALES	SIGN FOR VETERANS BLDG	150.15
62036	08/18/25	Reconciled		08/31/25	15900	PAC MACHINE CO., INC	WWTP MOTOR	4,470.94
62037	08/18/25	Reconciled		08/31/25	16300	PCWA -PLACER COUNTY	WATER	3,738.27
62038	08/18/25	Reconciled		08/31/25	16700	POLARIS SALES INC.	WWTP NEW UTV RANGER	20,265.78
62039	08/18/25	Reconciled		08/31/25	16745	POWER UP SOLUTIONS LLC	REFUND BLDG PERMIT FEES	384.19
62040	08/18/25	Reconciled		08/31/25	20570	TIMOTHY JONES	FINANCIAL SVCS JUL 25	8,910.00
62041	08/18/25	Reconciled		08/31/25	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONES	217.49
62042	08/18/25	Reconciled		08/31/25	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL JUL 25	994.39
62043	08/26/25	Printed			1161	49ER WATER SERVICES	WWTP TESTING JUN 25	7,392.00
62044	08/26/25	Printed			3475	CLARK PEST CONTROL	PEST CONTROL AUG 25	559.00
62045	08/26/25	Printed			03562	COMMERCIAL PUMP SERVICE, INC	WWTP REWIRE NEW COMPRESSOR	533.63
62046	08/26/25	Printed			06424(2)	FLO-LINE TECHNOLOGY, INC	WWTP REPAIR PUMP	2,287.68
62047	08/26/25	Printed			06424(2)	FLO-LINE TECHNOLOGY, INC	WWTP MOTOR INSTALL	636.00
62048	08/26/25	Printed			06424(2)	FLO-LINE TECHNOLOGY, INC	WWTP BRACKET	1,113.85
62049	08/26/25	Reconciled		08/31/25	08660	HUNT AND SONS, LLC	FUEL	717.54
62050	08/26/25	Reconciled		08/31/25	12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING JUL 25	1,166.25
62051	08/26/25	Printed			12209	LIEBERT CASSIDY WHITMORE	EMPLOYEE HANDBOOK JUL 25	823.50
62052	08/26/25	Printed			12209	LIEBERT CASSIDY WHITMORE	LEGAL MATTERS JUL 25	365.00
62053	08/26/25	Printed			19390	MAR-VAL'S SIERRA MARKET	SUPPLIES	24.54
62054	08/26/25	Printed			16040A	PITNEY BOWES	POSTAGE	1,018.04
62055	08/26/25	Printed			19393	SIERRA MOUNTAIN INTERNET	WWTP BACKUP INTERNET SEPT 25	25.00
62056	08/26/25	Printed			23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	75.79
62057	08/26/25	Printed			23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
62058	08/26/25	Reconciled		08/31/25	23450	WINNER CHEVROLET, INC.	PW VEHICLE REPAIR	989.04

Check Register Report

Date: 09/02/2025

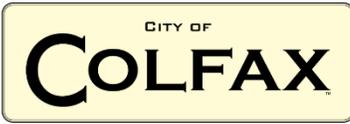
Time: 9:23 am

Page: 3

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
62059	08/26/25	Printed			23451	WOOD RODGERS	WWTP FINAL DESIGN & CONSTRUCTION JUL 25	1,178.75
62060	08/26/25	Printed			23451	WOOD RODGERS	SEWER CONSOLIDATION JULY 25	125.00
					Total Checks: 94		Checks Total (excluding void checks):	370,806.40
					Total Payments: 94		Bank Total (excluding void checks):	370,806.40
					Total Payments: 94		Grand Total (excluding void checks):	370,806.40



Staff Report to City Council

FOR THE SEPTEMBER 10, 2025 REGULAR COUNCIL MEETING

From: Conor Harkins, City Attorney
Prepared by: Conor Harkins, City Attorney
Subject: Agreement with Local 39 and Approval of COLA for unrepresented staff

Budget Impact Overview:

N/A:	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Adopt Resolution ___-2025: (1) Approving Side Letter with International of Operating Engineers, Stationary Engineers, Local 39 and (2) Approving Cost of Living Adjustment for unrepresented staff

Summary/Background

Union Agreement

The City and the International Union of Operating Engineers, Local 39 (“Union”) have entered into a Memorandum of Understanding effective July 1, 2021 through June 30, 2026 (“MOU”).

On March 17, 2025, the Union met with the City Manager to discuss revisiting certain provisions of the MOU. On March 25, 2025, the City received a proposed Side Letter Agreement seeking to modify and clarify specific terms of the current MOU. The Side Letter formally requested the City to re-evaluate the Union members’ salary range, callback/standby pay, wastewater treatment plant operator license pay, and consider an equity salary increase.

Following multiple meetings, in-depth discussions with the Mayor, Mayor Pro-Tem and the City Manager, and an in-depth budget review by the Finance Department, the City Manager and the Union reached agreement on several of the proposed changes:

- Members will receive a 2% equity increase rather than the originally requested 8% equity increase;
- The salary structure for members will transition from an 11-step model to a 6-step model; and
- Standby pay will increase from \$3.00 to \$4.00 per hour for assigned standby time.

All other items outlined in the Side Letter will be reconsidered during the next contract negotiation cycle.

On July 13, 2025, the City Council met with the City Manager in closed session to discuss the Union’s requests. The City Council provided direction to the City Manager to and the City Attorney to finalize the agreement negotiated with the Union. The agreement shall be retroactive to July 1, 2025.

The attached proposed resolution would approve the Side Letter to the MOU.

Cost of Living Adjustment

Article 6, section C of the MOU provides members shall receive a 2% cost of living adjustment 2021–2025, effective the first full pay period after July 1. The attached proposed resolution provides the same adjustment for unrepresented employees.

Recommendation

Adopt a resolution:

- Approving the Side Letter with the Union; and
- Approving a 2% cost of living increase for unrepresented employees.

Fiscal Impacts

Attachments:

- Resolution approving Union Side Letter and staff COLA
- Salary Schedules

City of Colfax

City Council

Resolution No. __-2025

-
- (1) Approving Side Letter with International Union of Operating Engineers, Stationary Engineers, Local 39; and
(2) Approving Cost of Living Adjustment for unrepresented staff
-

WHEREAS, City of Colfax and the International Union of Operating Engineers, Local 39 (“Union”) have entered into a Memorandum of Understanding effective July 1, 2021 through June 30, 2026 (“MOU”);

WHEREAS, Representatives for the City and the Union negotiated revisions to the MOU (the “Side Letter”);

WHEREAS, The City Council received a report from the City’s negotiator and provided direction to enter into the Side Letter agreement, and

WHEREAS, the City wishes to provide a cost of living adjustment to unrepresented employees equal to the cost of living adjustment the MOU provides represented employees;

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

Section 1: Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2: Union Side Letter. The City Council authorizes the City Manager to execute an amendment (“Side Letter”) to its memorandum of understanding with International Union of Operating Engineers, Local 39 to make the following changes:

- Members will receive a 2% equity increase rather than the originally requested 8% equity increase;
- The salary structure for members will transition from an 11-step model to a 6-step model; and
- Standby pay will increase from \$3.00 to \$4.00 per hour for assigned standby time.
- These changes are retroactive to July 1, 2025.

Section 3. Salary Schedule. The City Council adopts the salary schedule attached to this resolution as Exhibit 1. The salary schedule reflects the changes in compensation approved for represented employees.

Section 4: Cost of Living Increase. The City Council approves a 2% (two percent) cost of living increase for all unrepresented employees, effective retroactively to July 1, 2025.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 9th day of July 2025, by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Amanda Ahre, City Clerk

Sean Lomen, Mayor

Approved Step 1 Salaries for Represented Employees Effective 7/1/2024

Salaries Effective 7/1/25 with 2% COLA and 2% Equity Increases

COLA 1.02
 Equity 1.02
 Step Increase 1.05

Clerk Typist	Monthly	\$ 2,918.24
	Hourly	\$ 16.84
	Annual	\$ 35,018.90
Lead Mechanic	Monthly	\$ 4,948.79
	Hourly	\$ 28.55
	Annual	\$ 59,385.49
Maintenance Worker I	Monthly	\$ 3,417.79
	Hourly	\$ 19.72
	Annual	\$ 41,013.51
Maintenance Worker II	Monthly	\$ 4,210.25
	Hourly	\$ 24.29
	Annual	\$ 50,522.95
PW - Working Supervisor	Monthly	\$ 5,407.01
	Hourly	\$ 31.19
	Annual	\$ 64,884.15
Operator In Training	Monthly	\$ 3,863.44
	Hourly	\$ 22.29
	Annual	\$ 46,361.22
Operator II	Monthly	\$ 5,169.82
	Hourly	\$ 29.83
	Annual	\$ 62,037.79
Operator III	Monthly	\$ 5,836.48
	Hourly	\$ 33.67
	Annual	\$ 70,037.79
Chief Plant Operator	Monthly	\$ 7,353.11
	Hourly	\$ 42.42
	Annual	\$ 88,237.27
Chief Plant Operator*	Monthly	\$ 7,353.11
	Hourly	\$ 42.42
	Annual	\$ 88,237.27
**GFE	Monthly	\$ 7,353.11
	Hourly	\$ 42.42
	Annual	\$ 88,237.27
Administrative Assistant/ Community Development	Monthly	\$ 4,884.10
	Hourly	\$ 28.18
	Annual	\$ 58,609.21

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$ 3,036.14	\$ 3,187.95	\$ 3,347.34	\$ 3,514.71	\$ 3,690.45	\$ 3,874.97
\$ 17.52	\$ 18.39	\$ 19.31	\$ 20.28	\$ 21.29	\$ 22.36
\$ 36,433.66	\$ 38,255.34	\$ 40,168.11	\$ 42,176.52	\$ 44,285.34	\$ 46,499.61
\$ 5,148.72	\$ 5,406.16	\$ 5,676.47	\$ 5,960.29	\$ 6,258.30	\$ 6,571.22
\$ 29.70	\$ 31.19	\$ 32.75	\$ 34.39	\$ 36.11	\$ 37.91
\$ 61,784.67	\$ 64,873.90	\$ 68,117.60	\$ 71,523.48	\$ 75,099.65	\$ 78,854.63
\$ 3,555.87	\$ 3,733.66	\$ 3,920.35	\$ 4,116.37	\$ 4,322.18	\$ 4,538.29
\$ 20.51	\$ 21.54	\$ 22.62	\$ 23.75	\$ 24.94	\$ 26.18
\$ 42,670.46	\$ 44,803.98	\$ 47,044.18	\$ 49,396.39	\$ 51,866.21	\$ 54,459.52
\$ 4,380.34	\$ 4,599.36	\$ 4,829.32	\$ 5,070.79	\$ 5,324.33	\$ 5,590.55
\$ 25.27	\$ 26.53	\$ 27.86	\$ 29.25	\$ 30.72	\$ 32.25
\$ 52,564.08	\$ 55,192.28	\$ 57,951.90	\$ 60,849.49	\$ 63,891.97	\$ 67,086.57
\$ 5,625.46	\$ 5,906.73	\$ 6,202.07	\$ 6,512.17	\$ 6,837.78	\$ 7,179.67
\$ 32.45	\$ 34.08	\$ 35.78	\$ 37.57	\$ 39.45	\$ 41.42
\$ 67,505.47	\$ 70,880.74	\$ 74,424.78	\$ 78,146.02	\$ 82,053.32	\$ 86,155.99
\$ 4,019.52	\$ 4,220.49	\$ 4,431.52	\$ 4,653.09	\$ 4,885.75	\$ 5,130.04
\$ 23.19	\$ 24.35	\$ 25.57	\$ 26.84	\$ 28.19	\$ 29.60
\$ 48,234.22	\$ 50,645.93	\$ 53,178.22	\$ 55,837.14	\$ 58,628.99	\$ 61,560.44
\$ 5,378.68	\$ 5,647.61	\$ 5,929.99	\$ 6,226.49	\$ 6,537.81	\$ 6,864.71
\$ 31.03	\$ 32.58	\$ 34.21	\$ 35.92	\$ 37.72	\$ 39.60
\$ 64,544.11	\$ 67,771.32	\$ 71,159.88	\$ 74,717.88	\$ 78,453.77	\$ 82,376.46
\$ 6,072.28	\$ 6,375.89	\$ 6,694.69	\$ 7,029.42	\$ 7,380.89	\$ 7,749.93
\$ 35.03	\$ 36.78	\$ 38.62	\$ 40.55	\$ 42.58	\$ 44.71
\$ 72,867.32	\$ 76,510.69	\$ 80,336.22	\$ 84,353.03	\$ 88,570.68	\$ 92,999.22
\$ 7,650.17	\$ 8,032.68	\$ 8,434.31	\$ 8,856.03	\$ 9,298.83	\$ 9,763.77
\$ 44.14	\$ 46.34	\$ 48.66	\$ 51.09	\$ 53.65	\$ 56.33
\$ 91,802.05	\$ 96,392.16	\$ 101,211.77	\$ 106,272.35	\$ 111,585.97	\$ 117,165.27
\$ 7,650.17	\$ 8,032.68	\$ 8,434.31	\$ 8,856.03	\$ 9,298.83	\$ 9,763.77
\$ 44.14	\$ 46.34	\$ 48.66	\$ 51.09	\$ 53.65	\$ 56.33
\$ 91,802.05	\$ 96,392.16	\$ 101,211.77	\$ 106,272.35	\$ 111,585.97	\$ 117,165.27
\$ 5,081.42	\$ 5,335.49	\$ 5,602.26	\$ 5,882.38	\$ 6,176.50	\$ 6,485.32
\$ 29.32	\$ 30.78	\$ 32.32	\$ 33.94	\$ 35.63	\$ 37.42
\$ 60,977.02	\$ 64,025.88	\$ 67,227.17	\$ 70,588.53	\$ 74,117.95	\$ 77,823.85

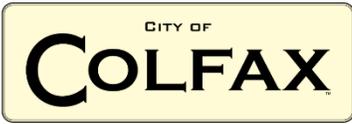
**Approved Step 1 Salaries for Non-Represented
Employees Effective 7/1/2024**

City Clerk	Monthly	\$ 5,259.66
	Hourly	\$ 30.34
	Annual	\$ 63,115.95
Accounting Technician	Monthly	\$ 4,884.10
	Hourly	\$ 28.18
	Annual	\$ 58,609.21
Public Works Director	Monthly	\$ 8,684.64
	Hourly	\$ 50.10
	Annual	\$ 104,215.72
Customer Service Rep	Monthly	\$ 3,286.62
	Hourly	\$ 18.96
	Annual	\$ 39,439.39
Customer Service Rep	Monthly	\$ 3,286.62
GFE**	Hourly	\$ 18.96
	Annual	\$ 39,439.39
Administrative Analyst	Monthly	\$ 5,938.91
	Hourly	\$ 34.26
	Annual	\$ 71,266.90
Administrative Analyst	Monthly	\$ 5,938.91
GFE**	Hourly	\$ 34.26
	Annual	\$ 71,266.90
Administrative Services Officer	Monthly	\$ 7,423.64
	Hourly	\$ 42.83
	Annual	\$ 89,083.63
Administrative Services Officer	Monthly	\$ 7,423.64
	Hourly	\$ 42.83
GFE**	Annual	\$ 89,083.63

Salaries Effective 7/1/25 with 2% COLA and 2% Equity Increases

COLA 1.02
Equity 1.02
Step Increase 1.05

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$ 5,472.15	\$ 5,745.76	\$ 6,033.05	\$ 6,334.70	\$ 6,651.44	\$ 6,984.01
\$ 31.57	\$ 33.15	\$ 34.81	\$ 36.55	\$ 38.37	\$ 40.29
\$ 65,665.84	\$ 68,949.13	\$ 72,396.59	\$ 76,016.42	\$ 79,817.24	\$ 83,808.10
\$ 5,081.42	\$ 5,335.49	\$ 5,602.26	\$ 5,882.38	\$ 6,176.50	\$ 6,485.32
\$ 29.32	\$ 30.78	\$ 32.32	\$ 33.94	\$ 35.63	\$ 37.42
\$ 60,977.02	\$ 64,025.88	\$ 67,227.17	\$ 70,588.53	\$ 74,117.95	\$ 77,823.85
\$ 9,035.50	\$ 9,487.28	\$ 9,961.64	\$ 10,459.72	\$ 10,982.71	\$ 11,531.85
\$ 52.13	\$ 54.73	\$ 57.47	\$ 60.34	\$ 63.36	\$ 66.53
\$ 108,426.03	\$ 113,847.34	\$ 119,539.70	\$ 125,516.69	\$ 131,792.52	\$ 138,382.15
\$ 3,419.39	\$ 3,590.36	\$ 3,769.88	\$ 3,958.38	\$ 4,156.30	\$ 4,364.11
\$ 19.73	\$ 20.71	\$ 21.75	\$ 22.84	\$ 23.98	\$ 25.18
\$ 41,032.74	\$ 43,084.37	\$ 45,238.59	\$ 47,500.52	\$ 49,875.55	\$ 52,369.33
\$ 3,419.39	\$ 3,590.36	\$ 3,769.88	\$ 3,958.38	\$ 4,156.30	\$ 4,364.11
\$ 19.73	\$ 20.71	\$ 21.75	\$ 22.84	\$ 23.98	\$ 25.18
\$ 41,032.74	\$ 43,084.37	\$ 45,238.59	\$ 47,500.52	\$ 49,875.55	\$ 52,369.33
\$ 6,178.84	\$ 6,487.78	\$ 6,812.17	\$ 7,152.78	\$ 7,510.42	\$ 7,885.94
\$ 35.65	\$ 37.43	\$ 39.30	\$ 41.27	\$ 43.33	\$ 45.50
\$ 74,146.09	\$ 77,853.39	\$ 81,746.06	\$ 85,833.36	\$ 90,125.03	\$ 94,631.28
\$ 6,178.84	\$ 6,487.78	\$ 6,812.17	\$ 7,152.78	\$ 7,510.42	\$ 7,885.94
\$ 35.65	\$ 37.43	\$ 39.30	\$ 41.27	\$ 43.33	\$ 45.50
\$ 74,146.09	\$ 77,853.39	\$ 81,746.06	\$ 85,833.36	\$ 90,125.03	\$ 94,631.28
\$ 7,723.55	\$ 8,109.73	\$ 8,515.21	\$ 8,940.98	\$ 9,388.02	\$ 9,857.43
\$ 44.56	\$ 46.79	\$ 49.13	\$ 51.58	\$ 54.16	\$ 56.87
\$ 92,682.61	\$ 97,316.74	\$ 102,182.58	\$ 107,291.71	\$ 112,656.29	\$ 118,289.11
\$ 7,723.55	\$ 8,109.73	\$ 8,515.21	\$ 8,940.98	\$ 9,388.02	\$ 9,857.43
\$ 44.56	\$ 46.79	\$ 49.13	\$ 51.58	\$ 54.16	\$ 56.87
\$ 92,682.61	\$ 97,316.74	\$ 102,182.58	\$ 107,291.71	\$ 112,656.29	\$ 118,289.11



Staff Report to City Council

FOR THE SEPTEMBER 10, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Ron Walker, City Manager
Subject: Sierra Soar - Colfax Boys Basketball Program

Budget Impact Overview:

N/A:	Funded: √	Un-funded:	Amount: \$0.00- \$2,800.00	Fund(s): 110-8263
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RECOMMENDED ACTION: Adopt Resolution __-2025 authorizing the City Manager to make a donation in an amount between \$0.00 - \$2,800.00 to the Sierra Soar Non-Profit in support of the Colfax Boys Basketball program.

Summary/Background

At The August 13, 2025, City Council meeting, the SVCC Ad Hoc Committee reported that they had met with the SVCC Board and are working on a draft agreement. Councilmember Hillberg requested that Sierra Soar be removed from the MOU stipulation with the SVCC and invited back to request the remaining \$2,800 from their original funding request.

At the June 11, 2025 City Council meeting, Councilmen Hillberg made a motion to donate \$5,000.00 to Sierra Soar a Non-Profit in support of the Colfax Boys Basketball Program of which the Council approved a donation of \$2,200 which was the remaining amount in the city’s donation fund at the time. The funds were designated specifically for program use and not for upgrades to the basketball facilities at the Sierra Vista Community Center (SVCC). The Council also appointed an Ad Hoc Committee to negotiate a Memorandum of Understanding (MOU) with the SVCC for right of access, with the expectation that an MOU be in place before Sierra Soar undertakes any improvements to the facility.

At the May 28th City Council meeting, Mayor Lomen requested that this item be tabled to the next Council meeting to allow for additional research and information regarding the status of the SVCC. All Council members in attendance agreed with the Mayor’s request.

On June 6, 2025, staff received additional information from Bob Morales regarding his funding request for the Colfax Boys Basketball Program, including a more detailed list of the expenses of their \$20,000.00 annual budget.

The expenses are as follows:

- Equipment
 - Each year the program supports 36 players.
 - 30+ games for each level. Half of which are away games.
 - Uniforms.
 - Basketballs.
 - Nets.
 - Electronics.
 - Coaching aids.
- Team meals and team building events.

- Basketball tournaments
 - 19 tournaments a year for all levels.
- Basketball Camps
 - Two camps a year.
- Spring leagues.
- Summer leagues.
- Referees.
- Pay for assistant coaches.
- End of the year banquet and awards.

Improvements to the SVCC

- Provides local, accessible gym for youths.
- Provides additional space for the spring & summer “Pursuit” skills and drills camp for 4th – 8th grade boys.
- Provides additional space as the attending number of boys has increased each year.
- Provides space for the weeklong, four hour a day program with tournaments.

The Colfax Boys Basketball program, established in 1963, has seen more than 740 young men take the court. Over the decades, the program has achieved 17 league championships and 5 section titles, consistently fielding highly competitive teams—despite Colfax High School being the smallest school in its league.

Beyond wins and accolades, the program has played a vital role in preparing young men for the challenges of life. Through basketball, players learn essential life lessons: the value of hard work, perseverance, overcoming adversity, being a supportive teammate, executing a plan with precision, how to win with humility, and how to turn losses into motivation for growth.

The coaching staff serves as mentors, emphasizing respect for others, honesty, integrity, personal commitment, and the conduct expected of young men in our community. Each time a player puts on the uniform, he is reminded that he represents not only his teammates but also the generations of athletes who came before—and the City of Colfax itself.

Over the years, every team has included players from challenging backgrounds, including many without father figures or stable home environments. For these young men, the basketball program has been more than a sport—it has provided structure, support, and a sense of belonging. The coaches create a team culture that feels like family, offering guidance that often extends far beyond the gym, the program and its coaches helped lay the foundation for the future successes of the participants.

Staff has received a request from Bob Morales of Sierra Soar Non-Profit to assist with raising funds to improve the basketball gym at the SVCC community center.

The items on the Sierra Soar Non-Profits wish list are:

- Two new glass backboards with brackets
 - \$900
- New basketball court lines
 - \$500 with tape machine
- Floor refinishing
 - Last estimate was \$10,000 without the lines, \$12,000 with the lines

- We are researching buying a floor sander and having local alumni volunteer their labor to sand and seal.
- Smart TV and rolling stand
 - \$500
- Local school logos painted on each wall by Foxy for:
 - CHS
 - Weimar
 - Colfax Elementary
 - Chicago Park
 - Materials
 - \$100

Conclusions and Findings

The Sierra Soar Non-Profit previously received a \$2,200 donation from the City in support of the Colfax Boys Basketball Program. Based on the Ad Hoc Committee's recommendation, the organization has returned tonight to request additional funding. The Council will consider approving an additional contribution ranging from \$0 to \$2,800, and if the funding is only to be used to support the program or if the funds can be used to make repairs and/or upgrades to the basketball area of the SVCC.

Attachments:

1. Resolution __-2025
2. Sierra Soar non-profit funding request.

City of Colfax

City Council

Resolution No. __-2025

APPROVING AND AUTHORIZING THE CITY MANAGER TO MAKE A DONATION IN AN AMOUNT BETWEEN \$0.00 - \$2,800.00 TO THE SIERRA SOAR NON-PROFIT IN SUPPORT OF THE COLFAX BOYS BASKETBALL PROGRAM

WHEREAS, during the August 13, 2025, City Council meeting, the SVCC Ad Hoc Committee reported that they had met with the SVCC board and are working on a draft agreement. Councilmember Hillberg requested that Sierra Soar be removed from the MOU stipulation with the SVCC and invited back to request the remaining \$2,800 from their original funding request; and,

WHEREAS, during the June 11, 2025 City Council meeting, Councilmen Hillberg made a motion to donate \$5,000.00 to Sierra Soar a Non-Profit in support of the Colfax Boys Basketball Program of which the Council approved a donation of \$2,200 which was the remaining amount in the city's donation fund at the time. The funds were designated specifically for program use and not for upgrades to the basketball facilities at the Sierra Vista Community Center (SVCC). The Council also appointed an Ad Hoc Committee to negotiate a Memorandum of Understanding (MOU) with the SVCC for right of access, with the expectation that an MOU be in place before Sierra Soar undertakes any improvements to the facility; and,

WHEREAS, during the May 28th City Council meeting, Mayor Lomen requested that this item be tabled to the next Council meeting to allow for additional research and information regarding the status of the SVCC. All Council members in attendance agreed with the Mayor's request; and,

WHEREAS, the City of Colfax wishes to donate \$0.00 to \$2,800.00 to the Sierra Soar Non-Profit in support of the Colfax Boys Basketball program.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax approves and authorizes the City Manager to make a donation in an amount between \$0.00 - \$2,800.00 to the Sierra Soar non-profit in support of the Colfax Boys Basketball program.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on September 10, 2025, by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Sean Lomen, Mayor

Amanda Ahre, City Clerk