

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

October 22, 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 4-7)

Recommended Action: Review and Comment.



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.

October 22, 2025

2B. Cash Summary – September 2025 (Pages 8-14)

Recommended Action: Accept and File.

2C. Minutes (Pages 15-17)

Recommended Action: By Motion, approve the Colfax City Council minutes of 8/27/2025.

2D. S.A.F. Algae Project Notice of Completion (Pages 18-22)

Recommended Action: Adopt Resolution _____-2025 approving and authorizing the City Manager to execute and record a Notice of Completion for the S.A. F. Algae Project.

2E. Design Authorization for CDBG Road Rehabilitation (Pages 23-27)

Recommended Action: Adopt Resolution _____-2025 authorizing the City Manager to execute an agreement with Cartwright Nor Cal for the design services of the 2025 CDBG Road Rehabilitation Project.

*** 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**

5A. Gordon's Gym – Design Review Permit and Variance (Pages 28-52)

Recommended Action: Conduct a public hearing, discuss, and adopt resolution for Application DP 24-02 Design Review Permit and Variance 24-01, to reduce the required setbacks and to allow construction of a 6,890 square foot exercise facility.

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. Policy Initiative – Establishment of a Disposable Foodware, Convenience Retail, and Roadway Impact Fee Program to Fund Litter Abatement, Stormwater Compliance, and Frontage Road Maintenance.** (Pages 53-57)

Recommended Action: Adopt Resolution _____-2025 approving and authorizing the City Manager to develop a disposable Foodware, convenience retail, and roadway impact fee Ordinance.

- 8B. Policy Initiative – Request for USPS and FCC Recognition of Physical Street Addresses in Colfax for E911 and Public Safety Compliance.** (Pages 58-61)

Recommended Action: Adopt Resolution _____-2025 approving and authorizing the City Manager to Request Federal Recognition of Physical Addresses for Public-Safety Purposes.

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 Closed Session**

- 10C. Conference with Real Property Negotiator (Gov. Code 54956.8)**

Property Address; 99 Railroad St.

Agency Negotiator: Ron Walker

Negotiating Parties: Tammy Hampshire

Under Negotiation: Price and Terms of payment.

ADJOURNMENT

I, Shanna Stahl, Administrative Services Officer 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/>

Shanna Stahl, Administrative Services Officer

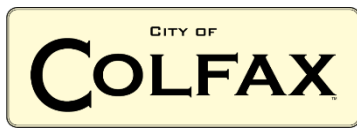
Administrative Remedies must be exhausted prior to action being initiated in a court of law. If you challenge City Council action in court, you may be limited to raising only those issues you or someone else raised at a public hearing described in this notice/agenda, or in written correspondence delivered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



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October 22, 2025



Staff Report to City Council

FOR THE OCTOBER 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: 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, which have either been completed or are in progress.

Week of – September 14 - 20, 2025

City Manager

- Attended Railroad Days event on Saturday & Sunday.
- Working on Municipal Services Review.
- Working on Hazardous Mitigation Plan.
- Met with Mayor Lomen.
- Attended Supervisory Control and Data Acquisition (SCADA) update meeting.
- Investigate multiple avenues to find an Interim City Clerk.

Planning

- Prepared annexation process memo.
- Working with attorney's office on special event ordinance.
- Coordination regarding requirements for Caltrans trail blazer signs- requires internal city wayfinding signs installed if located off of freeway.
- Reviewed Housing Element to develop work program for remaining items before next Housing Element update.

Maintenance Department

- Picked up all barricades from Railroad days.
- Continued replacing sprinklers at Roy Toms and converting irrigation into drip line.
- Cleaned entire Corp Yard inside and out.
- Mowed, weeded, edged all city, Parks.

Wastewater Treatment Plant/Sewer

- Working with control point on our plant Supervisory Control and Data Acquisition (SCADA).
- Plant is still diverting. Plant shows signs of recovering; we will know more by Monday and hopefully be able to go back online.
- Plant staff working on cleaning and organizing buildings at the plant.
- No issues in the collection system.

Administrative Services

- Audit preparation.
- Miscellaneous journal entries.
- Onboard new MWI.
- Demo two accounting software in response to our RFP
- HR Duties as necessary.
- Oversaw daily accounting including accounts payable, utility billings, cash receipts and payroll.
- Agenda preparation and SR review.

City Clerk

- Out of the office this week.

Engineering

- Emails and coordination; attend staff meeting.
- Skatepark coordination in preparation for bids.
- Encroachment permits.
- Complaints.
- Sewer evaluations.
- O'Reilly construction review and coordination.
- AMTRAK station coordination.
- CDBG 2025 coordination.

Building/Code Enforcement

- Rock pool at 246 Pine Court, Worked with owner on the fencing required. Ready for plaster. Rock pool passed final.
- Provided code and diagram for ADA compliant ramp edges. Reviewing ramp bids. All bids are mid \$4k range. Need a correction fixed on the proposal before ordering. Sent request to dealer.
- Complaint from neighbor below 14 Foresthill Rd of a sewer smell coming from the pump tank in the back yard. Owner scheduled plumber to inspect with me present.
- Met with Mink creek representative at the clubhouse. Discussed the ADA items that the contractor installed incorrectly. Sent code diagrams to be corrected. Inspected and cleared most items. Corrections are still needed. Final inspection passed.
- Advise county that there is septic system still in use at 1744/1754 Canyon way. Talked with owner about actions that need to be taken. Contacted County Environmental Health for them to address septic removal.

Week of September 21 - 27, 2025

City Manager

- Working on Municipal Services Review.
- Working on Hazardous Mitigation Plan.
- Met with Mayor Lomen.
- Attended Supervisory Control and Data Acquisition (SCADA) update meeting.
- Interim City Clerk recruitment.
- I attended the CCPOA Dinner.
- I Attended the City Council meeting.
- I met with Richard Nepil at the Museum.

Planning

- Working with Building and Attorney's office on notice of continuing noise violation of A&A concrete regarding nighttime operations and tracking debris onto roadway (violation of Placer County Air Pollution District Rules).
- Preparing permit extension for Colfax Hotel for Design Review and Conditional Use Permits.
- Update hearing notice and staff report etc., for Gordan's Gym for October 22, 2025, City Council consideration.

Maintenance Department

- Completed multiple 811 locates.
- Made-up key Sets for the 3 new hires.
- Filled potholes all along S. Auburn St. Used approximately 1 ton of material.
- Finished the irrigation swap at the depot from pop up sprinklers to a drip system.
- Trimmed back all the vegetation on the freeway side of S. Auburn to the fence line.
- Limbed back bushes and trees along the freeway side of S. Auburn across from Best Western.
- Mowed, Weeded, edged and used a blower to cleanup all city parks.
- Removed a large amount of bushes and weeds along the fence line at the splash pad.
- Gave the Ball Park a massive face lift.
- Grinded up brush piles in the upper Corp Yard.
- Spent about 2 hours with each new hire showing them around the city and explaining all that we do and take care of and what City property and private property are. Going through the ends and the outs of what our job involves.

Wastewater Treatment Plant/Sewer

- Working with control point on our plant Supervisory Control and Data Acquisition (SCADA). Control point has almost all of our system installed in the new SCADA system. We now have alarms for our most critical equipment.
- Plant is still diverting. Plant shows signs of recovering; we will be going back online next Wednesday Oct 1
- Plant staff working on weed abatement and clean up.
- No issues in the collection system.

Administrative Services

- Oversaw daily accounting including utility billing, cash receipts and accounts payable.
- Worked on audit preparation - journal entries as needed.
- Onboarded new employees to Public Works.

City Clerk

- Out of the office this week.

Engineering

- Skatepark coordination in preparation for bids.
- Encroachment permits.
- Sewer evaluations.
- O'Reilly construction review and coordination.
- AMTRAK station coordination.
- CDBG 2025 coordination.

Building/Code Enforcement

- Complaint from neighbor below 14 Foresthill Rd of a sewer smell coming from the pump tank in the back yard. Owner scheduled plumber to inspect with me present.
- I received plans for a new home at 325 Hunter Ln. Reviewed with the Planner and City Engineer. Sent plans to BV for review. Received BV plan review and sent it back for them to review
- Yard sale items all over the yard for the last two weeks at 44 Depot St. Son buying her a storage shed and putting all items away by next Tuesday.



Staff Report to City Council

FOR THE OCTOBER 22, 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 September 2025. Some monthly highlights are listed below:

September revenues included:

- Allocation for Sales Tax revenues for the month of July 2025. (two-month lag).
- Wastewater Treatment Plant construction grant reimbursement.

September expenditures included:

- Regular monthly expenditures.
- Wastewater Treatment Plant construction grant expenditures
- First quarter fiscal year 25/56 Placer County Sheriff payment.
- Negative cash fund balances at the end of September are primarily due to the timing of funding allocations and reimbursements:
 - Fund 218 – Support Law Enforcement. Funds are received annually through Property Tax Allocations.
 - 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 575 – WWTP Construction Grant. This is a reimbursable grant. Pending final reimbursement request.

- 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 October include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of August 2025 (two-month lag).
 - Capital project reimbursement.
 - Expenditures
 - Annual loan repayment to the State Water Resources Control Board for fiscal year 25/26.
 - Ongoing monthly operating expenses.
 - Capital project expenses.

Attachments:

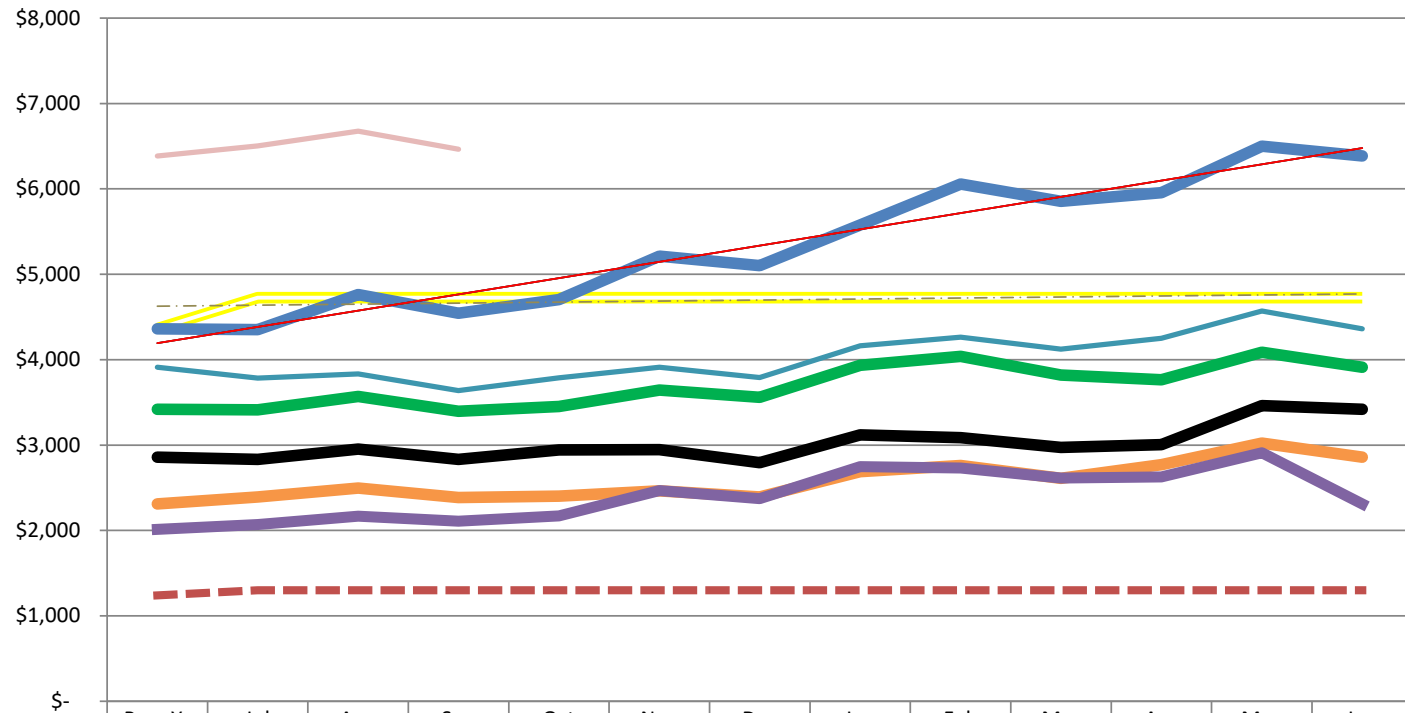
1. General Fund Reserved Cash Analysis Graph
2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report – by individual fund
 - c. Check Register Report - Accounts Payable

City of Colfax - September 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	\$6,465									
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
September 30, 2025**

	Balance 8/31/25	Revenues In*	Expenses Out*	Transfers	Balance 9/30/25
US Bank	\$ 152,721.02	\$ 973,405.15	<u>\$ (603,767.41)</u>	\$ (250,000.00)	\$ 272,358.76
LAIF	\$ 10,937,393.17	\$ -	\$ -	\$ 250,000.00	\$ 11,187,393.17
Total Cash - General Ledger	<u>\$ 11,090,114.19</u>	<u>\$ 973,405.15</u>	<u>\$ (603,767.41)</u>	<u>\$ -</u>	<u>\$ 11,459,751.93</u>
Petty Cash (In Safe)	\$ 300.00				\$ 300.00
Total Cash	<u>\$ 11,090,414.19</u>	<u>\$ 973,405.15</u>	<u>\$ (603,767.41)</u>	<u>\$ -</u>	<u>\$ 11,460,051.93</u>

Change in Cash Account Balance - Total	<u><u>\$ 369,637.74</u></u>
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Attached Reports:

1. Cash Transactions Report (By Individual Fund)	
2. Check Register Report (Accounts Payable)	\$ (499,927.21)
Cash Receipts	\$ 740,171.31
Payroll Checks and Tax Deposits	\$ (82,065.76)
Utility Billings - Receipts	\$ 210,774.12
LAIF Interest	\$ -
Issued 9/30 - Posted 10/2	\$ 685.28
	<u><u>\$ 369,637.74</u></u>

\$	-
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*Does not include transfers between funds

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

Reviewed by: _____
Ron Walker, City Manager

City of Colfax
Cash Transactions Report - September 2025

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned				
Fund: 100 - General Fund	\$ 6,388,396.97	\$ 202,893.91	\$ (341,733.07)	\$ 6,249,557.81
Fund: 120 - Land Development Fees	\$ 198,526.14	\$ -	\$ (9,661.62)	\$ 188,864.52
Fund: 200 - Cannabis Application	\$ 27,489.72	\$ -	\$ -	\$ 27,489.72
Fund Type: 1.11 - General Fund - Unassigned	\$ 6,614,412.83	\$ 202,893.91	\$ (351,394.69)	\$ 6,465,912.05
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	\$ 919,516.06	\$ -	\$ (3,785.85)	\$ 915,730.21
Fund Type: 1.14 - General Fund - Restricted	\$ 942,833.32	\$ -	\$ (3,785.85)	\$ 939,047.47
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	\$ -	\$ -	\$ (25,000.00)	\$ (25,000.00)
Fund: 244 - CDBG Program Inc - ME Lending	\$ 1,000.00	\$ 500.00	\$ -	\$ 1,500.00
Fund: 250 - Streets - Roads/Transportation	\$ (54,229.33)	\$ -	\$ (16,382.13)	\$ (70,611.46)
Fund: 253 - Gas Taxes	\$ 4,392.15	\$ 5,239.48	\$ (1,622.09)	\$ 8,009.54
Fund: 257 - Street /Road - Transit Capital	\$ 64,969.60	\$ -	\$ -	\$ 64,969.60
Fund: 258 - Road Maintenance - SB1/RSTBG	\$ 46,247.39	\$ 83,135.79	\$ -	\$ 129,383.18
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	\$ 33,288.23	\$ -	\$ (712.50)	\$ 32,575.73
Fund: 291 - City County Beverage Container	\$ 5,068.77	\$ -	\$ -	\$ 5,068.77
Fund: 292 - Fire Department Capital Funds	\$ 65,168.86	\$ -	\$ -	\$ 65,168.86
Fund: 342 - Fire Construction - Mitigation	\$ 102,577.09	\$ 2,480.48	\$ -	\$ 105,057.57
Fund: 343 - Recreation Construction	\$ 102,577.63	\$ 2,480.48	\$ -	\$ 105,058.11
Fund Type: 1.24 - Special Rev Funds - Restricted	\$ 896,428.65	\$ 93,836.23	\$ (43,716.72)	\$ 946,548.16
Fund Type: 1.34 - Capital Projects - Restricted				
Fund: 300 - GF Capital Projects	\$ -	\$ -	\$ -	\$ -
Fund: 348 - Home Hardening CalOES	\$ (8,530.95)	\$ -	\$ (17,823.70)	\$ (26,354.65)
Fund: 358 - CDBG Pavement	\$ (4,491.25)	\$ -	\$ -	\$ (4,491.25)
Fund: 363 - Railroad Street Crossing	\$ -	\$ -	\$ -	\$ -
Fund Type: 1.34 - Capital Projects - Restricted	\$ (13,022.20)	\$ -	\$ (17,823.70)	\$ (30,845.90)
Fund Type: 2.11 - Enterprise Funds				
Fund: 560 - Sewer	\$ 2,204,645.88	\$ 132,971.42	\$ (79,670.59)	\$ 2,257,946.71
Fund: 561 - Sewer Liftstations	\$ 297,604.78	\$ 21,751.88	\$ (23,986.22)	\$ 295,370.44
Fund: 563 - Wastewater Treatment Plant	\$ 1,582,169.43	\$ 61,001.87	\$ -	\$ 1,643,171.30
Fund: 564 - Sewer Connections	\$ 363,408.66	\$ -	\$ -	\$ 363,408.66
Fund: 575 - WWTP Construction Grant	\$ (1,733,532.82)	\$ 460,796.00	\$ (83,389.64)	\$ (1,356,126.46)
Fund: 590 - Sewer Consolidation Planning	\$ (65,590.38)	\$ -	\$ -	\$ (65,590.38)
Fund Type: 2.11 - Enterprise Funds - Unassigned	\$ 2,648,705.55	\$ 676,521.17	\$ (187,046.45)	\$ 3,138,180.27
Fund Type: 9.0 - CLEARING ACCOUNT				
Fund: 998 - PAYROLL CLEARING FUND	\$ 756.04	\$ 153.84	\$ -	\$ 909.88
Fund Type: 9.0 - CLEARING ACCOUNT	\$ 756.04	\$ 153.84	\$ -	\$ 909.88
Grand Totals:	\$ 11,090,114.19	\$ 973,405.15	\$ (603,767.41)	\$ 11,459,751.93

Check Register Report

Item 2B

Date: 10/05/2025

Time: 9:31 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								
62061	09/03/25	Reconciled		09/30/25	03141	CALPERS	HEALTH PREMIUMS SEPT 25	17,618.19
62062	09/03/25	Reconciled		09/30/25	03141	CALPERS	GASB REPORTING FEE	350.00
62063	09/10/25	Reconciled		09/30/25	01142	4LEAF, INC.	HOME HARDENING AUG 25	17,823.70
62064	09/10/25	Reconciled		09/30/25	01500	ANDERSON'S SIERRA	BALLPARK IRRIGATION	255.51
62065	09/10/25	Reconciled		09/30/25	01766	AT&T MOBILITY	CITY CELL PHONES	728.36
62066	09/10/25	Reconciled		09/30/25	02833	BLUETRITON BRAND INC	WATER	797.36
62067	09/10/25	Reconciled		09/30/25	03196	CD & POWER	LS #1 YRLY SERV & INSPECTION	2,850.00
62068	09/10/25	Reconciled		09/30/25	03401	CHOICE BUILDER	PREMIUMS OCT 25	772.81
62069	09/10/25	Reconciled		09/30/25	3425	CINTAS	UNIFORMS AUG 25	413.49
62070	09/10/25	Reconciled		09/30/25	03446	CITY OF FOSTER CITY	MWI JOB POSTING	582.00
62071	09/10/25	Reconciled		09/30/25	04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE SEPT 25	504.79
62072	09/10/25	Reconciled		09/30/25	05120	EDWARDS HEATING & COOLING	SHERIFF HVAC REPAIR	278.50
62073	09/10/25	Reconciled		09/30/25	06278	FRONTIER COMMUNICATIONS	WWTP PHONE	347.74
62074	09/10/25	Reconciled		09/30/25	08170	HILLS FLAT LUMBER CO	SUPPLIES	771.00
62075	09/10/25	Reconciled		09/30/25	8501	HOLT RENEWABLES	WWTP SOLAR PROJ RETENTION PAYOUT	83,289.64
62076	09/10/25	Reconciled		09/30/25	08501	HOME DEPOT CREDIT SERVICES	SUPPLIES	459.85
62077	09/10/25	Reconciled		09/30/25	08660	HUNT AND SONS, LLC	FUEL	675.47
62078	09/10/25	Reconciled		09/30/25	12209	LIEBERT CASSIDY WHITMORE	EMPLOYEE HANDBOOK AUG 25	2,064.50
62079	09/10/25	Reconciled		09/30/25	12209	LIEBERT CASSIDY WHITMORE	LEGAL MATTER AUG25	1,485.50
62080	09/10/25	Reconciled		09/30/25	13191	MANAGEMENT ADVISORY SERVICES	PLANNING SVCS AUG 25	5,609.80
62081	09/10/25	Reconciled		09/30/25	13255	METROPOLITAN COMPOUNDS	PW WEED SPRAY	799.48
62082	09/10/25	Reconciled		09/30/25	18400	NAPA AUTO PARTS	SUPPLIES	389.37
62083	09/10/25	Reconciled		09/30/25	16200	PLACER COUNTY SHERIFF DEPT.	Q1 FY 25/26 SHERIFF CONTRACT	256,410.00
62084	09/10/25	Reconciled		09/30/25	17951	R3 CONSULTING GROUP	NO SB1383 CONSULTING AUG 25	1,237.50
62085	09/10/25	Printed			18193	RECOLOGY AUBURN PLACER	5% TAX ROLL TEETER FY 24/25	335.79
62086	09/10/25	Reconciled		09/30/25	19037	SAFE SIDE SECURITY	CORP YARD SECURITY SEPT 25	155.00
62087	09/10/25	Reconciled		09/30/25	19037	SAFE SIDE SECURITY	WWTP SECURITY SEPT 25	95.00
62088	09/10/25	Reconciled		09/30/25	19591	SECURITAS TECHNOLOGY	DEPOT SECURITY Q2 FY 25/26	343.05
62089	09/10/25	Reconciled		09/30/25	01790	SIERRA OFFICE PRODUCTS	SUPPLIES	110.42
62090	09/10/25	Reconciled		09/30/25	19743	WILLIAM STOCKWIN	SEPTEMBER COLFAX CONNECTION	300.00
62091	09/10/25	Reconciled		09/30/25	19990	T-MOBILE USA INC	WWTP INTERNET AUG 25	54.60
62092	09/10/25	Reconciled		09/30/25	20570	TIMOTHY JONES	FINANCIAL SVC AUG 25	10,450.00
62093	09/10/25	Reconciled		09/30/25	21560	US BANK CORPORATE PMT SYSTEM	SUPPLIES	2,356.27
62094	09/10/25	Reconciled		09/30/25	21500	USA BLUE BOOK, INC	WWTP SUPPLIES	1,593.02
62095	09/10/25	Reconciled		09/30/25	22134	VISION QUEST	TECH SUPPORT OCT 25	4,053.33
62096	09/10/25	Reconciled		09/30/25	22134	VISION QUEST	WWTP NEW LAPTOP	1,394.90
62097	09/10/25	Reconciled		09/30/25	23169	WAVE BUSINESS SOLUTIONS	DEPOT PHONE	18.55
62098	09/10/25	Reconciled		09/30/25	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONES	216.39
62099	09/10/25	Reconciled		09/30/25	18883	WAXIE SANITARY SUPPLY	SUPPLIES	889.33
62100	09/15/25	Reconciled		09/30/25	16035	PG&E	ELECTRICITY	26,756.54
62101	09/23/25	Reconciled		09/30/25	03141	CALPERS	SSI ANNUAL FEE	120.00
62102	09/24/25	Printed			01448	AMERIGAS - COLFAX	FIRE DEPT PROPANE	96.80
62103	09/24/25	Printed			01448	AMERIGAS - COLFAX	DEPOT TANK RENT	159.28
62104	09/24/25	Printed			01448	AMERIGAS - COLFAX	CITY HALL PROPANE	464.13
62105	09/24/25	Reconciled		09/30/25	01500	ANDERSON'S SIERRA	IRRIGATION REPAIR	228.65
62106	09/24/25	Printed			02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS AUG 25	5,868.50
62107	09/24/25	Printed			02901	BUREAU VERITAS NORTH AMERICA	PLAN REVIEW	119.00
62108	09/24/25	Printed			03125	CALIFORNIA FIRE AND ALARM INC.	FIRE SYSTEM TRANSFORMER	605.00

Check Register Report

Item 2B

Date: 10/05/2025

Time: 9:31 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								
62109	09/24/25	Reconciled		09/30/25	03160	CARTWRIGHT NOR CAL, INC.	ENG SVCS AUG 25	14,200.00
62110	09/24/25	Printed			3469	CIVIC PLUS	ONLINE CODIFICATION	459.37
62111	09/24/25	Printed			3475	CLARK PEST CONTROL	PEST CONTROL SEPT 25	559.00
62112	09/24/25	Reconciled		09/30/25	3494	COLANTUONO, HIGHSMITH &	HR LEGAL MATTERS AUG 25	9,870.00
62113	09/24/25	Printed			04187	YVONNE DAVIDSON	REFUND BUSINESS LICENSE FEE	37.50
62114	09/24/25	Printed			04234	DE LAGE LANDEN FINANCIAL	COPY MACH ANNUAL TAX	43.10
62115	09/24/25	Reconciled		09/30/25	07460	GOLD MOUNTAIN CALIFORNIA	DESIGN REVIEW PERMIT NOTICE	224.42
62116	09/24/25	Reconciled		09/30/25	07460	GOLD MOUNTAIN CALIFORNIA	MWI JOB POSTING	668.54
62117	09/24/25	Reconciled		09/30/25	07460	GOLD MOUNTAIN CALIFORNIA	MWI JOB POSTING	96.00
62118	09/24/25	Reconciled		09/30/25	07460	GOLD MOUNTAIN CALIFORNIA	DESIGN REVIEW PERMIT NOTICE	224.42
62119	09/24/25	Reconciled		09/30/25	07460	GOLD MOUNTAIN CALIFORNIA	DESIGN REVIEW PERMIT NOTICE	238.28
62120	09/24/25	Reconciled		09/30/25	08050	HACH COMPANY	WWTP REPAIRS	2,850.98
62121	09/24/25	Reconciled		09/30/25	08200	HINDERLITER, DE LLAMAS & ASSOC	SALES TAX AUDIT Q1 FY 25/26	690.51
62122	09/24/25	Reconciled		09/30/25	08660	HUNT AND SONS, LLC	FUEL	693.67
62123	09/24/25	Printed			09540	INTERSTATE SALES	PW DELINEATORS	447.23
62124	09/24/25	Printed			19390	MAR-VAL'S SIERRA MARKET	SUPPLIES	25.36
62125	09/24/25	Reconciled		09/30/25	15900	PAC MACHINE CO., INC	WWTP THERMAL OVERLOAD & LEAK SENSOR	1,119.25
62126	09/24/25	Reconciled		09/30/25	16300	PCWA -PLACER COUNTY	WATER	3,954.96
62127	09/24/25	Printed			16040A	PITNEY BOWES	POSTAGE MACH LEASE Q1 FY 25/26	188.76
62128	09/24/25	Printed			16040	PURCHASE POWER	POSTAGE	580.97
62129	09/24/25	Reconciled		09/30/25	18887	SAC ICE	PW BUILDING NEW ICE MACHINE	3,777.51
62130	09/24/25	Printed			19393	SIERRA MOUNTAIN INTERNET	WWTP BACKUP INTERNET OCT 25	25.00
62131	09/24/25	Printed			22240	VULCAN MATERIALS COMPANY	ASPHALT PATCH	333.17
62132	09/24/25	Printed			18579	W. ROSENAU MOTOR REWINDING	WWTP REWIND PUMP	4,100.00
62133	09/24/25	Printed			23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	75.79
62134	09/24/25	Reconciled		09/30/25	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL AUG 25	460.03
62136	09/30/25	Printed			04247	DELUXE	AP CHECKS	685.28

Total Checks: 75

Checks Total (excluding void checks):

499,927.21

Total Payments: 75

Bank Total (excluding void checks):

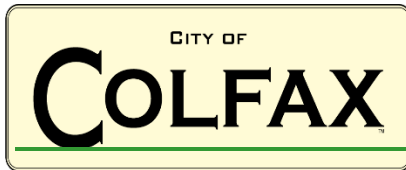
499,927.21

Total Payments: 75

Grand Total (excluding void checks):

499,927.21

City Council Minutes



Regular Meeting of Colfax City Council

Wednesday, August 27, 2025

City Hall Council Chambers, 33 S Main Street, Colfax, CA

OPEN SESSION

1

1A. Call Open Session to Order**1B. Pledge of Allegiance****1C. Roll Call****Present:** Councilmember Douglass, Mayor Pro Tem McCully, Mayor Lomen**Absent:** Councilmember Burruss and Councilmember Hillberg**1D. Approval of Agenda Order****MOTION:** Councilmember McCully made a motion to approve the agenda order, seconded by Councilmember Douglass, and approved by the following vote:**AYES:** Douglass, McCully, Lomen**NOES:** None**ABSTAIN:** None**ABSENT:** Councilmember Burruss and Councilmember Hillberg.**1E. Statement of Conflict of Interest** – No new conflicts were identified by the Council or the public.

2

CONSENT CALENDAR**Recommended Action:** Approve Consent Calendar**2A. Minutes** *(Pages 4-7)***Recommended Action:** By Motion, approve the Colfax City Council minutes of 8/13/25.**2B. Minutes** *(Page 8)***Recommended Action:** By Motion, approve the Colfax City Council minutes of 8/19/25.**2C. City Projects Report** *(Pages 9-12)***Recommended Action:** Review and Comment.**2D. Side Letter Agreement is entered into between the City of Colfax ("City") and the International Union of Operating Engineers, Stationary Engineers, Local 39 ("Union")** *(Pages 13-49)***Recommended Action:** Adopt Resolution __-2025 directing the City Manager to make the agreed-upon changes to the current Memorandum of Understanding (MOU) between the parties covering the term July 1, 2021 through June 30, 2026.**MOTION:** Councilmember Douglass made a motion to approve the consent calendar, seconded by Mayor Pro Tem McCully, and approved by the following vote:**AYES:** Douglass, McCully, Lomen**NOES:** None**ABSTAIN:** None**ABSENT:** Councilmember Burruss and Councilmember Hillberg.**AGENCY REPORTS****3A. Placer County Sheriff's Office** - Reported a successful search and rescue operation outside city limits and ongoing efforts to address skateboarder-related disturbances near businesses.**3B. California Highway Patrol** - Officer Jason Lyman shared August stats: 437 citations, 229 warnings, 313 motorist assists, 17 arrests (11 DUI-related), and 29 collisions (7 with injuries, no fatalities).

- 3C. **Placer County Fire Department/CALFIRE** - Assistant Chief Eric Schwab reported: There were 15,000 lightning strikes statewide, 18 locally (no fires). One small fire in Higgins area that got to about an acre. Discussed upcoming vegetation management projects. Five engines and two hand crews deployed to SHU.
- 3D. **Non-Profits** - Historic Colfax Downtown Association (Erin Newington): Hosted a walk with Congressman Kevin Kiley, Mayor Lomen and Amanda from Chamber of Commerce. Held a community meeting on the Rock the Vote initiative and Levitt AMP Music Series Grant. Sold \$900 in t-shirts to support the initiative. Upcoming events: Sept 2 community meeting, Sept 6 party at the art park. Not disclosing method of voting because other cities are having issues with people pre-voting.

PRESENTATIONS
(NONE)

PUBLIC HEARING
(NONE)

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.

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

Council members attended various meetings and workshops, including:

- o Downtown business association events.
- o SACOG grant allocations.
- o Heritage Park caboose project.
- o Air district achievements (Sacramento region met air quality goals on time).
- o Colfax Hotel project discussions.
- o Colfax Heritage Museum discussions.
- o Maintenance updates (sign replacements, irrigation repairs, vegetation removal).

7B. City Operations Update – City Manager

COUNCIL BUSINESS

8A. Mold Remediation – Fire Station 39 (Pages 50-110)

Recommended Action: Adopt Resolution __-2025 authorizing the City Manager to execute a contract with Reactic Restoration for mold remediation services at City-Owned Fire Station 39, located at 33 Church Street, in an amount not to exceed \$25,141.44.

- o Correction: Fire Station 36 (not 39).
- o Mold confirmed in multiple areas due to leaks.
- o Council approved remediation bid from the only responsive provider.
- o Repairs to be completed by city maintenance staff afterward.
- o Funding from the 292 fund (volunteer-earned funds).

MOTION: Councilmember Douglass made a motion to adopt the resolution authorizing the City Manager to enter into an agreement with Reactic Restoration, seconded by Mayor Pro Tem McCully, and approved by the following vote:

AYES: Douglass, McCully, Lomen

NOES: None

ABSTAIN: None

ABSENT: Councilmember Burruss and Councilmember Hillberg.

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.

- Encouragement to maintain momentum on Rock the Vote.
- Upcoming Railroad Days event in 2.5 weeks featuring UP band.
- Recognition of Aaron's efforts and Congressman Kiley's visit.
- Mention of Rock the Vote article reaching Grass Valley.

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)

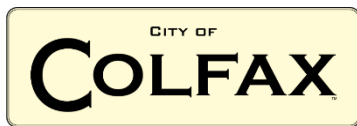
11

ADJOURNMENT

Meeting adjourned at 7:19 p.m.

/s/ Conor W. Harkins

Conor W. Harkins, City Attorney



Staff Report to City Council

FOR THE OCTOBER 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Carl Moore, City Engineer
Subject: S.A.F. Algae Project Notice of Completion

Budget Impact Overview:

N/A: √	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Adopt Resolution __-2025 authorizing the City Manager to execute and record a Notice of Completion for the S.A.F. Algae Project

Summary/Background

City Council approved Resolution 19-2025 during the May 28th, 2025 council meeting accepting the S.A.F. Algae Unit without further testing but it was not clear that staff could proceed with the Notice of Completion.

Conclusions

Staff recommends the City Council authorize the City Manager to execute and record a Notice of Completion for the S.A.F. Algae Project.

Attachments:

- Resolution __-2025
- Resolution 19-2025

City of Colfax

City Council

Resolution № __-2025

APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AND RECORD A
NOTICE OF COMPLETION FOR THE S.A.F. ALGAE PROJECT

WHEREAS, City Council approved Resolution 19-2025 during the May 28th, 2025 council meeting accepting the S.A.F. Algae Unit without further testing but it was not clear that staff could proceed with the Notice of Completion.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax authorize the City Manager to execute and record a Notice of Completion for the S.A.F. Algae Project.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on October 22, 2025, by the following vote of the Council:

AYES:
NOES:
ABSTAIN:
ABSENT:

Sean Lomen, Mayor

ATTEST:

Ron Walker, Interim City Clerk

City of Colfax

City Council

Resolution № 19-2025

APPROVING AND AUTHORIZING THE CITY MANAGER TO ACCEPT THE S.A.F. ALGAE UNIT WITHOUT FURTHER EQUIPMENT TESTING

WHEREAS, following multiple discussions with Jim Fletter regarding the start-up and testing of the new S.A.F. (Suspended Air Flotation) unit, it has been decided that the testing phase will not proceed as originally planned; and,

WHEREAS, this decision is based on the current condition of our storage pond, which is at 20 million gallons with an NTU (turbidity) reading of less than 0.2. Based on our flow calculations, the volume is expected to decrease to approximately 10 million gallons by July 10, assuming no significant changes in plant flow rates; and,

WHEREAS, Given the upcoming summer season, it is important to slow the flow from the pond into the plant to conserve water for ongoing treatment processes. Jim suggested that we slow the pond flow now and proceed with the SAF testing, which was intended to utilize algae growth. However, staff explained why this approach is not advisable; and,

WHEREAS, if staff continues to discharge water from the pond quickly, it can prevent algae from developing. However, if staff intentionally encourage algae growth for testing and the SAF unit underperforms, it would force process algae-laden water through the plant. This could result in operational challenges and potential permit violations; and,

WHEREAS, the pilot study previously conducted on the SAF unit supports this decision. During testing, the team discontinued the use of water from Pond 3 due to insufficient organic content and switched to Pond 2, which had higher organics. This history further supports our cautious approach; and,

WHEREAS, staff believe it is more prudent to prioritize emptying the pond now and avoiding potential complications, rather than risking permit violations for the sake of testing. Therefore staff are recommending to the council that we accept the project without further operational testing.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax approves and authorizes the City Manager to accept the S.A.F. Algae unit without further equipment testing.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on May 28, 2025, by the following vote of the Council:

AYES: Douglass, Hillberg, McCully, Lomen

NOES:

ABSTAIN:

ABSENT: Burruss



Sean Lomen, Mayor

ATTEST:



Amanda Ahre, City Clerk

Recording requested by (name):

City of ColfaxWhen recorded mail to
and mail tax statements to:City of ColfaxPO BOX 702Colfax, CA 95713

Recorder's Use Only

NOTICE OF COMPLETION**Declaration of Exemption From Gov't Code § 27388.1 Fee**

- ☐ Transfer is exempt from fee per GC § 27388.1(a)(2):
- ☐ recorded concurrently "in connection with" transfer subject to DTT
- ☐ recorded concurrently "in connection with" a transfer of residential dwelling to an owner-occupier
- ☐ Transfer is exempt from fee per GC 27388.1(a)(1):
- ☐ Fee cap of \$225.00 reached ☐ Not related to real property

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in paragraph 3 herein in the real property herein described is owned by
the City of Colfax

2. That the full name and address of the owner of said interest or estate, if there is only one owner, and the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.

3. That the nature of the title of stated owner, or if more than one owner, then of the stated owner and co-owners is:
(e.g. fee leasehold, joint tenancy, etc.).

4. That on the 28th day of May, 2025, a work of improvement on the real property herein described was completed.

5. That the name of the original contractor, if any, for said work of improvement was: W.M. Lyles Co.

6. That the name and address of the transferor is: 3925 Progress Dr., Rocklin, CA 95765

7. That the real property herein referred to is situated in the City of Colfax, County of Placer, State of California and is described as follows:

Date: October 22, 2025City of Colfax

Owner

By Ron Walker

Owner's Agent

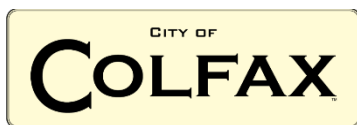
VERIFICATION

I, Ron Walker, state: I am the City Manager, Authorized Agent ("Owner", "President", "Authorized Agent", "Partner", etc.) of the owner identified in the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing to true and correct.

Executed on October 22, 2025 (date), at City of Colfax (City), CA (State).

Signature of Owner or Owner's Authorized Agent



Staff Report to City Council

FOR THE OCTOBER 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Carl Moore, City Engineer
Subject: Design Authorization for CDBG Road Rehabilitation

Budget Impact Overview:

N/A:	Funded: √	Un-funded:	Amount: \$130,300	Fund(s): 258/358
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RECOMMENDED ACTION: Resolution __ - 2025 authorizing the City Manager to execute an agreement with Cartwright Nor Cal for the design services of the 2025 CDBG Road Rehabilitation Project.

Summary/Background

In early 2021, started the design process in anticipation of a Community Development Block Grant (CDBG) award for city street improvements. On October 27, 2023, the city was notified of the CDBG award, the design of the roadway improvements were authorized to proceed, and bid responses received on January 18th, 2024 and the project was awarded to Hansen Bros. Enterprises with final completion issued on November 19th, 2024. The project was completed and the CDBG grant has a remaining amount of \$1,232,488.24 and the City match has a remaining amount of \$139,352.18 for a total of \$1,371,840.42.

City staff is in the process of working with HUD to maintain the remaining CDBG grant funding to provide some additional pavement rehabilitation projects within the city and are preparing for the authorization to proceed with the design services followed by bidding and construction. HUD authorization is pending the National Environmental Policy Act (NEPA) update. Grant reimbursement is required to be requested by November 2026.

Cartwright Nor Cal's agreement includes 4 tasks: Project Management, Topographical Survey, Geotechnical Study, and Plans, Specifications, and Estimate (PS&E).

Staff recommends that the City Council authorize the City Manager to execute an agreement with Cartwright Nor Cal for the design services of the CDBG Road Rehabilitation Project. In order to meet the HUD schedule, staff recommends that the City Council authorize the City Manager to authorize Cartwright Nor Cal for the topographical survey task included in their scope of work for a total of \$13,800 prior to the NEPA update and HUD approval followed by full contract authorization following HUD approval.

Fiscal Impacts

The total project is funded with Fund 258 Road Maintenance-SB1 and 358 CDBG Road Rehab funds. The total fee for all 4 tasks is \$130,300.

<u>Funding Source</u>	<u>Budget</u>	<u>Committed Amount</u>	<u>Remaining Amount</u>
City Match	\$ 572,065.00	\$ 432,712.82	\$ 139,352.18
CDBG	\$ 3,482,644.00	\$ 2,250,155.76	\$ 1,232,488.24
Totals	\$ 4,054,709.00	\$ 2,682,868.58	\$ 1,371,840.42

Attachments:

1. Resolution 08-2025
2. Resolution xx-2025
3. Cartwright Nor Cal Amendment No. 2
4. Improvement Plans

City of Colfax

City Council

Resolution № 8 - 2025

AUTHORIZING THE CITY MANAGER TO EXECUTE AND RECORD A NOTICE OF COMPLETION
FOR THE CDBG ROAD RREHABILITATION PROJECT.

WHEREAS, in October 2023, the city was notified of the CDBG Grant award letter, dated 10/27/2023, which includes the approved grant amount of \$3,482,644.00; and,

WHEREAS, on December 5, 2023 the CDBG Road Rehabilitation Project was advertised to bid and responses were due January 18, 2024. The city received six bids for the construction of the project. Staff reviewed the bids and determined that the bidders were responsible and submitted responsive bids. The city received the following bids, with Hansen Bros. Enterprises determined to be the lowest responsible and responsive bidder in the amount of \$1,729,104.00; and,

WHEREAS, On December 5, 2023 the CDBG Road Rehabilitation Project was advertised to bid through the Auburn Journal, the City's website, City Hall, and CIPList.com website. Bid responses were due January 18, 2024 at 3:00 P.M. The city received six bids for the construction of the project; and,

WHEREAS, Hansen Bros. Enterprises was determined to be the lowest responsible and responsive bidder in the amount of \$1,729,104.00; and,

WHEREAS, Hansen Bros Enterprises was awarded the project with substantial completion on August 20, 2024 and final completion on November 19th, 2024; and,

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Colfax authorizes the City Manager to execute and record a Notice of Completion for the CDBG Road Rehabilitation Project.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 12th of March 2025 by the following vote of the Council:

AYES: Burruss, Douglass, Hillberg, McCully, Lomen

NOES:

ABSTAIN:

ABSENT:

ATTEST:


Amanda Ahre, City Clerk


Sean Lomen, Mayor

City of Colfax

City Council

Resolution № __-2025

**AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CARTWRIGHT
NOR CAL FOR THE DESIGN SERVICES OF THE 2025 CDBG ROAD REHABILITATION
PROJECT**

WHEREAS, In early 2021, started the design process in anticipation of a Community Development Block Grant (CDBG) award for city street improvements and the project was awarded to Hansen Bros. Enterprises with final completion issued on November 19th, 2024; and,

WHEREAS,; City staff is in the process of working with HUD to maintain the remaining CDBG grant funding to provide some additional pavement rehabilitation projects within the city; and,

WHEREAS, Cartwright Nor Cal's agreement includes 4 tasks: Project Management, Topographical Survey, Geotechnical Study, and Plans, Specifications, and Estimate (PS&E); and,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax authorizes the City Manager to execute an agreement with Cartwright Nor Cal for the design services of the CDBG Road Rehabilitation Project also authorizes the City Manager to authorize Cartwright Nor Cal for the topographical survey task included in their scope of work for a total of \$13,800 prior to the NEPA update and HUD approval followed by full contract approval following HUD approval.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on October 22, 2025, by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Sean Lomen, Mayor

Ron Walker, Interim City Clerk

Amendment No. 2

To Agreement for the Provision of Limited Professional Services entered into at Roseville, CA on May 13, 2024 between Cartwright Nor Cal, Inc. (Engineer) and the City of Colfax (Client)

Project Number: 224009

Date: September 26, 2025

Project Name: 2025 CDGB Road Rehabilitation

Location: Depot Street, Marvin Avenue, East Church Street, East Oak Street

The City of Colfax will receive a Community Development Block Grant to fund the rehabilitation and resurfacing of a portion of Depot Street, Marvin Avenue, East Church Street, East Oak Street. As the City's On-call consultant, Cartwright Nor Cal (CNC) shall perform the required services, including project management, design, bid support and construction support. Data collection will be provided by subcontractors.

Refer to "An Agreement for the Provision of Limited Professional Services", Scope of Services. Add the following:

Subtask 3.1: 0301 – CDBG Project Management – CNC will act as the lead on behalf of the City. CNC will manage and coordinate subconsultants, provide quality control and assist in grant management as needed.

Subtask 3.1: 0302 – CDBG Data Collection Topographic Survey – Through a subconsultant, CNC will provide a topographic survey of the project area. The survey will include all visible improvements within 25' of the area shown on the attached preliminary plans, including but not limited to, edge of pavement, curbs, gutters, sidewalks, flowlines, utilities, lights and striping. The inverts of all manholes within the survey area will be measured. Field data will be reduced in the office, and a final topographic map will be prepared showing all the features collected and 1' contours. The topographic survey will be delivered in both hard copy and electronic format for use in the preparation of civil improvement plans for the proposed project. Boundary surveying is not anticipated in this project. Underground utilities will be shown based on surface evidence during the time of the survey. Potholing is not anticipated or included in this project.

Subtask 3.1: 0303 – CDBG Data Collection Geotechnical Study – Through a subconsultant, CNC will evaluate the existing pavement structural sections and subsurface soil and geologic conditions along each street segment within the project limits and provide conclusions and recommendations for new pavement structural sections. The investigation will include a field exploration program, geotechnical laboratory testing, engineering analysis, and report preparation.

Subtask 3.1: 0304 – CDBG Construction Documents (Plans, Specs and Estimate) – CNC will request facility mapping from all public utility companies within the project limits. CNC will prepare plans, specifications and cost estimates in accordance with City Standards. Applicable county, state, and federal grant requirements will be utilized. Deliverables are anticipated to be provided in .pdf format only. Technical Specifications will utilize Caltrans Standard Specifications.

Drainage calculations and reports are not anticipated or included in the proposed scope. Utility relocations, landscape and irrigation improvements, and ROW acquisition are not anticipated or included in the proposed scope.

Refer to “An Agreement for the Provision of Limited Professional Services”, Fee Arrangement. Add the following:

Subtask 3.1: 0301 – CDBG Project Management – T&M budget of FIVE thousand dollars (\$5,000)

Subtask 3.1: 0302 – CDBG Data Collection Topographic Survey – Lump Sum Fee of THIRTEEN thousand EIGHT hundred dollars(\$13,800)

Subtask 3.1: 0303 – CDBG Data Collection Geotechnical Study – Lump Sum Fee of FOURTEEN thousand FIVE hundred dollars (\$14,500)

Subtask 3.1: 0304 – CDBG Construction Documents (Plans, Specs and Estimate) – Lump Sum Fee of NINETYSEVEN thousand dollars (\$97,000)

The total fee for this amendment is \$ 130,300.

The total revised contract amount is \$ 648,570

Except as specifically amended by this Amendment No. 2, the contract shall remain unchanged and in full force and effect.

Offered by (Engineer):

Name: Andrew MacDonald, PE
Address: 3010 Lava Ridge Court, Suite 160
City, St, Zip: Roseville, CA 95661
Phone: 916.978.4001
Email: andrewm@cartwrightengineers.com

Accepted by (Client):

City of Colfax
Name: Ron Walker
Address: 33 S. Main St.
City, St, Zip: Colfax, CA 95713
Phone: 530.346.2313
Email: city.manager@colfax.ca.gov

(signature)

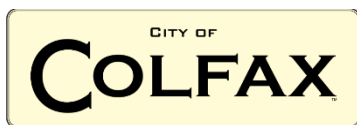
(date)

(signature)

(date)

Please review, sign and email a copy or send original back to:

**Cartwright Nor Cal, Inc.
3010 Lava Ridge Court, Suite 160
Roseville, CA 95661**



Staff Report to City Council

FOR THE OCTOBER 22 2025, REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Kathy Pease, AICP, Planning Consultant
Subject: Gordan's Gym, Design Review Permit and Variance

N/A:	Funded: ✓	Un-funded:	Amount:	Fund(s): Planning Fees
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RECOMMENDED ACTION: Conduct a public hearing, discuss, and adopt resolution for Application DP 24-02 Design Review Permit and Variance 24-01, to reduce the required setbacks and to allow construction of a 6,890 square foot exercise facility.

PROJECT NOTICE This hearing has been noticed in accordance with the requirements of California Planning and Zoning Law, Title 17, Chapter 65000, Government Code, as amended.

PROJECT SUMMARY:

Project Title: Gordan's Gym
 Applicant/Owner: Gordan Allen
 Location: 159 S Auburn Street
 Land Use (existing): Vacant
 Surrounding Uses:
 Site: Mixed Use MU-2
 North: Residential RM-1
 South: Church MU-2
 East: Residential RM-2
 West: Residential RM-1
 Assessor Parcel No: 006-101-015
 Zoning District: Mixed Use MU-2
 General Plan: Mixed Use

SURROUNDING LAND USES AND SETTING:

The project site is located on the northwest corner of East Oak Street and Auburn Street. The St. Dominic Catholic Church is located across the street, and existing single family residential uses are located west, north and to the east.

The site is vacant and slopes to the southwest. Mature trees are found on the site including five redwood trees near the corner of Auburn and Oak Streets, and one redwood tree in the middle of the site. Overhead PG&E electric power lines are located along the Oak Street frontage.

PROJECT DESCRIPTION:

The applicant is proposing to construct a 6,890 square foot exercise facility, on a 14,416 square foot site. The use would be related to personal services which are allowed by right in the MU-2 Mixed Use zoning district.

Men's and Women's locker rooms are proposed. Five individual enclosed areas of approximately 225 square feet each would allow for office, massage, tanning, aerobics, and martial arts training areas. A larger open gym area would allow for weightlifting and aerobics training.

Materials

The building is one story rectangular in shape. The building includes Hardie plank lap siding exterior. The roof has a small pitch and will use metal roofing materials. Windows will provide some interest along the wall (see Attachment 2, Project Exhibits).

A four-foot retaining wall is proposed on the northern side of the property

Paints

The building includes Benjamin Moor No 1636 Grey and Magnolia Home by Joanna Gaines accent color Hopscotch No MAG 034 in a red color. Gutters are Leafguard brand in the color green.

Grading

The site slopes at approximately a 6% grade from north to south. The site will be graded to provide a more even building area and will be designed to balance the earthwork on the site. Retaining walls would be provided along the north property line and South Auburn Street.

Onsite storm water detention would be provided in an area along the alley.

Access

The site is located on the northwest corner of Auburn and East Oak Streets. Access to the site would be from East Oak Street via two driveway curb cuts. An alley also runs along the western back boundary of the site. Access will also be provided to the rear of the project site from the alley.

The project includes new curbs, gutters, and sidewalks along the property frontage of South Auburn Street and East Oak Street. The existing sidewalk on South Auburn Street will be maintained.

Parking

Per the City's municipal code, parking is required at one space per 150 sq. ft. of weight room area excluding area for locker and dressing rooms. The finished floor area of the gym would be approximately 2,423.5 square feet; therefore, the project would normally require 16 spaces. Due to constraints with the size of the site, the applicant is proposing five onsite spaces including two accessible American With Disabilities Act (ADA) spaces. Six on-street parking spaces would be available on South Auburn Street, and two on-street parking spaces would be available on East Oak Street, for a total of 13 on- and off-street spaces. Therefore, the project would be in an overall deficit of 3 onsite spaces. This would normally require approval of a Variance. However, state law exempts projects from requiring any parking if they are within a quarter mile of a transit station. The train station is located 561 feet westerly from the project site, therefore, consistent with state law no onsite parking would be required. Ample on-street parking is available since the project is on two street frontages. Therefore, parking is sufficient.

Landscaping

Mature landscaping includes five redwood trees are present on the site. It is likely these will be removed to accommodate the project. The project will include new landscaping with planted islands and perimeter trees, shrubs, and ground cover, as well as planter strip along the site along South Auburn Street. Cedars would be

planted along the Alley, a Japanese maple would be planted near the front entrance, and three cedar trees are proposed on the South Auburn and East Oak Street corner.

Utilities

A drainage plan calls for collection of stormwater runoff on-site, with onsite detention adjacent to the alley and through the storm interceptor to the existing storm drain in Oak Street for the project area.

PG&E will require the overhead lines to be placed underground as part of the project. Unfortunately, staff is hearing that funding from PG&E will likely not be available, and that this will be a requirement of the project.

Water and sewer connections would be required.

A trash enclosure is proposed along the northwest boundary of the site.

PROJECT ANALYSIS:

General Plan/Zoning Consistency:

General Plan

The General Plan designation for the subject property is Mixed Use which allows a mix of commercial and residential uses. Personal services such as a gym are consistent with the General Plan land use

Zoning

The project is zoned Mixed Use (MU-2). The Mixed Use - 2 zoning district which applies to the neighborhoods adjacent to the Historic Downtown and along segments of South Auburn Street. This zone provides areas in which residents can live, work, shop, worship, socialize, and obtain public services. A mix of land uses with varying degrees of intensity determined by location are allowed in the MU-2 zone. Commercial uses that are appropriate among single-family and multifamily residences are intended for the MU-2 zone.

The proposed use is consistent with the City of Colfax General Plan and Zoning Code

The maximum height allowed is 30 feet and the proposed building is one-story with a height of 28 feet.

Variance

In the MU-2 Zoning District the required front, and side setbacks are normally none, except where adjacent to residential, and then the residential setback for the residential district is required. The adjacent residential district is Multi-family High Density. Therefore, the required setbacks are 10-foot front yard, five-feet for the side setback and ten-foot for the rear setback.

The project proposes a deviation from the setbacks. The front entrance is proposed off of East Oak Street and the proposed setback is approximately 20-feet. The side setback on South Auburn is 4-feet, and the rear setback is four-feet, and the western side setback is 21.22-feet. Therefore, the applicant is requesting a variance for reduced side and rear setbacks.

A variance shall be obtained to allow deviation from the provisions of the zoning code governing the application of development standards such as parking requirements, setbacks, area and height requirements, as long as it does not exceed thirty-five (35) percent of the development standard.

A variance is being requested to reduce the required side setbacks, from five-feet to four feet. Staff reviewed the proposed project and believes the required findings can be made to allow the deviation in the side yard setback.

Variance Findings: The granting of a Variance requires four findings per the Municipal Code which include:

1. The proposed use or development is substantially consistent with the City of Colfax General Plan and any applicable specific plan;

The proposed project has a General Plan designation of Mixed Use which supports commercial uses that provide services to local residents and businesses. The proposed fitness facility is allowed by right in the MU-2 zoning district, therefore, the use is consistent.

2. The proposed use or development generally conforms with all applicable standards and requirements of this title; and

The project is located on the corner of Auburn and Oaks Streets, which provides easy access to the site and the reduced setback is minor in nature.

3. The location, size, design and operating characteristics of the use or development is generally compatible with and shall not adversely affect or be materially detrimental to the health, safety, or welfare of persons residing or working in the area, or be detrimental or injurious to public or private property or improvements; and

A retaining wall separates the residential property to the north, and no windows are proposed on the closest property line (northern elevation), to maintain the residential use privacy. The requested setback is four-feet instead of five-feet; therefore, a reduction is only one foot on the northern property boundary.

4. The proposed use will not interfere with the nature and condition of the adjacent uses and structures.

The reduction of one foot for the side setback will not result in a significant impact on the adjacent neighbor. The mixed-use zoning district is intended to locate services within convenient access to residential uses. Conditions of approval have been included in the project to ensure that the use is compatible with the existing uses.

Findings for a Design Review Permit. The approval authority shall, based on evidence, must make the following findings as a condition for approval of a design review permit:

1. The project as approved balances reasonable use of the site for development, while it preserves and accentuates the natural features of the property, such as open space, topography, trees, wetlands and water courses, and provides adequate drainage for the project.

The project allows the use of the site for a fitness facility, which is a use permitted by right in the retail zoning district. Currently, there are five trees on the site, and the project includes replacement landscaping with trees, shrubs, and ground cover plantings. Storm water will be treated and detained on-site prior to being discharged onto E. Oak St. which will surface drain across E. Oak across the church parking lot, under an existing structure, and into a concrete drainage channel following existing drainage patterns. The project site design as approved provides access, vehicle parking, pedestrian and bicycle circulation, loading areas, landscaping and irrigation and lighting which results in a safe, efficient, and harmonious development and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.

- 2. The project site design as approved provides access, vehicle parking, vehicle, pedestrian and bicycle circulation, loading areas, landscaping and irrigation and lighting which results in a safe, efficient, and harmonious development and which is consistent with the applicable goals and objectives set forth in the general plan and the design guidelines established for that zone district.**

Staff have worked with the applicant in order to ensure access and site circulation work for the site. Subject to conditions of approval, the building design and arrangement of the structures on the site are harmonious with other development in the vicinity and is consistent with goals, policies, and objectives of the general plan and design guidelines, as described in the City Council Staff Report. The design of the public services, as approved, includes, but not limited to a trash enclosure and service equipment which are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.

- 3. The building design, including the materials, colors, height, bulk, size and relief, and the arrangement of the structures on the site, as approved, is harmonious with other developments and buildings in the vicinity and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.**

As illustrated in the project plans, the project is generally compatible with the development in the vicinity. The building will be one story in height and is compatible with the design guidelines for the district.

- 4. The design of the public services, as approved, including, but not limited to trash enclosures and service equipment are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.**

As illustrated in the project plans, the project is generally compatible with the development in the vicinity. The trash enclosure is setback well away from the street and will be enclosed with materials to match the building.

Signage – The project proposes a wall sign. A Sign Permit Application is not included in the design review at this time; therefore, a sign permit will be required from the City for approval prior to installation.

Landscaping – the site plan submitted with the application is compatible with the use and surrounding neighborhood. The proposed trees and shrubs will provide color, shade, and accents to the site.

Project Review by Outside Agencies:

The proposed map, site plan, and project description were submitted to interested/affected outside agencies for informal consultation. Comments received include the following:

- Placer County Water Agency sent a letter confirming that water service would need to be extended to the site from nearby existing infrastructure.
- Caltrans sent a letter requesting that the City consider traffic impact fees, and an analysis of the project. Staff responded that the project was too small to require impact fees, and that the city did not have enough pending projects to justify adopting a traffic impact fee at this time.
- Staff prepared a vehicle miles traveled (VMT) analysis which determined that the project would result in less than significant VMT impacts. The results were shared with Caltrans who indicated that they had no additional comments.

ENVIRONMENTAL ANALYSIS:

The project qualifies for an exemption under the California Environmental Quality Act (CEQA). CEQA Guideline Section 153303 (c) is intended to promote infill development within urbanized areas. The class consists of environmentally benign in-fill projects which are consistent with the local general plan and zoning. It is intended to apply to small new construction that is below 10,000 square feet in floor area. In addition, a vehicle miles traveled (VMT) analysis was prepared that showed there would be no traffic impact.

FISCAL

The Project was funded by the Applicant with Planning Fees through the Design Review Permit Application process.

STAFF RECOMMENDATION:

Staff recommends the City Council adopt the attached Resolution __-2025 to Approve the Design Review Permit 24-01 and Variance 24-01 to allow construction of a one story 7,000 square foot building for personal services.

Attachments

1. Resolution No __-2025 including Conditions of Approval
2. Project Exhibits

City of Colfax

City Council

Resolution № __-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLFAX APPROVING DESIGN REVIEW PERMIT DP 24-02 TO ALLOW FOR THE CONSTRUCTION OF 6,890 SQUARE FOOT BUILDING TO ACCOMMODATE A FITNESS GYM LOCATED AT 159 S. AUBURN STREET

WHEREAS, an application has been filed by Gordan Allen for a Design Review Permit to construct a 6,890 square-foot retail commercial building (Gordan's Gym) on a vacant 0.768-acre site in the C-R (Retail Commercial) zone at the northwest corner of S Auburn Street and Oak Street to allow a fitness facility to be constructed.

WHEREAS, a notice of public hearing has been given at the time and in the manner required by State Law and City Code; and surrounding properties within 300-feet were mailed a notice; and

WHEREAS, on September 24, 2025, the City Council held a duly noticed public hearing to consider the Project, at which time all interested parties had the opportunity to be heard, the City Council reviewed and considered the staff report, all written comments received during the public review process and all oral and written comments submitted at the public hearing; and

WHEREAS, the City Council of the City of Colfax does hereby resolve, find and determine and order as follows: Finds that the foregoing recitals are true and correct and incorporated herein by reference.

1. Based on its review of the entire record herein, the City Council finds that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) in that the project qualifies for a Class 3 exemption (In-fill Development Projects) under CEQA Guidelines section 15303 (c) small construction projects, for the reasons described in the City Council Staff Report.

The City Council finds that the project is consistent with the goals, policies, and objectives of the Colfax General Plan; with the Design Guidelines of Chapter 17.116 of the Zoning Code; as described in detail in the City Council Staff Report.

SECTION 1: the above recitations are true and correct and are incorporated herein by this reference.

SECTION 2: The Colfax Municipal Code authorizes the City Council to grant a Variance 24-01 upon making certain findings. The City Council made the following findings for the project:

Findings:

1. **The proposed use or development is substantially consistent with the City of Colfax General Plan and any applicable specific plan;**

The proposed project has a General Plan designation of Mixed Use which supports commercial uses that provide services to local residents and businesses. The proposed fitness facility is allowed by right in the MU-2 zoning district, therefore, the use is consistent.

2. The proposed use or development generally conforms with all applicable standards and requirements of this title; and

The project is located on the corner of Auburn and Oaks Streets, which provides easy access to the site and the reduced setback is minor in nature.

3. The location, size, design and operating characteristics of the use or development is generally compatible with and shall not adversely affect or be materially detrimental to the health, safety, or welfare of persons residing or working in the area, or be detrimental or injurious to public or private property or improvements; and

A retaining wall separates the residential property to the north, and no windows are proposed on the closest property line (northern elevation), to maintain the residential use privacy. The requested setback is four-feet instead of five-feet, therefore, a reduction is only one foot on the northern property boundary.

4. The proposed use will not interfere with the nature and condition of the adjacent uses and structures.

The reduction of one foot for the side setback will not result in a significant impact on the adjacent neighbor. The mixed-use zoning district is intended to locate services within convenient access to residential uses. Conditions of approval have been included in the project to ensure that the use is compatible with the existing uses.

SECTION 3: The Colfax Municipal Code authorizes the City Council to grant a Design Review 24-02 upon making certain findings. The City Council made the following findings for the project:

1. The project as approved allows beneficial use to be made of the site for development, preserves and accentuates the natural features of the property, such as open space, topography, trees, wetlands, and water courses, and provides adequate drainage for the project.

The project allows the use of the site for a fitness facility, which is a use permitted by right in the retail zoning district. Currently, there are five trees on the site and the project includes replacement landscaping with trees, shrubs, and ground cover plantings. Storm water will be treated and detained on-site prior to being discharged onto E. Oak St. which will surface drain across E. Oak across the church parking lot, under an existing structure, and into a concrete drainage channel following existing drainage patterns. The project site design as approved provides access, vehicle parking, pedestrian and bicycle circulation, loading areas, landscaping and irrigation and lighting which results in a safe, efficient, and harmonious development and

which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.

2. **The building design, including the materials, colors, height, bulk, size and relief, and the arrangement of the structures on the site, as approved is harmonious with other development and buildings in the vicinity and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.**

Subject to conditions of approval, the building design and arrangement of the structures on the site are harmonious with other development in the vicinity and is consistent with goals, policies, and objectives of the general plan and design guidelines, as described in the City Council Staff Report. The design of the public services, as approved, including, but not limited to a trash enclosure and service equipment which are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.

2. Based on its review of the entire record herein, including the June 14, 2023 City Council Staff report, all supporting referenced, and incorporated documents and all comments received and foregoing findings, the City Council hereby approves the Design Review application for the Project, subject to the following conditions of approval:

CONDITIONS OF APPROVAL

Standard Conditions of Approval

1. This approval shall expire twenty-four months from the date of approval, September 24, 2027, unless an extension is granted by the approving authority. (CMC section 17.36.140).
2. Plans submitted to the City of Colfax for purposes of construction shall be in substantial conformance with the plans and colors on file with the Planning Department dated July 1, 2025, except as modified by these conditions of approval. Any modifications to the approved plans or project description shall be subject to the approval of the Planning Department and may require a separate land use entitlement review process.
3. Business License. Applicant must have a valid City of Colfax Business License.
4. At building permit issuance, the applicant shall provide the City with an electronic copy of final/approved construction documents in portable document format (PDF).
5. Prior to the issuance of any construction permits, these conditions of approval shall be included on the plan set. A copy of the approved plans shall be maintained on-site when construction activities are occurring.
6. Prior to issuance of building permits, all applicable development impact fees shall be paid, and the total fees and exactions shall be provided to the City.
7. At all times the site shall be kept cleared of garbage and debris.
8. The project shall comply with all performance standards of Zoning Chapter 17.120, Performance

Standards, of the Municipal Code.

9. All plantings shall be maintained in good growing condition. Such maintenance shall include, where appropriate, pruning, mowing, weeding, cleaning of debris and trash, fertilizing and regular watering. Whenever necessary, planting shall be replaced with other plant materials to ensure continued compliance with applicable landscaping requirements. Required irrigation systems shall be fully maintained in sound operating condition with heads periodically cleaned and replaced when missing to insure continued regular watering of landscape areas, and health and vitality of landscape materials.
10. Removal of five mature trees requires the replacement of five (5) 15-gallon container trees on the site. All tree stakes and ties shall be removed within one year following installation or as soon as trees are able to stand erect without support.
11. No signage is approved by this permit. Separate sign permits in compliance with the Colfax Municipal Code shall be obtained prior to the installation of signage.
12. Prior to commencing construction activities, a sign shall be posted on the site regarding the allowable hours of construction per Municipal Code Chapter 8.28, Noise Standards, and contact information for complaints. Proof of sign installation shall be provided to the Planning Department prior to construction commencing.
13. All standpipes, check valves, and other utilities shall be placed underground or fully screened from view by decorative screening structures or landscaping to be reviewed and approved by the Planning Department.
14. The applicant shall defend, indemnify, and hold harmless the City or any of its boards, commissions, agents, officers, and employees from any claim, action, or proceeding against the City, its boards, commissions, agents, officers, or employees to attack, set aside, void, or annul any of the approvals of the project, when such claim or action is brought within the time period provided for in applicable State and/or local statutes. The City shall promptly notify the applicants/developers of any such claim, action, or proceeding. The City shall coordinate in the defense. Nothing contained in this condition shall prohibit the City from participating in a defense of any claim, action, or proceeding and if the City chooses to do so appellant shall reimburse City for attorneys' fees by the City.

Planning Department Conditions of Approval

15. Prior to the issuance of building permits, the applicant shall provide a physical sample of the proposed roofing material for review and approval by the Planning Department. The roof shall be non-reflective.
16. Outdoor light fixtures shall be shielded and point down to prevent glare and spillover into adjacent properties and are dark sky compliant shall be used.

Engineering Department Conditions of Approval

17. The applicant shall be responsible for all plan check and inspection costs. The Applicant shall establish a Developer Deposit Account with the City upon the initiation of plan check services.

18. Applicant shall submit a current Title Report.
19. The owner/applicant shall submit a grading plan prepared by a California registered Civil Engineer in accordance with City Grading Ordinance, Chapter 9, Section 3 of the City Code, with a grading permit application, for approval by the Engineering Department and Building Division prior to any grading or clearing being performed on-site. The plan shall incorporate the following restrictions: All soils stockpiled on the site during construction shall be covered or otherwise protected from wind and water erosion. During construction, erosion and sedimentation control plans shall be implemented in order to retain sediments on-site. Site grading and finished construction shall be designed and executed in such a manner as to avoid diverting runoff onto other properties. Restrictions and recommendation of the Geologic and Soils report as approved by the City Engineer.
20. Applicant shall submit site Improvement Plans, prepared by a registered Civil Engineer, for review and approval by City staff. No grading or other construction shall be performed until the Improvement Plans have been approved and grading permit issued.
21. All improvements shall be designed in accordance with the City of Colfax Municipal Code, and applicable City, County and Placer County Water Agency (PCWA) public works standards (Public Works Standards).
22. Utilities. Applicant shall install the sanitary sewer connection in accordance with Department of Public Works approved standards and pay the applicable sewer connection fee.
23. Sanitary sewer to include a back flow prevention device.
24. If PG&E requires the developer to underground utility lines and put in the electrical connection, then the developer must submit plans for the encroachment to the Department to Public Works.
25. The applicant shall obtain an Encroachment Permit for all improvements within the public right-of-way. Applicant shall post a performance and labor bond and materials payment bond (or other equivalent financial security) in the amount of 100% of the cost of the improvements to be constructed in the public right-of-way as improvement security to ensure the faithful performance of all duties and obligations required of applicant in the construction of the improvements. Such improvement security shall be in a form acceptable to the City Attorney. Such security shall be either a corporate surety bond, a letter of credit, or other instrument of credit issued by a banking institution subject to regulation by the State or Federal government and pledging that the funds necessary to carry out this Agreement are on deposit and guaranteed for payment, or a cash deposit made either directly with the City or deposited with a recognized escrow agent for the benefit of the City.
26. A drainage report prepared by a California Registered Civil Engineer shall be submitted for review with the initial submittal of the Improvement Plans for the entire site. The report shall include hydrologic and hydraulic calculations to support the design and sizing of all public and private drainage facilities including storm drain structures and piping, detention and treatment facilities, and weirs, subject to approval by city staff.

27. Provide a report, including calculations, demonstrating sufficient water pressure and flow for operation of fire hydrants and individual fire sprinklers systems to each building can be provided.
28. A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted for review with the first Improvement Plan submittal. The report shall address, at a minimum, potential geologic hazards in the area, potential historic mine shafts and vents, possible presence of asbestos-bearing rock, R-values, expansive soils, infiltration rates, and seismic risk. The Improvement Plans and Reports shall incorporate all design and construction criteria recommended in the Geotechnical Report.
29. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer. Additionally, if field conditions warrant installation of any subdrains, the location, size, and construction details must be provided to the City for review and approval prior to construction and documented on as-built plans.
30. The Applicant shall secure all necessary rights-of-way and public and private easements for both onsite and offsite improvements to the satisfaction of the City Engineer. Rights-of-way and easements shall be dedicated on the map or granted by separate instrument. The Applicant shall prepare all necessary legal descriptions and deeds.
31. All existing property lines, easements, and other encumbrances included in the Title Report shall be shown and labeled in the Improvement Plans with the topographic survey as an existing conditions plan.
32. The following shall be included in the project notes on the improvement plans.
 - a. If an inadvertent discovery of cultural materials (i.e. unusual amounts of shell, charcoal, animal bone, bottle glass, ceramics, burned soil, structure/building remains) is made during project-related construction activities, ground disturbances in the area of the find shall be halted and a qualified professional archaeologist, the City Planning Director and the Native American Heritage Commission shall be notified regarding the discovery. The archaeologist shall determine whether the resource is potentially significant as per CEQA (i.e. whether it is an historical resource, a unique archaeological resource, or a unique paleontological resource) and shall develop specific measures to ensure preservation of the resource or to mitigate impacts to the resource if it cannot feasibly be preserved in light of costs, logistics, technological considerations, the location of the find, and the extent to which avoidance and/or preservation of the find, is consistent or inconsistent with the design and objectives of the project. Specific measures for significant or potentially significant resources would include, but are not necessarily limited to, preservation in place, in-field documentation, archival research, subsurface testing, and excavation. The specific type of measure necessary would be determined according to evidence indicating degrees of resource integrity, spatial and temporal extent, and cultural associations; and would be developed in a manner consistent with CEQA guidelines for preserving or otherwise mitigating impacts to archaeological and cultural artifacts.

- b. In the event of the accidental discovery or recognition of any human remains, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains, until compliance with the provisions of Sections 15064.5(e)(1) and (2) of the CEQA Guidelines, as well as Public Resources Code Section 5097.98, has occurred. If any human remains are discovered, all work shall stop in the immediate vicinity of the find and the County Coroner shall be notified, according to Section 7050.5 of the California Health and Safety Code. The City's Planning Department shall also be notified. If the remains are Native American, the Coroner will notify the Native American Heritage Commission, which in turn will inform a most likely descendant. The descendant will then recommend to the landowner appropriate disposition of the remains and any grave goods, and the landowner shall comply with the requirements of AB2641 (2006).
- 33. The following shall be included in the project notes on the improvement plans:
 - a) The discharge of fuels, oils, or other petroleum products, chemicals, detergents, cleaners, or similar chemicals to the surface of the ground or to drainage ways on, adjacent to, the site is prohibited.
 - b) If Best Management Practices are required for control of urban runoff pollutants, then any hazardous materials collected shall be disposed of in accordance with all applicable hazardous materials laws and regulations.
- 34. Storm water treatment and detention shall be provided per the requirements of the final on-site project drainage analysis and meet local and State drainage requirements. Design of storm water treatment and detention facilities shall be subject to City standards and the review and approval of the City Engineer. The perimeter of the development shall be protected against surface runoff onto adjacent properties in a manner acceptable to the City Engineer. The Project shall not increase storm water runoff across E. Oak St.
- 35. Any retaining walls necessary as a part of the site grading shall be included on the grading plan for review and approval of the City Engineer. Any retaining walls in excess of 3-ft in exposed height shall include design calculations prepared by a registered civil or structural engineer and submitted to the City Engineer and Building Department for review. Any retaining walls that are deferred submittals shall include improvement plans and structural calculations to be submitted to the City for review and approval.
- 36. Building rooftops shall be protected from unauthorized access where adjacent to higher terrain/retaining walls. Improvement Plans to include typical sections along project perimeter to review security and grading issues.
- 37. Dust control specifications shall be included on the Improvement Plans to minimize dust nuisance during construction. Dust control measures shall be developed to take into account the possible presence of asbestos bearing rock formations and the measures necessary to deal with this type of dust.
- 38. For the construction phase, the applicant shall comply with Placer County Air Pollution Control District regulations.

39. The applicant shall re-vegetate disturbed areas as soon as possible using native seed mixes and compatible plantings as specified by the Soil Conservation Service.
40. All public water service laterals or services (domestic and fire water supply) shall include approved backflow prevention devices as approved by PCWA.
41. Improvement Plans to include planting and irrigation plans. Planting plan to include native perennial shrubs and trees within project boundaries and along project frontage subject to City staff review and approval. The applicant shall be responsible for permanent maintenance and irrigation of landscaping.
42. The applicant shall keep adjoining public streets free and clean of project dirt, mud, materials, and debris during the construction period, as is found necessary by City staff.
43. The applicant shall remove and replace all curb, gutter, and sidewalk along the project frontage.
44. The applicant, at his/her sole expense, shall repair existing public and private facilities damaged during the course of construction to the satisfaction of the City staff.
45. If any hazardous material is encountered during the construction of this project, all work shall be immediately stopped and Cal Fire, Placer County Department of Environmental Health or other designated agency, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies.
46. All new fire hydrants shall be securely covered with burlaps sacks or heavy-duty plastic until the hydrants have been tested and found to be in conformance with PCWA flow requirements. No storage of combustible materials or construction of buildings shall be permitted until all hydrants meet PCWA and Cal Fire flow requirements.
47. The Improvement Plans shall include an erosion control plan for City review and approval. The plan shall identify protective measures to be taken during excavation, temporary stockpiling, any reuse or disposal, and revegetation. These measures shall conform to geotechnical reports, the City of Colfax requirements and the County of Placer Erosion and Sedimentation Control Standards and Specifications and the project Storm Water Pollution Prevention Plan (SWPPP) if the project disturbs 1-acre or more.
48. All construction stormwater pollution prevention best management practices (BMP's) shall be installed as the first order of work and in accordance with the *State Water Resources Control Board's General Construction Permit for Stormwater Discharges Associated with Construction and Land Disturbance Activities* and the Applicant's SWPPP. All stormwater BMP's shall be maintained to the satisfaction of the Qualified SWPPP Developer (QSD), Qualified SWPPP Practitioner (QSP), and City staff.
49. All construction and grading activities on the site shall be governed by the City's noise ordinance and be limited to between 6:00 a.m. and 6:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. on Saturday or Sunday. No work shall be performed any state and federal recognized holidays, unless approved by City Engineer. Construction noise shall adhere to City of Colfax Municipal Code Section 8.28.010, Noise Standards.

50. Prior to APPROVAL OF THE IMPROVEMENT PLANS, as applicable, the applicant shall:

- a. Submit a copy of the Notice of Intent and WDID# for coverage under the State Water Resources Control Board' General Construction Permit for Stormwater Discharges Associated with Construction and Land Disturbance Activities (Order 2009-0009-DWQ) and add the WDID# on the cover sheet of the Improvement Plans.
- b. Provide the following:
 - 1) Construction Storm Water Pollution Prevention Plan (SWPPP)
 - 2) Final Drainage Report

51. Provide written acknowledgment by the Geotechnical Engineer of Record that the Plans incorporate all design and construction criteria specified in the Geotechnical Report and include a signature block on the cover sheet of the Improvement Plans.

52. Prior to APPROVAL OF A BUILDING PERMIT, the Applicant shall:

- a. Pay all cash deposit account balances and current City, PCWA, School and Fire fees (Mitigation & Capacity) based on the rate in effect at the time of permit issuance.
- b. Complete the required PCWA water system improvements including the pressure reducing station and all necessary piping up to, and including the points of connection to the private water system. Said improvements shall be tested to the satisfaction of the PCWA and Cal Fire.

53. Prior to COMMENCEMENT OF CONSTRUCTION ACTIVITIES, the Applicant shall:

- a. Pay off all current cash deposit account balances with the City of Colfax.
- b. Pay an inspection fee in an amount determined at the time of commencement for the City's inspection services.
- c. Conduct a pre-construction meeting with representatives of the City of Colfax whereby the Applicant, the Legally Responsible Person (LRP), Qualified SWPPP Practitioner (QSP), Qualified SWPPP Developer (QSD), and/or the Contractor provides the following:
 - (1) One (1) full-size bond and digital copies of the approved Improvement Plans for the City's use.
 - (2) One (1) digital copy of the SWPPP for the City's use.
 - (3) One (1) job-site copy of the SWPPP for use by the LRP, QSP, QSD, and Contractor.
 - (4) A list of inspections and special inspections required by the City Inspector, PCWA, and the site Geotechnical Engineer of Record per California Building Code Chapter 1, Section 110, and Chapter 17A.

54. Prior to OCCUPANCY OF ANY BUILDING, the Applicant shall:

- a. Submit an inspector's punch list indicating that all of the improvements for each phase have been inspected and are constructed to his/her satisfaction.
- b. Restore all adjacent off-site road surfaces to pre-project conditions.
- c. Submit a certification by the Geotechnical Engineer of Record that all the work has been completed in substantial conformance with the recommendations in Soils Investigation/Geotechnical Report.
- d. Submit testing certification for all backflow devices installed.
- e. Provide a bond and digital (pdf) copy of the Improvement Plans that include all record drawing or field changes.
- f. Provide a letter stating that all of the Developer's Conditions of Approval have been met.
- g. Provide a letter from the Civil Engineer of Record certifying that all the site improvements were constructed and inspected in substantial conformance with the approved plans and City Standards.
- h. Provide letter(s) from the Architect of Record, Structural Engineer of Record and all other design professionals who signed the building permit plan submittal indicating that all the building improvements have been constructed in substantial conformance with their plans.
- i. Enter into and record a Post-Construction Stormwater Operations and Maintenance Agreement with the City.

END OF CONDITIONS

PASSED AND ADOPTED on this 22nd day of October 2025, by the following roll-call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Sean Lomen, Mayor

ATTEST:

Ron Walker, Interim City Clerk

Gym Area	=	4,427 S.F.
Reception	=	226 S.F.
Office's	=	1000, S.F
Class Room	=	318 S.F.
Hallway	=	39 S.F.
Bathrooms	=	647 S.F.
Mech. Room	=	26 S.F.
Overall	=	7000 S.F


Gordon Allen

APN# 006-101-015-000

Lot Size = 0.33 Acres

[illegible]

SCALE:	
OWNER APPROVAL:	
DRAWN BY: STEVEN OSWALD.	
CHECKED BY: SLF	
APPROVED BY: SLF	
ISSUE STATUS:	
LAYOUT DRAWINGS	
APN:	



FALLON ENGINEERING
PO BOX 693
NEWCASTLE CA 95658
 EMAIL: SI@FALLON455.COM
 PHONE: 530-685-3760

FALLON ENGINEERING

Gordon Allen
159 S Auburn St.
Colfax, CA. 95713

PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

1

ELECTRICAL

Never install electrical panels in closets or bathrooms. Maintain a clearance of 36" inches in front of panels, 30" wide or width of equipment and 6'-6" high for headroom (CEC 110.26).

Provide a minimum of one 20A receptacle to be used as a laundry receptacle (CEC 210.11 (C) (2)). Provide a minimum of one 20A circuit for bathroom receptacle outlets (CEC 210.11 (C) (3)).

Kitchens, dining rooms, pantries, breakfast nooks, and similar areas must have a minimum of two 20A circuits. Kitchen, pantry, breakfast nooks, dining rooms, and similar areas counter outlets must be installed in every counter space 12" inches or wider, not greater than 4' o.c., within 24" inches of the end of any counter space and not higher than 20" above counter (CEC 210.52 (C)).

Island counter spaces shall have at least 1 receptacle outlet unless a range top or sink is installed than 2 receptacles may be required. 1 receptacle is required for peninsular counter spaces. Receptacles shall be located behind kitchen sinks if the counter area depth behind the sink is more than 12" for straight counters and 18" for corner installations. (CEC Figure 210.52(C)(1))

Provide at least 1 outlet in basements, garages, laundry rooms, decks, balconies, porches and within 3' of the outside of each bathroom basin. (CEC 210.52 (D), (F) & (G)) At least one receptacle shall be installed for each vehicle space. Garage receptacles shall not serve outlets outside the garage.

At least one wall switched lighting outlet or fixture shall be installed in every habitable room, bathroom, hallways, stairways, attached garages and detached garages with electrical power, equipment spaces (attics, basements, etc). (CEC 210.70).

Stairways with 6 or more risers shall have wall switch at each floor level at the stair landings. (CEC 210.70(2)(c))

Receptacles shall not be installed within or directly over a bathtub or shower stall. (CEC 406.9(C))

Light pendants, ceiling fans, lighting tracks, etc shall not be located within 3ft horizontally and 8ft vertically above a shower and/or bathtub threshold. (CEC 410.10(D))

All dwellings must have one exterior outlet at the front and the back of the dwelling (CEC 210.52(E)).

GFCI outlets are required for all kitchen receptacles that are designed to serve countertop surfaces, bathrooms, in under-floor spaces or below grade level, in exterior outlets, laundry areas, within 6' of utility/wet bar sinks, dishwashers and in all garage outlets including outlets dedicated to a single device or garage door opener (CEC 210.8).

All 15/20 ampere receptacles installed per CEC 210.52 shall be listed tamper-resistant receptacles.

Receptacles shall be installed at 12' o.c. maximum in walls starting at 6' maximum from the wall end. Walls longer than two feet shall have a receptacle. Hallway walls longer than 10 ft shall have a receptacle in hallways. (CEC 210.52(A))

Bond all metal gas and water pipes to ground. All ground clamps shall be accessible and of an approved type (CEC 250.104).

Furnaces installed in attics and crawl spaces shall have an access platform (catwalk in attics), light switch and receptacle in the space. Provide a service receptacle for the furnace.

Carbon-monoxide alarms shall be installed in dwelling units with fuel-burning appliances or with attached garages (R315):

- ☐ Outside of each separate sleeping area in the immediate vicinity of bedrooms
- ☐ On every level of a dwelling unit including basements
- ☐ Alterations, repairs, or additions exceeding 1,000 dollars (May be battery operated)

Smoke alarms shall be installed (R314):

- ☐ In each room used for sleeping purposes.
- ☐ Outside of each separate sleeping area in the immediate vicinity of bedrooms.
- ☐ In each story, including basements.
- ☐ Shall not be installed within 20ft horizontally of cooking appliances and no closer than 3ft to bathroom doors (with a bathtub or shower), mechanical registers or ceiling fans.
- ☐ Alterations, repairs, or additions exceeding 1,000 dollars. (May be battery operated.)

All smoke and carbon-monoxide alarms shall be hardwired with a battery backup (smoke alarms shall have a 10-year sealed battery). (R314.4 & R315.1.2)

All branch circuits supplying 15/20 ampere outlets in family rooms, dining rooms, living rooms, parlors, libraries, dens, bedrooms, sunrooms, recreation rooms, closets, hallways, kitchen, laundry areas or similar rooms/areas shall be protected by a listed combination type arc-fault circuit interrupter.

All 15/20 ampere receptacles in wet locations shall have in-use (bubble) covers installed. All receptacles in wet locations shall also be listed weather-resistant type. (CEC 406.9(B)(1))

All lighting/fan fixtures located in wet or damp locations shall be rated for the application. (CEC 410.10)

Minimum 3-lug intersystem bonding busbar required for electrical services per CEC 250.94.

LIGHTING

All high-efficacy light fixtures shall be certified as "high-efficacy" light fixtures by the California Energy Commission

Luminaires recessed in insulated ceilings must meet three requirements (150)(k)(1):

- ☐ They must be rated for direct insulation contact (IC).
- ☐ They must be certified as airtight (AT) construction.
- ☐ They must have a sealed gasket or caulking between the housing and ceiling to prevent flow of heated or cooled air out of living areas and into the ceiling cavity.
- ☐ Recessed downlights shall not have screw based sockets.

All interior and exterior lighting shall be certified as "high efficacy." (150.0(k)(1)(A))

Lighting installed in **garages, laundry rooms, bathrooms and utility rooms** shall have high efficacy lighting **AND** a minimum of 1 fixture controlled by a vacancy sensor. (150.0(6))

Exterior lighting shall be high efficacy, controlled by a manual ON and OFF switch, and comply with one of the following: (150.0(9))

- ☐ h Photo-control with motion sensor not having an override or bypass switch.
- ☐ h Astronomical time clock not having an override or bypass switch.
- ☐ h Photo-control and automatic time switch control not having an override or bypass control.

The number of blank electrical boxes over five above the floor is limited to the total number of bedrooms. The boxes shall be served by a dimmer, vacancy sensor or fan speed control. (150.0(k)(1)(b))

All under-cabinet lighting shall be separately switched. (150.0(k)(2)(L))

Contractor to provide homeowner with a luminaire schedule giving the lamps used in luminaires installed. (10-103(b))

CF2R-LTG-01-E energy forms onsite at time of final inspection.

PLUMBING

PROVIDE PRESSURE RELIEF VALVE WITH DRAIN TO OUTSIDE FOR WATER HEATER (CPC 504.6). PROVIDE SEISMIC STRAPPING IN THE UPPER & LOWER THIRD OF THE WATER HEATER A MINIMUM OF 4" ABOVE CONTROLS. (CPC 507.2) GAS LINE SIZING CALCULATIONS ARE REQUIRED AT TIME OF GAS LINE INSPECTION PER THE CA PLUMBING CODE WHEN INSTANTANEOUS WATER HEATERS ARE INSTALLED. GAS SHUT-OFF VALVES PROVIDED WITHIN 6FT OF APPLIANCES IN AN ACCESSIBLE LOCATION. (CPC 1212.5) WATER HEATERS LOCATED IN ATTICS, CEILING ASSEMBLIES AND RAISED FLOOR ASSEMBLIES SHALL SHOW A WATER-TIGHT CORROSION RESISTANT PAN MINIMUM 1.5" IN DEPTH UNDER THE WATER HEATER WITH A MINIMUM ¾ INCH DRAIN TO THE EXTERIOR OF THE BUILDING. RAIN GUTTERS AND DOWNSPOUTS REQUIRED FOR PROJECTS BELOW 4,000FT ELEVATION WITH APPROVED LEAF/DEBRIS GUARDS. WATER CLOSET SHALL BE LOCATED IN A SPACE NOT LESS THAN 30" IN WIDTH, WITH 24" MINIMUM CLEARANCE IN FRONT (CPC 402.5). SHOWERS AND TUBS WITH SHOWERS REQUIRE A NON-ABSORBENT SURFACE UP TO 6" ABOVE THE FLOOR. (R307.2) PROVIDE CURTAIN ROD OR DOOR A MINIMUM OF 22" IN WIDTH (CPC 408.5). MAXIMUM HOT WATER TEMPERATURE DISCHARGING FROM A BATHTUB OR WHIRLPOOL BATHTUB FILLER SHALL NOT EXCEED 120 DEGREES F. (CPC 409.4) PROVIDE ANTI-SIPHON VALVES ON ALL HOSE BIBS (CPC 603.5.7). FIXTURES ON FLOOR LEVELS BELOW THE CLOSEST UPSTREAM MANHOLE AND/OR SEPTIC SYSTEM SHALL BE PROVIDED WITH AN APPROVED BACKWATER VALVE. FIXTURES ON FLOOR LEVELS ABOVE SHALL NOT DISCHARGE INTO THE BACKWATER VALVE. (CPC 710) FIXTURE WATER FLOW RATES PER THE CPC:

- WATER CLOSETS: 1.28GPF
- URINALS: .125GPF
- KITCHEN FAUCETS: 1.8PGM @ 60PSI
- LAVATORY FAUCETS: 1.2GPM @ 60PSI
- SHOWERHEADS: 1.8 GPM

INSULATE FIRST 5FT OF HOT/COLD WATER LINES FROM WATER HEATER, ALL HOT WATER LINES, ALL RECIRCULATION PIPING AND PIPING TO STORAGE TANKS (150(J)(2)) GAS VENTS THROUGH AN INSULATED ASSEMBLY SHALL HAVE A METAL INSULATION SHIELD EXTENDING 2" ABOVE INSULATION. (509.6.2.7) CF2R-PLB-02-E ENERGY FORMS ONSITE AT TIME OF FINAL INSPECTION. SHOWERS MUST COMPLY WITH R307 AND CPC 408 STANDARDS

BUILDING CODE:

2024 CALIFORNIA BUILDING CODE (STRUCTURAL)
2024 CMC
2024 CPC
2024 CEC
2024 CFC
2024 GREEN BUILDING CODE
2024 CALIFORNIA BUILDING
2024 PLACER COUNTY CODE
ENERGY EFF. STANDARDS

MECHANICAL

Wood burning appliances shall be U.S. EPA Phase II listed. Provide combustion air for all gas fired appliances per CMC Chapter 7. Vent dryer to outside of building with maximum vent length of 14ft and terminating 3ft to openings into the building and property lines. (CMC 504.4) Provide minimum 100sq. inches of makeup air for laundry rooms. (CMC 504.4.1)

Hood exhausts shall terminate 10ft from property lines, buildings, operable openings and above grade. Shall also be directed a minimum of 40" away from the roof surface. (510.10)

Heating system is required to maintain 68 degrees at 3ft above floor level & 2ft from exterior walls. (R303.9)

Duct openings shall be covered with tape, plastic or other approved methods during construction (CGBSC 4.504)

Applicable CF2R-MCH & CF3R-MCH energy forms onsite at time of final inspection.

GENERAL NOTES

1. CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING THE DESIGN ENG. OF ANY AND ALL CHANGES TO THIS SET OF PLANS PRIOR TO CONSTRUCTION.
2. CONTRACTOR SHALL RESPONSIBLE FOR VERIFYING ALL FIELD CONDITIONS PRIOR TO START OF CONSTRUCTION.
3. PROVIDE FIRE BLOCKING, AS REQUIRED, IN THE FOLLOWING LOCATIONS
 - a. AT ALL INTERCONNECTIONS BETWEEN CONCEALED VERTICAL AND HORIZ. SPACES SUCH AS OCCUR AT SOFFITS, DROP CEILINGS AND COVER CEILINGS.
 - b. IN OPENINGS AROUND VENTS, PIPES, DUCTS, CHIMNEYS, FIREPLACES AND SIMILAR OPENINGS WHICH AFFORD A PASSAGE FOR FIRE AT CEILING AND FLOOR LEVELS, WITH NON-COMBUSTIBLE MATERIALS.
 - c. AT OPENINGS BETWEEN ATTIC SPACES AND CHIMNEY CHASES FOR FACTORY-BUILT CHIMNEYS
4. ALL INT. WALLS SHALL BE 2x4 STUDS AT 16" OC. (UON)
5. ALL EXT. WALLS SHALL BE 2x6 STUDS AT 16" OC. (UON)
6. R1004.1 - FACTORY-BUILT FIREPLACES SHALL BE LISTED AND LABELED AND SHALL BE INSTALLED IN ACCORDANCE WITH THE CONDITIONS OF THE LISTING. FACTORY-BUILT FIREPLACES SHALL BE TESTED IN ACCORDANCE WITH UL 127.

R319.1 ADDRESS IDENTIFICATION. BUILDINGS SHALL BE PROVIDED WITH APPROVED ADDRESS IDENTIFICATION. THE ADDRESS IDENTIFICATION SHALL BE LEGIBLE AND PLACED IN A POSITION THAT IS VISIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY. ADDRESS IDENTIFICATION CHARACTERS SHALL CONTRAST WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL BE ARABIC NUMBERS OR ALPHABETICAL LETTERS. NUMBERS SHALL NOT BE SPELLED OUT. EACH CHARACTER SHALL BE NOT LESS THAN 4 INCHES (102 MM) IN HEIGHT WITH A STROKE WIDTH OF NOT LESS THAN 0.5 INCH (12.7 MM). WHERE REQUIRED BY THE FIRE CODE OFFICIAL, ADDRESS IDENTIFICATION SHALL BE PROVIDED IN ADDITIONAL APPROVED LOCATIONS TO FACILITATE EMERGENCY RESPONSE. WHERE ACCESS IS BY MEANS OF A PRIVATE ROAD AND THE BUILDING ADDRESS CANNOT BE VIEWED FROM THE PUBLIC WAY, A MONUMENT, POLE OR OTHER SIGN OR MEANS SHALL BE USED TO IDENTIFY THE STRUCTURE. ADDRESS IDENTIFICATION SHALL BE MAINTAINED.

PROJECT DATA:

DESIGN CRITERIA:	
LOCATION:	Cofax
ELEVATION:	<2500
SOIL BEARING PRESSURE:	1500 PSF
GROUND SNOW LOAD:	30 PSF
ROOF DEAD LOAD	15 PSF
ROOF SNOW LOAD	25 PSF
FLOOR DEAD LOAD	N / A
FLOOR LIVE LOAD	N / A
DECK DEAD LOAD	N / A
DECK LIVE LOAD	N / A
BASIC DESIGN WIND SPEED	110 MPH
EXPOSURE CATEGORY	"C"
SEISMIC DESIGN CATEGORY	"D"
FIRE SEVERITY LEVEL:	SRA MODERATE

CODE ANALYSIS:	
1. OCCUPANCY TYPE	S
2. TYPE CONSTRUCTION	TYPE VB
3. STORIES/HEIGHT	1
4. TOTAL FLOOR AREA/BLDG.;	

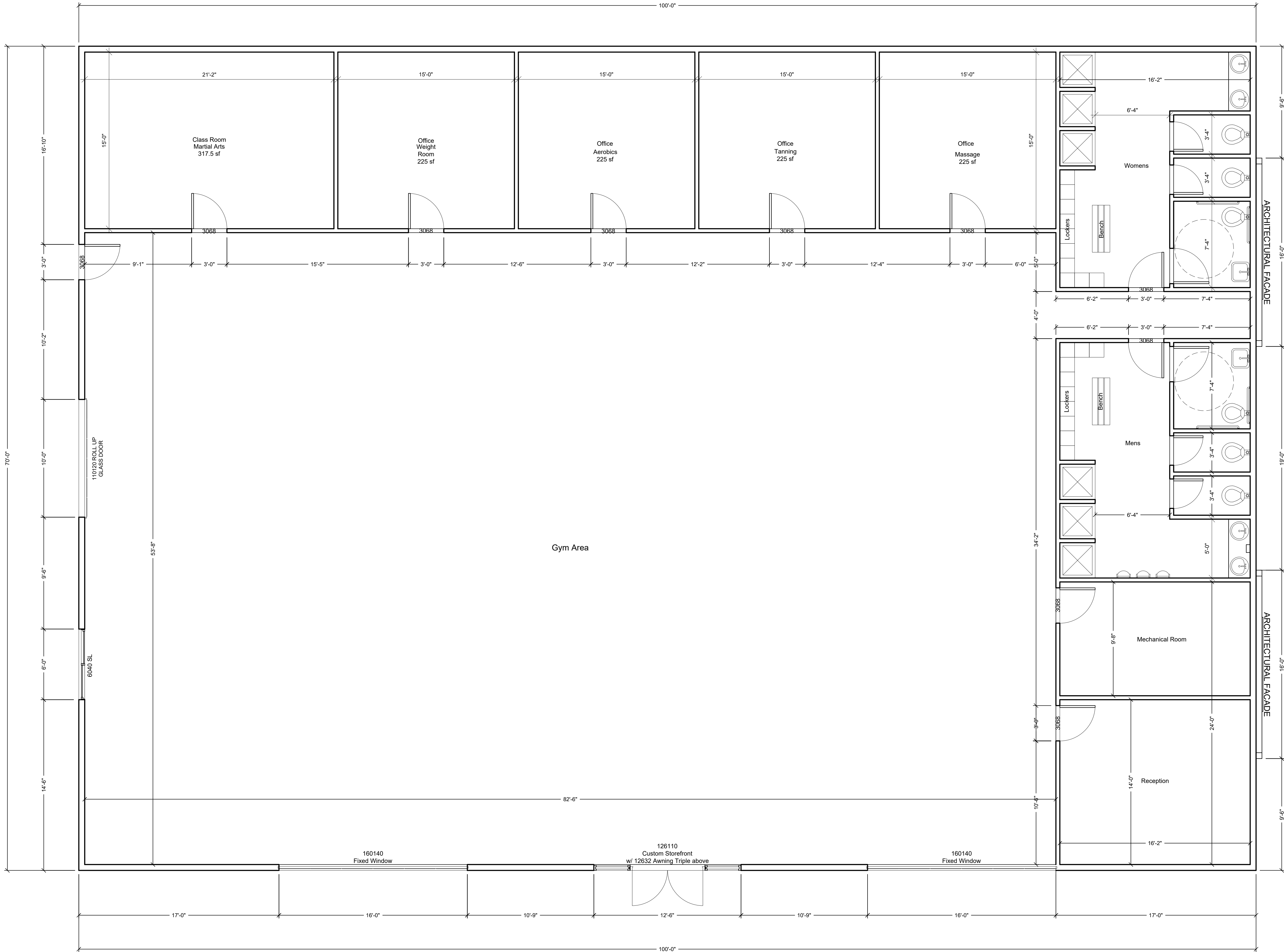
PROPOSED: 7,000 S.F.

ENERGY REQUIREMENTS

INSULATION:

FLOOR	=	N/A
WALLS	=	N/A
ROOF	=	N/A

DRAWING INDEX	
SHEET #	SHEET TITLE
1	<u>COVER SHEET</u>
2	<u>FLOOR PLAN</u>
3	<u>FOUNDATION PLAN</u>
4	<u>ROOF PLAN</u>
5	<u>ELEVATIONS</u>
6	<u>ELEVATIONS</u>
7	VARIABLE HEIGHT RET. WALL ELEVATION
8	<u>SITE</u>
9	<u>GRADING PLAN</u>
10	<u>LANDSCAPING PLAN</u>
11	<u>ADA CROSS WALK</u>



R319.1 Address Identification. Buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) in height with a stroke width of not less than 0.5 inch (12.7 mm).

FLOOR PLAN

SCALE: 1/4" = 1'



OWNER APPROVAL:	REFER TO DRAWING
DRAWN BY: STEVEN OSWALD	
CHECKED BY: SLF	
APPROVED BY: SLF	
ISSUE STATUS:	
LAYOUT DRAWINGS	
APN:	
NO.	DATE
1	
REVISION	ISSUED FOR:
BY	

FALLON ENGINEERING
PO BOX 693
NEWCASTLE, CA 95658
EMAIL: SLFALLON4567@GLOBAI.NET
PHONE: 530-885-3760

FALLON ENGINEERING

Gordon Allen
159 S Auburn St.
Colfax, CA. 95713


PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

2

REGISTERED PROFESSIONAL ENGINEER
STEVEN L. FALLOW
No. 45670
Exp. 12/31/26
CIVIL
STATE OF CALIFORNIA

[illegible]


SCALE: REFER TO DRAWING
OWNER APPROVAL:
DRAWN BY: STEVEN OSWALD.
CHECKED BY: SLF
APPROVED BY: SLF
ISSUE STATUS: LAYOUT DRAWINGS
APN:



ALLON ENGINEERING

PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

5




A rectangle with a height of 4 inches and a width of 12 inches.

CLASS "A" 30 YR. MBCI "BATTENLOK" 24 GA
STANDING SEAM METAL ROOF UL# 580 "GREEN"
W/ "TYVEK PROTEC 200" UNDERLAYMENT
ICC-ES AC188, PER INTERTEK CCRR-1062 ASTM D226


12" 4"

Ridge
28' - 0"

Top Plate 16' - 0" 

— LEAFGUARD GUTTERS
"GREEN"

— HARDIE® PLANK LAP SIDING
"TAN"

Finished Floor 0' - 0" 

FRONT

RIGHT

4" 12"

CLASS "A" 30 YR. MBCI "BATTENLOK" 24 GA
STANDING SEAM METAL ROOF UL# 580
"GREEN"

W/ "TYVEK PROTEC 200" UNDERLAYMENT
ICC-ES AC188, PER INTERTEK CCRR-1062
ASTM D226

3" 12"

— CORBEI

FALSE WINDOWS

ARCHITECTURAL FACADE

Ridge
28' - 0"

12" 4'

Top Plate 16' - 0"

— LEAFGUARD GUTTERS
"GREEN"

— HARDIE® PLANK LAP SIDING
"TAN"

Finished Floor
0' - 0"

South Auburn Facing


ELEVATIONS

SCALE: 1/4" = 1'

REGISTERED PROFESSIONAL ENGINEER
STEVEN L. FALLOW
No. 45670
Exp. 12/31/26
CIVIL
STATE OF CALIFORNIA

[illegible]

SCALE: REFER TO DRAWING
OWNER APPROVAL:
DRAWN BY: STEVEN OSWALD.
CHECKED BY: SLF
APPROVED BY: SLF
ISSUE STATUS: LAYOUT DRAWINGS
APN:



ALLON ENGINEERING

PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

6



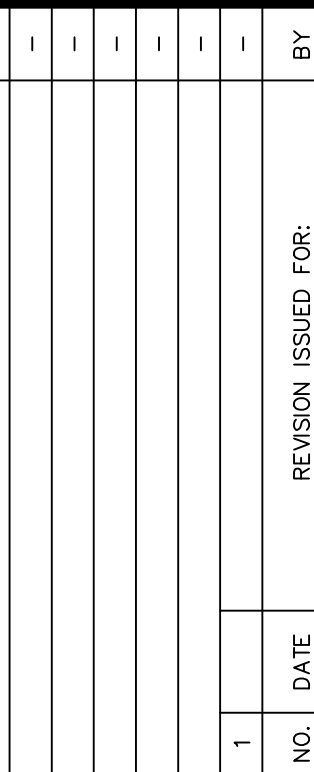
BACK

LEFT

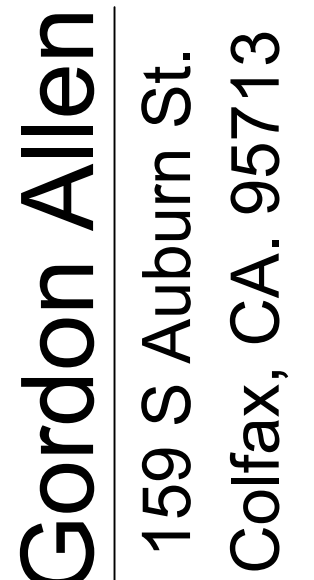


ELEVATIONS

SCALE: 1/4" = 1'



FALLON ENGINEERING
PO BOX 693
NEWCASTLE, CA 95658
EMAIL: SLFALLON4567@SBCGLOBAL.NET
PHONE: 530-885-3760

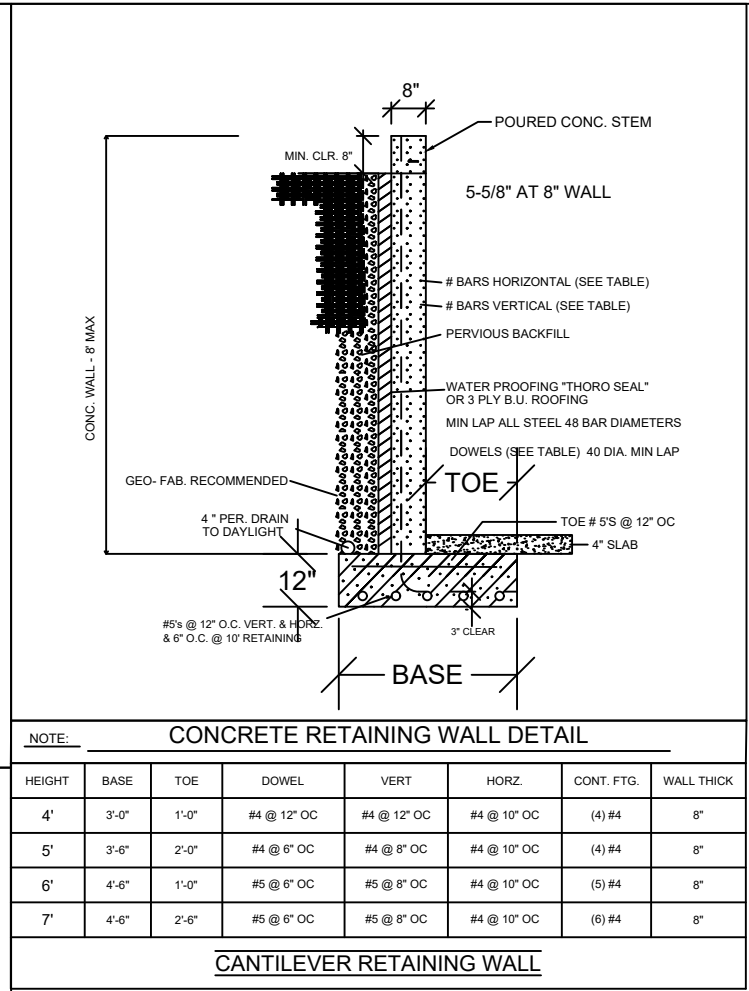
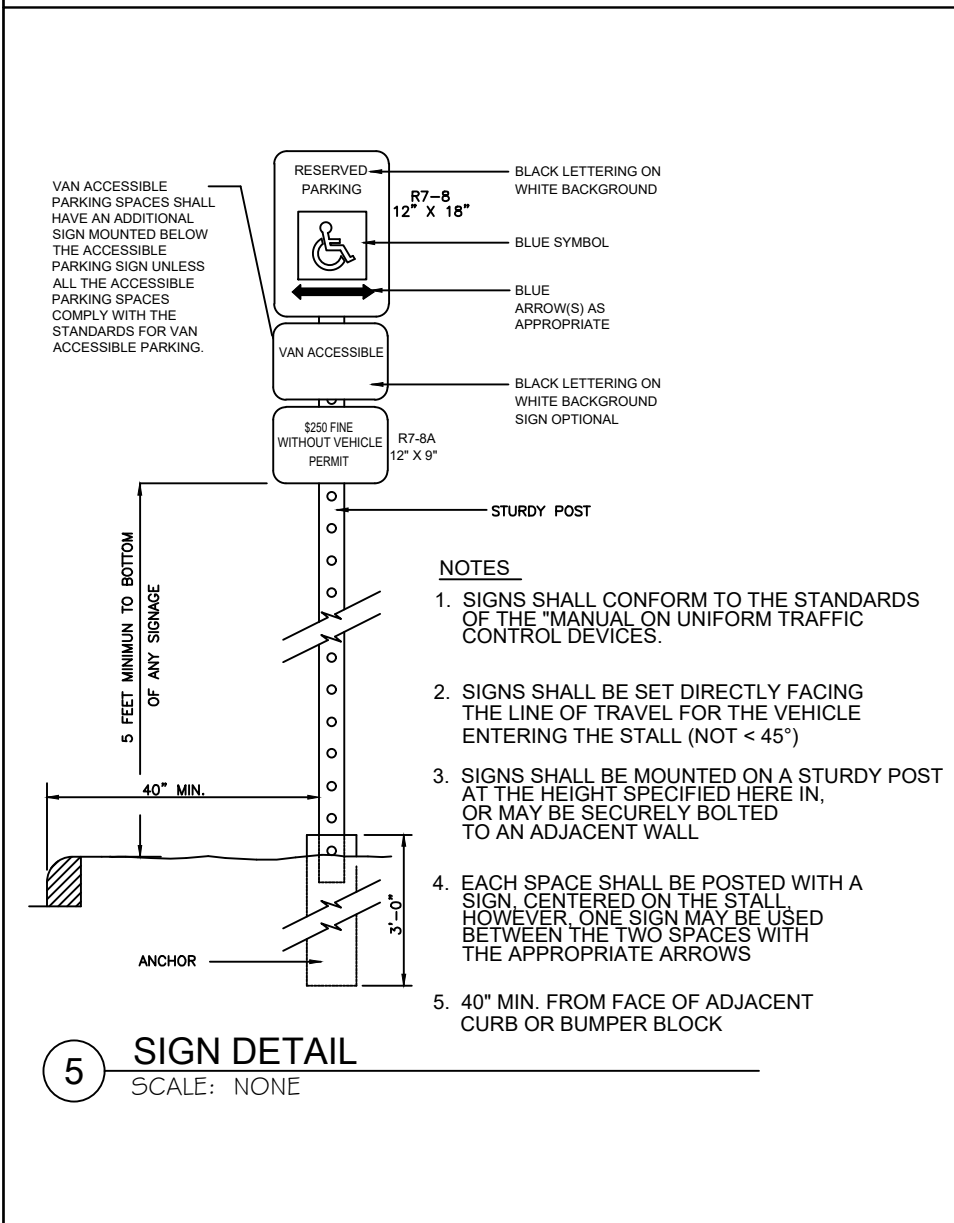
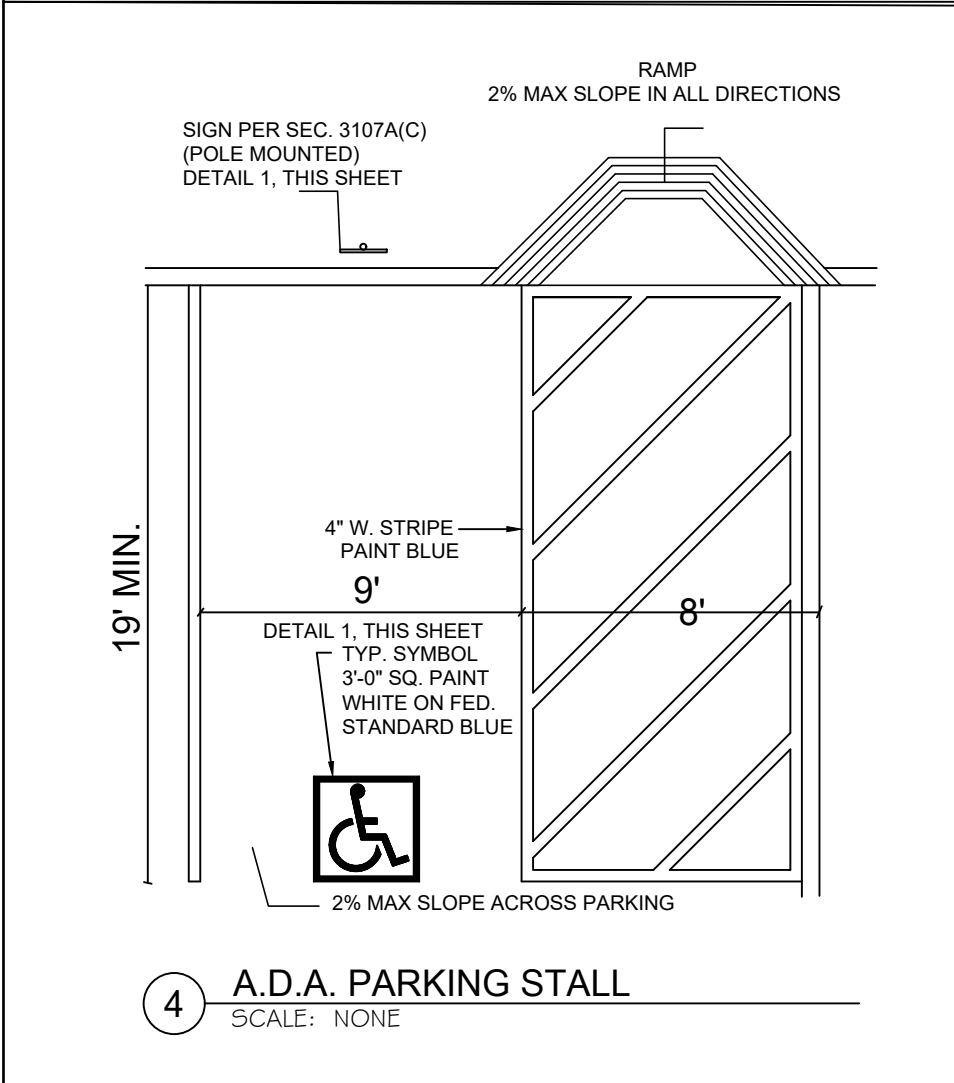
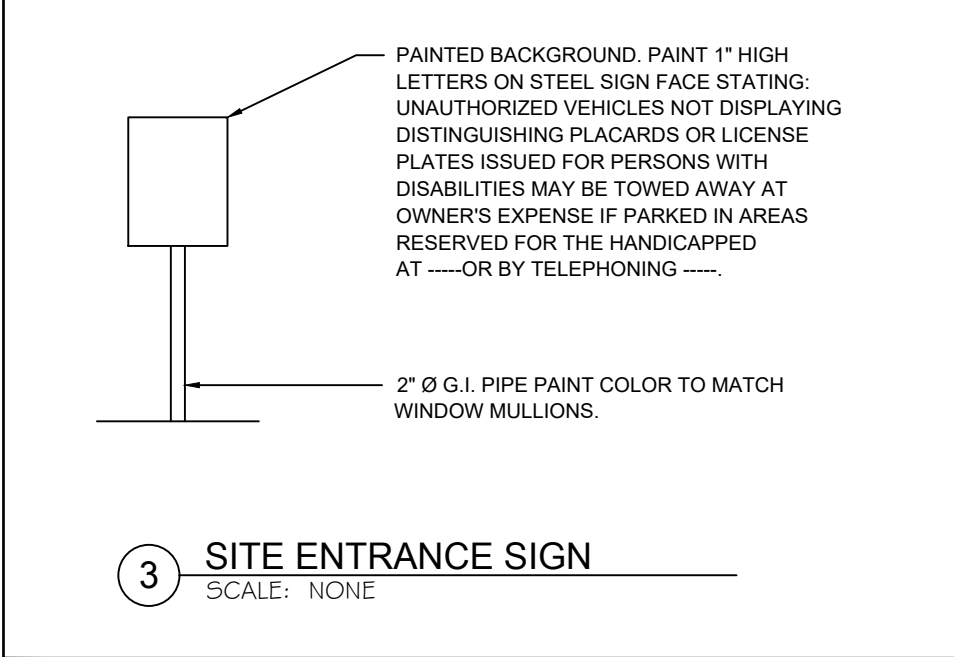
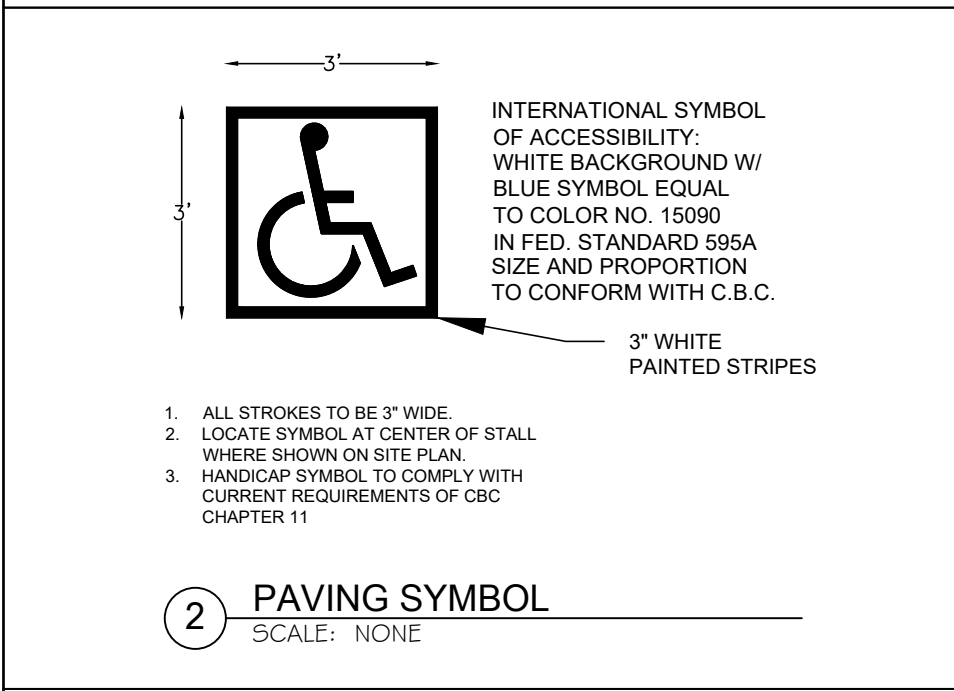
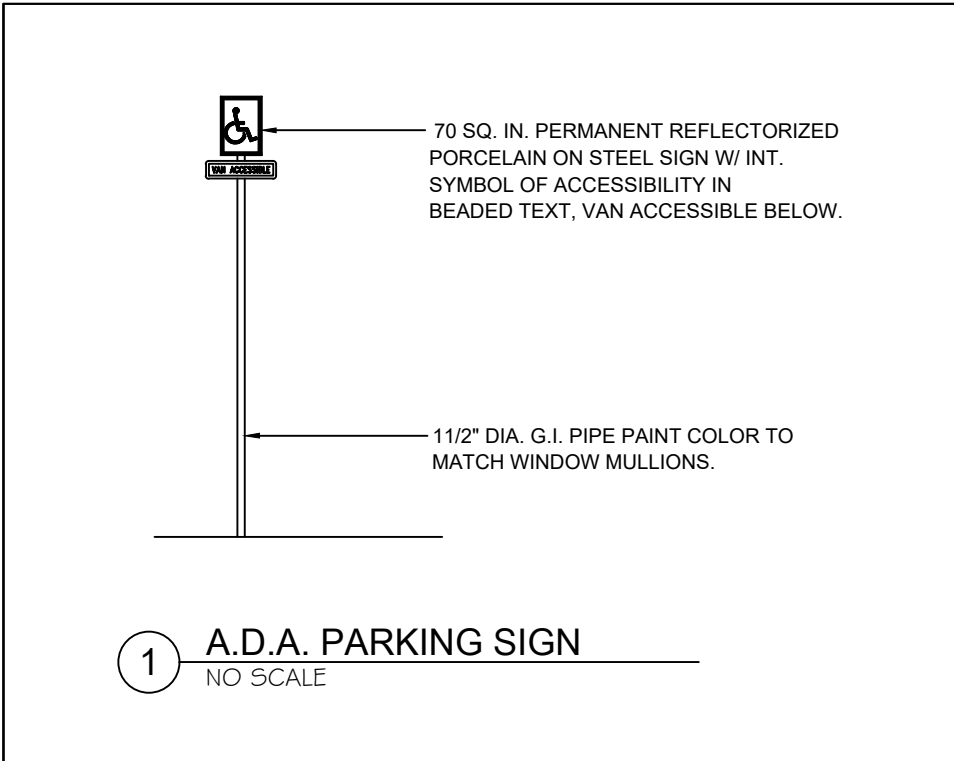


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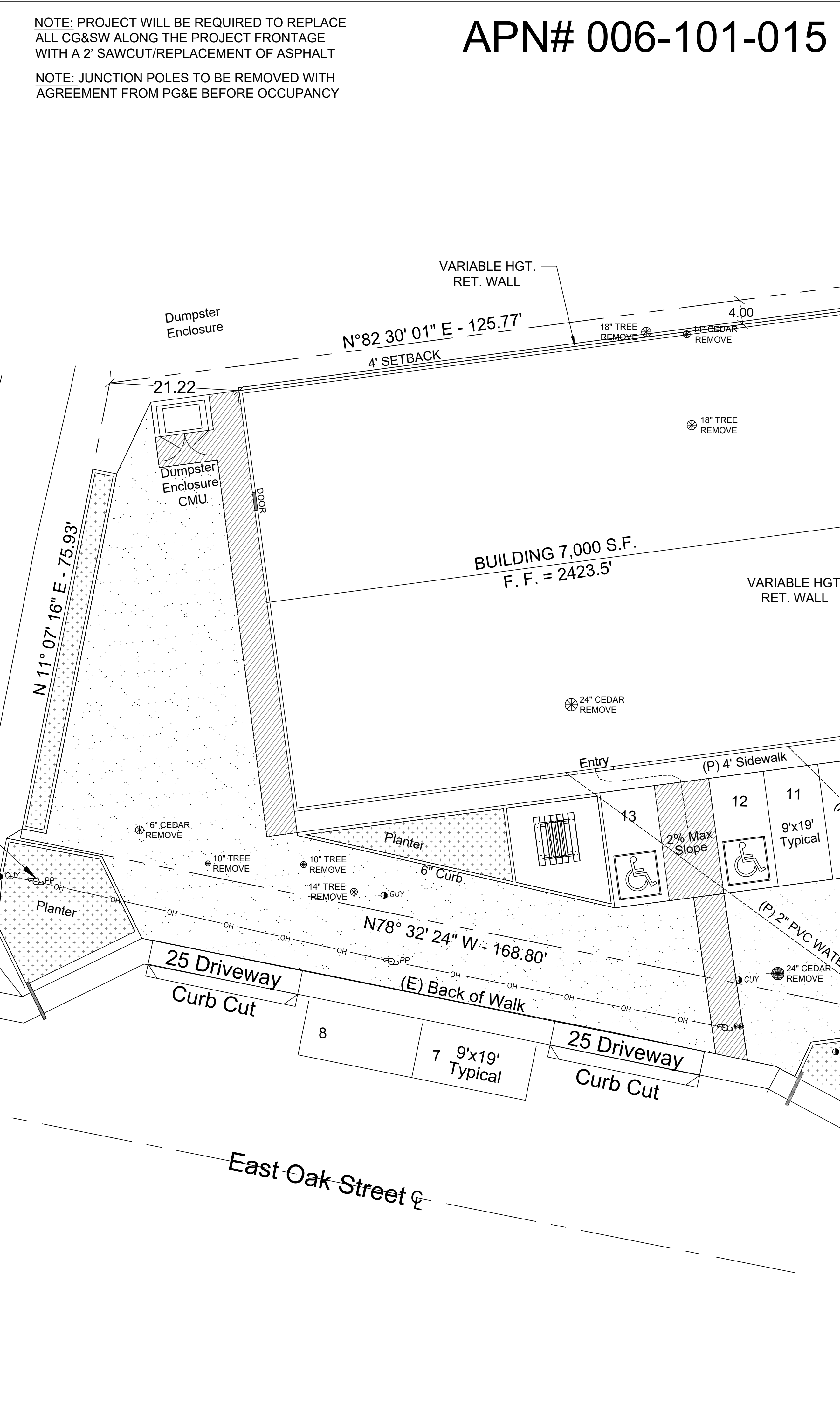
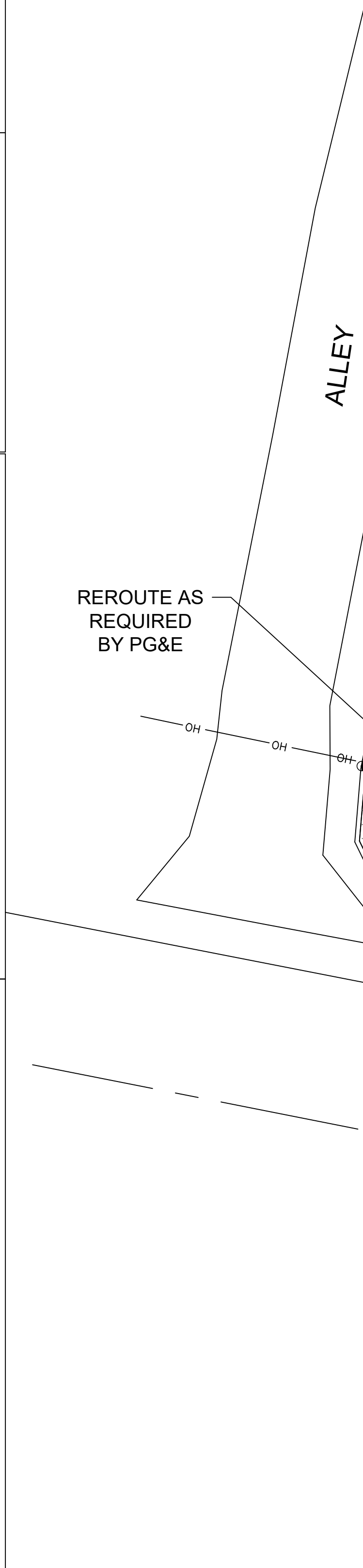


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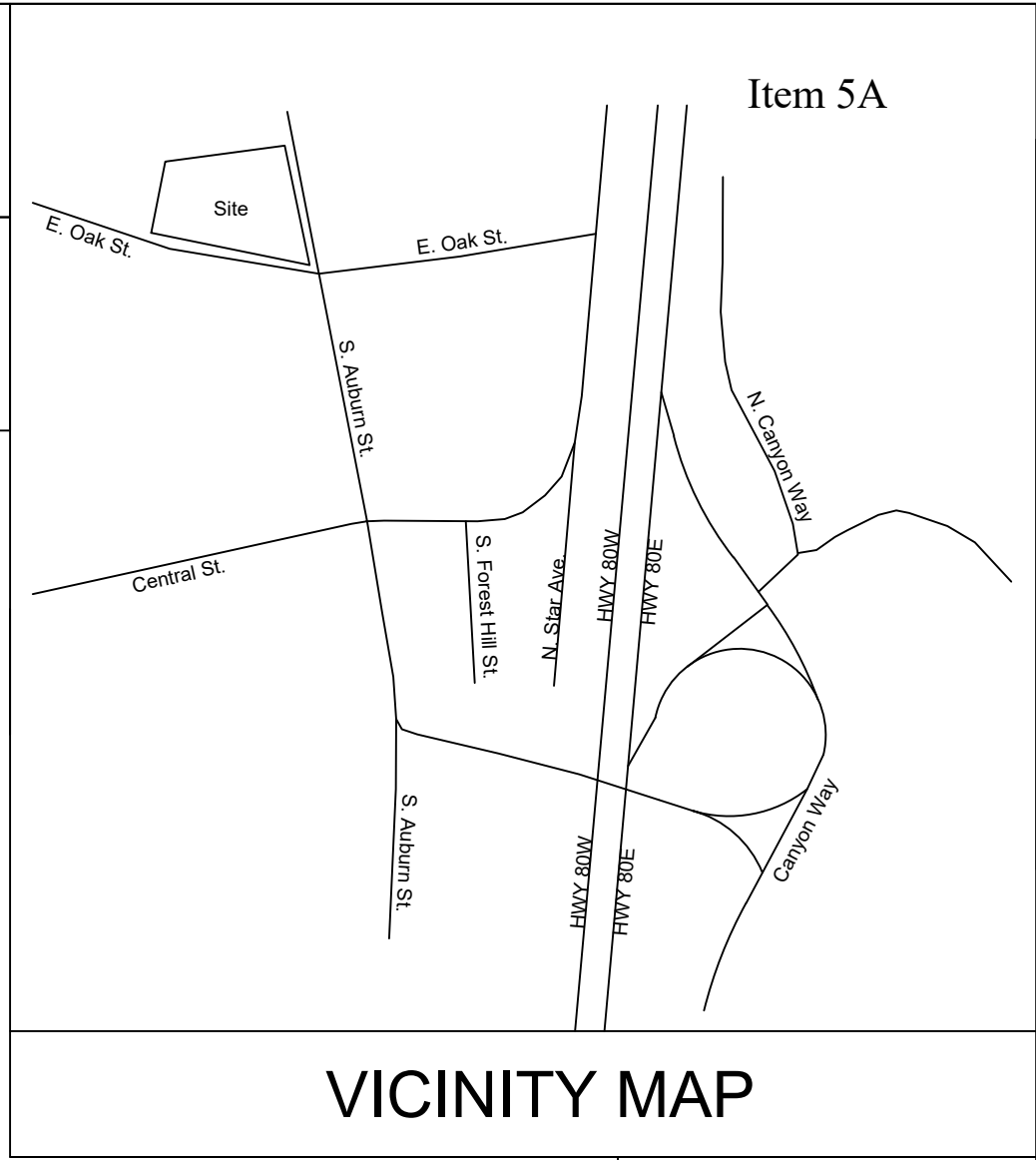
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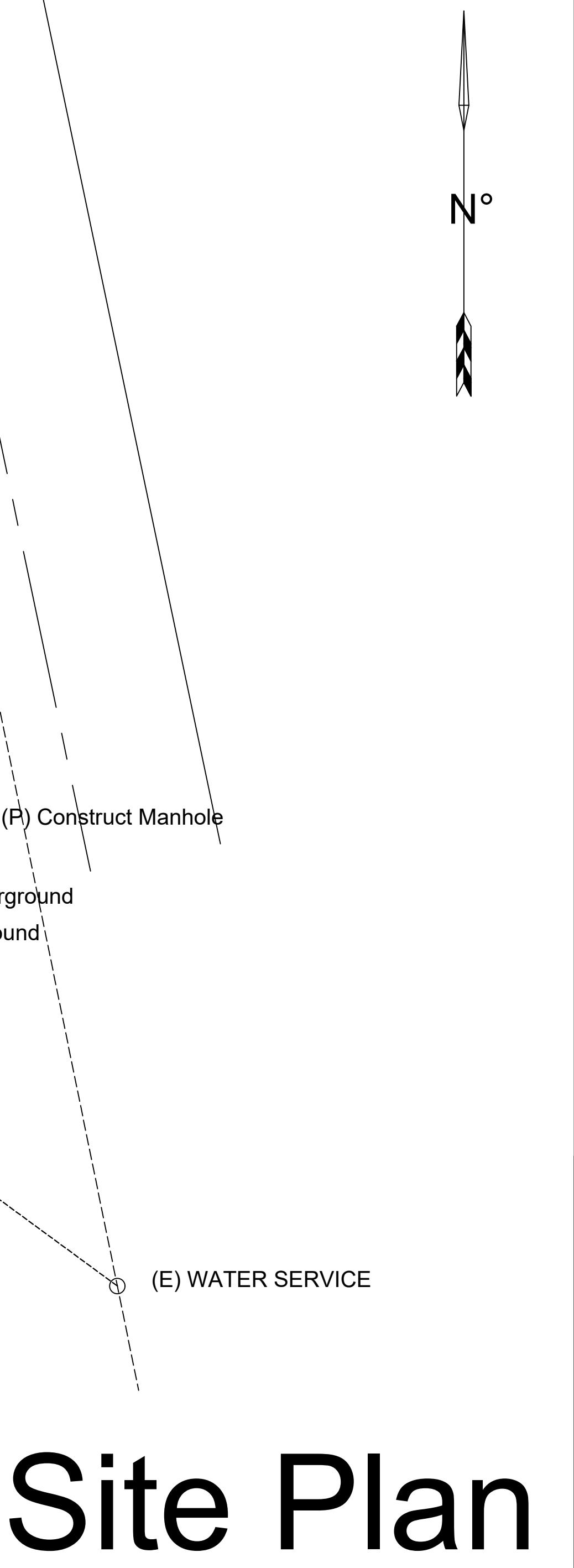
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5'	3'-0"	2'-0"	#4 @ 12" OC	#4 @ 12" OC	#4 @ 12" OC	(1) #4	8"	
6'	4'-0"	2'-0"	#5 @ 12" OC	#5 @ 12" OC	#4 @ 12" OC	(1) #4	8"	
7'	4'-0"	2'-0"	#5 @ 12" OC	#5 @ 12" OC	#4 @ 12" OC	(1) #4	8"	



= Parking Stall
P = Planter



SITE SERVICES:
ELECTRICITY: PG&E
TELEPHONE: AT&T
WATER : CITY WATER
SEWER: CITY SEWER



NO.	DATE	REVISION ISSUED FOR:
1		

OWNER APPROVAL:
DRAWN BY: STEVEN OSWALD
CHECKED BY: SLF
APPROVED BY: SLF
ISSUE STATUS:
LAYOUT DRAWINGS
APN:

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EMAIL: SLFALLON4567@GLOCAL.NET
PHONE: 530-885-3780

PROPOSED PROJECT:
Gordon Allen
159 S Auburn St.
Colfax, CA. 95713

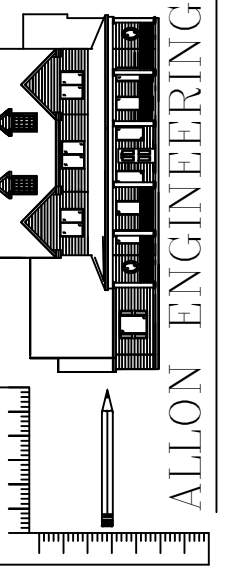
PROJ. NO.:
ISSUE DATE: 07.01.2025
SUBMITTAL: STRUCTURAL
SHEET NO. 8

SCALE : 1" = 10' Site Plan

[illegible]

OWNER APPROVAL:
DRAWN BY: STEVEN OSWALD.
CHECKED BY: SLF
APPROVED BY: SLF
ISSUE STATUS:
LAYOUT DRAWINGS
APN:

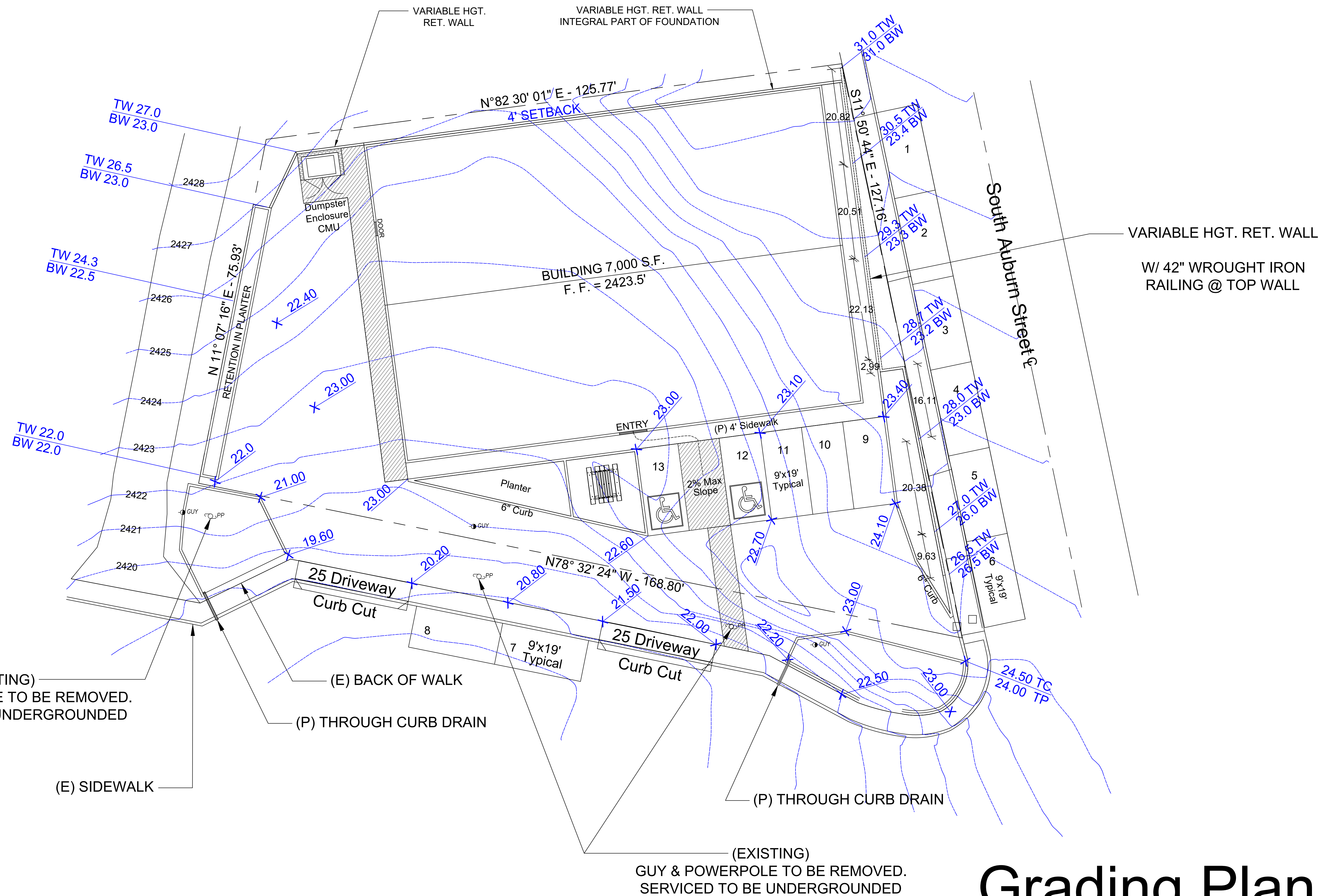
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Gordon Allen
159 S Auburn St.
Colfax, CA. 95713

OBJ. NO.:	
SUE DATE:	07.01.2025
BMITTAL:	STRUCTURAL
HEET NO.	

9

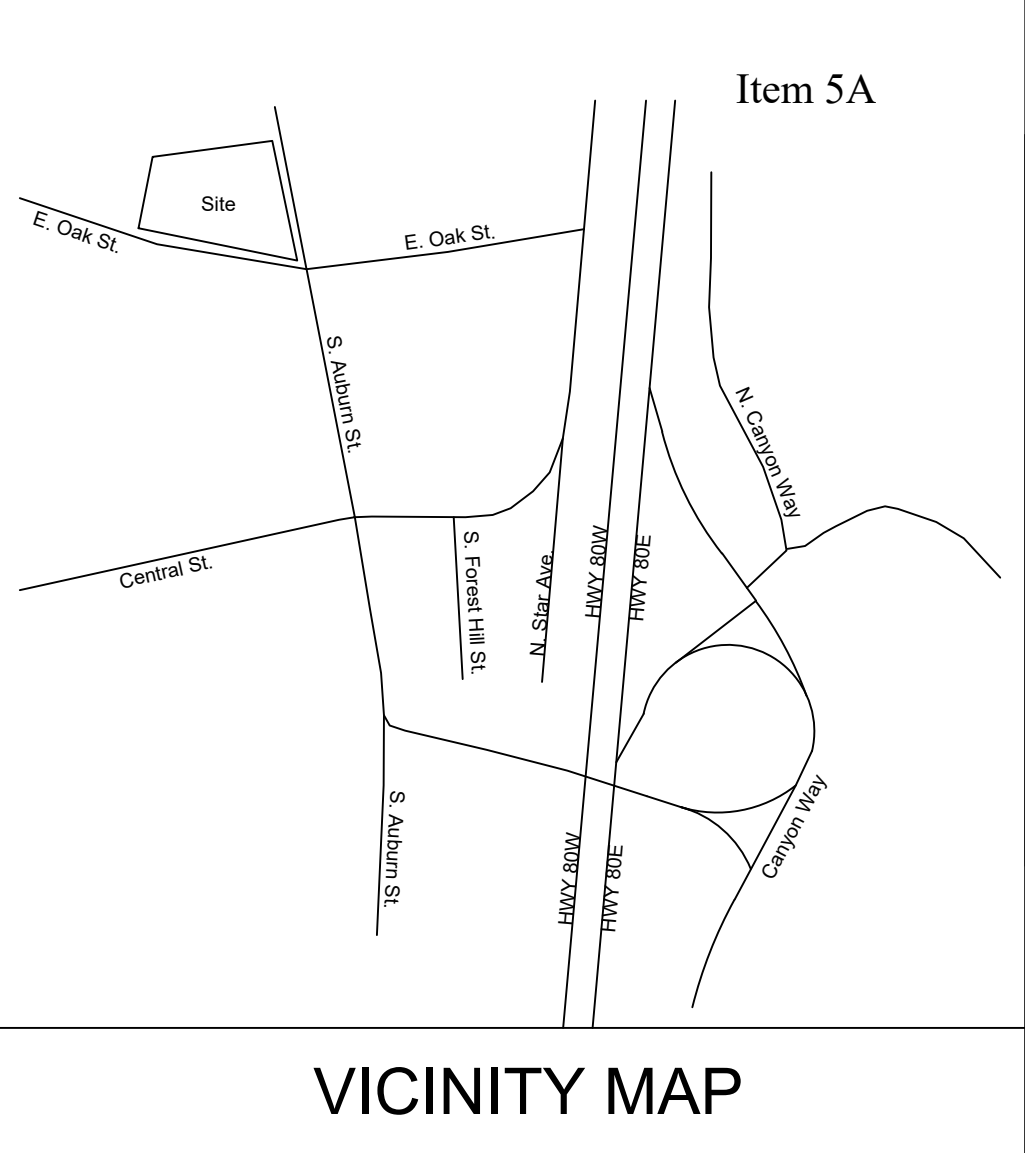


Grading Plan

SCALE : 1" = 10'

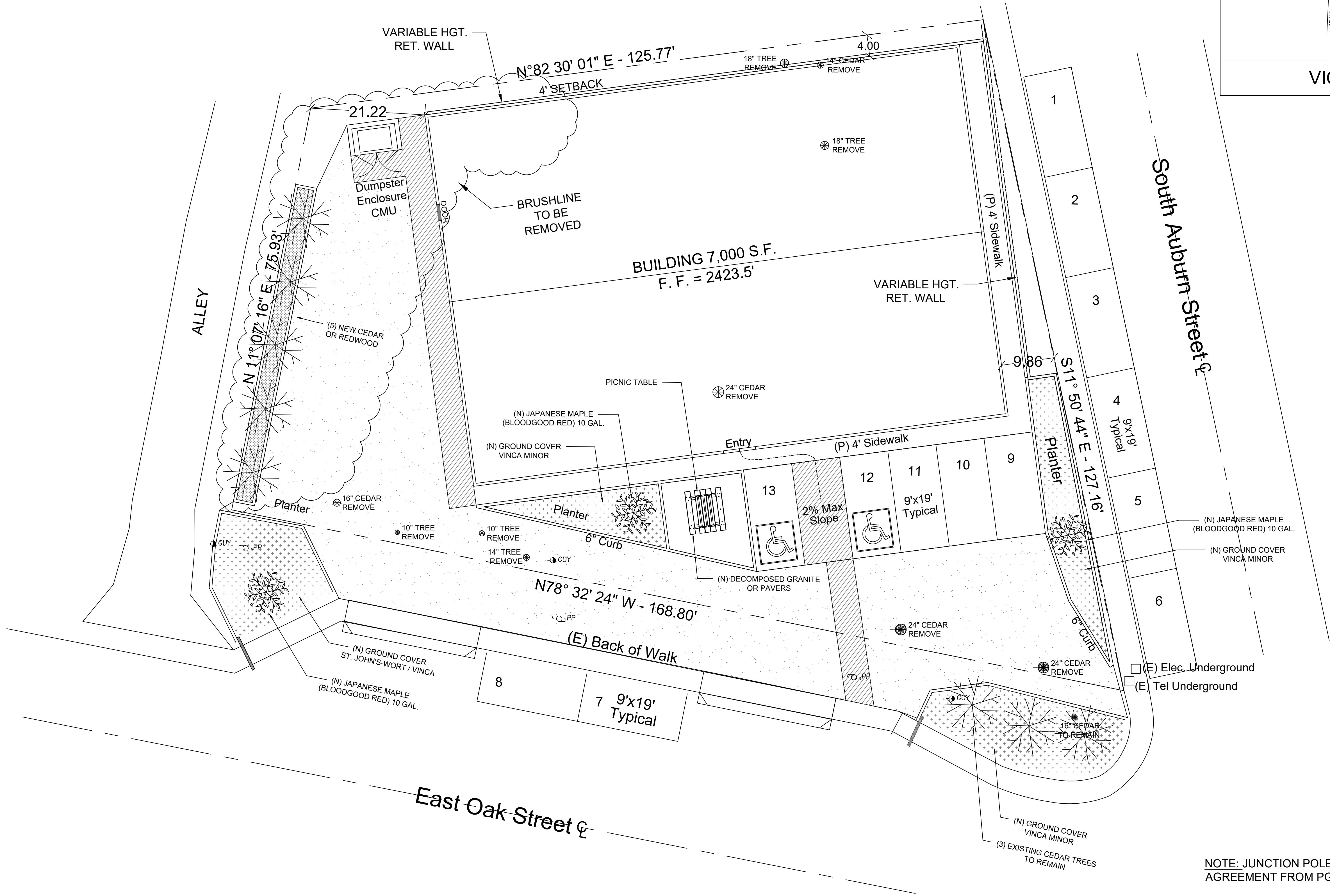
APN# 006-101-015

= Parking Stall
P = Planter



VICINITY MAP

SITE SERVICES:
ELECTRICITY: PG&E
TELEPHONE: AT&T
WATER : CITY WATER
SEWER: CITY SEWER



NOTE: JUNCTION POLES TO BE REMOVED WITH AGREEMENT FROM PG&E BEFORE OCCUPANCY

Landscaping Plan

SCALE : 1" = 10'



NO.	DATE	REVISION ISSUED FOR:
1		

OWNER APPROVAL:	SCALE: 1" = 20'
DRAWN BY: STEVEN OSWALD	CHECKED BY: SLF
APPROVED BY: SLF	ISSUE STATUS: LAYOUT DRAWINGS
APN:	

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EMAIL: SLFALLON4567@GLOBEAL.NET
PHONE: 530-885-3780

PROPOSED PROJECT:
Gordon Allen
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Colfax, CA. 95713

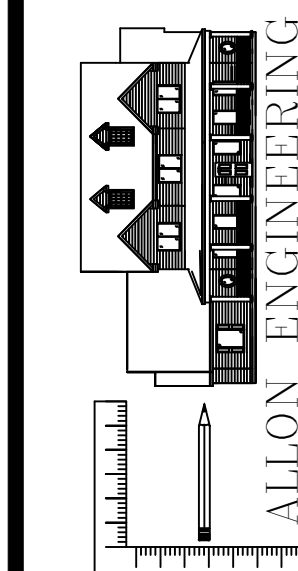
PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

10

		REVISION ISSUED FOR:
1	DATE	

SCALE: 1" = 20'
OWNER APPROVAL:
DRAWN BY: STEVEN OSWALD
CHECKED BY: SLF
APPROVED BY: SLF
ISSUE STATUS:
LAYOUT DRAWINGS
APN:

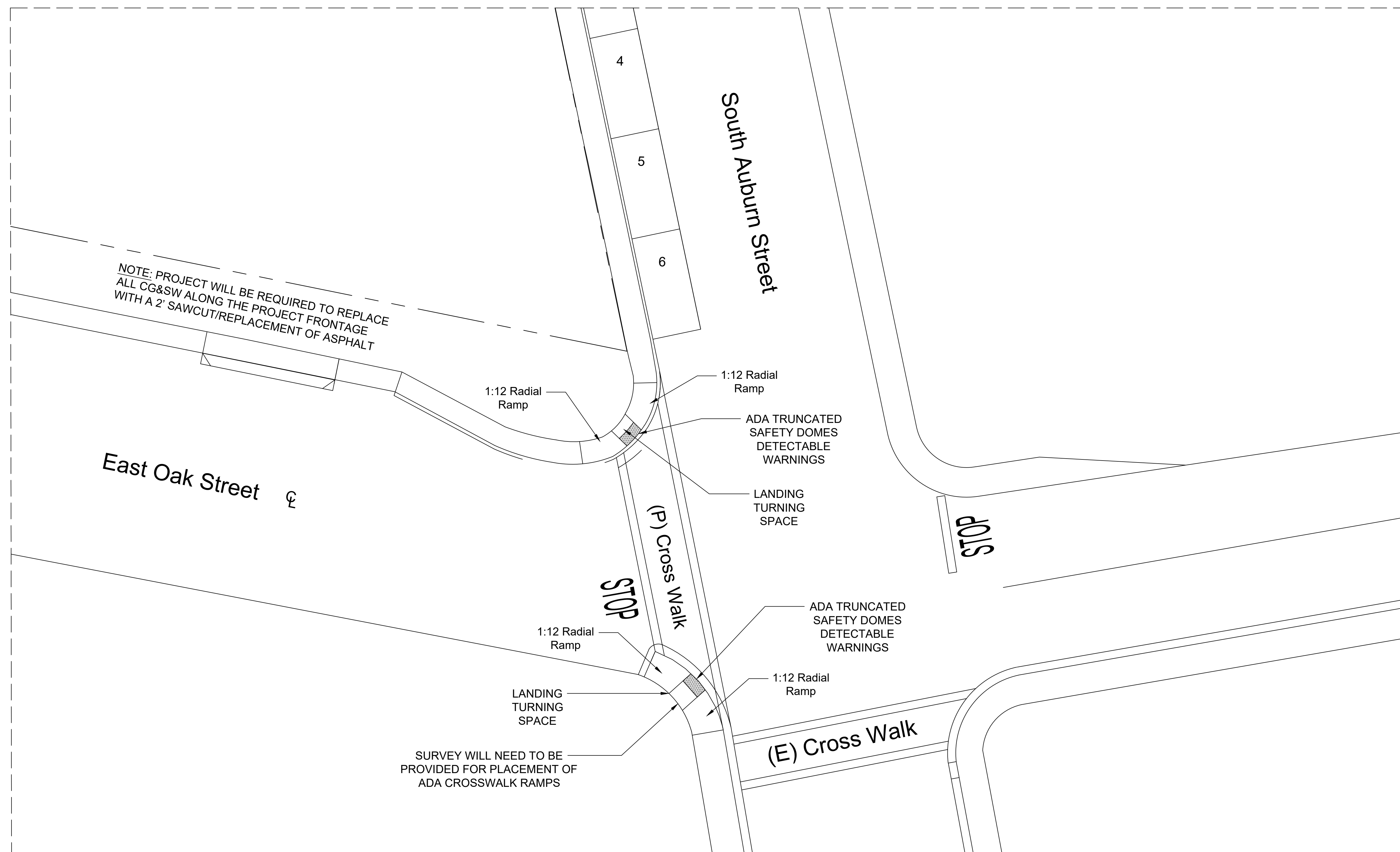
FALLON ENGINEERING
PO BOX 693
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EMAIL: SLFALLON4567@SBCCGLOBAL.NET
PHONE: 530-895-3760



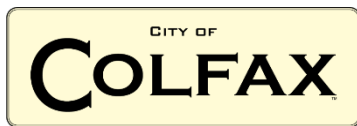
PROJECT: Gordon Allen
159 S Auburn St.
Colfax, CA. 95713

PROJ. NO.:	
ISSUE DATE:	07.01.2025
SUBMITTAL:	STRUCTURAL
SHEET NO.	

1-



ADA Cross Walk



Staff Report to City Council

FOR THE OCTOBER 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Ron Walker, City Manager
Subject: Policy Initiative – Establishment of a Disposable Foodware, Convenience Retail, and Roadway Impact Fee Program to Fund Litter Abatement, Stormwater Compliance, and Frontage Road Maintenance

Budget Impact Overview:

N/A:	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Adopt Resolution __-2025 Approving and Authorizing the City Manager to develop a Disposable Foodware, Convenience Retail, and Roadway Impact Fee Ordinance.

Summary/Background

The City of Colfax experiences substantial environmental and infrastructure impacts from transient Interstate 80 traffic exiting for fast-food, drive-thru, and gas station convenience services within city limits.

These businesses collectively create high volumes of single-use packaging, beverage cups, and other waste that accumulates along streets, frontage roads, and drainage systems. It also creates significant seasonal roadway damage and demand for otherwise unnecessary road mitigation, requiring continual cleanup and maintenance by City staff.

While this commerce benefits the regional economy, it produces disproportionate local costs in litter abatement, storm-drain clearing, pavement wear, and roadside vegetation management without generating sufficient revenue to offset those burdens on the City's budget.

Other California jurisdictions, such as Truckee, have successfully adopted Single-Use Foodware Reduction Ordinances imposing per-item charges on disposable packaging to encourage reuse and fund mitigation. Colfax can adapt this approach into a Regulatory Impact Fee Program that includes both food service and gas station convenience retailers, reflecting their shared contribution to transient waste and roadway impacts.

This fee structure authorized under the City's general police power and the Mitigation Fee Act (Gov. Code §66000 et seq.) would be adopted by ordinance (not ballot) and restricted to documented city costs, consistent with *Sinclair Paint Co. v. State Bd. of Equalization* (15 Cal.4th 866, 1997).

Issue

Colfax bears the ongoing expense of maintaining public areas affected by I-80 traveler traffic, including litter pickup, storm-drain maintenance, and pavement rehabilitation along key corridors such as South Auburn Street, Canyon Way, and South Canyon Drive.

Both fast-food restaurants and gas stations with convenience marts serve as primary collection points for transient travelers who consume take-out food, beverages, and single-use packaging, which are often discarded within city limits.

These activities not only create continuous litter and solid waste but also intensify roadway deterioration through seasonal and traffic-related factors unique to Colfax's location and climate:

- High-volume seasonal tourism traffic from I-80 travelers, particularly during ski and snow seasons, leads to sustained surges in vehicle counts, parking turnover, and short-trip acceleration/deceleration patterns that wear down pavement far beyond typical small-town levels.
- Chain installations, snow runoff, and freeze–thaw cycles accelerate cracking, pothole formation, and asphalt erosion along the City's frontage and connector roads.
- Heavy commercial and delivery traffic servicing fast-food and fuel establishments compounds this deterioration, requiring frequent patching, striping, and shoulder repair.
- The City must perform otherwise unnecessary mitigation measures such as additional sand and de-icing management, drainage clearing, slope stabilization, resurfacing, and road widening, driven primarily by this transient corridor activity.

Collectively, these conditions have created a cycle of extraordinary roadway maintenance demand that outpaces Colfax's local tax base and routine capital planning capacity.

Without a dedicated funding mechanism, these costs are absorbed by local taxpayers despite being driven largely by non-resident transient users.

A Disposable Foodware, Convenience Retail, and Roadway Impact Fee Program would:

- Recover Colfax's actual costs of mitigating litter, drainage, and roadway impacts;
- Establish a stable, legally compliant revenue source dedicated to maintenance and environmental compliance;
- Address the cumulative effects of seasonal roadway stress caused by transient travel and commercial service demand;
- Encourage visible community engagement through volunteer cleanup efforts; and
- Demonstrate leadership in sustainable infrastructure funding among small California municipalities.

Recommended Action

1. Direct the City Manager to initiate a Regulatory Nexus and Cost-Recovery Study quantifying annual costs attributable to disposable packaging, convenience-retail litter, and transient-traffic roadway impacts.
2. Authorize the City Attorney to prepare a draft ordinance establishing a *Disposable Foodware, Convenience Retail, and Roadway Impact Fee Program*, structured to include:
 - Environmental Impact Fee (e.g., \$0.10 per disposable container/cup/bag distributed by food or convenience retailers) dedicated to litter and stormwater mitigation;
 - Roadway Impact Surcharge (e.g., \$0.05 per transaction or disposable item) dedicated to frontage-road, street-sweeping, and pavement maintenance;

- Inclusion of gas stations, mini-marts, and convenience retailers selling ready-to-consume food or beverages;
 - Fee exemptions for EBT/WIC transactions, as well as non-transient local customers through Automatic ZIP-Code Filter via Payment Processor;
 - Mitigation Participation Credit for participating businesses that contribute labor or in-kind cleanup support; and
 - Annual public reporting on fee revenue and expenditures.
3. Authorize Staff to engage with affected businesses to collect feedback and identify implementation support options (e.g., standardized signage, education materials, and compliance assistance).
4. Direct Staff to return to Council with:
- A completed Nexus and Cost Study and proposed draft ordinance within 90 days; and
 - A plan for a City Cleanup and Safety Improvement Pilot Program, inviting residents, students, and service groups to volunteer during city-sponsored cleanup days along high-traffic corridors funded in part through collected fees.

Attachments:

1. Resolution __-2025

City of Colfax

City Council

Resolution № __-2025

APPROVING AND AUTHORIZING THE CITY MANAGER TO DEVELOP A DISPOSABLE FOODWARE, CONVENIENCE RETAIL, AND ROADWAY IMPACT FEE ORDINANCE

WHEREAS, the City of Colfax experiences disproportionate environmental and infrastructure impacts from transient Interstate 80 traffic drawn to local fast-food, drive-thru, gas-station, and convenience-retail establishments; and,

WHEREAS, these activities generate high volumes of disposable packaging waste, roadside litter, and accelerated roadway deterioration resulting from heavy seasonal use, freeze–thaw cycles, tire-chain abrasion, and stormwater runoff; and,

WHEREAS, the City must perform otherwise unnecessary mitigation measures—including additional sweeping, snow and ice management, drainage clearing, resurfacing, and slope stabilization—to maintain roadway safety and compliance with stormwater regulations; and,

WHEREAS, the cumulative impacts of transient travel have created extraordinary demands on the City’s maintenance resources, outpacing its small local tax base and placing disproportionate burden on residents; and,

WHEREAS, the City Council seeks to establish a fair, transparent, and legally compliant mechanism to recover the reasonable costs of mitigating such impacts through a regulatory fee program under the authority of the City’s police powers and the Mitigation Fee Act (Gov. Code § 66000 et seq.); and,

WHEREAS, the California Supreme Court’s decision in *Sinclair Paint Co. v. State Bd. of Equalization* (15 Cal.4th 866 (1997)) affirms the City’s authority to impose regulatory fees where revenues are restricted to programs that mitigate the adverse impacts of the activities being regulated; and,

WHEREAS, the City Council intends for the program to include equitable fee exemptions for verified non-transient local customers, such as those whose billing ZIP codes or residency fall within the City of Colfax, ensuring that the fee targets transient traveler impacts rather than local commerce; and,

WHEREAS, the City further intends to provide a Mitigation Participation Credit of up to one-third (1/3) of collected fee revenues for businesses that verifiably participate in or sponsor cleanup, beautification, or public-safety maintenance efforts that directly offset municipal maintenance costs; and,

WHEREAS, the City also seeks to foster community pride and volunteerism through a City Cleanup and Safety Improvement Pilot Program, enabling residents, students, and service organizations to participate in city-sponsored cleanup days along high-traffic corridors, with support funded through collected fees.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Colfax hereby authorizes and directs the City Manager to initiate all preliminary actions necessary to develop a *Disposable*

Foodware, Convenience Retail, and Roadway Impact Fee Program, including commissioning a Regulatory Nexus and Cost-Recovery Study quantifying the City's annual costs for litter abatement, stormwater management, and roadway maintenance associated with transient traffic and disposable packaging impacts;

BE IT FURTHER RESOLVED that the City Council authorizes the City Attorney to prepare a draft ordinance establishing said program, consistent with Proposition 26, the Mitigation Fee Act, and applicable case law, for future consideration and adoption by the City Council;

BE IT FURTHER RESOLVED that the City Council authorizes the City Attorney to prepare a draft ordinance establishing said program, consistent with Proposition 26, the Mitigation Fee Act, and applicable case law, for future consideration and adoption by the City Council;

BE IT FURTHER RESOLVED that the proposed ordinance shall include:

- An Environmental Impact Fee component dedicated to litter and stormwater mitigation;
- A Roadway Impact Surcharge dedicated to street-sweeping, frontage-road maintenance, and resurfacing;
- Inclusion of gas stations, mini-marts, and convenience retailers selling ready-to-consume food or beverages;
- Fee exemptions for EBT/WIC transactions and verified non-transient local customers;
- A Mitigation Participation Credit program allowing participating businesses to receive up to one-third (1/3) of fee revenue in credits or reimbursements for documented cleanup or beautification participation; and
- Requirements for annual public reporting on collected revenue, expenditures, credits granted, and measurable mitigation outcomes.

BE IT FURTHER RESOLVED that City staff shall engage affected business operators to ensure equitable implementation, gather feedback on administrative logistics, and develop education materials, signage, and compliance guidance to support participation;

BE IT FINALLY RESOLVED that the City Council supports creation of a City Cleanup and Safety Improvement Pilot Program, to be funded in part through collected fees, inviting public participation in volunteer cleanup events and corridor beautification projects that directly mitigate environmental, and roadway impacts within Colfax.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on October 22, 2025, by the following vote of the Council:

AYES:

NOES:

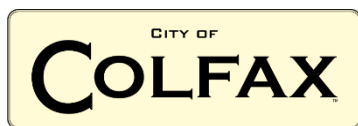
ABSTAIN:

ABSENT:

ATTEST:

Sean Lomen, Mayor

Ron Walker, Interim City Clerk



Staff Report to City Council

FOR THE OCTOBER 22, 2025 REGULAR CITY COUNCIL MEETING

From: Ron Walker, City Manager
Prepared by: Ron Walker, City Manager
Subject: Policy Initiative – Request for USPS and FCC Recognition of Physical Street Addresses in Colfax for E911 and Public Safety Compliance.

Budget Impact Overview:

N/A:	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Adopt Resolution __-2025 approving and authorizing the City Manager to Request Federal Recognition of Physical Addresses for Public-Safety Purposes.

Summary/Background

The City of Colfax remains classified by the United States Postal Service (USPS) as a "Post-Office-Box-Only Delivery Area". While this classification has historically served our small-town context, it has produced serious complications for residents and businesses in the modern era. These issues include significantly cumbersome problems for residents including: vehicle registration errors, property tax bill non-delivery, residential address mismatch on official government identification, and so much more. Now residents are faced with potential denial of essential utility services and public safety risks.

Under FCC Enhanced 911 (E911) and related telecommunications requirements, all mobile devices and service accounts must be registered to a valid, USPS-standardized physical address to ensure accurate emergency response. Because USPS does not recognize Colfax Street addresses in its Address Management System (AMS) database, residents face repeated denials or delays when:

- Activating or transferring cell service;
- Registering for utilities and broadband;
- Receiving geographically-targeted emergency alerts;
- Establishing insurance or identity-verification services that depend on USPS-verified data.

In a city located within a Tier 3 High Fire-Threat District, this mismatch directly undermines public safety and emergency communication systems.

USPS currently maintains sole jurisdiction over address recognition and delivery designations under federal law. The City cannot compel USPS to provide mail delivery, but it can petition USPS and federal partners to recognize physical addresses for public-safety databases, without altering existing PO Box delivery. This has been successfully done by other local jurisdictions as shown in the following table:

Location	Issue	Resolution
----------	-------	------------

Truckee, CA	USPS refused delivery to physical homes; residents couldn't register phones for E911.	Town worked with Placer County GIS + Cal OES to certify physical addresses; USPS agreed to partial recognition without mail delivery.
Big Bear Lake, CA	PO Box-only USPS classification caused invalid addresses for emergency alerts.	City petitioned Congress; USPS updated AMS entries to include physical addresses while keeping PO Box delivery.
South Lake Tahoe, CA	Same issue.	City negotiated with USPS + FCC regional reps for partial integration.

Recommended Action

The City of Colfax should:

1. Adopt a Resolution formally requesting USPS to update its AMS database to include all municipal street addresses as valid physical addresses for federal purposes.
2. Transmit official correspondence to:
 - o USPS Address Management Systems (AMS) Division, petitioning for USPS to designate all existing residential structures within its municipal limits as valid physical addresses.
 - o Congressman Kevin Kiley, requesting congressional advocacy with USPS and the FCC.
 - o The FCC Public Safety and Homeland Security Bureau, requesting policy coordination.
 - o The Placer County Board of Supervisors, seeking county-level support and possible GIS data collaboration.
3. Work with Placer County GIS and Cal OES to verify and certify all Colfax address points as "E911 compliant."
4. Proactively establish a city-issued letter of physical address verification for residents to provide to carriers and utilities.

Attachments:

1. Resolution __-2025

City of Colfax

City Council

Resolution № __-2025

APPROVING AND AUTHORIZING THE CITY MANAGER TO REQUEST FEDERAL
RECOGNITION OF PHYSICAL ADDRESSES FOR PUBLIC SAFETY COMPLIANCE.

WHEREAS, the City of Colfax is currently classified by the United States Postal Service (USPS) as a Post-Office-Box-Only Delivery Area; and,

WHEREAS, this classification prevents USPS from recognizing municipal street addresses as valid in its Address Management System (AMS); and,

WHEREAS, accurate physical address data are required by the Federal Communications Commission (FCC) for compliance with Enhanced 911 (E911) regulations and other emergency-response systems; and,

WHEREAS, residents have experienced barriers to wireless activation, emergency notification, and identity verification because their physical addresses are not USPS-validated; and,

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Colfax respectfully requests that the USPS update its AMS database to include all municipal street addresses within Colfax city limits as recognized physical addresses for all federal, telecommunications, identity verification, and address validation purposes, while maintaining existing PO Box delivery;

BE IT FURTHER RESOLVED that the City Council of the City of Colfax urges the United States Congress, the Federal Communications Commission (FCC), and the Placer County Board of Supervisors to support this request and to collaborate with the City of Colfax and the USPS to ensure public-safety compliance and address verification within the community;

BE IT FURTHER RESOLVED that the City Manager is directed to transmit this Resolution and accompanying correspondence to Congressman Kevin Kiley, the FCC, and the Placer County Board of Supervisors, for the purpose of filing a joint petition to USPS; and to collaborate with Cal OES and Placer County GIS to ensure address verification is made accessible timely to residents.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on October 22, 2025, by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sean Lomen, Mayor

ATTEST:

Ron Walker/ Interim City Clerk