



City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

← · Mayor Sean Lomen · Mayor Pro Tem Trinity Burruss
Councilmembers · David Ackerman · Joe Fatula · Marnie Mendoza →

REGULAR MEETING AGENDA

March 24, 2021

Closed Session 5:30PM

Regular Session: 6:00PM

The open session will be performed via TELECONFERENCE

Join via ZOOM on a computer or mobile device by visiting

<https://us02web.zoom.us/j/85955755762>

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

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1 (929) 205-6099

1 (253) 215-8782

1 (301) 715-8592

Or join via Facebook Live on our City of Colfax page: City of Colfax California

Submit public comments to the City Clerk via email at city.clerk@colfax-ca.gov, by mail to PO Box 702, Colfax CA 95713, or drop them off in the office at 33 S. Main Street, Colfax CA 95713.

Comments received will be submitted to Council and made part of the record.

1 **CLOSED SESSION**

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

1B. **Roll Call**

1C. **Public Comment on Closed Session Items**

1D. **Closed Session:**

Public employee performance evaluation pursuant to Government Code Section 54947

Title: City Manager

2 **OPEN SESSION**

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

2B. **Closed Session Report**

2B. **Pledge of Allegiance**

2C. **Roll Call**

2D. **Approval of Agenda Order**

This is the time for changes to the agenda to be considered including removal, postponement, or change to the agenda sequence.

Recommended Action: By motion, accept the agenda as presented or amended.



3 AGENCY REPORTS

- 3A. **Placer County Sheriff**
- 3B. **CHP**
- 3C. **City of Colfax Volunteer Fire Department/PCFD**

4 PRESENTATION (NO PRESENTATIONS)

5 PUBLIC HEARING (NO PUBLIC HEARING)

6 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

6A. **Caltrans Sustainable Communities Grant – Application Approval** (pages 4-62)

Recommendation: By Resolution __-2021, authorize the City Manager to receive a Caltrans Sustainable Communities Grant for the Downtown Streetscape Project outreach and design in the amount of \$211,030 with an 11.47% match of \$27,341 City general fund.

6B. **Cash Summary - February 2021** (pages 63-74)

Recommendation: Accept and File.

6C. **Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls** (page 75)

Recommendation: Information Only

6D. **Regional Early Action Planning Grant Application** (pages 76-83)

Recommendation: By Resolution __-2021, authorize the following:

SECTION 1. The City Council of the City of Colfax hereby authorizes and directs the City Manager to apply for and submit to the California Department of Housing and Community Development (herein“department”) through Sacramento Council of Governments (SACOG) the Regional Early Action Planning (REAP) grant application.

SECTION 2. In connection with the REAP Grant, if the application is approved by SACOG, the City Manager of the City of Colfax is authorized to enter-into, execute, and deliver on behalf of the City, a State of California agreement (standard agreement) in the amount of \$40,000, or any and all other documents required or deemed necessary or appropriate to evidence and secure the REAP Grant, the applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The City shall be subject to the terms and conditions as specified in the NOFA, and the standard agreement provided by the Department after approval. The application and any and all accompanying documents are incorporated in full as part of the standard agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the fully executed standard agreement. Pursuant to the NOFA and in conjunction with the terms of the standard agreement, the applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved application.

SECTION 4. The City Manager is authorized to execute the City of Colfax REAP Grant application,



the REAP documents, and any amendments thereto on behalf of the City of Colfax as required by the Department upon receipt of the REAP Grant.

7 PUBLIC COMMENT

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.

8 COUNCIL AND STAFF

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

8A. Committee Reports and Colfax Informational Items – All Councilmembers

8B. City Operations Update – City Manager

9 COUNCIL BUSINESS

9A. Skate Park Preliminary Plans and Location Approval (pages 84-98)

Presentation: Larry Wing/ Ty Conners

Recommendation: By Resolution __-2021, approve the Preliminary Plans for the Colfax Skate Park and Skate Park location adjacent to the Splash Pad.

9B. Roundabout Monument Sign Concept – Ad hoc Committee (pages 99-100)

Presentation: Wes Heathcock, City Manager

Recommendation: Discuss and consider establishing an Ad hoc committee for the Roundabout Monument Sign Concept.

10 GOOD OF THE ORDER

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

11 ADJOURNMENT

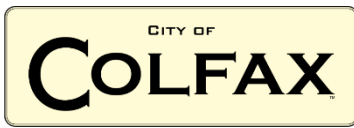
I, Amy Lind, Interim City Clerk for the City of Colfax, declare that this agenda was posted at Colfax City Hall and Colfax Post Office. The agenda is also available on the City website at <http://colfax-ca.gov/>

Amy M. Lind

Amy Lind, Interim City Clerk

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





Staff Report to City Council

FOR MARCH 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Wes Heathcock, City Manager
Subject: Caltrans Sustainable Communities Grant – Application Approval

Budget Impact Overview:

N/A:	Funded: √	Un-funded:	Amount: \$238,371	Fund(s): Fund 100 and Grant Reimbursement
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RECOMMENDED ACTION: Authorize the City Manager to receive a Caltrans Sustainable Communities Grant for the Downtown Streetscape Project outreach and design in the amount of \$211,030 with an 11.47% match of \$27,341 City general fund.

Summary/Background

The City of Colfax recently completed a downtown streetscape design concept project funded by Sacramento Area Counsel of Government (SACOG) Rural Downtown project. The Project was successful in receiving a substantial amount of comments from the business and residents in the community that resulted in a final design concept. The next step is to seek additional funding to further explore the design with outreach and 30% plans.

Caltrans Sustainable Communities Grant is designed specifically for the projects that improve the quality of life for communities. Colfax's Downtown Streetscape project fits within the funding scope. In the interest of the Grant short deadline, staff has submitted the attached grant application for the Caltrans Sustainable Communities Grant. The application details out the project goals and objectives.

Staff is requesting Council's approval of the Caltrans Sustainable Communities Grant \$211,030 with a local match of \$27,341 from the general fund. Staff has the ability to withdraw the application if Council is not in favor of the funding opportunity.

Fiscal Impacts

The Colfax Streetscape project will be funded by Caltrans Sustainable Communities Grant in the amount of \$211,030 with a Fund 100 (General Fund) local match of 11.47% \$27,341. The Grant is anticipated to be awarded in Spring of 2021.

Attachments:

1. Resolution
2. Caltrans Sustainable Communities Grant Application

City of Colfax

City Council

Resolution № __-2021

AUTHORIZING THE CITY MANAGER TO RECEIVE A CALTRANS SUSTAINABLE COMMUNITIES GRANT FOR THE DOWNTOWN STREETSCAPE PROJECT OUTREACH AND DESIGN IN THE AMOUNT OF \$211,030 WITH AN 11.47% MATCH OF \$27,341 CITY GENERAL FUND

WHEREAS, The City of Colfax recently completed a downtown streetscape design concept project funded by Sacramento Area Counsel of Government (SACOG) Rural Downtown project; and

WHEREAS, the next step is to seek additional funding to further explore the design with outreach and 30% plans; and

WHEREAS, Caltrans Sustainable Communities Grant is designed specifically for the projects that improve the quality of life for communities and the Colfax's Downtown Streetscape project fits within the funding scope.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax authorizes the City Manager to receive a Caltrans Sustainable Communities Grant for the Downtown Streetscape Project outreach and design in the amount of \$211,030 with an 11.47% match of \$27,341 City general fund.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the March 24, 2021 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sean Lomen, Mayor

ATTEST:

Amy Lind, Interim City Clerk



Sustainable Transportation Planning Grant Program

GRANT APPLICATION COVER SHEET

Item 6A

PART A. APPLICATION INFORMATION

FY 2021-22

Grant Category (choose only one)

<input checked="" type="checkbox"/>	Sustainable Communities (MPOs with sub-applicant, RTPAs, Transit Agencies, Cities, Counties, Tribes, other Public Transportation Planning Entities)	<input checked="" type="checkbox"/>	Strategic Partnerships (MPOs and RTPAs only)
	Sustainable Communities Competitive (11.47% Local Match requirement)		Strategic Partnerships (FHWA SPR Part I) (20% Local Match requirement)
	Sustainable Communities Competitive Technical (11.47% Local Match requirement)		Strategic Partnerships Transit (FTA 5304) (11.47% Local Match requirement)

Application Submittal Type

<input checked="" type="checkbox"/>	New	<input checked="" type="checkbox"/>	Prior Phases	<input checked="" type="checkbox"/>	Re-Submittal
	New Application		Continuation of a prior project. If so, list the project title below.		Re-submittal from a prior grant cycle. If so, list below how many times grantee has submitted an application for this project

PART B. PROJECT INFORMATION**Project Title and Location**

Project Title			
Project Location (City)		Project Location (County)	

PART D: Funding Information

- Is the applicant proposing to meet the minimum local match requirement or an over-match? Use the Match Calculator to determine the appropriate match. [Match Calculator](#)
☐ Minimum Local Match ☐ Over-Match
- What is the source of Local Match funds being used?
(MPOs – Federal Toll Credits, PL, and FTA 5303 Funds cannot be used to match Sustainable Communities Competitive)
☐ Local Transportation Funds ☐ Local Sales Tax ☐ Special Bond Measures
☐ Other, specify:

Grant Funds Requested	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost



Sustainable Transportation Planning Grant Program

GRANT APPLICATION COVER SHEET

Item 6A

PART C. CONTACT INFORMATION

	Applicant	Sub-Applicant	Sub-Applicant
Organization (legal name)			
Street Address			
Phone Number			
City			
Zip Code			
Executive Director Name			
Title			
Contact Person Name			
Contact Person Title			
Phone Number			
Contact E-mail address			

PART D. COMPLIANT HOUSING ELEMENT

City/County Applying for Sustainable Communities Grants	Yes (X)	No (X)
Does the City/County have a compliant Housing Element?		
Has the City/County submitted Annual Progress Report to HCD for calendar years 2018 and 2019?		



PART E. LEGISLATIVE INFORMATION

Use the following link to determine the appropriate legislative members in the Project area.

Search by address: <http://findyourrep.legislature.ca.gov/>

State Senator(s)		Assembly Member(s)	
District	Name	District	Name

PART F. LETTERS OF SUPPORT

List all letters of support received for the proposed project.

Name/Agency	Name/Agency



Sustainable Transportation Planning Grant Program

GRANT APPLICATION SIGNATURE PAGE

If selected for funding, the information contained in this application will become the foundation of the contract with Caltrans.

To the best of my knowledge, all information contained in this application is true and correct. If awarded a grant with Caltrans, I agree that I will adhere to the program guidelines.

Applicant			
Authorized Official (Applicant)			
Print Full Name	Wesley Clay Heathcock		
Title	City Manager		
Signature		Date	2/11/21
Sub-Applicant(s)			
Authorized Official (Sub-Applicant)			
Print Full Name	Kathryn Meis		
Title	Executive Director		
Signature	Kathryn Meis Digitally signed by Kathryn Meis Date: 2021.02.04 10:47:29 -08'00'	Date	2/4/21
Authorized Official (Sub-Applicant)			
Print Full Name			
Title			
Signature		Date	
Authorized Official (Sub-Applicant)			
Print Full Name			
Title			
Signature		Date	



Sustainable Transportation Planning Grant Program

SUSTAINABLE COMMUNITIES - GRANT APPLICATION

NARRATIVE

PART G. APPLICATION NARRATIVE

FY 2021-22

Project Information

Organization (legal name)	
Project Title	
Project Area Boundaries	

Application Narrative

1. Project Description 150 words maximum (10 points)

Briefly summarize project in a clear and concise manner, including major deliverables, parties involved, and any connections to relevant local, regional, and/or State planning efforts. **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program
SUSTAINABLE COMMUNITIES - GRANT APPLICATION
NARRATIVE

2A. Project Justification (15 points)

- Describe the problems or deficiencies the project is attempting to address, as well as how the project will address the identified problems or deficiencies.
- List the ramifications of not funding this project.
- Clearly define the existing issues surrounding the project (e.g., transportation issues, inadequate transit services, impacts of heavy trucking on local streets, air pollution, etc.).
- Competitive applications support the need for the project with empirical data.
- Describe how this project addresses issues raised
- Define the public benefit
- Explain how the public was involved with identifying issues
- Describe the impact of not funding the project
- **Do not exceed the space provided**



Sustainable Transportation Planning Grant Program
SUSTAINABLE COMMUNITIES - GRANT APPLICATION
NARRATIVE

2A. Project Justification (continued)



Sustainable Transportation Planning Grant Program

SUSTAINABLE COMMUNITIES - GRANT APPLICATION NARRATIVE

2B. Disadvantaged Communities Justification (5 points)

- Explain how the project area or portions of the project area are defined as a disadvantaged community, including Native American Tribal Governments and rural communities.
- Explain how the proposed project addresses the needs of the disadvantaged community.
- Describe how disadvantaged communities will benefit from the proposed planning project.
- The tools in Grant Application Guide, Appendix A, are intended to help applicants define a disadvantaged community.
 - Cite data sources, the tools used, and include a comparison to the statewide thresholds that are established in each tool.
- **Do not exceed the space provided.**

2C. Disadvantaged Communities Engagement (5 points)

- Describe how the proposed effort would engage disadvantaged communities, including Native American Tribal Governments and rural communities. Include specific outreach methods for involving disadvantaged communities.
- Describe how disadvantaged communities will continue to be engaged during the next phases after the proposed planning project is complete, including project implementation. See Grant Application Guide, Appendix A, for best practices in community engagement.
- **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program **SUSTAINABLE COMMUNITIES - GRANT APPLICATION** **NARRATIVE**

3. Grant Specific Objectives (Total 35 points)

Integrate the following Grant Program Considerations (Grant Application Guide, Chapter 1.2) in the responses for 3A-G below, as applicable:

- Caltrans Strategic Management Plan
- California Transportation Plan (CTP) 2040
- Modal Plans that Support the CTP 2040
- Title VI and Environmental Justice

3A. Grant Specific Objectives (5 points)

- Explain how the proposal encourages local and regional multimodal transportation, housing and land use planning that furthers the region's RTP SCS (where applicable).
- Demonstrate how the proposed effort would coordinate transportation, housing, and land use planning components of the project to inform one another (i.e., regular coordination meetings between responsible entities, joint community meetings, letters of commitment from all relevant implementing agencies, etc).
- Explain how the proposed effort would contribute to shifts in land use towards more sustainable and equitable communities, such as more affordable housing near transit or more compact regional development patterns. (Reference Grant Application Guide, Chapter 2.2, for example project types)
- **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program

SUSTAINABLE COMMUNITIES - GRANT APPLICATION

NARRATIVE

3B. Grant Specific Objectives (5 points)

- Explain how the proposal contributes to the State's GHG reduction targets and advances transportation related GHG emission reduction project types/strategies (i.e., mode shift, demand management, travel cost, operational efficiency, accessibility, and coordination with future employment and residential land use, etc.)
- **Do not exceed the space provided.**

3C. Grant Specific Objectives (5 points)

- Explain how the proposal supports other State goals, including but not limited to:
 - State Planning Priorities (Government Code Section 65041.1)
 - Climate Adaptation Goals (Safeguarding California)
 - Goals and Best Practices cited in the 2017 RTP Guidelines, Appendices K and L.
- **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program **SUSTAINABLE COMMUNITIES - GRANT APPLICATION** **NARRATIVE**

3D. Grant Specific Objectives (5 points)

- Explain how the proposal encourages stakeholder involvement.
 - List the stakeholders involved in the planning effort (e.g., first responders, community-based organizations, local housing and public health departments, transit agencies, and partners including State, federal, local agencies)
 - Explain how stakeholders will be involved throughout the project.
- **Do not exceed the space provided.**

3E. Grant Specific Objectives (5 points)

- Explain how the proposal involves active community engagement.
- Describe the specific public outreach methods/events that will be employed throughout the project
- Explain how public input will inform the project.
- Describe how the effort will survey the public at the end of each outreach event to gauge effectiveness of these activities for the planning effort.
- **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program

SUSTAINABLE COMMUNITIES - GRANT APPLICATION

NARRATIVE

3F. Grant Specific Objectives (5 points)

- Explain how the proposal assists in achieving the Caltrans Mission and Grant Program Objectives (Grant Application Guide, Chapter 1.2)
 - Sustainability, Preservation, Accessibility, Safety, Innovation, Economy, Health, and Social Equity, as applicable.
- **Do not exceed the space provided.**

3G. Grant Specific Objectives (5 points)

- Explain how the proposal ultimately results in funded and programmed multimodal transportation system improvements. Applicants should discuss next steps for project implementation, including timing for programming improvements that would result from the planning effort.
- **Do not exceed the space provided.**



Sustainable Transportation Planning Grant Program
SUSTAINABLE COMMUNITIES - GRANT APPLICATION
NARRATIVE

4. Project Management (Total 30 points)

See Scope of Work and Cost and Schedule samples and checklists for requirements (Grant Application Guide, Appendix B), also available on the Caltrans grants website:

<https://dot.ca.gov/programs/transportation-planning/regional-planning/sustainable-transportation-planning-grants>

4A. Scope of Work (15 points)

4B. Project Timeline (15 points)

SCOPE OF WORK

Project Information	
Grant Category	Sustainable Communities Competitive
Grant Fiscal Year	Fiscal Year 2021-22
Project Title	Colfax Downtown Connectivity and Main Street Improvement Plan
Organization (legal name)	City of Colfax, California

Introduction

Relevant Background

The City of Colfax is located in Placer County along Interstate 80 on the western slope of the Sierra foothills at a general elevation of 2,400 feet. The City lies about 50 miles northeast of the City of Sacramento with a population estimated to be 2,057 (U.S. Census Bureau, ACS 2019).

The City's location just below the heavy Sierra snowline led to its selection as a major rail switching point and maintenance station in the 19th century for the western portion of the first transcontinental railroad. Passenger and freight trains still travel through, and Colfax, with its historic depot, is a stop on the Amtrak line. Today, as the only city on U.S. Interstate 80 in the 60 miles between Auburn and Truckee with a population greater than 1,000 people, Colfax serves as a hub for services for a region larger than its incorporated boundaries.

The project study area encompasses the greater Downtown area, bounded by School Street to the north, Culver Street to the west, Oak Street to the south, and South Auburn Street to the east. It includes a transit station and the passenger rail depot, heritage museum, small plazas and pocket parks, a small market, shopping and offices, restaurants, community center, community theater, library, fire station, post office and twelve residential blocks. At its heart is the historic core, which generally encompasses the intersection of Main Street and Grass Valley Street, and reaches to just beyond Depot Street on North Main Street to the north and just beyond South Main Street at Church Street to the south.

Main Street once served as the primary business district, but infrastructure and investment has not kept up following construction of I-80 and auto-oriented commercial development east of downtown. New design is needed to bring the right-of-way up to current standards

and create a safe, walkable environment. The paved roadway is very wide with inconsistent shoulder, curb and edge conditions, a sidewalk limited to one side of the street, long pedestrian crossing distances and large areas of underutilized and deteriorated pavement associated with previous railroad-related uses.

A majority of the residents of Colfax live within one-half mile walking distance of Main Street and the downtown area. But improvements to conditions to and from downtown are needed to enhance connectivity and enable residents of all ages and abilities to travel by foot or bike to support downtown civic and commercial activity. Wide roadways that connect residents and visitors to Main Street, including Grass Valley Street, Church Street and South Auburn Street, detract from pedestrian and bicycle safety and comfort. In addition, there is a lack of consistent elements such as gateways, wayfinding, lighting and landscaping directing non-motorists and motorists to the historic business district and Colfax Amtrak station and transit depot. Enhancements are also needed to increase the visibility of downtown to visitors off I-80 and traffic on SR 174, which carries approximately 15,000 vehicles per day and connects Colfax to Grass Valley 11 miles to the northwest.

Related Planning Efforts

The project will build upon current and recent planning efforts. With support from the Sacramento Area Council of Governments, the City hosted a community workshop series in 2018 attended by nearly 100 community members on tools, strategies and recommendations for downtown revitalization. In December 2020, the City held an online interactive community workshop and conducted outreach with individual businesses and property owners to explore initial design concepts for Main Street. Improved access, safety, walkability, placemaking, and historic character were among the top issues identified.

Local business survival and recovery in the wake of the COVID 19 pandemic was another important theme raised in the December workshop and stakeholder outreach. The planning effort will address street and sidewalk improvements (e.g., wider sidewalks, parklets, slow and flexible street design, temporary vacant lot and parking lot conversions) as well as changes to the City's outdoor dining permit process to support expansion of exterior commerce to activate Main Street and respond to the current and future public health crises.

This project will also develop recommendations to inform and advance goals and policies identified in the General Plan Update which is just getting underway. This will include assessment of the impacts of recent and pending development and transportation facility improvement projects off the I-80 interchange. The project will use a context-sensitive approach that mirrors the 2020 MTP/SCS place type analysis, which envisions Colfax as a

“Center and Community” place type that includes a compact form, mix of uses, and infrastructure that is supportive of walking and bicycling. It will also advance Placer County 2040 RTP policies that call for investing in bicycle and pedestrian infrastructure, increasing availability and use of public transit, and supporting extension of regular rail service through Colfax to Truckee and Reno. And it will explore strategies and improvements to connect the city and the downtown to the regional bicycle network laid out in the 2018 Placer County Regional Bikeway Plan and 2015 SACOG Regional Bicycle, Pedestrian and Trails Master Plan.

Project and Project Area Demographics

American Community Survey 5-year census data indicate that Colfax’s racial and ethnic makeup is predominantly white, with significant minority populations. 78% identify as White, followed by 12% as Hispanic, 4% Black, 1% Native, 2% Other, and 3% Two or more (Census Reporter: ACS 2019).

Colfax is a small rural community with a disadvantaged population. The median household income in Colfax (MHI) is \$57,734, about 75% of the statewide MHI at \$75,235. 43% of the population have household incomes under \$50,000, about 25% higher than the rate in California. While the percentage (12.7%) of children under 18 below the poverty line is slightly less than the rate in California, the percentage of seniors (13%) 65 and older is 25% higher than the rate in California, and 1.5 times the rate in the Sacramento-Roseville-Folsom Metro Area. 53% of housing units are renter-occupied, about 20% higher than the rate in California, and 1.3 times the rate in the Sacramento-Roseville-Folsom Metro Area (Census Reporter: ACS 2019).

As described in the application narrative form and description of scope and tasks below, the project will benefit disadvantaged residents and small businesses by directly engaging them to identify their safety, access and mobility needs and priorities for improvements. A special focus will be on the most disadvantaged residents and neighborhoods in and near Downtown. A plan that improves conditions for walking and bicycling will benefit all residents but will be a greater benefit for lower income residents without access to a car or who are unable to drive, and who are more reliant on walking, bicycling and access transit modes of travel.

Project Stakeholders

The City of Colfax is the proposal applicant and will be the grant recipient. The City will partner with the Local Government Commission (LGC), a 501(c)3 non-profit organization. The City will select a technical consultant team through a competitive bid process to produce the plan. The selected consultant will have expertise in multimodal transportation planning, traffic and civil engineering, landscape architecture and urban design.

The roles and responsibilities of the City, LGC and the consultant team are detailed below.

City of Colfax

The City is the lead applicant for the project. The project will be overseen by staff from the City Manager's office and the Planning Department. The City will execute the Restricted Grant Agreement with Caltrans and execute contracts with its sub-applicant and consultant team. The City, with support from LGC, will assemble an Outreach Advisory Group and conduct a competitive bid process to select a qualified consultant team with multimodal transportation planning, traffic and civil engineering, and landscape architecture and urban design expertise. The City will provide staffing support to meet the 11.47 percent local match. Staff will coordinate with Caltrans District staff and other project partners and agencies, participate in community engagement activities, attend meetings, provide data and policy documents, review consultant products, and direct revisions. City staff will prepare quarterly invoices and reports to Caltrans with support from LGC. Staff will also coordinate with partners to help publicize the project and ensure public participation in all aspects of the community planning process.

Local Government Commission (LGC)

LGC will assist with project management and coordination of the RFP process for consultant selection. LGC will help the City assemble and manage an Outreach Advisory Group, organize the community engagement events, develop publicity materials with local input, and document public input for inclusion in the resulting plan document. LGC staff will facilitate community engagement activities including virtual and in-person workshops, walk audits and bicycle audits, and stakeholder listening sessions. LGC staff has extensive experience in public engagement in planning processes, multi-modal transportation planning and community design. Since 2001, LGC staff has worked on over 75 planning projects funded by Caltrans throughout the state. LGC staff also conduct workshops on Designing for Pedestrian Safety (for the Federal Highway Administration), Safe Routes to School (for the National Center for SRTS), and Complete Streets (for the National Complete Streets Coalition). LGC has staff that is fluent in Spanish and can produce outreach materials and conduct meetings and workshops in English and Spanish.

Consultant

The selected consultant (or team of consultants) will be responsible for technical analysis, documentation, mapping and evaluation for the project. The consultant will analyze and document baseline conditions for street connectivity, walking and bicycling, traffic safety and operations, and Main Street and Downtown neighborhood land use. The consultant will actively engage in the public process, develop design concepts and recommendations to improve safety and mobility choices that respond to input from the community and responsible agencies, and prepare the plan document. Core components of the plan will include:

- A comprehensive summary of the community engagement process and input received.
- An overall multi-modal transportation and land use framework plan for the Main Street historic core and adjoining streets, neighborhoods and key destinations with proposed infrastructure improvements, circulation, access and parking patterns that are consistent with the desired community character
- Conceptual designs for streets, other public spaces and private development opportunity sites to facilitate pedestrian, bicycle and transit safety, use and mobility, and enhanced commercial activity. Graphic designs will provide visualizations to help community members understand public right of way cross-sections and interaction with adjacent properties and buildings.
- Implementation strategy that identifies both short- and long-term infrastructure improvements, potential funding opportunities, and steps for instituting policy and programmatic changes.

Overall Project Objectives

The project and resulting products will address the following community sustainability and livability objectives:

- Engage residents, especially those who do not typically participate in City decision-making and planning processes.
- Identify obstacles to multimodal mobility, access, safety, and comfort to the Downtown area.
- Identify transportation and connectivity challenges for residents and visitors and that impact business performance and development opportunities.
- Develop slow streets designs that calm traffic, especially near shops, parks and plazas on Main Street.
- Develop designs to improve conditions for walking, bicycling, outdoor eating and commerce on Main Street.
- Identify opportunities for application of green street concepts, such as trees, storm water planters, swales and other bio-retention areas, drought-tolerant landscaping, and permeable pavement.
- Recommend wayfinding improvements to increase awareness and visibility of Downtown to travelers entering town from I-80 and State Route 174.

Summary of Project Tasks

Task 01: Project Administration

Kick Off Meeting with Caltrans: The City will schedule a project kick-off meeting with Caltrans to review the scope of work for the grant, consultant selection process, grant reporting, invoicing and other elements of the grant requirements.

Quarterly Progress Reports: The City will submit quarterly project reports and fiscal reports to Caltrans District staff to provide a summary and percent completion of project progress and grant/local match expenditures.

Invoicing: The City will submit complete invoice packages to Caltrans District staff (at least quarterly, but no more frequently than monthly).

Task Deliverables
<ul style="list-style-type: none"> • Notes from the kick-off meeting with Caltrans • Quarterly Progress Reports • Quarterly invoice packages

Task 02: Consultant Procurement

The City will prepare a request for proposals (RFP) to solicit a consultant or team of consultants with the necessary technical expertise to develop the plan. The RFP will follow the proper procurement procedures established by Caltrans for these projects. The RFP will be posted on the City's web page and will be sent to a minimum of six firms in California with expertise in active transportation, traffic engineering, transportation planning and urban design. Consultants will be given three or more weeks to submit proposals. Once received, City staff will assemble a review panel that includes City and LGC staff and selected stakeholders. If the panel deems it necessary, in-person or videoconference interviews will be held with the top candidates. Once a consultant team has been chosen, the City will prepare a contract. Once a contract is in place, City and LGC staff will hold a kickoff meeting and site visit with the consultant.

<ul style="list-style-type: none"> • Copy of the Request for Proposals • Copy of the contract between the consultant and the City • Meeting notes from the project kick-off with consultant and LGC • Copies of all amendments to the consultant contract (if any)
--

Task 03: Contracting with Sub-Applicant

The City will prepare an agreement to secure the services of the Local Government Commission, the sub-applicant on this project. The Local Government Commission is the nonprofit organization that will be assisting with the project.

Task Deliverables
<ul style="list-style-type: none"> • Copy of the agreement between the Local Government Commission (LGC) and the City • Copies of all amendments to the LGC contract (if any)

Task 1: Community Outreach

The City, with support from LGC, will identify key stakeholders, assemble an advisory group, develop an outreach and engagement strategy, and produce and distribute outreach materials. Activities to be completed under this task include:

Assemble Contact Management Database

LGC, with support from the City, will assemble and maintain a stakeholder contact list that includes leaders, officials and staff from Colfax, Placer County, Sacramento Area Council of Governments (SACOG), Caltrans, and other relevant state agencies, school district, businesses and business organizations, community organizations and advocacy groups. The list will also include neighborhood leaders and residents, property owners, developers and other interest groups that reflect the demographics and perspectives of the community. Special efforts will be made to identify agencies, organizations and associations that work with disadvantaged communities.

Assemble Outreach Advisory Group

LGC and the City will establish a community and stakeholder outreach advisory group of approximately 8-12 individuals for project guidance. Participants will include representatives from local and regional agencies and other organizations and groups from the stakeholder list described above. Caltrans District staff will be invited and encouraged to participate in all meetings. The group will identify important sensitivities to consider and pertinent information regarding the conditions, history, and needs of the community. It will help determine strategies for framing and communication and for engaging all segments of the community and maximizing participation at public events, as well as opportunities for coordination and synergy with other community initiatives and planning activities impacting the community. Meetings will also provide a venue for discussion of plan concepts and strategies for plan implementation.

Outreach Advisory Group Meetings

The Outreach Advisory Group is expected to meet on at least three occasions during the course of the project, with the possibility of additional meetings as needed. In the event that Covid-19 restrictions are still in place, the meetings will be held through an online video meeting platform.

- The first meeting is anticipated approximately 3 to 4 months in advance of core community engagement events. Agenda topics will include: key issues to address in the plan, problem and opportunity areas to study, locations with the greatest safety and access challenges, scheduling, platforms and venues for events and activities, key stakeholders to target for consultation and engagement, and strategies for engaging underserved residents.
- The second meeting is anticipated approximately 1 to 2 months before the engagement events. The agenda will focus on a review with feedback of existing conditions prepared by the consultant team and outreach and planning for engagement events.
- The third meeting is anticipated approximately two months following the community design charrette events described under Task 3 below to review proposed concepts developed during and after the engagement events and provide further direction for the consultant team prior to development of refined concepts for public review.

Produce and Distribute Outreach Materials

LGC will work closely with the City and advisory group members to identify and implement effective outreach and publicity methods to ensure public awareness and participation in the community events. Special efforts will be made to reach lower-income, underserved members of the community. Specific tasks will include:

- **Materials.** LGC will produce digital and printed flyers and posters publicizing events for community-wide distribution. All materials will be produced in English and Spanish.
- **Distribute.** Advisory group members, Colfax Area Chamber of Commerce, Public Library, businesses and civic organizations will be asked to provide, display and distribute flyers and information about the engagement events through their networks and at meetings and festivals. The elementary and high school will be asked to send announcements and flyers home with their students and/or publicize events through phone and email outreach methods. Main Street businesses will be asked to display announcements, signs and posters at prominent locations such as The Colfax Theatre marquee.
- **Media.** Announcements and press releases will be distributed to local and regional media. LGC staff will also work with City staff and Advisory Group members to identify social media platforms that residents use. The City will work with the Chamber, businesses and civic groups on setting up changeable message signs or banners announcing events. Announcements, project information, presentations and plan documents will be posted on the City web site, and events will be

publicized on social media platforms and through the City's Colfax Connections newsletter.

Task Deliverables
<ul style="list-style-type: none"> • List of stakeholders • List of Advisory Group members • Notes from Advisory Group meetings • Copies of outreach materials • Summary of outreach materials distribution

Task 2: Existing Conditions

Inventory of Policies, Plans, Projects and Programs

The consultant will inventory and review local and regional plans and projects that address active transportation and coordinated transportation and land use planning, including but not limited to: 2021 General Plan and Housing Element Update, 2009 Historic District Design Master Plan, 2018 Retail Summit and Building Blocks for Great Commercial District recommendations, 2007 Parks and Recommendations Master Plan, 2003 Bikeway Master Plan, 2013 SACOG Regional Bicycle, Pedestrian and Trails Master Plan, and recent and pending development and transportation facility improvement projects off the I-80 interchange.

LGC and the consultant will reach out and coordinate with the school district and Placer County health department to document student safety, education, and encouragement programs implemented at the local schools. LGC staff will reach out to health agencies and organizations for community health data and to identify current healthy community advocacy and education initiatives that can help inform recommendations to improve safety and access in the downtown area.

The consultant will provide a technical memorandum summarizing existing and future policies, plans, projects and programs.

Data Collection and Analysis

The consultant will compile and examine existing traffic safety, circulation and operations issues for pedestrians, bicyclists and motorists and develop socio-demographic analysis related to the need, demand, and potential for walking and bicycling (e.g. vehicle ownership, gender, age, etc.), parking, delivery, drop off and pick up, emergency access and response and other essential Main Street and Downtown area functions. In addition, the consultant shall evaluate the following:

- Collection and review of available GIS data. The consultant will be responsible for integrating available data, and generating data where none currently exists, to develop GIS layers necessary for base mapping and design.
- Collection and assessment of available traffic volume and peak demand data. The consultant will be responsible for integrating available data, and generating data where none currently exists, to evaluate conditions and activity for both motorized and non-motorized modes.
- Evaluate collision data using recognized statewide standardized data to map injuries and fatalities to pedestrians, bicyclists and motorists in traffic collisions.
- Inventory prominent land uses and destinations in the Downtown area and Main Street historic core. The consultant will work with the City to identify end-of-trip facilities, wayfinding, and adopted policies serving to support and encourage active transportation travel and access for all modes.

Base Maps

The consultant will prepare a series of base maps to document and illustrate existing conditions and for design and analysis work and use by residents and stakeholders at engagement activities.

Existing Conditions Report

The consultant will provide a report summarizing the data analysis and multimodal infrastructure, traffic, circulation and land use conditions, and strengths to build upon and barriers to address.

Task Deliverables
<ul style="list-style-type: none"> • Summary and analysis of policies, plans, projects and programs • Data analysis • Base maps • Existing conditions report

Task 3: Community Engagement/Design Concepts

As with any community planning or development process, the community engagement efforts for this project will help to affirm community values, needs and aspirations and ultimately drive the development of concepts and the final plan so that it reflects and advances the community's vision for the future. To support this goal, LGC will work closely with the City to conduct an iterative series of activities to engage residents and Downtown stakeholders.

A multi-day charrette is the centerpiece of the community-based planning effort and will consist of multiple public engagement activities over a concentrated period of time. The purpose of the charrette will be to identify goals, objective and guiding principles for the plan while beginning to identify proposed design solutions. LGC will organize and facilitate the events with the consultant team working alongside throughout, listening and translating the input into design concepts and improvements to include in the plan.

Design charrettes consist of a series of events that can include: highly interactive workshops, exercises, walkability and bicycling audits, stakeholder meetings, design table exercises and other activities that provide residents and key stakeholders a direct role in developing a plan for the future. By concentrating activities over a short period of time, charrettes help capture attention, encourage involvement of residents, and energize a process that draws more interest from the community and the media. The iterative process used in a charrette also helps develop cross-agency and cross-community sector buy-in and support for the resulting plan and its recommendations.

Project Website and Survey

To complement the design charrette, the consultant team will work with the City and LGC to create a web page that residents can use to provide comments and ideas. The website will include an interactive map where residents can provide detailed comments and concerns about specific streets and intersections. The website will also direct residents to online surveys that they can fill out to provide comments and ideas. The project website will also be used to post updates on the planning effort as well as copies of the draft and final plans.

Agenda Development and Logistics

LGC, in coordination with the City, advisory group and consultant, will develop a detailed agenda for the design charrette events and activities. The City and LGC, with help from the Advisory Group and co-sponsors, will arrange facilities and food (in accord with grant guidelines for eligible snack and refreshment expenses), and other supporting promotional and celebratory activities.

Community Design Charrette

The LGC, City and consultant will organize a four-day community design charrette. Spanish interpretation will be available for non-English speaking participants. In the event that Covid-19 restrictions are still in place, the meetings and workshops will take place over a remote platform with scheduling, timing and spacing of events and activities determined in consultation with the Advisory Group. The draft schedule of activities will include:

- Approximately 4-5 small group stakeholder listening sessions (e.g., government agencies, community service providers, youth, seniors, people with disabilities,

businesses and property owners, and emergency responders) to gain a better understanding of the concerns and issues. Meetings are typically 60-90 minutes in length. In the event Covid-19 restrictions are still in place, the meetings will be conducted virtually using a remote platform such as Zoom with phone conferencing capability for those who do not have access to a computer or the internet.

- Kick-off community workshop, typically on a weekday evening to ensure broad participation. The kick-off workshop will provide participants with an overview of the project goals and objectives and will include a visioning presentation, exercises and activities to gather community input such as design tables in which small groups work together to write and draw their ideas on aerial maps. In the event Covid-19 restrictions are still in place, the event will be converted to a virtual workshop utilizing LGC's experience with interactive online collaborative tools such as Mural and Conceptboard.
- Facilitated walk audits to observe conditions and discuss solutions. In the event Covid-19 restrictions are still in place, the walks will be led by LGC and consultant team representatives with 3-5 participants so that they can remain properly distanced. Participants will wear masks at all times.
- Consultant team members will work for several days on-site in intense production to developing preliminary recommendations and illustrative graphics.
- Afternoon or evening open studios where residents can view work in progress, interact with the team and provide feedback. In the event Covid-19 restrictions are still in place, the open studios will be conducted virtually using an online interactive meeting platform.
- Review of concepts with City, Caltrans and other key agency staff.

Community Workshop on Full Draft Concepts

Approximately three months following the charrette, LGC will organize and widely publicize an evening workshop where the consultant team will present to stakeholders and the community the full draft concepts and proposed improvements. Spanish interpretation will be available for non-English speaking participants. This will provide an opportunity for stakeholders and residents to provide feedback on the recommendations and to make sure critical issues have been addressed. In the event Covid-19 restrictions are still in place, the workshop will be conducted remotely utilizing an online collaborative workshop platform.

On-line Survey of Full Draft Concepts

Recognizing that not all community members will be able to attend the workshops and to ensure broader public feedback and input, the proposed concepts will be posted on-line with a survey in English and Spanish allowing people to weigh in over the course of a few weeks with their preferences, concerns, comments and suggestions. The survey will be available in paper format for those who do not have internet access or prefer to complete by hand.

Task Deliverables
<ul style="list-style-type: none"> • Agenda and presentations for Community Engagement Charrette • Participant lists • Summary with photos of community input received during charrette activities • Agenda and presentation for draft concepts workshop • Notes on community comments received during draft concepts workshop • Survey results on draft concepts

Task 4: Draft Plan Development

The final deliverable will be a plan for improving multi-modal transportation connectivity and access to and within Downtown Colfax. The report will include recommendations for the transportation network and will be graphically illustrated with drawings including sections, plan views, and detailed recommendations for public infrastructure improvements and adjacent properties, including small and immediately feasible enhancements, and larger, more complex, longer term and capital-intensive projects. The plan will also lend itself to revitalization efforts and investment programming with a section devoted to future funding strategies for implementation. By enabling and encouraging more Colfax residents and visitors to walk, bike and take transit, the plan will make more efficient use of the existing transportation system and at the same time reduce emissions from motor vehicles that impact the climate and community health.

Increased access and transportation related amenities in the downtown will also support economic development by attracting visitors, encouraging business retention and expansion, and improving conditions for infill development. Safety, security and mobility will be enhanced by redesigning street sections, repurposing unnecessary pavement, fixing challenging intersections, and addressing circulation and access to help bicyclists ride along the street and to help pedestrians – especially youth, elderly and individuals with disabilities or mobility challenges – walk along or cross the street. More activity and eyes on the street will help improve personal security as well

Develop and Refine Design Alternatives

The consultant will refine and complete products from the charrette. Approximately 2 to 3 months following the charrette, the consultant and LGC will review the public input, recommendations and plan concepts with the City, key agency staff and the advisory group. A community workshop and online survey on the full draft concepts as described under Task 3 will follow. Feedback will guide development of final design concepts and a coordinated transportation and land use strategy for the Downtown and Main Street.

Develop Implementation Plan

The consultant, working closely with the City, LGC and local stakeholders, will prepare an implementation plan that identifies policy and regulatory changes and improvement projects, phasing/timing, cost estimates, and available funding sources.

The plan will also identify steps for securing additional funds necessary for implementation. It will include local, regional, state, and federal sources, and cover a variety of types including transportation infrastructure and amenities, air quality, water quality, parks, health, economic development and climate adaptation. The funding list will include public and private sources and details on what each funding source can address such as capital improvements, feasibility analysis, environmental review, right-of-way acquisition, engineering design and construction documents, programs, maintenance and operations.

Prepare and Distribute Full Draft Plan

The consultant will incorporate the results of prior tasks to produce the full draft plan. LGC will prepare a section summarizing the public process and community input for inclusion in the document. Following administrative review by the City and Caltrans, the draft will be released for review and comments by the public. The document will be made available for download from the project website. The City and LGC will consult with the advisory group to identify additional avenues for distribution (such as providing copies for review at the County Library on Church and Main Street), access and submission of comments. The plan will include a summary of next steps towards implementation and will credit Caltrans on the title page.

Task Deliverables
<ul style="list-style-type: none"> • Draft and final design concepts • Draft and final implementation plan with funding strategy • Full draft plan for administrative review • Full draft pan for public review • Draft final plan

Task 5: Final Plan and Council Approval

Final Plan Adoption or Approval

Based on input received on the draft plan, the consultant will prepare the final plan. The consultant and LGC will present the plan to the City Council for adoption or approval. The consultant will make final adjustments, corrections and refinements, and submit the final document to the City. The City will submit an ADA accessible electronic copy of the final document to Caltrans.

Task Deliverables
<ul style="list-style-type: none">• City Council agenda and staff report• Final plan• Meeting minutes with City Council approval

California Department of Transportation
Sustainable Transportation Planning Grant Program
PROJECT COST AND SCHEDULE

Grant Category Sustainable Communities Competitive
Grant Fiscal Year Fiscal Year 2021-22
Project Title Downtown Connectivity and Main Street Improvement Plan
Organization (legal name) City of Colfax, California

Task #	Task Title	Estimated Grant Amount*	Estimated Local Cash Match*	Estimated Local In-Kind Match*	Estimated Total Project Cost*	FY 2021/22												FY 2022/23												FY 2023/24																							
						A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J													
01	Project Administration (no more than 5% of total Grant Award)	\$4,295	\$5,468	\$0	\$9,763																																																
02	Consultant Procurement	\$5,825	\$2,734	\$0	\$8,559																																																
03	Contracting with Sub-Applicant	\$358	\$547	\$0	\$905																																																
1	Community Outreach	\$23,641	\$3,554	\$0	\$27,195																																																
2	Existing Conditions	\$29,412	\$2,734	\$0	\$32,146																																																
3	Community Engagement/Design Concepts	\$59,264	\$5,468	\$0	\$64,732																																																
4	Draft Plan Development	\$74,467	\$4,101	\$0	\$78,568																																																
5	Final Plan and Council Approval	\$13,768	\$2,735	\$0	\$16,503																																																
Totals		\$211,030	\$27,341	\$0	\$238,371																																																

* Use only whole dollars in the financial information fields. Dollar amounts must be rounded up/down and decimals should not be shown.

Does your agency plan to request reimbursement for indirect costs? ☐ Yes ☒ No If yes, what is the estimated indirect cost rate? _____

Does your agency plan to use the Tapered Match approach for invoicing purposes? ☒ Yes ☐ No

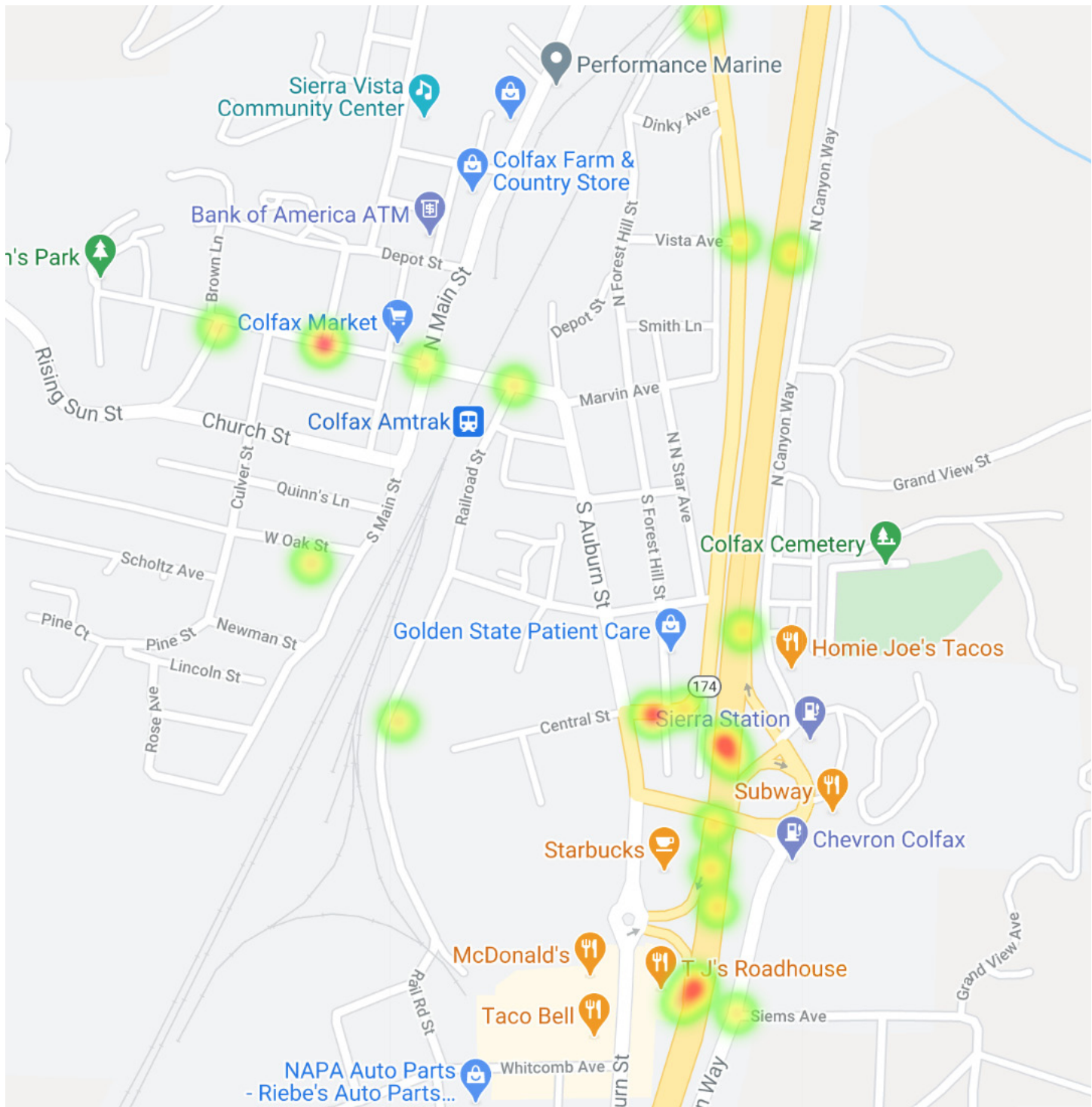
Attachment 1

Maps of Project Area

Colfax Downtown Connectivity and Main Street Improvement Plan:
Project Area Map



Coflax Collision Heat Map for the Period 2009 - 2018
 Source: SafeTREC Transportation Injury Mapping System



While many of the 46 collisions indicated in the heat map above occurred on I-80 (outside City jurisdiction), nine incidents occurred in or within the vicinity of the project study area on Grass Valley Street, West Oak Street, Railroad Street, and S.R. 174 near the intersection of South Auburn Street. The project will assess safety challenges and identify appropriate countermeasures on key streets and intersections within the vicinity of the project area.

Attachment 2

Photos of Project Area

Photographs of the Project Area



North Main Street facing south toward the intersection with Grass Valley Street. The project will develop design concepts to covert excess street width and pavement for traffic calming, safety and pedestrian and bicycle facilities and amenities.



North Main Street facing north near the intersection with Depot Street.



Historic Main Street on Old U.S. Highway 40.



Main Street today.



The excess width of Main Street encourages higher speed and detracts from pedestrian and bicycle safety and appeal.



Initial rendering from the December 2020 community workshop of how excess pavement might be converted to provide a wider sidewalk, landscaping and enhanced crosswalk.



Temporary outdoor dining on North Main Street following COVID-19 restrictions. The project will explore designs for enhanced, flexible use of the right-of-way for exterior commerce.



There are many civic and community uses in the downtown area, such as the County library on South Main Street..



The historic community theater on South Main Street is shown above. The project will identify improvements and strategies to connect residents and visitors to downtown destinations.



The Sierra Vista Community Center shown above is located on School Street at the northern edge of the study area.



The transit center, Amtrak depot and museum located across the tracks from Main Street are shown above.



The Amtrak stop is shown above. The project will identify strategies to better connect residents and visitors to the bus and rail station.



The intersection of Main and Depot streets is extremely wide, creating hazards for motorists and non-motorists alike.



Main Street facing north at Depot Street. There are no bike lanes or bikeways on Main Street south of Depot Street.



Grass Valley Street facing west toward the intersection with Main Street.



The intersection of Grass Valley and Main Street presents the opportunity for enhancements such as a mini-circle announcing arrival at the historic town commercial district.



The project will explore gateway and safety enhancements at key intersections such as this one at the junction of South Auburn Street and S.R. 174 that carries high volumes of traffic less than a quarter-mile from the downtown.



New roundabout at the I-80 interchange at South Auburn Street. The project will explore innovative traffic controls such as this for other key intersections.



South Auburn Street facing north at the intersection with Oak Street. The width of the street encourages higher speeds but presents potential space for bicycle improvements and sidewalk enhancements.



South Auburn Street facing south at the intersection with Marvin Avenue just outside the historic business district. The street is wide, the sidewalks are narrow and the crosswalk includes minimum striping which is difficult for motorists to detect. The project will consider conditions such as these for improvements such as high visibility crosswalks and buffered bike lanes or protected bikeways.



Art and artifacts beautify the downtown neighborhoods and Main Street and memorialize the City's past. The project will identify context-sensitive solutions that respond to the community's small town character and railroad and mining history.

Attachment 3

Letters of Support



1415 L Street,
Suite 300
Sacramento, CA
95814

916.321.9000
sacog.org

February 2, 2021

Wes Heathcock
City Manager
City of Colfax
33 Main Street
Colfax, CA 95713

Subject: Letter of Support for City of Colfax's FY 2021-22 Caltrans Sustainable Communities Grant Application for the Colfax Downtown Connectivity and Main Street Improvement Plan

Dear Mr. Heathcock:

The Sacramento Area Council of Governments (SACOG) is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses, and community activity.

We understand that this planning effort will explore improving safety, access, convenience, and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk, and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving, and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

SACOG is committed to serving the city of Colfax by enhancing the city through the implementation of the six-county Sacramento region's Metropolitan Transportation Plan/ Sustainable Communities Strategy (MTP/SCS) and the SACOG Blueprint Plan. If implemented, the MTP/SCS and Blueprint will help create a safe, active, and healthy environment in Colfax and throughout the region. SACOG has committed several resources to working with the city on its streetscape and complete streets efforts. SACOG has provided technical assistance in community and economic revitalization consultants in for the past four years. The assistance is at the point where implementation activities are next, including detailed planning. We believe that

Auburn
Citrus Heights
Colfax
Davis
El Dorado County
Elk Grove
Folsom
Galt
Isleton
Lincoln
Live Oak
Loomis
Marysville
Placer County
Placerville
Rancho Cordova
Rocklin
Roseville
Sacramento
Sacramento County
Sutter County
West Sacramento
Wheatland
Winters
Woodland
Yolo County
Yuba City
Yuba County

providing safe, convenient, and appealing facilities within, to and from Downtown will create a more livable, vibrant, and prosperous community for all of our residents.

We hope that Caltrans will provide Colfax with this important grant and look forward to working with you to improve Downtown revitalization and transportation options for the community.

If you have any questions, please contact SACOG Senior Planner Greg Chew at gchew@sacog.org or at 916-340-6227.

Sincerely,



Matt Carpenter
Director of Transportation Services



February 11, 2021

Wes Heathcock, City Manager
City of Colfax
33 Main Street
Colfax, CA 95713

Subject: Letter of Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

The Placer County Transportation Planning Agency (PCTPA) is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to fund the preparation of a Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods.

Placer County Transportation Planning Agency (PCTPA) is the forum for making decisions about the regional transportation system in Placer County. The decisions made are reflected in PCTPA's planning and programming of the area's state and federal transportation funds. In developing and adopting plans and strategies, we and our member agencies like the City of Colfax, not only make the best use of these funds, but also fulfill the requirements of our state designation as the Regional Transportation Planning Agency (RTPA) for Placer County. PCTPA last year adopted the 2036 Placer County Regional Transportation Plan which includes its member agency, the City of Colfax.

PCTPA was created as the transportation planning agency for Placer County excluding the Lake Tahoe basin. PCTPA represents Placer County and six incorporated cities located within the political boundary of Placer County. In total, Placer County contains 1,506 square miles ranging in elevation from 160 feet to nearly 9,500 feet. Colfax's position along Interstate 80 captures a tremendous amount of visitor traffic and designing a vibrant downtown area will attract more visitors as well as new residents attracted by the safety, walkability and charm of its revitalized downtown area. Safe, convenient, and appealing facilities within, to and from Downtown will create a more livable, vibrant, and prosperous community for all residents and visitors.

The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving, and ensuring a sustainable regional transportation system within Placer County, and protecting the environment and health. Preparing this plan for the City will position it for future grants and funding to implement improvements. A small investment in this rural town in the Sierra foothills by Caltrans will result in a large multiplier impact for its economy.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for the community. If you have any questions, please contact me at mluken@pctpa.net or (530)823-4035.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mike Luken', written over a blue circular stamp.

Mike Luken, Executive Director

299 Nevada Street • Auburn, CA 95603 • (530) 823-4030 (tel/fax)

Item 6A
MINOR AMARA
City of Auburn
TRINITY BURRUSS
City of Colfax
PAUL JOINER
City of Lincoln
BRIAN BAKER
Town of Loomis
KEN BROADWAY
City of Rocklin
BRUCE HOUDSHELDT
City of Roseville
JIM HOLMES
SUZANNE JONES
Placer County
DAN WILKINS
Citizen Representative
MIKE LUKEN
Executive Director



PLACER COUNTY
SHERIFF
CORONER-MARSHAL



MAIN OFFICE
2929 RICHARDSON DRIVE
AUBURN, CA 95603
PH: (530) 889-7800 FAX: (530) 889-7899

SOUTH PLACER STATION
6140 HORSESHOE BAR ROAD, SUITE D
LOOMIS, CA 95650
PH: (916) 652-2400 FAX: (916) 652-2424

NORTH LAKE TAHOE STATION
P.O. BOX 1710
TAHOE CITY, CA 96145
PH: (530) 581-6300 FAX: (530) 581-6377

DEVON BELL
SHERIFF-CORONER-MARSHAL

WAYNE WOO
UNDERSHERIFF

January 28, 2021

Wes Heathcock
City Manager
City of Colfax
33 Main Street
Colfax, CA

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

The Placer County Sheriff's Office is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

The Placer County Sheriff's Office works to enhance the safety residents and visitors alike and is committed to creating a safe, active and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Sergeant Kevin Griffiths
City of Colfax Station Commander



PLACER COUNTY FIRE DEPARTMENT
IN COOPERATION WITH CAL FIRE
13760 Lincoln Way | Auburn, CA. 95603 | 530-889-0111

Item 6A

Brian Estes - Fire Chief

Wes Heathcock

February 1, 2021

City Manager
City of Colfax
33 Main Street
Colfax, CA

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

The Placer County Fire Department is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant. This will prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods.

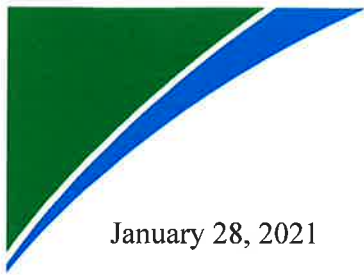
We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

The Placer County Fire Department is committed to ensuring The City of Colfax maintains a high level of health and safety for residents. We believe that providing safe, convenient and appealing facilities in the downtown area, will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Brian Estes
Fire Chief
Placer County Fire Department



January 28, 2021

Wes Heathcock
City Manager
City of Colfax
33 Main Street
Colfax, CA 95713

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

The Placer County Library is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant, to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete street designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and our health. We also understand that by preparing this plan, the City will be better positioned to pursue grants and partnerships to implement improvements.

The Placer County Library works to build community by providing library services to all who live in or visit Placer County. We are proud to offer free high-speed Wi-Fi, computer access, and library programs for all ages in Downtown Colfax. We are your partners and committed to creating a safe, active and healthy environment by supporting literacy and life-long learning. We believe that providing safe, convenient and appealing facilities within, to, and from Downtown will create a more livable, vibrant and prosperous community for all our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve the Downtown revitalization and transportation options for our community.

Sincerely,

Mary L. George

Director of Library Services for Placer County

LindaLouise Haines, M.Ed.
205 Canyon Ct., #32
Colfax, CA 95713

RECEIVED
FEB 1 2021
CITY OF COLFAX

February 1, 2021

Wes Heathcock
City Manager
City of Colfax
33 Main Street
Colfax, CA

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

As an individual Senior I am pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods.

I do not represent any organization. However, I am active in the community as a Senior and a senior advocate. Plus, I am a volunteer with the Colfax Area Chamber of Commerce, and I am a writer for the city newsletter, Colfax Connections focusing on businesses within the city.

I am glad that an intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activities and events. Issues of accessibility are of special interest to me as a person using various assistive ambulatory devices. Plus, as one who has spent many years in the field of Special Education with a focus on accessibility compliance, I have a special concern in the area.

I understand that this planning effort will explore improving safety, access, convenience and mobility options for all users. It will encourage walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities.

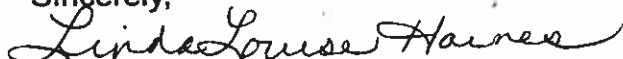
2/ Caltrans grant request support, LLH

The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. I also understand that by preparing this plan, the City will be better positioned to pursue grants and partnerships to implement improvements.

I am committed to supporting the creation of a safe, active and healthy environment in Colfax. I believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

I truly hope that Caltrans will provide Colfax with this important grant for this project and others that will improve Downtown revitalization and transportation options for our community.

Sincerely,

A handwritten signature in cursive script that reads "Linda Louise Haines".

Linda Louise Haines

530-346-7862



Colfax Area Chamber of Commerce | 99 Railroad St, P.O. Box 86, Colfax, CA 95713

February 10, 2021

Wes Heathcock
City Manager
City of Colfax
33 Main Street
Colfax, CA

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

The Colfax Area Chamber of Commerce is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be ways to identify ways to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort aims to improve safety, access, convenience and mobility options for everyone, and encourage walk and bike-friendly connections throughout the heart of our community. The outcome will include complete streets designs for streets and sidewalks to support safety and access for all types of travel and people of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

The Colfax Area Chamber of Commerce strives to make the Colfax area a better place to work, live, and visit. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Sally Laughlin

Colfax Area Chamber of Commerce President

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Joe Shih-Beyan-Meritt is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide Rebuild/Local Jobs and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

[Signature]
 Title: Pres.

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Lumenis is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide Quality Retail Service and jobs for the community and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Mary Fatula
 Title: Owner

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

THE RAILHEAD is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide excellent customer service and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Smurphy
 Title: Manager

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Colfax Market is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide Grocery Store and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Paul Raj
 Title: Owner

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:


The Wanderng Nurdie is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide low cost clothing for low income families and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,



Title: owner

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Main St Tobacco & Gifts is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide Gifts Store and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Tajinder Kaur
 Title: Owner

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Cynthia Schwartz @ Grandma C's Kitchen is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide jobs and bakery goodies and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Cynthia Schwartz

Title: Owner - Grandma C's Kitchen

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Invision Salon is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

Our organization works to provide Attraction In The City and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Jerry D. Murphy
 Title: owner / operator

Wes Heathcock
 City Manager
 City of Colfax
 33 Main Street
 Colfax, CA

January 21, 2021

RE: Support for Colfax's Application for a Caltrans Planning Grant

Dear Mr. Heathcock:

Colfax Drug Company LLC is pleased to provide this letter of support for the City of Colfax's application for a Caltrans Sustainable Communities grant to prepare the Colfax Downtown Connectivity and Main Street Improvement Plan that encompasses the historic Main Street and Downtown neighborhoods. An intensive community engagement process will be deployed to identify concepts and strategies to strengthen and enhance the town center for residents, visitors, businesses and community activity.

We understand that this planning effort will explore improving safety, access, convenience and mobility options for all users, and encouraging walk and bike-friendly connections throughout the heart of Colfax. The outcome will include complete streets designs for roadway, sidewalk and intersection changes to support safety, operations, access and mobility for all modes and users of all ages and abilities. The planning effort will advance state and regional goals of reducing vehicle miles traveled and greenhouse gas (GHG) emissions, maximizing mobility and accessibility, preserving and ensuring a sustainable regional transportation system, and protecting the environment and health. We also understand that by preparing this plan the City will be better positioned to pursue grants and partnerships to implement improvements.

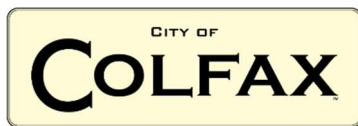
Our organization works to provide Pharmacy Services and is committed to creating a safe, active, and healthy environment in Colfax. We believe that providing safe, convenient and appealing facilities within, to and from Downtown will create a more livable, vibrant and prosperous community for all of our residents.

We truly hope that Caltrans will provide Colfax with this important grant and look forward to working with the City on this project and others that improve Downtown revitalization and transportation options for our community.

Sincerely,

Pharm D / owner

Title: Pharm D / owner



Staff Report to City Council

FOR THE MARCH 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Laurie Van Groningen, Finance Director
Subject: Cash Summary - February 2021

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 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 also as part of the proposed budget process each year.

The purpose of these reports is to provide the status of funds and transparency for Council and the public of the financial transactions of the City.

The attached reports reflect an overview of the financial transactions of the City of Colfax in February 2021. Some monthly highlights are listed below:

- February Revenues included:
 - Allocation for Sales Tax revenues reported/paid to the State for the month of December 2020 (two month lag).
- February expenditures included:
 - No significant non-operating expenses to highlight for February.
- Negative cash fund balances at the end of January are due to timing of funding allocations and reimbursements:
 - Fund 200 – Cannabis Application. Balance is negative due to SCI services for assistance with Council workshops and development of new ordinance. It is anticipated that this fund will be made whole with future application fees.
 - Fund 250 – Streets and Roads. This activity is funded by annual allocation from PCTPA, Gas taxes and General Fund transfer. Negative fund balance is typical until the end of the fiscal year. We have submitted the request for annual funding from PCTPA, but full funding is not anticipated until the end of the fiscal year – June 30, 2021.
 - Fund 300 – FY2020-21 ADA Improvements at the Sheriff substation - project is budgeted (\$20K) to be a transfer from General Funds. Project currently on hold due to estimates exceeding budgeted funding.
 - Fund 358 – CDBG Road Rehabilitation. This is a reimbursable grant – final funding of grant was anticipated in September but has been delayed into 2021. CDBG approved start date of expenditures. Any unfunded expenditures would require allocation from General Fund.

- Fund 367 – SB2 Planning Grant – this is a reimbursable grant. First request for reimbursement expected to be submitted in April 2021.
- Fund 573 – WWTP Planning Grant. This is a reimbursable grant with the State Water Board. Reimbursement for quarter ended December 2020 is still pending. Next reimbursement request to submitted at end of March.
- Fund 585 – Lift station #5 Force Main repair. Current expenditures include design work being performed by GHD (approved \$50K). Funding to be allocated from Fund 564 – Sewer Connections – allocation of funds will be made at design project completion. Future repair work estimated at \$165K.
- Anticipated revenues/expenditures for March include:
 - Revenues
 - Allocation for Sales Tax revenues reported/paid to the State for the month of January 2021 (two-month lag).
 - Expenditures
 - Quarterly payment for Sheriff contract.

Attachments:

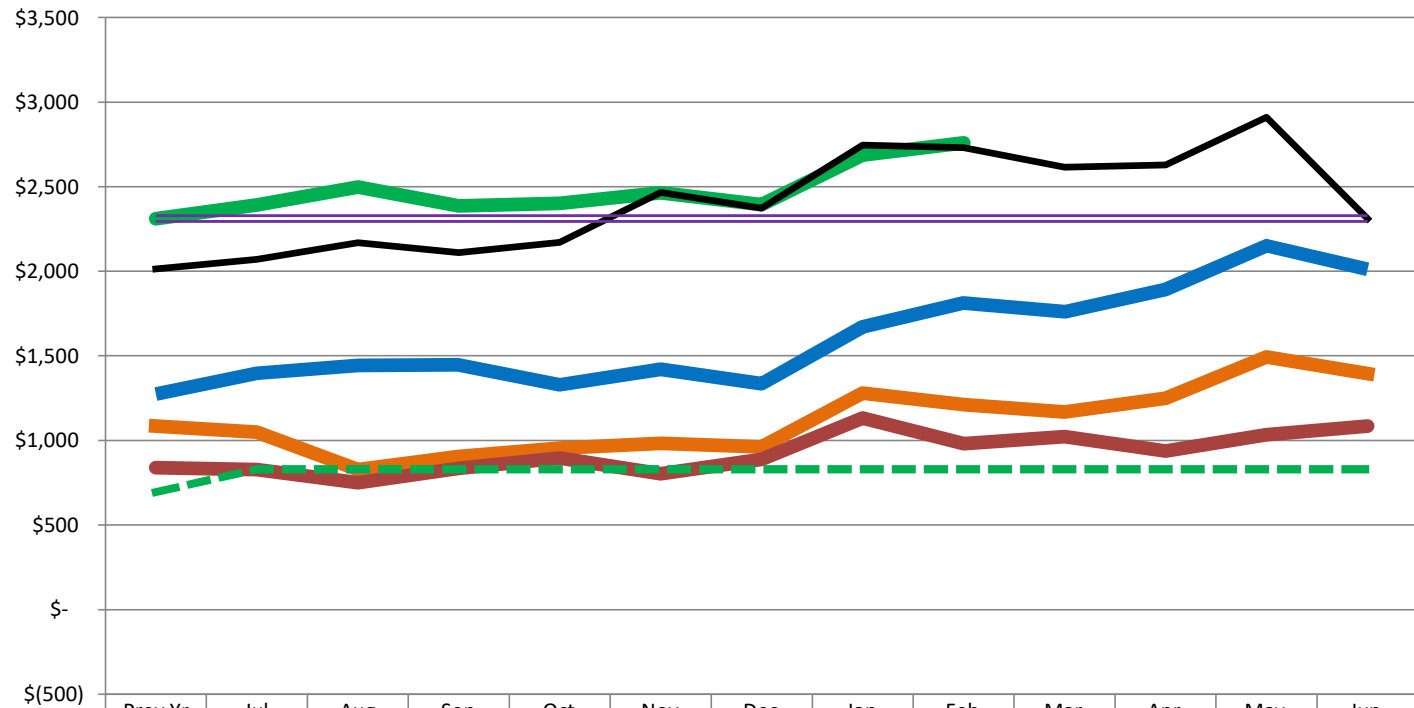
1. General Fund Reserved Cash Analysis Graphs
 - a. Cash Analysis – Balance
 - b. Expenses by Month
 - c. Revenues by Month
2. Cash Activity Reports
 - a. Cash Summary
 - b. Cash Transactions Report – by individual fund
 - c. Check Register Report - Accounts Payable
 - d. Daily Cash Summary Report (Cash Receipts)

City of Colfax - February 2021

General Fund Reserved Cash Analysis

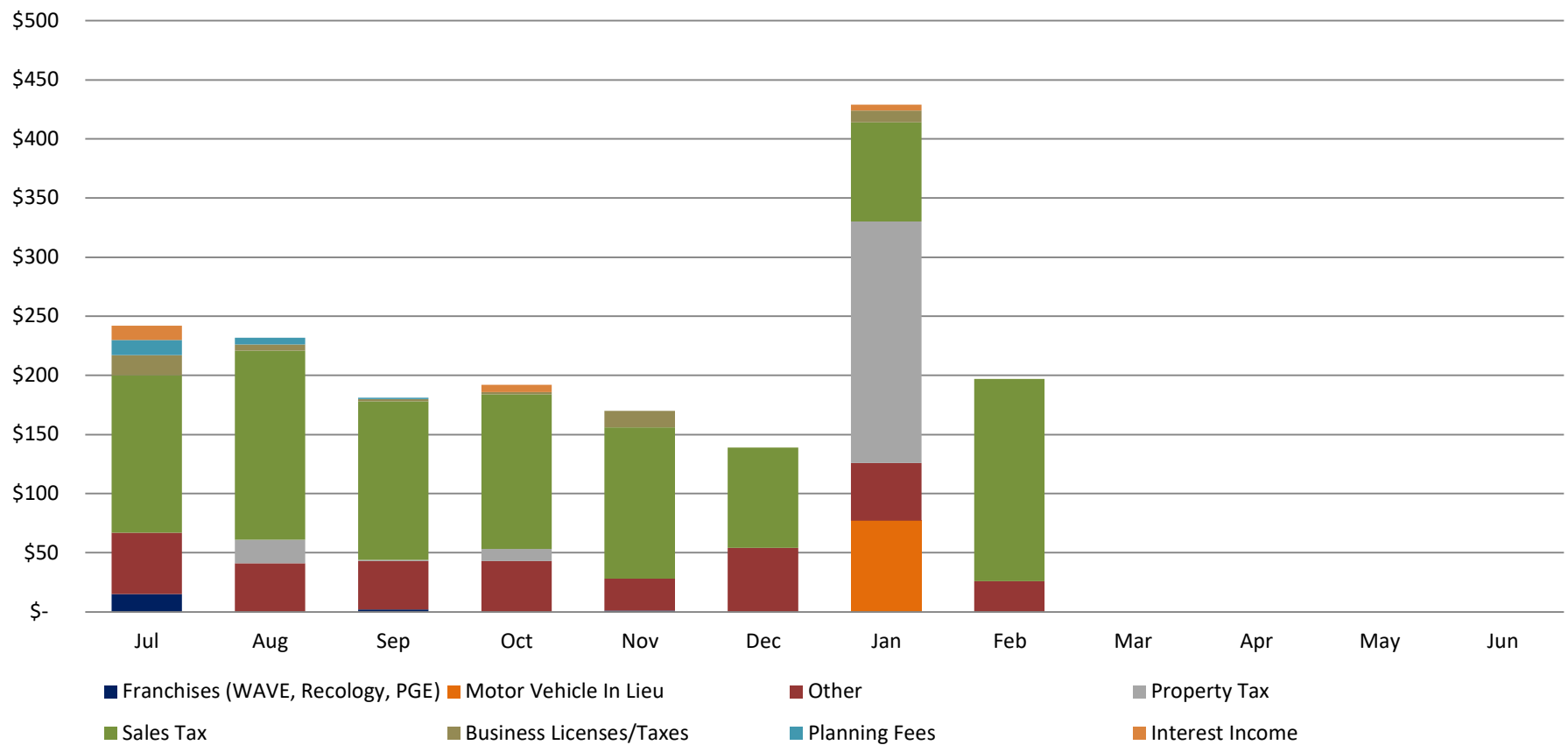
(Dollars in Thousands)

Fiscal Year 2020-21 >>

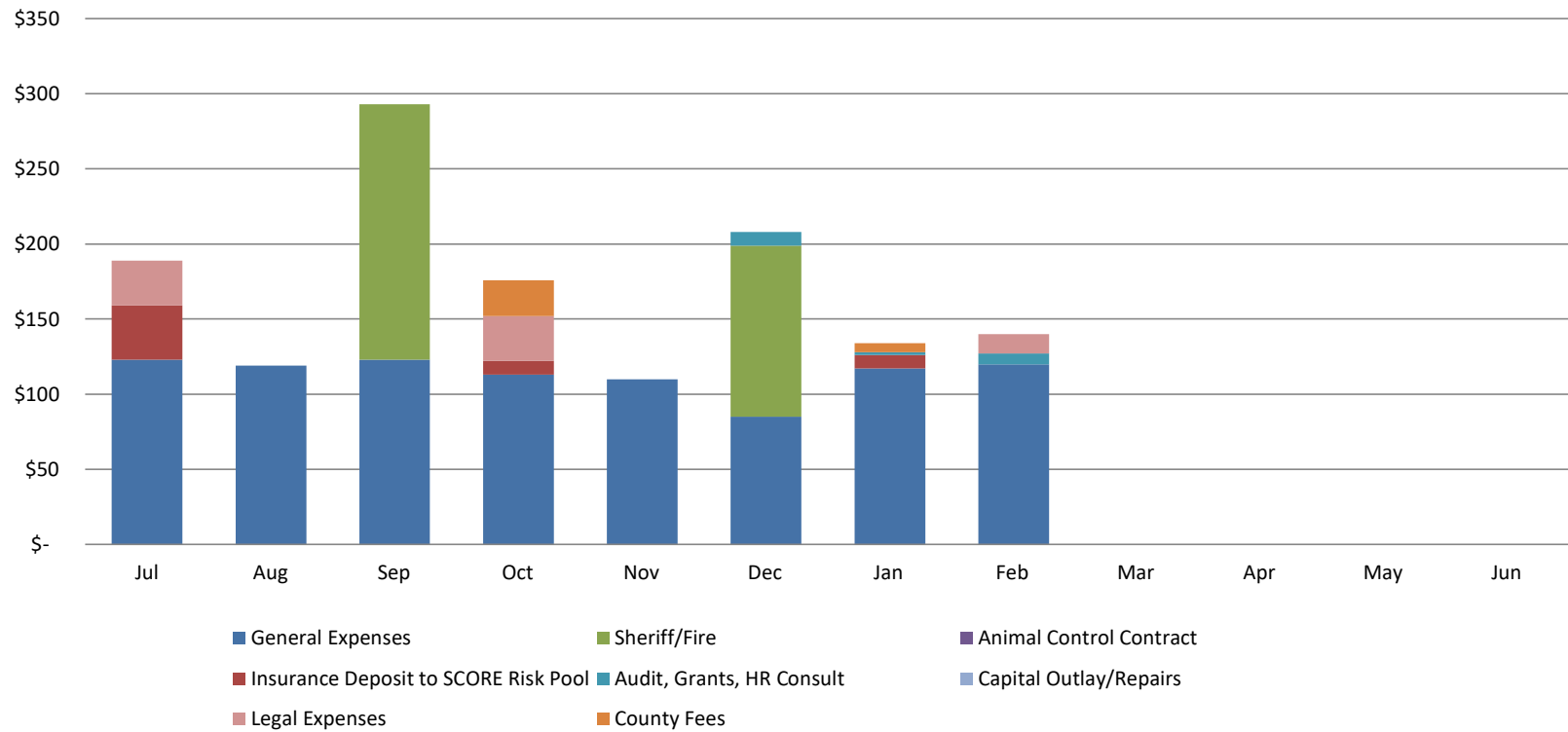


	Prev Yr	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cash Balance FY2020-21	\$2,311	\$2,392	\$2,497	\$2,386	\$2,402	\$2,463	\$2,393	\$2,688	\$2,758				
Cash Balance FY2019-20	\$2,013	\$2,069	\$2,169	\$2,110	\$2,170	\$2,467	\$2,373	\$2,747	\$2,730	\$2,615	\$2,627	\$2,910	\$2,311
Cash Balance FY2018-19	\$1,275	\$1,398	\$1,444	\$1,447	\$1,329	\$1,420	\$1,336	\$1,672	\$1,812	\$1,760	\$1,893	\$2,151	\$2,013
Cash Balance FY2017-18	\$1,086	\$1,050	\$828	\$905	\$954	\$983	\$962	\$1,280	\$1,212	\$1,168	\$1,250	\$1,493	\$1,396
Cash Balance FY2016-17	\$838	\$829	\$750	\$835	\$897	\$802	\$889	\$1,133	\$981	\$1,022	\$938	\$1,034	\$1,086
*Reserves (Ops, Cap, Pen)	\$695	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830
Budget FY2020-21	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311	\$2,311

City of Colfax - February 2021
General Fund Reserved Cash - Revenues by Month
(Dollars in Thousands)



City of Colfax - February 2021
General Fund Reserved Cash - Expenses by Month
(Dollars in Thousands)



**City of Colfax
Cash Summary
February 28, 2021**

	Balance 01/31/2021	Revenues In	Expenses Out	Transfers	Balance 02/28/2021
US Bank	\$ 244,773.40	\$ 377,804.41	\$ (243,329.84)	\$ (100,000.00)	\$ 279,247.97
LAIF	\$ 6,750,032.60	\$ -		\$ 100,000.00	\$ 6,850,032.60
Total Cash - General Ledger	<u>\$ 6,994,806.00</u>	<u>\$ 377,804.41</u>	<u>\$ (243,329.84)</u>	<u>\$ -</u>	<u>\$ 7,129,280.57</u>
Petty Cash (In Safe)	\$ 300.00				\$ 300.00
Total Cash	<u>\$ 6,995,106.00</u>	<u>\$ 377,804.41</u>	<u>\$ (243,329.84)</u>	<u>\$ -</u>	<u>\$ 7,129,580.57</u>

Change in Cash Account Balance - Total	<u><u>\$ 134,474.57</u></u>
---	------------------------------------

Attached Reports:

1. Cash Transactions Report (By Individual Fund)	
2. Check Register Report (Accounts Payable)	\$ (176,171.56)
3. Cash Receipts - Daily Cash Summary Report	\$ 218,094.04
Payroll Checks and Tax Deposits	\$ (57,207.64)
Utility Billings - Receipts	\$ 152,055.78
Check - Voided	\$ (2,530.25)
EFT's recorded March	\$ 234.20
	<u><u>\$ 134,474.57</u></u>
	\$ -

Prepared by: Laurie Van Groningen, Finance Director
Laurie Van Groningen, Finance Director

Reviewed by: Wes Heathcock, City Manager
Wes Heathcock, City Manager

City of Colfax
Cash Transactions Report - February 2021

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
Fund Type: 1.11 - General Fund - Unassigned				
Fund: 100 - General Fund	\$ 2,604,775.48	\$ 196,650.90	\$ (117,078.30)	\$ 2,684,348.08
Fund: 120 - Land Development Fees	\$ 83,509.94	\$ -	\$ (2,353.75)	\$ 81,156.19
Fund: 200 - Cannabis Application	\$ (7,543.51)	\$ -	\$ -	\$ (7,543.51)
Fund Type: 1.11 - General Fund - Unassigned	\$ 2,680,741.91	\$ 196,650.90	\$ (119,432.05)	\$ 2,757,960.76
Fund Type: 1.14 - General Fund - Restricted				
Fund: 205 - Escrow Funds	\$ 3,237.00	\$ -	\$ -	\$ 3,237.00
Fund: 571 - AB939 Landfill Diversion	\$ 25,717.26	\$ -	\$ -	\$ 25,717.26
Fund: 572 - Landfill Post Closure Maintenance	\$ 782,036.65	\$ 41.66	\$ (3,324.08)	\$ 778,754.23
Fund Type: 1.14 - General Fund - Restricted	\$ 810,990.91	\$ 41.66	\$ (3,324.08)	\$ 807,708.49
Fund Type: 1.24 - Special Rev Funds - Restricted				
Fund: 201 - CARES Act Funding	\$ -	\$ -	\$ -	\$ -
Fund: 203 - CARES Act Funding - CDBG	\$ -	\$ -	\$ (750.00)	\$ (750.00)
Fund: 210 - Mitigation Fees - Roads	\$ 231,489.91	\$ -	\$ -	\$ 231,489.91
Fund: 211 - Mitigation Fees - Drainage	\$ 4,456.18	\$ -	\$ -	\$ 4,456.18
Fund: 212 - Mitigation Fees - Trails	\$ 66,962.76	\$ -	\$ -	\$ 66,962.76
Fund: 213 - Mitigation Fees - Parks/Rec	\$ 119,940.22	\$ -	\$ -	\$ 119,940.22
Fund: 214 - Mitigation Fees - City Bldgs	\$ 50,211.27	\$ -	\$ -	\$ 50,211.27
Fund: 215 - Mitigation Fees - Vehicles	\$ 10,481.26	\$ -	\$ -	\$ 10,481.26
Fund: 217 - Mitigation Fees - DT Parking	\$ 31,860.07	\$ -	\$ -	\$ 31,860.07
Fund: 218 - Support Law Enforcement	\$ 10,599.65	\$ 18,748.27	\$ -	\$ 29,347.92
Fund: 244 - CDBG Program Inc - ME Lending	\$ 1,609.58	\$ 1,000.00	\$ -	\$ 2,609.58
Fund: 250 - Streets - Roads/Transportation	\$ (131,280.64)	\$ 195.96	\$ (11,352.84)	\$ (142,437.52)
Fund: 253 - Gas Taxes	\$ 21,912.36	\$ 3,838.31	\$ (1,238.87)	\$ 24,511.80
Fund: 258 - Road Maintenance - SB1/RSTBG	\$ 102,920.46	\$ 2,945.28	\$ -	\$ 105,865.74
Fund: 270 - Beverage Container Recycling	\$ 19,043.83	\$ -	\$ -	\$ 19,043.83
Fund: 280 - Oil Recycling	\$ 3,754.98	\$ -	\$ -	\$ 3,754.98
Fund: 292 - Fire Department Capital Funds	\$ 90,587.28	\$ -	\$ -	\$ 90,587.28
Fund: 342 - Fire Construction - Mitigation	\$ 50,523.00	\$ -	\$ -	\$ 50,523.00
Fund: 343 - Recreation Construction	\$ 50,523.47	\$ -	\$ -	\$ 50,523.47
Fund Type: 1.24 - Special Rev Funds - Restrict	\$ 735,595.64	\$ 26,727.82	\$ (13,341.71)	\$ 748,981.75
Fund Type: 1.34 - Capital Projects - Restricted				
Fund: 300 - FY2021 ADA Project	\$ (12,127.50)	\$ -	\$ -	\$ (12,127.50)
Fund: 367 - SB2 - Planning Grant	\$ (65,832.67)	\$ -	\$ (5,285.15)	\$ (71,117.82)
Fund: 358 - CDBG Pavement	\$ (92,349.69)	\$ -	\$ -	\$ (92,349.69)
Fund Type: 1.34 - Capital Projects - Restricted	\$ (170,309.86)	\$ -	\$ (5,285.15)	\$ (175,595.01)
Fund Type: 2.11 - Enterprise Funds				
Fund: 560 - Sewer	\$ 1,035,118.49	\$ 97,721.51	\$ (71,739.54)	\$ 1,061,100.46
Fund: 561 - Sewer Liftstations	\$ 274,756.31	\$ 15,328.73	\$ (23,672.06)	\$ 266,412.98
Fund: 563 - Wastewater Treatment Plant	\$ 1,098,372.03	\$ 41,179.95	\$ -	\$ 1,139,551.98
Fund: 564 - Sewer Connections	\$ 279,350.63	\$ -	\$ -	\$ 279,350.63
Fund: 573 - WWTP Planning Grant	\$ (36,449.26)	\$ -	\$ (3,730.25)	\$ (40,179.51)
Fund: 574 - OES PSPS Grant	\$ 301,263.55	\$ -	\$ (2,615.00)	\$ 298,648.55
Fund: 585 - LS #5 Force Main Repairs	\$ (16,239.75)	\$ -	\$ (190.00)	\$ (16,429.75)
Fund Type: 2.11 - Enterprise Funds - Unassign	\$ 2,936,172.00	\$ 154,230.19	\$ (101,946.85)	\$ 2,988,455.34
Fund Type: 9.0 - CLEARING ACCOUNT				
Fund: 998 - PAYROLL CLEARING FUND	\$ 1,615.40	\$ 153.84	\$ -	\$ 1,769.24
Fund Type: 9.0 - CLEARING ACCOUNT	\$ 1,615.40	\$ 153.84	\$ -	\$ 1,769.24
Grand Totals:	\$ 6,994,806.00	\$ 377,804.41	\$ (243,329.84)	\$ 7,129,280.57

Check Register Report

Item 6B

A/P Checks - February 2021

Date: 03/08/2021

Time: 9:40 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								
56653	02/03/21	Reconciled		02/28/21	03141	CALPERS	HEALTH PREMIUMS FEB 2021	4,241.07
56654	02/05/21	Reconciled		02/28/21	1161	49ER WATER SERVICES	DEC 2020 WWTP TESTING	4,569.00
56655	02/05/21	Reconciled		02/28/21	01448	AMERIGAS - COLFAX	DEPOT PROPANE	174.57
56656	02/05/21	Reconciled		02/28/21	01460	ARAMARK	UNIFORM SVCS JAN 2021	357.12
56657	02/05/21	Reconciled		02/28/21	03562	COMMERCIAL PUMP SERVICE, INC	WWTP PUMP RPR	650.00
56658	02/05/21	Reconciled		02/28/21	6174	FEATHERLITE OF NORTHERN	PW LANDSCAPE TRAILER	7,907.71
56659	02/05/21	Reconciled		02/28/21	07465	GOLD MINER PEST CONTROL	FIRE STATION 37 PEST CONTROL	74.00
56660	02/05/21	Reconciled		02/28/21	07465	GOLD MINER PEST CONTROL	FIRE STATION 36 PEST CONTROL	74.00
56661	02/05/21	Reconciled		02/28/21	08170	HILLS FLAT LUMBER CO	STMT 1/25/21	382.02
56662	02/05/21	Reconciled		02/28/21	08501	HOME DEPOT CREDIT SERVICES	STMT 1/21/21	235.60
56663	02/05/21	Reconciled		02/28/21	08660	HUNT AND SONS, INC.	PW/WWTP FUEL	591.82
56664	02/05/21	Reconciled		02/28/21	11105	KOFF & ASSOCIATES	HR SUPPORT	465.00
56665	02/05/21	Reconciled		02/28/21	23101	LARRY WALKER ASSOCIATES	NPDES PERMIT ASSISTANCE DEC	696.00
56666	02/05/21	Reconciled		02/28/21	12200	LEAGUE OF CALIFORNIA CITIES	MEMBERSHIP DUES CY 2021	100.00
56667	02/05/21	Reconciled		02/28/21	13243	MEDICH ELECTRIC	LS 5 RPR	1,265.30
56668	02/05/21	Reconciled		02/28/21	16011(2)	PELLETREAU, ALDERSON & CABRAL	LEGAL SVCS JAN 2021	10,801.29
56669	02/05/21	Reconciled		02/28/21	18400	RIEBES AUTO PARTS	STMT 1/31/21	319.15
56670	02/05/21	Reconciled		02/28/21	19743	WILL STOCKWIN	COLFAX CONN FEB 2021 EDITING	300.00
56671	02/05/21	Reconciled		02/28/21	21560	US BANK CORPORATE PMT SYSTEM	STMT 1/22/21	2,692.05
56672	02/05/21	Reconciled		02/28/21	22106	VAN GRONINGEN & ASSOCIATES	FINANCIAL SVCS JAN 2021	5,362.50
56673	02/05/21	Reconciled		02/28/21	23169	WAVE BUSINESS SOLUTIONS	DEPOT PHONE	18.88
56674	02/05/21	Reconciled		02/28/21	18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	484.00
56675	02/11/21	Reconciled		02/28/21	01448	AMERIGAS - COLFAX	SHERIFF DEPT PROPANE	385.30
56676	02/11/21	Reconciled		02/28/21	01448	AMERIGAS - COLFAX	FIRE DEPT PROPANE	166.93
56677	02/11/21	Reconciled		02/28/21	01448	AMERIGAS - COLFAX	CITY HALL PROPANE	569.21
56678	02/11/21	Reconciled		02/28/21	01766	AT&T MOBILITY	CITY CELL PHONE	816.50
56679	02/11/21	Reconciled		02/28/21	3158	CARROT-TOP INDUSTRIES, INC.	CITY FLAGS	138.90
56680	02/11/21	Reconciled		02/28/21	3496	COLEMAN ENGINEERING	WWTP OPERATOR CONSULTANT	20,620.00
56681	02/11/21	Reconciled		02/28/21	3129	CPS HR CONSULTING	CPO JOB OUTREACH	5,547.50
56682	02/11/21	Printed			04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE DEC 2020	399.72
56683	02/11/21	Printed			04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE JAN 2021	399.72
56684	02/11/21	Reconciled		02/28/21	07570	GRAINGER	ICE MELT FOR ROADS	127.09
56685	02/11/21	Reconciled		02/28/21	08050	HACH COMPANY	WWTP CHEMICALS	318.77
56686	02/11/21	Reconciled		02/28/21	08660	HUNT AND SONS, INC.	FIRE DEPT FUEL	96.30
56687	02/11/21	Reconciled		02/28/21	13274	MIRACLE PLAYSYSTEMS, INC	LYONS PARK SLIDE	7,780.10
56688	02/11/21	Printed			16035	PG&E	STMT 1/28/21	16,259.67
56689	02/11/21	Reconciled		02/28/21	18378	RICHARDSON & COMPANY, LLP	AUDIT SVCS FY 19/20	2,700.00
56690	02/11/21	Reconciled		02/28/21	19038	SAGENT	SEWER PSA	400.00
56691	02/11/21	Reconciled		02/28/21	01790	SIERRA OFFICE PRODUCTS	OFFICE SUPPLIES	137.17
56692	02/11/21	Reconciled		02/28/21	19797	SWANA	ANNUAL MEMBERSHIP 5/21-4/22	298.00
56693	02/11/21	Reconciled		02/28/21	22134	VISION QUEST	TECH SUPPORT	1,646.00
56694	02/11/21	Reconciled		02/28/21	22134	VISION QUEST	NEW COMPUTERS	2,853.22
56695	02/11/21	Reconciled		02/28/21	23169	WAVE BUSINESS SOLUTIONS	CITY HALL PHONE	227.24
56696	02/11/21	Reconciled		02/28/21	23169	WAVE BUSINESS SOLUTIONS	FIRE DEPT PHONE	38.15
56697	02/11/21	Reconciled		02/28/21	18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	49.43
56698	02/11/21	Reconciled		02/28/21	23218	WENDEL ROSEN	LEGAL MATTER JAN 2021	12,676.12
56699	02/11/21	Reconciled		02/28/21	23301	WESTERN PLACER WASTE	SLUDGE REMOVAL JAN 2021	1,964.04
56700	02/11/21	Reconciled		02/28/21	23451	WOOD RODGERS	2019 INSTRUMENTATION SURVEY	1,316.25
56701	02/18/21	Printed			1123	A SEWERGUY PLUMBING	SEWER RPR	750.00
56702	02/18/21	Reconciled		02/28/21	01270	ADAMS ASHBY GROUP, INC.	CDBG GRANT ADMIN/APP	1,250.00
56703	02/18/21	Reconciled		02/28/21	01270	ADAMS ASHBY GROUP, INC.	CDBG 2/3 GRANT APP	1,250.00

Check Register Report

Item 6B

A/P Checks - February 2021

Date: 03/08/2021

Time: 9:40 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								
56704	02/18/21	Printed			2087	BASIC PACIFIC	FSA PLAN FEES JAN 2021	90.00
56705	02/18/21	Reconciled		02/28/21	2084	BATCHELDER GROUP	LABOR NEGOTIATOR	900.00
56706	02/18/21	Printed			02901	BUREAU VERITAS NORTH AMERICA	BLDG OFFICIAL SVCS JAN 2021	3,485.00
56707	02/18/21	Printed			02901	BUREAU VERITAS NORTH AMERICA	SHADOW WOOD PLAN REVISIONS	735.00
56708	02/18/21	Printed			04592	DACOMM	WWTP INTERNET	99.95
56709	02/18/21	Reconciled		02/28/21	14859	GHD INC.	ENG SVC JAN 2021	8,930.00
56710	02/18/21	Printed			08159	HILL BROTHERS CHEMICAL CO.	WWTP CHEMICALS	663.44
56711	02/18/21	Reconciled		02/28/21	16750	PR DIAMOND PRODUCTS, INC.	ASPHALT BLADE	215.00
56712	02/18/21	Reconciled		02/28/21	19037	SAFE SIDE SECURITY	CORP YARD SECURITY	155.00
56713	02/18/21	Reconciled		02/28/21	19762	STS AUTOMATION INCORPORATED	WWTP INSTRUMENT CALIBRATION	1,596.33
56714	02/18/21	Reconciled		02/28/21	19808	SYAR INDUSTRIES, INC.	ASPHALT	1,110.04
56715	02/18/21	Reconciled		02/28/21	21452	URSU, EMMANUEL	PLANNING SVCS JAN 2021	3,049.76
56716	02/18/21	Reconciled		02/28/21	23206	WECO INDUSTRIES	JETTER RPR	5,904.50
56717	02/26/21	Printed			01650	AQUA SIERRA CONTROLS INC.	UV ALARM RPR / WWTP	1,618.80
56718	02/26/21	Printed			02829	BLUE RIBBON PERSONNEL SERVICES	TEMP CSR	522.07
56719	02/26/21	Printed			02850	BREWER, KEN	REFUND OF CANCELLED PERMIT	1,021.75
56720	02/26/21	Printed			03401	CHOICE BUILDER	MAR 2021 PREMIUMS	256.11
56721	02/26/21	Printed			03435	CITY OF AUBURN	CITY CLERK SVCS	1,260.57
56722	02/26/21	Printed			03493	COASTLAND CIVIL ENGINEERING	ENG SVCS JAN 2021	1,085.00
56723	02/26/21	Printed			04234	DE LAGE LANDEN FINANCIAL	COPY MACH LEASE MAR 2021	399.72
56724	02/26/21	Printed			06278	FRONTIER COMMUNICATIONS	WWTP INTERNET	207.18
56725	02/26/21	Printed			08050	HACH COMPANY	WWTP LAB SUPPLIES	159.61
56726	02/26/21	Printed			08070	HANSEN BROS. ENTERPRISES	RAILCAR BARK	42.47
56727	02/26/21	Printed			08070	HANSEN BROS. ENTERPRISES	BARK	42.47
56728	02/26/21	Printed			08660	HUNT AND SONS, INC.	PW/WWTP FUEL	460.91
56729	02/26/21	Printed			12180	LAWRENCE & ASSOCIATES INC	LANDFILL MONITORING JAN 2021	485.00
56730	02/26/21	Printed			14356	NORTHERN CALIFORNIA GLOVE	WWTP GLOVE	766.84
56731	02/26/21	Printed			14356	NORTHERN CALIFORNIA GLOVE	RAIN GEAR	201.95
56732	02/26/21	Printed			16300	PCWA -PLACER COUNTY	CITY WATER	882.23
56733	02/26/21	Printed			16040A	PITNEY BOWES	POSTAGE MACH LEASE	167.84
56734	02/26/21	Void	03/03/21		16162	PLACER COUNTY CLERK-RECORDER	NOD FILING FEE WWTP IMP PLAN	0.00
56735	02/26/21	Printed			03580	PLACER COUNTY HHS	Q2 FY 20/21 ANIMAL & FIELD SVC	5,768.32
56736	02/26/21	Printed			16052	PLACEWORKS	GEN PLAN UPDATE/HOUSING ELEM	4,725.15
56737	02/26/21	Printed			16040	PURCHASE POWER	POSTAGE REFILL	503.50
56738	02/26/21	Printed			19391	SIERRA MEDICAL PARTNERSHIP	NEW HIRE EXAM/DRUG SCREEN	90.00
56739	02/26/21	Printed			20092	THUMBLER	PUBLIC OUTREACH CONSULTANT	518.50
56740	02/26/21	Printed			22240	VULCAN MATERIALS COMPANY	ASPHALT	262.52
56741	02/26/21	Printed			23169	WAVE BUSINESS SOLUTIONS	CITY HALL INTERNET	159.90
56742	02/26/21	Printed			23169	WAVE BUSINESS SOLUTIONS	CORP YARD INTERNET	54.90
56743	02/26/21	Printed			18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	377.07
56744	02/26/21	Printed			18883	WAXIE SANITARY SUPPLY	PW SUPPLIES	140.35
56745	02/26/21	Printed			23450	WINNER CHEVROLET, INC.	WWTP TRUCK MAINT	65.20
56746	02/26/21	Printed			23451	WOOD RODGERS	WWTP IMP PLANNING JAN 2021	1,200.00
56747	02/26/21	Printed			23451	WOOD RODGERS	GENERATOR REPLACEMENT	2,615.00
56748	02/26/21	Reconciled		02/28/21	2087	BASIC PACIFIC	FSA PLAN FEES	135.00

Check Register Report

Item 6B

A/P Checks - February 2021

Date: 03/08/2021

Time: 9:40 am

Page: 3

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
56749	02/25/21	Reconciled		02/28/21	2087	BASIC PACIFIC	FSA BENEFIT PYMT	99.20

Total Checks: 97

Checks Total (excluding void checks): 176,171.56

Total Payments: 97

Bank Total (excluding void checks): 176,171.56

Total Payments: 97

Grand Total (excluding void checks): 176,171.56

DAILY CASH SUMMARY REPORT

Item 6B

02/01/2021 - 02/28/2021

Page: 1

3/8/2021

9:44 am

City of Colfax

		Debit	Credit	Net Chng
Fund: 100 - General Fund				
02/08/2021	Daily Totals	7,676.92	0.00	7,676.92
02/09/2021	Daily Totals	486.05	0.00	486.05
02/11/2021	Daily Totals	1,922.75	0.00	1,922.75
02/12/2021	Daily Totals	2,566.40	0.00	2,566.40
02/16/2021	Daily Totals	2,365.21	574.78	1,790.43
02/22/2021	Daily Totals	1,629.75	0.00	1,629.75
02/23/2021	Daily Totals	2,352.82	0.00	2,352.82
02/25/2021	Daily Totals	170,725.03	0.00	170,725.03
Fund: 100 - General Fund	TOTALS:	189,724.93	574.78	189,150.15
Fund: 218 - Support Law Enforcement				
02/23/2021	Daily Totals	18,748.27	0.00	18,748.27
Fund: 218 - Support Law Enforcement	TOTALS:	18,748.27	0.00	18,748.27
Fund: 244 - CDBG ME Lending/Prog Income				
02/22/2021	Daily Totals	1,000.00	0.00	1,000.00
Fund: 244 - CDBG ME Lending/Prog Income	TOTALS:	1,000.00	0.00	1,000.00
Fund: 250 - Streets - Roads/Transportation				
02/09/2021	Daily Totals	195.96	0.00	195.96
Fund: 250 - Streets - Roads/Transportation	TOTALS:	195.96	0.00	195.96
Fund: 253 - Gas Taxes				
02/01/2021	Daily Totals	3,838.31	0.00	3,838.31
Fund: 253 - Gas Taxes	TOTALS:	3,838.31	0.00	3,838.31
Fund: 258 - Road Maintenance - SB1/RSTBG				
02/22/2021	Daily Totals	2,945.28	0.00	2,945.28
Fund: 258 - Road Maintenance - SB1/RSTBG	TOTALS:	2,945.28	0.00	2,945.28
Fund: 560 - Sewer				
02/03/2021	Daily Totals	250.00	0.00	250.00

DAILY CASH SUMMARY REPORT

Item 6B

02/01/2021 - 02/28/2021

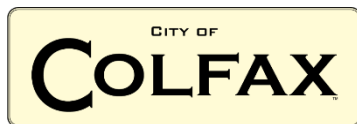
Page: 2

3/8/2021

9:44 am

City of Colfax

		Debit	Credit	Net Chng
02/09/2021	Daily Totals	581.71	0.00	581.71
02/22/2021	Daily Totals	148.08	0.00	148.08
Fund: 560 - Sewer	TOTALS:	979.79	0.00	979.79
Fund: 561 - Sewer Liftstations				
02/09/2021	Daily Totals	237.62	0.00	237.62
02/22/2021	Daily Totals	957.00	0.00	957.00
Fund: 561 - Sewer Liftstations	TOTALS:	1,194.62	0.00	1,194.62
Fund: 572 - Landfill Post Closure Mainten				
02/09/2021	Daily Totals	41.66	0.00	41.66
Fund: 572 - Landfill Post Closure Mainten	TOTALS:	41.66	0.00	41.66
GRAND TOTALS:		218,668.82	574.78	218,094.04



Staff Report to City Council

FOR THE MARCH 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Laurie Van Groningen, Finance Director
Subject: Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Information Only

Summary/Background

Annually, the City collects delinquent sewer and garbage (on behalf of Franchisee) charges which have accrued, together with the interest thereon, on the Placer County Tax Rolls in the same manner and at the same time as general property tax.

Staff has initiated the process for FY2020-2021 collection and is providing the schedule of activities for Council information.

City of Colfax - 2020-2021 Auditor Direct Charges			
Schedule of Activities for Placing Delinquent Sewer and Garbage Charges on Annual Tax Rolls			
Compile delinquent report - City Sewer	City	5/7/2021	All accounts > 60 days past due
Compile delinquent report - Recology Garbage	Recology	5/7/2021	Recology submits delinquent list to City
Recology submits draft delinquent letter to City for review	Recology	5/7/2021	
City send Delinquent Letter to affected property owners	City	5/21/2021	Same letter as last year - Describes processing and hearing date
Recology send Delinquent Letter to affected property owners	Recology	5/21/2021	Same letter as last year - Describes processing and hearing date
Public Hearing Notice - Auburn Journal	City	6/2/2021	Must be noticed for two consecutive weeks - same notice as last year. Needs to be to newspaper by 05/20/2021
Public Hearing Notice - Auburn Journal	City	6/9/2021	Must be noticed for two consecutive weeks - same notice as last year
Hold Public Hearing - Sewer and Garbage combined hearing	City	6/23/2021	Regularly scheduled Council Meeting
Resolutions to place delinquents on Tax Rolls	City	6/23/2021	Council confirms sewer and garbage reports and placing liens
Submit Unsecured amounts to County	City	6/29/2021	Final date to be submitted to County
Submit Secured amounts to County	City	7/26/2021	Final date to be submitted to County

Staff Report to City Council

FOR MARCH 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Emmanuel Ursu, City Planner
Subject: Regional Early Action Planning Grant Application

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Authorize the following:

SECTION 1. The City Council of the City of Colfax hereby authorizes and directs the City Manager to apply for and submit to the California Department of Housing and Community Development (herein “department”) through Sacramento Council of Governments (SACOG) the Regional Early Action Planning (REAP) grant application.

SECTION 2. In connection with the REAP Grant, if the application is approved by SACOG, the City Manager of the City of Colfax is authorized to enter-into, execute, and deliver on behalf of the City, a State of California agreement (standard agreement) in the amount of \$40,000, or any and all other documents required or deemed necessary or appropriate to evidence and secure the REAP Grant, the applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The City shall be subject to the terms and conditions as specified in the NOFA, and the standard agreement provided by the Department after approval. The application and any and all accompanying documents are incorporated in full as part of the standard agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the fully executed standard agreement. Pursuant to the NOFA and in conjunction with the terms of the standard agreement, the applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved application.

SECTION 4. The City Manager is authorized to execute the City of Colfax REAP Grant application, the REAP documents, and any amendments thereto on behalf of the City of Colfax as required by the Department upon receipt of the REAP Grant.

Summary/Background

Funding to support housing planning and accelerated housing production was approved by the state legislature through Assembly Bill 101, the Local Government Planning Support Grants Program. Under this program, funding was made available for local agencies and referred to as Local Early Action Planning (LEAP). In 2020, the City of Colfax was awarded \$65,000 through the LEAP Grants Program and is using the funds to offset the cost of preparing and adopting the Housing Element Update.

In addition to the funds awarded directly to local agencies, the regional council of governments (SACOG), is eligible for \$6,762,880 in Regional Early Action Planning (REAP) funds to address housing priorities unique to the Sacramento region. As with the LEAP grant program, a portion of the funds are available on a non-competitive basis and a local match is not required. Based on the City’s Regional Housing Needs Allocation (RHNA), the City of Colfax qualifies for a \$40,000 grant award. A grant application was submitted to SACOG on the March 12, 2021 deadline (**Attachment 2**).

Staff recommends using the REAP grant funds to meet the Grant objectives of reducing time to process approvals and increase certainty and entitlement streamlining by, among other actions, clarifying administrative procedures of the Zoning Code, amending the Zoning Code to simplify the development review process, correcting inconsistencies within the Zoning Code, digitizing the Zoning Map, making the Zoning Map consistent with the Zoning Code and General Plan Land Use Map, and updating development application forms. These actions will complement the efforts underway with the Housing Element and General Plan update.

Fiscal Impacts

None. No local match is required to receive the grant funds.

Attachments:

1. Resolution __ - 2021
2. REAP Grant Application

City of Colfax

City Council

Resolution № __-2021

AUTHORIZING THE FOLLOWING:

SECTION 1. THE CITY COUNCIL OF THE CITY OF COLFAX HEREBY AUTHORIZES AND DIRECTS THE CITY MANAGER TO APPLY FOR AND SUBMIT TO THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HEREIN “DEPARTMENT”) THROUGH SACRAMENTO COUNCIL OF GOVERNMENTS (SACOG) THE REGIONAL EARLY ACTION PLANNING (REAP) GRANT APPLICATION;

SECTION 2. IN CONNECTION WITH THE REAP GRANT, IF THE APPLICATION IS APPROVED BY SACOG, THE CITY MANAGER OF THE CITY OF COLFAX IS AUTHORIZED TO ENTER INTO, EXECUTE, AND DELIVER ON BEHALF OF THE CITY, A STATE OF CALIFORNIA AGREEMENT (STANDARD AGREEMENT) IN THE AMOUNT OF \$40,000, OR ANY AND ALL OTHER DOCUMENTS REQUIRED OR DEEMED NECESSARY OR APPROPRIATE TO EVIDENCE AND SECURE THE REAP GRANT, THE APPLICANT’S OBLIGATIONS RELATED THERETO, AND ALL AMENDMENTS THERETO; AND

SECTION 3. THE CITY SHALL BE SUBJECT TO THE TERMS AND CONDITIONS AS SPECIFIED IN THE NOFA, AND THE STANDARD AGREEMENT PROVIDED BY THE DEPARTMENT AFTER APPROVAL. THE APPLICATION AND ANY AND ALL ACCOMPANYING DOCUMENTS ARE INCORPORATED IN FULL AS PART OF THE STANDARD AGREEMENT. ANY AND ALL ACTIVITIES FUNDED, INFORMATION PROVIDED, AND TIMELINES REPRESENTED IN THE APPLICATION WILL BE ENFORCEABLE THROUGH THE FULLY EXECUTED STANDARD AGREEMENT. PURSUANT TO THE NOFA AND IN CONJUNCTION WITH THE TERMS OF THE STANDARD AGREEMENT, THE APPLICANT HEREBY AGREES TO USE THE FUNDS FOR ELIGIBLE USES AND ALLOWABLE EXPENDITURES IN THE MANNER PRESENTED AND SPECIFICALLY IDENTIFIED IN THE APPROVED APPLICATION.

SECTION 4. THE CITY MANAGER IS AUTHORIZED TO EXECUTE THE CITY OF COLFAX REAP GRANT APPLICATION, THE REAP DOCUMENTS, AND ANY AMENDMENTS THERETO ON BEHALF OF THE CITY OF COLFAX AS REQUIRED BY THE DEPARTMENT UPON RECEIPT OF THE REAP GRANT.

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Regional Early Action Planning Grants program or REAP); and

WHEREAS, the City Council of the City of Colfax desires to submit a REAP Grant application package (“Application”), on the forms provided by SACOG, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

Now, therefore, the City Council of the City of Colfax ("Applicant") resolves as follows:

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

SECTION 1. The City Manager is hereby authorized to apply for and submit to the Department the application package;

SECTION 2. In connection with the REAP grant, if the application is approved by the Department, the City Manager of the City of Colfax is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of **\$40,000**, and any and all other documents required or deemed necessary or appropriate to evidence and secure the REAP grant, the Applicant's obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

SECTION 4. The City Manager is authorized to execute the City of Colfax REAP Grant application, the REAP documents, and any amendments thereto on behalf of the City of Colfax as required by the Department upon receipt of the REAP Grant.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 24th of March, 2021 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Sean Lomen, Mayor

Amy Lind, Interim City Clerk

REAP Non-Competitive Grant Form/Checklist

REAP Non-Competitive Grants

To apply for non-competitive REAP grants, applicants can complete and sign this form; or use this form as a checklist for the information needed in a signed letter.

Applicant Information

Applicant (Jurisdiction)	City of Colfax
Applicant Mailing Address	33 South Main Street
Primary Contact Name	Emmanuel Ursu
Primary Contact Title	Planning Director
Primary Contact Phone	(530) 346-2313
Primary Contact Email	planning@colfax-ca.gov
Grant Funds Requested (\$)	40,000

Has applicant applied for LEAP funds?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
How are LEAP funds being utilized (provide 1-2 sentence description)?		
Housing element update and corresponding zoning code amendments.		

Project Requirements

Please select at least one of the following project requirements, demonstrating the project's nexus to increased housing:

- ☒ Reduce Time (e.g. time to process approvals or permits)
- ☐ Reduce Development Cost (e.g. fees)
- ☒ Increase Approval Certainty and/or Entitlement Streamlining (e.g. reduction in discretionary review, CEQA)
- ☐ Infrastructure Capacity (e.g. needs and cost assessment)
- ☐ Impact on Housing Supply and/or Affordability (e.g. rezones or other zoning code changes)



REAP Non-Competitive Grant Form/Checklist

Please check all applicable proposed activities being applied for. This must match the project description.

1	<input type="checkbox"/>	Rezoning and encouraging development by updating planning documents and zoning ordinances, such as community plans and specific plans
2	<input type="checkbox"/>	Completing environmental clearance to eliminate the need for project-specific review
3	<input type="checkbox"/>	Establishing housing incentive zones or other area based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code
4	<input type="checkbox"/>	Performing infrastructure planning, including for sewers, water systems, transit, roads, or other
5	<input type="checkbox"/>	Promote development of publicly owned land such as partnering with other local entities to identify and prepare excess or surplus property for residential development
6	<input checked="" type="checkbox"/>	Revamping local planning processes to speed up housing production
7	<input checked="" type="checkbox"/>	Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code
8	<input type="checkbox"/>	Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or Green Zones
9	<input type="checkbox"/>	Rezoning to meet requirements pursuant to Government Code Section 65583(c)(1) and other rezoning efforts to comply with housing element requirements, including Government Code Section 65583.2(c) (AB 1397, Statutes of 2018)
10	<input type="checkbox"/>	Upzoning or other implementation measures to intensify land use patterns in strategic locations such as close proximity to transit, jobs or other amenities
11	<input type="checkbox"/>	Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps); Establishing Pre-approved architectural and site plans
12	<input type="checkbox"/>	Zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
13	<input type="checkbox"/>	Zoning incentives for housing for persons with special needs, including persons with developmental disabilities
14	<input type="checkbox"/>	Planning documents related to carrying out a local or regional housing trust fund
15	<input type="checkbox"/>	Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15% of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production
16	<input checked="" type="checkbox"/>	Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production
17	<input type="checkbox"/>	Establishing Prohousing Policies



REAP Non-Competitive Grant Form/Checklist

Project Description

Please provide a description of the project that includes:

1. Brief summary of the project and its impact on accelerating housing production, including a summary of the current conditions and expected conditions as a result of planning grant
2. Equity, affirmatively furthering fair housing, and/or anti-displacement considerations
3. Descriptions of tasks and major sub-tasks
4. Timeline and budget, including whether additional funds are being utilized
5. Summary of the plans for adoption or implementation

The City's existing development review procedures and development application forms, and the General Plan Land Use Map and the Zoning Map contain inconsistencies, are not legible, and are not digitized. Administrative procedures of the Zoning Code are unclear, and the formatting of the Zoning Code is not user-friendly. The City's zoning code is inconsistent with state law for accessory dwelling units and the Zoning Code contains internal inconsistencies and inconsistencies with the Zoning Map and General Plan. These deficiencies cause delays to the production of housing.

Updating the City's development review procedures, documents, and policies described above will reduce land use entitlement and permit processing time, remove uncertainty from the development review process and applicable regulations, and thereby reduce City and applicant staff time and costs associated with preparing and reviewing applications for the development of housing and maintenance of the existing housing stock.

These improvements will benefit all segments of the community, encourage the development of accessory dwelling units, and reduce costs associated with the entitlement of new housing production and simplify the process of obtaining permits to maintain and upgrade the existing housing stock.

Tasks include:

1. Zoning Code Changes -

- a. Clarify the administrative procedures of the Zoning Code and process code amendments that simplify the development review process.
- b. Reformat the Zoning Code to make it more user-friendly and easier to read.
- c. Correct inconsistencies in the Zoning Code (i.e. Residential Use Type Classifications are inconsistent with the list of permitted and conditionally permitted uses in the various zoning districts)

2. Zoning Map Changes

- a. Digitize the Zoning Map and add GIS layers
- b. Make the map consistent with the Zoning Code
- c. Make the Zoning Map consistent with the General Plan Map.

3. Development Application and Process Improvements

- a. Update the development review procedures to streamline the process and provide greater certainty of the rules and procedures.
- b. Update development application forms.

The schedule and budget is as follows:

Zoning Code and Zoning Map (Schedule: May 2021 to March 2022. Budget: \$27,200)

- a. Review the existing zoning code and zoning map and identify areas for improvement – May 2021 to July 2021 (\$5,600)
- b. Develop list of priority changes – August 2021 to September 2021 (\$4,200)
- c. Meet with stakeholders – October 2021 (\$3,300)
- d. Draft proposed changes – November 2021 to January 2022 (\$5,600)
- e. Prepare zoning code ordinance and updated map – February 2022 (\$5,100)
- f. Adopt the updated zoning code and zoning map – March 2022 (\$3,400)

Application and Process Improvements (Schedule: Sept. 2021 to March 2022. Budget: \$12,800)

- a. Review existing development review procedures and application forms – September 2021 (\$1,600)
- b. Prepare list of opportunities for improvement – October 2021 (\$1,900)
- c. Meet with departments and agencies that participate in the development review process – November 2021 to December 2021 (\$1,600)
- d. Draft new develop new streamlined review procedures – January 2022 to February 2022 (\$4,000)
- e. Prepare revised application forms, informational pamphlets/handouts, update City web site – March 2022. (\$3,700)

These improvements to the process and procedures for the preparation and review of applications for the development of new housing, including ADUs, will be made with input from the public, development community, decision-makers and City review team.



REAP Non-Competitive Grant Form/Checklist

Signature

Form or letter must be signed by a city manager, county executive, city councilmember or county supervisor.

I certify under penalty of perjury that all information contained in this form is true and correct.

Certifying Officials Name: **Wes Heathcock**

Certifying Official's Title: **City Manager**

Certifying Official's Signature: 

Date: **March 12, 2021**

Staff Report to City Council

FOR THE March 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Larry Wing, City Engineer
Subject: Skate Park Preliminary Plans and Location Approval

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Approve the Preliminary Plans for the Colfax Skate Park and Skate Park location adjacent to the Splash Pad.

Summary/Background

As far back as December 2015, the City Council has been acting on the proposed Skate Park with adoption of Resolution 47-2015 which authorized a fundraising effort for the Skate Park to be located adjacent to the Splash Pad in the Colfax City Park. On October 23, 2019, the City Council adopted Resolution 51 -2019 which formally approved locating the Skate Park adjacent to the Splash Pad.

On June 10, 2020, the City Council approved a design concept with the stipulation that staff would bring back engineered plans to the City Council for approval of the plans and proposed location. Since that time the Green Machine engaged GHD Inc. to prepare a topographic survey of the proposed site. The Colfax Green Machine used this survey to engage the services of Valley Design to develop detail plans for the Skate Park. The Colfax Green Machine also engaged GHD to prepare the off-site civil improvement plans for drainage, modifications to the existing maintenance building, and additional parking (if possible).

Attached to this Staff Report are the preliminary results of the design efforts which plans are prepared to an approximate 75% completion. Still left to be completed are the Title Sheet, off-site drainage plans and details, parking lot paving and striping plans and details, erosion and stormwater control plans and details, and the bid package including Technical Specifications. The plans and details for the Skate Park are approximately 95% complete.

The plans package includes a Topographic Survey, Demolition Plan, Grading Plan, Call Out Plan, Layout Plan, Skate Park Details, Preliminary Sections, and Structural Plans indicating the removal of a portion of the existing building. Two (2) security cameras are also proposed. It is proposed to remove the southern portion of the building where the old restrooms are located, and the northern add-on portion of the building.

Staff is requesting approval of the preliminary plans as submitted and location approval adjacent to the Splash Pad.

Fiscal Impacts

Current plans are preliminary; therefore, a detailed cost estimate has not been prepared. However, the design team has estimated that the project could cost between \$535,000 - \$660,000. Current funding includes a Proposition 68 Grant for park improvements in the amount of \$178,000 and a grant through Placer County in the amount of \$75,000 - \$100,000. The Colfax Green Machine has \$33,000 in cash for the project and has been working with local contractors to donate materials, such as reinforcing steel, Portland Cement concrete, and asphalt concrete for paving.

Attachments:

1. Resolution __ - 2021
2. Preliminary Plans

City of Colfax

City Council

Resolution № __-2021

APPROVING THE PRELIMINARY PLANS FOR THE COLFAX SKATE PARK AND SKATE PARK
LOCATION ADJACENT TO THE SPLASH PAD.

WHEREAS, City Council approved Resolution 47 – 2015 which authorized a fundraising effort for the Skate park to be located adjacent to the Splash Pad in the Colfax City park; and,

WHEREAS, on October 23, 2019, the City Council adopted Resolution 51 - 2019 which formally approved locating the Skate Park adjacent to the Splash pad; and,

WHEREAS, on June 10, 2020, the City Council approved a design concept with a stipulation that staff would bring engineered plans back to the City Council for approval of the plans and proposed location; and,

WHEREAS, the Colfax Green Machine engaged consultants to prepare the preliminary design, wherein the preliminary plans are attached hereto; and,

WHEREAS, the very preliminary cost estimate for the project is in the range of \$535,000 - \$660,000; and,

WHEREAS, proposed funding for the project consists of a Proposition 68 grant in the amount of \$175,000, a grant through Placer County in the amount of \$75,000 - \$100,000, Green Machine \$33,000 in cash and donations of materials from local contractors.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Colfax, that the City Council approves the Preliminary Plans for the Colfax Skate Park and Skate Park location adjacent to the Splash Pad.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the regular Meeting of the City Council of the City of Colfax held on the 24th day of March 2021 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

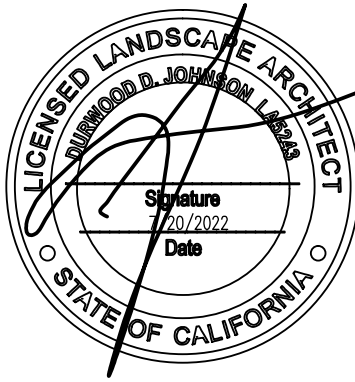
Sean Lomen, Mayor

Amy Lind, Interim City Clerk

No.	Revision/Issue
⚠	

valley design

P.O. BOX 4371 COVINA, CA 91723
(909)576-5859



SHEET TITLE

CLIENT
COLFAX SKATEPARK
PARKHILL DRIVE
COLFAX, CA

SCALE:

DATE:
11-06-2020

DRAWN BY:
TEAM

PROJECT NO:

SHEET NO:

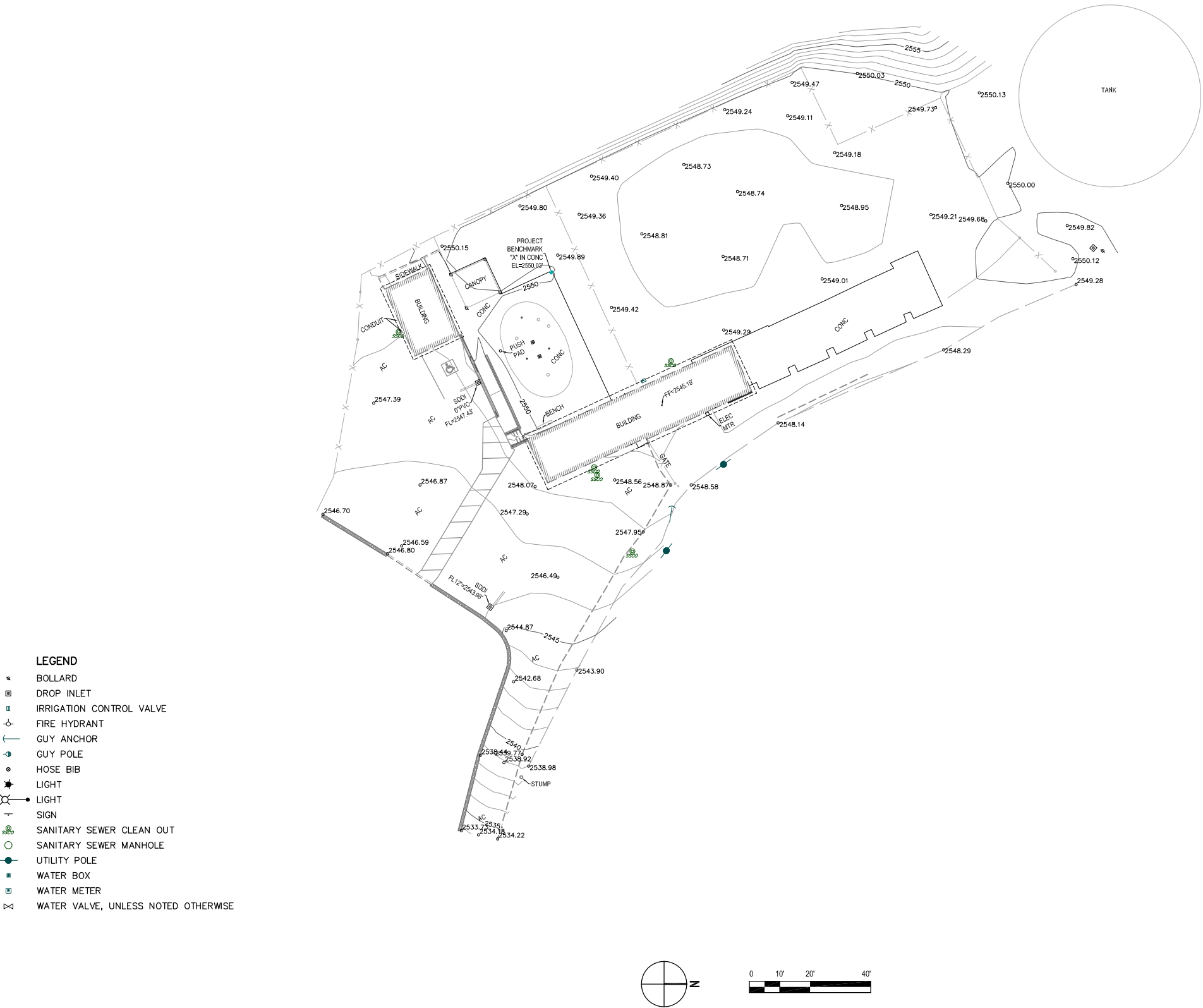
OF
X



CITY OF COLFAX SKATEPARK

LIONS CHILDREN PARK
PARKHILL DRIVE
COLFAX CALIFORNIA 95713

3D MODEL VIEWS	PROJECT SUMMARY	SHEET INDEX
	<p>*CONSTRUCT 11,500 SQ.FT SKATEPARK WITH NEW ADA ACCESSIBLE RAMP</p> <p>NOTE - SEE GRADING PLAN FOR SITE DEMOLITION AND GRADING SCOPE OF WORK</p>	
	<p>DEFERRED SUBMITTALS</p> <p>-RETAINING WALL</p> <p>-GUARDRAILS</p>	<p><u>ARCHITECTURAL</u></p> <p>SK-0 PROJECT TITLE / MAP</p> <p>SK-1 DEMO PLAN</p> <p>SK-2 GRADING PLAN</p> <p>SK-3 CALLOUT PLAN</p> <p>SK-4 LAYOUT PLAN</p> <p>SKDT-1 DETAILS</p> <p>SKDT-2 DETAILS</p> <p>SKDT-3 SECTIONS</p> <p>SKDT-4 SECTIONS</p>
	<p>VICINITY MAP</p> 	
		



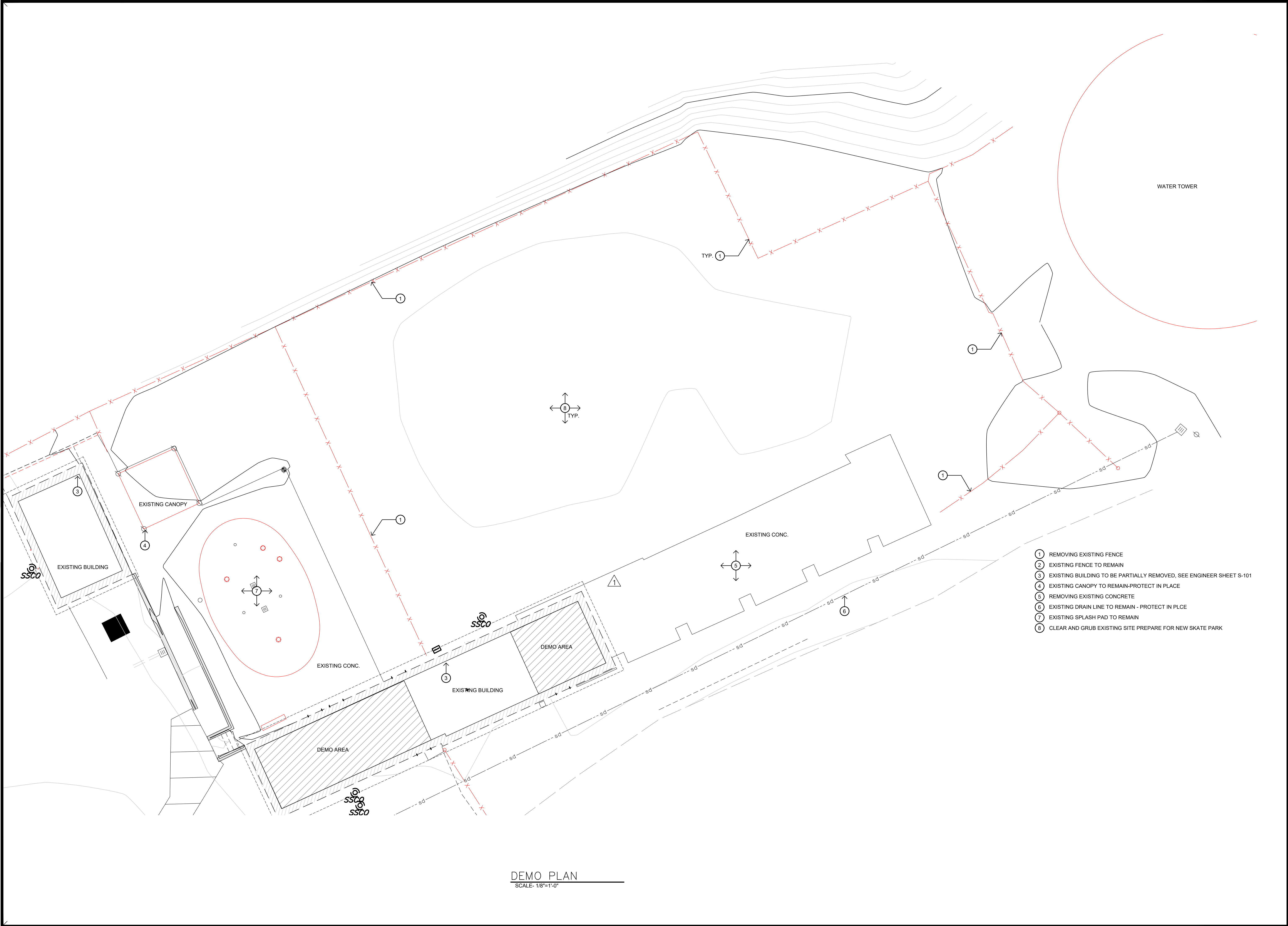
BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS CALIFORNIA COORDINATE SYSTEM ZONE 2, NAD83 (2011)(EPOCH 2010.00) AS DETERMINED LOCALLY BY GPS FAST-STATIC TIES TO CONTINUOUS OPERATING REFERENCE STATIONS (CORS) DN7395 P346, DN7372 P310, DH8725 SACR, DN7510 ORVB, DN7527 P150, DN4179 P143, DG5210 PLSB, DN5654 P344, AND DN5642 P149 AS DERIVED FROM GEODETIC VALUES PUBLISHED BY THE NATIONAL GEODETIC SURVEY (NGS).

VERTICAL DATUM:

THE VERTICAL DATUM FOR THIS SURVEY IS THE NORTHERN AMERICAN VERTICAL DATUM OF 1988 (NAVD88). AS DETERMINED LOCALLY BY GPS FAST-STATIC TIES TO CONTINUOUS OPERATING REFERENCE STATIONS (CORS) DN7395 P346, DN7372 P310, DH8725 SACR, DN7510 ORVB, DN7527 P150, DN4179 P143, DG5210 PLSB, DN5654 P344, AND DN5642 P149.

					SURVEYOR'S STATEMENT		Bar is one inch on original size sheet 0 1"				Drawn J. BOHANNON	Designer	Client		
					THIS SURVEY IS BASED UPON A FIELD SURVEY CONDUCTED UNDER MY DIRECTION AND MEETS THE NATIONAL MAP ACCURACY STANDARDS.		Reuse of Documents This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of GHD and shall not be reused in whole or in part for any other project without GHD's written authorization. © 2020 GHD				Drafting Check B.Howard	Design Check	Project COLFAX SKATE PARK		
					BRIAN R. HOWARD, P.L.S. 7250		DATE				Project Manager	Date 8-26-20	Title Topographic Survey		
					8-26-20		DATE				Project No. 11216996				
No.	Issue	Drawn	Approved	Date					This document shall not be used for construction unless signed and sealed for construction.			Scale AS SHOWN	Original Size ANSI D	Sheet No. V-001	871 of 1



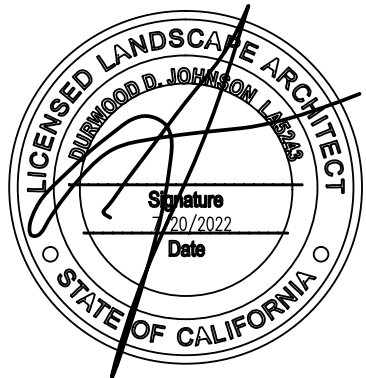
DEMO PLAN
SCALE: 1/8"=1'-0"

No.	Revision/Issue	Item 9A
△	03.12.2021	
valley design		
P.O. BOX 4371 COVINA, CA 91723 (909)576-5859		
DEMO PLAN		
CLIENT COLFAX SKATEPARK PARKHILL DRIVE COLFAX, CA		
SCALE: 1/8"=1'-0"		
DATE: 11-06-2020		
DRAWN BY: TEAM		
PROJECT NO:		
SHEET NO: SK-1 of X		

No.	Revision/Issue
△	03.12.2021

valley design

P.O. BOX 4371 COVINA, CA 91723
(909)576-5859



GRADING PLAN

SHEET TITLE

CLIENT
COLFAX SKATEPARK
PARKHILL DRIVE
COLFAX, CA

SCALE:
1/8"=1'-0"

DATE:
11-06-2020

DRAWN BY:
TEAM

PROJECT NO:

SHEET NO:

SK-2 OF 3

SYMBOLS

--- PROPOSED 4" PVC DRAINLINE. SEE PLAN.
6" BRASS GRATE
MANUFACTURED BY: NDS
PHONE #: (800) 726-1994
OR APPROVED EQUAL
MODEL #S: 9188, 101, 201

LINETYPE LEGEND

--- EXISTING TOPO BERM
--- PROPOSED TOPO BERM

ABBREVIATIONS

FG - FINISHED GRADE
FS - FINISHED SURFACE
TL - TOP OF LEDGE
TW - TOP OF WALL
TRA - TOP OF RAMP
TG - TOP OF GRATE
TR - TOP OF RAIL

GRADING NOTES:

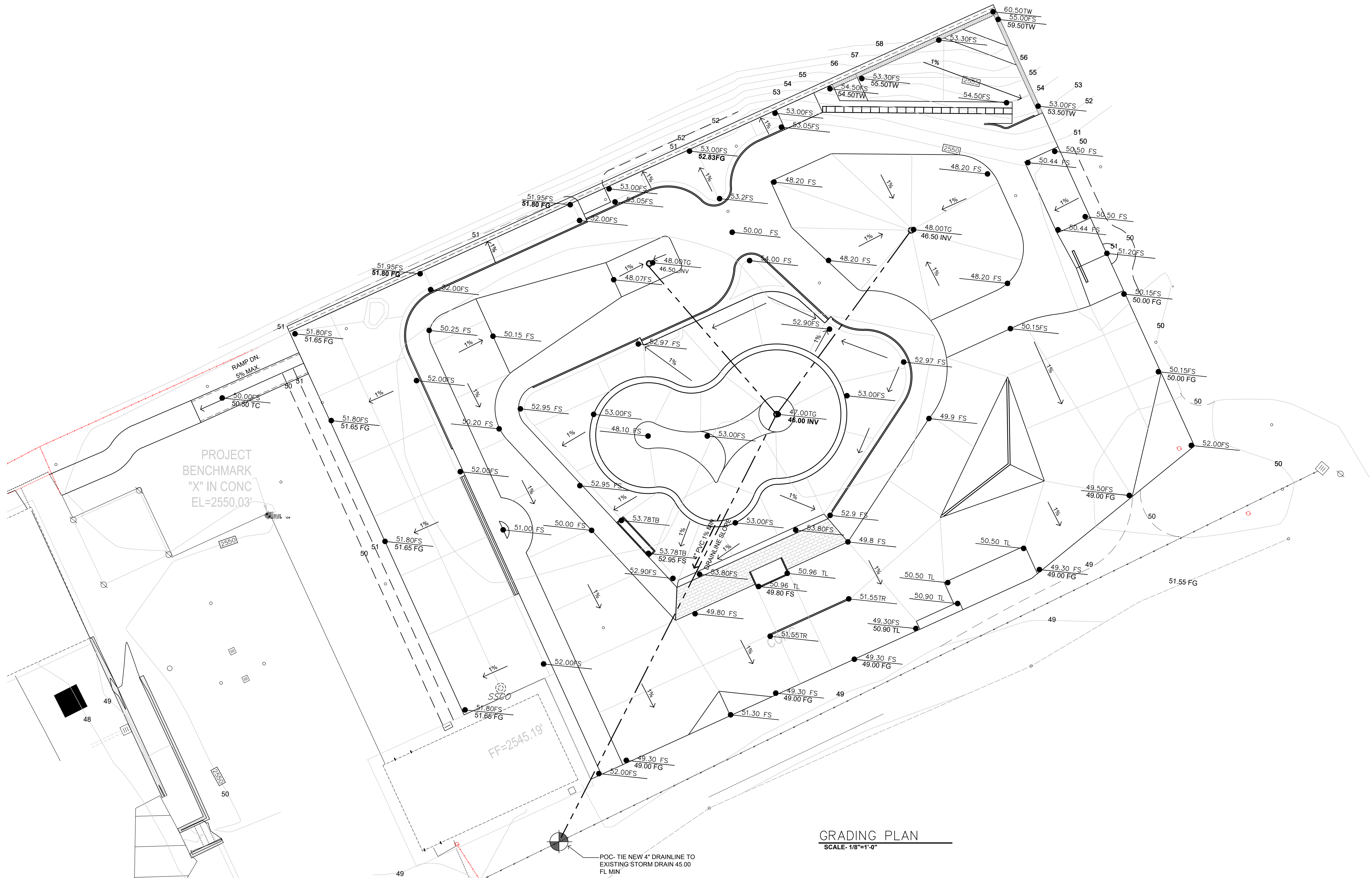
SLOPES SHALL BE NO STEEPER THAN 2' HORIZONTAL TO 1' VERTICAL (2:1) AND SHALL HAVE NOT LESS THAN 90% COMPACTION OUT TO THEIR FINISH SURFACES.

FINISH GRADE AT LANDSCAPE AREAS SHALL BE ONE INCH BELOW FINISH SURFACE OF SIDEWALKS, CURBS, OR PAVED AREAS. AT PLANTING AREAS FINISH GRADE SHALL BE 2" BELOW SAME, (UNLESS SHOWN OTHERWISE).

FINISH GRADE SHALL HAVE A UNIFORM SURFACE, FREE FROM ALL DEPRESSIONS AND ALL OBJECTS THAT MAY BE A HINDRANCE TO CONSTRUCTION, PLANTING OR MAINTENANCE OPERATIONS.

ALL CONSTRUCTION AREAS SHALL BE FREE OF ROCK, DEBRIS, ETC. ALL EXISTING WEEDS SHALL BE REMOVED.

INSTALL ALL STEPS WITH A MINIMUM 1% WASH. CONTRACTOR MAY RAMP PAVING AWAY FROM TOP AND BOTTOM RISERS AS NECESSARY AT MAXIMUM 2%, MINIMUM 1% FALL.



GRADING PLAN

SCALE: 1/8"=1'-0"



PROJECT
BENCHMARK
"X" IN CONC
EL=2550.03'

ABBREVIATIONS:

SC - SAW CUT
EJ - EXPANSION JOINT
CJ - COLD JOINT

CONCRETE INTEGRAL COLOR CHART BY SCOFIELD OR
APPROVED EQUAL:
FLAT WORK - EARTH STONE C-17
RAMPS - DESERT SAND C-11
LEDGES/BENCHE CAPS - CHARCOAL C-24

CALLOUTS:

- 1 CONCRETE PAVING - SEE DETAIL A SHEET DT-1
- 2 PERIMETER FOOTING - SEE DETAIL B SHEET DT-1
- 3 TRANSITION RAMP - SEE DETAIL H SHEET DT-1
- 4 BANK RAMP - SEE DETAIL D SHEET DT-1
- 5 STEEL COPING - SEE DETAIL E SHEET DT-1
- 6 STEEL C EDGE - SEE DETAIL M SHEET DT-1
- 7 DOUBLE POLE JAM - SEE DETAIL S SHEET DT-2
- 8 BOWL DRAIN - SEE DETAIL K SHEET DT-1
- 9 BENCH EDGE - SEE DETAIL J SHEET DT-1
- 10 ADA RAMP - SEE DETAIL P SHEET DT-2
- 11 CONC SWALE - SEE DETAIL U SHEET DT-2
- 12 POOL COPING - SEE DETAIL L SHEET DT-1
- 13 RAMP TO CURB - SEE DETAIL Q SHEET DT-2
- 14 RETAINING WALL - SEE DETAIL G SHEET DT-1
- 15 CHINA BANK - SEE DETAIL T SHEET DT-2
- 16 PYRAMID/CURB - SEE DETAIL V SHEET DT-2
- 17 FLOATING 1/4 PIPE - SEE DETAIL I SHEET DT-1
- 18 LANDSCAPE BOULDER TO BE SELECTED 12-18 CU FT.
- 19 FLOATING BANK RAMP - SEE DETAIL W SHEET DT-2
- 20 TWO SECURITY CAMERAS - LOCATION TO BE COORDINATED IN FIELD WITH CITY REPRESENTATIVE

Item 9A	
No.	Revision/Issue
1	

valley design

P.O. BOX 4371 COVINA, CA 91723
(909)576-5859

LICENSED LANDSCAPE ARCHITECT
JENNIFER D. JENNIFER D. JENNIFER D.
Signature
Date
STATE OF CALIFORNIA

SHEET TITLE

CALL OUT PLAN

CLIENT

COLFAX SKATEPARK
PARKHILL DRIVE
COLFAX, CA

SCALE:

1/8"=1'-0"

DATE:

11-06-2020

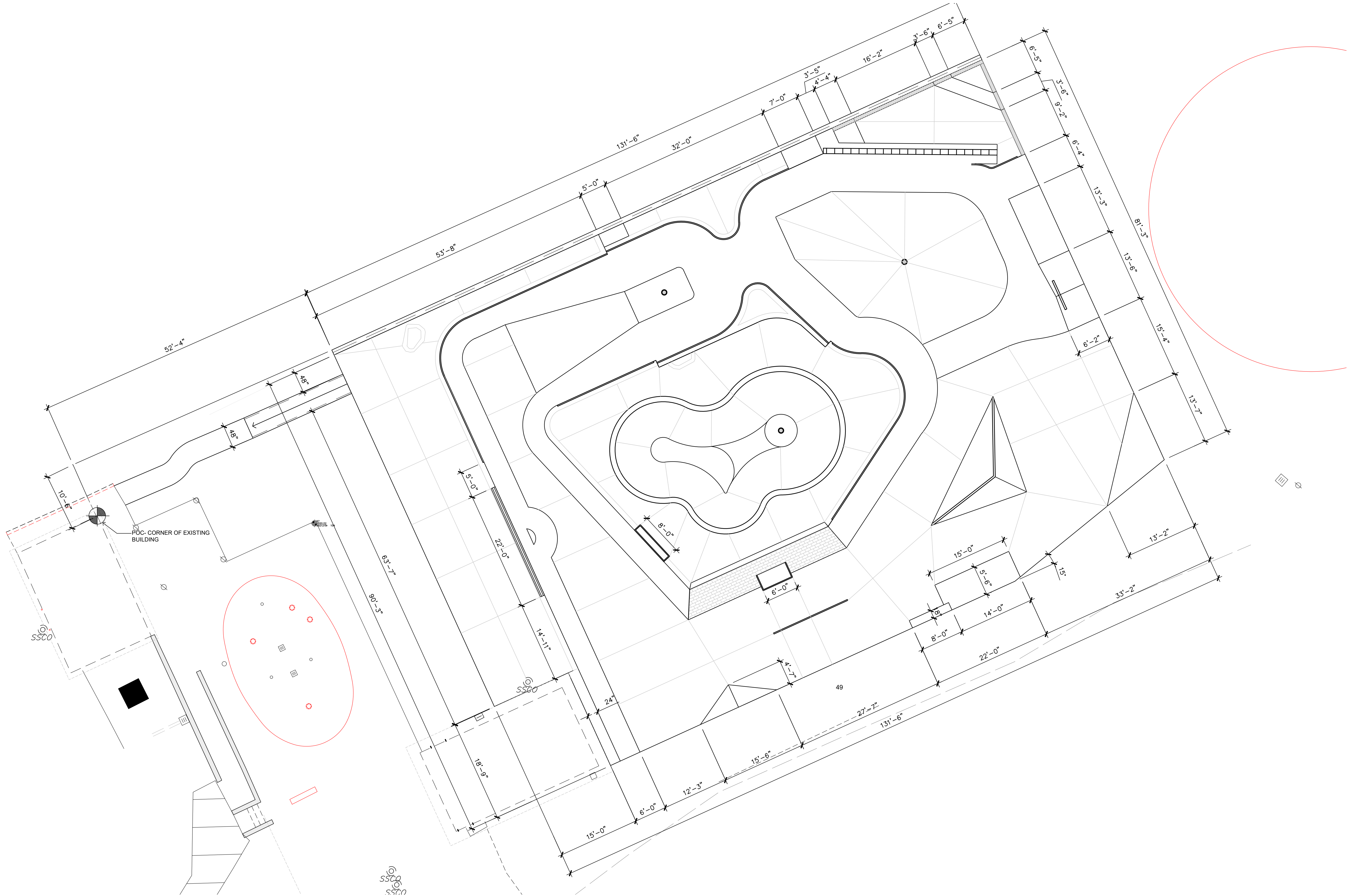
DRAWN BY:

TEAM

PROJECT NO:

SHEET NO:

SK-3



LAYOUT PLAN
SCALE: 1/8"=1'-0"

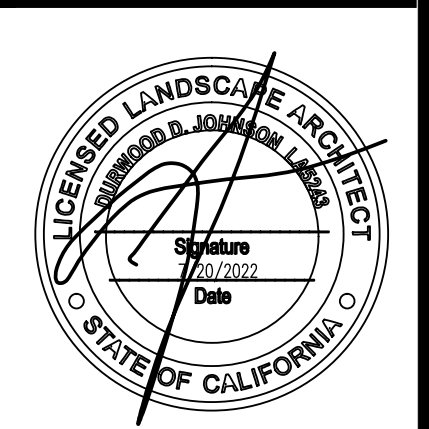
Item 9A	
No.	Revision/Issue
1	
2	
3	
4	
valley design	
P.O. BOX 4371 COVINA, CA 91723 (909)576-5859	
LAYOUT PLAN	
CLIENT COLFAX SKATEPARK PARKHILL DRIVE COLFAX, CA	
SCALE: 1/8"=1'-0"	
DATE: 11-06-2020	
DRAWN BY: TEAM	
PROJECT NO:	
SHEET NO: SK-4	



No.	Revision/Issue
1	

valley design

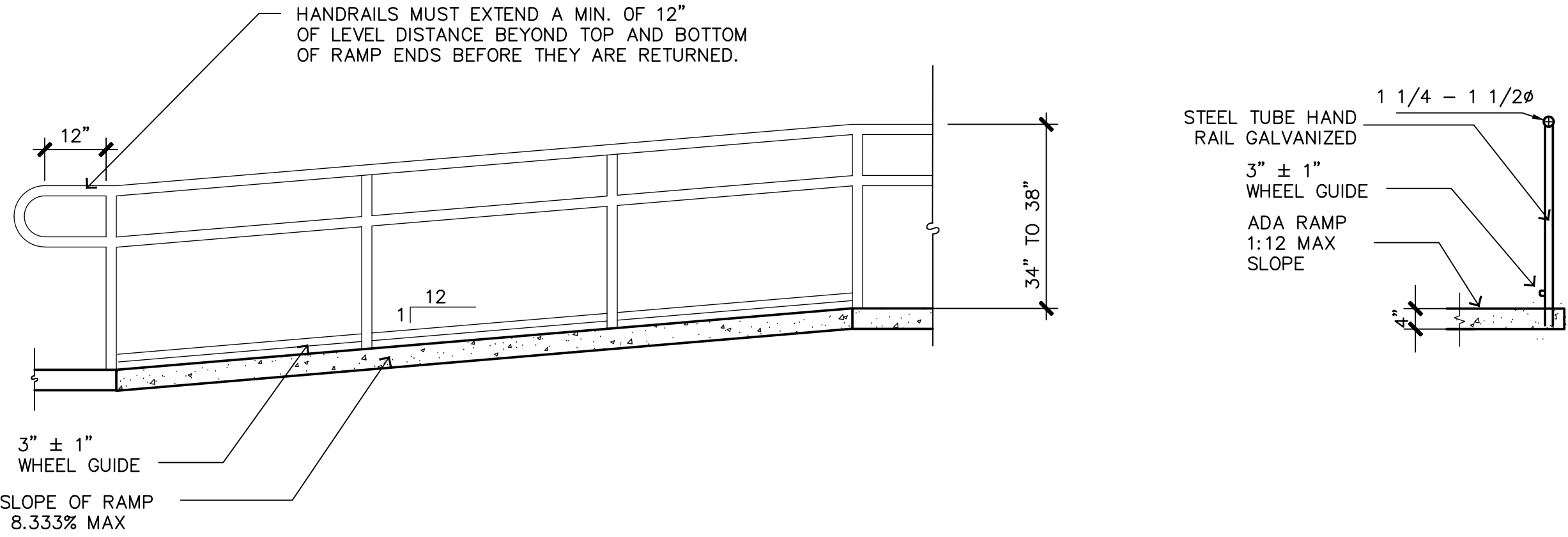
P.O. BOX 4371 COVINA, CA 91723
(909)576-5859



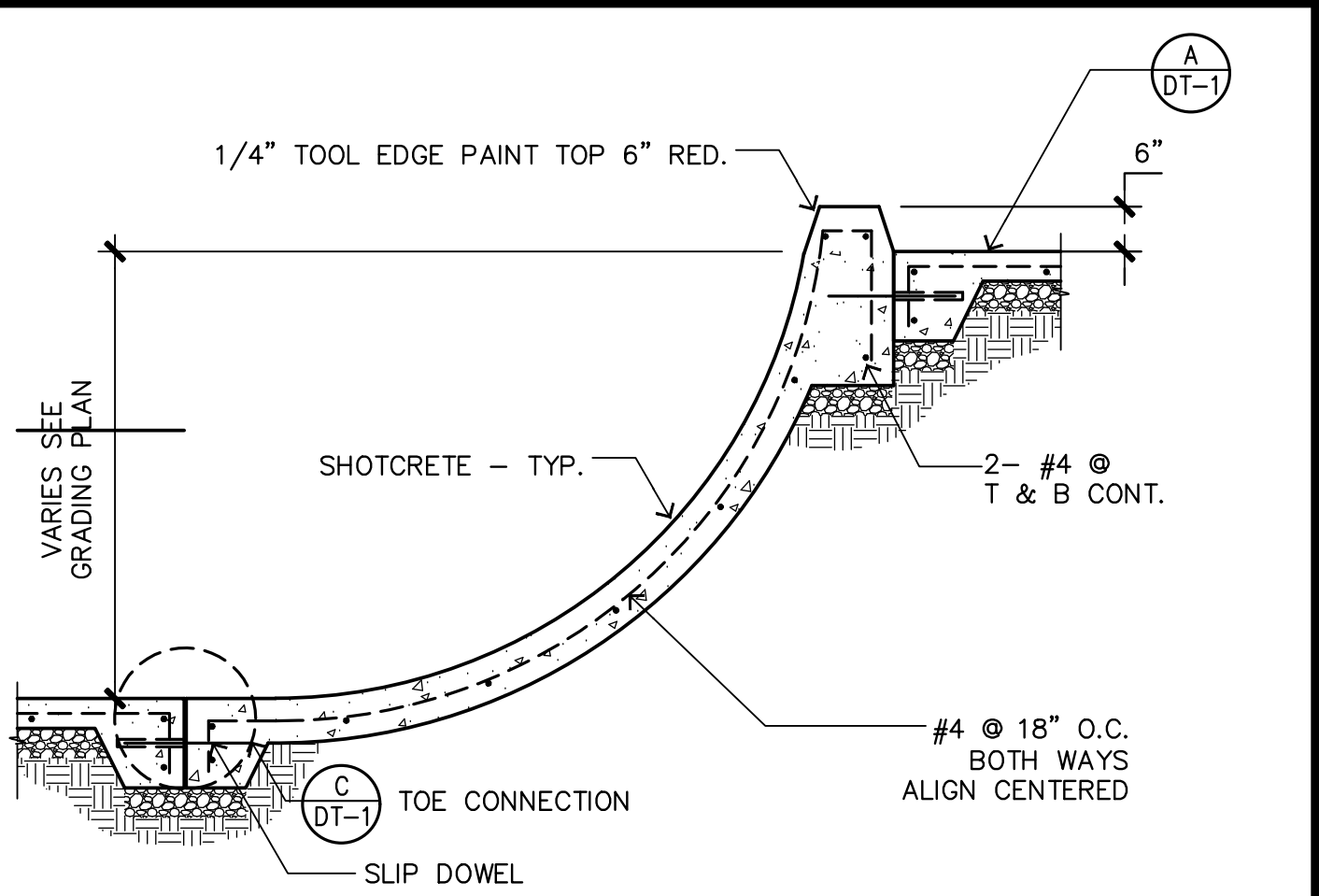
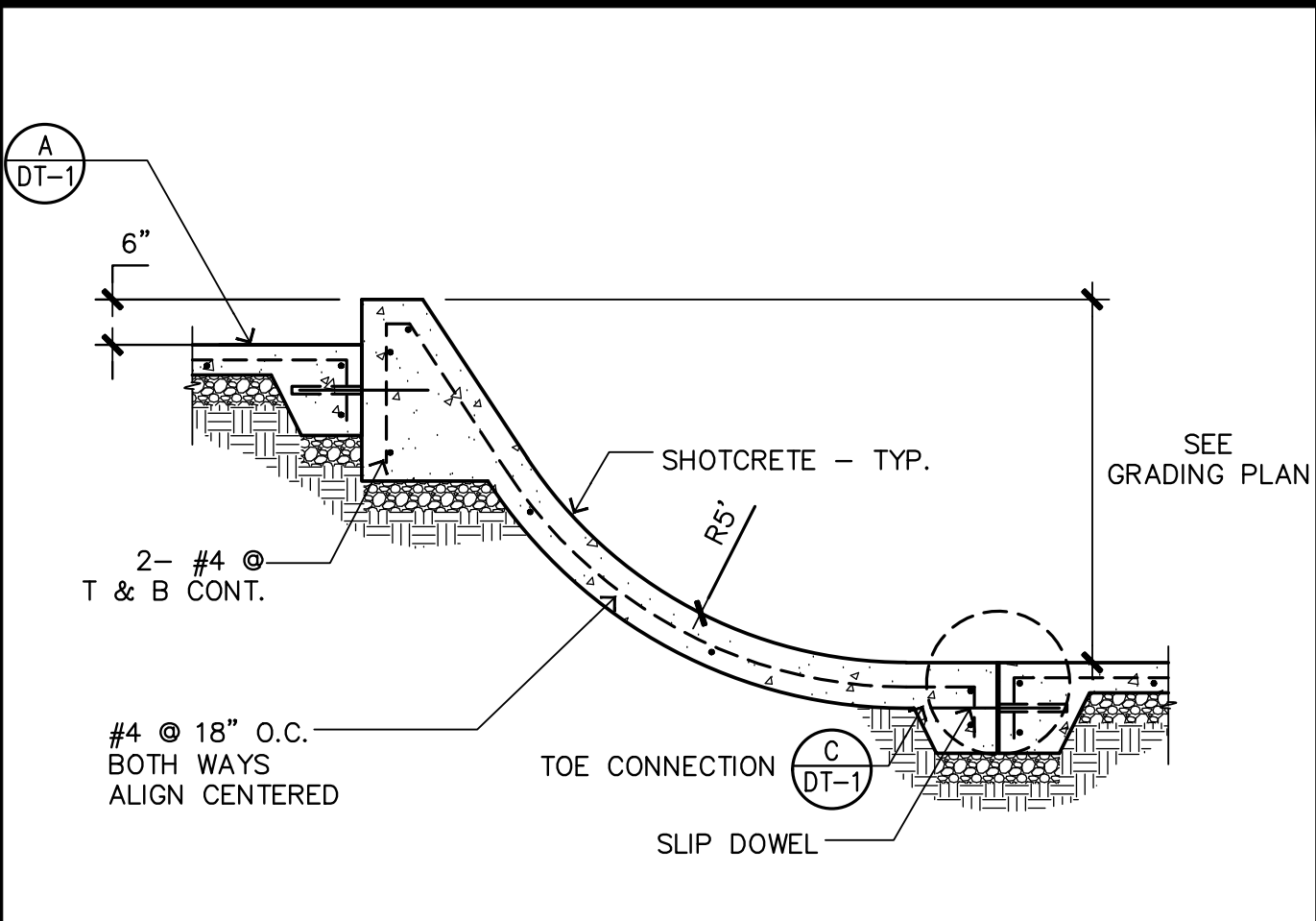
SHEET TITLE
DETAILS

CLIENT
COLFAX SKATEPARK
PARKHILL DRIVE
COLFAX, CA

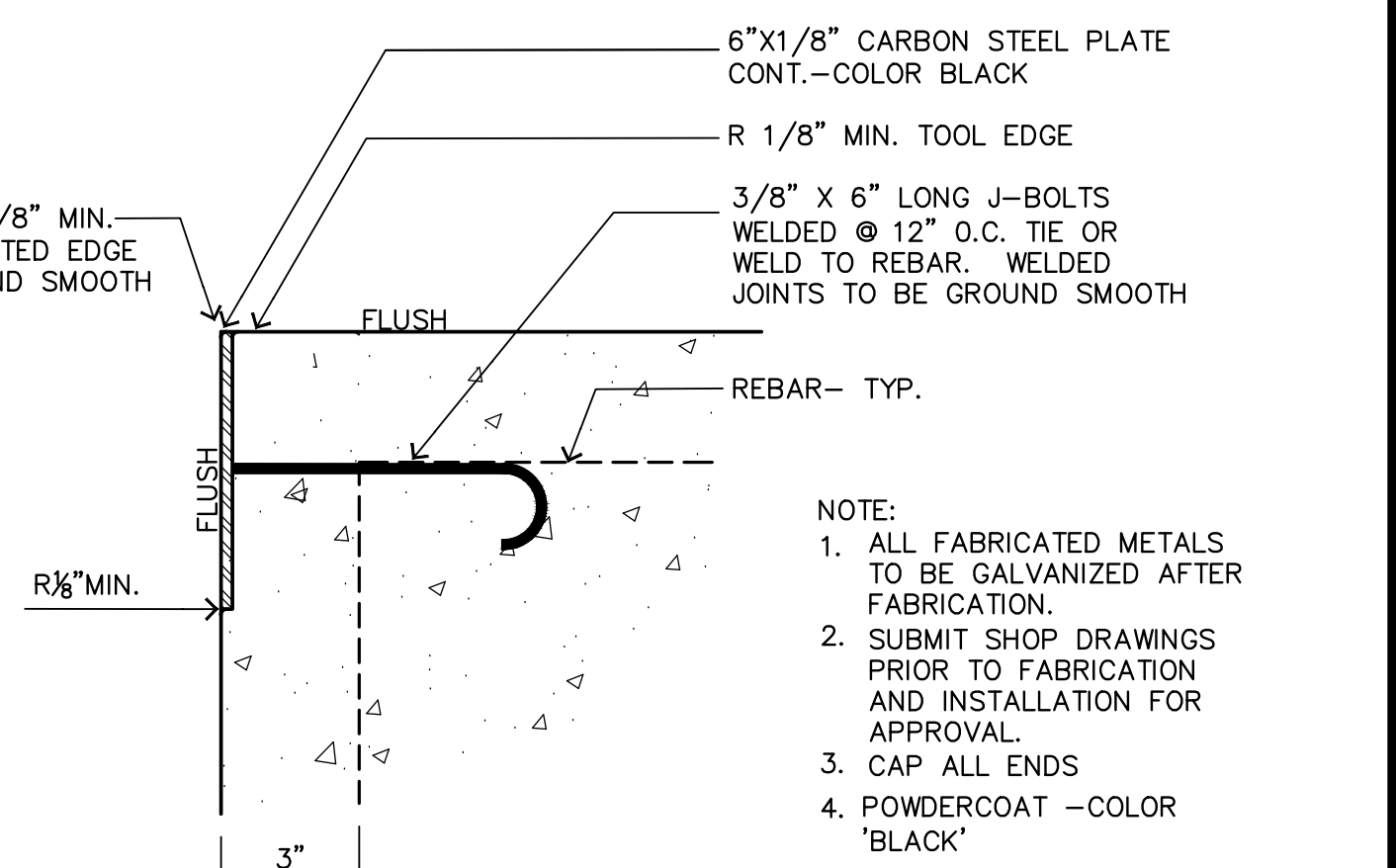
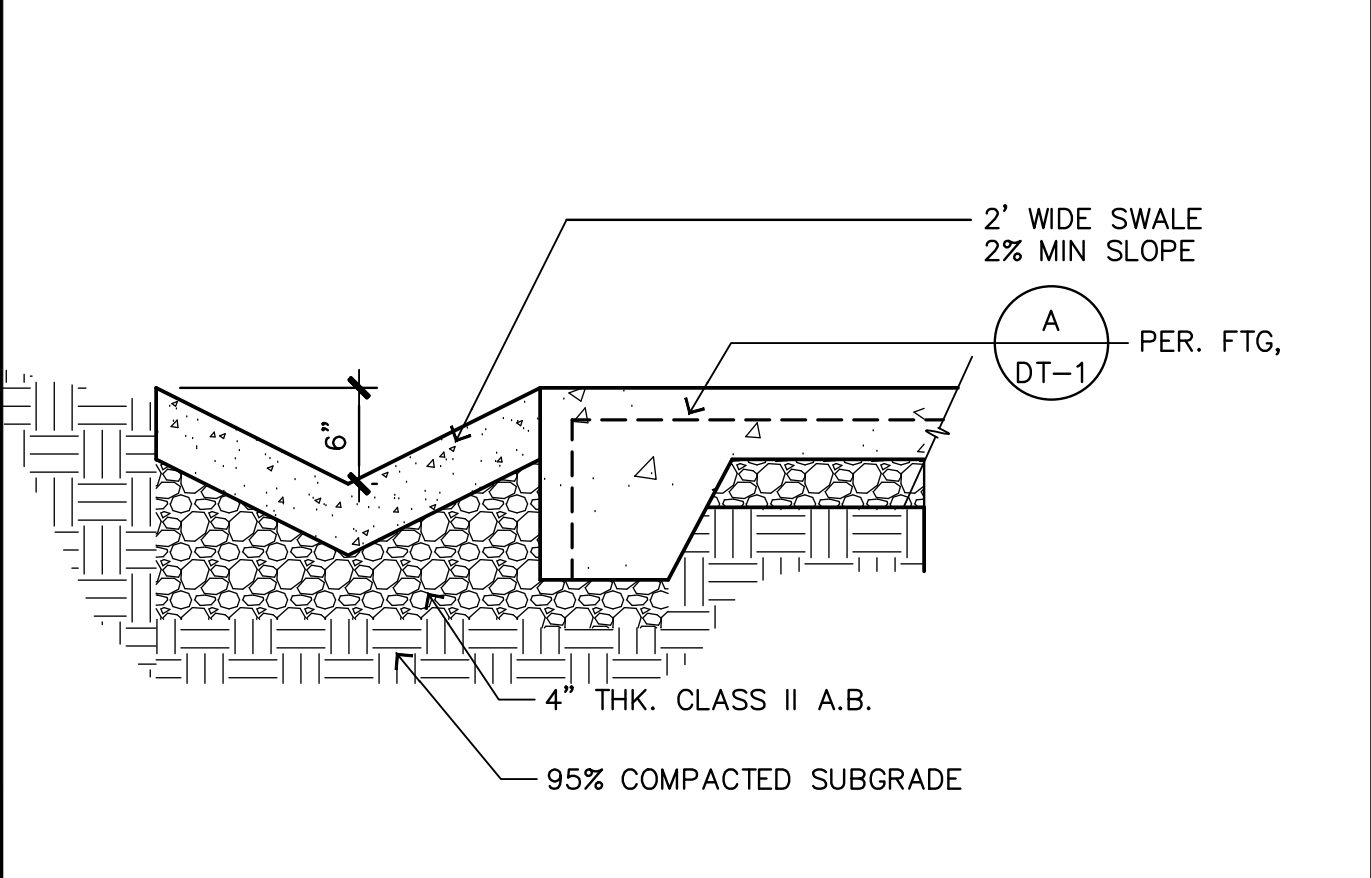
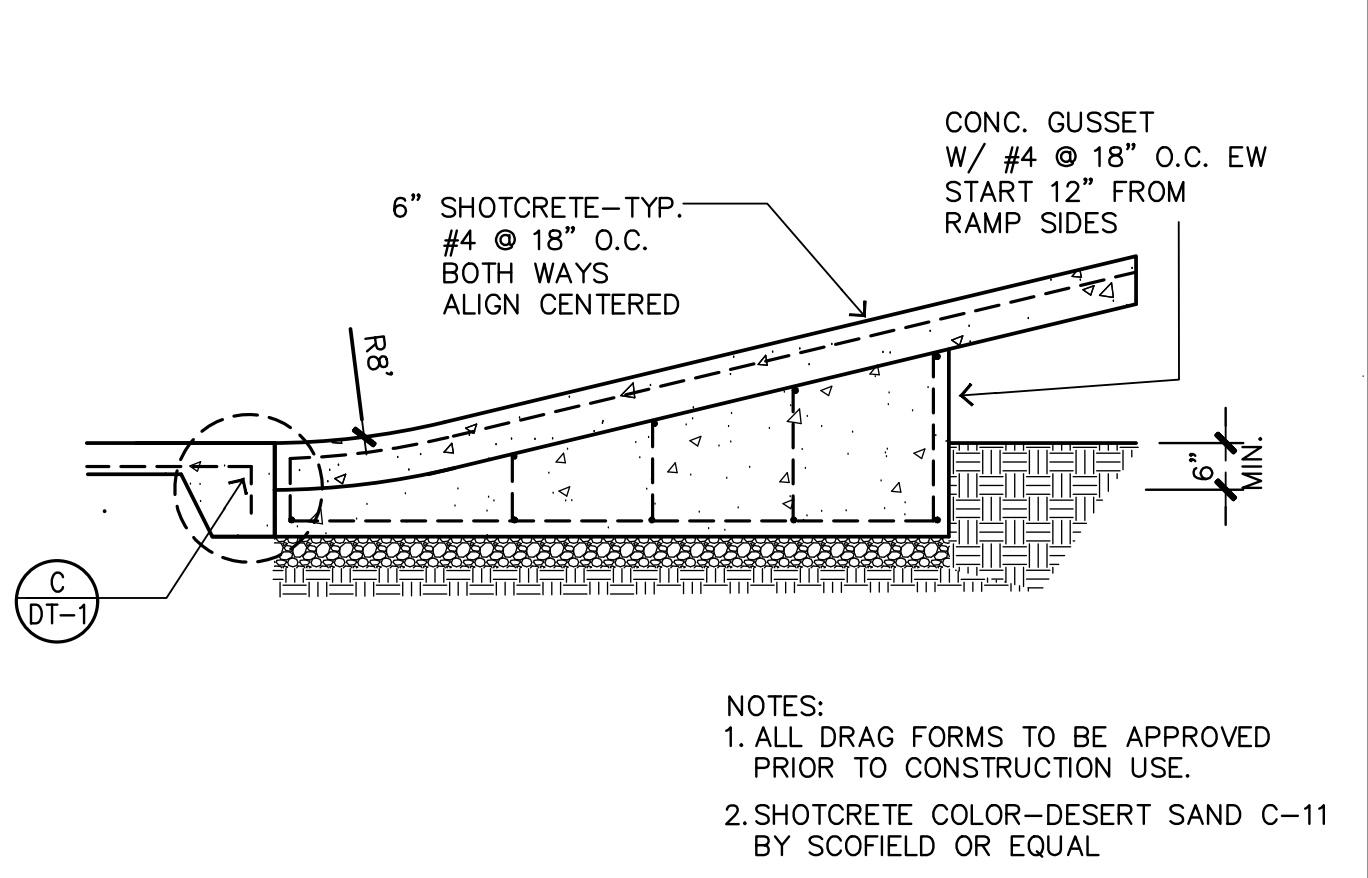
SCALE:	AS NOTED
DATE:	11-06-2020
DRAWN BY:	TEAM
PROJECT NO:	
SHEET NO:	SK-DT-2
	OF 3



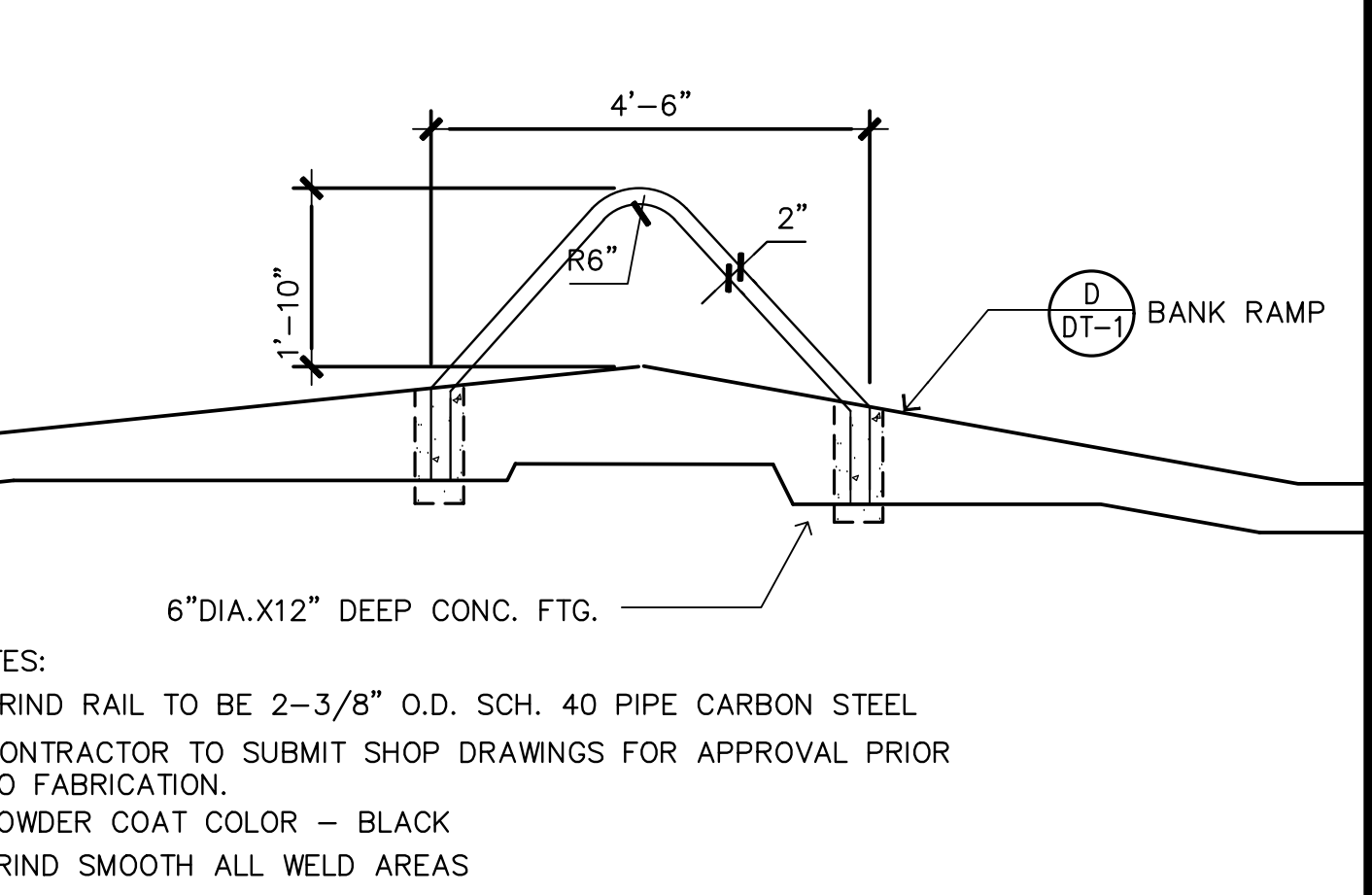
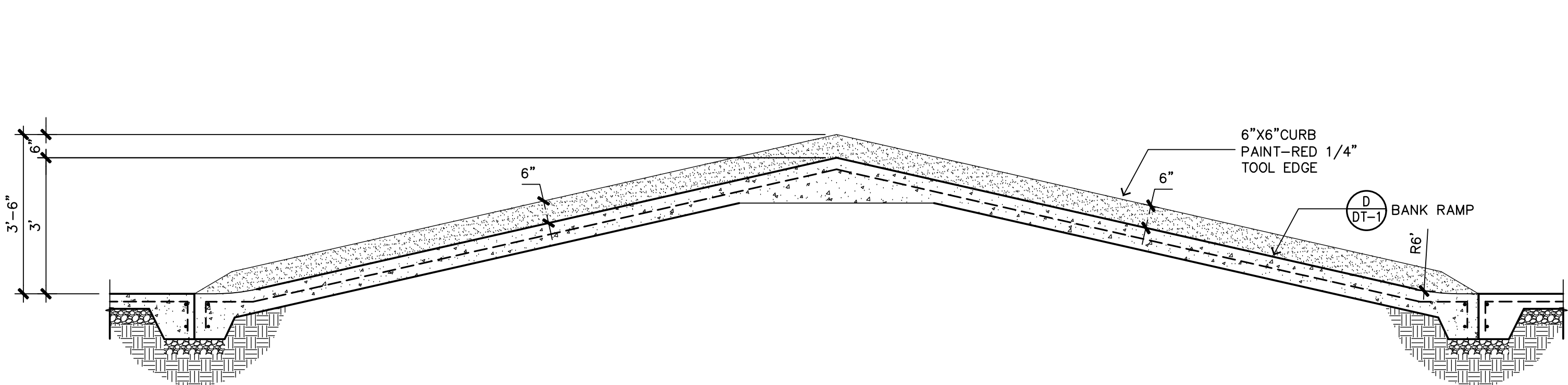
P **ACESSIBLE_RAMP** **NO SCALE**



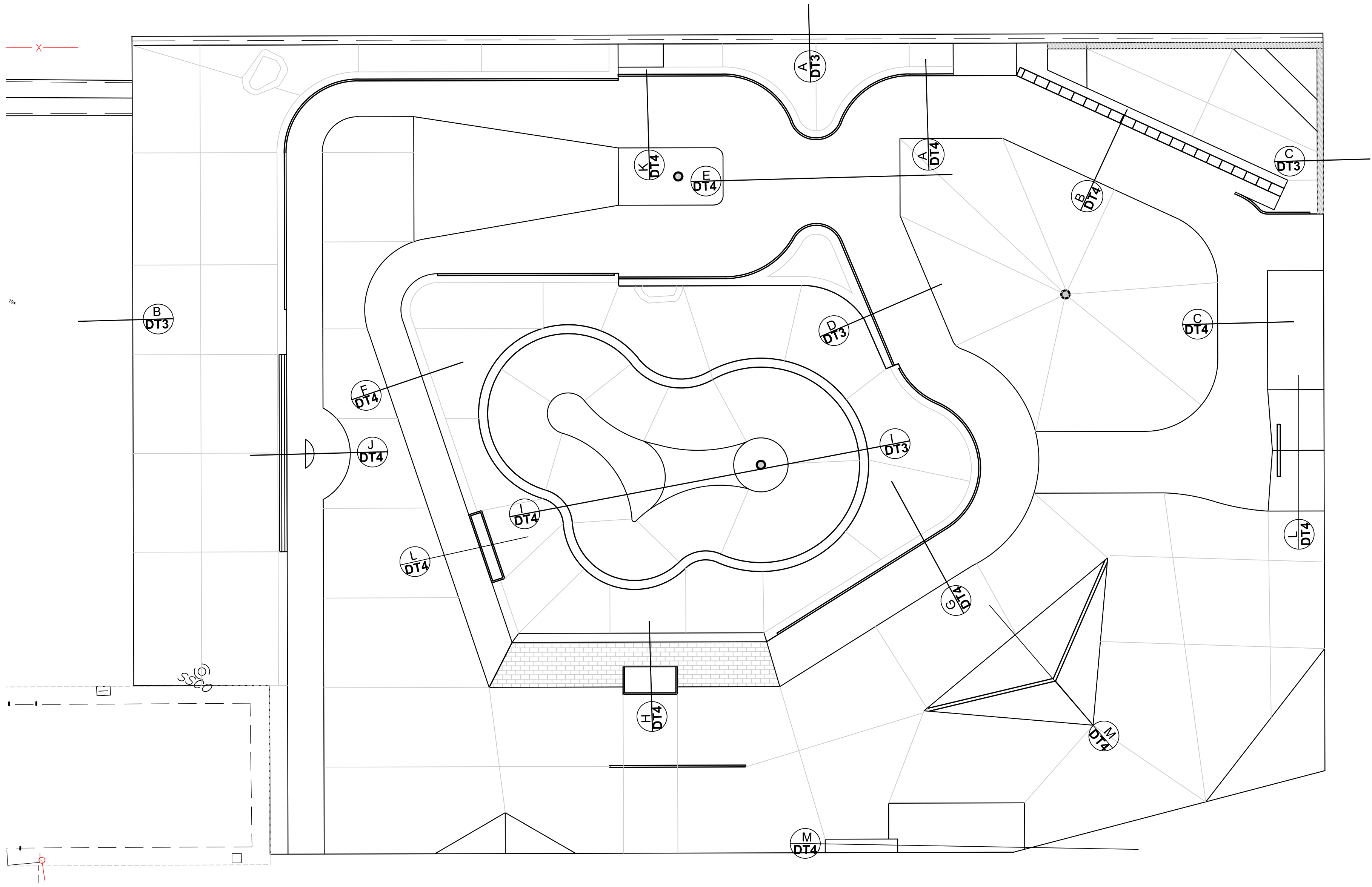
T **CHINA BANK** **NO SCALE** **Q** **RAMP TO CURB** **NO SCALE**



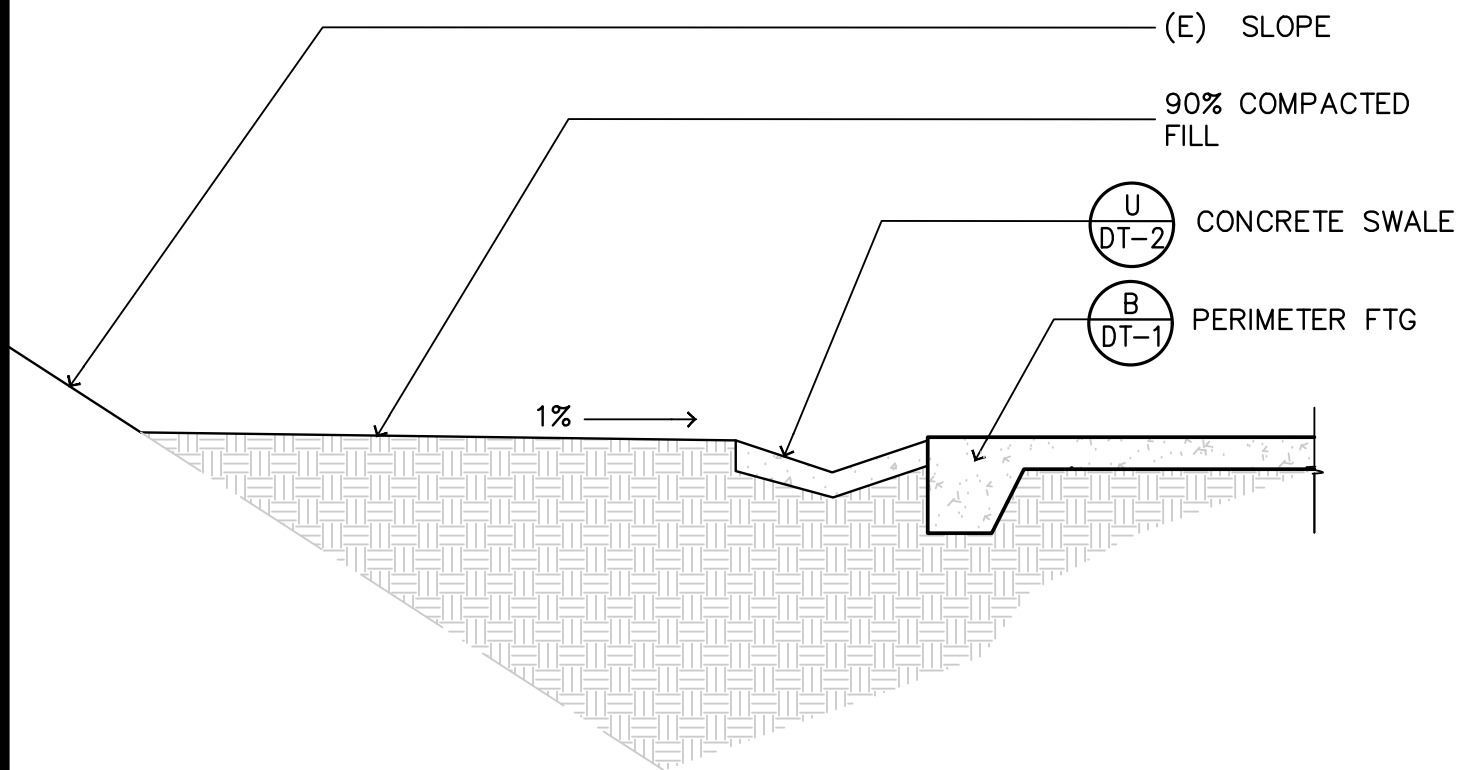
W **FLOATING BANK RAMP** **NO SCALE** **U** **CONCRETE SWALE** **NO SCALE** **R** **STEEL EDGE FLUSH** **NO SCALE**



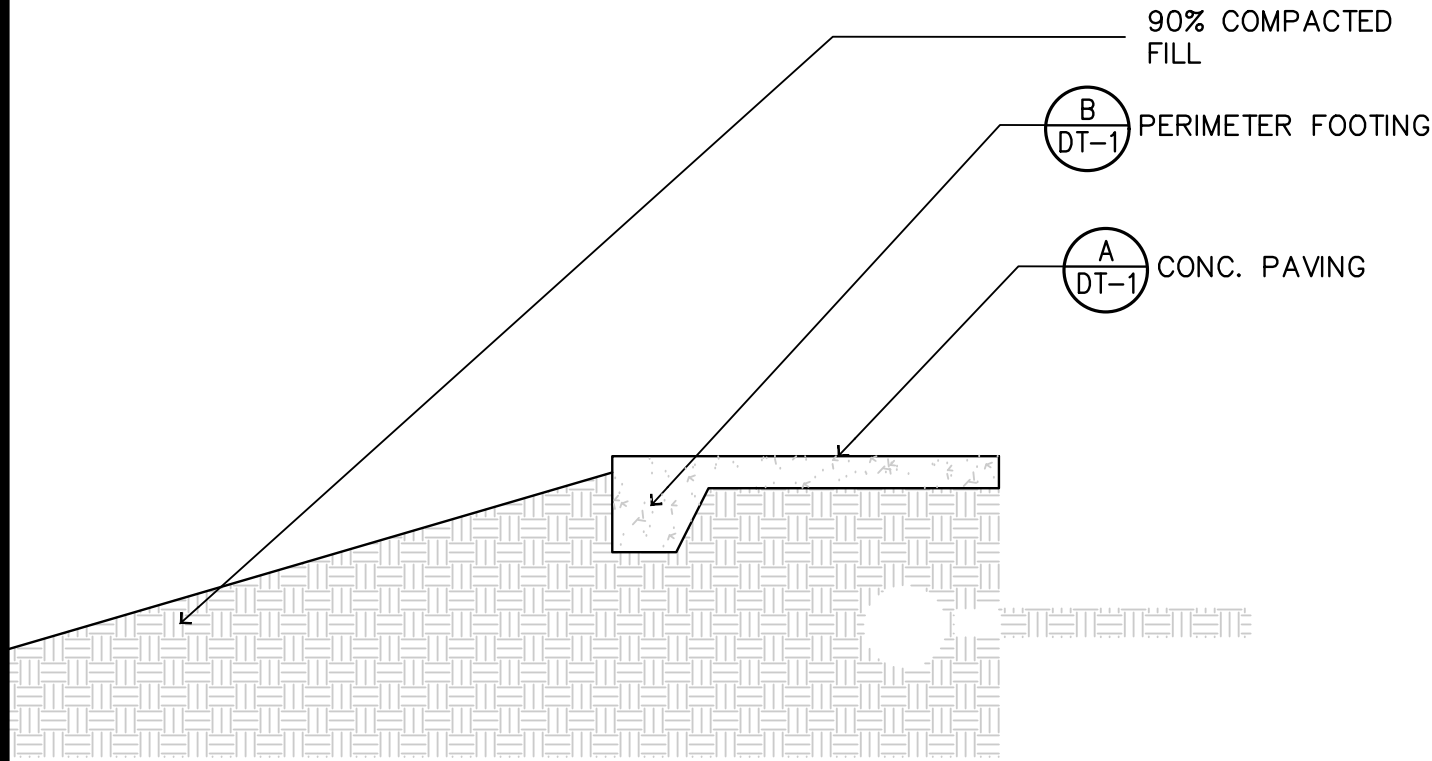
V **PYRAMID CURB** **NO SCALE** **S** **POLE JAM** **NO SCALE**



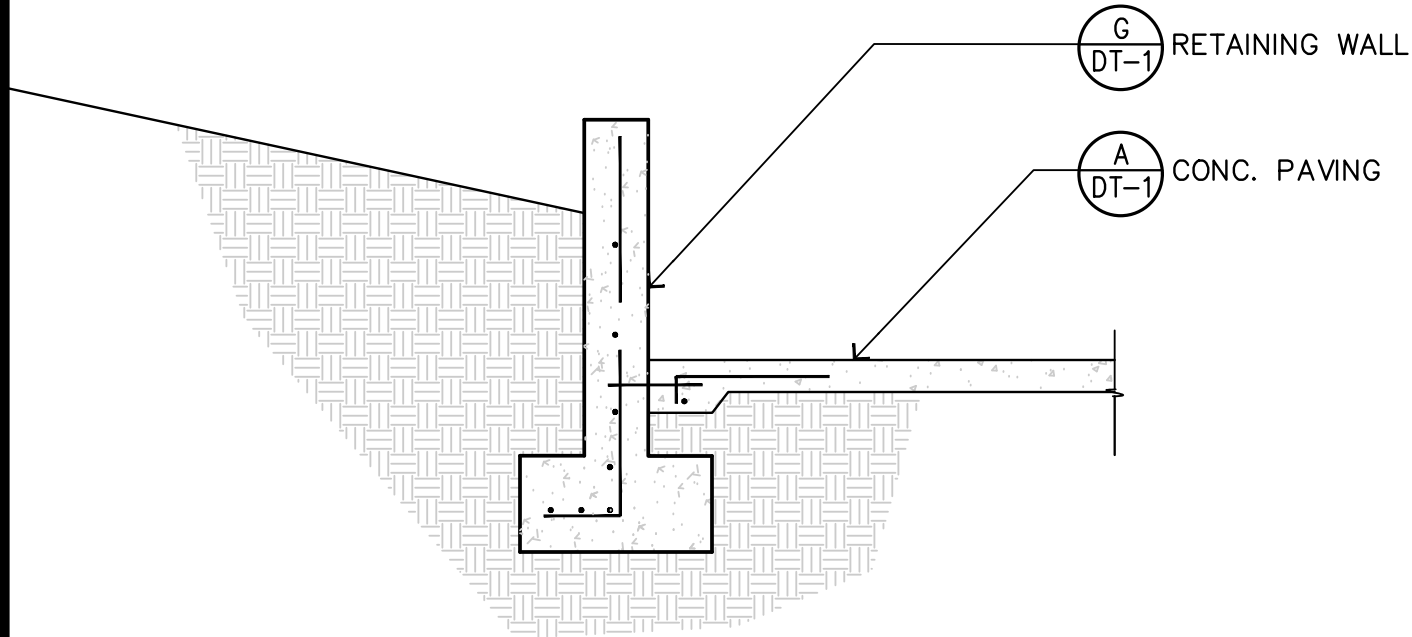
KEY PLAN



A SECTION A NO SCALE



B SECTION B NO SCALE



C SECTION C NO SCALE

Item 9A	
No.	Revision/Issue
△	
valley design	
P.O. BOX 4371 COVINA, CA 91723 (909)576-5859	
PERIMETER SECTIONS	
SHEET TITLE	
COLFAX SKATEPARK PARKHILL DRIVE COLFAX, CA	
SCALE: NO SCALE	
DATE: 11-06-2020	
DRAWN BY: TEAM	
PROJECT NO:	
SHEET NO: DT-3	



GENERAL NOTES

1. ALL CONDITIONS SHOWN OR NOTED AS EXISTING ARE BASED ON BEST INFORMATION CURRENTLY AVAILABLE AT THE TIME OF PREPARATION OF THESE DRAWINGS. NO WARRANTY IS IMPLIED AS TO THEIR ACCURACY. CONTRACTOR IS TO FIELD VERIFY ALL CONDITIONS. SHOULD CONDITIONS BECOME APPARENT WHICH DIFFER FROM THE CONDITIONS SHOWN HEREIN THEY SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT OR STRUCTURAL ENGINEER. THE ARCHITECT OR STRUCTURAL ENGINEER WILL THEN PREPARE ADDITIONAL DRAWINGS AS MAY BE NEEDED TO ACCOMMODATE THE NEW CONDITIONS.
2. CONTRACTOR SHALL VERIFY ALL DIMENSIONS OF EXISTING CONDITIONS, ELEVATIONS, PROPERTY LINES, ETC. ON THE JOB. SHOULD ANY DISCREPANCIES OCCUR, NOTIFY ENGINEER FOR INSTRUCTIONS BEFORE PROCEEDING.
3. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ADEQUATE SHORING, BRACING AND OTHER WORKING PROVISIONS AS REQUIRED TO SAFELY COMPLETE THE STRUCTURE AND PROTECT AGAINST BODILY INJURY AND PROPERTY DAMAGE. SAFETY MEASURES SHALL MEET THE REQUIREMENTS OF ALL LOCAL, STATE AND FEDERAL GUIDELINES.
4. TYPICAL DETAILS AND STRUCTURAL NOTES SHALL APPLY UNLESS OTHERWISE NOTED OR SHOWN. DETAILS OF CONSTRUCTION NOT FULLY SHOWN SHALL BE THE SAME NATURE AS SHOWN FOR SIMILAR CONDITION.
5. ALL BUILDING MATERIAL SHALL BE NEW MATERIAL UNO.
6. THE CONTRACT DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE. UNLESS OTHERWISE SHOWN, THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY FIELD REPRESENTATIVES OF THE STRUCTURAL ENGINEER DO NOT INCLUDE INSPECTIONS OF THE PROTECTIVE MEASURES OF THE PROCEDURES FOR SUCH METHODS OF CONSTRUCTION. ANY SUPPORT SERVICES PERFORMED BY THE STRUCTURAL ENGINEER DURING CONSTRUCTION SHALL BE DISTINGUISHED FROM CONTINUOUS AND DETAILED INSPECTION SERVICES WHICH ARE FURNISHED BY OTHERS. THESE SUPPORT SERVICES WHICH ARE FURNISHED BY THE STRUCTURAL ENGINEER, WHETHER OF MATERIAL OR WORK, AND WHETHER PERFORMED PRIOR TO, DURING OR AFTER COMPLETION OF CONSTRUCTION, ARE PERFORMED SOLELY FOR THE PURPOSE OF ASSISTING IN QUALITY CONTROL AND IN ACHIEVING CONFORMANCE WITH CONTRACT DRAWINGS AND SPECIFICATIONS; BUT THEY DO NOT GUARANTEE CONTRACTOR'S PERFORMANCE AND SHALL NOT BE CONSTRUED AS SUPERVISION OF CONSTRUCTION.

DEMOLITION SEQUENCING NOTES

1. PROVIDE SUPPORT TO (E) WALLS TO REMAIN PRIOR TO STARTING DEMOLITION.
2. START DEMOLITION AT ROOF. REMOVE (E) PLYWOOD SHEATHING, TIMBER JOISTS & FRAMING. DO NOT DAMAGE (E) TIMBER JOISTS AND FRAMING TO REMAIN.
3. REPLACE TIMBER FRAMING, SHEATHING, AND NAILING AS REQUIRED. STRUCTURAL ENGINEER OF RECORD TO PERFORM SITE OBSERVATION PRIOR TO DEMOLITION OF (E) WALLS TO CONFIRM (E) ASSUMPTIONS.
4. REMOVE (E) TIMBER WALLS ON NORTH END OF STRUCTURE.
5. REMOVE SOUTH END OF STRUCTURE. REMOVE TIMBER FRAMED UPPER WALL PORTION FIRST. ONCE REMOVED, SAWCUT CMU WALL AT LOCATIONS WHERE WALL TO THE SOUTH WILL BE REMOVED.
6. PAINT SIKA ARMATEC-110 ON SAWCUT LOCATION OF (E) WALLS TO REMAIN.

WOOD NOTES

1. ALL WORK TO CONFORM TO THE REQUIREMENTS OF THE "NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION" (ANSINFOPA NDS-2018) AS RECOMMENDED BY THE AMERICAN FOREST & PAPER ASSOCIATION, AND 2019 CBC.
2. THE STANDARD WOOD DETAILS AND THE NAILING, ETC., CALLED FOR IN THESE NOTES ARE MINIMUM REQUIREMENTS AND WILL APPLY TO ALL WORK EXCEPT WHERE MORE STRINGENT REQUIREMENTS ARE SHOWN ELSEWHERE. ALL WOOD CONSTRUCTION SHALL BE IN ACCORDANCE WITH CHAPTER 23 OF THE 2019 CBC.
3. THE MINIMUM REQUIREMENTS FOR DETAILS NOT SHOWN WILL BE PER 2019 CBC CHAPTER 23, INCLUDING NAILING PER TABLE 2304.10.1.
4. FOR CONVENIENCE FRAMING CONNECTIONS BY THE SIMPSON COMPANY, PLEASANTON, CA, ARE CALLED OUT ON THE DRAWINGS. EQUIVALENT CONNECTIONS OF OTHER MANUFACTURERS HAVING THE SAME OR BETTER CAPACITY AND HAVING APPROVED TEST REPORTS MAY BE USED. PROVIDE FULL NAILING OR BOLTING OF CONNECTIONS AS PUNCHED USING MANUFACTURER'S NAILS, SCREWS OR SPECIFIED BOLTS.
5. NAILS WILL BE COMMON WIRE TYPE UNO, GALVANIZED IN EXTERIOR LOCATIONS. PRE-DRILL NAIL HOLES IN SEASONED DRY WOOD AS REQUIRED TO PREVENT SPLITTING. WOOD SPLIT BY CONTRACTOR SHALL BE REPLACED AT CONTRACTOR'S EXPENSE.
6. NEW FRAMING LUMBER SHALL BE DOUGLAS FIR GRADED AS FOLLOWS: ANY MEMBER WHICH FALLS BELOW GRADE OR HAS DEFECTS WHICH AFFECTS SERVICEABILITY SHALL BE REJECTED. ALL STRUCTURAL FRAMING SHALL BE SURFACED DRY WITH 19% OR LESS MOISTURE.

BEAMS AND JOISTS SHALL BE AWP4 UC4A PRESSURE TREATED PTDF#1
POSTS, HEADERS, AND STIFFENERS (4X OR LESS) SHALL BE AWP4 UC4A PRESSURE TREATED PTDF#1
STUDS SHALL BE AWP4 UC4A PRESSURE TREATED PTDF#1
SILL SHALL BE AWP4 UC4A PRESSURE TREATED PTDF#1
7. EXISTING FRAMING LUMBER IS ASSUMED TO BE DOUGLAS FIR #3. IF EXISTING LUMBER DOES NOT MEET THIS ASSUMPTION, PLEASE INFORM ENGINEER OF RECORD.

MASONRY NOTES

1. MINIMUM NET AREA COMPRESSIVE STRENGTH OF CONCRETE MASONRY: F'M = 1500 PSI
2. AT 28 DAYS. MINIMUM NET AREA COMPRESSIVE STRENGTH OF MASONRY UNIT = 2000 PSI
3. ALL MORTAR FOR CONCRETE MASONRY WALLS SHALL BE TYPE S IN ACCORDANCE WITH ASTM C270.
4. ALL GROUT FOR CONCRETE MASONRY WALLS AND LINTELS SHALL BE PROPORTIONED AND MIXED IN ACCORDANCE WITH ASTM C476 AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 2,000 PSI AT 28 DAYS.
5. IN ORDER TO BE CONSERVATIVE, WALL IS ASSUMED TO BE GROUTED WHEN DETERMINING SEISMIC LOADS. WHEN CALCULATING WALL CAPACITIES, WALLS ARE ASSUMED TO BE UNGROUTED.
6. ANCHOR BOLTS FOR SHEAR WALLS NEED TO BE ANCHORED IN GROUTED CELLS. GROUT CELLS AS REQUIRED.



DESIGN BASIS

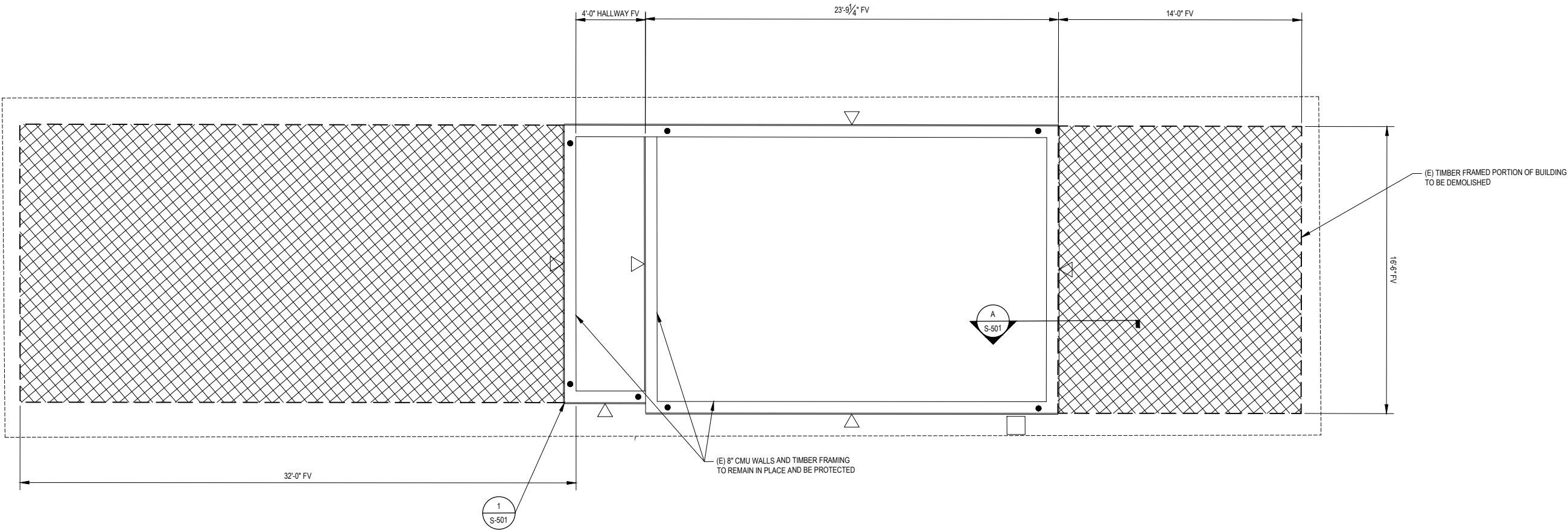
1. MODIFICATIONS TO THIS EXISTING STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE WITH THE 2019 CALIFORNIA BUILDING CODE (CBC) AND THE 2019 CALIFORNIA EXISTING BUILDING CODE (CEBC). DESIGN LOADS HAVE BEEN DETERMINED IN ACCORDANCE WITH THE ASCE 7-16 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES. IN CONFORMANCE WITH THE CEBC SECTION 403, PORTIONS OF THIS EXISTING STRUCTURE REMAIN UNALTERED AND EXISTING LOADS DO NOT INCREASE. THEREFORE PARTS OF THE EXISTING STRUCTURE WILL REMAIN IN THEIR EXISTING AS-BUILT CONDITION, WITH MODIFICATIONS AS SHOWN TO PROVIDE A VOLUNTARY IMPROVEMENT TO THE EXISTING LATERAL LOAD RESISTING SYSTEM.
2. STRUCTURES HAVE BEEN DESIGNED IN ACCORDANCE WITH THE FOLLOWING CODES:

2018 NATIONAL DESIGN SPECIFICATIONS (NDS) FOR WOOD
2019 CALIFORNIA EXISTING BUILDING CODE (CEBC)
2019 CALIFORNIA BUILDING CODE (CBC)
AMERICAN CONCRETE INSTITUTE (ACI) 318-14
AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC) 360-16
AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE) 7-16
3. WIND LOAD DESIGN BASED ON THE FOLLOWING PARAMETERS:
BASIC WIND SPEED, V = 88 mph (3 SEC. GUST).
OCCUPANCY CATEGORY = I
4. SEISMIC LOAD DESIGN BASED ON THE FOLLOWING PARAMETERS:
SITE CLASS = D (ASSUMED)
IMPORTANCE FACTOR, I_e = 1.0
SEISMIC DESIGN CATEGORY = D
RESPONSE MODIFICATION FACTOR, R = 3.5
METHOD OF ANALYSIS: EQUIVALENT LATERAL FORCE PROCEDURE
SPECTRAL RESPONSE ACCELERATION PARAMETERS:
S_S = 0.536 g S₁ = 0.224 g
S_{0.5} = 0.484 g S_{0.1} = 0.308 g

STRUCTURAL ABBREVIATIONS

ALT	ALTERNATE	MIN	MINIMUM
BLKG	BLOCKING	MISC	MISCELLANEOUS
BM	BEAM	MTL	METAL
C	CHANNEL	(N)	NEW
CBC	CALIFORNIA BUILDING CODE	NTS	NOT TO SCALE
CLR	CLEAR	OC	ON CENTER
COL	COLUMN	OPNG	OPENING
CONC	CONCRETE	(P)	PROPOSED
CONN	CONNECTION	PL	PLATE
CONT	CONTINUOUS	PLYWD	PLYWOOD
CTR	CENTER	PRE-FAB	PREFABRICATED
DBL	DOUBLE	REINF	REINFORCING
DIA	DIAMETER	REQD	REQUIRED
DIAG	DIAGONAL	SCHED	SCHEDULE
DIM	DIMENSION	SHIT	SHEET
DTL	DETAIL	SIM	SIMILAR
DWG	DRAWING	SQ	SQUARE
EA	EACH	STD	STANDARD
ELEV	ELEVATION	STL	STEEL
EMBED	EMBEDMENT	STRUCT	STRUCTURAL
ENGR	ENGINEER	SYM	SYMMETRICAL
EQ	EQUAL	TOC	TOP OF CONCRETE
EQUIP	EQUIPMENT	TOS	TOP OF SHEATHING
EW	EACH WAY	TYP	TYPICAL
ETC	ETCETERA	UNO	UNLESS OTHERWISE NOTED
FLR	FLOOR	VERT	VERTICAL
FT	FOOT/FEET	W/	WITH
FTG	FOOTING	WWF	WELDED WIRE FABRIC
GA	GAUGE	WWM	WELDED WIRE MESH
GALV	GALVANIZED		
HORIZ	HORIZONTAL		
L	ANGLE		
LB	POUND		
LT WT	LIGHT WEIGHT		
MAX	MAXIMUM		
MFR	MANUFACTURER		

-  INDICATES PLYWOOD SHEARWALL FRAMING REF A/S-501
-  INDICATES HOLDOWN PER 3/S-501



1

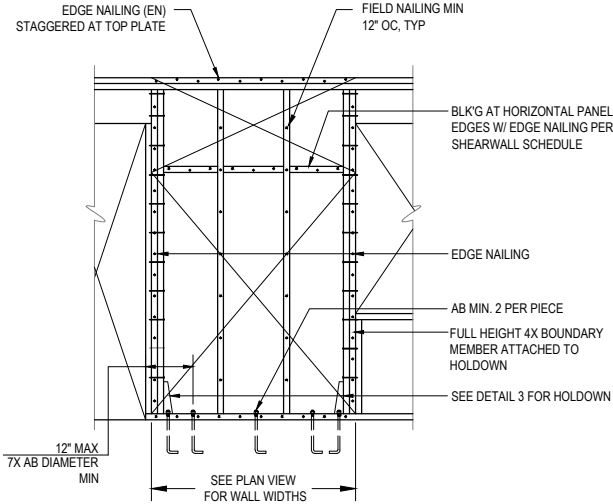
EXISTING BUILDING / DEMOLITION PLAN

SCALE: 1" = 40'-0"

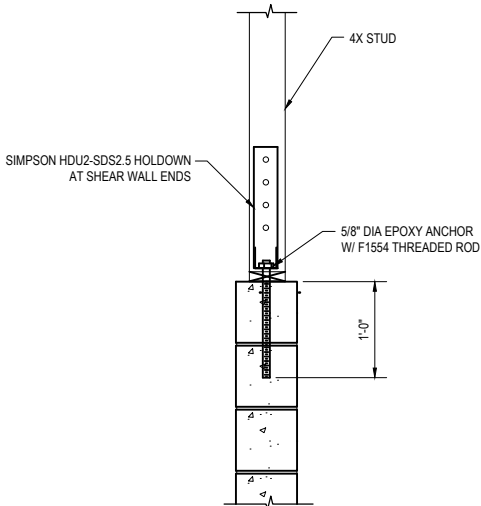


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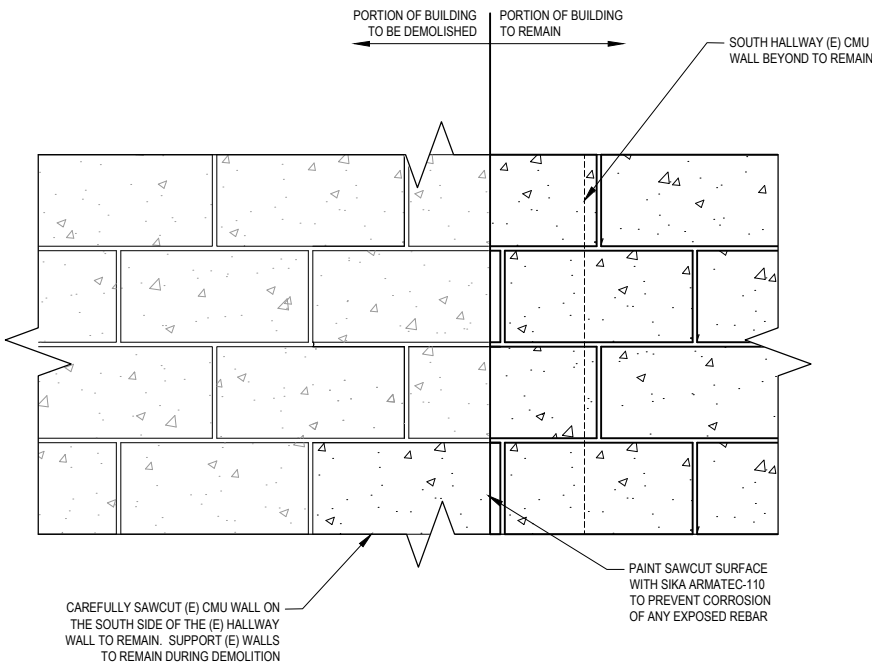
- NOTES:
- Item 9A**
1. TIMBER FRAMING ASSUMED TO BE DOUGLAS FIR #2 MIN. IF FRAMING DOES NOT MEET THIS ASSUMPTION, PLEASE INFORM ENGINEER OF RECORD.
 2. CONFIRM DIAPHRAGM AND SHEAR WALL SHEATHING MEET THE MINIMUM THICKNESSES AND NAILING CALLED OUT ON SECTION A. IF NOT, SHEATHING WILL NEED TO BE REPLACED OR MODIFIED IN ORDER TO MEET THE MINIMUM REQUIREMENTS.
 3. NOTES ON SECTION 1 APPLY TO ALL BUILDING WALLS AND ROOF SECTIONS THAT ARE TO REMAIN.
 4. CONTRACTOR TO FIELD VERIFY ALL ASSUMED DIMENSIONS, MATERIALS, AND EXISTING CONDITIONS. IF ANYTHING DIFFERS THAN WHAT IS SHOWN ON THE PLANS, INFORM ENGINEER OF RECORD.



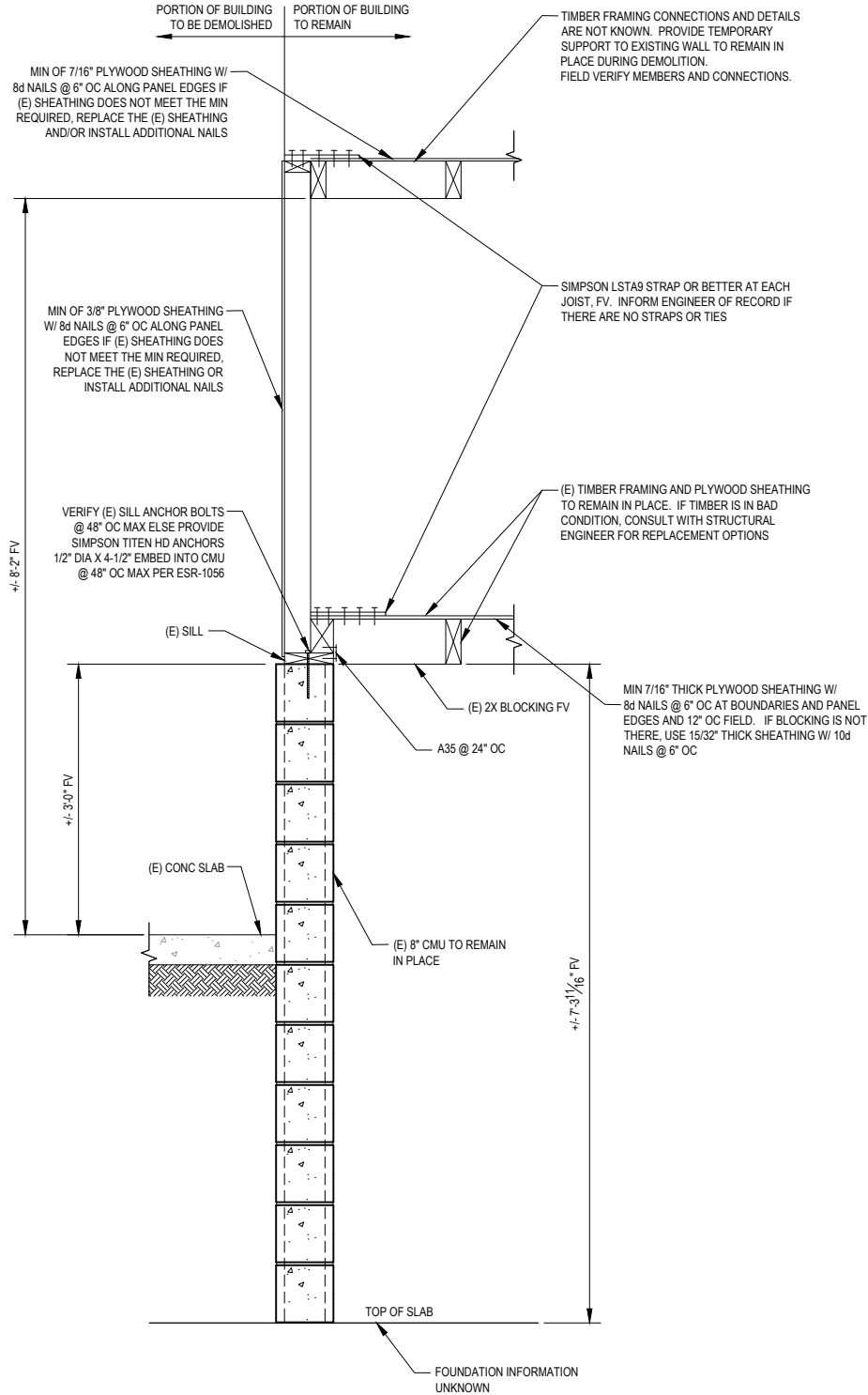
2 SHEARWALL DETAIL
SCALE: 1" = 1'-0"



3 HOLDOWN DETAIL
SCALE: 1" = 1'-0"

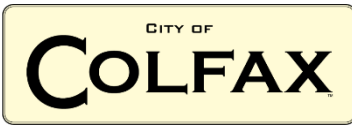


1 SAWCUT LINE DETAIL
SCALE: 1-1/2" = 1'-0"



A SECTION
SCALE: 1" = 1'-0"

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Staff Report to City Council

FOR MARCH 24, 2021 REGULAR CITY COUNCIL MEETING

From: Wes Heathcock, City Manager
Prepared by: Wes Heathcock, City Manager
Subject: Roundabout Monument Sign Concept – Ad hoc Committee

Budget Impact Overview:

N/A: ✓	Funded:	Un-funded:	Amount:	Fund(s):
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RECOMMENDED ACTION: Discuss and consider establishing an Ad hoc committee for the Roundabout Monument Sign Concept.

Summary/Background

The City completed all but one aspect of the Colfax Roundabout Project in May of 2020. The remaining task is to design and install the Monument Sign that will be added to the center of the Roundabout. Solace Graphics has provided a conceptual design to build on. Staff is requesting Council assign two members of Council as the Roundabout Monument Sign Ad hoc committee to work with staff and Solace Graphics.

The Roundabout Monument Sign Project will be funded through the restricted Fund 210 road impact fees paid by developers. Road mitigation fees can only be used for improvement projects related to development.

Fiscal Impacts

N/A

Attachments:

1. Roundabout Monument Sign Design Concept

