

# City Council Meeting

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

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

## REGULAR MEETING AGENDA

April 24, 2024

Regular Session 6:00 PM

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

ZOOM at

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

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

**849 6857 0574**

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

View Only on Facebook Live on our City of Colfax page: City of Colfax, California. You may also submit written comments to the City Clerk via email at [city.clerk@colfax-ca.gov](mailto:city.clerk@colfax-ca.gov), via regular mail to P.O. Box 702, Colfax CA 95713, or by dropping them off at City Hall, 33 S. Main Street, Colfax CA 95713.

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

### 1 **CLOSED SESSION (None)**

### 2 **OPEN SESSION**

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

#### 2B. **Pledge of Allegiance**

#### 2C. **Roll Call**

#### 2D. **Approval of Agenda Order**

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

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

#### 2E. **Statement of Conflict of Interest**

### 3 **CONSENT CALENDAR**

*Matters on the Consent Calendar are routine in nature and will be approved by one blanket motion with a Council vote. No discussion of these items ensues unless specific items are pulled for discussion and separate action. If you wish to have an item pulled from the Consent Agenda for discussion, please notify the Mayor.*

**Recommended Action:** Approve Consent Calendar

#### 3A. **Minutes**

Pages 4-7

**Recommended Action:** By Motion, approve the Colfax City Council minutes of 3/27/2024.

#### 3B. **Minutes**

Pages 8-11

**Recommended Action:** By Motion, approve the Colfax City Council Minutes of 4/10/2024

\*\*\* End of Consent Calendar \*\*\*



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

**April 24, 2024**

4 **AGENCY REPORTS**

Agencies will be in attendance to answer questions if needed; and will only be providing reports at the first council meeting of each month.

- 4A. **Placer County Sheriff's Office**
- 4B. **California Highway Patrol**
- 4C. **Placer County Fire Department/CALFIRE**
- 4D. **Non-Profits**

5 **PRESENTATION**

5A. **Pre-Budget Presentation**

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**Presented By:** Pete Constant with Jessup University

**Recommended Action:** Listen to presentation and provide direction to staff on how to proceed.

6 **PUBLIC HEARING (None)**

7 **PUBLIC COMMENT**

*Members of the public are permitted to address the Council orally or in writing on matters of concern to the public within the subject matter jurisdiction of the City that are not listed on this agenda. Please make your comments as succinct as possible. Oral comments made at the meeting may not exceed five (5) minutes per speaker. Written comments should not exceed 800 words. Written comments received before the close of an agenda item may be read into the record, with a maximum allowance of five (5) minutes in length. Council cannot act on items not listed on this agenda but may briefly respond to statements made or questions posed, request clarification, refer the matter to staff, or place the matter on a future agenda.*

8 **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. **Caboose Relocation Ad Hoc Committee Assignment**

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**Recommended Action:** Discuss and by motion, assign City Council members to the Caboose Relocation AD Hoc Committee Assignment



## 10 **GOOD OF THE ORDER**

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

### 10A. **Public Comment on Good of the Order**

*Members of the public are permitted to address the Council on matters that relate to general welfare of the City that have not been previously discussed on this agenda. Oral comments may not exceed five (5) minutes. Written comments should not exceed 800 words.*

## 11 **ADJOURNMENT**

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



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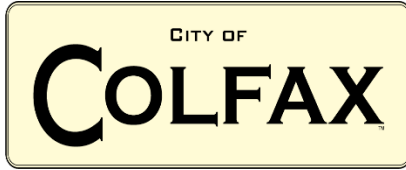
Amanda Ahre, City Clerk

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

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





# City Council Minutes

Regular Meeting of Colfax City Council

Wednesday, March 27, 2024

City Hall Council Chambers, 33 S Main Street,

Colfax CA and attended via Teleconference through ZOOM

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## OPEN SESSION

2A. **Call Open Session to Order** – Mayor Douglass called the Open Session to order at 6:00 p.m.

2B. **Pledge of Allegiance** – Placer County Sheriff's Office led the pledge of allegiance

2C. **Roll Call**

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

**Absent:**

2D. **Approval of Agenda Order**

**MOTION** made by Councilmember Burruss, and seconded by Councilmember Hillberg to approve the agenda order, and unanimously approved.

2E. **Statement of Conflict of Interest** – No conflicts were identified by the Council or the public.

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## CONSENT CALENDAR

3A. **Minutes**

**Recommendation:** By Motion, approve the Colfax City Council minutes of 03/13/2024.

3B. **Cash Summary – February 2024**

**Recommendation:** Accept and File.

3C. **Quarterly Sales Tax Analysis – Quarter Ended December 31, 2023**

**Recommendation:** By motion, accept and file.

3D. **Wood Rogers Contract Amendment to Continue Supporting Planning Application for the Shady Glen Community Sewer Consolidation Project**

**Recommendation:** By Resolution 13-2024 amend the City's agreement with Wood Rodgers by \$15,469 for continued support with the Planning Application for the Shady Glen Community Sewer Consolidation Project with a total not to exceed amount of \$57,069.

3E. **Contract Amendment with Clear Path Land Evolvment**

**Recommendation:** By Resolution 14-2024 amend the contract with Clear Path Land Evolvment to expand new survey efforts for the I&I Mitigation Project with an additional amount of \$25,000 for a total not to exceed amount of \$76,728.

\*\*\*End of Consent Calendar\*\*\*

**MOTION** made to approve the consent calendar by Mayor Pro Tem Lomen and seconded by Councilmember Burruss, and unanimously approved.

**4      Agency Reports**

Agencies were in attendance but held their reports for the first council meeting of the month

**4A.     Placer County Sheriff's****4B.     CHP****4C.     Placer County Fire/CALFIRE****4D.     Non-Profits****5      PRESENTATION****5A.     Recognition of Sheriff Deputy Danny Jakobs was postponed****5B.     Recognition of Marguerite Bailey****5C.     Sewer Rate Draft – Final Report**

Catherine Hansford reviewed the Wastewater Rate Study and asked for direction to Hansford economic Consulting regarding the Sewer Rate Study Process.

Public Comment: Deborah Frankel, resident

**By consensus of the Council** – continue to move forward and set a workshop for 5/1/2024 for residents

**6      PUBLIC HEARING (None)****7      PUBLIC COMMENT**

The Council voted to suspend the public comment time limit of 5 minutes per speaker for this instance only.

Andy Fecko, General Manager of PCWA, spoke about the Drum Spaulding infrastructure damage that PG&E is having at the Powerhouse that will significantly affect water deliveries to Nevada County and Western Placer County through at least June 15, 2024.

Monica Reyes, Director of Recreation for NID, reports that with the infrastructure damage, there is only natural runoff water that will be feeding Rollins Lake until that damage is repaired, and what potential impacts that could mean for recreation at Rollins like this summer.

Diane Green reminded everyone of the food distribution at Sierra Vista Community Center at 55 School St. on April 2, 2024. It was noted that food distribution will be the first Tuesday of every month.

Tim Ryan asked about fire protection in regard to the water issue spoken about previously.

**8      COUNCIL AND STAFF****8A.     Committee Reports and Colfax Informational Items – All Councilmembers.**

Mayor Pro Tem Lomen reported on the Pioneer community energy meeting where the strategic planning process for 2024-2027 was started. He also reported on a Placer Sierra Fire Safe council meeting, as well as Placer County Parks and Rec approved additional funding for the skate park.

Councilmember McCully reported on the SACOG meeting in Woodland, the Chamber Volunteer Mixer, and the Sierra Vista Community Center's board meeting. Sierra Vista has extended the deadline for board member applications through 03/31/2024.

Councilmember Burruss had a PCTPA meeting, reviewing on-demand route service.

Mayor Douglass attended the Auburn City Council.

**8B. City Operations Update – City Manager**

City Manager Walker reported on the CDBG, Wastewater Treatment Plant Algae project, the I&I project is approximately 80% complete, and the solar project is waiting on PG&E interconnect.

**9 COUNCIL BUSINESS**

**9A. City Clerk Appointment by Council**

City Manager Walker presented this item.

Amanda Ahre introduced herself to the Council.

By Resolution 15-2024 appoint Amanda Ahre as City Clerk.

**MOTION** made by Councilmember Burruss and seconded by Mayor Pro Tem Lomen to approve the resolution, and unanimously approved.

**9B. CDBG AD Hoc Committee Assignment**

City Manager Walker presented this item.

By motion assign City Council members Burruss and Hillberg to the Community Development Block Grant (CDBG) application Process.

**MOTION** made by Mayor Pro Tem Loman to assign Councilmember Burruss and Councilmember Hillberg to the AD Hoc Committee, and seconded by Councilmember McCully, and unanimously approved.

**10 GOOD OF THE ORDER**

Councilmember Hillberg does not believe that Facebook is a good way to air Council meetings. He has concerns about storage of recordings on Facebook and believes the City should own their own recordings, and would like the staff to prepare a report of recommendations and how to better receive public comments during the live meetings.

Councilmember Burruss noted that there are several copies of each council meeting and that Facebook is just one platform, and as of January 2024 public comment is no longer accepted on Facebook and the only way to submit public comment is to come to a council meeting in person, or submit a comment via email to the city.

Councilmember McCully stated that the videos are also available on the City of Colfax website.

**10A.Public Comment on Good of the Order**

Deborah Frankel suggests for public comment on Zoom there should be one person in the room whose sole task is to read the chat and periodically let the meeting moderator know that are public comments, or allow members to be able to comment directly in the meeting.

Interim City Clerk, Amy Lind, offered to co-author a staff report from a City Clerk's point of views to what best practices are for current-day city council meetings.

**11 ADJOURNMENT**

As there was no further business on the agenda, Mayor Douglass adjourned the meeting, by motion and without objection at 7:16 p.m. Respectfully submitted to City Council this 24<sup>th</sup> day of April, 2024.



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Amanda Ahre, City Clerk



# City Council Minutes

Regular Meeting of Colfax City Council

Wednesday, April 10, 2024

City Hall Council Chambers, 33 S Main Street,

Colfax CA and attended via Teleconference through ZOOM

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## OPEN SESSION

2A. **Call Open Session to Order** – Mayor Douglass called the Open Session to order at 6:05pm

2B. **Pledge of Allegiance** – Cal Fire lead the pledge of allegiance

2C. **Roll Call**

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

**Absent:**

2D. **Approval of Agenda Order**

**MOTION** made by Mayor Pro Tem Lomen, and seconded by Councilmember Burruss to approve the agenda order, and unanimously approved.

2E. **Statement of Conflict of Interest** – No conflicts were identified by the Council or the public.

3

## CONSENT CALENDAR

Item 3A pulled by Councilmember Burruss

3A. **Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls**

**Recommended Action:** Informational only

Councilmember Burruss asked to discuss possibly consolidating with Placer County tax roll on a future agenda.

\*\*\*End of Consent Calendar\*\*\*

**MOTION** made to approve the consent calendar by Councilmember Burruss and seconded by Councilmember McCully, and unanimously approved.

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## Agency Reports

4A. **Placer County Sheriff's Office** – Deputy Griffiths reported on response times, recent arrest/event in city limits, Caltrans right-of-way street striping, and Animal control for loose dogs.



- 4B. **CHP** – Officer Lyman, Gold Run CHP reported on arrest and violation statistics from March. CalTrans night roadwork for striping from Colfax to Secret Town, and tree mitigation on Highway 80 starting at the end of April.
- 4C. **Placer County Fire/CALFIRE** – Captain Salas – Onboarding of seasonal firefighters for fire season to begin next week. River and Flood training course will be in April at Mineral Bar Campground during the day, with one night training session, additional training with Western Placer at Foresthill Bridge.
- 4D. **Non-Profits** – No reports from Non-Profits

## 5 **PRESENTATION**

- 5A. **Placer County Transportation Planning Agency Expenditure Plan**  
**Presenter: Matt Click, AICP – Executive Director**  
**Recommended Action:** Adopt resolution 16-2024 approving the Placer County Transportation Planning Agency Expenditure Plan to be placed on the November 2024 Ballot

Councilmember questions followed regarding selling bonds, tax on electric charging stations, and what funds are received by the district

**MOTION** made by Councilmember Burruss to adopt resolution 16-2024 and seconded by Councilmember McCully and approved by the following vote:

**AYES:** Burruss, Hillberg, Lomen, McCully, Douglass

**NOES:**

**ABSTAIN:**

**ABSENT:**

- 5B. **Housing Resolution Adoption**  
**Presenter: Beth Dodd – Adams Ashby Group**  
**Recommended Action:** Adopt Resolution 17-2024 Receive Presentation and Resolve to Affirmatively Further Fair Housing through adoptions of resolution and dissemination of information as provided therein

Councilmember questions followed presentation regarding protected classes, low-income housing, senior living communities, ADU's (additional dwelling units), private property rentals, and what the direct impact to Colfax would be by adopting the resolution.

**MOTION** made by Councilmember Hillberg to adopt resolution 17-2024 and seconded by Councilmember Burruss and approved by the following vote:

**AYES:** Burruss, Hillberg, McCully, Douglass

**NOES:** Lomen

**ABSTAIN:**

**ABSENT:**

## 6 **PUBLIC HEARING** (None)

## 7 **PUBLIC COMMENT** (None)

**8**      **COUNCIL AND STAFF**

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

Councilmember McCully reported on meetings with SACOG and Coffee and Conversations with the Chamber.

Councilmember Burrus reported on CAP to CAP trip in Washington DC next week

Mayor Douglass reported on DPI meeting in Auburn

**8B.      City Operations Update – City Manager**

City manager Walker gave an update on the Waste Water Treatment Plant Algae project, reported that CDBG RFQ's are due this Thursday, and that the tree at the ARCO station is scheduled to be removed this Thursday as well.

**9**      **COUNCIL BUSINESS**

**9A.      Response to June 26, 2023, Placer County Grand Jury Report entitled, “Spending on Homelessness within Placer County.”**

**Recommendation:** By motion, approve and authorize the Mayor to sign and the City to submit the attached letter responding to the Grand Jury report.

**MOTION** made by Councilmember Burrus, and seconded by Mayor Pro Tem Lomen and approved by the following vote:

**AYES:** Burruss, Hillberg, Lomen, McCully, Douglass

**NOES:**

**ABSTAIN:**

**ABSENT:**

**10**      **GOOD OF THE ORDER**

Councilmember McCully talked about upcoming community events including a pancake breakfast to support the baseball program, the American Legion Italian lasagna dinner on the 18<sup>th</sup>, Bingo on the 20<sup>th</sup>, and line dancing including a lesson on the 27<sup>th</sup>.

Mayor Douglass invited the community to Coffee and Conversations the first Thursday of the month at 8am.

Councilmember Hillberg reached out to the Colfax High School girls basketball coach about having them submit information to put on the Billboard regarding their accomplishments this past season.

Councilmember Burrus suggested contacting the coach directly as to not charge them for the Billboard space.

**10A.      No public comment on Good of the Order**

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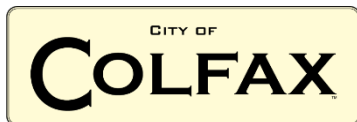
**ADJOURNMENT**

As there was no further business on the agenda, Mayor Douglass adjourned the meeting, by motion and without objection at 7:22 p.m. Respectfully submitted to City Council this 24<sup>th</sup> day of April, 2024.

A handwritten signature in blue ink that reads "Amanda Ahre".

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Amanda Ahre, City Clerk



# Staff Report to City Council

## FOR THE April 24, 2024 REGULAR CITY COUNCIL MEETING

**From:** Ron Walker, City Manager  
**Prepared by:** Ron Walker, City Manager  
**Subject:** Pete Constant with William Jessup University – Strategic Budgeting

*Budget Impact Overview:*

N/A: X	Funded:	Un-funded:	Amount:	Fund(s):
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**RECOMMENDED ACTION:** Listen to the presentation and provide direction to staff on how to proceed.

### Summary/Background

The council has previously expressed interest in strategic budgeting. Tonight, Mr. Pete Constant from William Jessup University will be speaking about this topic. Pete is a dedicated community servant who has proven himself as a strategic leader and collaborator with an extensive background in organizational leadership, public policy, non-profit management, community service, and public safety. Before moving to Roseville, Pete served as a Councilmember for the City of San Jose for eight years and was a police officer for the same city for 14 years until a serious on-duty injury forced his early retirement. He was awarded the Legion of Honor Award by the American Police Hall of Fame for his service.

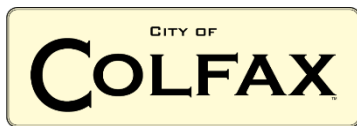
### Conclusions and Findings

Pete's background and experience make him well-equipped to educate the council on the topic of strategic budgeting. His skills and knowledge will undoubtedly provide valuable insights that will help the council make informed decisions in this area. Pete will share information for different budget development options and council member inclusion in the budgeting process.

### Fiscal Impacts

There is no fiscal impact to the City.

### Attachments:



# Staff Report to City Council

## FOR THE APRIL 24, 2024 REGULAR CITY COUNCIL MEETING

**From:** Ron Walker, City Manager  
**Prepared by:** Ron Walker, City Manager  
**Subject:** Caboose Relocation AD Hoc Committee Assignment

*Budget Impact Overview:*

<b>N/A:</b> X	<b>Funded:</b>	<b>Un-funded:</b>	<b>Amount:</b> \$0	<b>Fund(s):</b>
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**RECOMMENDED ACTION:** Discuss and by motion, assign City Council members to the Caboose Relocation AD Hoc Committee Assignment

### Summary/Background

The Caboose in Colfax holds significant historical value as a piece of railroad equipment. Originally serving on the Northwestern Pacific line, a Southern Pacific subsidiary, it is an exact replica of the prototype Southern Pacific caboose commonly used on the Donner Pass Route through Colfax. This makes it a valuable resource for promoting the railroad history of both the transcontinental rail line and the local community.

The Caboose is currently located at the Corner of Grass Valley and Main Street, and the Placer Sierra Railroad Heritage Society (PSRHS) would like to move it to the Depot area. The society's long-term vision involves creating an outdoor railroad museum for the community to enjoy. This museum will provide educational opportunities for visitors of all ages, helping them to understand the significance of the caboose in railroad history and operations not only in California but also across the nation.

### Conclusions and Findings

The Placer Sierra Railroad Heritage Society will initiate fundraising efforts to cover the relocation costs of the caboose. Due to its size, there are limited suitable areas within the Depot vicinity for its placement. Therefore, the formation of an Ad Hoc committee is necessary to collaborate with the PSRHS. Their task will involve making a final recommendation to the city council regarding the new location of the caboose.

### Fiscal Impacts

There is no fiscal impact to the city.