

**COLFAX CITY COUNCIL MEETING
REGULAR SESSION AGENDA**

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

December 12, 2012

7:00 PM (Regular Session)

Last Ordinance
#519

Last Resolution
46-2012

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the building & safety director, (530) 346-2313. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibilities to this meeting.

1. OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge Of Allegiance
- D. Announcement of Action Taken at Closed Session
- E. Approval of Agenda Order

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

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

Members of the public who addresses the Council shall do so in an orderly manner. No person shall yell or make profane or threatening remarks to any member of the Council, staff or general public. No person shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet, clapping, or other acts that unreasonably disturb, disrupt, delay or otherwise impede the orderly conduct of any Council meeting. Except as allowed by rules of order, a councilmember or staff person shall not by conversation or other means delay the Council proceedings or disturb any other councilmember or staff person while speaking.

2. CITY COUNCIL COMMITTEE REPORTS

The purpose of these reports is to provide information to the City Council and public on projects and programs that are discussed at committee meetings. No decisions are to be made on these issues. If a Council member would like formal action on any of these discussed items, it will be placed on a future Council Agenda

3. INFORMATION REPORTS FROM STAFF AND OTHERS

4. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion with a roll call vote. There will be no separate discussion of these items unless persons request specific items to be removed from the Consent Agenda for discussion and separate action. Any items removed will be considered after the motion to approve the Consent Agenda. If you wish to have an item pulled from the Consent Agenda for discussion, please notify the City Clerk.

**RECOMMENDED
ACTION**

- A. Minutes: November 14, 2012 *Receive and File*
- B. 2013 Holiday Schedule *Receive and File*
- C. Cash Balance Summary: October 31, 2012 *Receive and File*
- D. Consideration of change in time base of Technical Services Administrator *Approve*

CONSENT ITEMS PULLED FOR DISCUSSION

5. PRESENTATIONS

Presentations by Mayor Harvey and Councilman Delfino.

6. PUBLIC COMMENT

At this time, members of the audience are permitted to address the City Council on matters of concern to the public not listed on this agenda. Please make your comments as brief as possible, comments should not exceed three (3) minutes in length or fifteen (15) minutes on one topic. The Council cannot act on items not included on this agenda; however, if action is required it will be referred to staff.

7. PUBLIC HEARING

Notice to Public

City Council, when considering a matter scheduled for hearing, will take the following actions:

1. Open the Public Hearing
2. Presentation by Staff
3. Presentation, when applicable, by Applicant or Appellant
4. Accept Public Testimony
5. When applicable, Applicant or Appellant rebuttal period
6. Close public hearing (No public comment is taken hearing is closed)
7. Council comments and questions
8. City Council action

Public hearings that are continued will be so noted. The continued public hearing will be listed on a subsequent council agenda and posting of that agenda will serve as notice

8. COUNCIL BUSINESS

- A. Consideration of Adoption of Resolution No. 47-2012: A Resolution Of The City Council Of The City Of Colfax Declaring Results Of The General Municipal Election Held On November 6, 2012

Recommended Action: Adopt Resolution No. 47-2012

- B. Rotation of Officers: Mayor and Mayor Pro Tem

Recommended Action: By Separate Motions, Select Mayor and Mayor Pro Tem

- C. Discuss City Council Vacancy Created By The Resignation Of Joshua Alpine And Appoint A Successor Or Call A Special Election To Fill The Council Vacancy.

Applicants are:

- Chuck Burke

- Harold Dains
- Sharon Gieras
- Stephen Harvey
- Jason McKinney
- Alexander Turner Jr.

Recommended Action: Conduct Discussion and Make an Appointment to Fill the Vacancy

9. **ADJOURNMENT**

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.

AGENDA POSTED, December 7, 2012
at City Hall and Post Office locations



Karen Pierce, City Clerk

Minutes
City Council Meeting
November 14, 2012

1. OPENING

Mayor Harvey called the meeting to order at 6:00pm.

Present and answering roll call were Council members Hesch, Delfino, Barkle, Alpine and Mayor Harvey.

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION

Mayor Harvey called the closed session to order at 6:05pm

Conference with Legal Counsel - Anticipated Litigation.

Initiation of Litigation pursuant to Government Code Section 54956.9(c). Number of Potential Cases: 1

Conference with Labor Negotiators pursuant To Government Code Section 54957.6
Employee Organization: General Employees and Bargaining Unit Represented by
Operating Engineers, Local 39 City's Designated Representative: Bruce Kranz

Mayor Harvey closed the closed session at 7:05pm.

4. OPENING AND AGENDA APPROVAL

Mayor Harvey called the regular meeting to order at 7:08pm.

Melba Delfino led the Pledge of Allegiance

Mayor Harvey stated that there was no reportable action taken in Closed Session.

A motion was made by councilman Alpine and seconded by councilman Delfino to approve the agenda as presented. The motion was passed by the following vote:

AYES: Hesch, Delfino, Barkle, Alpine and Mayor Harvey

NOES:

ABSENT:

ABSTAIN:

5. CITY COUNCIL COMMITTEE REPORTS

Councilman Alpine reported on attending the LAFCO meeting.

Councilwoman Barkle reported on attending the Air Quality Control Board meeting.

Councilman Delfino reported on attending the SEDCorp meeting.

Councilman Hesch reported on learning about the city business and attended the Lions meeting as well as the “Dogs and Chats” sponsored by the Placer County Sheriff’s Dept. and Lions Club.

6. INFORMATION REPORTS FROM STAFF AND OTHERS

Sgt. Ty Conners updated council on the Dogs and Chats Event and noted that he wanted to participate in the National Night Out in August. He attended training on the Distracted Driver Enforcement. This enforcement is funded through a grant the City received from the Office of Traffic Safety.

City Manager, Bruce Kranz reported on the following:

- Updated council on the WWTP Pond Liner, which is now complete.

City Engineer, Jim Fletter updated council on the I & I Project.

7. CONSENT AGENDA

	<u>ACTION TAKEN</u>
A. Minutes: October 10, 2012	<i>Received and Filed</i>
B. Cash Balance Summary: September 30, 2012	<i>Received and Filed</i>
C. Consideration of upgrading Microsoft Office 2007 to the 2010 version	<i>Approved Purchase</i>
D. Consideration of Adoption of Resolution No. 43-2012 : A Resolution Of The City Of Colfax Authorizing The City Manager To Execute An Interlocal Agreement With Region VIII Education Service Center, Mount Pleasant, Texas, For The Cooperative Purchase Of Musco Lights For The Prop 40 Project At The Regional Park.	<i>Adopted Resolution No. 43-2012</i>
E. Consideration of Adoption of Resolution No. 44-2012: A Resolution Of The City Council Of The City Of Colfax Authorizing The City Manager To Execute A Professional Services Agreement With Hach Company for the I&I Mitigation Project, Post Construction Flow Monitoring	<i>Adopted Resolution No. 44-2012</i>

A motion was made by councilman Delfino and seconded by councilman Hesch to approve the consent agenda as presented. The motion was passed by the following vote:

- AYES: Hesch, Delfino, Barkle, Alpine and Mayor Harvey
NOES:
ABSENT:
ABSTAIN:

8. PUBLIC COMMENT

Melba Delfino, resident spoke regarding the Events and the Meetings to organize them. Linda Lou Haines, county resident spoke about speakers at council meetings speaking louder so people can hear.

Frank Klein, Chamber President spoke about Winterfest on December 8.

9. PUBLIC HEARING

10. COUNCIL BUSINESS

A. Consideration of Adoption of Resolution 45-2012: A Resolution of the City Council Authorizing the City to Enter into a Digital Billboard Sign and Relocation Agreement with Sierra Property Development

Land Use Attorney, Brigit Barnes went over the staff report and project.

Speaking from the public was:
Frank Klein, Chamber President

Council discussed. Dave Gard, project owner answered questions and noted that the City would receive 1/8 of the sign display messages. A motion was made by councilman Alpine and seconded by councilwoman Barkle to adopt Resolution No. 45-2012. The motion was passed by the following vote:

AYES: Hesch, Delfino, Barkle, Alpine and Mayor Harvey
NOES:
ABSENT:
ABSTAIN:

B. Consideration of Adoption of Resolution No. 46-2012: A Resolution Of The City Council Of The City Of Colfax Supporting A Terminal Access Application For New STAA Local Truck Route On Interstate 80 On-Ramps And Off-Ramps #133 In The City Of Colfax

City Manager, Bruce Kranz went over the staff report.

Sgt. Ty Conners, PCSO updated council on Law Enforcement issues.
Sgt. Kevin Pierce, CHP updated council on truck regulations and parking issues.
Jim Fletter, City Engineer updated council on damage to the roads due to the weight of these trucks.

Speaking from the public was:
Linda LouHaines, county resident

Council discussed. A motion was made by councilman Delfino and seconded by councilman Alpine to adopt Resolution No. 46-2012. The motion was passed by the following vote:

AYES: Hesch, Delfino, Barkle, Alpine and Mayor Harvey
NOES:
ABSENT:
ABSTAIN:

Mayor Harvey called a 5 minute break at 9:35. The meeting was called back to order at 9:48.

C. Consideration of Adoption of Revised Joint Powers Agreement (JPA) with SEDCorp.

Councilman Delfino went over the staff report and JPA. A motion was made by councilwoman Barkle and seconded by councilman Alpine to authorize the Mayor to sign with the recommended changes by councilman Delfino. The motion was passed by the following vote:

AYES: Hesch, Delfino, Barkle, Alpine and Mayor Harvey
NOES:
ABSENT:
ABSTAIN:

D. Discussion of City of Colfax Conflict of Interest Code

City Attorney, Mick Cabral went over the current code and suggested possible updates. He recommended that council adopt the model disclosure as adopted by the FPPC. Mr. Cabral will bring this back as a resolution at a future meeting.

A motion was made by councilwoman Barkle and seconded by councilman Alpine to extend the meeting past 10:00pm. The motion was passed unanimously.

E. Discussion of Election Results

City Manager, Bruce Kranz went over the election results. Councilman Alpine, with his newly elected position on the PCWA Board, announced that he will be resigning from Colfax City Council. Staff was directed to advertise the open council seat in the same manner as the open seat from council member Suzanne Roberts in September 2012.

11. PRESENTATION

12. ADJOURNMENT

Being no further business to come before council by voice vote the meeting was adjourned at 10:15pm.

FROM THE DESK OF: BRUCE KRANZ

December 03, 2012

TO: City Council
All Employees

RE: 2013 Holiday Schedule

The following are City of Colfax recognized holidays in 2013. City offices will be closed on these days.

New Year's Day	January 1
Martin Luther King Day	January 21
President's Day	February 18
Memorial Day	May 27
Independence Day	July 4
Labor Day	September 2
Columbus Day	October 14
Veterans' Day	November 11
Thanksgiving Day	November 28
Day after Thanksgiving	November 29
Christmas Eve	December 24
Christmas Day	December 25

Every day that is designated by the President or Governor for public fast, thanksgiving or holiday and approved by the City Council is also deemed a city holiday.

In addition, every employee has one floating holiday instead of Lincoln's Birthday to be used during the calendar year with authorization of the employee's supervisor.

CASH TRANSACTIONS REPORT

MONTH: OCTOBER
 City of Colfax

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 11/20/2012
 2:21 pm

	Beginning Balance	Debit	Credit	Ending Balance
Fund: 100 - GENERAL FUND	2,969,623.60	66,173.40	36,538.28	2,999,258.72
Fund: 120 - LAND DEVELOPMENT FEES	7,024.92	0.00	860.00	6,164.92
Fund: 210 - MITIGATION FEE - TRAFFIC	75,725.18	39.90	0.00	75,765.08
Fund: 211 - MITIGATION FEE - DRAINAGE	2,968.41	1.57	0.00	2,969.98
Fund: 212 - MITIGATION FEE - TRAILS	45,509.73	24.10	0.00	45,533.83
Fund: 213 - MITIGATION FEE - PARK & REC	119,061.99	63.05	0.00	119,125.04
Fund: 214 - MITIGATION FEE -CITY BUILDINGS	665.80	0.24	0.00	666.04
Fund: 215 - MITIGATION FEE - VEHICLES	229.65	0.11	0.00	229.76
Fund: 217 - MITIGATION FEE - D.T. PARKING	25,921.51	13.67	0.00	25,935.18
Fund: 218 - SUPPORT LAW ENFORCEMENT	-26,423.25	0.01	0.00	-26,423.24
Fund: 236 - CDBG - Economic Revitalization	-7,457.20	0.00	2,703.00	-10,160.20
Fund: 241 - HOUSING REHABILITATION	124,566.44	66.19	0.00	124,632.63
Fund: 244 - MICROENTERPRISE LENDING-CDBG	79,485.77	349.64	0.00	79,835.41
Fund: 250 - TRANSPORTATION	-33,925.93	474.00	6,816.49	-40,268.42
Fund: 253 - GAS TAXES	47,515.07	7,097.16	1,688.38	52,923.85
Fund: 270 - BEVERAGE RECYCLING	23,888.78	12.66	0.00	23,901.44
Fund: 280 - Used Oil Grant UOG3-95-1432-31	986.46	0.86	220.52	766.80
Fund: 286 - BRICKS	5,208.86	2.76	0.00	5,211.62
Fund: 292 - FIRE CAPITAL FUND	27,046.73	14.33	0.00	27,061.06
Fund: 344 - PROP 40 - POOL IMPROVEMENT	-2,336.67	0.00	103.52	-2,440.19
Fund: 350 - STREETS IMPROVEMENT PROJECTS	233,831.35	7,379.41	0.00	241,210.76
Fund: 560 - SEWER	-697,736.67	83,183.10	42,294.59	-656,848.16
Fund: 561 - SCSWAD LIFT	295,850.57	15,719.06	5,616.20	305,953.43
Fund: 563 - WASTEWATER TREATMENT PLANT	105,665.58	36,383.83	0.00	142,049.41
Fund: 565 - GENERAL OBLIGATION BOND	22,770.34	244.17	0.00	23,014.51
Fund: 567 - I & I	421,487.37	475.69	0.00	421,963.06
Fund: 569 - Pond 3 Lining- I&I Repair	-383,390.34	531,699.00	1,182,893.32	-1,034,584.66
Fund: 570 - GARBAGE	-399,502.62	10,961.16	0.00	-388,541.46
Fund: 571 - 2% AB939	30,560.08	3.62	0.00	30,563.70
Fund: 572 - 27% LANDFILL	685,005.37	20,987.87	1,712.96	704,280.28
Fund: 998 - PAYROLL CLEARING FUND	0.00	41,771.13	41,731.49	39.64
Grand Totals:	3,799,826.88	823,141.69	1,323,178.75	3,299,789.82

Check Register Report

Date: 11/20/2012

Time: 2:46 pm

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CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks							
48687	10/04/2012	Reconciled		01790	AUBURN OFFICE PRODUCTS	SUPPLIES	149.80
48688	10/04/2012	Reconciled		23169	WAVE BUSINESS SOLUTIONS	INTERNET OCTOBER	182.95
48689	10/11/2012	Reconciled		01414	ALHAMBRA & SIERRA SPRINGS	WATER CITY HALL/CORP YARD	206.98
48690	10/11/2012	Reconciled		02084	BRIGIT BARNES	PLANNING SEPTEMBER	6,350.75
48691	10/11/2012	Reconciled		03121	CALIFORNIA BUILDING	FEE REPORT 7/1-9/30/12	9.00
48692	10/11/2012	Reconciled		04250	DEPARTMENT OF CONSERVATION	FEE REPORT	10.21
48693	10/11/2012	Reconciled		07460	GOLD COUNTRY MEDIA	PUBLIC NOTICE SPLASH PARK	103.52
48694	10/11/2012	Reconciled		08660	HUNT AND SONS, INC.	GASOLINE FIRE DEPT	494.12
48695	10/11/2012	Reconciled		16009	SEAN PATRICK	WWTP CONSULTANT	620.00
48696	10/11/2012	Reconciled		16035	PG&E	UTILITIES	17,137.97
48697	10/11/2012	Reconciled		18375	R.H.F. INC.	LIDAR RECERTIFICATION	222.90
48698	10/11/2012	Reconciled		18400	RIEBES AUTO PARTS	SUPPLIES	222.26
48699	10/11/2012	Reconciled		19070	SCORE - SMALL CITIES ORGANIZED	WORKERS COMP	4,957.00
48700	10/11/2012	Reconciled		19279	SERVICE ENGINEERING	WWTP FLOW METER	4,995.78
48701	10/16/2012	Reconciled		03151	CAMPBELL CONSTRUCTION, INC	POND 3 LINER PROJECT	863,941.40
48702	10/16/2012	Reconciled		08170	HILLS FLAT LUMBER CO	SUPPLIES	1,459.39
48703	10/16/2012	Reconciled		16821	PSOMAS	POND 3 LINER PROJECT	52,328.59
48704	10/16/2012	Printed		21131	UNION PACIFIC RAILROAD COMPANY	UP CARES TRAIN RIDE 3 MEMBERS	45.00
48705	10/16/2012	Reconciled		23169	WAVE BUSINESS SOLUTIONS	INTERNET HESCH	41.93
48706	10/16/2012	Reconciled		23301	WESTERN PLACER WASTE	SLUDGE REMOVAL	415.17
48707	10/16/2012	Reconciled		23436	WILEY PRICE AND RADULOVICH,LLP	LEGAL SERVICES TRUST FUND	108.00
48708	10/24/2012	Reconciled		01414	ALHAMBRA & SIERRA SPRINGS	WWTP WATER	12.45
48709	10/24/2012	Reconciled		01460	AMERIPRIDE UNIFORM SERVICE	UNIFORMS/SUPPLIES	536.47
48710	10/24/2012	Reconciled		04575	DOWNEY BRAND	WWTP SETTLEMENT AGREEMENT	1,152.50
48711	10/24/2012	Reconciled		08660	HUNT AND SONS, INC.	GASOLINE PUBLIC WORKS/LIFT STA	1,082.07
48712	10/24/2012	Reconciled		10550	JOSEPH HALTON	ENVELOPES	89.02
48713	10/24/2012	Reconciled		12564	LORANG BROTHERS CONSTRUCTION	I & I MITIGATION PROJECT	265,537.35
48714	10/24/2012	Reconciled		16040	PITNEY BOWES	POSTAGE	500.00
48715	10/24/2012	Printed		16200W	PLACER COUNTY SHERIFFS DEPT.	TELEPHONE SEPTEMBER	136.90
48716	10/24/2012	Reconciled		16211	PLACER COUNTY TAX COLLECTOR	LOT OF ART LEASE	177.00
48717	10/24/2012	Reconciled		16500	PLACER OPERATIONAL AREA	FIRE PROTECTION Q1 12/13	6,677.56
48718	10/24/2012	Void	10/24/2012	18110	RAY MORGAN COMPANY	COPY MACHINE CONTRACT	0.00
48719	10/24/2012	Printed		18193	RECOLOGY AUBURN PLACER	DEBRIS BIN	690.00
48720	10/24/2012	Printed		18900	SACRAMENTO AREA COUNCIL OF	2012/2013 MEMBERSHIP	231.00
48721	10/24/2012	Reconciled		19300	SHAW ENVIRONMENTAL, INC.	UNDERGROUND TANK TESTING	2,439.00
48722	10/24/2012	Printed		19390	SIERRA MARKET	WWTP SUPPLIES	17.87
48723	10/24/2012	Reconciled		21560	US BANK CORPORATE PMT SYSTEM	CREDIT CARD PURCHASES	1,398.47
48724	10/24/2012	Printed		22106	VAN GRONINGEN & ASSOCIATES	FINANCE CONSULTANT SEPTEMBER	4,143.75
48725	10/24/2012	Reconciled		23169	WAVE BUSINESS SOLUTIONS	INTERNET CORP YARD	271.98

Total Checks: 39

Checks Total (excluding void checks):

1,239,096.11

Total Payments: 39

Bank Total (excluding void checks):

1,239,096.11

Total Payments: 39

Grand Total (excluding void checks):

1,239,096.11

DAILY CASH SUMMARY REPORT

10/01/2012 - 10/31/2012

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2:42 pm

City of Colfax

		Debit	Credit	Net Chng
Fund: 100 - GENERAL FUND				
10/03/2012	Daily Totals	6,972.28	0.00	6,972.28
10/05/2012	Daily Totals	750.00	0.00	750.00
10/10/2012	Daily Totals	33,478.20	0.00	33,478.20
10/11/2012	Daily Totals	153.75	0.00	-153.75
10/12/2012	Daily Totals	7,493.90	0.00	7,493.90
10/16/2012	Daily Totals	1,425.56	0.00	1,425.56
10/23/2012	Daily Totals	776.25	0.00	776.25
10/31/2012	Daily Totals	14,739.50	0.00	14,739.50
Fund: 100 - GENERAL FUND		TOTALS:	65,789.44	0.00
Fund: 210 - MITIGATION FEE - TRAFFIC				
10/31/2012	Daily Totals	39.90	0.00	39.90
Fund: 210 - MITIGATION FEE - TRAFFIC		TOTALS:	39.90	0.00
Fund: 211 - MITIGATION FEE - DRAINAGE				
10/31/2012	Daily Totals	1.57	0.00	1.57
Fund: 211 - MITIGATION FEE - DRAINAGE		TOTALS:	1.57	0.00
Fund: 212 - MITIGATION FEE - TRAILS				
10/31/2012	Daily Totals	24.10	0.00	24.10
Fund: 212 - MITIGATION FEE - TRAILS		TOTALS:	24.10	0.00
Fund: 213 - MITIGATION FEE - PARK & REC				
10/31/2012	Daily Totals	63.05	0.00	63.05
Fund: 213 - MITIGATION FEE - PARK & REC		TOTALS:	63.05	0.00
Fund: 214 - MITIGATION FEE -CITY BUILDINGS				
10/31/2012	Daily Totals	0.24	0.00	0.24
Fund: 214 - MITIGATION FEE -CITY BUILDINGS		TOTALS:	0.24	0.00
Fund: 215 - MITIGATION FEE - VEHICLES				
10/31/2012	Daily Totals	0.11	0.00	0.11

DAILY CASH SUMMARY REPORT

10/01/2012 - 10/31/2012

City of Colfax

		Debit	Credit	Net Chng
Fund: 215 - MITIGATION FEE - VEHICLES				
TOTALS:		0.11	0.00	0.11
Fund: 217 - MITIGATION FEE - D.T. PARKING				
10/31/2012	Daily Totals	13.67	0.00	13.67
Fund: 217 - MITIGATION FEE - D.T. PARKING				
TOTALS:		13.67	0.00	13.67
Fund: 218 - SUPPORT LAW ENFORCEMENT				
10/31/2012	Daily Totals	0.01	0.00	0.01
Fund: 218 - SUPPORT LAW ENFORCEMENT				
TOTALS:		0.01	0.00	0.01
Fund: 241 - HOUSING REHABILITATION				
10/31/2012	Daily Totals	66.19	0.00	66.19
Fund: 241 - HOUSING REHABILITATION				
TOTALS:		66.19	0.00	66.19
Fund: 244 - MICROENTERPRISE LENDING-CDBG				
10/16/2012	Daily Totals	300.00	0.00	300.00
10/31/2012	Daily Totals	49.64	0.00	49.64
Fund: 244 - MICROENTERPRISE LENDING-CDBG				
TOTALS:		349.64	0.00	349.64
Fund: 250 - TRANSPORTATION				
10/10/2012	Daily Totals	12.00	0.00	12.00
10/23/2012	Daily Totals	12.00	0.00	12.00
10/31/2012	Daily Totals	450.00	14.71	435.29
Fund: 250 - TRANSPORTATION				
TOTALS:		474.00	14.71	459.29
Fund: 253 - GAS TAXES				
10/02/2012	Daily Totals	3,284.00	0.00	3,284.00
10/30/2012	Daily Totals	3,786.41	0.00	3,786.41
10/31/2012	Daily Totals	26.75	0.00	26.75
Fund: 253 - GAS TAXES				
TOTALS:		7,097.16	0.00	7,097.16
Fund: 270 - BEVERAGE RECYCLING				
10/31/2012	Daily Totals	12.66	0.00	12.66

DAILY CASH SUMMARY REPORT

10/01/2012 - 10/31/2012

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11/20/2012
2:42 pm

City of Colfax

		Debit	Credit	Net Chng
Fund: 270 - BEVERAGE RECYCLING				
TOTALS:		12.66	0.00	12.66
Fund: 280 - Used Oil Grant UOG3-95-1432-31				
10/31/2012	Daily Totals	0.86	0.00	0.86
Fund: 280 - Used Oil Grant UOG3-95-1432-31				
TOTALS:		0.86	0.00	0.86
Fund: 286 - BRICKS				
10/31/2012	Daily Totals	2.76	0.00	2.76
Fund: 286 - BRICKS				
TOTALS:		2.76	0.00	2.76
Fund: 292 - FIRE CAPITAL FUND				
10/31/2012	Daily Totals	14.33	0.00	14.33
Fund: 292 - FIRE CAPITAL FUND				
TOTALS:		14.33	0.00	14.33
Fund: 350 - STREETS IMPROVEMENT PROJECTS				
10/23/2012	Daily Totals	7,264.75	0.00	7,264.75
10/31/2012	Daily Totals	114.66	0.00	114.66
Fund: 350 - STREETS IMPROVEMENT PROJECTS				
TOTALS:		7,379.41	0.00	7,379.41
Fund: 560 - SEWER				
10/25/2012	Daily Totals	200.00	0.00	200.00
10/31/2012	Daily Totals	0.00	18.95	-18.95
Fund: 560 - SEWER				
TOTALS:		200.00	18.95	181.05
Fund: 561 - SCSWAD LIFT				
10/31/2012	Daily Totals	814.00	0.00	814.00
Fund: 561 - SCSWAD LIFT				
TOTALS:		814.00	0.00	814.00
Fund: 565 - GENERAL OBLIGATION BOND				
10/12/2012	Daily Totals	244.17	0.00	244.17
Fund: 565 - GENERAL OBLIGATION BOND				
TOTALS:		244.17	0.00	244.17
Fund: 569 - Pond 3 Lining- I&I Repair				
10/10/2012	Daily Totals	466,018.00	0.00	466,018.00

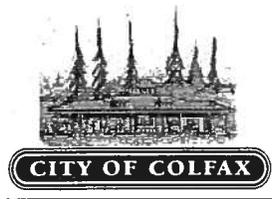
DAILY CASH SUMMARY REPORT

10/01/2012 - 10/31/2012

Page: 4
11/20/2012
2:42 pm

City of Colfax

		Debit	Credit	Net Chng
10/25/2012	Daily Totals	65,681.00	0.00	65,681.00
Fund: 569 - Pond 3 Lining- I&I Repair		TOTALS:	531,699.00	0.00
Fund: 570 - GARBAGE				
10/16/2012	Daily Totals	10,750.00	0.00	10,750.00
Fund: 570 - GARBAGE		TOTALS:	10,750.00	0.00
Fund: 572 - 27% LANDFILL				
10/16/2012	Daily Totals	20,736.38	0.00	20,736.38
Fund: 572 - 27% LANDFILL		TOTALS:	20,736.38	0.00
GRAND TOTALS:		645,772.65	33.66	645,738.99



**REPORT TO
COLFAX CITY COUNCIL**

COUNCIL MEETING OF

Agenda Item No.

City Manager's Approval

To: Honorable Mayor and Members of the City Council
From: City Manager
Prepared By: Bruce Kranz
Date: December 12, 2012
Subject: Technical Services Administrator (TSA) - Change in Time Base

Recommended Action:
Approve change in Time Base for the TSA from Part-time to Full-time

ISSUE STATEMENT AND DISCUSSION:

The position of Technical Services Administrator (Part-Time) was established on April 25, 2012, to provide Information Technology (IT) support, modern technology consulting, website development and creation, networking support, actual and online forms creation and updating, and other professional services as needed. Due to this position's access to confidential information, it is classified as a "confidential employee."

Currently, the TSA is only available to assist the City in meeting its workload requirements approximately 13 hours per week. This leaves very little time to address the following needs:

- Integration of the SEMS infrastructure-maintenance system;
- Preparation, coordination and monitoring of the Wastewater Treatment Plant's eSMR (electronic self-monitoring monthly report);
- Full integration of the City-wide computer network infrastructure;
- Re-creation of all City forms in computer-based editable format (so that they may be completed and submitted online);
- Creating and deploying City-event-based advertisements on the City's public access television channel;
- Creating an ordered list of properties with zoning information to be merged with the County's online GIS system for public and private use;
- Assistance with preparation of grants;
- Creating an easy method of evaluating tax contributions to the City from the businesses within the City;
- Etc.

Since April 25, 2012, the Technical Services Administrator has saved the City thousands of dollars, by investigating several suspected areas of monetary waste within the City. For example, switching telephone companies from Verizon to Wave Broadband has saved the City over \$5,000 annually; and purchasing the UV bulbs used in the City's wastewater ultra-violet disinfection system – a savings of \$10,000 annually, etc. **To date, on a two-day-per-week schedule, the TSA has already saved the City a minimum of \$40,217 and is on track to save the City at least \$72,697 within the first year.** These savings do not factor in the savings gained by not having to hire a computer technician contractor to fix the network when it goes down and remove viruses when they infect mission-critical systems such as the SCADA computer. Nor do they factor in the costs associated with outsourcing the City's website, installation of the council chambers PA system, graphic design, or expensive technicians to trace down and fix the recent problem with the auto-dialer erroneously calling out Operators in the middle of the night.

FINANCIAL AND/OR POLICY IMPLICATIONS:

It is anticipated that the City could realize at an annual net savings of at least \$20,224 (\$53,952 from SMR savings alone; -\$33,728 for increased cost of position), by utilizing the TSA to perform the tasks normally outsourced to contractors. Examples include:

SMR REPORT COST SAVINGS:

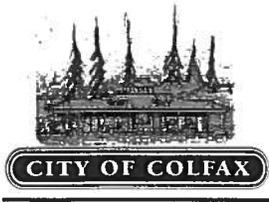
Prior to the hiring of the TSA, handling the WWTP SMR (Self-Monitoring Report) and eSMR reporting process was outsourced at an annual cost of approximately \$62,280 (Water Pollution Control Services, \$3,900/mo.; Larry Walker & Associates, \$1,290/mo.)

After hiring of TSA, the annual cost is approximately \$8,328 annually (TSA, \$264/mo.; Larry Walker & Associates, \$430/mo.)

Hiring the TSA has reduced the annual cost of the City's mandatory SMR reporting program by 86.6% -- **an approximate annual net savings of \$53,952.**

CONCLUSION:

Increasing the time base to full-time will alleviate many of the City's outsourcing burdens resulting in more money in the City's funds and a better, more efficient work environment.



**REPORT TO
COLFAX CITY COUNCIL**

**COUNCIL MEETING OF
December 12, 2012**

Agenda Item No.

To: Honorable Mayor and Members of the City Council
From: Alfred A. "Mick" Cabral, City Attorney
Date: December 12, 2012
Subject: Adoption of Resolution No. 47-2012: A Resolution Of The City Council Of The City Of Colfax Declaring Results Of The General Municipal Election Held On November 6, 2012

Recommended Action: Adopt Resolution No. 47-2012

ISSUE STATEMENT AND DISCUSSION:

A general municipal election was held on November 6, 2012. That election was consolidated with the statewide general election as allowed by law.

In Colfax, 836 votes were cast for the office of City Council Member. Three candidates ran to fill two seats. The result of the official canvass of the votes is:

Kim A. Douglass	342 Votes
Tom Parnham	243 Votes
Stephen L. Harvey	242 Votes

Nine votes were cast for write-in candidates.

The official canvass of the votes establishes that Kim A. Douglass and Tom Parnham were duly elected to the office of Member of the Colfax City Council. The official canvass of the votes was timely submitted as required by law.

The Colfax City Treasurer is also an elected position. One Candidate, Robin Faires, ran for the office of Colfax City Treasurer. The official canvass establishes that Robin Faires was duly elected City Treasurer with 474 votes.

California law requires the City Council to adopt a resolution declaring the fact of the election, the total votes cast, the names of the persons voted for, the office for which each person was voted for and the number of votes given to each person. See Elections Code Section 10263. The Resolution must be adopted before the new Council Members are administered the oath of office. The attached Resolution meets all legal requirements.

Since this was a consolidated election, the City Council is required to declare the results of the election no later than its first regular meeting after the official canvass of election returns. December 12 is the first regular City Council meeting after the official canvass and is the appropriate time to adopt the proposed Resolution.

It is recommended that the Council adopt the proposed Resolution and then administer the oath of office to the successful candidates

FINANCIAL AND/OR POLICY IMPLICATIONS:

None.

City of Colfax

RESOLUTION NO. 47-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLFAX DECLARING RESULTS OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 6, 2012

WHEREAS, a General Municipal Election was held in the City of Colfax on Tuesday, November 6, 2012 as required by law; and

WHEREAS, notice of said election was duly and regularly given, voting precincts were properly established and furnished, and in all respects said election was held and conducted and the votes cast thereat received and canvassed and the returns thereto made, determined and declared in time, form and manner as required by the laws of the State of California providing for and regulating municipal elections in general law cities; and

WHEREAS, the City Council has received the certification of the County Clerk certifying the results of said election and finds that the number of votes cast, the names of the persons voted for and other matters required by law, to be as hereinafter stated.

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

1. A General Municipal Election was held and conducted in the City of Colfax on Tuesday, the 6th day of November 2012 in time, form and manner as required by law with the following results.
2. There were 2 voting precincts established in the City of Colfax for the purpose of holding said election.
3. The total number of votes cast in the City of Colfax at said election was 836 for members of the City Council and 486 for the office of City Treasurer.
4. The names of the persons receiving votes, the offices for which they received votes and the number of votes received by each of said persons are as follows:

Kim A. Douglass	Council Member	342 Votes
Tom Parnham	Council Member	243 Votes
Stephen L. Harvey	Council Member	242 Votes
Robin Faires	City Treasurer	474 Votes

5. At the General Municipal Election held in the City of Colfax on November 6, 2012, Kim A. Douglass and Tom Parnham were duly elected to the office of City Council Member for the full term of four (4) years and Robin Faires was duly elected to the office of City Treasurer for the full term of four (4) years from and after November 6, 2012 and until their successors are elected and qualified, as determined by a majority of the votes cast.

The foregoing Resolution was duly and regularly adopted at a regular meeting of the City Council of the City of Colfax held on the 12th of December 2012 by the following vote of the Council:

AYES:

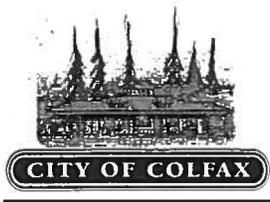
NOES:

ABSENT:

Stephen L. Harvey, Mayor

ATTEST:

Karen Pierce, City Clerk



**REPORT TO
COLFAX CITY COUNCIL**

Agenda Item No.

**COUNCIL MEETING OF
December 12, 2012**

To: Honorable Mayor and Members of the City Council
From: Alfred A. "Mick" Cabral, City Attorney
Date: December 12, 2012
Subject: Rotation of Officers: Mayor and Mayor Pro Tem

Recommended Action: By Separate Motions, Select Mayor and Mayor Pro Tem.

ISSUE STATEMENT AND DISCUSSION:

A general municipal election was held on November 6, 2012. Government Code §36801 requires the City Council to meet at the meeting at which the declaration of the election results is made and, after the declaration of the election results and the installation of the elected officials, to choose a Mayor and a Mayor Pro Tem.

The order in which this is done is therefore established by statute. December 12 will be the meeting at which the election results are declared. Once that occurs, the newly elected officials will be administered the oath of office. The Mayor and Mayor Pro Tem are thereafter selected by vote of the Council.

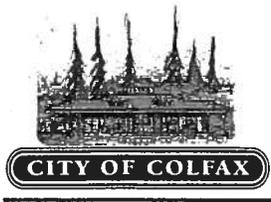
In December, 2002, the Council adopted a policy whereby the rotation occurs by seniority on the Council, excepting those who have already served. That policy provides, in relevant part:

“...the Office of the Mayor is rotated yearly according to seniority on the Council with the exception of those already having served, while this Council sits.”

The policy was reiterated in the December 14, 2004 minutes and was written into the agenda for the December 12, 2006 meeting. The only deviation from the policy occurred in December 2005, when a resolution was adopted honoring the request of the then Mayor Pro Tem not to rotate into the Mayor's seat. The December, 2005 resolution provides that the established rotation policy was not being modified on a permanent basis.

Council Member Donna Barkle has the most seniority on the Council and is next in line to rotate into the Mayor's position. Council Member Tony Hesch has the second most seniority on the Council and is next in line to rotate into the Mayor Pro Tem position. Motions and votes of the City Council are required to formally seat the Mayor and Mayor Pro Tem.

FINANCIAL AND/OR POLICY IMPLICATIONS: None.



**REPORT TO
COLFAX CITY COUNCIL**

Agenda Item No.

**COUNCIL MEETING OF
December 12, 2012**

To: Honorable Mayor and Members of the City Council
From: Alfred A. "Mick" Cabral, City Attorney
Date: December 12, 2012
Subject: Discuss City Council Vacancy Created By The Resignation Of Joshua Alpine And Appoint A Successor Or Call A Special Election To Fill The Council Vacancy

Recommended Action: Conduct Discussion And Make An Appointment To Fill The Vacancy

ISSUE STATEMENT AND DISCUSSION:

City Council Member Joshua Alpine resigned his seat on the Colfax City Council effective November 22, 2012. Since that date has passed, the resignation cannot be rescinded, there is a vacancy on the City Council and the Council has only four seated members. The Council must decide whether to make an appointment to fill the vacancy or call a special election for that purpose. An appointee will serve the two year balance of Mr. Alpine's term which expires after the November, 2014 election.

There is a schism between the Colfax Municipal Code and state law regarding the time within which either a successor must be appointed or a special election must be called. State law allows the Council 60 days within which to appoint a successor or call a special election. See Government Code §36512(b). Colfax Municipal Code §2.04.020 allows only 30 days to make the same decision. The record regarding why Colfax chose to shorten the time for appointment or calling a special election from 60 to 30 days is not clear. Regardless of the motive, the Council is bound by its ordinance and must act within 30 days of November 22. December 22, 2012 is the last day for the Council to act on this issue.

December 12 is the only regular Council meeting before December 22. The Council can make an appointment or call a special election at a special meeting so it can technically call a special meeting for the purpose of deciding no later than Saturday, December 22. If the Council takes no action to appoint a successor or call a special election, a special election is mandatory.

There is no legally prescribed process for filling a City Council vacancy. The Council can take applications from interested citizens. It can directly solicit interested individuals. Any process that is reasonable can be followed.

The Council in office as of November 22, 2012 elected to accept applications to fill the vacant seat. As of the writing of this staff report, five individuals have applied. This staff report may have to be updated before the meeting if additional applications are received.

If the vacant seat is to be filled by appointment, a majority of the Council present on December 12 must agree on the individual to be appointed. Assuming all four members are present, three must agree. If three are present, two must agree.

The other possibly applicable restriction is that the Council cannot appoint one of its current members during the term for which the current member was elected. Current members who want to be considered for appointment are not eligible until the term for which they were elected expires. A sitting member cannot resign and create a vacancy to which he or she can be appointed before the new Council is seated.

The Brown Act applies to Council discussions regarding the appointment. Although the Brown Act allows the Council to meet in closed session to discuss appointment of employees, consultants and others, Council members cannot meet in closed session to discuss appointing an individual to fill a Council seat. Those discussions have to occur in open session. A quorum of the Council cannot meet or otherwise discuss the appointment outside of a properly called public meeting.

If the Council decides to call a special election instead of filling the vacancy by appointment, the election has to be held on the next regularly scheduled election date not less than 114 days from the date the election is called. If a special election is called or mandatory, the Council will have only four members until the election is conducted. That could be as late as June, 2014 depending upon the established election schedule. .

The order of business on December 12 agenda relevant to this issue will begin with adopting a resolution to declare the results of the election. That will be followed by administering the oath of office to the newly elected members, Kim Douglass and Tom Parnham. Once the new Council is seated, it will be called on to appoint a mayor and a mayor pro tem. Discussion of the appointment/special election will follow.

Staff is available to answer any questions the Council or the newly-elected individuals have at or before the December 12 meeting.

FINANCIAL AND/OR POLICY IMPLICATIONS:

None.

Application for Colfax City Council

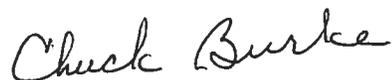
December 6, 2012

My name is Chuck Burke and I have lived in Colfax for almost 25 years. My wife, Maureen and I have owned a small business in town for 4 years. I have two grown children, both whom have graduated from Colfax High School.

I have worked in construction for 40 years and have driven a concrete mixer for 37 of those years. I grew up in San Jose, witnessing both smart growth and not-so-smart growth. I moved to small town Colfax to try and give my children the freedom of growing up in a community where playing out of door, walking and biking to school could be done without fear. We know our neighbors names as well of that of their dogs.

Being accepted as a city council member would give me the chance to give back to the city I call home. I am very interested in sharing my knowledge of construction and its outcome. I have kept myself current with many of the issues in Colfax. I will be present at the next meeting to introduce myself in person.

Sincerely,

A handwritten signature in cursive script that reads "Chuck Burke". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Application for seat on the Colfax City Council
Harold (Hal) Dains

Education: BSEE from UC Berkeley; Grad work UCLA, no degree

Work Experience: 12 years with Hughes Aircraft (Culver City); tech rep to USAF helping transition in operating and maintaining new aircraft, management in R&D labs developing airborne electronic systems.

11 years with Lockheed Burbank designing and developing advanced airborne systems.

4 yrs consulting with USN in rewriting test programs.

11 years teaching HS math, physics, and chemistry at FLCCHS

Reason for applying for City Council seat

I see many opportunities for helping Colfax citizens see the wisdom of working together in an effort to make Colfax an even better place to live. I have lived in Colfax for 28 years and think it is the best place I have ever lived and would like to share this with others.



H.O. Dains

31 Walnut St, POB 1389

346 6105



11/26/12

SHARON GIERAS
BOX 97
COLFAX, CA 95713
346 2218

CITY COUNCIL,

THIS LETTER IS TO INFORM
YOU OF MY INTEREST IN
SERVING ON THE COUNCIL FOR
TWO YEARS, FILLING JOSH ALPINE'S
SEAT.

IF YOU FEEL I COULD BE OF
SERVICE TO OUR COMMUNITY,
I WOULD GLADLY ACCEPT THAT
POSITION.

SINCERELY,
Sharon Gieras

Karen Pierce

From: DsHarveyDavidson@aol.com
Sent: Friday, December 07, 2012 11:53 AM
To: karen.pierce@colfax-ca.gov
Cc: bruce.kranz@colfax-ca.gov
Subject: Seat vacated by Josh Alpine

To the City of Colfax,

I am applying for the appointment position for the vacancy of Josh Alpine. My record over the past 4 years should speak for itself. Please note that I lost the election by one vote. I would like to finish some of the projects for the City that we started, but were not able to finish.

Regards,
Stephen Harvey
251 Scholtz Ave.
Colfax, CA 95713

November 28, 2012

To: Colfax City Council

From: Jason McKinney
1335 Oak Ridge Dr
Colfax, CA 95713

Dear City Council,

I would like to express my interest in being considered for appointment to Colfax City Council to fill the recently vacant seat.

I am interested in serving on Council in continuation of my commitment to serving our community in productive and effective ways. My service to our community has included appointments to the Planning Commission and the Economic Development Commission. I am a member of the local service organization Colfax Lions Club and I have served as an adult leader in multiple capacities with the Boy Scouts of America. I am also a member of the National Federation of Independent Businesses (NFIB).

I am a resident in the City of Colfax and the proprietor of Colfax Max within the city as well. I believe both residing in and operating a business in the city gives me a useful perspective that I can bring to Council.

Thank you for your consideration.

Best regards,



Jason McKinney
Owner, Colfax Max
916-768-3741

**ALEXANDER K. TURNER JR.
165 TREASURTON STREET
COLFAX, CA 95713
PHONE (530) 414-0327**



To: The City Council for the City of Colfax, CA

Subject: Vacant Seat on the City Council .

I understand the City is in the process of selecting a candidate to fill the vacant seat.

I would like to put my name forward as a possible candidate for filling this vacant seat.

Back ground: Retired Air Force. General and Electrical Contractor, Commercial Pilot, and Flight Instructor.

Education: Air Force Electronics' School, Lowery AFB, Denver CO. Honor Graduate Hughes Factory School, Aircraft Weapon's System's, Honor Graduate Air Force NCO Academy. Air Force Advance Management School . Flight Training Hughes Flight Training School, Diablo Junior College Two Years, Construction Management.

Current Status: Semi-Retired. Consult on occasion.

November 19th, 2012

Sincerely: Alexander K. Turner Jr.