

**COLFAX CITY COUNCIL MEETING
REGULAR SESSION AGENDA**

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

June 13, 2012

6:00 PM (Closed Session)

7:00 PM (Regular Session)

Last Ordinance
#517

Last Resolution
19-2012

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

2. PUBLIC COMMENT

3. CLOSED SESSION

Conference with Legal Counsel—Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
Number of potential cases: 1

Conference with Legal Counsel—Anticipated Litigation
Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9
Number of potential cases: 1

4. OPENING

- A. Pledge Of Allegiance
- B. Announcement of Action Taken at Closed Session
- C. 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.

5. 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

6. INFORMATION REPORTS FROM STAFF AND OTHERS

7. 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: May 23, 2012 | <i>Receive and File</i> |
| B. Consideration of Approval for Street Closures July 3 Events | <i>Approve Closure</i> |
| C. Consideration of Adoption of Resolution No. 20-2012: A Resolution Of The City Council Of The City Of Colfax Authorizing The City Manager To Execute An Agreement With Richardson & Co To Provide Annual Audit Services | <i>Adopt Resolution No. 20-2012</i> |
| D. Consideration of Adoption of Resolution No. 21-2012: A Resolution of the City Council of the City of Colfax Declaring an Election to be held in its Jurisdiction; Requesting the Board of Supervisors to Consolidate this Election with any other Election Conducted on said date; and Requesting Election Services by the County Clerk; and Declaring Positions to be Vacated | <i>Adopt Resolution No. 21-2012</i> |
| E. Consideration of Adoption of Resolution No. 22-2012: A Resolution of the City Council of the City of Colfax Authorizing the City Manager to Enter into the Water and Waste System Grant Agreement with the U.S. Department of Agriculture Rural Utilities Service (USDA) | <i>Adopt Resolution No. 22-2012</i> |

CONSENT ITEMS PULLED FOR DISCUSSION

8. 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. The Council cannot act on items not included on this agenda; however, if action is required it will be referred to staff.

9. 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

10. COUNCIL BUSINESS

- A. Consideration of Adoption of Resolution No. 23-2012: A Resolution Of The City Council Of The City Of Colfax Adopting The Final Annual Operating Budget For Fiscal Years 2012-2013 and 2013-2014.

Recommended Action: Discuss Budget and Adopt Resolution No. 23-2012

11. PRESENTATIONS

12. 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, June 6, 2012
at City Hall and Post Office locations


Karen Pierce, City Clerk

Minutes
City Council Meeting
May 23, 2012

1. OPENING

Mayor Harvey called the meeting to order at 6:06pm.

Present and answering roll call were Council members Roberts, 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 6:06pm

Conference with Legal Counsel—Anticipated Litigation
Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9
Number of potential cases: 3

Conference with Legal Counsel—Existing Litigation
Number of Cases: 3
(Subdivision (a) of Section 54956.9)
Name of case: Edwards et.al. v. City of Colfax, Federal District Ct, Eastern Dist. Of California # 07-CV-02153-GEB-EFB
Name of case: Local 39 Trust Fund v. City of Colfax
Name of case: Sierra Vista Community Center v. City of Colfax, Placer County Superior Court #S-CV-030766

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 7:03pm.

4. OPENING AND AGENDA APPROVAL

Mayor Harvey called the regular meeting to order at 7:05pm.

Gabe Armstrong led the Pledge of Allegiance

Mayor Harvey stated that staff was directed to pay the settlement to the Local 39 Trust Fund. Mick Cabral, City Attorney went over the settlement.

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

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

Mayor Harvey adjourned the meeting to the Colfax Library for the bench dedication at 7:07.

5. PRESENTATIONS

Council attended the dedication of Public Bench in memory of Bill Mintline by retired City of Colfax City Manager, Gene Albaugh.

Mayor Harvey reconvened the meeting in Council Chambers at 7:30.

5. CITY COUNCIL COMMITTEE REPORTS

Councilwoman Roberts reported on WAC/MAC meeting
Councilman Delfino reported on SACOG meeting
Councilman Alpine reported on the Land Use Committee
Mayor Harvey reported on Placer Mosquito and Vector Control meeting

6. INFORMATION REPORTS FROM STAFF AND OTHERS

City Manager, Bruce Kranz reported on the following:

- Update on repairs that will be made on the Union Pacific tracks crossing Grass Valley St. Council directed staff to have City Engineer check the level.

Sgt. Curtis Fouyer, Gold Run CHP gave update to council on status of Gold Run office and what is going on in the local area on Hwy. 80.

7. CONSENT AGENDA

- | | <u>ACTION TAKEN</u> |
|--|--|
| A. Minutes: April 30, 2012
May 9, 2012 | <i>Received and Filed
5/9/12 minutes pulled for
discussion</i> |
| B. Cash Balance Summary: April 30, 2012 | <i>Received and Filed</i> |
| C. Consideration of Adoption of Resolution No. 17-2012: A Resolution of the City Council of the City of Colfax Authorizing the City Manager to Execute an Agreement with Sean Patrick for a Temporary Wastewater Treatment Plant Operator II | <i>Adopted Resolution No.
17-2012</i> |
| D. Consideration of Adoption of Resolution No. 18-2012: A Resolution of the City Council of the City of Colfax Authorizing the City to Enter into an Agreement with the County of Placer for Fire Department and Oversight Services from July 1, 2012 to June 30, 2013 | <i>Adopted Resolution No.
18-2012</i> |

E. Consideration of Adoption of Resolution No. 19-2012: A Resolution Of The City Council Of The City Of Colfax Authorizing City Manager To Execute A Consultant Services Agreement For Resident Engineer/Inspection And Geotechnical Engineering Services For The WWTP Pond 3 Liner

*Adopted Resolution No.
19-2012*

A motion was made by councilman Delfino and seconded by councilwoman Barkle to approve the consent agenda as presented with the above noted item pulled for discussion. The motion was passed by the following vote:

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

NOES:

ABSENT:

ABSTAIN:

CONSENT ITEMS PULLED FOR DISCUSSION

A. May 9, 2012 Minutes

Councilman Alpine noted corrections to the May 9, 2012 minutes. A motion was made by councilman Delfino and seconded by councilwoman Barkle to approve the May 9 minutes. The motion was passed by the following vote:

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

NOES:

ABSENT:

ABSTAIN:

8. PUBLIC COMMENT

Bev Anderson, Placer Steering Committee spoke about the 2-1-1 program. It is similar to 9-1-1, but connects callers to community services rather than emergency services.

Frank Klein, President Chamber of Commerce spoke regarding signs around the city.

9. PUBLIC HEARING

10. COUNCIL BUSINESS

A. Consideration of Approval of Art Mural Project on Todd Freight Building

Jim Bowers went over the mural project. There was no public comment. Council discussed. A motion was made by councilman Delfino and seconded by councilwoman Barkle to approve the mural. The motion was passed by the following vote:

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

NOES:

ABSENT:

ABSTAIN:

B. Consideration of Payment to Sierra Economic Development Corporation (SEDCorp) for yearly dues.

City Manager, Bruce Kranz went over the staff report. There was no public comment. Council discussed. A motion was made by councilman Alpine and seconded by councilwoman Barkle to continue membership with SEDCorp and pay the dues. The motion was passed by the following vote:

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

NOES:

ABSENT:

ABSTAIN:

C. Consideration and discussion of putting Sewer Charges on Property Tax Bills

City Attorney, Mick Cabral went over this process.

Speaking from the public was:

Melba Delfino, resident

Council discussed. At this time Council does not wish to move forward with this. It is an option for next year. Staff was directed to bring to council at the next meeting the number of businesses to homeowners that are delinquent and the dollar amount of each.

D. Discussion of rejection of Parks Grant and direction to staff as to which options to pursue with regards to parks program

City Manager, Bruce Kranz updated council on this item and funding options.

Speaking from the public was:

Don Adams, county resident and WAC/MAC member

Jocelyn Madox, Supervisor Montgomery's District Aide

Council discussed. A motion was made by councilman Delfino and seconded by councilwoman Roberts to focus on the ball park first and the splash park next. The motion was passed by the following vote:

AYES: Roberts, Delfino, Barkle and Mayor Harvey

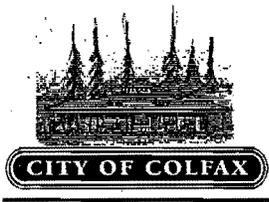
NOES:

ABSENT: Alpine

ABSTAIN:

12. ADJOURNMENT

Being no further business to come before council by voice vote the meeting was adjourned at 9:12pm.



**REPORT TO
COLFAX CITY COUNCIL**

**COUNCIL MEETING OF
June 13, 2012**

Agenda Item No.

7B

To: Honorable Mayor and Members of the City Council
Prepared By: Karen Pierce, City Clerk
Date: May 31, 2012
Subject: Street Closure for Annual July 3 Event and Parade

Recommended Action: Approve Street Closure

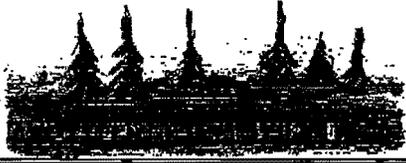
ISSUE STATEMENT AND DISCUSSION:

The city has received event applications from the Lions Club and Colfax Pride for a Parade and an event to be held on Tuesday July 3, 2012. Their applications request the closure of several Downtown streets from 12:00pm to 10:00pm. All necessary event application requirements have been met. The full application is available at City Hall.

FINANCIAL AND/OR POLICY IMPLICATIONS:

None

- To be turned into City Hall:**
- Completed Application (5 pages)
 - Deposit of \$ _____
 - Proof of Insurance
 - Map (if applicable)



33 S. Main Street
P.O. Box 702
Colfax, CA 95713

Office: (530) 346-2313
Fax: (530) 346-6214



EVENT APPLICATION

TEMPORARY STREET CLOSURE, PARADES, SPECIAL EVENTS, AND BUILDING RENTALS

Name of Event: Colfax Independence Day Celebration **Date of Event:** 7-3-12

Organization: <u>Colfax Pride, Inc.</u>	Phone (1): <u>530-346-9399</u>
Contact Person: <u>Laurel Mathe</u>	Phone (2): <u>530-613-2134</u>
Address: <u>22915 Canyon Way,</u>	City/Zip Code: <u>Colfax, CA 95713</u>
Email Address: <u>laurel@mysticdesign.net</u>	
Alternate Contact and Phone: <u>Ken Delfino (Board member)</u> / <u>530-346-6539</u>	

EVENT DETAILS:

Location: Colfax Downtown
Start and Finish Date and Time: 7/3/12 / approx. 9:00 am to 11:00 pm
Electrical: Yes No **Liquor:** Yes No **Sound Amplification:** Yes No
Sound Amplification past 11:00pm? Yes No **Requires City Manager Approval:** _____
Food and Beverage: Yes No **Open Fire:** Yes No **Type of open fire:** _____

TYPE OF EVENT:

Event/Festival **Building Rental** **Parade** **Other:** _____

ATTENDANCE:

Number of Participants: approx. 6,000 **Number of Booths/Stalls:** approx. 70 **Number of Vehicles:** approx. 100
Number of Bands: -- **Number of Floats:** -- ***Please provide best estimates.***

NARRATIVE (Be specific and include any assistance or supplies you may need from the city:

- Colfax Pride, Inc. will be helping to arrange the following for the Colfax Independence Day celebration:
1. Downhill Derby - Needs from City: Temporary closure of street affected
 2. Fireworks - Needs from City: unknown
 3. Approx. 70 Vendor Booths - Temporary closure of streets affected (see 'DRAFT' Map)

MAP OF EVENT and/or SITE PLAN must include:

- Complete Site Map of all activities and vendor locations
- Barricade Locations where applicable. Street Closures must include notification to effected homes and businesses and must maintain a 15 foot clearance for emergency vehicles
- Handicap Parking Location
- Schedule of events by time. Include 2 points of contact (names and phone numbers)
- Location of Porta Potties and Garbage Dumpsters. Number of required Porta Potties and Trash Cans will be dependent on type of event.
- List of Volunteers, including phone numbers, responsible for Clean Up. Clean up will include public restrooms if used for event.
- ABC License with map on File at City Hall. \$25.00 application fee payable to the City of Colfax.



CITY OF COLFAX

Please Read Carefully:

- **Complete** Application must be filed with the City Clerk at least **30 days** prior to the event to allow time for review and council action.
- Applications will be returned if incomplete.
- Submit copies of flyers, posters, notifications to home and/or businesses for road closures or other materials that will advertise the event. The organizer is responsible for ensuring that all flyers, posters, etc. advertising the event are removed from public facilities. Failure to comply may impact approvals for future applications and forfeiture of cleaning deposit.
- All Banners or signs hung within the City Limits must have application on file at City Hall. There is no charge for banners or signs hung for 30 days or less.
- Applicants must provide with the application a certificate of insurance meeting City Insurance Requirement a minimum of \$1 million per occurrence naming the City of Colfax as additional insured (also included, where applicable Placer County Sheriff Dept., CHP, Cal Fire and Colfax City Fire) Please note: the City has available insurance purchasing options if needed. Please contact city hall for more information: 530.346.2313.
- All applications for street closure are subject to approval by the city council
- Applicants will be notified when the request has been approved.
- If event will take place on the state highway, attach a copy of the CalTrans encroachment permit
- A cleaning deposit is required for all events (damage in excess of deposit will be billed at \$25/hr, plus material)

Signature of Person Submitting Application: Laurel M. The Date: 6-4-12

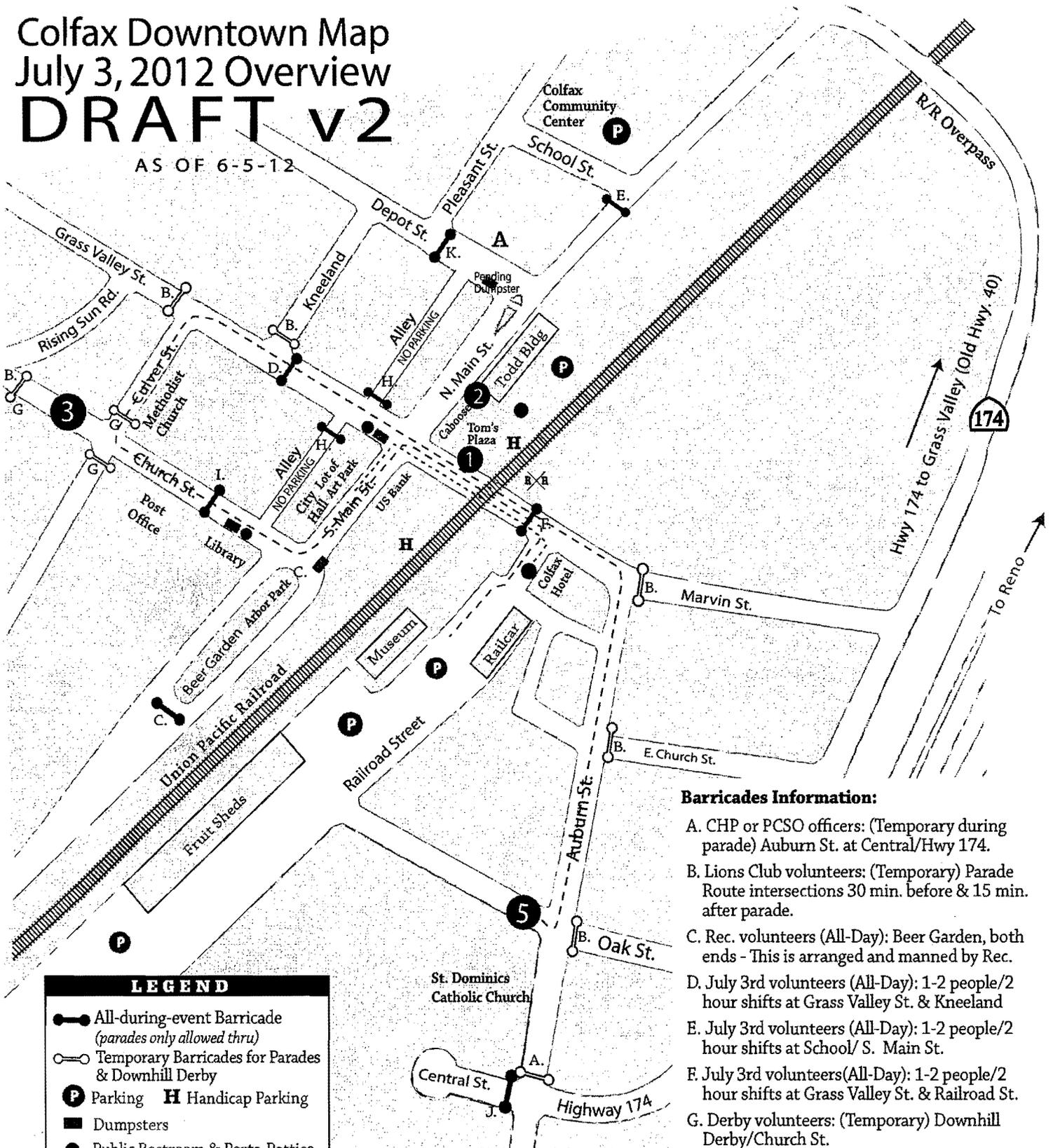
FOR OFFICE USE ONLY:		
Public Works:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date: _____
Comments: _____		
Fire Department:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date: _____
Comments: _____		
Sheriffs' Department:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date: _____
Comments: _____		
City Manager:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date: _____
Comments: _____		

Colfax Downtown Map

July 3, 2012 Overview

DRAFT v2

AS OF 6-5-12



LEGEND

- All-during-event Barricade (parades only allowed thru)
- Temporary Barricades for Parades & Downhill Derby
- Parking Handicap Parking
- Dumpsters
- Public Restroom & Porta-Potties
- Colfax Pride's Vendor Sign-in & Info Booth.
- 1:00 pm Doxie Races.
- 3:00 pm Downhill Derby.
- Kiddie Parade staging area.
- 6:00 pm Main Parade staging area.

Barricades Information:

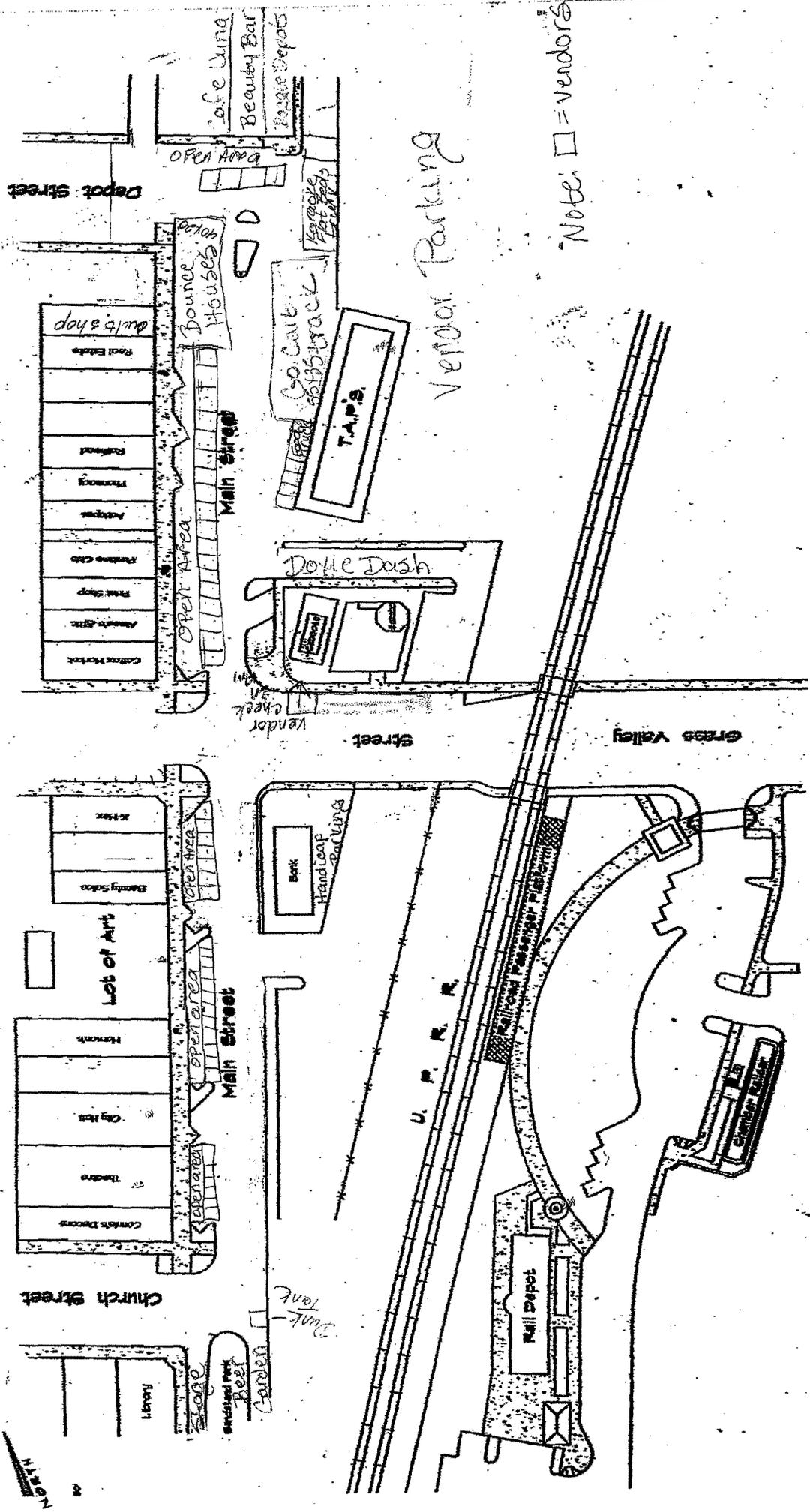
- A. CHP or PCSO officers: (Temporary during parade) Auburn St. at Central/Hwy 174.
- B. Lions Club volunteers: (Temporary) Parade Route intersections 30 min. before & 15 min. after parade.
- C. Rec. volunteers (All-Day): Beer Garden, both ends - This is arranged and manned by Rec.
- D. July 3rd volunteers (All-Day): 1-2 people/2 hour shifts at Grass Valley St. & Kneeland
- E. July 3rd volunteers (All-Day): 1-2 people/2 hour shifts at School/ S. Main St.
- F. July 3rd volunteers (All-Day): 1-2 people/2 hour shifts at Grass Valley St. & Railroad St.
- G. Derby volunteers: (Temporary) Downhill Derby/Church St.
- H. (Not Manned - ALL DAY) Alleys behind S. & N. Main St. businesses (NO PARKING)
- I. (Not Manned - ALL DAY) Church St. near Alley
- J. (Not Manned - ALL EVENING) Central St. Cul-de-sac
- K. (Not Manned - ALL DAY) at Depot and Pleasant St.

Additional Notes:

- Put up directional signs to vendor booth.
- Vendor booths to be 13" from sidewalk.
- Allow late-comers if they have the paperwork + cash or money orders only. "Non-Vet" food vendors will be charged additional fees.
- Vendor parking behind Depot Building w/ Pass (No parking at USBank since it will be open that day.)

Draft Only

Downtown Colfax



Note: □ = vendors

Parade starts later
in the day for
working families!



**I Bought
the Works!**

This year's button is
celebrates our
new murals in town
& raises money
for fireworks!

★ **COLFAX** ★
INDEPENDENCE
★ **DAY** ★

*Colfax Shadow
Murals by
Jim Bowers &
Foxey McCleary*

Tuesday, July 3, 2012

in Historic Downtown Colfax

Noon to 10:00 pm

5:00 pm Kiwanis Little Patriots Parade • 6:00 pm Lions Club Main Parade

• 1:00 pm Doxie Races • 3:00 pm Annual Downhill Derby

• Vendors • Music • Food

IMPORTANT NOTE: Fireworks could possibly be cancelled on the day of the event if fire danger considered too high per local Fire Officials.

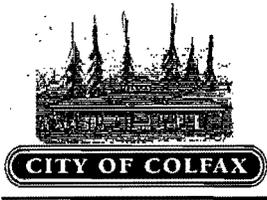
VENDORS: Tammy Sumner, 530-277-9635 or email tsumner@pobox.com

MAIN PARADE: Colfax Lions Club, Ernie Stiener, 530-637-5131, ernie75152@yahoo.com

DOXIE RACES: Carmen Armstrong, 530-346-8474

DOWNHILL DERBY: Tim Killebrew, 530-545-2344 or email killebrewhive@yahoo.com

GENERAL INFO: Laurel Mathe, 530-346-9399, email laurel@mysticdesign.net • www.colfaxprideinc.org



**REPORT TO
COLFAX CITY COUNCIL**

**COUNCIL MEETING OF
June 13, 2012**

Agenda Item No.

7C

To: Honorable Mayor and Members of the City Council
From: Bruce Kranz, City Manager
Date: June 1, 2012
Subject: Consideration of Adoption of Resolution No. 20-2012: A Resolution authorizing the City Manager to execute an agreement with Richardson & Co. to provide Annual Audit services and Receipt of Statement from Richardson & Company of Understanding of Annual Auditing Services for the Fiscal Year Ending June 30, 2012.

Recommended Action: Adopt Resolution No. 20-2012

ISSUE STATEMENT AND DISCUSSION:

Annually the City has conducted an independent audit of its financial records. The firm of Richardson & Company was selected to perform this work. Attached is the letter of confirmation setting forth the understanding of services for audit of records for the period ending June 30, 2012.

FINANCIAL AND/OR POLICY IMPLICATIONS:

Cost of the audit is \$18,500.

City of Colfax

RESOLUTION NO. 20 -2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLFAX AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RICHARDSON & CO TO PROVIDE ANNUAL AUDIT SERVICES

WHEREAS, the City of Colfax is required by law to have its financial records audited on an annual basis; and

WHEREAS, Richardson & Co is under contract with the City to provide such services; and

WHEREAS, the City Council has determined that it is in the best interests of the City to extend the existing contract with Richardson & Co for an additional year and engage that firm to conduct an audit of the City's financial records for Fiscal Year 2011-2012.

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

1. The City Council hereby authorizes the City Manager to execute an agreement extending the contract with Richardson & Co to provide auditing services for City Fiscal Year 2011-2012.
2. The City Council authorizes the appropriation and/or expenditure of a professional services fee of \$16,000 plus mileage expenses and a Single Audit fee of \$2,500 to provide the services authorized by this Resolution.

The foregoing Resolution was duly and regularly adopted at a regular meeting of the City Council of the City of Colfax held on the 13th day of June, 2012 by the following vote of the Council:

AYES:
NOES:
ABSENT:

Stephen Harvey, Mayor

ATTEST:

Karen Pierce, City Clerk

Richardson & Company

550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

May 1, 2012

Mr. Bruce Kranz
City of Colfax
33 South Main Street
Colfax, California 95713

Dear Bruce:

We are pleased to confirm our understanding of the services we are to provide for the City of Colfax (City) for the year ended June 30, 2012. We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the City's basic financial statements as of and for the year June 30, 2012. Accounting standard generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the City's basic financial statements. As part of our engagement, we will apply certain limited procedures to the City's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budget and Actual Comparisons for Major Funds (General and Special Revenue Funds)

Supplementary information other than RSI, such as combining and individual fund financial statements, also accompanies City's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

1. Schedule of expenditures of federal awards.
2. Combining financial statements for non-major governmental funds, permanent funds and agency funds.

Audit Objectives

The objective of our audits is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted

accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. The objective also includes reporting on-

- Internal control related to the financial statements and compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the audit committee, management, specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audits will be conducted in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133 and will include tests of accounting records, a determination of major program(s) in accordance with Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audits or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City and the respective changes in financial position and cash flows, where applicable, in conformity with the U.S. generally accepted accounting principles. Management is responsible for the basic financial statements and all accompanying information as well as all representations therein.

You are responsible for management decisions and functions. As part of the audit, we will prepare a draft of your financial statements, schedule of expenditures of federal awards, and related notes. In accordance with *Government Auditing Standards*, you will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position of fact and appearance to make an informed judgment on those financial

statements. Further, you are required to designate a qualified management-level individual to be responsible and accountable for overseeing our services.

Management is responsible for making all financial records and related information available to us, including any significant vendor relationships in which the vendor has the responsibility for program compliance. We understand that you will provide us with such information required for our audit and that you are responsible for the accuracy and completeness of that information. Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud, or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud, or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations and for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format related thereto.

Audit Procedures-General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the periods covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected funding sources and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will request certain written representations from you about the financial statements and related matters.

Audit Procedures-Internal Control

Our audit will include obtaining an understanding of the design of the entity and its environment, including internal control, sufficient to assess the results of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will communicate to management and those charged with governance on internal control related matters that are required to be communicated under professional standards, *Government Auditing Standards* and OMB Circular A-133.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with applicable laws and

regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audits to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of the applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of those procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Administration and Other

Ingrid Shepline will serve as the engagement director and will be responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarized our audit findings. We will provide copies of our reports to the City; however, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We may also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will request

certain written representations from management about the financial statements and related matters. Because of the importance of oral and written management representations to an effective audit, the City releases and indemnifies Richardson & Company and its personnel from any and all claims, liabilities, costs and expenses attributable to any active negligence on the part of the City.

The audit documentation for this engagement is the property of Richardson & Company and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the California State Board of Accountancy or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. The firm will also make available its workpapers and respond to all reasonable inquiries of successor auditors and others to review workpapers of the City, upon the City's written request or consent. If requested, access to such audit documentation will be provided under the supervision of Richardson & Company personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. All professional and administrative services and expenses relating to such access will be charged as an additional expense to the City at the rates listed in the Professional Fees section of this letter. The workpapers for this or any engagement for you will be retained for a minimum of seven years after the date the auditor's report is issued, or longer if required by generally accepted auditing standards.

In the event we are requested or authorized by you or required by government regulation, subpoena, or other legal process to produce our workpapers or our personnel to respond to inquiries or serve as witnesses with respect to this or any engagement for you, you will, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, in responding to such a request. If such a request is made, and unless we are obligated by law or legal process to the contrary, we will inform you prior to providing such access.

If the City intends to publish or otherwise reproduce in any document our report on the City's financial statements, or otherwise make reference to our Firm in a document that contains other information in addition to the audited financial statements (e.g., in a debt offering circular for example), the City agrees that prior to making any such use of our report, or reference to our Firm, management will provide us with a draft of the document to read and obtain our approval for the inclusion or incorporation by reference of our report, or the reference to our Firm, in such document before the document is printed and distributed. The inclusion or incorporation by reference of our report in any such document would constitute the reissuance of our report and any request by the City to reissue our report or to consent to its inclusion or incorporation by reference in an offering or other document will be considered based on the facts and circumstances existing at the time of such request. The estimated fees outlined herein do not include any services that would need to be performed in connection with any such request to make use of our report, or reference to our Firm; fees for such services would be based upon the rates for additional services as described in the Professional Fees section.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, if applicable, you understand that

electronic sites are a means to distributed information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Our Firm, as well as all other accounting firms with a significant audit practice, participates in a "peer review" program, covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for you may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If you object to having the work we do for you reviewed by our peer reviewer, please notify us.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2009 peer review report accompanies this letter.

Professional Fees

Our fee for audit services for the year ended June 30, 2012 will be \$16,000, plus out-of-pocket mileage expenses. A Single Audit is required this year and our fee will be \$2,500 for one major program. This fee estimate is based on the assumption that the audit and single audit will be completed in less than 330 hours and the advance preparation package will be completed and all information will be available on or before the day fieldwork begins. The fee estimate is also based on anticipated cooperation from your personnel and the assumption that the City will retain the current Finance Director and that unexpected circumstances will not be encountered during the audit. This fee estimate also assumes that the City will post all normal closing entries prior to the date the audit begins, including those resulting in audit adjustments the previous year, and prepare the tables for the footnote disclosures. If a significant number of audit adjustments are proposed or if the City loses key accounting personnel before the audit is complete, such changes could have a direct impact on the audit timetable and number of hours we incur to aid the City in preparing adjustments and revising workpapers to agree to final balances as reported. To the extent possible, we will utilize your existing schedules and workpapers in our audit process. In the event that the advance preparation package is not completed on time, there are changes in key accounting personnel, normal closing entries are not posted before our audit begins and the preparation or reconciliation of schedules is necessary, or if our current understanding and/or expectations are not met and additional time is necessary for, but not limited to, any of the other preceding reasons, we will charge a fee for the additional services based on our regular hourly rates in addition to the proposed fee.

In the event that the scope of our audit has to be increased due to changes in accounting or auditing pronouncements and standards, laws or regulations, material weaknesses in the internal control environment or significant changes in operations, we will discuss the situation with you and arrive at a new fee arrangement.

Additional Services: The fee for additional services provided under this engagement letter or otherwise requested by the City, if any, will be based on a rate per hour by staff classification as follows:

<u>Classification</u>	<u>Rate Per Hour</u>
Principal/Audit Director/Tax Director	\$ 180
Senior Manager	160
Managers	140
Supervisors	120
Seniors	100
Staff	80
Administrative Staff	65

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2009 peer review report accompanies this letter.

If any provision in this letter is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

* * * * *

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

RICHARDSON & COMPANY



Joe R. Richardson, CPA

Response:

This letter correctly sets forth the understanding of the City.

By: _____

Title: _____

Peter C. Brown, CPA
Burton H. Armstrong, CPA, MST
Andrew J. Paulden, CPA
Steven R. Starbuck, CPA
Chris M. Thornburgh, CPA
Eric H. Kim, CPA, MBA
Richard L. Halle, CPA, MST
Allen K. Keeler, CPA

**BROWN
ARMSTRONG**
—
CERTIFIED
PUBLIC
ACCOUNTANTS

■ Main Office
4000 Trutan Ave., Suite 300
Bakersfield, California 93309
Tel: 661-324-4971 Fax: 661-324-4997
e-mail: info@brownarm.com
■ 560 Central Avenue
Shafter, California 93263
Tel: 661-746-2145 Fax: 661-746-2118
■ 8365 N. Fresno Street, Suite 440
Fresno, California 93720
Tel: 559-476-3597 Fax: 559-476-3593

SYSTEM REVIEW REPORT

January 12, 2010

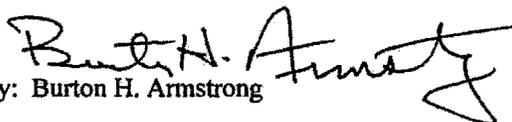
To the Owner
Richardson and Company
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Richardson and Company (the firm) in effect for the year ended September 30, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice Richardson and Company in effect for the year ended September 30, 2009 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Richardson and Company has received a peer review rating of *pass*.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

By: Burton H. Armstrong 

JIM McCAULEY
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

RYAN RONCO
ASSISTANT RECORDER-REGISTRAR



7D
2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

OFFICE OF ELECTIONS - JIM McCAULEY

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688

www.placerelections.com • election@placer.ca.gov

Candidate Services

April 4, 2012

Dear City Clerk:

This is a reminder that deadlines are fast approaching for your November 6, 2012 Municipal Election.

Per California Elections Code Section 10509, the Placer County Office of Elections requires a resolution from your board requesting election services no later than July 5, 2012.

You may create your own resolution or you may use the resolution we have enclosed. Just as we have done in years past, we have completed the resolution to the best of our ability, including:

- Names of city council members up for election.
- Length of term.
- Manner of election.
- Length and payment style of Candidate Statement.
- Tie vote procedures.

We request that cities now decide whether or not a race in which the number of candidates does not exceed the number of seats to be filled appears on the ballot in the resolution requesting election services. This will only take effect if there are not any other offices that must appear on the ballot and the city does not have a measure appearing on the ballot (Elections Code Section 10229), otherwise all races must appear on the ballot. If the city council creates its own resolution, please include this information.

If you use the resolution provided, you are responsible for verifying the information we have inserted and for completing the remainder of the resolution. If you find any inconsistencies or errors in our facts, please contact our office. The resolution provided comes with an instruction sheet for your convenience.

If you do **not** request election services from Placer County, we will need a Notice of Vacancies from your city council no later than July 5, 2012. A Notice of Vacancies is included in this mailing. If you use the resolution provided, the information in the Notice of Vacancies will automatically be included. If you choose to create your own resolution, the information in the Notice of Vacancies will need to be included in your resolution.

If your municipal boundary lines have changed since the time of your last election, you will need to provide a map to the Office of Elections delineating the new boundary lines no later than July 5, 2012. This map will be forwarded to the Community Development Resource Agency Mapping Division as required by law. If your district boundary lines have not changed, this information should be included in your resolution.

Ballot wording for any measures your city is considering to put to a vote must also be filed in our office no later than July 5, 2012. The statement must be 75 words or fewer. The sample resolution has room for this purpose and we encourage you to send this information with your governing board member resolution whenever possible.

In addition to the resolution, we are sending you a November 6, 2012 General Election Quick Reference Calendar for Placer County. Please note that candidate filing for municipal offices opens July 16, 2012 and closes August 10, 2012. Nomination papers will be available at the Placer County Office of Elections during these dates.

In a future mailing we will notify all cities of times, dates and locations of the *free* candidate workshops conducted by the Placer County Office of Elections. This information will also be provided on our website, www.placerelections.com. These workshops provide valuable information that may be helpful to all candidates for public office. All interested persons or organizations are encouraged to attend.

We appreciate your cooperation in providing this data no later than the dates specified. Ferrin Call and Sam Kipp of Candidate Services will be your liaisons for candidate filing matters. If you have any questions regarding this information, please call 530-886-5650.

Sincerely,

Jim McCauley
Placer County Clerk-Recorder-Registrar of Voters



Lisa Harris
Elections Manager

Enc. Sample Resolution, Instructions for Completing Resolution, Notice of Vacancies,
Quick Reference Calendar, Elections Code Section 9

City of Colfax

Resolution No 21-2012

A Resolution of the City Council of the City of Colfax Declaring an Election to be held in its Jurisdiction; Requesting the Board of Supervisors to Consolidate this Election with any other Election Conducted on said date; and Requesting Election Services by the County Clerk; and Declaring Positions to be Vacated

WHEREAS, this City Council orders an election to be held in its jurisdiction on November 6, 2012;

NOW THEREFORE BE IT RESOVED that the Board of Supervisors of the County of Placer are hereby requested to:

1. Consolidate said election with any other applicable election conducted on the same day.
2. Authorize and direct the County Clerk, at the City of Colfax expense, to provide all necessary election services which shall include:
 - Publish all legal notices
 - Verify petition signatures
 - Proof sample ballots and ballots
 - Provide all voter lists; Alpha by name, Alpha street Precinct
 - Provide precinct maps
 - Coordinate printing and mailing of sample ballots and official ballots
 - Provide a hard copy of voters and polling place locations
 - Count ballots
 - Certify election to City Clerk
 - Send sample ballots to candidates
 - Issue Absentee Ballots
 - Obtain and staff polling places
 - Conduct all aspects of election not specified
 - Candidate's statement of qualification (not to exceed 200 words paid by candidate)

NOMINATION OF CANDIDATES FOR THE CITY COUNCIL

1. Said election shall be to fill vacancy for the following positions whose terms expired:

Incumbents Name	Position	Regular Term
Stephen Harvey	Council member	Regular
Kenneth Delfino	Council member	Regular
Melba Delfino	City Treasurer	Regular

2. Said Council members for the City are elected in the following manner:

X At Large: There are no divisions in the District; all voters within the District vote for all candidates.

3. Said City of Colfax has determined the following election particulars:
 - The length of the Candidate Statement shall not exceed **200** words
 - The cost of the Candidate Statement shall be paid by the **Candidate**
 - In case of a tie vote, the election shall be determined by **LOT**.
4. Said City requests that the following measure be decided at this election..
5. Said City has determined the following election particulars:
 - In case of a time vote, the election shall be determined by **lot**.
 - The County Clerk **is requested** to provide election services. If the City requests the Placer County Elections Division to provide election services, all applicable costs will be paid for by the City of Colfax.
6. The City hereby certifies that;
 - There have been no City boundary changes since our last election, but the City understands that the Placer County Public Works Mapping Division will verify our City boundary lines prior to the election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at the City of Colfax expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED this 13th day of June 2012 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Stephen Harvey, Mayor

ATTEST:

Karen Pierce, City Clerk

CITY OF COLFAX

RESOLUTION NO. 22-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLFAX AUTHORIZING THE CITY MANAGER TO ENTER INTO THE WATER AND WASTE SYSTEM GRANT AGREEMENT WITH THE U.S. DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE (USDA)

WHEREAS, the Council of the City of Colfax, at the October 14, 2009 Council Meeting, authorized the City Manager to submit one or more applications for grant and/or loan funding under the USDA Program in the amount of \$6,395,000 or such other amount as the City Manager determines is available; and,

WHEREAS, the final Project, entitled "Collection System I&I Repair/Replacement and WWTP Reservoir Pond Lining", has been approved for funding by the State Water Resource Control Board, the US Environmental Protection Agency, and the USDA for an amount of \$6,638,000; and,

WHEREAS, the USDA has agreed to provide an \$1,000,000 grant to the City of Colfax for the Project, and;

WHEREAS, the USDA requires that the City of Colfax enter into an agreement with the United States of America titled "Water or Waste System Grant Agreement", attached to this Resolution as Exhibit A, in order to obtain the USDA grant.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Colfax hereby authorizes 1) the City Manager to enter into the Water or Waste System Grant Agreement; and 2) authorizes the City Manager to sign and submit all documents that are related to the acceptance and execution of the USDA Grant, as are acceptable to the City of Colfax.

PASSED AND ADOPTED, this 13th day of June, 2012, by the City Council of the City of Colfax, by the following roll call vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Stephen Harvey, Mayor

ATTEST:

Karen Pierce, City Clerk

EXHIBIT A

Approved OMB.No. 0572-0121

RUS Bulletin 1780-12

WATER OR WASTE SYSTEM GRANT AGREEMENT UNITED STATES DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE

THIS AGREEMENT dated _____ between

Colfax, City of

a public corporation organized and operating under _____

State Government Code, Section 34102

(Authorizing Statute)

herein called "Grantee," and the United States of America acting through the Rural Utilities Service, Department of Agriculture, herein called "Grantor," WITNESSETH:

WHEREAS

Grantee has determined to undertake a project of acquisition, construction, enlargement, or capital improvement of a (water) (waste) system to serve the area under jurisdiction at an estimated cost of \$5,638,000 and has duly authorized the undertaking of such project.

Grantee is able to finance not more than \$5,638,000 of the development cost through revenues, charges, taxes or assessments, or funds otherwise available to Grantee resulting in a reasonable user charge.

Said sum of \$5,638,000 has been committed to and by Grantee for such project development costs.

Grantor has agreed to grant the Grantee a sum not to exceed \$1,000,000 or 15.06% percent of said development costs, whichever is the lesser, subject to the terms and conditions established by the Grantor. Provided, however, that the proportionate share of any grant funds actually advanced and not needed for grant purposes shall be returned immediately to the Grantor. The Grantor may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of the grant.

As a condition of this grant agreement, the Grantee assures and certifies that it is in compliance with and will comply in the course of the agreement with all applicable laws, regulations, Executive orders and other generally applicable requirements, including those set out in 7 CFR 3015.205(b), which hereby are incorporated into this agreement by reference, and such other statutory provisions as are specifically set forth herein.

NOW, THEREFORE, In consideration of said grant by Grantor to Grantee, to be made pursuant to

Section 306 (a) of the Consolidated Farm and Rural Development Act the purpose only of defraying a part not to exceed 15.06% percent of the development costs, as defined by applicable Rural Utilities Service instructions. GRANTEE AGREES THAT GRANTEE WILL:

A. Cause said project to be constructed within the total sums available to it, including said grant, in accordance with the project plans and specifications and any modifications thereof prepared by Grantee and approved by Grantor.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

EXHIBIT A

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Page 2

B. Permit periodic inspection of the construction by a representative of Grantor during construction.

C. Manage, operate and maintain the system, including this project if less than the whole of said system, continuously in an efficient and economical manner.

D. Make the services of said system available within its capacity to all persons in Grantee's service area without discrimination as to race, color, religion, sex, national origin, age, marital status, or physical or mental handicap (possess capacity to enter into legal contract for services) at reasonable charges, including assessments, taxes, or fees in accordance with a schedule of such charges, whether for one or more classes of service, adopted by resolution dated _____, as may be modified from time to time by Grantee. The initial rate schedule must be approved by Grantor. Thereafter, Grantee may make such modifications to the rate system as long as the rate schedule remains reasonable and nondiscriminatory.

E. Adjust its operating costs and service charges from time to time to provide for adequate operation and maintenance, emergency repair reserves, obsolescence reserves, debt service and debt service reserves.

F. Expand its system from time to time to meet reasonably anticipated growth or service requirements in the area within its jurisdiction.

G. Provide Grantor with such periodic reports as it may require and permit periodic inspection of its operations by a representative of the Grantor.

H. To execute any agreements required by Grantor which Grantee is legally authorized to execute. If any such agreement has been executed by Grantee as a result of a loan being made to Grantee by Grantor contemporaneously with the making of this grant, another agreement of the same type need not be executed in connection with this grant.

I. Upon any default under its representations or agreements set forth in this instrument, Grantee, at the option and demand of Grantor, will repay to Grantor forthwith the original principal amount of the grant stated herein above with the interest at the rate of 5 percentum per annum from the date of the default. Default by the Grantee will constitute termination of the grant thereby causing cancellation of Federal assistance under the grant. The provisions of this Grant Agreement may be enforced by Grantor, at its option and without regard to prior waivers by it previous defaults of Grantee, by judicial proceedings to require specific performance of the terms of this Grant Agreement or by such other proceedings in law or equity, in either Federal or State courts, as may be deemed necessary by Grantor to assure compliance with the provisions of this Grant Agreement and the laws and regulations under which this grant is made.

J. Return immediately to Grantor, as required by the regulations of Grantor, any grant funds actually advanced and not needed by Grantee for approved purposes.

K. Use the real property including land, land improvements, structures, and appurtenances thereto, for authorized purposes of the grant as long as needed.

1. Title to real property shall vest in the recipient subject to the condition that the Grantee shall use the real property for the authorized purpose of the original grant as long as needed.

2. The Grantee shall obtain approval by the Grantor agency for the use of the real property in other projects when the Grantee determines that the property is no longer needed for the original grant purposes. Use in other projects shall be limited to those under other Federal grant programs or programs that have purposes consistent with those authorized for support by the Grantor.

EXHIBIT A

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Page 3

3. When the real property is no longer needed as provided in 1 and 2 above, the Grantee shall request disposition instructions from the Grantor agency or its successor Federal agency. The Grantor agency shall observe the following rules in the disposition instructions:

(a) The Grantee may be permitted to retain title after it compensates the Federal Government in an amount computed by applying the Federal percentage of participation in the cost of the original project to the fair market value of the property.

(b) The Grantee may be directed to sell the property under guidelines provided by the Grantor agency. When the Grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practicable and result in the highest possible return. **[Revision 1, 04/17/1998]**

(c) The Grantee may be directed to transfer title to the property to the Federal Government provided that in such cases the Grantee shall be entitled to compensation computed by applying the Grantee's percentage of participation in the cost of the program or project to the current fair market value of the property.

This Grant Agreement covers the following described real property (use continuation sheets as necessary).

L. Abide by the following conditions pertaining to equipment which is furnished by the Grantor or acquired wholly or in part with grant funds. Equipment means tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.

[Revision 1, 04/17/1998]

1. Use of equipment.

(a) The Grantee shall use the equipment in the project for which it was acquired as long as needed. When no longer needed for the original project, the Grantee shall use the equipment in connection with its other Federally sponsored activities, if any, in the following order of priority:

(1) Activities sponsored by the Grantor.

(2) Activities sponsored by other Federal agencies.

(b) During the time that equipment is held for use on the property for which it was acquired, the Grantee shall make it available for use on other projects if such other use will not interfere with the work on the project for which the equipment was originally acquired. First preference for such other use shall be given to Grantor sponsored projects. Second preference will be given to other Federally sponsored projects.

2. Disposition of equipment. When the Grantee no longer needs the equipment as provided in paragraph (a) above, the equipment may be used for other activities in accordance with the following standards:

(a) Equipment with a current per unit fair market value of less than \$5,000. The Grantee may use the equipment for other activities without reimbursement to the Federal Government or sell the equipment and retain the proceeds.

(b) Equipment with a current per unit fair market value of \$5,000 or more. The Grantee may retain the equipment for other uses provided that compensation is made to the original Grantor agency or its successor. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original project or program to the current fair market value or proceeds from sale of the equipment. If the Grantee has no need for the equipment and the equipment has further use value, the Grantee shall request disposition instructions from the original Grantor agency.

The Grantor agency shall determine whether the equipment can be used to meet the agency's requirements. If no requirement exists within that agency, the availability of the equipment shall be reported, in accordance with the guidelines of the Federal Property Management Regulations (FPMR), to the General Services Administration by the Grantor agency to determine whether a requirement for the equipment exists in other Federal agencies. The Grantor agency shall issue instructions to the Grantee no later than 120 days after the Grantee requests and the following procedures shall govern:

(1) If so instructed or if disposition instructions are not issued within 120 calendar days after the Grantee's request, the Grantee shall sell the equipment and reimburse the Grantor agency an amount computed by applying to the sales proceeds the percentage of Federal participation in the cost of the original project or program. However, the Grantee shall be permitted to deduct and retain from the Federal share ten percent of the proceeds for Grantee's selling and handling expenses.

(2) If the Grantee is instructed to ship the equipment elsewhere the Grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the Grantee participation in the cost of the original grant project or program to the current fair market value of the equipment, plus any reasonable shipping or interim storage costs incurred.

(3) If the Grantee is instructed to otherwise dispose of the equipment, the Grantee shall be reimbursed by the Grantor agency for such costs incurred in its disposition.

3. The Grantee's property management standards for equipment shall also include:

(a) Records which accurately provide for: a description of the equipment; manufacturer's serial number or other identification number; acquisition date and cost; source of the equipment; percentage (at the end of budget year) of Federal participation in the cost of the project for which the equipment was acquired; location, use and condition of the equipment and the date the information was reported; and ultimate disposition data including sales price or the method used to determine current fair market value if the Grantee reimburses the Grantor for its share.

(b) A physical inventory of equipment shall be taken and the results reconciled with the equipment records at least once every two years to verify the existence, current utilization, and continued need for the equipment.

(c) A control system shall be in effect to insure adequate safeguards to prevent loss, damage, or theft of the equipment. Any loss, damage, or theft of equipment shall be investigated and fully documented.

(d) Adequate maintenance procedures shall be implemented to keep the equipment in good condition.

(e) Proper sales procedures shall be established for unneeded equipment which would provide for competition to the extent practicable and result in the highest possible return.

This Grant Agreement covers the following described equipment (use continuation sheets as necessary).

SCADA (Supervisory Control and Data Acquisition) System

M. Provide Financial Management Systems which will include:

1. Accurate, current, and complete disclosure of the financial results of each grant. Financial reporting will be on an accrual basis.
2. Records which identify adequately the source and application of funds for grant-supported activities. Those records shall contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays, and income.
3. Effective control over and accountability for all funds, property and other assets. Grantees shall adequately safeguard all such assets and shall assure that they are used solely for authorized purposes.
4. Accounting records supported by source documentation.

N. Retain financial records, supporting documents, statistical records, and all other records pertinent to the grant for a period of at least three years after grant closing except that the records shall be retained beyond the three-year period if audit findings have not been resolved. Microfilm or photo copies or similar methods may be substituted in lieu of original records. The Grantor and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Grantee's government which are pertinent to the specific grant program for the purpose of making audits, examinations, excerpts and transcripts.

O. Provide information as requested by the Grantor to determine the need for and complete any necessary Environmental Impact Statements.

P. Provide an audit report prepared in accordance with Grantor regulations to allow the Grantor to determine that funds have been used in compliance with the proposal, any applicable laws and regulations and this Agreement.

Q. Agree to account for and to return to Grantor interest earned on grant funds pending their disbursement for program purposes when the Grantee is a unit of local government. States and agencies or instrumentality's of states shall not be held accountable for interest earned on grant funds pending their disbursement.

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Page 6

R. Not encumber, transfer or dispose of the property or any part thereof, furnished by the Grantor or acquired wholly or in part with Grantor funds without the written consent of the Grantor except as provided in item K above.

S. To include in all contracts for construction or repair a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). The Grantee shall report all suspected or reported violations to the Grantor.

T. To include in all contracts in excess of \$100,000 a provision that the contractor agrees to comply with all the requirements of the Clean Air Act (42 U.S.C. §7414) and Section 308 of the Water Pollution Control Act (33 U.S.C. §1318) relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 of the Clean Air Act and Section 308 of the Water Pollution Control Act and all regulations and guidelines issued thereunder after the award of the contract. In so doing the Contractor further agrees:

[Revision 1, 11/20/1997]

1. As a condition for the award of contract, to notify the Owner of the receipt of any communication from the Environmental Protection Agency (EPA) indicating that a facility to be utilized in the performance of the contract is under consideration to be listed on the EPA list of Violating Facilities. Prompt notification is required prior to contract award.
2. To certify that any facility to be utilized in the performance of any nonexempt contractor subcontract is not listed on the EPA list of Violating Facilities pursuant to 40 CFR Part 32 as of the date of contract award.

[Revision 1, 11/20/97]

3. To include or cause to be included the above criteria and the requirements in every nonexempt subcontract and that the Contractor will take such action as the Government may direct as a means of enforcing such provisions.

As used in these paragraphs the term "facility" means any building, plan, installation, structure, mine, vessel or other floating craft, location, or site of operations, owned, leased, or supervised by a Grantee, cooperator, contractor, or subcontractor, to be utilized in the performance of a grant, agreement, contract, subgrant, or subcontract. Where a location or site of operation contains or includes more than one building, plant, installation, or structure, the entire location shall be deemed to be a facility except where the Director, Office of Federal Activities, Environmental Protection Agency, determines that independent facilities are co-located in one geographical area.

Grantor Agrees That It:

A. Will make available to Grantee for the purpose of this Agreement not to exceed 1,000,000.00 which it will advance to Grantee to meet not to exceed 15.06% percent of the project development costs of the project in accordance with the actual needs of Grantee as determined by Grantor.

B. Will assist Grantee, within available appropriations, with such technical assistance as Grantor deems appropriate in planning the project and coordinating the plan with local official comprehensive plans for sewer and water and with any State or area plans for the area in which the project is located.

C. At its sole discretion and at any time may give any consent, deferment, subordination, release, satisfaction, or termination of any or all of Grantee's grant obligations, with or without valuable consideration, upon such terms and conditions as Grantor may determine to be (1) advisable to further the purpose of the grant or to protect Grantor's financial interest therein and (2) consistent with both the statutory purposes of the grant and the limitations of the statutory authority under which it is made.

EXHIBIT A

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Page 7

Termination of This Agreement

This Agreement may be terminated for cause in the event of default on the part of the Grantee as provided in paragraph I above or for convenience of the Grantor and Grantee prior to the date of completion of the grant purpose. Termination for convenience will occur when both the Grantee and Grantor agree that the continuation of the project will not produce beneficial results commensurate with the further expenditure of funds.

In witness whereof Grantee on the date first above written has caused these presence to be executed by its duly authorized

_____ and attested and its corporate seal affixed by its duly authorized

City Clerk

Attest:

By: _____

Karen Pierce

(Title) **City Clerk**

By: _____

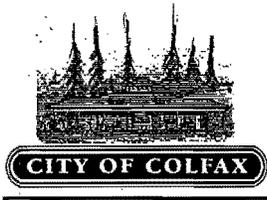
(Title) _____

UNITED STATES OF AMERICA

RURAL UTILITIES SERVICE

By: _____

(Title)



**REPORT TO
COLFAX CITY COUNCIL**

**COUNCIL MEETING OF
June 13, 2012**

Agenda Item No.

10A

To: Honorable Mayor and Members of the City Council
From: Bruce Kranz, City Manager
Date: May 31, 2012
Subject: Consideration of Adoption of Resolution No. 23-2012: A Resolution of the City Council of the City of Colfax Adopting the Annual Operating Budget for Fiscal Years 2012-2013 and 2013-2014

Recommended Action: Adopt Resolution No. 23-2012

ISSUE STATEMENT AND DISCUSSION:

City staff has compiled budget recommendations for City programs and projects for the fiscal years 2012-2013 and 2013-2014. This proposal, attached, represents staff's recommendation of a spending plan consistent with projected funding availability, efficient and effective service delivery to the community, existing contractual agreements and legal requirements.

CITY OF COLFAX

RESOLUTION NO. 23-2012

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF COLFAX ADOPTING THE ANNUAL OPERATING BUDGET
FOR FISCAL YEARS 2012-2013 AND 2013-2014

WHEREAS, the proposed budget for the City of Colfax is entitled “Annual Operating Budget, 2012-2013 and 2013-2014”, a copy of which is on file in city hall for public review; and

WHEREAS, the proposed expenditures shown in the summaries of expenditures by fund which is attached hereto as Exhibit A are hereby appropriated to the departments, offices and operations in the amount and for the objects and purposes as set forth in the budget document; and

WHEREAS, it is ordered that a copy of this resolution and the budget documents be made available for public review in Colfax City Hall and that the budget document be certified by the city clerk and filed in the office of the city clerk; and

WHEREAS, this resolution is required for the orderly operation and maintenance of municipal activities and the usual and current expenses of the city during the 2012-2013 and 2013-2014 fiscal years beginning July 1, 2012 and ending June 30, 2014.

PASSED AND ADOPTED this 13th day of June 2012 by the following vote:

AYES:

NOES:

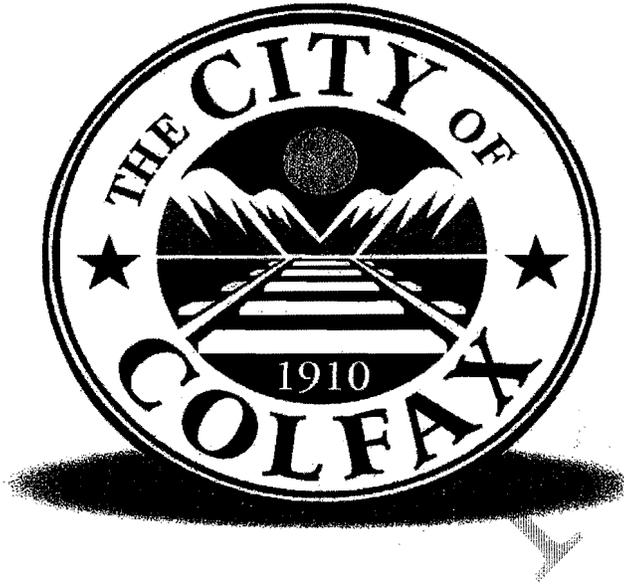
ABSTAIN:

ABSENT:

Stephen Harvey, Mayor

ATTEST:

Karen Pierce, City Clerk



Proposed Budget
Fiscal Year 2012-2013

and

Proposed Budget
Fiscal Year 2013-2014

City Council

Steve Harvey, Mayor
Donna Barkle, Mayor Pro-Tem
Joshua Alpine
Ken Delfino
Suzanne Roberts

City Manager

Bruce Kranz

Finance Director

Laurie Van Groningen

CITY OF COLFAX

Proposed Budget for Fiscal Year 2012-13 and Fiscal Year 2013-14

Budget Memo

City staff has compiled budget recommendations for City programs and projects for the fiscal years 2012-13 and 2013-14. This proposal represents staff's recommendation of a spending plan consistent with projected funding availability, efficient and effective service delivery to the community, existing contractual agreements and legal requirements.

Analysis

For the past several years, the City has operated with negative Enterprise Funds (Sewer and Garbage collection) and dwindling General Fund balances. These negative balances were primarily a result of

1. Escalating costs associated with the construction and operation of a new wastewater treatment plant, including legal settlements and related legal costs.
2. The economic downturn that began in 2008 – and continues to impact the budget for the City.
3. Garbage collection contractual costs that exceeded service charges. In July, 2011 the City implemented a franchise agreement for Garbage collections that has eliminated the ongoing deficit in Garbage fund operations. As a result of the franchise agreement, garbage is no longer an enterprise activity, and necessitated a transfer of the negative fund balance to the General Fund.

City Council and staff has addressed each of these negative impacts and turnaround of the fund balances has begun. There are two more additional years of legal settlement payments related to lawsuits associated with the Sewer Fund and the labor union – which contributes to a negative impact to Sewer Fund balance for FY2012-13, but a positive impact beginning in FY2013-14.

	FY 2012-13	FY 2013-14
<i>Beg Fund Balance</i>	\$ 1,200,814	\$ 1,074,786
Revenues	\$ 5,959,406	\$ 5,770,769
Expenditures	\$ 6,085,434	\$ 5,727,578
Net Funds	\$ (126,028)	\$ 43,191
<i>End Fund Balance</i>	\$ 1,074,786	\$ 1,117,977
	FY 2012-13	FY 2013-14
<i>Non-Operating Expenses</i>		
Legal Settlement - GF	\$ 50,000	\$ 75,000
Legal Settlement - Sewer	\$ 130,000	\$ 119,000
	\$ 180,000	\$ 194,000

Although projections continue to reflect negative balances in some individual funds, the proposed budget for Fiscal Years 2012-13 and 2013-14 is balanced in that all recommended expenditures are covered with anticipated revenues and carryover monies for capital projects. In recent years, the City has been dependent on inter-fund loans from Special Revenues (primarily mitigation fees) and the Solid Waste Fund to offset negative fund balances. Additional cash flow challenges may arise due to the nature of Sewer project funds which are reimbursable. Positive fund balances must be protected until the negative cash balances can be rectified. With continued expenditure constraints and no unexpected major expenditures, the City could see positive balances in the General and Sewer Funds by Fiscal 2014-15.

The overall financial health of the City must continue to be evaluated. While, the proposed budget reflects improvement over previous years, it would be financially prudent for the City to establish and maintain Fund reserves to weather business cycle uncertainties and natural disasters in addition to replacement of City infrastructure and improvement. Therefore, as part of the proposed budget, the City must continue to closely monitor spending plans, evaluate cost savings ideas, and maximize revenue opportunities.

General Funds

The scrutiny of General Funds has been exhaustive over the past several years. The City has trimmed staffing, realigned duties and functions, eliminated salary increases, reduced benefits, and utilized consultants versus hiring full-time employees. These ongoing efforts are reflected in reduced forecasts for general fund expenditures in the proposed budget years. The projected expenses include estimates for legal settlement with Stationery Engineers in the amounts of \$50,000 (2011-12), \$50,000 (2012-13) and \$75,000 (2013-14).

Due to the continued negative state of the economy, revenues for General funds are projected to remain relatively flat for the next two years. Only a slight increase is projected for sales tax revenue due to anticipated increased sales for the local auto dealership. General Fund revenues are dependent upon the State budget and could be adversely impacted by changes in the State budget (such as the COPS grant). Any changes identified when the State budget is adopted will be immediately addressed.

Increases in General Fund balances are projected for the proposed two years, yet the fund will continue to maintain a negative balance due to the \$384,000 deficit in garbage funds (see explanation in #3 above) generated before the new franchise agreement. This negative cash balance will continue to be covered temporarily by the positive cash balance from other funds – primarily special revenues and Solid Waste. It is anticipated that the negative balance can be eliminated by the end of fiscal year 2014-15.

Recognizing that building and maintaining reserves demonstrates fiscal prudence, City staff intends to continually review expense reduction opportunities.

Special Revenue Funds

Special revenue funds include:

1. CDBG funds currently designated for small business lending. The City currently has one business loan outstanding. No other major activities are currently projected with these funds.
2. Gas Tax funds - These funds are used to maintain the City's street and traffic lights – with residual funding being allocated to Streets and Roads. Revenues are projected to slightly increase in the proposed budget.
3. Transportation/Transit Funds – The City receives funding for transportation funds. Funds received via the Transportation Development Act Tax (TDA) are first allocated to Transit costs. Anticipated spending for FY2012-13 and FY2013-14 is for contract with Placer County Transit and street and road maintenance. Revenues are projected consistent with the current fiscal year.
4. Mitigation Fees – There is no revenue and expenditure activity projected in this budget proposal.
5. Support for Law Enforcement – The proposed budget includes an estimate of \$100,000 per year from the COPS grant.

Capital Projects

The City currently has one capital project - Grass Valley Railroad Pedestrian Crossing project to provide important safety improvements and increase accessibility for both pedestrians and bicyclists at this location. Project also includes Road Rehabilitation improvements at Grass Valley Street. The project is funded by carryover of Prop1B/RSTP funds, CMAQ grant, and PCTPA Pedestrian and Bike Funding.

Enterprise Funds

Enterprise Funds include:

1. Sewer Enterprise Fund

This fund has operated in the negative for several years due to escalating costs for construction and operation of a new wastewater treatment plan – in addition to being severely impacted by legal defense costs and legal settlements. The City has received funding to complete a project to line wastewater pond three in order to comply with a Central Valley Water Board Order. The funding includes restructuring of an existing loan with the State at an interest rate of 1% - and deferring repayment of principal on the loan until completion of the project. The agreement requires that the City establishes a Reserve Fund in an amount equal to one year's debt service by Completion of Construction of the Project.

The City has hired certified personnel for Sewer plant operations, in addition to training current public works staff to be Operators in Training. This staffing plan will eliminate the need to use high cost outside contractors for on-call and emergency services, in addition to allowing staggered shift to improve plan coverage and reduce on call pay.

The proposed budget includes the two final payments on current legal settlement in the amount of \$130,000 (FY 2012-13) and \$119,000 (FY2013-14).

Projected revenues include a rate increase of 3% per year that went into effect in 2008.

It is expected that this Fund will continue to be the greatest challenge for the City. The proposed budget estimates that the Sewer fund will breakeven over the next two years with little margin.

2. Solid Waste Fund

Solid Waste includes a small fund for AB939 Recycling – diversion of garbage away from landfills.

The predominant Fund in Solid Waste is for the City's landfill closure liability. State and Federal laws and regulations require the City to perform certain maintenance and monitoring functions on its landfill for 30 years after closure. As of June 2011, the City has 27 years remaining with liability with an estimated cost of \$622,970. Due to the amount of time remaining and with changing regulations and escalating costs, it is prudent for the City to continue reserving funds for this regulated liability.

**City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14**

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

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CITY OF COLFAX
All Funds - Projected Revenues, Expenditures, Transfers and Fund Balance
For Fiscal Year 2012-2013 and Fiscal Year 2013-2014

Fund Description	Fund #	Fiscal Year 2012-2013					Fiscal Year 2013-2014				
		Projected Fund Balance 07/01/2012	Projected Revenues	Projected Expenses	Transfers In (Out)	Projected Fund Balance 06/30/2013	Projected Fund Balance 07/01/2013	Projected Revenues	Projected Expenses	Transfers In (Out)	Projected Fund Balance 06/30/2014
General Fund	100/120	\$ (238,709)	\$ 1,252,775	\$ 1,151,082	\$ (28,497)	\$ (165,513)	\$ (165,513)	\$ 1,252,775	\$ 1,191,490	\$ (32,000)	\$ (136,229)
Special Revenues											
Mitigation Funds	210-17	272,423	1,375	0	0	\$ 273,798	273,798	1,375	0	0	\$ 275,173
Support Law Enforcement	218	0	100,025	107,122	7,097	\$ 0	0	100,025	110,625	10,600	\$ 0
CDBG Revitalization Zone	236	0	0	25,000	25,000	\$ -	0	0	25,000	25,000	\$ -
CDBG Rental Rehab	241	125,086	20	0	0	\$ 125,106	125,106	20	0	0	\$ 125,126
CDBG Business Loan	244	146,742	3,600	0	(3,600)	\$ 146,742	146,742	3,600	0	(3,600)	\$ 146,742
Transportation	250	(0)	91,350	136,571	45,221	\$ (0)	(0)	91,350	136,571	45,221	\$ (0)
Transportation Impact	252	51,966	300	0	0	\$ 52,266	52,266	300	0	0	\$ 52,566
Gas Taxes	253	27,200	53,700	23,500	(45,221)	\$ 12,179	12,179	56,378	23,500	(45,221)	\$ (165)
Beverage Recycling	270	18,833	5,075	12,000	0	\$ 11,908	11,908	75	11,983	0	\$ 0
Used Oil Grant	280	2,048	5,000	5,339	0	\$ 1,709	1,709	5,000	5,339	0	\$ 1,371
Bricks/Lampost	286	5,213	20	0	0	\$ 5,233	5,233	20	0	0	\$ 5,253
Fire Capital Fund	292	27,023	50	5,000	0	\$ 22,073	22,073	50	5,000	0	\$ 17,123
Total Special Revenues		\$ 676,534	\$ 260,515	\$ 314,532	\$ 28,497	\$ 651,014	\$ 651,014	\$ 258,193	\$ 318,018	\$ 32,000	\$ 623,189
Capital Projects											
Recreation Construction	343	(0)	0	0	0	\$ (0)	(0)	0	0	0	\$ (0)
Prop 40 - Pool Improvements	344	0	0	0	0	\$ 0	0	0	0	0	\$ 0
Streets and Road Capital Projects	350	170,101	220,399	390,500	0	\$ 0	0	0	0	0	\$ 0
Total Capital Projects		\$ 170,101	\$ 220,399	\$ 390,500	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ 0
Enterprise Funds											
Sewer WWTP Maint and Ops	560	(193,727)	969,150	1,106,407	90,000	\$ (240,984)	(240,984)	997,733	1,095,407	95,000	\$ (243,658)
Sewer Collections Systems	561	(79)	195,938	106,179	(90,000)	\$ (319)	(319)	201,357	106,179	(95,000)	\$ (141)
WWTP/Debt Service	563	46,212	378,000	439,000	88,580	\$ 73,792	73,792	378,000	439,000	88,580	\$ 101,372
G.O. Bonds	565	21,551	6,600	6,800	-	\$ 21,351	21,351	6,600	6,550	-	\$ 21,401
Inflows and Infiltration	567	(0)	88,580	0	(88,580)	\$ (0)	(0)	88,580	0	(88,580)	\$ (0)
ARRA Funds	568	0	0	0	0	\$ 0	0	0	0	0	\$ 0
Pond3/I&I Mit/SCADA Project	569	(0)	2,508,399	2,508,399	0	\$ 0	0	2,508,482	2,508,399	0	\$ 84
Garbage	570	(0)	0	0	0	\$ (0)	(0)	0	0	0	\$ (0)
2% AB939	571	31,819	50	5,000	0	\$ 26,869	26,869	50	5,000	0	\$ 21,919
27% Landfill - Postclosure	572	687,111	79,000	57,536	0	\$ 708,575	708,575	79,000	57,536	0	\$ 730,039
Total Enterprise Funds		\$ 592,888	\$ 4,225,717	\$ 4,229,320	\$ -	\$ 589,285	\$ 589,285	\$ 4,259,801	\$ 4,218,070	\$ -	\$ 631,016
TOTAL ALL FUNDS		\$ 1,200,814	\$ 5,959,406	\$ 6,085,434	\$ -	\$ 1,074,786	\$ 1,074,786	\$ 5,770,769	\$ 5,727,578	\$ -	\$ 1,117,977

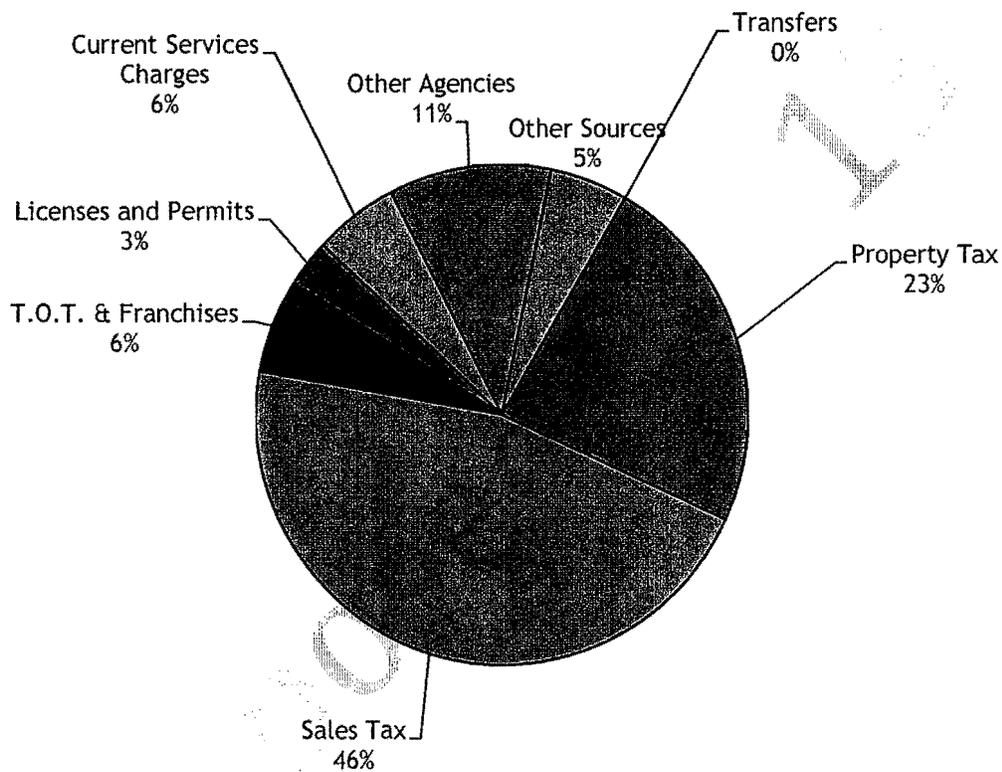
CITY OF COLFAX
Fund Descriptions - General Funds

The General Fund receives all unrestricted money, which pays for departmental spending on the day-to-day operating costs for traditional City services. Major funding sources include property taxes, sales taxes, transient occupancy taxes, franchise fees, business license fees, building permits, and vehicle license fees. Most of the individual revenue sources are sensitive to changes in the economy, and most are not directly under the City's control.

Fund	Dept	Fund Name	Fund Description	Budget Notes/Assumptions
100				
	100	Central Services	Central Service Department provides support for city-wide services consumed by all City departments. Services include copy machine costs, office supplies, animal control contracts. The department also includes an allocation for City wide audit services.	
	110	City Council	The City Council serves as the Board of Directors for the municipal organization providing policy direction and guidance to staff. The City Council consists of five members, elected at-large on a non-partisan basis. Members serve for four years, with overlapping terms. The City Council enacts city ordinances, establishes policies, hears appeals, adopts annual budget, fixes salaries, represents the public, and maintains intergovernmental relations. The Mayor presides over the City Council meeting. Regular meetings of the Council are held on the second and fourth Wednesdays of every month. Council members also serve on regional and	Council member stipends are projected at current rates of \$100 per month for members and \$150 per month for the mayor. The City Treasurer also receives a monthly stipend of \$100.
	120	Administration and Finance	The Administration and Finance Department implements the legislative actions of the City Council, provides for the City's administrative, fiscal, personnel, property management, public information, record keeping functions, maintaining the financial integrity, and managing the day-to-day financial operations of the City. In addition, its staff manages labor relations and staff support, inter-governmental relations, business license administration, and insurance administration.	City staff and consultants are allocated to Fund/Departments based annual estimates of tasks to be performed.
	160	City Attorney	The City Attorney prepares contracts, agreements, leases, and other legal documents, ordinances, and resolutions. The City Attorney advises the City Council and staff on legal matters, represents and defends the City in litigation and supervises outside Counsel activities in special areas.	City contracts with an outside attorney. Budget estimates of general fund legal expenses based on previous years actual costs.
	200	Fire Department	The Fire Department's primary function and responsibility is to reduce the risk of life and property loss resulting from fire and hazardous materials incidents, and provide emergency medical assistance to the residents of Colfax. Fire protection services are provided primarily through the use of volunteers. Currently, management is provided by contract with Placer County using Cal Fire. Volunteer services are coordinated through the Cal Fire Fire Chief.	Budget estimates based on contract with Cal Fire - and projected expenses provided by Fire Chief.
	300	Sheriff	The sheriff department is responsible for the enforcement of State laws and municipal ordinances, the prevention of crime, traffic, investigations, and apprehension of suspected criminals. The City contracts with Placer County for sheriff services.	Budget estimates based on contract with Placer County. City also pays for telephone in Sheriff office and booking fees.
	400	Building Dept	The Building department administers and enforces the Uniform Building Codes, State and Federal Laws, and City ordinances regulating construction activities. The department issues permits, collects fees, reviews construction plans for compliance, inspects construction projects, and provides information about the development.	City staff and consultants are allocated to Fund/Departments based annual estimates of tasks to be performed.
	425	City Engineer	The Engineering department is responsible for all engineering related functions of the City. The city engineer reviews development and construction plans for impact to road circulation, water drainage, and other City impacts. Additionally, the city engineer is also responsible for the City's capital improvement program.	The City contracts with an outside Engineering firm on an hourly basis. Budget estimates of general fund engineering expenses based on previous years actual costs.
	450	Planning	The Planning Department oversees development and maintenance of the City General Plan, related community plans, design standards, zoning regulations and other development and design programs. It administers all City environmental review processes for public and private projects. It also manages City development review, including design of private and public projects. Planning also coordinates projects through and administers all programs related to the Planning Commission. It also prepares grant applications with other departments and public agencies and administers Community Development Block Grant programs. Planning also helps the City Manager develop and manage economic development programs. It also acts as the City's liaison in working with other public agencies and community groups, such as the State Department of Transportation, Placer County, Sierra Economic Development	The City contracts with an outside firm on an hourly basis. Budget estimates of general fund planning expenses based on previous years actual costs.
	500	Bldg and Grounds	The Building and Grounds department is responsible for the maintenance of all City-owned buildings and adjacent grounds areas. Included are City Hall, Fire Stations, and the Corporation Yard.	City staff and consultants are allocated to Fund/Departments based annual estimates of tasks to be performed.
	530	Parks and Rec	The Park and Recreation Department is responsible for maintaining the City's park and recreation gathering areas, and for the maintenance and upkeep of the landscaped areas surrounding City facilities.	City staff and consultants are allocated to Fund/Departments based annual estimates of tasks to be performed.

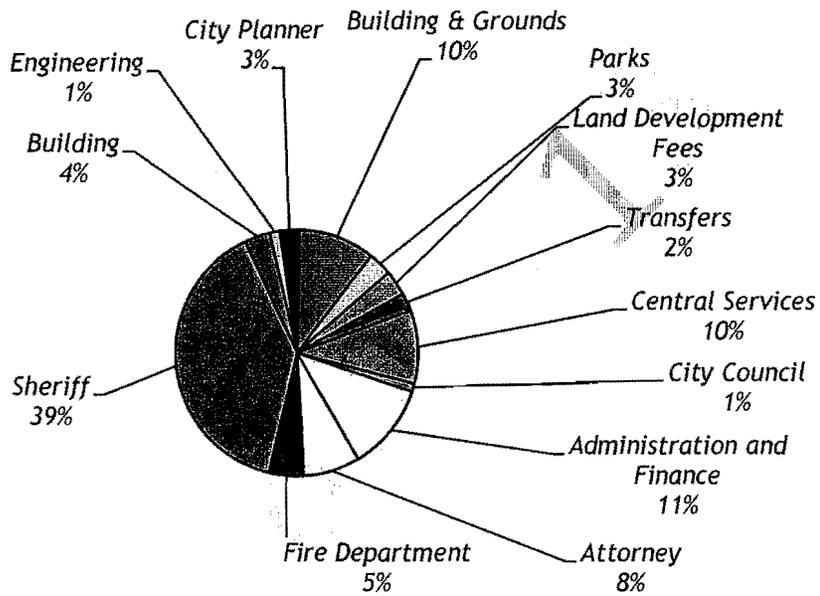
CITY OF COLFAX
Proposed Budget Fiscal Year 2012-13 and Fiscal Year 2013-14

General Fund Revenues



CITY OF COLFAX
Proposed Budget for Fiscal Year 2012-13 and Fiscal Year 2013-14

General Fund Department Expenditures



City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

**General Fund
Summary**

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
REVENUES BY MAJOR CATEGORY						
Property and Sales Taxes	\$ 806,238	\$ 860,084	\$ 880,000	\$ 791,000	\$ 886,000	\$ 886,000
Franchise Fees	13,033	13,868	45,000	12,900	60,000	60,000
Licenses and Permits	36,097	60,002	42,250	37,000	38,250	38,250
Charges for Current Services	43,567	99,045	164,000	30,100	69,600	69,600
Revenue from Other Agencies	152,843	151,299	135,000	141,000	135,000	135,000
Other Sources of Revenues	145,406	51,438	31,465	74,764	63,925	63,925
Transfers In	77,078	7,916		(9,249)		
TOTAL REVENUES	\$ 1,274,257	\$ 1,222,531	\$ 1,323,325	\$ 1,077,515	\$ 1,282,775	\$ 1,282,775
EXPENDITURES BY DEPARTMENT						
100 Central Services	126,763	169,485	175,950	110,130	112,511	114,261
110 City Council	7,198	12,042	13,121	10,400	13,000	13,000
120 Administration and Finance	178,318	87,474	110,800	115,201	134,485	134,485
160 City Attorney	43,033	35,736	120,000	45,000	90,000	115,000
200 Fire Department	55,732	54,929	45,900	64,421	54,800	53,800
300 Sheriff Department	453,699	452,561	447,970	457,464	462,294	477,294
400 Building Department	70,597	59,036	46,800	34,540	40,369	39,419
425 Engineering	34,827	17,680	12,000	35,100	15,000	18,000
450 Planning	47,122	73,250	25,800	33,000	31,500	32,000
500 Building & Grounds	156,507	96,475	172,000	96,820	121,088	121,088
530 Parks And Recreation	23,919	25,269	25,655	25,692	36,934	37,143
535 Aquatics	17,390	2,231				
120-XXX Land Development Fees	21,330	42,315	38,000		39,000	39,000
TOTAL EXPENDITURES	\$ 1,236,435	\$ 1,128,493	\$ 1,173,996	\$ 1,023,768	\$ 1,151,082	\$ 1,191,490
EXCESS REVENUES OVER (UNDER) EXPENDITURES						
	37,822	94,038	56,329	53,747	101,693	61,285
Acct #						
4998 Transfer In - CDBG Defederalized			3,600		3,600	3,600
9998 Transfer Out	(6,414)	(47,573)				
9998 Transfers to Road Fund				(95,000)		
9998 Transfer to Fund 218 SLE	(1,000)		(3,705)	(3,705)	(7,097)	(10,600)
9998 Transfer to CDBG - Fund 236			(21,500)		(25,000)	(25,000)
9998 Transfer to Garbage - Fund 570			(383,584)			
TOTAL TRANSFERS OUT	\$ (7,414)	\$ (47,573)	\$ (405,189)	\$ (98,705)	\$ (28,497)	\$ (32,000)
BEGINNING FUND BALANCE	33,278	63,686	110,151	63,686	(238,709)	(165,513)
ENDING FUND BALANCE	\$ 63,686	\$ 110,151	\$ (238,709)	\$ 18,728	\$ (165,513)	\$ (136,229)

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund	
Revenue Detail	

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PROPERTY AND SALES TAXES						
4010 Property Taxes	\$ 244,737	\$ 291,219	\$ 295,000	\$ 298,000	\$ 295,000	\$ 295,000
4020 Sales and Use Taxes	538,549	551,953	540,000	475,000	575,000	575,000
4040 Transient Occupancy Tax	22,952	16,892	16,000	18,000	16,000	16,000
TOTAL TAXES	806,238	860,064	851,000	791,000	886,000	886,000
FRANCHISES						
4100 Franchises	13,033	13,568	55,000	12,900	60,000	60,000
TOTAL FRANCHISES	13,033	13,568	55,000	12,900	60,000	60,000
LICENSES AND PERMITS						
4200 Business Licenses	26,520	24,359	25,000	28,000	25,000	25,000
4210 Plan Check Fees	1,500	2,000	3,000	700	2,000	2,000
4220 Building Permits	6,757	12,043	13,500	7,000	10,000	10,000
4240 Encroachment Permits	720	300	450	800	250	250
4270 Sign Permits	600	300	1,000	500	1,000	1,000
TOTAL LICENSES & PERMITS	36,097	39,002	42,950	37,000	38,250	38,250
CURRENT SERVICE CHARGES						
4605 Recreation Fees	4,623	5,435	4,500	5,000	4,500	4,500
4620 Planning & Zoning Fees (Fund 120)	26,636	82,601	50,000	10,000	55,000	55,000
4630 Court Fines	12,219	10,972	10,000	15,000	10,000	10,000
4640 Copies & Reports	89	37	400	100	100	100
TOTAL CURRENT SERVICE CHARGES	43,567	99,045	64,900	30,100	69,600	69,600
REVENUE FROM OTHER AGENCIES						
4710 Motor Vehicle Fees	136,919	132,121	120,000	125,000	120,000	120,000
4760 Prop 172 Public Safety	15,924	16,750	15,000	16,000	15,000	15,000
4770 State Mandated Costs		2,628			-	-
TOTAL FROM OTHER AGENCIES	152,843	151,499	135,000	141,000	135,000	135,000
OTHER SOURCES OF FUNDS						
4800 Rents and Leases	85	1,740	1,850	-	1,800	1,800
4810 Sign Rental & Leases	39,156	39,156	43,000	39,156	42,000	42,000
4900 Miscellaneous	1,350	2,690	4,000	1,000	4,000	4,000
4940 Sale of Property		3,211		100	-	-
4950 UT Storage	80,668	(540)	15,000	10,000	15,000	15,000
4962 Reimbursements	22,582	3,723	16,500	23,508	-	-
4964 Accounting Fee Reimbursements	1,000	-	1,000	1,000	1,000	1,000
4980 Interest Income	565	1,458	125	-	125	125
TOTAL OTHER SOURCES OF FUNDS	145,406	51,438	81,475	74,764	63,925	63,925
TRANSFERS IN						
4998 Transfer In	77,073	7,916			-	-
4998 Transfer In	-	-		8,000	-	-
4998 Transfer In	-	-		(21,500)	-	-
4998 Transfer In	-	-		4,251	-	-
TOTAL TRANSFERS IN	77,073	7,916	-	(9,249)	-	-
TOTAL GENERAL FUND REVENUE	\$ 1,274,257	\$ 1,222,531	\$ 1,230,325	\$ 1,077,515	\$ 1,252,775	\$ 1,252,775

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund
Revenue Detail - Budget Notes

Acct	Description	Budget Notes
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PROPERTY AND SALES TAXES

4010	Property Taxes	Forecast at FY11-12 estimates (County letter)
4020	Sales and Use Taxes	Forecast at FY11-12 estimates + increase for improved economy and Winner Chevrolet fleet sales
4040	Transient Occupancy Tax	Forecast at FY11-12 estimates

FRANCHISES

4100	Franchises	Recology franchise added FY12 - to be transferred out to zero out garbage fund. Expect WAVE increases
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LICENSES AND PERMITS

4200	Business Licenses	Forecast at FY11-12 estimates
4210	Plan Check Fees	Forecast at FY11-12 estimates
4220	Building Permits	Forecast at FY11-12 estimates
4240	Encroachment Permits	Forecast at FY11-12 estimates
4270	Sign Permits	Forecast at FY11-12 estimates

CURRENT SERVICE CHARGES

4605	Recreation Fees	Forecast at FY11-12 estimates
4620	Planning & Zoning Fees (Fund 120)	137% of projected expenses - In Fund 120 on GL - Planning and engineering fees for land develop accts.
4630	Court Fines	Forecast at FY11-12 estimates
4640	Copies & Reports	Forecasted at previous years levels

REVENUE FROM OTHER AGENCIES

4710	Motor Vehicle Fees	Forecast at FY11-12 estimates
4760	Prop 172 Public Safety	Forecast at FY11-12 estimates
4770	State Mandated Costs	Amounts are owed to City - but no firm expectations on when reimbursements will be made

OTHER SOURCES OF FUNDS

4800	Rents and Leases	FY11-12 includes \$50 rent (Winner Chev - 10 years). FY13 and FY14 for railcar rent - \$150/mo
4810	Sign Rental & Leases	FY11-12 includes retro adjustment for rate increase. FY12-14 based on current rates - to increase in 2015
4900	Miscellaneous	Forecast at FY11-12 estimates
4940	Sale of Property	None expected
4950	UT Storage/Landfill Loan	Cost reimbursable - expense estimated at same value
4962	Reimbursements	No planned reimbursements. FY11-12 amount for accident on City property
4964	Accounting Fee Reimbursements	Transfer of administrative costs to Streets and Roads
4980	Interest Income	Forecast at FY11-12 estimates

TRANSFERS IN

4998	Transfer In

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 100
Central Services

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
5010 Wages and Salaries	\$ -	\$ -		\$ -	\$ -	\$ -
5110 FICA		-				-
5115 Unemployment and Training Taxes		-				-
5120 Worker's Compensation		-				-
5130 Health Insurance		-				-
SUPPLIES AND EQUIPMENT						
5201 Materials and Supplies	3,569	2,386	3,000	3,600	3,500	3,750
5220 Copy Machine	1,178	1,208	1,350	1,400	1,400	1,600
5300 Equipment Repairs & Maintenance	510	-		300	300	300
COMMUNICATIONS						
5410 Postage	2,263	1,749	2,050	2,800	2,500	3,000
5420 Telephone	5,092	4,999	5,000	5,300	5,500	5,500
5430 Internet/Website	3,348	1,829	1,800	1,369	2,500	2,500
5440 Printing and Advertising	3,269	623	1,200	5,000	1,200	2,000
CONTRACTED SERVICES						
5510 Animal Control Contracts	33,638	38,681	35,500	33,638	31,311	31,311
5650 Annual Audit	7,383	11,242	9,500	8,487	9,500	9,500
5660 Professional Services (Acctng moved to dept 120)	17,020	24,117	-	500	-	-
5665 Legal Fees (moved to dept 160)		30,846	-			
RESOURCE DEVELOPMENT						
5810 Memberships and Dues	839	1,452	2,000	1,000	2,000	2,000
5815 Conferences & Meetings		8	-	250	250	250
5820 Education and Training		187		300	300	300
5830 Travel (move to specific dept)	484	1,010		600	-	-
OCCUPANCY						
6120 Utilities	6,857	8,069	7,000	7,200	7,200	7,200
CAPITAL OUTLAY						
7010 Office Equipment/Computer	6,227	2,033	3,000	3,000	3,000	3,000
MISCELLANEOUS						
8250 Miscellaneous	340	863	250	500	500	500
8252 Bank Charges	1,291	1,506	1,600	1,500	1,550	1,550
8260 SB 2557 Prop Tax Admin Costs	7,528	9,371	14,000	7,600	11,200	11,200
8300 Payment to Other Agencies	1,036	2,574	3,000	1,200	3,000	3,000
8320 LAFCO Fees	399	1,252	700	400	800	800
8400 Insurance and Bonds	24,492	23,480	25,000	24,186	25,000	25,000
TOTALS	\$ 126,763	\$ 169,485	\$ 115,950	\$ 110,130	\$ 112,511	\$ 114,261

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Department Detail
Department 110
City Council

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
5010 Wages & Salaries		\$ 6,550	\$ 7,800		\$ 7,800	\$ 7,800
5110 Fica & Medicare		\$ 501	\$ 600		\$ 600	\$ 600
5115 Employment & Training Tax		\$ 205	\$ 500		\$ 500	\$ 500
5120 Worker's Compensation						
5060 Council Members Stipends	\$ 5,650	\$ (321)	\$ 321	\$ 5,400	\$ -	\$ -
SUPPLIES AND EQUIPMENT						
COMMUNICATIONS						
5440 Printing & Advertising	\$ 32	\$ 39	\$ 500	\$ -	\$ 500	\$ 500
CONTRACTED SERVICES						
5660 Professional Services	\$ 434	\$ 3,945	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
RESOURCE DEVELOPMENT						
5810 Memberships and Dues	\$ 500					
5815 Conference & Meetings	\$ 582	\$ 52	\$ 50	\$ 400	\$ 250	\$ 250
5830 Travel & Mileage Reimbursements		\$ 8			\$ -	\$ -
OCCUPANCY						
6100 Rents and Leases		\$ -		\$ -	\$ -	\$ -
CAPITAL OUTLAY						
				\$ -		
MISCELLANEOUS						
8250 Miscellaneous	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ 150
8257 Founder's Day	\$ -	\$ -		\$ -	\$ -	\$ -
8257 Historical Society	\$ -			\$ -		
8258 Chamber Agreement	\$ -	\$ -		\$ -	\$ -	\$ -
8263 Economic Development	\$ -	\$ 1,063	\$ 1,200	\$ 2,600	\$ 1,200	\$ 1,200
8265 Sesquicentennial	\$ -	\$ -		\$ -	\$ -	\$ -
8400 Insurance		\$ -		\$ -	\$ -	\$ -
TOTALS	\$ 7,198	\$ 12,042	\$ 13,121	\$ 10,400	\$ 13,000	\$ 13,000

Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Department 120
Administration and Finance

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL					0%	
5010 Wages & Salaries	\$ 131,584	\$ 68,718	\$ 58,500	\$ 86,576	\$ 62,075	\$ 62,075
5080 Treasurer's Stipends	600	-	-	600	-	-
5110 Fica & Medicare	10,455	5,393	5,000	6,623	5,116	5,116
5115 Employment & Training Tax	1,231	910	800	691	555	555
5120 Worker's Compensation	-	795	500	775	2,191	2,191
5130 Health & Life Insurance	21,192	4,695	-	7,095	11,052	11,052
5160 Retirement	6,852	1,614	3,000	3,866	4,797	4,797
5170 Auto Allowances	1,002	-	-	-	-	-
5015 In Lieu Pay - Insurance	700	2,600	2,400	-	4,800	4,800
SUPPLIES AND EQUIPMENT						
5201 Materials & Supplies		-		-	-	-
COMMUNICATIONS						
5425 Cell Phone and Pagers		-			-	-
5440 Printing and Advertising		-			-	-
CONTRACTED SERVICES						
5560 Software Service Contract	3,075	1,786	2,500	1,575	2,500	2,500
5660 Professional Services		-	35,000		37,000	37,000
RESOURCE DEVELOPMENT						
5810 Memberships and Dues		-		500	500	500
5815 Conference & Meetings		-		500	500	500
5820 Education & Training	95	-		500	500	500
5830 Travel/Mileage	238	145	1,800	1,000	2,000	2,000
MISCELLANEOUS						
8250 Miscellaneous	229	-	300	300	300	300
8400 Bonding Insurance		-		100	100	100
8550 Election Costs		205			-	-
8600 Codification	1,065	613	1,000	1,000	1,000	1,000
TOTALS	\$ 178,318	\$ 87,474	\$ 110,800	\$ 111,201	\$ 134,485	\$ 134,485

City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 160
City Attorney and Legal Fees

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
SUPPLIES AND EQUIPMENT						
COMMUNICATIONS						
5440 Printing and Advertising		-			-	-
CONTRACTED SERVICES						
5665 Legal Fees	43,033	35,736	70,000	45,000	40,000	40,000
5665 Legal Fees - Settlement with Union			50,000		50,000	75,000
RESOURCE DEVELOPMENT						
OCCUPANCY						
CAPITAL OUTLAY						
MISCELLANEOUS						
8400 Insurance		-			-	-
8590 Cedar Ridge Appeal		-			-	-
8600 Codification		-			-	-
TOTALS	\$ 43,033	\$ 35,736	\$ 120,000	\$ 45,000	\$ 90,000	\$ 115,000

D 160

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 200
Fire Department

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL					0%	
5120 Worker's Compensation	-	10,953	3,500	10,671	4,000	\$ 4,000
SUPPLIES AND EQUIPMENT						
5201 Materials & Supplies	1,755	539	100	2,000	500	500
5203 Office Supplies		-		200	200	200
5300 Equipment Repairs & Maintenance	161	132	200	800	800	800
5320 Vehicle Repairs & Maintenance	14,771	8,573	8,000	8,000	10,000	10,000
5325 Gas & Oil	5,212	4,244	4,500	4,800	4,800	4,800
COMMUNICATIONS						
5420 Telephone, Answering Services	1,757	1,777	1,800	1,800	1,800	1,800
5440 Printing & Advertising						
CONTRACT SERVICES						
5660 Grant Writer		-			1,000	-
5660 Professional Services	23,897	22,068	22,000	24,500	23,600	23,600
RESOURCE DEVELOPMENT						
5810 Membership and Dues	1,050	-		1,050	-	-
5820 Education and Training	1,274	2,361		3,000	1,000	1,000
5830 Travel & Mileage	16	-		200	200	200
OCCUPANCY						
6120 Utilities	4,529	3,337	5,000	5,000	5,000	5,000
6125 Water	801	860	800	1,000	1,000	1,000
6140 Building Repairs & Maintenance	185	86	-	400	400	400
CAPITAL OUTLAY						
7022 Hoses, Nozzles, and Hydrants						
7030 Pagers and Radios						
7050 Safety Equipment (Fire Clothings)		-			-	-
7060 Grant Equipment						
MISCELLANEOUS						
8250 Miscellaneous		-		500	-	-
8532 Medical Screening/Exams	325	-		500	500	500
TOTALS	\$ 55,732	\$ 54,929	\$ 45,900	\$ 64,421	\$ 54,800	\$ 53,800

City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 300
Sheriff Department

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
SUPPLIES AND EQUIPMENT						
5300 Equipment Repairs & Maintenance	109	-	300	100	100	100
COMMUNICATIONS						
5420 Telephone	2,493	2,507	2,500	2,150	2,500	2,500
CONTRACTED SERVICES						
5580 Booking Fees	5,383	864	1,000	6,000	1,000	1,000
5600 Placer County Sheriffs	445,714	445,714	444,170	445,714	458,694	473,694
RESOURCE DEVELOPMENT						
OCCUPANCY						
CAPITAL OUTLAY						
7015 Other Equipment		3,475		3,500		
MISCELLANEOUS						
8400 Insurance						
TOTALS	\$ 453,699	\$ 452,561	\$ 447,970	\$ 457,464	\$ 462,294	\$ 477,294

PROPOSED BUDGET

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 400
Building Department

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL					0%	
5010 Wages & Salaries	\$ 48,781	\$ 45,341	\$ 36,500	\$ 23,614	\$ 24,771	\$ 24,771
5110 Fica & Medicare	3,684	3,341	2,850	1,806	1,895	\$ 1,895
5115 Employment & Training Tax	211	194	200	115	205	\$ 205
5120 Worker's Compensation		856	250	834	811	\$ 811
5130 Health & Life Insurance	14,374	2,923	2,000	3,360	6,564	\$ 6,564
5160 Retirement	3,172	3,112	3,000	2,961	2,623	\$ 2,623
5170 Car Allowances		960	200		\$ -	
SUPPLIES AND EQUIPMENT						
5201 Materials & Supplies		1,180		150	1,200	150
5203 Office Supplies						
5300 Equipment Repairs and Maintenance						
COMMUNICATIONS						
5420 Telephone	246	522	600		600	600
5425 Cell Phone and Pagers		19		300	-	-
5440 Printing & Advertising	52	254	150	100	250	250
CONTRACTED SERVICES						
5660 Professional Services					-	-
RESOURCE DEVELOPMENT						
5810 Membership and Dues		100	250	100	250	250
5820 Education and Training		65	600	1,000	1,000	1,000
5830 Travel and Mileage		17			-	-
OCCUPANCY						
6140 Repairs and Maintenance						
CAPITAL OUTLAY						
7010 Office Equipment						
7010 Software						
7500 Carpeting and Painting						
MISCELLANEOUS						
8250 Miscellaneous	10	94	100	100	200	200
8300 Payment to Other Agencies - SMIP	69	66	100	100	100	100
8400 Insurance and Bonds						
8600 Codification					-	-
TOTALS	\$ 70,597	\$ 59,046	\$ 46,800	\$ 34,540	\$ 40,469	\$ 39,419

City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 425
Engineering

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-2014
PERSONNEL						
5010 Wages & Salaries	\$ -	\$ -		\$ -	\$ -	\$ -
5110 Fica & Medicare		-			-	-
5115 Employment & Training Tax		-			-	-
5120 Worker's Compensation		-			-	-
5130 Health & Life Insurance		-			-	-
5160 Retirement		-			-	-
SUPPLIES AND EQUIPMENT						
COMMUNICATIONS						
5440 Printing & Advertising		-	-	100	-	-
CONTRACTED SERVICES						
5540 Engineering Services	34,827	17,680	12,000	35,000	15,000	15,000
5560 Professional Services (Legal)						
RESOURCE DEVELOPMENT						
OCCUPANCY						
CAPITAL OUTLAY						
MISCELLANEOUS						
8250 Miscellaneous		-			-	-
TOTALS	\$ 34,827	\$ 17,680	\$ 12,000	\$ 35,100	\$ 15,000	\$ 15,000

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City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 450
Planning

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
5010 Wages & Salaries	\$ 19,937			\$ -	\$ -	\$ -
5070 Commissioner Stipends				-	-	-
5110 Fica & Medicare	1,525			-	-	-
5115 Employment & Training Tax	185			-	-	-
5120 Worker's Compensation	-			-	-	-
5130 Health & Life Insurance				-	-	-
5160 Retirement				-	-	-
SUPPLIES AND EQUIPMENT						
5201 Materials & Supplies	63	12		500	500	500
COMMUNICATIONS						
5440 Printing, Advertising, and Mapping	1,141	238	650	2,500	1,000	1,500
CONTRACTED SERVICES						
5570 Planning Services	24,167	72,687	25,000	30,000	30,000	30,000
RESOURCE DEVELOPMENT						
5815 Conferences and Meetings	104	47		-	-	-
5830 Travel and Mileage Reimbursement		266	150			
OCCUPANCY						
CAPITAL OUTLAY						
MISCELLANEOUS						
8250 Miscellaneous					-	-
TOTALS	\$ 47,122	\$ 73,250	\$ 25,800	\$ 33,000	\$ 31,500	\$ 32,000

PROPOSED BUDGET

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 500
Buildings and Grounds

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
						0%
5010 Wages and Salaries	\$ 55,700	\$ 36,976	\$ 62,000	\$ 29,697	\$ 24,597	\$ 24,597
5110 Fica and Medicare	4,331	2,757	5,000	2,272	1,882	1,882
5115 Unemployment and Training tax	356	653	800	214	204	204
5120 Worker's Compensation		3,287	1,000	3,202	806	806
5130 Health & Life Insurance	10,793	9,882	23,000	10,728	7,848	7,848
5150 Uniform Allowances	880	763	1,000	1,000	1,000	1,000
5160 Retirement	3,891	2,572	5,000	2,687	1,902	1,902
SUPPLIES AND EQUIPMENT						
5201 Materials and Supplies	3,289	3,447	6,500	2,500	5,000	5,000
5320 Vehicle Repairs & Maintenance	121	217	200	500	500	500
5325 Gas and Oil	2,620	3,735	4,000	3,000	3,000	3,000
COMMUNICATIONS						
5420 Telephone	1,434	1,436	1,500	1,500	1,500	1,500
5440 Printing and Advertising		134		100	100	100
CONTRACTED SERVICES						
RESOURCE DEVELOPMENT						
5820 Education	60	-		-	500	500
5830 Travel and Mileage Reimbursement		16				
OCCUPANCY						
6100 Rents and Leases	1,898	1,187	1,000	2,000	2,000	2,000
6120 Utilities	34,844	17,455	16,000	12,500	17,500	17,500
6125 Water	886	964	1,000	1,500	1,250	1,250
6140 Building Repairs & Maintenance	800	2,504	6,000	3,000	6,000	6,000
6160 Security	851	3,658	500	420	500	500
CAPITAL OUTLAY						
7500 Structures & Improvements	33,736	397	2,500	10,000	10,000	10,000
MISCELLANEOUS						
8250 Miscellaneous						
8300 Other Agencies						
8310 Contamination UT	15	4,436	20,000	10,000	15,000	15,000
8720 Debt Service (Winner Chev Prop)			15,000		20,000	20,000
TOTALS	\$ 156,507	\$ 96,475	\$ 172,000	\$ 96,820	\$ 121,088	\$ 121,088

Capital Outlay:
Corporate Yard - New Roof

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 530
Parks and Recreation

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL					1%	
5010 Wages and Salaries	\$ 7,593	\$ 5,289	\$ 4,500	\$ 7,543	\$ 13,959	\$ 14,098
5110 Fica and Medicare	583	407	300	577	1,068	\$ 1,079
5115 Unemployment and Training Tax	12	10	105	53	116	\$ 117
5120 Worker's Compensation		835	250	813	457	\$ 462
5130 Health Insurance	1,740	2,433	4,250	2,641	4,164	\$ 4,206
5160 Retirement	682	454	300	683	1,121	\$ 1,132
SUPPLIES AND EQUIPMENT						
5201 Materials and Supplies	369	478	500	500	500	500
5300 Equipment Repairs and Maintenance	262	-	700	100	100	100
COMMUNICATIONS						
5420 Telephone						
5440 Printing and Advertising						
CONTRACTED SERVICES						
5660 Professional Services			500			
RESOURCE DEVELOPMENT						
5815 Conferences and Meetings						
5830 Travel and Mileage		37				
OCCUPANCY						
6120 Utilities	1,439	2,495	2,000	1,600	2,500	2,500
6125 Water	9,439	10,654	11,000	10,000	11,000	11,000
6140 Repairs and Maintenance	1,076	1,049	500	500	1,200	1,200
CAPITAL OUTLAY						
7110 Grounds & Sidewalks	42	413				
7015 Lawn Mower Trailer		-				
MISCELLANEOUS						
8100 Art Lot Lease	682	717	750	682	750	750
8110 Art Council Donation						
8250 Miscellaneous						
8400 Insurance						
TOTALS	\$ 23,919	\$ 25,269	\$ 25,655	\$ 25,692	\$ 36,934	\$ 37,143

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

General Fund Departmental Detail
Department 120-XXX
Land Development Fees

Description	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
					2012-13	2013-14
PERSONNEL						
5010 Wages & Salaries					\$ -	\$ -
5070 Commissioner Stipends					-	-
5110 Fica & Medicare					-	-
5115 Employment & Training Tax					-	-
5120 Worker's Compensation					-	-
5130 Health & Life Insurance					-	-
5160 Retirement					-	-
SUPPLIES AND EQUIPMENT						
5201 Materials & Supplies					500	500
COMMUNICATIONS						
5440 Printing, Advertising, and Mapping		129			500	500
CONTRACTED SERVICES						
5540 Engineering Services	4,999	15,709	18,000		18,000	18,000
5570 Planning Services	16,332	26,477	20,000		20,000	20,000
5660 Professional Services					-	-
RESOURCE DEVELOPMENT						
5815 Conferences and Meetings					-	-
OCCUPANCY						
CAPITAL OUTLAY						
MISCELLANEOUS						
8400 Insurance					-	-
8600 Codification					-	-
TOTALS	\$ 21,330	\$ 42,315	\$ 38,000	\$ -	\$ 39,000	\$ 39,000

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CITY OF COLFAX
Fund Descriptions - Special Revenue Funds

Special Revenue Funds are used to account for revenues derived from specific taxes or other earmarked revenue sources. They are usually required by statute, or local ordinance to finance particular governmental functions or activities.

Fund	Fund Name	Fund Description	Budget Notes/Assumption
210-17	Mitigation Funds	The development fees for mitigation of traffic, drainage, trails, parks and recreation, city buildings, vehicles, and downtown parkings are necessary for community safety, welfare, and continued economic viability. The fees collected shall be expended only for the purposes mentioned.	No planned activity. If funding for Pool demolition/reconstruction is not received, funds may be transferred to cover costs expended to date for demolition.
218	Support Law Enforcement	Support Law Enforcement and COPS (Citizen Option for Public Safety): State of California appropriated special revenue funds to enhance law enforcement efforts in communities throughout the state. The funds are used primarily to enhance communications and records management, to improve information available to officers in patrol and other police services. The City has a contract with Placer County for police protection.	Budget assumes that the City will continue to receive annual COPS grant in the amount of \$100K. Funding is not constitutionally protected and is subject to reappropriation each year and may be eliminated at the discretion of the State Legislature, or by a veto of the Governor.
236	CDBG Economic Revitalization	Funded initially by CDBG - this fund is used for the economic revitalization zone paid to the outside planning consultant.	CDBG grant funds were expended in Fiscal year 2010-11. Project is current being funded by the General fund.
241	CDBG Rental Rehab ***	This is a revolving loan CDBG program. The City can loan these monies out to qualified individuals. The funds can be reallocated to a public works project with Council and CDBG approval. The City currently has one loan outstanding - payments are collected monthly.	Program Income less than \$25K per year can be "defederalized" and transferred to City General Funds.
244	CDBG Business Loan ***		
250	Transportation	California Transportation Commission allocates funds for transit and transportation needs. Funds flow to the City as Local Transportation Funds (LTF) and State Transit Assistance (STA) through Placer County Transportation Planning Agency. STA funds can only be used for transit services. LTF funds must first be used on transit services, additional funds can be used for other transportation needs and streets/roads projects.	Funding levels based on preliminary apportionment for FY 2012/13 approved by PCTPA.
252	Transportation Impact	The development fees for mitigation of traffic impacts is a necessity for community safety, welfare, and continued economic viability. The fees collected shall be expended only for the purposes mentioned.	No planned activity.
253	Gas Taxes	The State currently imposes a 14 cent tax per gallon of gasoline, and allocates part of it to cities and counties on the basis of population and statutory formulas. These funds are restricted to use of street maintenance, traffic safety, and construction.	Expenses in fund include cost of street and traffic lights - residual of funds are transferred to Fund 250. Revenues projected at 5% increase.
270	Beverage Recycling	The Department of Resources Recycling and Recovery (CalRecycle) funds beverage container recycling and litter abatement projects. Expenses can be for education, recycling containers, etc.	City qualified for \$5,000 for fiscal year 2012-13 - expect same level of funding for next year.
280	Used Oil Grant	The Department of Resources Recycling and Recovery (CalRecycle) funds oil recycling projects. Expenses include all costs associated with City oil recycling center.	City qualified for \$5,000 for fiscal year 2012-13 - expect same level of funding for next year.
286	Bricks/Lamppost		No new activity anticipated.
292	Fire Capital Fund	The City collects .5 percent on the value of new construction and on occasion "rents" equipment and volunteers to help with out of county fires. Net revenues of this fund is designated for capital costs associated with the Fire Department.	Balance in fund is reserved for replacement of current equipment. We have not estimated for contracting out to other agencies as this has not occurred for two years. If it begins, we will develop a % of revenue (5%?) to offset expenditures in General Fund.

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Mitigation Funds - Roads
Fund #210

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4225	Mitigation Fees	\$ 1,802	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	436	278	300	400	300	300
TOTAL REVENUE		\$ 2,238	\$ 278	\$ 300	\$ 400	\$ 300	\$ 300
EXPENDITURES							
5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -					
OTHER SOURCES (USES)							
9998	Transfer Out		-			-	-
TOTAL OTHER SOURCES (USES)			-			-	-
BEGINNING FUND BALANCE		76,394	78,632	78,910	78,910	79,210	79,510
ENDING RESTRICTED FUND BALANCE		\$ 78,632	\$ 78,910	\$ 79,210	\$ 79,310	\$ 79,510	\$ 79,810

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Mitigation Funds - Drainage
Fund #211

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4225	Mitigation Fees	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	16	10	10	20	10	10
TOTAL REVENUE		\$ 90	\$ 10	\$ 10	\$ 20	\$ 10	\$ 10
EXPENDITURES							
5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer Out		-			-	-
TOTAL OTHER SOURCES (USES)			-			-	-
BEGINNING FUND BALANCE		2,817	2,907	2,917	2,917	2,927	2,937
ENDING RESTRICTED FUND BALANCE		\$ 2,907	\$ 2,917	\$ 2,927	\$ 2,937	\$ 2,937	\$ 2,947

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Mitigation Funds - Trails
Fund #212

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

REVENUES

4225	Mitigation Fees	\$ 1,125	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	251	160	175	250	175	175
TOTAL REVENUE		\$ 1,376	\$ 160	\$ 175	\$ 250	\$ 175	\$ 175

EXPENDITURES

5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -					

OTHER SOURCES (USES)

9998	Transfer Out		-			-	-
TOTAL OTHER SOURCES (USES)			-			-	-
BEGINNING FUND BALANCE		43,837	45,213	45,373	45,373	45,548	45,723
ENDING RESTRICTED FUND BALANCE		\$ 45,213	\$ 45,373	\$ 45,548	\$ 45,623	\$ 45,723	\$ 45,898

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Mitigation Funds - Parks and Rec
Fund #213

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4225	Mitigation Fees	\$ 5,731	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	1,278	815	800	600	800	800
TOTAL REVENUE		\$ 7,009	\$ 815	\$ 800	\$ 600	\$ 800	\$ 800
EXPENDITURES							
5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer Out	-	-	(112,926)	(231,043)	-	-
TOTAL OTHER SOURCES (USES)			-	(112,926)	(231,043)	-	-
BEGINNING FUND BALANCE		223,420	230,429	231,245	231,245	119,119	119,919
ENDING FUND BALANCE		\$ 230,429	\$ 231,245	\$ 119,119	\$ 802	\$ 119,919	\$ 120,719

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Mitigation Fund - City Vehicles
Fund #215

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

REVENUES

4225	Mitigation Fees	\$ 130	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	5	1	-	-	-	-
TOTAL REVENUE		\$ 135	\$ 1	\$ -	\$ -	\$ -	\$ -

EXPENDITURES

5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -					

OTHER SOURCES (USES)

4998	Transfer In						
9998	Transfer Out	(5,509)	-	-	-	-	-
TOTAL OTHER SOURCES (USES)		(5,509)	-	-	-	-	-

BEGINNING FUND BALANCE		5,518	144	145	145	145	145
ENDING RESTRICTED FUND BALANCE		\$ 144	\$ 145				

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City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

Mitigation Fund - Downtown Parking
Fund #217

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4225	Mitigation Fees	\$ 581	\$ -	\$ -	\$ -	\$ -	\$ -
4980	Interest	140	90	90	150	90	90
TOTAL REVENUE		\$ 721	\$ 90	\$ 90	\$ 150	\$ 90	\$ 90
EXPENDITURES							
5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
TOTAL EXPENDITURES		\$ -					
OTHER SOURCES (USES)							
9998	Transfer Out		-			-	-
TOTAL OTHER SOURCES (USES)			-			-	-
BEGINNING FUND BALANCE		24,662	25,383	25,383	25,473	25,473	25,563
ENDING RESTRICTED FUND BALANCE		\$ 25,383	\$ 25,473	\$ 25,473	\$ 25,623	\$ 25,563	\$ 25,653

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Supplemental Law Enforcement
Fund #218

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	COPS Grant	\$ 100,000	\$ 88,711	\$ 111,728	\$ 100,000	\$ 100,000	\$ 100,000
4980	Interest		67	25		25	25
	TOTAL REVENUE	\$ 100,000	\$ 88,778	\$ 111,753	\$ 100,000	\$ 100,025	\$ 100,025
EXPENDITURES							
5201	Materials and Supplies						
5320	Vehicle Repairs & Supplies						
5520	Accounting Services		-			-	-
5600	Placer Co. Sheriff Protection	100,710	100,710	103,730	103,730	107,122	110,625
5600	Sheriff Protection - Overtime		-			-	-
	TOTAL EXPENDITURES	\$ 100,710	\$ 100,710	\$ 103,730	\$ 103,730	\$ 107,122	\$ 110,625
OTHER SOURCES (USES)							
4998	Transfer in from General Fund	1,000	-	3,705	4,000	7,097	10,600
	TOTAL OTHER SOURCES (USES)	1,000	-	3,705	4,000	7,097	10,600
	BEGINNING FUND BALANCE	(86)	204	(11,728)	(11,728)	0	0
	ENDING FUND BALANCE	\$ 204	\$ (11,728)	\$ 0	\$ (11,458)	\$ 0	\$ 0

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

CDBG Planning - Economic Revitalization Zone
FUND #236

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	CDBG Grant	\$ -	\$ -	\$ 35,000	\$ 35,000	\$	\$
4980	Interest		-				
	TOTAL REVENUE	\$ -	\$ -	\$ 35,000	\$ 35,000	\$	\$
EXPENDITURES							
5570	Planning	1,384	68,397	25,000	32,250	25,000	25,000
5830	Travel and Mileage Reimbursement		24				
	TOTAL EXPENDITURES	\$ 1,384	\$ 68,420	\$ 25,000	\$ 32,250	\$ 25,000	\$ 25,000
OTHER SOURCES (USES)							
9998	Transfer in/out - General Fund Admin.		38,304	21,500	(1,750)	25,000	25,000
	TOTAL OTHER SOURCES (USES)		38,304	21,500	(1,750)	25,000	25,000
	BEGINNING FUND BALANCE		(1,384)	(31,500)	(31,500)		
	ENDING FUND BALANCE	\$ (1,384)	\$ (31,500)	\$ -	\$ (30,500)	\$	\$

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City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

Rental Rehab - CDBG
Fund #241

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4300	Loan Repayments	\$ -	\$ -	\$ -	\$ -		
4980	Interest	766	450	450	200	200	200
	TOTAL REVENUE	\$ 766	\$ 450	\$ 450	\$ 200	\$ 200	\$ 200
EXPENDITURES							
5440	Printing & Advertising		-				
5660	Professional Services						
8250	Miscellaneous		-				
8800	EDBG Loans Out				50,000		
	TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer Out	(9,865)	(4,816)		(90,000)		
	TOTAL OTHER SOURCES (USES)	\$ (9,865)	\$ (4,816)	\$ -	\$ (90,000)		
	BEGINNING FUND BALANCE	138,100	129,002	124,636	124,636	125,086	125,106
	ENDING FUND BALANCE	\$ 129,002	\$ 124,636	\$ 125,086	\$ (15,164)	\$ 125,106	\$ 125,126

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Microenterprise Lending - CDBG
Fund #244

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4310	Loan Repayments	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
4980	Interest	943	413	1,600	100	1,600	1,500
	TOTAL REVENUE	\$ 943	\$ 413	\$ 3,600	\$ 100	\$ 3,600	\$ 3,600
EXPENDITURES							
5010	Salaries and Wages						
5440	Printing and Advertising		88				
5660	Professional Services	-	8,383	-	1,000		
5570	Planning Services	-	613				
8250	Miscellaneous						
8800	EDBG Loans Out	-	57,300	-	-		
	A/R - Loans Receivable		(56,869)				
	TOTAL EXPENDITURES	\$ -	\$ 9,515	\$ -	\$ 1,000	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer Out - To CDBG Planning	(8,750)	(8,750)	-	-		
9998	Transfer Out - Pool Improvement #344	-	-	-	(90,000)		
9998	Transfer Out - GF for Admin	(1,363)	3,912	(3,600)		(3,600)	(3,600)
	TOTAL OTHER SOURCES (USES)	\$ (10,113)	\$ (4,838)	\$ (3,600)	\$ (90,000)	\$ (3,600)	\$ (3,600)
	BEGINNING FUND BALANCE	169,851	160,681	146,742	146,742	146,742	146,742
	ENDING FUND BALANCE	\$ 160,681	\$ 146,742	\$ 146,742	\$ 55,842	\$ 146,742	\$ 146,742

PROPOSED
 BUDGET

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Streets and Roads
Fund #250

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

TRANSPORTATION FUND REVENUE

4280	Transportation Permit	\$ 538	\$ 1,242	\$ 1,200	\$ 300	\$ 1,200	\$ 1,200
4540	Transportation Allotment	60,036	76,898	80,138	60,000	81,000	81,000
4541	State Transit Assistance		8,247	8,706		9,000	9,000
4580	250 - AB2928 Traffic Relief	21,055			5,000	-	-
4900	Miscellaneous Revenue	44	818		300		
4980	Interest Earnings	78	167			150	150
Total Transportation Revenue		\$ 81,751	\$ 87,372	\$ 90,044	\$ 65,600	\$ 91,350	\$ 91,350

PERSONNEL

						0%	
5010	Wages and Salaries	60,690	48,877	54,345	70,656	69,251	\$ 69,251
5040	Salaries - On Call	8,950	13,545	2,220	2,000		\$ -
5110	FICA and Medicare	5,396	4,729	4,202	5,558	5,298	\$ 5,298
5115	Unemployment & Training Tax	162	472	225	674	574	\$ 574
5120	Worker's Compensation	(353)	6,335	2,500	6,172	2,269	\$ 2,269
5130	Health & Life Insurance	21,521	12,302	25,000	14,913	10,152	\$ 10,152
5150	Uniforms	1,409	1,220	1,367	1,500	1,400	\$ 1,400
5160	Retirement	3,716	4,108	5,051	3,352	3,528	\$ 3,528

SUPPLIES AND EQUIPMENT

5201	Materials and Supplies	73	442	3,230	500	3,500	3,500
5300	Equip. Repairs & Maintenance		556	270	500	500	500
5320	Vehicle Repairs	1,884	1,831	6,500	2,000	3,500	3,500
5350	Tool Rental				300	500	500

COMMUNICATIONS

5420	Telephone	2,508	2,301	1,964	2,400	2,200	2,200
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CONTRACTED SERVICES

5540	Engineering Services	150	2,183	5,000	2,000	3,500	3,500
5590	Transit Services	12,012	11,959	11,809	11,959	11,900	11,900
5650	Auditors	591	899	748	680	750	750
5660	Professional Services	6,519	3,492	5,005	64,068	5,000	5,000

RESOURCE DEVELOPMENT

5820	Education and Training	60		5	900	750	750
5830	Travel and Mileage Reimbursement			50			

CAPITAL OUTLAY

7040	Truck Payment/Debt Payment	46,201			8,803		
7050	Safety Equipment	27			500		
7100	Street & Road Repairs	602	1,816	1,000			
7110	Grounds and Sidewalks		13				
7120	Signage		91				

MISCELLANEOUS

8250	Miscellaneous				500		
8400	Insurance	9,843	11,571	10,000	11,919	12,000	12,000
8710	Interest Expense	1,025					

TOTAL EXPENDITURES

182,985	128,742	140,489	211,854	136,571	136,571
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OTHER SOURCES (USES)

4998	Transfer in - #100 General Fund	-	-	-	95,000		
4998	Transfer in - #253 Gas Taxes	85,509	-	39,142	9,441	45,221	45,221

TOTAL OTHER SOURCES (USES)

85,509	-	39,142	104,441	45,221	45,221
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BEGINNING FUND BALANCE

68,398	52,673	11,303	11,303	(0)	(0)
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ENDING RESTRICTED FUND BALANCE

\$ 52,673	\$ 11,303	\$ (0)	\$ (30,510)	\$ (0)	\$ (0)
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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Traffic Mitigation
Fund #252

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4225	Traffic Mitigation Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4400	Interest	338	216	200	300	300	300
TOTAL REVENUE		\$ 338	\$ 216	\$ 200	\$ 300	\$ 300	\$ 300
EXPENDITURES							
5440	Printing and Advertising		-			-	-
5660	Professional Services		-			-	-
8250	Miscellaneous		-			-	-
8400	Insurance		-			-	-
TOTAL EXPENDITURES		\$ -					
OTHER SOURCES (USES)							
9998	Transfer Out to Dinky 347		-	(9,420)			
TOTAL OTHER SOURCES (USES)		-	-	(9,420)	-	-	-
BEGINNING FUND BALANCE		60,631	60,970	61,185	61,185	51,966	52,266
ENDING FUND BALANCE		\$ 60,970	\$ 61,185	\$ 51,966	\$ 61,485	\$ 52,266	\$ 52,566

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

		Gas Tax Fund				Proposed Budget	
		Fund #253					
NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	2012-13	2013-14
REVENUE						5%	5%
4050	Gas Tax 2103	\$ -	\$ 15,936	\$ 16,000	\$ -	\$ 16,800	\$ 17,640
4051	Gas Tax 2105	\$ 10,295	\$ 9,304	\$ 10,000	\$ 10,000	\$ 10,500	\$ 11,025
4052	Gas Tax 2106	12,583	11,171	12,000	12,000	12,600	13,230
4053	Gas Tax 2107	13,721	12,407	13,000	12,500	13,650	14,333
4054	Gas Tax 2107.5	1,000	-	-	1,000	-	-
4980	Interest Income	499	114	150	200	150	150
Total Gas Tax Revenues		\$ 38,099	\$ 48,932	\$ 51,150	\$ 35,700	\$ 53,700	\$ 56,378
PERSONNEL							
5150	Uniform Allowance						
SUPPLIES AND EQUIPMENT							
5201	Materials and Supplies		-	1,330	300	1,500	1,500
5300	Equip. Repairs & Maintenance		97	500	500	500	500
5320	Vehicle Repairs & Maintenance		-				
5325	Gas & Oil	2,620	3,735	4,000	3,000	4,000	4,000
CONTRACTED SERVICES							
5520	Accounting Services	1,000	-	1,000	1,000	1,000	1,000
OCCUPANCY							
6120	Utilities	14,572	14,657	17,000	17,000	16,500	16,500
CAPITAL OUTLAY							
7015	Roller						
7010	Truck Lease		-				
7100	Streets & Road Repairs	4,890	2,944	-	7,500	-	-
7110	Grounds & Sidewalks	-	-	-	500	-	-
7120	Signage	203	-	-	500	-	-
TOTALS EXPENDITURES		\$ 23,284	\$ 21,434	\$ 23,830	\$ 30,300	\$ 23,500	\$ 23,500
OTHER SOURCES (USES)							
9998	Transfers to TEA Funding Gateway	-	(18,069)	-	(10,069)	-	-
9998	Transfer to Streets /Road (250)	(80,000)	-	(39,142)	(9,441)	(45,221)	(45,221)
TOTAL OTHER SOURCES (USES)		(80,000)	(18,069)	(39,142)	(19,510)	(45,221)	(45,221)
BEGINNING FUND BALANCE		94,778	29,593	39,022	39,022	27,200	12,179
ENDING RESTRICTED FUND BALANCE		\$ 29,593	\$ 39,022	\$ 27,200	\$ 24,912	\$ 12,179	\$ (165)



City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Beverage Recycling Fund
Fund 270

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	Grant Income	\$ -	\$ -			\$ 5,000	\$ -
4980	Interest	104	66	65	100	75	75
	TOTAL REVENUE	\$ 104	\$ 66	\$ 65	\$ 100	\$ 5,075	\$ 75
EXPENDITURES							
5201	Materials and Supplies		-	-	5,000	12,000	11,983
5440	Printing & Advertising						
5660	Professional Services						
6100	Rent and Leases						
	TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 5,000	\$ 12,000	\$ 11,983
OTHER SOURCES (USES)							
	TOTAL OTHER SOURCES (USES)						
	BEGINNING FUND BALANCE	18,664	18,768	18,768	18,835	18,833	11,908
	ENDING FUND BALANCE	\$ 18,768	\$ 18,835	\$ 18,833	\$ 13,935	\$ 11,908	\$ 0

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Oil Grant Fund
Fund #280

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	Grant Income	\$ 5,062	\$ 5,000	\$ 5,000	\$ 5,200	\$ 5,000	\$ 5,000
4970	Insurance Refunds		-			-	-
4980	Interest	-	3	1		-	-
	TOTAL REVENUE	\$ 5,062	\$ 5,003	\$ 5,001	\$ 5,200	\$ 5,000	\$ 5,000
EXPENDITURES							
5010	Wages & Salaries	3,528	1,661	2,400	3,431	2,988	\$ 2,988
5110	FICA & Medicare	271	124	200	262	229	\$ 229
5115	Unemployment & Training Tax	118	79	175	146	25	\$ 25
5120	Worker's Compensation	-	32	25	31	98	\$ 98
5201	Materials and Supplies	6	81	50	50	50	50
5660	Professional Services		(8)			-	-
5820	Education and Training		265			-	-
5830	Travel & Mileage	57	-		-	-	-
6120	Utilities	131	111	100	150	150	150
8400	Insurance	328	546	500	562	500	500
8560	Recycling Program	45	-	200	100	200	200
8565	Hazmat	946	1,095	1,100	1,087	1,100	1,100
	TOTAL EXPENDITURES	\$ 5,430	\$ 3,985	\$ 4,750	\$ 5,819	\$ 5,339	\$ 5,339
OTHER SOURCES (USES)							
9998	Transfer out						
	TOTAL OTHER SOURCES (USES)					-	-
	BEGINNING FUND BALANCE	1,147	779	1,797	1,797	2,048	1,709
	ENDING FUND BALANCE	\$ 779	\$ 1,797	\$ 2,048	\$ 1,178	\$ 1,709	\$ 1,371

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Bricks
Fund #286

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

REVENUES

4850	Donations	\$ 50	\$ -	\$ -	\$ 100	\$ -	\$ -
4980	Interest	29	18	20	30	20	20
TOTAL REVENUE		\$ 79	\$ 18	\$ 20	\$ 130	\$ 20	\$ 20

EXPENDITURES

5201	Materials and Supplies		-				
5440	Bricks & Printing	48	16	-	1,000		
5830	Travel and Mileage Reimbursements		-				
7015	Other Equipment		-				
8250	Miscellaneous		-				
TOTAL EXPENDITURES		\$ 48	\$ 16	\$ -	\$ 1,000		

OTHER SOURCES (USES)

9998	Transfer Out		-			-	-
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TOTAL OTHER SOURCES (USES)

			-			-	-
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BEGINNING FUND BALANCE

		5,162	5,193	5,193	5,195	5,213	5,233
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ENDING FUND BALANCE

		\$ 5,193	\$ 5,195	\$ 5,213	\$ 4,325	\$ 5,233	\$ 5,253
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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Fire Capital Fund
Fund #292

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4250	Fire Construction Fee	\$ 336	\$ -	\$ -	\$ 500	\$ -	\$ -
4560	State Grant		\$ 2,209				
4720	Revenues from Other Agencies	\$ 34,957	\$ -	\$ -	\$ -	\$ -	\$ -
4800	Fire Agreement Reimbursements	59,508	-	-	20,000	-	-
4980	Interest	360	180	50	400	50	50
	TOTAL REVENUE	\$ 95,160	\$ 2,389	\$ 50	\$ 20,900	\$ 50	\$ 50
EXPENDITURES							
5660	Professional Services - Volunteers	28,761	-	-	8,000	-	-
5840	Travel and Mileage	480	-	-	-	-	-
7022	Hoses, Nozzles, & Hydrants	10,833	-	-	-	1,000	1,000
7030	Pagers and Radios		5,903	2,177			
7040	Fire Truck	17,999	-	-	-	-	-
7050	Safety Equipment	33,451	26,922			4,000	4,000
	TOTAL EXPENDITURES	\$ 91,523	\$ 32,825	\$ 2,177	\$ 8,000	\$ 5,000	\$ 5,000
OTHER SOURCES (USES)							
4998	Transfer In From General Fund		-			-	-
9998	Transfer Out to General Fund	(8,000)	-	-	(8,000)	-	-
	TOTAL OTHER SOURCES (USES)	(8,000)	-	-	(8,000)	-	-
	BEGINNING FUND BALANCE	63,950	59,586	29,150	29,150	27,023	22,073
	CAPITAL ASSETS RESERVED						
	ENDING FUND BALANCE	\$ 59,586	\$ 29,150	\$ 27,023	\$ 34,050	\$ 22,073	\$ 17,123

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CITY OF COLFAX
Fund Descriptions - Capital Project Funds

Capital Projects Funds are used to account for the resources expended to acquire permanent or long-term assets. These funds are established to provide special accounting for bond proceeds, grants and contributions designated for the acquisition of capital assets.

Fund Name	Fund Description	Budget/Notes/Assumptions
Recreation Construction	The City collects .5 percent upon application to the City for a building permit from every person/entity for the construction of any new building or addition. Its use is restricted for the acquisition and development of public facilities such as parks, playgrounds and public structures.	No activity anticipated
Prop 40 - Pool Improv	Fund established for demotishment and replacement of City pool. Initially anticipated funding was not received. PTD costs include demolition of pool.	Currently applying for new funding - if not received will need to transfer funds from Mitigation Fees and/or General Fund.
Streets/Road Capital Proj	Per Resolution No. 50-2007, the Council approved capital improvement projects with Prop 1B fund of \$400,000 as well as the RSTP fund received by the City for the S. Auburn project from 174 to Oak Street. Going into Fiscal Year 2011-12, remaining funds for road projects was \$199K.	Fund balance for road projects - \$199K to be combined with CMAQ \$100K and TDA Ped/Bike \$120K to complete Grass Valley Road Rehab and RxR Xing project.

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Recreation Construction
Fund #343

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

REVENUES

4260	Recreation Construction Fees	\$ 336	\$ -	\$ -	\$ 500	\$ -	\$ -
4560	County Contribution	-	-	-	-	-	-
4850	Donations & Reimbursements	-	-	-	-	-	-
4980	Interest	18	41	25	25	-	-
TOTAL REVENUE		\$ 354	\$ 41	\$ 25	\$ 525	\$ -	\$ -

EXPENDITURES

5300	Equipment Repairs & Maintenance		-	-	-	-	-
5540	City Engineering Services		-	-	-	-	-
5560	Professional Services		-	-	-	-	-
7015	Other Equipment		-	-	-	-	-
7500	Structures and Improvements		-	-	-	-	-
TOTAL EXPENDITURES		\$ -					

OTHER SOURCES (USES)

9998	Transfer Out	8,443	-	(11,554)	-	-	-
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TOTAL OTHER SOURCES (USES)		8,443	-	(11,554)	-	-	-
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BEGINNING FUND BALANCE		2,691	11,488	11,529	11,529	(0)	(0)
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ENDING FUND BALANCE		\$ 11,488	\$ 11,529	\$ (0)	\$ 12,054	\$ (0)	\$ (0)
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City of Colfax
 Proposed Budget
 For the Fiscal Years 2012-13 and 2013-14

PROP 40 - Pool Improvement Fund
Fund #344

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	State Prop 40 Grant	\$ -	\$ -	\$ -	\$ 220,000		
4560	Public Utility Commission	-	-	-	-		
4560	Caltrans	-	-	-	-		
4980	Interest	-	-	-	-		
TOTAL REVENUE		\$ -	\$ -	\$ -	\$ 220,000		
EXPENDITURES							
5440	Printing and Advertising	241	405	-	-		
5540	City Engineering Services	14,487	21,793	1,200	22,000		
5570	Planning Services	1,247	466	-	-		
5660	Professional Services	13,138	54,586	500	54,000		
7500	Structure and Improvements	-	16,416	-	541,043		
TOTAL EXPENDITURES		\$ 29,113	\$ 93,667	\$ 1,700	\$ 617,043		
OTHER SOURCES (USES)							
4998	Transfer In From Mitigation #213	-	-	112,926	231,043		
4998	Transfer in from Rec Capital #343	-	-	11,554	-		
4998	Transfer in from Rental Rehab #241	-	-	-	90,000		
4998	Transfer in from Business Revolving Loan #244	-	-	-	90,000		
TOTAL OTHER SOURCES (USES)		\$ -	\$ -	\$ 124,480	\$ 411,043		
BEGINNING FUND BALANCE			(29,113)	(122,780)	(122,780)	0	0
ENDING FUND BALANCE		\$ (29,113)	\$ (122,780)	\$ 0	\$ (108,780)	\$ 0	\$ 0

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City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Streets & Roads Improvement Projects
Fund #350

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	CMAQ UPRR Ped		\$ -			\$ 100,000	\$ -
4560	TDA Ped/Bike		-			120,000	-
4560	Caltrans		-			-	-
4980	Interest Income	2,872	952	800	2,000	399	-
TOTAL REVENUE		\$ 2,872	\$ 952	\$ 800	\$ 2,000	\$ 220,399	\$ -
EXPENDITURES							
5540	City Engineering Services	38,531	28,455	30,000	30,000	75,000	-
5440	Printing and Advertising	158	-	-	-	-	-
7600	Road Improvements	4,178	248,338	-	171,301	315,500	-
TOTAL EXPENDITURES		\$ 42,868	\$ 276,792	\$ 30,000	\$ 201,301	\$ 390,500	\$ -
OTHER SOURCES (USES)							
4998	Transfer From Transportation Funds		-			-	-
4998	Transfer From Gas Taxes		-			-	-
TOTAL OTHER SOURCES (USES)			-			-	-
BEGINNING FUND BALANCE		515,138	475,141	199,301	199,301	170,101	0
ENDING FUND BALANCE		\$ 475,141	\$ 199,301	\$ 170,101	\$ 0	\$ 0	\$ 0

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CITY OF COLFAX
Fund Descriptions - Enterprise Funds

Enterprise Funds are used to account for the operations of self-supporting governmental activities that render services or goods to the public. The accounting records are maintained on an accrual basis. The intent of the City is that the costs (expenses and depreciation) of providing goods and services to the general public on a continuing basis be financed and recovered primarily through user charges.

Fund	Fund Name	Fund Description	Budget Notes/Assumptions
560	Sewer WWTP Maintenance & Operations	This fund is for Sewer/Wastewater Treatment Plant maintenance and operations.	
561	Sewer Collections Systems	This fund is for the sewer system including the six lift stations maintained by the City of Colfax, and the two main lift stations are the Colfax Lift and the Ben Taylor Lift. Lift station fees are billed on a monthly basis.	
563	Wastewater Treatment Plant Project	Fund originally set up for tracking costs on WWTP project funded by SRF loan.	Funds to be used for debt servicing on loan associated with building of WWTP (rolled into new project Fund 569) and new loan associated with new project Fund 569.
564	Sewer Connection	Sewer Connection and Plant Expansion Fees were established in 1997. The base rate for Sewer Connection and Plant Expansion Fee was \$5,800 per Equivalent Dwelling Unit (EDU). Based on the approved annual escalator, the fee is now \$6,834.01 per EDU.	
565	G.O. Bonds	The City issued 100 \$1,000 general obligation bonds on June 1, 1978. The interest rate applicable to these bonds is 5%.	
567	Inflows and Infiltration	The City adopted Ordinance #433, and established an annual sewer assessments of \$74.40/EDU in order to begin collecting funds to pay for repairs to correct infiltration and inflow in the City sewer system.	Revenue Funds to be used for debt servicing on loan associated with new project - Fund 569. Reserve for short term assets required by USDA grant. Reserve for one year debt payment required by SRF by end of construction (expected FY2014). Funds from Fund 567 transfer in to be used for debt service on new project 569 loan.
568	ARRA Funds - Project	City received a grant in the amount of \$3M - plus 50% match for costs above \$3M - for collections sytem upgrade. Project completed in FY2011-2012. City matching funds were transferred from Fund 567.	Project is completed.
569	Pond3/I&I Mit/SCADA Project	Project funded by EPA Grant, USDA Grant and SRF Loan and loan forgiveness. Expected completion in 2014. SRF loan combined with previous loan in Fund 563.	
570	Garbage	This Fund was for garbage collection	Garbage collections were franchsied out to Recology at the beginning of Fiscal year 2011-12 and are therefore no longer enterprise funds. Fund balance transferred to the General Fund.
571	2% AB939	State Assembly Bill 939 requires the reduction of Solid waste going into landfills through "diversion" - diverting garbage away from landfills and into recycling programs. To give agencies the funds to create and maintain diversion programs, a surcharge is attached to all refuse service. This surcharge revenue flows through to the City	
572	27% Landfill	The City of Colfax adopted Resolution 20-92 on March 10, 1992 implementing a 27% surcharge on all refuse disposal fees for costs of closure of the Colfax Landfill.	

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Sewer Operations
Fund #560

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4660	Sewer Service Charges	\$ 849,220	\$ 884,339	\$ 925,000	\$ 954,047	\$ 952,750	\$ 981,333
4800	Rent	2,400	2,400	2,400	2,400	2,400	2,400
4980	Interest from LAIF	(127)	(1,381)	(1,000)	(500)	(1,000)	(1,000)
4982	Interest/Late Charges	16,785	21,985	23,000	16,000	15,000	15,000
	TOTAL REVENUE	\$ 868,278	\$ 907,343	\$ 949,400	\$ 971,947	\$ 969,150	\$ 997,733
PERSONNEL							
5010	Salaries and Wages	\$ 191,734	\$ 108,047	\$ 95,000	\$ 141,514	\$ 220,599	\$ 220,599
5040	Salaries - On Call	10,490	5,226	-	6,000	-	-
5080	Treasurer's Stipends	240	-	-	240	-	-
5110	Fica and Medicare	17,414	8,778	7,000	11,285	16,876	\$ 16,876
5115	Unemployment and Training Tax	1,257	1,041	750	939	1,829	\$ 1,829
5120	Worker's Compensation	(552)	9,037	2,580	8,805	7,226	\$ 7,226
5130	Health & Life Insurance	40,708	20,851	30,000	27,521	65,910	\$ 65,910
5150	Uniform & Shoe Allowances	1,395	1,068	1,000	2,000	2,000	\$ 2,000
5160	Retirement	11,441	5,712	5,500	13,558	20,540	\$ 20,540
							0%
SUPPLIES AND EQUIPMENT							
5201	Materials and Supplies	2,285	3,383	6,500	3,000	5,000	5,000
5204	Copy Machine	393	580	445	500	500	500
5300	Equipment Repairs and Maintenance	32,489	58,129	58,000	30,000	55,000	55,000
5320	Vehicle Repairs and Maintenance	981	142	200	2,000	500	500
5325	Gas & Oil	457	3,189	850	-	1,000	1,000
5340	Chlorine and Chemical	34,120	57,163	36,000	30,000	50,000	50,000
COMMUNICATIONS							
5410	Postage	1,128	960	1,600	1,200	1,200	1,200
5420	Telephone & Cell Phone	3,206	3,420	3,000	3,500	3,500	3,500
5430	Internet	986	927	-	626	626	626
5440	Printing and Advertising	509	-	1,500	500	500	500
CONTRACT SERVICES							
5540	City Engineering Services	193,807	33,547	15,000	160,000	8,500	8,500
5560	Maintenance Contracts	897	1,909	2,000	855	4,000	4,000
5650	Independent Audit	3,396	5,171	5,000	3,790	9,000	9,000
5660	Professional Services	92,883	255,239	360,000	60,000	120,000	120,000
5665	Legal Expenses - City	616,875	158,908	125,000	120,000	80,000	80,000
RESOURCE DEVELOPMENT							
5810	Membership and Dues	941	723	850	941	1,000	1,000
5820	Education & Training	1,609	-	200	750	750	750
5830	Travel and Mileage	1,009	421	500	2,150	1,000	1,000
OCCUPANCY							
6100	Rents & Leases	26,228	38,350	5,000	25,000	20,000	20,000
6120	Utilities	122,740	103,611	130,000	120,000	125,000	125,000
6122	Sewer Overhead Costs	19,774	-	-	22,362	-	-
6140	Repairs & Maintenance	4,350	1,677	1,500	500	2,500	2,500
CAPITAL OUTLAY							
7010	Office Equipment	105	911	3,000	1,000	-	-
7015	Other Equipment	-	4,532	-	5,000	5,000	5,000
7040	Truck Payment	-	-	-	-	-	-
7500	Structure Improvements	521	50,085	1,000	-	30,000	30,000
MISCELLANEOUS							
8250	Miscellaneous	10	-	-	400	400	400
8270	Hepatitis Vaccination	385	282	250	200	450	450
8280	Sludge Removal	444	298	7,500	17,000	5,000	5,000
8300	Payments to Other Agencies	14,779	14,647	15,000	16,860	15,000	15,000
8400	Insurance and Bonds	285,264	23,494	32,000	26,620	35,000	35,000
8530	Bacteria and Lab Tests	67,074	71,378	55,000	60,000	60,000	60,000

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

		Sewer Operations				Proposed Budget	
		Fund #560					
NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	2012-13	2013-14
8600	Codification	1,065			1,000	1,000	1,000
8710	Interest Expense	-	4,060		-	-	-
	Legal Settlement and Interest	-	108,000	141,000	-	130,000	119,000
TOTAL EXPENDITURES		\$ 1,804,838	\$ 1,164,896	\$ 1,149,725	\$ 927,616	\$ 1,106,407	\$ 1,095,407
EXCESS OF REVENUES OVER EXPENDITURES		(936,560)	(257,553)	(200,325)	44,331	(137,257)	(97,674)
OTHER SOURCES (USES)							
4998	Transfer in	-	280,586	-	-	-	-
4998	Transfer in 561					90,000	95,000
4998	Transfer in 567			422,652			
9998	Transfer out to Sewer Bond	(5,100)	(5,950)	-	(5,750)	-	-
		-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)		(5,100)	274,636	422,652	(5,750)	90,000	95,000
Beginning Resources		508,523	(433,137)	(416,054)	(416,054)	(193,727)	(240,984)
Ending Resources		\$ (433,137)	\$ (416,054)	\$ (193,727)	\$ (377,473)	\$ (240,984)	\$ (243,658)
Reconciliation to Fund Balance							
	Invested in Fixed Assets	1,053,966	1,052,038	1,000,026	1,001,824	949,812	899,598
	Notes Payable/Liabilities	-	(325,000)	-	-	-	-
Book Fund Balance		620,829.49	310,984.15	806,298.67	624,350.75	708,827.72	655,939.28

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Collection Systems/Lift Stations
Fund #561

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4680	Collection System/Lift Charges	\$ 175,907	\$ 174,692	\$ 175,353	\$ 176,000	\$ 180,613	\$ 186,032
4672	Inspection Fees	-	11,486	14,222	-	15,000	15,000
4560	State Grant	26,333	-	-	2,588	-	-
4980	Interest	(225)	336	328	200	325	325
TOTAL REVENUE		\$ 202,015	\$ 186,514	\$ 189,903	\$ 178,788	\$ 195,938	\$ 201,357
EXPENDITURES							
PERSONNEL							
5010	Salaries and Wages	13,392	11,322	17,000	16,535	40,727	\$ 40,727
5110	FICA & Medicare	1,002	878	2,000	1,265	3,116	\$ 3,116
5115	Unemployment & Training Tax	79	118	300	109	338	\$ 338
5120	Worker's Compensation	(80)	1,619	462	1,532	1,334	\$ 1,334
5130	Health & Life Insurance	3,999	3,326	9,000	3,777	11,532	\$ 11,532
5160	Retirement	1,109	965	2,500	1,627	3,282	\$ 3,282
						0%	
SUPPLIES AND EQUIPMENT							
5201	Materials and Supplies	2	96	3,000	4,000	1,000	1,000
5300	Equipment Repairs & Maintenance	7,481	1,760	35,000	10,000	10,000	10,000
5325	Gas & Oil		4,797	1,066		2,000	2,000
COMMUNICATIONS							
5410	Postage	9		200	10	-	-
5440	Printing and Advertising		397				
CONTRACT SERVICES							
5540	City Engineers	27,245	(7,853)	15,000	20,000	10,000	10,000
5660	Professional Services	1,091	39,797	79			
5665	Legal Fees	169		-	1,500	-	-
5810	Memberships and Dues		27				
OCCUPANCY							
6120	Utilities	10,842	10,688	8,000	12,500	10,500	10,500
6122	Sewer Service Charges	2,588					
6125	Water	352	380	350	350	350	350
CAPITAL OUTLAY							
7010	Computer Equipment			-	-		
7015	Other Equipment - Alarm		550	-	-		
7100	Streets Repairs and Maintenance	988	1,064	-	1,000	-	-
7500	Structures and Improvements		4,271	-	2,500	5,000	5,000
MISCELLANEOUS							
8300	Payments to Other Agencies		801	-	-	3,500	3,500
8400	Liability Insurance	2,326	4,249	3,000	2,984	3,500	3,500
9000	Depreciation			-	-		
TOTAL EXPENDITURES		\$ 72,593	\$ 79,252	\$ 96,957	\$ 79,689	\$ 106,179	\$ 106,179
EXCESS OF REVENUES OVER EXPENDITURES		129,422	107,261	92,946	99,099	89,760	95,178
OTHER SOURCES (USES)							
9998	Transfer Out (560)					(90,000)	(95,000)
9998	Transfer Out (563)			(290,000)	(190,000)		
TOTAL OTHER SOURCES (USES)		-	-	(290,000)	(190,000)	(90,000)	(95,000)
Beginning Resources		(39,707)	89,715	196,976	196,976	(79)	(319)
Ending Resources		\$ 89,715	\$ 196,976	\$ (79)	\$ 106,075	\$ (319)	\$ (141)

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Wastewater Treatment Plant Project
Fund #563

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	State Grant	269,353					
4662	Debt Service Charges (\$27/Month)	381,885	378,523	378,282	382,320		
4662	City Debt Service Charges			3,500	5,728		
4670	Sewer Connection Fees				12,000		
4980	Interest	(6,846)	(2,631)	(526)	(7,000)		
	TOTAL REVENUE	\$ 644,393	\$ 375,891	\$ 381,256	\$ 393,048		
EXPENDITURES							
5440	Printing and Advertising						
5540	City Engineering Services - Const. Mgmt						
5540	WEIR Study - RBI				-		
5550	Engineering Services						
5660	Professional Services		1,318				
7300	Sewer Plan & Design		18,348	10,171	30,000		
7500	Payments to Other Agencies		(320)				
7540	Reserve for Short term assets		-	-	-		
8300	Interest Expense		-	-	-		
8710	Debt Service	227,591	176,580		360,000	439,000	439,000
	TOTAL EXPENDITURES	\$ 227,591	\$ 195,925	\$ 10,171	\$ 390,000	\$ 439,000	\$ 439,000
	EXCESS OF REVENUES OVER EXPENDITURES	416,802	179,966	371,085	3,048	(61,000)	(61,000)
OTHER SOURCES (USES)							
4998	Transfer In - 561	-	-	300,000	-		
9998	Transfer in - 567 - Debt Service	-	-	-	-	88,580	88,580
	TOTAL OTHER SOURCES (USES)	-	-	300,000	-	88,580	88,580
	Beginning Resources	(1,221,641)	(804,839)	(624,873)	(624,873)	73,792	101,372
	Ending Resources	\$ (804,839)	\$ (624,873)	\$ 46,212	\$ (621,825)	\$ 73,792	\$ 101,372
Reconciliation to Fund Balance							
	Invested in Fixed Assets	9,900,096	9,623,983	9,333,983	9,333,983	9,333,983	9,333,983
	Notes Payable/Liabilities	(7,357,496)	(7,357,496)	(7,357,496)	(7,357,496)	(7,357,496)	(7,357,496)
	Book Fund Balance	1,737,761	1,641,614	2,022,699	1,354,662	1,760,279	1,497,859

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

		General Obligation Bonds				Proposed Budget	
		Fund #565					
NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	2012-13	2013-14
REVENUES							
4060	Bonds Assessment Taxes	\$ 8,830	\$ 6,836	\$ 6,500	\$ 6,000	\$ 6,500	\$ 6,500
4980	Interest Income	123	77	100	120	100	100
TOTAL REVENUE		\$ 8,953	\$ 6,913	\$ 6,600	\$ 6,120	\$ 6,600	\$ 6,600
EXPENDITURES							
8700	Interest	2,400	2,200	2,000	2,200	1,800	1,550
2650	PRINCIPAL PAYMENT	4,000	4,000	4,000	4,000	5,000	5,000
TOTAL EXPENDITURES		\$ 6,400	\$ 6,200	\$ 6,000	\$ 6,200	\$ 6,800	\$ 6,550
OTHER SOURCES (USES)							
9998	Transfer Out	-	-	-	-	-	-
BEGINNING RESOURCES		17,685	20,238	20,951	20,951	21,551	21,351
ENDING RESOURCES		\$ 20,238	\$ 20,951	\$ 21,551	\$ 20,871	\$ 21,351	\$ 21,401
Reconciliation to Fund Balance							
	Invested in Fixed Assets	-	-	-	-	-	-
	Notes Payable/Liabilities		(40,000)	(36,000)	-	(32,000)	(28,000)
	Book Fund Balance	20,238	(19,049)	(14,449)	20,871	(10,649)	(6,599)

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Inflows and Infiltration
Fund #567

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	EPA Grants	\$ -	\$ -	\$ -	\$ 337,500	\$ -	\$ -
4665	I & I Surcharge	78,751	85,950	88,000	87,315	88,000	88,000
4980	Interest Income	2,700	2,031	600	2,600	500	500
4982	Interest/Late Fees	80	122	77	80	80	80
TOTAL REVENUE		\$ 81,531	\$ 88,103	\$ 88,677	\$ 427,495	\$ 88,580	\$ 88,580
EXPENDITURES							
5010	Salaries and Wages		-			-	-
5110	Social Security Taxes						
5440	Printing and Advertising	184	-			-	-
5540	City Engineering Services					-	-
5560	Professional Services	3,343	(460)			-	-
7015	Other Equipment	-	-			-	-
7500	I & I Construction		-			-	-
	I & I Study		-			-	-
	PS & I & I Design		-			-	-
	Follow-Up Condition		-			-	-
	Assist with USDA and SRF		-			-	-
7500	Pond Liner Project	(6,465)	-			-	-
8490	Drains/ I and I Repairs						
TOTAL EXPENDITURES		\$ (2,938)	\$ (460)	\$ -	\$ -	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer - Debt Service on WWTP/569 loan	-	-	-	-	(88,580)	(88,580)
9998	Transfer - 560			(422,652)		-	-
9998	Transfer - Matching ARRA Fund #568		(287,424)	(15,574)	(19,707)	-	-
TOTAL OTHER SOURCES (USES)		-	(287,424)	(438,226)	(19,707)	(88,580)	(88,580)
Beginning Resources		463,941	548,410	349,549	349,549	(0)	(0)
Ending Resources		\$ 548,410	\$ 349,549	\$ (0)	\$ 329,842	\$ (0)	\$ (0)
Reconciliation to Fund Balance							
	Invested in Fixed Assets	434,650	426,599	418,548	1,001,824	410,497	402,446
	Notes Payable/Liabilities	-	-	-	-		
	Book Fund Balance	983,060	776,148	418,548	1,331,666	410,497	402,446
9000	Depreciation	8,051	8,051	8,051	8,051	8,051	8,051

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Pond 3 Liner, I&I Mitigation, SCADA
Fund #569

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4560	State Grant/Loan	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 2,008,385	\$ 1,000,000
	Federal Grant		-			500,000	500,000
	Loan					-	1,008,468
4900	Miscellaneous Income		-				-
4980	Interest Income		-			14	14
4982	Interet/Late Fees		-				-
	TOTAL REVENUE	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 2,508,399	\$ 2,508,482
EXPENDITURES							
						0%	
5010	Salaries and Wages	-	-	7,515	-	7,515	\$ 7,515
5110	Social Security Taxes	-	-	0	-	575	\$ 575
5115	Unemployment & Training Taxes	-	-	-	-	62	\$ 62
5120	Workmen's Compensation	-	-	-	-	246	\$ 246
5140	Health Insurance	-	-	575	-	-	\$ -
5160	Retirement	-	-	-	-	-	\$ -
5440	Printing and Advertising	-	-	-	-	-	-
5540	City Engineering Services Ponticello	-	-	120,000	-	120,000	120,000
5660	Professional Services	-	-	-	-	-	-
5565	Legal Fees	-	-	-	-	-	-
7015	Other Equipment	-	-	-	-	-	-
7500	Project Costs	-	-	871,910	-	2,380,000	2,380,000
	TOTAL EXPENDITURES	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 2,508,399	\$ 2,508,399
OTHER SOURCES (USES)							
4998	Transfer in						
	TOTAL OTHER SOURCES (USES)						
	Beginning Resources					(0)	0
	Ending Resources	\$ -	\$ -	\$ (0)	\$ -	\$ 0	\$ 84
Reconciliation to Fund Balance							
	Invested in Fixed Assets						
	Notes Payable/Liabilities						
	Book Fund Balance			(0)		0	84
9000	Depreciation						

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

Garbage
Fund #570

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4660	Garbage Service Charges	\$ 336,533	\$ 317,433	\$ (715)	\$ 337,130		
4100	Franchise Fee		-	32,250	-		
4970	Insurance Refunds		-	-	-		
4980	Interest	(1,215)	(1,254)	(372)	(3,000)		
4982	Late Charges	8,387	7,897	1,158	7,500		
	TOTAL REVENUE	\$ 343,705	\$ 324,075	\$ 32,322	\$ 341,630	\$ -	\$ -
EXPENDITURES							
PERSONNEL							
5010	Salaries and Wages	13,217	16,588	(983)	21,201		
5080	Treasurer's Stipend	300			300		
5110	FICA and Medicare	1,127	1,285	196	1,622		
5115	Unemployment and Training Tax	99	253	18	230		
5120	Worker's Compensation		856	122	834		
5130	Health and Life Insurance	3,930	4,542	1,280	3,623		
5160	Retirement	967	1,062	220	1,201		
SUPPLIES AND EQUIPMENT							
5201	Materials and Supplies	47	78		200		
COMMUNICATION							
5410	Postage	1,112	848	125	1,000		
5440	Printing and Advertising		187				
CONTRACT SERVICES							
5540	City Engineering Services		12,759	38			
5560	Maintenance Contracts	897	1,070		897		
5650	Independent Audits	3,396	5,171	4,300	3,790		
5660	Professional Services		6,047	193			
5665	Legal Fees		7,770	8,451			
5670	Garbage Collection Charges	431,658	410,461		440,000		
CAPITAL OUTLAY							
MISCELLANEOUS							
8250	Miscellaneous		293				
8300	Payments to Other Agencies	374	318		375		
8400	Bonds and Insurance	1,669	3,377	2,226	1,669		
	TOTAL EXPENDITURES	\$ 458,793	\$ 472,965	\$ 16,186	\$ 476,942	\$ -	\$ -
OTHER SOURCES (USES)							
9998	Transfer In (GF)	-	-	383,584	-	-	-
	TOTAL OTHER SOURCES (USES)	-	-	383,584	-	-	-
	Beginning Resources	(135,743)	(250,831)	(399,720)	(399,720)	(0)	(0)
	Ending Resources	\$ (250,831)	\$ (399,720)	\$ (0)	\$ (535,032)	\$ (0)	\$ (0)
Reconciliation to Fund Balance							
	Invested in Fixed Assets	-	-	-	-	-	-
	Notes Payable/Liabilities	-	-	-	-	-	-
	Book Fund Balance	(250,831)	(399,720)	(0)	(535,032)	(0)	(0)
9000	Depreciation	-	-	-	-	-	-

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

AB939 Solid Waste Reduction 2%
Fund #571

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14
REVENUES							
4660	2% AB 939 Surcharge	\$ 6,062	\$ 5,878	\$ 1	\$ 6,100	\$ -	\$ -
4980	Interest	158	105	100	150	50	50
4982	Late Charges	99	105	5	120	-	-
TOTAL REVENUE		\$ 6,319	\$ 6,089	\$ 106	\$ 6,370	\$ 50	\$ 50
EXPENDITURES							
5010	Salaries and Wages	173	206	-	400		
5110	FICA and Medicare	13	16	-	31		
5115	Unemployment & Training Tax	5	12	-	10		
5120	Worker's Compensation	(315)	55	8	-		
5130	Health & Life Insurance	-	-	-	-		
5201	Materials and Supplies	(2,372)	-	-	50		
5440	Printing and advertising	-	-	-	-		
5830	Travel & Reimbursements	50	17	18	200		
8560	Recycling Program	7,363	3,878	-	5,000	5,000	5,000
TOTAL EXPENDITURES		\$ 4,917	\$ 4,185	\$ 26	\$ 5,691	\$ 5,000	\$ 5,000
OTHER SOURCES (USES)							
			-			-	-
TOTAL OTHER SOURCES (USES)		-	-	-	-	-	-
Beginning Resources		28,434	29,836	31,740	31,740	31,819	26,869
Ending Resources		\$ 29,836	\$ 31,740	\$ 31,819	\$ 32,419	\$ 26,869	\$ 21,919
Reconciliation to Fund Balance							
Invested in Fixed Assets		1,185	869	553	-	237	(0)
Notes Payable/Liabilities		-	-	-	-	-	-
Book Fund Balance		31,021	32,608	32,372	32,419	27,106	21,919
9000	Depreciation	316	316	316	-	316	237

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NO

City of Colfax
Proposed Budget
For the Fiscal Years 2012-13 and 2013-14

27% Landfill
Fund #572

NUMBER	DESCRIPTION	Actual 2009-10	Actual 2010-11	Estimate 2011-12	Budget 2011-12	Proposed Budget	
						2012-13	2013-14

REVENUES

4660	27% Closure Surcharge	\$ 80,199	\$ 77,468	\$ 78,000	\$ 81,000	\$ 78,000	\$ 78,000
4980	Interest	3,864	2,046	1,000	3,000	1,000	1,000
4982	Late Fees	1,220	1,479	1,000	1,200	-	-
TOTAL REVENUE		\$ 85,284	\$ 80,993	\$ 80,000	\$ 85,200	\$ 79,000	\$ 79,000

EXPENDITURES

						0%	
5010	Salaries and Wages	854	2,352	2,500	500	17,154	\$ 17,154
5110	Social Security Taxes	65	177	200	38	1,312	\$ 1,312
5115	Unemployment & Training Tax	-	44	50	3	338	\$ 338
5120	Workmen's Compensation	300	-	-	54	562	\$ 562
5130	Health Insurance	883	139	150	165	2,802	\$ 2,802
5160	Retirement	77	142	150	82	1,068	\$ 1,068
5201	Materials and Supplies	-	17	800	-	800	800
5660	Professional Services	-	-	1,000	-	1,500	1,500
5665	Legal Expenses - City	-	-	4,000	-	2,500	2,500
6125	Water	1,337	1,330	1,300	1,600	1,400	1,400
7500	Landfill Closure (Note 1)	-	-	-	-	-	-
8300	Payments to Other Agencies	-	-	8,000	7,000	8,000	8,000
8400	Liability Insurance	409	80	100	82	100	100
8525	Testing and Monitoring Phase III Cleanup	-	-	20,000	12,000	20,000	20,000
TOTAL EXPENDITURES		\$ 3,924	\$ 4,281	\$ 38,250	\$ 21,524	\$ 57,536	\$ 57,536

OTHER SOURCES (USES)

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TOTAL OTHER SOURCES (USES)

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Beginning Resources

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Ending Resources

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Reconciliation to Fund Balance

Book Fund Balance

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9000 Depreciation

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PRO

CITY OF COLFAX
PERMANENT EMPLOYEE PAY SCHEDULE
Proposed Budget for FY2012-2013 and FY 2013-2014

EMPLOYEES	STATUS	UNION	Hours per Week	Rate	Hourly Rate	Annual Salary	In Lieu Pay	On-Call Pay	Comp Time Paid Out	Total Annual Varies	TERS	Cost	Benefit	Deming
City Manager	PT	N	18.5	0.5	\$ 78.12	\$ 75,151		\$ -	\$ -	\$ 75,151	0.000%	\$ -	\$ -	\$ -
City Clerk	FT	N	35	0.9	\$ 19.06	\$ 34,689	\$ 4,800	-	-	\$ 39,489	10.197%	\$ 3,537	\$ -	\$ -
Comm Serv Director	FT	N	40	1.0	\$ 31.93	\$ 66,414		-	-	\$ 66,414	10.197%	\$ 6,772	\$ 800	\$ 9,600
Oil Recycling Clerk	PT	N	4	0.1	\$ 11.17	\$ 2,323		-	-	\$ 2,323	0.000%	\$ -	\$ -	\$ -
Clerk Typist	FT	Y	40	1.0	\$ 11.65	\$ 24,232		-	-	\$ 24,232	12.197%	\$ 2,956	\$ 1,535	\$ 18,420
Sewer Operator III	FT	Y	40	1.0	\$ 25.69	\$ 53,435		8,320.00	6,422.50	\$ 68,178	12.197%	\$ 6,517	\$ 1,535	\$ 18,420
Sewer Operator II*	FT	Y	40	1.0	\$ 20.63	\$ 42,910		8,320.00	5,157.50	\$ 56,388	12.197%	\$ 5,234	\$ 1,535	\$ 18,420
Operator In Training	FT	Y	40	1.0	\$ 15.41	\$ 32,053		5,546.67	1,232.80	\$ 38,832	12.197%	\$ 3,909	\$ 1,535	\$ 18,420
Operator In Training	FT	Y	40	1.0	\$ 15.41	\$ 32,053		5,546.67	1,232.80	\$ 38,832	12.197%	\$ 3,909	\$ 1,535	\$ 18,420
Lead Mechanic	FT	Y	40	1.0	\$ 24.02	\$ 49,962		5,546.67	1,921.60	\$ 57,430	12.197%	\$ 6,094	\$ 1,535	\$ 18,420
Info Systems*	PT	N	18.5	0.5	\$ 22.00	\$ 21,164				\$ 21,164	0.000%	\$ -	\$ -	\$ -
			<u>8.9</u>			<u>\$ 434,387</u>	<u>\$ -</u>	<u>\$ 33,280</u>	<u>\$ 15,967</u>	<u>\$ 488,434</u>		<u>\$ 38,929</u>		<u>\$ 120,120</u>

Assumptions

On-Call Pay

WWTP (allocated to two employees) and Public works (allocated over 3 employees)

Hours per week	128
Hourly Rate	\$ 2.50
Annual Costs	\$ 16,640

Comp Time Paid Out

Estimated Annual hours - Public Works	80.00
Estimated Annual hours - Sewer	250.00

CITY OF COLFAX
Employee Allocation Schedule
Proposed Budget for FY2012-2013 and FY 2013-2014

Allocations												
Employee	0%	20%	40%	60%	80%	100%	120%	140%	160%	180%	200%	250%
City Manager	45%									40%		100%
City Clerk	50%									25%	25%	100%
Comm Serv Director			30%	5%	5%	29%	1%	15%	5%		10%	100%
Oil Recycling Clerk							100%					100%
Clerk Typist	20%		20%					30%	30%			100%
Sewer Operator III								100%	0%			100%
Sewer Operator II								100%	0%			100%
Operator In Training				20%	10%	20%		30%	15%		5%	100%
Operator In Training				20%	10%	20%		30%	15%		5%	100%
Lead Mechanic				10%	5%	60%		5%	15%		5%	100%
Tech Services Admin	40%			0%	0%	0%		60%	0%		0%	100%

CITY OF COLFAX
Wage Allocation Schedule
Proposed Budget for FY2012-2013 and FY 2013-2014

Annual Wages														
		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
City Manager	33,818	-	-	-	-	-	-	-	30,061	-	7,515	3,758	-	75,151
City Clerk	19,745	-	-	-	-	-	-	-	9,872	9,872	-	-	-	39,489
Comm Serv Director	-	-	19,924	3,321	3,321	19,260	664	9,962	3,321	-	6,641	-	-	66,414
Oil Recycling Clerk	-	-	-	-	-	-	2,323	-	-	-	-	-	-	2,323
Clerk Typist	4,846	-	4,846	-	-	-	-	7,270	7,270	-	-	-	-	24,232
Sewer Operator III	-	-	-	-	-	-	-	68,178	-	-	-	-	-	68,178
Sewer Operator II	-	-	-	-	-	-	-	56,388	-	-	-	-	-	56,388
Operator In Training	-	-	-	7,766	3,883	7,766	-	11,650	5,825	-	1,942	-	-	38,832
Operator In Training	-	-	-	7,766	3,883	7,766	-	11,650	5,825	-	1,942	-	-	38,832
Lead Mechanic	-	-	-	5,743	2,871	34,458	-	2,871	8,614	-	2,871	-	-	57,430
Tech Services Admin	8,466	-	-	-	-	-	-	12,698	-	-	-	-	-	21,164
TOTAL	\$ 66,875	\$ -	\$ 24,771	\$ 24,597	\$ 13,959	\$ 69,251	\$ 2,988	\$ 220,599	\$ 40,727	\$ 7,515	\$ 17,154	\$ -	\$ -	\$ 488,434
	14%	0%	5%	5%	3%	14%	1%	45%	8%	2%	4%	0%	0%	100%

Social Security Taxes	\$ 5,116	\$ -	\$ 1,895	\$ 1,882	\$ 1,068	\$ 5,298	\$ 229	\$ 16,876	\$ 3,116	\$ 575	\$ 1,312	\$ -	\$ -	\$ 37,365
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Note: Calculated at 7.65% of wages paid

UI & Training Tax	\$ 555	\$ -	\$ 205	\$ 204	\$ 116	\$ 574	\$ 25	\$ 1,829	\$ 338	\$ 62	\$ 142	\$ -	\$ -	\$ 4,050
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Note: Annual estimate (7,000 per EE at 6.2%) allocated based on percent of total wages

Workers Comp	\$ 2,191	\$ 4,000	\$ 811	\$ 806	\$ 457	\$ 2,269	\$ 98	\$ 7,226	\$ 1,334	\$ 246	\$ 562	\$ -	\$ -	\$ 20,000
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Note: Annual estimate (less portion for Fire department volunteers) allocated based on percent of total wages

\$ 16,000

CITY OF COLFAX
Employee Benefits - Retirement and Health Insurance
Proposed Budget for FY2012-2013 and FY 2013-2014

5160 - Retirement - PERS													
City Employees	100-120	100-200	100-400	100-500	100-530	250	280	560	561	562			
City Manager	-	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk	1,769	-	-	-	-	-	-	884	884	-	-	-	3,537
Comm Serv Director	-	-	2,032	339	339	1,964	68	1,016	339	-	677	-	6,772
Oil Recycling Clerk	-	-	-	-	-	-	-	-	-	-	-	-	-
Clerk Typist	591	-	591	-	-	-	-	887	887	-	-	-	2,956
Sewer Operator III	-	-	-	-	-	-	-	6,517	-	-	-	-	6,517
Sewer Operator II	-	-	-	-	-	-	-	5,234	-	-	-	-	5,234
Operator In Training	-	-	-	782	391	782	-	1,173	586	-	195	-	3,909
Operator In Training	-	-	-	782	391	782	-	1,173	586	-	195	-	3,909
Lead Mechanic	2,438	-	-	-	-	-	-	3,656	-	-	-	-	6,094
Lead Mechanic	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	\$ 4,797	\$ -	\$ 2,623	\$ 1,902	\$ 1,121	\$ 3,528	\$ 68	\$ 20,540	\$ 3,282	\$ -	\$ 1,068	\$ -	\$ 38,929
	12%		7%	5%	3%	9%	0%	53%	8%	0%	3%	0%	100%

5130 - Health Insurance													
City Employees	100-120	100-200	100-400	100-500	100-530	250	280	560	561	562			
City Manager	-	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk	-	-	-	-	-	-	-	-	-	-	-	-	-
Comm Serv Director	-	-	2,880	480	480	2,784	96	1,440	480	-	960	-	9,600
Oil Recycling Clerk	-	-	-	-	-	-	-	-	-	-	-	-	-
Clerk Typist	3,684	-	3,684	-	-	-	-	5,526	5,526	-	-	-	18,420
Sewer Operator III	-	-	-	-	-	-	-	18,420	-	-	-	-	18,420
Sewer Operator II	-	-	-	-	-	-	-	18,420	-	-	-	-	18,420
Operator In Training	-	-	-	3,684	1,842	3,684	-	5,526	2,763	-	921	-	18,420
Operator In Training	-	-	-	3,684	1,842	3,684	-	5,526	2,763	-	921	-	18,420
Lead Mechanic	7,368	-	-	-	-	-	-	11,052	-	-	-	-	18,420
Lead Mechanic	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	\$ 11,052	\$ -	\$ 6,564	\$ 7,848	\$ 4,164	\$ 10,152	\$ 96	\$ 65,910	\$ 11,532	\$ -	\$ 2,802	\$ -	\$ 120,120

CITY OF COLFAX
Consultant Allocation Schedule
Proposed Budget for FY2012-2013 and FY 2013-2014

Allocations																
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Finance Director			\$32,000								\$ 5,000	\$ -	\$ 15,600		\$ 1,500	\$ 54,100
CDBG Consultant			\$ 5,000													\$ 5,000
Publicity Consult		\$ 2,000														\$ 2,000
Fire Protection					\$23,600											\$ 23,600
Planning							\$30,000	\$20,000	\$25,000							\$ 75,000
Engineering						\$15,000		\$18,000			\$ 3,500	\$75,000	\$ 8,500	\$10,000	\$120,000	\$ 250,000
City Attorney			\$40,000										\$ 50,000		\$ 2,500	\$ 92,500
Legal													\$ 30,000			\$ 30,000
Audit	\$ 9,500									\$ 750			\$ 9,000			\$ 19,250
Sewer - Other													\$ 104,400			\$ 104,400

Allocations - %																
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Finance Director	0%	0%	59%	0%	0%	0%	0%	0%	0%	9%	0%	29%	0%	0%	3%	100%
CDBG Consultant	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
Publicity Consult	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
Fire Protection	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
Planning	0%	0%	0%	0%	0%	0%	40%	27%	33%	0%	0%	0%	0%	0%	0%	100%
Engineering	0%	0%	0%	0%	0%	6%	0%	7%	0%	1%	30%	3%	4%	48%	0%	100%
City Attorney	0%	0%	0%	43%	0%	0%	0%	0%	0%	0%	0%	54%	0%	0%	3%	100%
Legal	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	100%
Audit	49%	0%	0%	0%	0%	0%	0%	0%	0%	4%	0%	47%	0%	0%	0%	100%
Sewer - Other	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	100%