



# CITY COUNCIL MEETING

Tuesday, May 21, 2024  
Regular Meeting - 6:00 PM  
City Hall – City Council Chambers  
425 Webster Street, Colusa, CA 95932

## AGENDA

### Zoom Information:

<https://us06web.zoom.us/j/89890717467>  
Meeting ID: 898 9071 7467 Passcode: 726926  
Mobile: 669-444-9171, ID 89890717467

Mayor – Daniel Vaca  
Mayor Pro Tem – Ryan Codorniz  
Council Member – Denise Conrado  
Council Member – Greg Ponciano  
Council Member – Dave Markss

### CALL TO ORDER

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

**PUBLIC COMMENTS** *(The public to address any item of City business NOT appearing on this Agenda. Speakers must limit their comments to three (3) minutes each. Please note that per Government Code Section 54954.3(a), the City Council cannot take action or express a consensus of approval or disapproval on any public comments regarding matters which do not appear on the printed agenda)*

**CONSENT CALENDAR** - All items listed on the Consent Calendar are considered by the Council to be routine in nature and will be enacted by one motion unless an audience member or Council member requests otherwise, in which case, the item will be removed for separate consideration.

1. **Approve** - Council Draft Minutes of April 16 and May 7
2. **Receive and File** - Police Department April report
3. **Adopt** - Resolution authorizing the City Manager to enter into a construction contract with Dos Rios Inc. for the rehabilitation of the Colusa Sacramento River (SRA)

### COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS

### PUBLIC HEARINGS

4. Fiscal Year 2024-25 Comprehensive Fee Schedule Public Hearing

**Recommendation:** Council to adopt the Resolution approving Fiscal Year 2024-25 Comprehensive Fee Schedule changes and additions.

5. Consideration of a Resolution approving Proceedings with the annual Levy City of Colusa Community Facilities District (CFD) 2-2020 for Fiscal Year 2024-25.

**Recommendation:** Open the Public Hearing and Council to adopt the Resolution to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa CFD 2-2020.

6. Consideration of a Resolution approving engineer's reports, confirming diagram maps, and ordering the levy on parcels for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District.

**Recommendation:** Open the Public Hearing and Council to adopt the Resolution to approve engineer's reports which, confirm diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District.

7. Consideration of a Resolution approving the engineer's reports, confirm diagram maps, and order the levy on parcels for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District.

**Recommendation:** Open the Public Hearing and Council to adopt the Resolution to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District.

8. Consideration of a Resolution approving Proceedings to Levy the Walnut Ranch Assessment District for FY 2024-25, accept the preliminary engineer's report, confirming diagram and maps.

**Recommendation:** Open the Public Hearing and Council to adopt the Resolution to approve the engineer's report, confirming diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the City of Colusa Walnut Ranch Assessment District.

## **COUNCIL CONSIDERATION**

9. Consideration of a Resolution approving the recommendation of the Measure B committee spending allocations on a percentage basis.

**Recommendation:** Council to adopt the Resolution taking Measure B Committee's recommended spending allocations.

## **FUTURE AGENDA ITEMS**

## **ADJOURNMENT**



SHELLY KITTLE, CITY CLERK

### **Notice of Meetings and Agendas**

The Regular Colusa City Council meetings are held the first and third Tuesdays of each month at 6:00 pm in the Colusa City Council Chambers located at 425 Webster Street, Colusa California unless otherwise noted above. Copies of open session agenda packets, which are distributed to the City Council, are on file at the front desk of the City at 425 Webster Street, Colusa, California, and are available for public inspection beginning 72 hours in advance, during normal business hours (7:00 am – 5:00 pm., Monday through Thursday except for City holidays). Additionally, if any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports and documents will also be available for public inspection at the front desk of the City and on the day of the meeting in the Council Chambers.

### **Americans with Disabilities Act**

In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk at least 48 hours prior to the meeting at (530) 458-4941 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.

“This institution is an equal opportunity employer and provider”



## CITY COUNCIL MEETING

Tuesday, April 16, 2024  
 Regular Meeting - 6:00 PM  
 City Hall – City Council Chambers  
 425 Webster Street, Colusa, CA 95932

### MINUTES

**CALL TO ORDER**- Mayor Vaca called the meeting to order at 6:00 pm.

**ROLL CALL** – Council Members Markss, Ponciano, Codorniz and Vaca were all present. Council Member Conrado was absent/excused.

#### **PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA** –There was Council consensus of the agenda approval.

**PUBLIC COMMENTS** – Rainey Kalfsbeek, Colusa Industrial Properties (CIP) provided a handout “Update on Cannabis Projects at CIP” and stated to contact her if there were any questions.

Susan Meeker, Pioneer Day provided a brief update on Founders Day, it will be the third Saturday in June celebrating the incorporation of Colusa in 1868.

Commissioner Thomas Roach encouraged the public to get involved at council meetings.

Sadie Ash stated the next round for “Trees for Tomorrow” will be in the Fall and applications are on the website. She offered to help promote citizen involvement.

Citizen Joe Tauscher read a letter requesting an Ordinance change in regarding lot line adjustments.

#### **PRESENTATION**

Mayor Vaca read the Proclamation declaring April as National Volunteer Recognition Month

**CONSENT CALENDAR** - *All items listed on the Consent Calendar are considered by the Council to be routine in nature and will be enacted by one motion unless an audience member or Council member requests otherwise, in which case, the item will be removed for separate consideration.*

2. **Approve** - Council Draft March 19 Minutes
3. **Receive and File** - Police Department March report
4. **Receive and File** - Treasurer's January and February reports
5. **Adopt** - Resolution adopting City of Colusa’s Workplace Violence Policy
6. **Adopt** - Resolution updating City of Colusa’s Alcohol and Drug Abuse Policy

7. **Adopt** Resolution to release the NOFO and open applications for the second round of Community Sake Grants
8. **Adopt** - Resolution approving the services contract with Sadie Boggs Ash
9. **Adopt** - Resolution to authorize the Police Chief to purchase two (2) 2024 Chevy Tahoe police vehicles from Hoblit Motors
10. **Adopt** - Resolution for street closure - Market Street from Bridge to 11th and 10th from Main to Fremont for the Colusa County Fair Parade on the first or second Friday in June through the Year 2029
11. **Adopt** - Resolution authorizing the City Manager to enter a Construction Contract with Dos Rios Inc. for the design-build fence around the City of Colusa's Splash Pad

ACTION: Council Member Ponciano requested Item 8 be pulled. Council Member Markss noted a correction on Item 2. Motion by Council Member Codorniz, seconded by Mayor Vaca to approve the consent items with correction to Item 2 and pulling Item 8. Motion passed unanimously.

Item 8: Council Member Ponciano stated he doesn't have any comments, however wanted to approve personal services contracts separately.

Public Comments: Commissioner Roach provided positive remarks and appreciation as well as Mayor Vaca and Council Member Ponciano to Consultant Ash. Motion by Council Member Ponciano, seconded by Mayor Vaca to approve Item 8. Motion passed unanimously.

### **COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS**

Council Member Markss provided updates on meetings he attended.

Council Member Ponciano stated no water balloons or water guns would be allowed at the Fair Parade due to past problems.

Mayor Pro-Tem Codorniz – provided updates on meetings he attended.

Mayor Vaca provided updates on meetings he attended.

City Attorney Jones - no report.

City Manager Cain provided an update on the city pool repairs/maintenance.

City Planner Tomey provided updates in the Planning Department.

Police Chief Fitch provided updates at the Police Department.

Fire Chief Conley provided updates at the Fire Department.

City Engineer Swartz provided updates on current projects and will provide the City Manager the Water Master Plan soon.

Grant Writer Ash provided an update on grants and projects.

Finance Director Aziz-Khan provided updates in the Finance and Recreation Department

City Treasurer Kelley – no report.

**COUNCIL CONSIDERATION**

12. Colusa Town Center a.k.a, - ARCO Development Project – Acceptance of Right of Way Dedication from Developer relating to Assessors Parcel Numbers; 002-120-025, 002-120-026 and 002-011-004.

City Manager Cain and City Engineer Swartz presented. This dedicates the property and should be the last step with Cal Trans.

ACTION: With no public comments, motion by Mayor Vaca seconded by Council Member Codorniz to adopt **Resolution 24-22** accepting right-of-way dedications associated with the following parcel numbers 002-120-025, 002-120-026, and 002-011-004 numbers 36698-1, 36697-1, 36696-1, and 36695-1. Motion passed 4-0 by the following roll-call vote:

**AYES:** Markss, Ponciano, Codorniz and Vaca.

**NOES:** None.

**ABSENT:** Conrado

**FUTURE AGENDA ITEMS**

ARPA Update

Mushroom Plant Townhall Meeting

Pirelli Update

Boat Ramp repair

**ADJOURNED TO CLOSED SESSION at 6:41 pm**

**CLOSED SESSION MEETING**

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION (§ 54957) Title: City Manager

**PUBLIC COMMENTS** – None.

**REPORT ON CLOSED SESSION** –Mayor Vaca stated there was no reportable action.

**ADJOURNED**

\_\_\_\_\_  
DANIEL VACA, MAYOR

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Shelly Kittle, City Clerk



## CITY COUNCIL MEETING

Tuesday, May 07, 2024  
 Regular Meeting - 6:00 PM  
 City Hall – City Council Chambers  
 425 Webster Street, Colusa, CA 95932

### MINUTES

**CALL TO ORDER-** Mayor Vaca called the meeting to order at 6:00 pm.

**ROLL CALL** – Council Members Markss, Ponciano, Conrado, Codorniz and Vaca were all present.

#### **PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA** –There was council consensus of the agenda approval.

**PUBLIC COMMENTS** – Citizen Thomas Roach requested council to focus on park improvements when looking at the budget and Measure B monies.

#### **PRESENTATION**

Mayor Vaca read the Proclamation declaring May 7th as Hoblit Motors Ford Day - 75-year Anniversary. Chris Hoblit accepted the Proclamation.

**CONSENT CALENDAR** - *All items listed on the Consent Calendar are considered by the Council to be routine in nature and will be enacted by one motion unless an audience member or Council member requests otherwise, in which case, the item will be removed for separate consideration.*

1. **Receive and File** - Finance Department March report
2. **Receive and File** - March Warrants list
3. **Adopt** - Resolution to authorize the Police Chief to waive the (RFP) request for proposal process to purchase police radios from Sutter Buttes Communications
4. **Adopt** - Resolution relinquishing an existing Public Utility Easement along Highway 20 and recording a Quitclaim Deed in favor of the Department of Transportation
5. **Adopt** - Resolution approving a list of projects funded by SB1-The Road Repair and Accountability Act.

Motion by Council Member Ponciano seconded by Council Member Codorniz to approve the consent items. Motion passed unanimously.

#### **COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS**

City Council Members reported on their appointed committee and commission meetings.

City Attorney Jones provided an update about a case regarding development impact fees and SB9 Urban Lot Splitting.



City Manager Cain provided an update on the current projects.

City Planner Tomey provided updates in the Planning Department. FEMA letters were mailed to affected citizens.

Police Chief Fitch provided updates at the Police Department.

Fire Chief Conley provided updates at the Fire Department.

City Engineer Swartz provided updates on current projects.

Finance Director Aziz-Khan provided updates in the Finance and Recreation Department.

City Clerk Kittle announced Planning Commission and Heritage Preservation Commission vacancies. The deadline to submit applications will be May 14<sup>th</sup>.

### **PUBLIC HEARING**

6. Consideration of a Resolution to initiate Proceedings of Intent to Levy the Walnut Ranch Assessment District for FY 2024-25, accept the preliminary engineer's report, confirming diagram and maps.

City Manager Cain explained the annual assessment.

Public Hearing opened and closed at 6:26 pm with no comments.

Motion by Council Member Ponciano seconded by Mayor Vaca to adopt **Resolution 24-26** to approve the engineer's report, confirming diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the City of Colusa Walnut Ranch Assessment District. Motion passed 5-0 by the following roll-call vote:

**AYES:** Markss, Ponciano, Conrado, Codorniz and Vaca.

**NOES:** None.

**ABSENT:** None.

7. Consideration of a Resolution to initiate Proceedings of Intent to annually Levy City of Colusa Districts Community Facilities District (CFD) 2-2020 for Fiscal Year 2024-25, accept preliminary engineer's reports, and include a public hearing.

City Manager Cain explained the difference with this Assessment. When a new sub-division is developed, it would fall under this Assessment, rather than creating a new Assessment.

Public Hearing opened and closed at 6:27 pm with no public comments.

Motion by Council Member Conrado, seconded by Council Member Codorniz adopt **Resolution 24-27** to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa CFD 2-2020. Motion passed 5-0 by the following roll-call vote:

**AYES:** Markss, Ponciano, Conrado, Codorniz and Vaca.

**NOES:** None.  
**ABSENT:** None.

8. Consideration of a Resolution to initiate Proceedings of Intent to approving engineer's reports, confirming diagram maps, and ordering the levy on parcels for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District.

Public Hearing opened and closed at 6:28 pm with no comments.

Motion by Council Member Codorniz, seconded by Council Member Vaca to adopt **Resolution 24-28** to approve engineer's reports which, confirm diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District. Motion passed 5-0 by the following roll-call vote:

**AYES:** Markss, Ponciano, Conrado, Codorniz and Vaca.  
**NOES:** None.  
**ABSENT:** None.

9. Consideration of a Resolution to initiate proceedings of Intent to approve the engineer's reports, confirm diagram maps, and order the levy on parcels for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District.

City Manager Cain explained the difference of this Assessment, in that each property owner pays for this assessment to maintain the parks and swimming pool.

Public Hearing opened at 6:31 pm with the following public comment.

Commissioner Roach commented about increasing the boundaries and educating the public about the benefits.

Public Hearing closed at 6:36 pm

Motion by Mayor Vaca, seconded by Council Member Codorniz to adopt **Resolution 24-29** to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District. Motion passed 5-0 by the following roll-call vote:

**AYES:** Markss, Ponciano, Conrado, Codorniz and Vaca.  
**NOES:** None.  
**ABSENT:** None.

### **COUNCIL CONSIDERATION**

10. Consideration working with Succeed Net to install internet dishes on the City water towers.

City Manager Cain presented information on Succeed Net.

Public Comments: Rick Kunze, Colusa Net provided information relating to the proposal and his opposition to it. Citizen Daniel St. James explained his opposition to the internet dish on the towers. Citizen Thomas Roach also expressed his opposition of antennas on the water towers.

Council directed staff to inform Succeed Net that the City of Colusa was not interested. There was council consensus keeping the water towers free from any type of antennas or internet dishes.

#### 11. FEMA Mapping Update and Discussion

City Engineer Swartz and City Manager Cain explained Colusa was the last city in the State to be mapped. Swartz stated letters were mailed to 652 residents who were in the flood zone. He recommended citizens contact their insurance company after they receive their letter. Swartz provided FEMA handouts to the council and the public. City Manager Cain explained existing homes in the flood zone would need a surveyor if they pull building permits. Swartz provided directions to the FEMA website to check if their property was in the flood zone.

Public Comments: Supervisor Kalfsbeek-Smith stated the county mailed notifications over a year ago to every parcel owner in the county.

#### 12. Consideration of updated information on the American Relief Program Act (ARPA) / State and Local Fiscal Recovery Funds (SLFRR) expenditures.

City Manager Cain and Finance Director Aziz-Khan presented information. There will be an updated ARPA Spending Plan in the upcoming budget. A spreadsheet was provided of what the council approved last year. The timeline to spend the money is December 2026.

### **FUTURE AGENDA ITEMS**

Placer AI and how it can help businesses.

Measure B's acceptance of their recommendations.

**ADJOURNED at 7:29 pm**

### **CLOSED SESSION MEETING**

**PUBLIC COMMENTS:** None.

**REPORT ON CLOSED SESSION** –Mayor Vaca stated there was no reportable action.

**ADJOURNED at 8:00 pm**

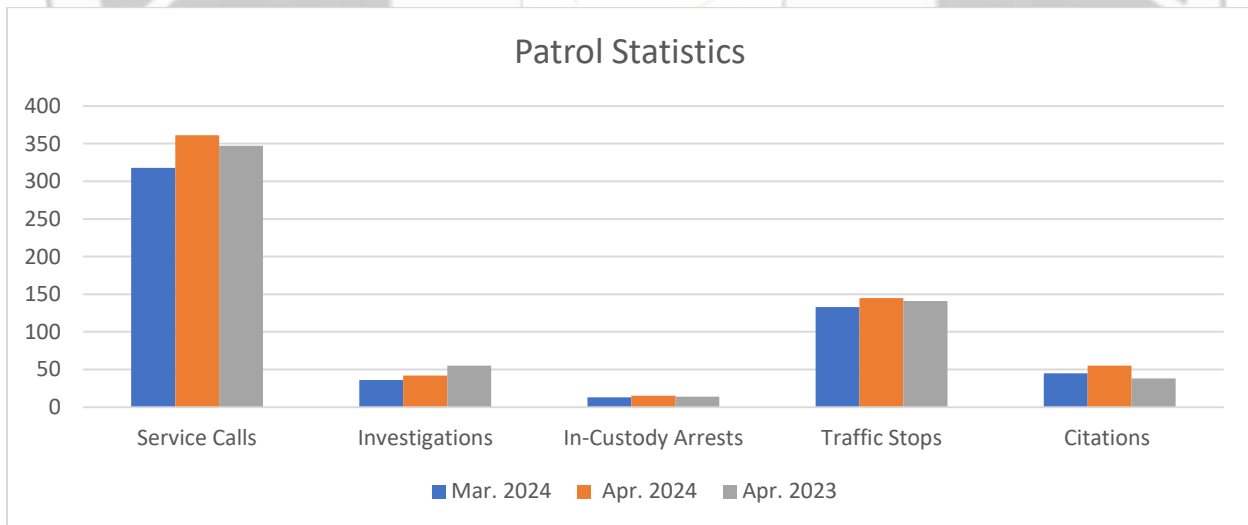
# Colusa Police Department

## *Monthly Report for April 2024*

### Monthly Activities

- City Council Meeting
- Participated in the Colusa County School Attendance Review Board (SARB)
- Attended Colusa County Corrections Partnership meeting
- Attended Juvenile Justice Committee meeting
- Met with the City of Colusa Engineer to create large maps to better define jurisdictional lines
- Attended workplace violence training
- Participated in the Colusa County CAPC Children's Memorial Flag Raising Ceremony

### Monthly Statistics



- There were 361 calls for service for patrol officers with 33 agency assists. The call volume in April increased 12% as compared to March. In April of 2023, there were 347 calls for service which is slightly lower than the call volume of the current year. It is not uncommon to begin to see an increase in the call volume as the weather becomes warmer.
- During April 2024, there were 15 in-custody arrests. There were 3 citations issued in lieu of subjects being booked in jail. There were 4 domestic violence related incidents reported in April. There were 2 DUI related arrests made. There were 42 reports initiated.
- During the month of April, officers initiated 145 traffic enforcement stops. There were 55 citations issued. Several of the citations issued were for registration and driver's license related violations and stop sign violations. There were no reportable traffic collisions with injuries.
- The Police Services Manager handled 72 calls for service during the month of April. These calls for service don't include telephone calls handled by the Police Services Manager.

## Items of Interest

- The 'major case of the month' involved an assault with a firearm that took place on April 7<sup>th</sup> in the 400 block of Carson Street. Two male suspects along with a female suspect approached two men walking west on Carson Street. An AR-15 style rifle was produced and used to strike the male victim as the other male accompanying the victim walked away. Fortunately, the weapon wasn't fired nor did the victim sustain severe injuries. A search warrant was subsequently served at the residence of the suspects and associated vehicles. The firearm was recovered and all three suspects were booked into Colusa County Jail on charges associated with the attack.
- During the months of March and April, the Colusa Police Department worked with Cordico to develop and launch an application for officer wellness. This application is not only available to officers but also their spouses/significant others and children as well as retired officers. The application assists with not only mental health but also physical fitness, healthy sleep habits, financial fitness. Resources to mental health therapists, chaplains, and the Employee Assistance Program are also accessible through the application.
- Code Enforcement along with Officers will continue to check trucks/trailers for compliance with paying launch fees at the boat launch in Colusa. Additionally, vehicles will also be issued citations for vehicles not legally parked in the immediate.
- It is not uncommon for the Colusa Police Department to receive complaints about vehicles parked along public roadways that are inoperable or even abandoned. If a vehicle's registration has expired for more than 6 months, it can be towed pursuant to section 22651(o) of the California Vehicle Code. A vehicle can't be parked on a public roadway more than 120 hours on a per section 11-8(Z) of the Colusa City Code. This excludes vehicles on private property. Should you notice a yellow 'warning' tag on vehicle, if the vehicle is not moved quickly, it will be towed. Often it will be tagged without further notice.



## City of Colusa California

### STAFF REPORT

**DATE:** May 21, 2024  
**TO:** City of Colusa Mayor and Council Members  
**FROM:** Jesse Cain, City Manager

**AGENDA ITEM:**

Resolution authorizing the City Manager to sign a contract with Dos Rios Inc. 6843 Codorniz Rd. Colusa, CA 95932

**Recommendation:** Council to pass a Resolution approving the services contract with Dos Rios Inc. 6843 Codorniz Rd. Colusa, CA 95932

**BACKGROUND ANALYSIS:**

In August 2021, the City submitted an application for a grant under what is called the LOSSP grant. (The Locally-Operated State Park Program of Proposition 68)

The project that is to be completed shall consist of rehabilitating the septic system and installing a pay station at the dump station. The City will also be installing a new entrance pay station with a gate to ensure that payment has been made. All of the split rail fences will be replaced and the groups areas will be fenced off again. Turf and irrigation repairs will be completed, as well as replacement of broken or missing picnic tables and BBQ's.

On March 08, 2024, the City sent a request for proposal (RFP) for the Rehabilitation of the Colusa Sacramento River SRA. The bid closing date was April 09, 2024, at 4pm. The City received only one bid and it was from Dos Rios Inc. in the amount of \$358,030.16.

**BUDGET IMPACT:** None - City we will be using the LOSSP grant that we received.

**STAFF RECOMMENDATION:** Council to approve Resolution 24-\_\_ Authorizing the City Manager to enter into a construction contract with Dos Rio Inc.

**ATTACHMENT:**  
Resolution 24-  
Consultant proposal scope



6843 CODORNIZ RD COLUSA CA 95932      Contractor license # 0786326

Thank you for your interest in Dos Rios Inc. Our objective is to provide quality services and products faster and more efficiently than our larger counterparts. By dealing with a local outfit, you will benefit from personalized care and attention. Our family-owned and operated company aims to provide services to a vast array of customers. Our continued expansion and growth allow us to be a versatile company that is able to address and complete a job without the use of many vendors. We are your one-stop-shop in the natural gas, construction, heavy equipment, and fabrication world. We will accomplish your goals while maintaining a safe work environment for our employees and those around us. We provide a wide variety of services within the natural gas and agricultural industries, including but not limited to: natural gas distribution, agricultural pump engine upgrades, and servicing, filter sales, irrigation piping fabrication, and installation, spill prevention, emission testing, weed control, well tests, road grading, pipeline construction, compressor maintenance, pipefitting, production equipment sales/service, portable fabrication, well hook-up, compressor repair, general construction, compressor maintenance/repair, 24 hr. parts, exhaust manifolds, pumping service, certified welding, excavating, compressor packaging/sales, water hauling, trenches, gauges, leak detection, pipeline location/mapping, cylinder head exchange, engineering, rig supervision, environmental upgrades, meter installation/calibration, well abandonments, drilling row, and emission permits, threaded and weld fittings.



## Work scope:

Septic system rehabilitation/ renovate RV dump station work scope. Three 1,000-gallon septic tanks cleaned, pressured, washed and inspected and in good condition and ensure that all inlets and leach line connections are in good shape. Hydroflush leach lines.- **Sub Contract Fletchers plumbing with DRI assistance.**

RV dump station – An automated attendant which is capable of measuring the effluent amount and then charging the users for discharging their effluent. The station is equipment based and will be specified in design documents and will be installed per the manufacturer recommendations on a concrete pedestal. It will require a credit card and cash deposit prior to allowing the users access. – **Install Sanistar Automated attendant with required capabilities. This is the only unit we found that qualifies for the Cities needs and does require the City to contract with Sanistar for the annual service fees.**

Repair automatic pay machine This work scope proposes a more cost-effective solution as the current machine is out of date and not usable. City proposes that we Purchase and install a Ventek Model 400 or equivalent parking unit pay station which offers four types of rate configurations: Flat Rate, Quick-Pick, Pay & Display and Pay-by-Space, so that you can customize it to suit any fee schedule. The model can be supplied with AC power or solar power and is backed up by a battery for reliability, or it can be operated solely on the battery. Payment options for your customers include coins, bills and credit cards. In addition, the scope calls for adding some lighting overtop the machine, signage and one way traffic control. **Install Ventec model M600E with all required capabilities (Broke down in quote). Install two sets of spike strips with signage, one at main exit and one at dump station exit.**

Irrigation control and valve replacement, turf renovation This shall include the replacement of 12 valves ranging in size from 1 inch to 4 inch with battery operated controls that can be remotely controlled. **Replace valving as directed with remotely controlled valves.**

Turf renovation shall include deep tine aeration reseeded with area climate seed. Work will include all ground preparation, and necessary regrading, irrigation design, bidding and construction management. **Sub Contract Botanica Landscape- Lawn area restoration. Approximate 260,000 sq. ft. • Aerate lawn areas. • Over sand lawn areas. • Over seed with fescue type seed • Fertilize lawn areas after seed installation**

Replacement of Picnic and campground features This shall include the replacement of 2,000 feet (about 609.6 m) of two rail wood split rail fence. **Replace exact existing fence as directed maintaining a minimal environmental impact.**

Four picnic tables. **Install Four State park compliant tables with State seals matching all existing tables onsite.**

Group BBQ pit - **Remove and Replace Group BBQ pit with duplicate BBQ.**

Replace boarding float, Shall be 4 feet wide and 40 feet long with a roof top launch railing stabilized by cabling. **Install 4' x 40' boarding float stabilized by cable to existing steel post. (see quote for optional Jet Port Kayak dock with grab bars).**

**References:**

Yuba Water Agency

Rene Garcia 530-565-5407

Pacific Gas & Electric

Josh 530-491-8633

Central valley Gas Storage

Felicia 530-777-8165

Outcast Designs

Scott 530-218-5050

**Sub Contactor:**

Fletchers Plumbing

License # 309313

DIR# 1000004007

Botanica Landscape

License # 409125

DIR# 1000434737



PO BOX 1004  
COLUSA, CA 95932

# Estimate

Date	Estimate #
4/30/24	419 sac rvr

Name / Address
CITY OF COLUSA

P.O. No.

Item	Description	Qty	Rate	Total
SUBCON	Septic system rehabilitation/ renovate RV dump station work scope. Three 1,000-gallon septic tanks cleaned, pressured, washed and inspected and in good condition and ensure that all inlets and leach line connections are in good shape. Hydroflushleach lines.- \$10,287 +T	3	3,125.00	9,375.00
Labor	Subcontractor Fletchers plumbing Labor and equipment	0	64.00	912.00
Labor	RV dump station – An automated attendant which is capable of measuring the effluent amount and then charging the users for discharging their effluent. The station is equipment based and will be specified in design documents and will be installed per the manufacturer recommendations on a concrete pedestal. It will require a credit card and cash deposit prior to allowing the users access.- \$16,930.11 +T	0	64.00	9,120.00
MISC	Automated attendant One Time Setup Fee (per system)	1	3,562.50	3,562.50T
MISC	Annual Service Fee (City of Colusa to contract with Sanistar) There is a standard credit card processing fee of approximately 5% and a monthly credit card terminal fee of \$7.99.	1	1,920.00	1,920.00T
MISC	Solar Power Unit	1	937.50	937.50T
MISC	2, Group 24, 70 AH, AGM Batteries	1	562.50	562.50T
FREIGHT	FREIGHT / SHIPPING	1	406.25	406.25
Consumables	Consumables Warrantee through Sanistar.	1	421.36	421.36T

**Subtotal**

**Sales Tax (7.75%)**

**Total**



PO BOX 1004  
COLUSA, CA 95932

# Estimate

Date	Estimate #
4/30/24	419 sac rvr

Name / Address
CITY OF COLUSA

P.O. No.

Item	Description	Qty	Rate	Total
Labor	Replace automatic pay machine. - \$45,797.26 +T			
MISC	Labor and equipment	0	64.00	7,660.00
MISC	Automatic pay machine M600E	1	21,463.51	21,463.51T
	M600 Entry Automated Permit Pay Machine. Ticket Vending/Issuance Station, Gate Pulse with Bill Acceptance, 1,000 Capacity Locking Bill Cassette, Coin Acceptor (Non Change Dispensing), High Speed Thermal Printer, Illuminated, Large Display Screen, Multi-Rate Pick, Numeric Keypad-Coupon Code Entry, 110 VAC. Pedestal, Surface Mount, Drive-Up with Curb Height M600 Hardwired or Wireless Cellular* Modem. PCI Merchant Account Setup, PCI/PA-DSS Certified. venVUE Online Reporting Software License. One-Year Hosting, Server-12Months			
MISC	Gate Kit, Gate Entry/Exit, 10' Articulating Breakaway Arm, Mounting Kit, Loop Detector. (Does Not Include Loops)	1	6,623.75	6,623.75T
MISC	CR80 Magnetic Stripe Card. Blank Multi-Use Validation. All-In-One Magnetic Stripe/IC Chip/Tap & Pay/Barcode Reader. Allows Printed Re-Entry Scan. (Price in Addition to Standard Magnetic Stripe Card Reader Option)	1	2,375.00	2,375.00T
MISC	Alpha-Numeric Keyboard Option. Pay by License Plate Capable.	1	1,187.50	1,187.50T
MISC	Intercom-Dial with Camera-Pay Station Mounted.	1	1,868.75	1,868.75T
MISC	Hosting, Cellular* Connectivity-12 Months.	1	675.00	675.00T
MISC	**Illuminated Warning Sign-Req with Spike	1	1,162.50	1,162.50T
MISC	Change Dispensing Option. 6-Tube Coin Changer.	1	1,812.50	1,812.50T
MISC	Audible Voice Instructions.	1	968.75	968.75T
	One year parts and labor warranty through Pacific Parking Systems inc.			

**Subtotal**

**Sales Tax (7.75%)**

**Total**



PO BOX 1004  
COLUSA, CA 95932

# Estimate

Date	Estimate #
4/30/24	419 sac rvr

Name / Address
CITY OF COLUSA

P.O. No.

Item	Description	Qty	Rate	Total
Labor	Install spike strips on exits. - \$31,509.75 +T	0	64.00	3,816.00
MISC	Labor and equipment	1	27,693.75	27,693.75T
	Spike strips 30' total			
SUBCON	Irrigation control and valve replacement. - \$23,350 +T	1	23,350.00	23,350.00
	Subcontractor			
SUBCON	Turf Renovation. Approximate 260,000 sq. ft. • Aerate lawn areas. • Over sand lawn areas. • Over seed with fescue type seed • Fertilize lawn areas after seed installation. - \$54,516 +T	1	54,516.00	54,516.00
	Subcontractor			
Labor	Replace split rail fence (2,000'). Removal and disposal of fencing and cement. - \$118,524.69 +T	670	64.00	42,880.00
Truck	Labor	440	50.00	22,000.00
Tractor	Truck - Service, Tool, Weld or Transport	440	62.00	27,280.00
	Backhoe, Dozer, Roller, Mower, Skid Steer or Float Tractor - Non-operated			
Trailer	Equipment/Pressure Washer Trailer	200	22.00	4,400.00
MISC	Rails	450	22.50	10,125.00T
MISC	Posts	225	19.48751	4,384.69T
MISC	Cement	1	2,955.00	2,955.00T
DISPOSAL	MATERIAL DISPOSAL	1	4,500.00	4,500.00

**Subtotal**

**Sales Tax (7.75%)**

**Total**



PO BOX 1004  
COLUSA, CA 95932

# Estimate

Date	Estimate #
4/30/24	419 sac rvr

Name / Address
CITY OF COLUSA

P.O. No.

Item	Description	Qty	Rate	Total
MISC	Four picnic tables with Ca State park seals (To match existing tables) - \$21,184 +T	4	4,940.00	19,760.00T
Labor	Table Labor and equipment	0	64.00	1,424.00
MISC	Group BBQ pit. - \$5,217.46 +T	1	3,793.46	3,793.46T
Labor	BBQ pit Labor and equipment	0	64.00	1,424.00
MISC	Replace boarding float - \$17,955.05 +T	1	11,723.83	11,723.83T
MISC	Boarding float 4 feet wide and 40 feet long with a roof top launch railing stabilized by cabling.	1	3,411.20	3,411.20T
Labor	(Optional) 10' Jet port Kayak dock with overhead grab bars Labor and equipment	0	64.00	2,336.00
Consumables	Consumables	1	484.02	484.02T
MISC	Inspections/ Meetings	1	2,500.00	2,500.00T

<b>Subtotal</b>	\$347,771.32
<b>Sales Tax (7.75%)</b>	\$10,258.84
<b>Total</b>	\$358,030.16



**PRODUCTS**

**REMOTE OFF-GRID KIOSK (/REMOTE-OFF-GRID-KIOSK)**

**RV DUMP FEE SYSTEMS (/RV-DUMP)**

**DEMO VIDEO (/DEMO-VIDEO)**  
**INFO**

**PHOTOS (/PHOTOS)**

**LOCATION MAP (/LOCATION-MAP)**

**ABOUT US (/ABOUT-US-2)**

# RV Dump Fee Systems

**CONTACT US (/CONTACT-US) *RV Dump Fee Collection.....Anywhere***

- RV Dump Fee Collection Anywhere

- No Attendant Needed

- Replace Ineffective Honor Box and Key & Lock Systems

- No Power or Data Lines Needed

- Regular Power Wireless Credit Card Systems

- Solar/Low Power Credit Card Systems

- Keypad Payment Option

- Sani-Star RV Dump Fee Systems replace ineffective honor box and Key and Lock Systems

- Increase Revenue and Fee Compliance - Off-set the high cost of servicing and maintaining your RV dump system.

- Increase Fee Compliance

- Made in the USA



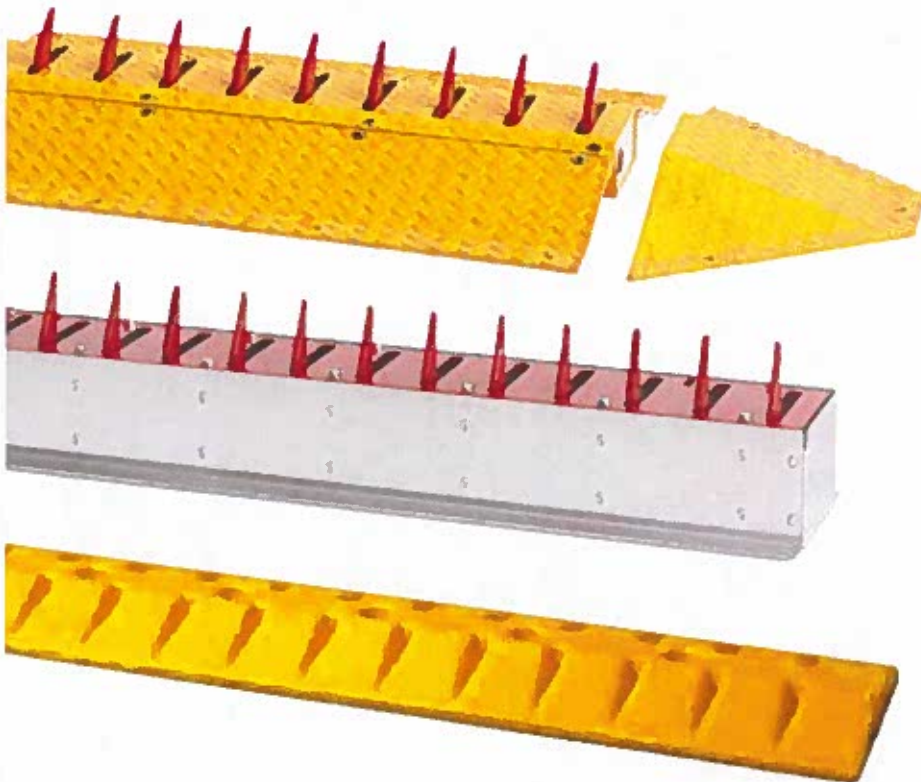


1610 TRAFFIC CONTROL

# TRAFFIC SPIKES

ABOVE & IN-GROUND

- PARKING • MIXED USE • COMMERCIAL/INDUSTRIAL
- SELF STORAGE • MAXIMUM SECURITY



### Surface Mount

- Modular system can accommodate any traffic lane width
- Spikes are ganged 3 and 4 spikes together
- Lock down allows for temporary two-way traffic
- Spike sections are available in 3 foot sections

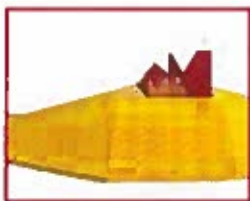
### Flush Mount

- Spring loaded or counter weight (non-spring) models available
- Each spike is independently spring loaded or weighted
- Available in 6' sections
- Lock down option available

### Speed Bump

- Solid composite material provides a long service life

- Optional warning sign **MUST** be used with installation of all traffic spikes



**surface mount**  
spikes install easily without trenching and double as a speed bump



**flush mount**  
below ground assembly available with weighted or spring loaded spikes



**lock down**  
in-ground flush mount version available



**spring loaded**  
surface mount available in 3 foot sections

ACCESS CONTROL SOLUTIONS





# THE #1 AUTOMATED PAY STATION FOR LARGE SURFACE LOTS, UNIVERSITY CAMPUSES, AND REMOTE PARK/FOREST LOCATIONS



## THE SYSTEM VII AUTOMATED PAY STATION



*The SYSTEM VII is an Automated Pay Station specifically designed for large surface lots and garages, remote forest and park locations, and university campuses. It supports complex rate structures as-well-as a variety of different applications such as campsite reservations and park passes. For parking applications the configuration for this automated Fee machine can be pay-by-space, pay-and-display, pay-by-foot, pay-on-entry or combination of both.*

### SYSTEM VII'S KEY FEATURES AND BENEFITS

- ✓ **Europay MasterCard/VISA (EMV) Capable**
- ✓ **Secure Credit Card Processing (PCI Version 3.0 PA/DSS Certified)**
- ✓ **Programmable Audible Voice Instructions**
- ✓ **venFAST™ High-Speed Transaction Processing**
- ✓ **Pay By License Plate/Pay & Display/Pay By Space**
- ✓ **Pay By Cell Phone Capable**
- ✓ **Change Dispensing In Coins Or Bills Capable**
- ✓ **High-Security Reinforced Cabinet**
- ✓ **Easy Connect-Hardwired/Cellular/Wi-Fi**
- ✓ **AC Or Solar Powered**
- ✓ **Handheld Ticket Writing/Enforcement Interface**
- ✓ **Electronic Coupon Access-Keypad Or Card**



OUR MACHINES ARE PROUDLY  
MANUFACTURED IN THE USA!

PACIFIC PARKING SYSTEMS, INC.  
216 C Technology Drive, Irvine, CA 92618  
(800) 663-7008 Toll-Free • (949) 453-9595 Fax • License #43634



TOTAL PARKING

IS®

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION CONTRACT WITH DOS RIOS INC. FOR THE REHABILITATION OF THE COLUSA SACRAMENTO RIVER (SRA)

**WHEREAS**, on March 8th, 2024, the City of Colusa issued a request for proposal (RFP) for the Rehabilitation of the Colusa State SRA and;

**WHEREAS**, the City of Colusa City Council authorizes the City Manager to enter into the construction contract with Dos Rio Inc. for the rehabilitation of the Colusa Sacramento River SRA project

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

1. Recitals. The foregoing recitals are true and correct and made part of this Resolution.
2. Effective Date. This Resolution shall be effective immediately.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

Passed and adopted this twenty first day of May 2024 by the following vote:

AYES:  
 NOES:  
 ABSENT:  
 ABSTAIN:

\_\_\_\_\_  
 DANIEL VACA, MAYOR

\_\_\_\_\_  
 Shelly Kittle, City Clerk



## City of Colusa California

### STAFF REPORT

**DATE:** May 21, 2024  
**TO:** Mayor and Members of the City Council  
**FROM:** Jesse Cain, City Manager

**AGENDA ITEM:**

Fiscal Year 2024-25 Comprehensive Fee Schedule Public Hearing

**Recommendation:** Adopt Resolution approving Fiscal Year 2024-25 Comprehensive Fee Schedule changes and additions

**BACKGROUND ANALYSIS:**

In 2009, a study was completed by Maximus to determine and set user fees to recover costs for City services and regulatory activities. The city department heads and staff review the fee schedule each year to ensure that we recover the City costs. The city is required to hold a public hearing prior to the implementation of any changes or additions made to the fee schedule. If approved, all changes will go into effect July 1<sup>st</sup>, 2024, unless otherwise stipulated. All changes are highlighted in yellow.

The staff wants the Council's attention on adding the rental fee for Scout Cabin and the parks to nonprofit organizations as stated under the Parks & Recreation Fee Schedule highlighted in yellow.

**BUDGET IMPACT:**

Cost recovery for provided services.

**STAFF RECOMMENDATION:**

Approve Resolution 24-  
Adopt Preliminary Comprehensive Fee Schedule

## RESOLUTION NO. 24-

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA UPDATING AND ADOPTING THE FISCAL YEAR 2024-25 COMPREHENSIVE FEE SCHEDULE FOR THE CITY OF COLUSA

**WHEREAS**, The City of Colusa (“City”) is authorized by law to establish fees for certain City programs and services; and

**WHEREAS**, in accordance with applicable laws, fees adopted by City for certain City services may not exceed the estimated reasonable cost of providing the service or regulatory activity for which the fee is charged; and

**WHEREAS**, in 2009 the City set fees based on a Comprehensive Fees Study performed by a consultant (“Maximus”) to determine the actual costs associated with the provision of certain City services; and

**WHEREAS**, upon review the City has determined that many of City’s existing fees and deposits need to be updates once again due to changes in the law, as well as the increasing costs associated with City services; and

**WHEREAS**, City staff has reviewed the fees and have made recommendations for fees which do not exceed the actual and/or reasonable costs associated with providing the services; and

**WHEREAS**, the City Council has determined that the schedule of fees and deposits and the total amounts thereof, described in the attached Exhibit “A,” are reasonable in that they do not exceed the estimated reasonable cost of providing the related City services; and

**WHEREAS**, the City Council desires to establish the Comprehensive Fee Schedule attached as Exhibit “A” as the official fee schedule for the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

#### Section 1. Findings

- A. The purpose of the fees and deposits set forth the Comprehensive Fee Schedule attached as Exhibit “A” is to recover the costs incurred by the City in providing various City services, and such fees and deposits are not levied for general revenue purposes.
- B. After consideration of the data and information regarding the costs of providing services identified Comprehensive Fee Schedule, all testimony received orally or in writing at or before the noticed public hearing and the information provided by City staff in the agenda report, the City Council adopts the fees identified the Comprehensive Fee Schedule and

finds that the fees are reasonable estimates of the cost of providing such services, and that the fees are necessary to recover the reasonable, estimated cost of providing the identified services.

- C. Adoption of the fees and deposits set forth in Exhibit “A” of this Resolution are not a project subject to the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15378(b)(4) and/or CEQA Guidelines Section 15061(b)(3).

Section 2. Adoption of Comprehensive Fee Schedule

The City Council hereby adopts the schedule of fees and deposits identified in the Comprehensive Fee Schedule, incorporated herein by this reference, and attached as Exhibit “A.” The fees and deposits identified in the Comprehensive Fee Schedule are hereby directed to be charged and applied by the various City departments, and to be collected for the provision of identified City services.

Section 3. Severability

The individual fees and charges set forth in Exhibit “A” of this Resolution and all portions of this Resolution are severable. Should any of the fees or charges or any portion of this Resolution be adjudged to be invalid and/or unenforceable by a body of competent jurisdiction, then the remaining fees, charges and/or Resolution portions shall continue in full force and effect. The City Council hereby declares that it would have individually adopted each of the fees and charges set forth in Exhibit “A,” and each individual section, subsection, clause, and portion of this Resolution, irrespective of the fact that one or more of the fees, charges, or sections of this Resolution may be held invalid.

Section 4. Effective Date

This Resolution shall take effect immediately. The fees shall be effective on July 1<sup>st</sup>, 2024 unless otherwise stipulated.

**PASSED and ADOPTED** as a Resolution of the City Council of the City of Colusa at a regular meeting duly held on the 21st of May 2024 by the following vote:

- AYES:
- NOES:
- ABSENT:

\_\_\_\_\_  
DANIEL VACA, MAYOR

ATTEST:

\_\_\_\_\_  
SHELLY KITTLE, CITY CLERK

# City of Colusa Comprehensive Fee Schedule FY 2024-25



21-May-24  
Resolution:

### **Fee Schedule 2024-25**

- 1.) All Time and Materials charges are calculated as costs to the city based on the salary band of the
- 2.) All fees are eligible for an annual Cost-of-living adjustment based on the San Francisco Bay Area
- 3.) Time and Material charges for employees reflect the salary scale current at the time the charges are



City of Colusa					
Police Department					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	T&M in addition to Fee	Notes
PD 1	Certified Crime/Incident Report	Per Issuance	\$5 for first 10		
PD 2	Certified Traffic Accident Report	Per Issuance	\$5 for first 10		
PD 3	Photos (Digital), first 4	Per Issuance	\$10.00		
PD 4	Photos (Digital), every 4 after first 4	Per Issuance	\$5.00		
FA3c	Backside of a two-sided copy	Per back	\$0.10		
PD 5	Citation Sign-Off	Per Issuance	\$10.00		
PD 6	Vehicle Release*	Per Issuance	\$15.00		
PD 7	Repossessed Vehicle Release*	Per Issuance	\$100.00		
PD 8	Concealed Weapon Permit (New)*	Per Issuance	\$160.00		
PD 9	Concealed Weapon Permit (Renewal)*	Per Issuance	\$77.00		
PD 10	Code Enforcement—Vehicle Abatement	Per Issuance	\$250.00		
PD 11	Clearance Letter	Per Issuance	\$25.00		
PD 12	DUI Accident Response Recovery (Plus	T&M	\$70.00	Y	
PD 13	Employment Records Check	Each	\$20.00		
PD 14	Alarm Permit (New & Annual Renewal)	Each	\$20.00		
PD 15	False Alarm—First	Each	\$0.00		
PD 16	False Alarm—Second	Each	\$0.00		
PD 17	False Alarm—Third and subsequent	Each	\$35.00		
PD 20	Fingerprinting	Each	\$25.00		
PD 21	Permits—Alcohol Sales, Special Event	Per Event	\$6.00		
PD 22	Permits—Bingo	Per Issuance	\$25.00		
PD 23	Permits—Firearm Dealers, new	Per Issuance	\$150.00		
PD 24	Permits—Firearm Dealers, annual	Per Issuance	\$50.00		
PD 25	Permits—Public Dance	Per Issuance	\$25.00		
PD 26	Permits—Taxi Drivers, Initial	Per Issuance	\$150.00		
PD 27	Permits—Taxi Drivers, Annual Renewal	Per Issuance	\$30.00		
PD 28	Permits—Taxi Drivers, Lost Permit	Per Issuance	\$30.00		
PD 29	Permits—Tobacco Sales, Fixed	Per Code	\$50.00		
PD 30	Traffic Control—Planned, contractors &	T&M	\$50.00	Y	
PD 31	Traffic Control—Non City Special	T&M	\$5.00	Y	
PD32	All other special services	T&M	\$5.00	Y	
PD 33	Parking Penalty: Alley Parking	Each	\$78.00		
PD 34	Penalty Enhancement: Alley Parking	Each	\$116.00	Y	
PD 35	Parking Penalty: All Night Parking	Each	\$38.00		
PD 36	Penalty Enhancement: All Night Pkg	Each	\$76.00	Y	
PD 37	Parking Penalty: Angle Parking	Each	\$38.00		
PD 38	Penalty Enhancement: Angle Parking	Each	\$76.00	Y	
PD 39	Parking Penalty: Curb Parking	Each	\$38.00		
PD 40	Penalty Enhancement: Curb Parking	Each	\$76.00	Y	
PD 41	Parking Penalty: Bus Zone Parking	Each	\$38.00		
PD 42	Penalty Enhancement: Bus Zone Pkg	Each	\$76.00	Y	
PD 43	Parking Penalty: Crosswalk Parking	Each	\$78.00		
PD 44	Penalty Enhancement: Crosswalk Pkg	Each	\$116.00	Y	
PD 45	Parking Penalty:Curb Zone Parking	Each	\$38.00		
PD 46	Penalty Enhancement: Curb Parking	Each	\$76.00	Y	
PD 47	Parking Penalty: Designated Streets	Each	\$38.00		
PD 48	Penalty Enhancement: Designated Sts	Each	\$76.00	Y	
PD 49	Parking Penalty: Disabled Parking	Each	\$308.00		
PD 50	Penalty Enhancement: Disabled Prkg	Each	\$346.00	Y	
PD 51	Dismissal Fee: Disabled Placard	Each	\$10.00		
PD 52	Parking Penalty: Blocking Driveway	Each	\$78.00		
PD 53	Penalty Enhancement: Blocking Drvwy	Each	\$116.00	Y	
PD 54	Parking Penalty: Fire Hydrant	Each	\$78.00		
PD 55	Penalty Enhancement: Fire Hydrant	Each	\$116.00	Y	
PD 56	Parking Penalty: Fire Lane	Each	\$78.00		
PD 57	Penalty Enhancement: Fire Lane	Each	\$116.00	Y	
PD 58	Parking Penalty: FD Driveway	Each	\$78.00		
PD 59	Penalty Enhancement: FD Driveway	Each	\$116.00	Y	
PD 60	Parking Penalty: "For Sale" Parking	Each	\$38.00		
PD 61	Penalty Enhancement: "For Sale" Pkg	Each	\$76.00	Y	

PD 62	Parking Penalty: Within Intersection	Each	\$78.00		
PD 63	Penalty Enhancement: Within Intersect	Each	\$116.00	Y	
PD 64	Parking Penalty: Outside Painted Stall	Each	\$38.00		
PD 65	Penalty Enhancement: Outside Space	Each	\$76.00	Y	
PD 66	Parking Penalty: Vendor Street Prkg	Each	\$38.00		
PD 67	Penalty Enhancement: Vendor Prkg	Each	\$76.00	Y	
PD 68	Parking Penalty: Repairs on Street	Each	\$38.00		
PD 69	Penalty Enhancement: Repairs on St.	Each	\$76.00	Y	
PD 70	Parking Penalty: Safety Zone	Each	\$116.00		
PD 71	Penalty Enhancement: Safety Zone	Each	\$116.00	Y	
PD 72	Parking Penalty: School Zone	Each	\$38.00		
PD 73	Penalty Enhancement: School Zone	Each	\$76.00	Y	
PD 74	Parking Penalty: Sidewalk Ramp	Each	\$78.00		
PD 75	Penalty Enhancement: Sidewalk Ramp	Each	\$116.00	Y	
PD 76	Parking Penalty: Sidewalk Parking	Each	\$78.00		
PD 77	Penalty Enhancement: Sidewalk Prkg.	Each	\$116.00	Y	
PD 78	Parking Penalty: Parkway Parking	Each	\$38.00		
PD 79	Penalty Enhancement: Parkway Pkng	Each	\$76.00	Y	
PD 80	Parking Penalty: 120 Hour Parking	Each	\$38.00		
PD 81	Penalty Enhancement: 120 Hr. Prkg.	Each	\$76.00	Y	
PD 82	Parking Penalty: Temp. No Parking	Each	\$78.00		
PD 83	Penalty Enhancement: Temp No Prkg.	Each	\$116.00	Y	
PD 84	Parking Penalty: Truck/Trailer Parking	Each	\$76.00		
PD 85	Penalty Enhancement: Truck/Trlr Prkg	Each	\$116.00	Y	
PD 86	Parking Penalty: Unattended Vehicle	Each	\$38.00		
PD 87	Penalty Enhancement: Unatt. Vehicle	Each	\$76.00	Y	
PD 88	Parking Penalty: Prkg w/Occupant	Each	\$78.00		
PD 89	Penalty Enhancement: Prkg w/Occ.	Each	\$116.00	Y	
PD 90	Parking Penalty: Car Wash for Profit	Each	\$38.00		
PD 91	Penalty Enhancement: Car Wash for	Each	\$76.00	Y	
PD 92	Parking Penalty: 6 Ft + Height	Each	\$78.00		
PD 93	Penalty Enhancement: 6 Ft+ Height	Each	\$116.00	Y	
PD 94	Parking Penalty: 10k Lb / 8 Ft Height	Each	\$78.00		
PD 95	Penalty Enhancement: 10k Lb / 8' Ht.	Each	\$116.00	Y	
PD 96	Parking Penalty: Trailer Parking	Each	\$38.00		
PD 97	Penalty Enhancement: Trlr Prkg	Each	\$76.00	Y	
PD 98	Parking Penalty: Golf Cart Parking	Each	\$38.00		
PD 99	Penalty Enhancement: Golf Cart Prkng	Each	\$76.00	Y	
PDI100	Traffic Penalty: Golf Cart Street Use	Each	\$38.00		
PDI101	Amending a Concealed weapons Permit	Each	\$10.00		
PDI102	Firearms Storage Fee	Each	\$65.00 first		
	<sup>1</sup> Per Maximus Fee Study				
	<sup>2</sup> Per Maximus Fee Study plus CPI for two years as study was substationally completed in 2008				
	<sup>3</sup> Fee is set by CA State Statute				
	<sup>4</sup> Maximus Study did not include direct costs in this amount				

City of Colusa						FDR - Fire Dept Review
Fire Department						FDI - Fire Dept Inspection
Fee Schedule FY 2024-25						FD - Fire Dept Fee
Fee #	Fee Name	Unit	Fee Amount	T&M in addition to Fee	Deposit Calculations	NOTES:
	<b>Plan Reviews:</b>					
FD1	All outside plan review services will		T&M		\$300.00	
	<b>Inspections:</b>					
FD2	All outside inspection services will		T&M			
FA3c	Backside of a two-sided copy	Per back side	\$0.10			
	<b>PLAN REVIEW</b>					
FDR1	Fire Sprinkler System 13 & 13R	per riser	T&M		1.5 hr plus +	
FDR2	<b>Residential Fire Sprinkler System</b>	per riser	T&M		1.5 hr plus +	
	<b>Fire Sprinkler System TI</b>					
FDR3	System	per riser	T&M		1.5 hr plus +	
	<b>Additional Sprinkler review items</b>					
FDR4	Hydraulic Calculations	per system	T&M			
FDR5	Anti Freeze System	per system	T&M			
FDR6	Dry Pipe Valve	per system	T&M		1.5 hr	
FDR7	Deluge Pre Action	per system	T&M		1.5 hr	
FDR8	Fire Pump	per pump	T&M		1.5 hr	
	<b>Water Storage tanks</b>					
FDR9	Gravity	per tank	T&M		1 hr	
FDR10	Pressure	per tank	T&M		1 hr	
FDR11	Fire Stand Pipe system	per riser	T&M		1 hr	
	<b>Fire Alarm System</b>					
FDR12	Per System	per system	T&M		1.5 hr + 1.00	
	<b>Additional fire alarm review</b>					
FDR13	Graphic annunciator review	each	T&M		1 hr	
	<b>INSPECTIONS</b>					
FDI1	Fire Sprinkler System 13 & 13R	per riser	T&M		1.5 hr + 1.00	
FDI2	<b>Residential Fire Sprinkler System</b>	per riser	T&M		1 hr + 1.00	
FDI3	Hydrostatic test	per hour	T&M		1.5 hr if	
	<b>Fire Sprinkler System TI</b>					
FDI4	System	per riser	T&M		1.5 hr + 1.00	
	<b>Additional Sprinkler system</b>					
FDI5	Hydrostatic testing	per hour	T&M		2 hr NFPA	
FDI6	Anti Freeze System	per system	T&M		1 hr	
FDI7	Dry Pipe Valve	per system	T&M		1 hr	
FDI8	Deluge Pre Action	per system	T&M		1 hr	
FDI9	Fire Pump	per pump	T&M		1 hr	
	<b>Water Storage tanks</b>					

FDI10	Gravity	per tank	T&M		1.25 hr	
FDI11	Pressure	per tank	T&M		1.25 hr	
FDI12	Fire Stand Pipe system	per riser	T&M		1 hr	
	<b>Fire Alarm System</b>					
FDI13	System	per system	T&M		1.5 hr + 1.00	
FDI14	Graphic annunciator	each	T&M		1.25 hr	
	<b>Permit Reviews</b>					
FD3	Outside plan review services will be		T&M			
	<b>Installation permits</b>					
FDR14	Dry Chemical System	each	T&M		1.5 hr	
FDR15	Wet Chemical / Hood Ext System	each	T&M		1.5 hr	
FDR16	Paint Spray booth	each	T&M		1.5 hr	
FDR17	Propane Tank	each	T&M		1.5 hr	
FDR18	Aboveground Flammable liquid	per site	T&M		1.5 hr	
FDR19	Underground Flammable liquid tank	per site	T&M		1.5 hr	
FDR20	Complete fuel dispensing system	per site	T&M		1.5 hr	
FDR21	Smoke control UFC Article 81	each	T&M		1.5 hr	
FDR22	Smoke control IBC Chapter 9	each	T&M		1.5 hr	
FDR23	Medical Gas Alarms					
FDR24	Medical Gas Alarms Level 1	per system	T&M		1.25 hr	
FDR25	Medical Gas Alarms Level 2 Dental	per system	T&M		1.25 hr	
FDR26	Medical Gas Alarms Level 3 Dental	per system	T&M		1.25 hr	
	<b>Annual Permits</b>					
FDR27	Dry Cleaning Plant	per permit	T&M		1.5 hr	
FDR28	Hot Work Operations	per permit	T&M		1.5 hr	
FDR29	Liquid Gas - Store, Use, Handle	per permit	T&M		1.5 hr	
FDR30	Lumber Yard	per permit	T&M		1.5 hr	
FDR31	Places of Assembly	per permit	T&M		1.5 hr	
FDR32	Repair Garages	per permit	T&M		1.5 hr	
FDR33	Tire Storage	per permit	T&M		1.5 hr	
FDR34	<b>Hazardous Materials Storage /</b>	per permit	T&M		1 hr + \$1.00	
	<b>Activity Permits</b>					
FDR35	Bowling Pin / Alley Refinishing	per permit	T&M		1.25 hr	
FDR36	Candles and Open Flames in	per permit	T&M		1.25 hr	
FDR37	Carnivals and Fairs	per permit	T&M		1.25 hr	
FDR38	Fireworks - Display	per permit	T&M		1.25 hr	
FDR39	Fireworks - Retail Stands	per permit	See			
FDR40	Open Burning - 30 day permit	per permit	\$30.00			
FDR41	Parade Float	per permit	T&M			
FDR42	Pyrotechnical Special Effects	per permit	T&M		1.25 hr	
FDR43	Temporary Membrane Structures,	per permit	T&M		1.25 hr	
	<b>Permit Inspections</b>					
	<b>Installation permits</b>					
FDI15	Dry Chemical System	each	T&M		1.25 hr	
FDI16	Wet Chemical / Hood Ext System	each	T&M		1 hr	
FDI17	Paint Spray booth	each	T&M		1 hr	
FDI18	Propane Tank	each	T&M		1.25 hr	
FDI19	Aboveground Flammable liquid	per site	T&M		1.5 hr	

FDI20	Underground Flammable liquid tank	per site	T&M		1.5 hr	
FDI21	Complete fuel dispensing system	per site	T&M		1.5 hr	
FDI22	Smoke control UFC Article 81	each	T&M		1.5 hr	
FDI23	Smoke control IBC Chapter 9	each	T&M		1.5 hr	
FDI24	Medical Gas Alarms	each	T&M		1.25 hr	
FDI25	Medical Gas Alarms Level 1	per system	T&M		1.25 hr	
FDI26	Medical Gas Alarms Level 2 Dental	per system	T&M		1.25 hr	
FDI27	Medical Gas Alarms Level 3 Dental	per system	T&M		1.25 hr	
	<b>Annual Permits</b>					
FDI28	Dry Cleaning Plant	per permit	T&M		1.5 hr	
FDI29	Hot Work Operations	per permit	T&M		1 hr	
FDI30	Liquid Gas - Store, Use, Handle	per permit	T&M		1 hr	
FDI31	Lumber Yard	per permit	T&M		2.0 hr	
FDI32	Places of Assembly	per permit	T&M		1 hr	
FDI33	Repair Garages	per permit	T&M		1.25 hr	
FDI34	Tire Storage	per permit	T&M	Y	1.25 hr	
FDI35	<b>Hazardous Materials Storage /</b>	per permit	T&M		\$123.00 +	
	<b>Activity Permits</b>					
FDI36	Bowling Pin / Alley Refinishing	per permit	T&M		\$98.00	
FDI37	Candles and Open Flames in	per permit	T&M		\$98.00	
FDI38	Carnivals and Fairs	per permit	T&M		\$98.00	
FDI39	Fireworks - Display	per permit	T&M		\$98.00	
FDI40	Fireworks - Retail Stands	per permit	\$15.00	Set by Ordinance 261		
FDI41	Parade Float	per permit	T&M		1 hr	
FDI42	Pyrotechnical Special Effects	per permit	T&M		1 hr	
FDI43	Temporary Membrane Structures,	per permit	T&M		1 hr	
	<b>Pre Occupancy Commercial</b>					
FDI44	Up to 1,999 sq ft	per clearance	T&M		1 hr	
FDI45	2,000 to 4,999 sq ft	per clearance	T&M		1.25 hr	
FDI46	5,000 to 9,999 sq ft	per clearance	T&M		1.5 hr	
FDI47	10,000 sq ft and up	per clearance	T&M		2.0 hr	
	<b>Pre Occupancy Residential</b>					
	Prior to issuance of a fire safety					
FDI48	Single family Dwelling	per clearance	T&M	Y	1 hr	
FDI49	Apartments	per clearance	T&M	Y	1 hr + \$10.00	
	<b>State Mandated Inspections (H&amp;S)</b>					
FDI50	Residential Child Care Facility - Pre	Per clearance	25 or less		Set by H&S	
FDI51	Residential Care Facility for the	Per clearance	25 or less		Set by H&S	
FDI52	Community Care Facilities	Per clearance	25 or less		Set by H&S	
FDI53	Large Family Day Care	Per clearance	Actual cost		regulated by	
	<b>Hospital</b>					
FDI54	0 - 99 beds		T&M		1.5 hrs	
FDI55	100 - 249 beds		T&M		2.5 hrs	
FDI56	250 + beds		T&M		3.5 hrs	
	<b>Other Fire Fees</b>					
FDI57	Hydrant / Underground fire service	per system	T&M		1 hr	

FDI58	False Alarms - more than 2 per year	per incident	\$116.00	Y		
FDI59	Negligence fire response		\$173.00	Y		
FDI60	Late payment for false alarm and					Same as Utility Late
FDI61	30 - 59 days past due	per invoice	\$50.00	Y		
FDI62	60 - 89 days past due	per invoice	\$100.00	Y		
FDI63	90+ days past due	per invoice	\$150.00	Y		
FDI64	Each additional 30 days past due	per invoice	\$50.00	Y		
FDI65	Weed Abatement Enforcement Per	per hour	T&M		1.25 hr	
FDI66	Weed abatement contractual	per lot	T&M			
FDI67	Code enforcement after first	per hour	T&M		1 hr	
FDI68	Code Enforcement contractual		T&M			
FDI69	Outside Special Fire Plan Examiner		T&M	Y		
	<b>Copy of Report Requests</b>					
FD4	Photos (Digital), first 4	Per Issuance	\$10.00	Y		
FD5	Photos (Digital), every 4 after first 4	Per Issuance	\$5.00	Y		
FD6	Audio, Video Tape / CD	per item	T&M	Y		
	Certified Report	Per Issuance	\$5.00 for first			
FD11						
FDI69	Inspections not listed - 1 hour	per hour	T&M		1 hr	
FDI70	Re - Inspection fee - 1 hour	per hour	T&M		1 hr	
FDR44	Plan Review not listed - 1 hour	per hour	T&M		1 hr	
FDR45	Administrative charge for excessive	per	T&M		1 hr	
FDI71	Inspection outside of regular	per hour	T&M		1 1/2 times	
	<b>Equipment Rates</b>					
	<b>Apparatus:</b>					
FD8	Truck	per hour	\$150.00	Y		
FD9	Engine	per hour	\$100.00	Y		
FD10	Staff Vehicle	per hour	\$50.00	Y		
FD12	Other Equipment	Contract	per contract	Y		







City of Colusa					
Code Enforcement					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	T&M in addition to Fee	Notes
CE1	1st Infraction Code Enforcement	Incident	\$ 100.00	Y	Set by Ord
CE2	2nd Infraction Code Enforcement	Incident	\$ 200.00	Y	Set by Ord
CE3	3rd Infraction Code Enforcement	Incident/subseque	\$ 500.00	Y	Set by Ord
FA3c	Backside of a two-sided copy	Per back side	\$ 0.10		
Liens placed on property due to Code Enforcement use Finance & Admin Fees FA13					

City of Colusa									
Building Department									
Fee Schedule FY 2024-25 Proposed changes are at 7% due to inflation and added fuel costs.									
Fee #	Fee Name	Unit	2023/24 Building Fee Amount	Proposed 2024/25 Building Fee Amount	2023/24 Application Fee required	Proposed 2024/25 Application Fee required	Plan Check 2023/24 Fee is 65% of Building Fee, take at application	Plan Check 2024/25 Fee is 65% of Building Fee, take at application	Notes
<b><u>COMMERCIAL</u></b>									
BD0	<b>Commercial New or Addition</b> 200 sq. ft. of affected area.	Per Issuance	\$ 600.00	\$ 640.00	\$ 60.00	\$ 65.00	\$390.00	\$416.00	
	each additional sq. ft. includes all elect/plumb/mech.	Per Issuance	1.2 per ft.	1.30 per ft.			YES		
	<b>Commercial Re-model</b> 200 sq. ft. of affected area.	Per Issuance	\$ 354.00	\$ 379.00	\$ 60.00	\$ 65.00	\$240.00	\$247.00	
	each additional sq. ft. includes all elect/plumb/mech.	Per Issuance	\$ 0.68	\$ 74.00	\$ 60.00	\$ 65.00	YES		
	<b>All Commercial Projects require a CASP Inspection before C of O</b>	Per Issuance	T & M		YES		YES		Occupancy, Tms Inspection is contracted
	<b>Commercial Demolition or Occupancy Permit - Plot Plan &amp; Floor</b>		\$ 338.00	\$ 362.00	\$ 60.00	\$ 65.00	NO		
	<b>Plan Check Fees</b> (applies after the 2nd correction or special								
BD10	*Residential (after 2nd check)						T&M		
BD11	*Commercial (after 2nd check)						T&M		
<b><u>RESIDENTIAL</u></b>									
	<b>Residential New Construction or Addition</b> 200 sq. ft. affected area.	Per Issuance	\$ 354.00	\$ 379.00	\$ 60.00	\$ 65.00	\$230.00	\$247.00	
	each additional sq. ft. includes all elect/plumb/mech.	Per Issuance	1.38 per ft.				YES		
	<b>Residential Re-model</b> 200 sq.ft. of affected area		\$ 283.00	\$ 303.00	\$ 60.00	\$ 65.00	\$ 184.00	\$ 197.00	
	each additional sq. ft. includes all elect/plumb/mech.		\$ 0.38	\$ 40.00			YES		
	CASP Inspection is not required for Residential								
BD4	<b>Residential Demolition or Occupancy Permit - Plot Plan &amp; Floor</b>		\$ 213.00	\$ 228.00	\$ 60.00	\$ 65.00	NO		
<b><u>MISC. PERMITS AND FEES</u></b>									
	Building Permit Application Fee				\$ 60.00	\$ 65.00			
	Permit Extension Fee				\$ 60.00	\$ 65.00			
BD2	Electrical Service Change-out		\$ 85.00	\$ 91.00	\$ 60.00	\$ 65.00	NO		
BD3	Electric Power Generator		\$ 216.00	\$ 231.00	\$ 60.00	\$ 65.00	\$141.00	\$150.00	
BD5	Water Heater/Fire Place Insert Change-out		\$ 85.00	\$ 91.00	\$ 60.00	\$ 65.00	NO		
BD6	<b>Residential &amp; Commercial Solar Permit -check below for the updated fee</b>		\$ -		included		included		
	Detached Garage/Accessory Building/Storage/Carport under 250 sq. ft.		\$ 216.00	\$ 231.00	\$ 60.00	\$ 65.00	\$141.00	\$150.00	
BD7	each additional sq. ft. includes all elect/plumb/mech.		.27 per ft.	\$ 0.30			YES		
BD8	HVAC New Install or Change-out		\$ 125.00	\$ 134.00	\$ 60.00	\$ 65.00	NO		
BD 13	Water or Sewer Line Replacement - plot plan required		\$ 85.00	\$ 91.00	\$ 60.00	\$ 65.00	NO		
	New Patio, Porch Covers or Decks (electrical add \$65 to Bldg Fee)		\$ 216.00	\$ 231.00	\$ 60.00	\$ 65.00	\$141.00	\$150.00	
BD 14	Patio Covers or Deck repairs (like for like)		\$ 216.00	\$ 231.00	\$ 60.00	\$ 65.00	NO		
BD 18	All Re-Roof/ overlays Permit (no alterations included)		\$ 231.00	\$ 247.00	\$ 60.00	\$ 65.00	NO		
	Additional fee for Solar Battery install and plan Review.			\$ 100.00		\$ 65.00			
	Remove existing Solar equipment and replace for re-roof permit <b>(NEW FEE REQUIRED)</b>			\$ 134.00		\$ 65.00			
BD 19	Retro-Windows/Doors		\$ 183.00	\$ 195.00	\$ 60.00	\$ 65.00	NO		

	Stucco or siding (more than 200 sq. ft. of area)		\$ 128.00	\$ 137.00	\$ 60.00	\$ 65.00	NO		
BD 15	Sign Permit includes Electrical		\$ 85.00	\$ 91.00	\$ 60.00	\$ 65.00	\$55.00		
BD 16	Block wall fence--(3 inspections)		\$ 216.00	\$ 231.00	\$ 60.00	\$ 65.00	\$141.00		
BD 17	including plan check, based on commercial Plan Check for these unit is foundation only, all other done HCD/State		\$ 931.00	\$ 996.00	\$ 60.00	\$ 65.00			
	In-ground Pool/Spas/Hot Tubs includes electric/Plumb/Mech. - requires Permit Fee Limits for PV		\$ 485.00	\$ 519.00	\$ 60.00	\$ 65.00	\$315.00	\$555.00	
BD20	<b>Residential</b>		<b>Commercial</b>						
BD21	15 kW or less	\$450	50 kW or less	\$1000	\$ 231.00	\$ 60.00	\$ 65.00	NO	
BD6	<b>Permit Fee Limits for PV</b>								
	<b>Residential</b>		<b>Commercial</b>						
	15 kW or less	\$450	50 kW or less	\$1000					
	More than 15 kW	\$500 + \$15 per kW above 15 kW	50 kW – 250 kW	\$1000 + \$7 per kW above 50 kW					
			More than 250 kW	\$2400 + \$5 per kW above 250 kW					
	<b>Permit Fee Limits for Solar Thermal</b>								
	<b>Residential</b>		<b>Commercial</b>						
	10 kW <sub>th</sub> or less	\$450	30 kW <sub>th</sub> or less	\$1000					
	More than 10 kW <sub>th</sub>	\$450 + \$15 per kW <sub>th</sub> above 10 kW <sub>th</sub>	30 kW <sub>th</sub> – 260 kW <sub>th</sub>	\$1000 + \$7 per kW <sub>th</sub> above 30 kW <sub>th</sub>					
			More than 260 kW <sub>th</sub>	\$2610 + \$5 per kW <sub>th</sub> above 260 kW <sub>th</sub>					

City of Colusa					
Finance and Administration Department					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	Deposit	Notes
FA1	Business License Application Fee	Per Issuance	\$50.00		plus fee schedule from Biz Lic Affidavit
FA2	Business License Renewal Fee	Per Issuance	\$40.00		plus fee schedule from Biz Lic Affidavit
FA3	Copying Expense Black and White 8 1/2 x 11	Per page	\$0.25		
FA3b	Copying Expense Black and White other sizes	Per page	\$0.50		
FA3c	Backside of a two-sided copy	Per back side	\$0.10		
FA4	Copying Expense Color	Per page	\$1.00		
FA5	Public Records Request	Per page	\$0.25		
FA5a	Notary	Per issuance	\$15.00		
FA6	Photos (Digital), first 4	Per Issuance	\$10.00		
FA7	Photos (Digital), every 4 after first 4	Per Issuance	\$5.00		
FA8	Rental for City Hall Conference Room	Per Day	\$50.00		
FA9	Rental for City Hall Hallway	Per Day	\$25.00		
FA10	Rental for City Hall Council Chambers	Per Day	\$35.00		
FA11	Rental for City Hall Auditorium	Per Day	\$75.00		
FA12	Bad Check Fee (NSF)	Per Occurance	\$50.00		
FA13	Property Lien Filing Fees		T&M		
FA14	Special Events Permits	Per Event	\$0	may be required	
FA15	Film Permit	Per Permit	\$0	may be required	
FD6	Audio, Video Tape / CD reproduction	per item	\$5.00/CD		
	Marquee Sign		\$50.00/week		
	Cannabis Regulatory Annual Permit Renewal		\$2,000	\$3,500	
	Replacement or reissue of City issued check		\$40		
	Business License Application Fee - Semi Ann	July-Dec/Jan-Jun	\$50		plus fee schedule from Biz Lic Affidavit
	Business License Application Fee - Monthly	Monthly	\$50		no add'l cost based on Biz Lic Affidavit
	Business License Application Fee - Daily	Daily	\$25		no add'l cost based on Biz Lic Affidavit

City of Colusa					
Water and Sewer Utilities					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	addition to Fee	Notes
WS1	New Account Fee (weter/sewer)	Per Acct	\$50.00		
WS2	Delinquent Account Fee	Per month	outstanding balance		
FA3c	Backside of a two-sided copy	Per back	\$0.10		
	<b>WATER</b>				
W1	hydrant meter permit	Per meter	\$30/month plus usage & \$500 deposit		
W4	new service: tap, pipe and meter	Per meter	1" - \$1600 -		
W5	meter inspection	Per meter	\$100 per Meter	Y	
	<b>PENALTY</b>				
WS5	bypass of meter/valve	Per meter	\$100 Fee plus	Y	
W6	shutoff list (2 trips for empl.)	Per meter	\$50.00 Turn on fee	Y	
	<b>SEWER</b>				
S1	grease trap inspection annual fee	Per trap	\$100/inspection	Y	
S2	sewer encroachment permit	Per permit	\$100/inspection	Y	

City of Colusa					
Parks and Recreation					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	Deposit Calculation	Notes
FA3c	Backside of a two-sided copy	Per back side	\$0.10		
	Scout Cabin Rental	Per day	\$300	\$200.00 deposit	
PR10	Pool Facility Rental plus PR11	Per hr	\$100		
PR11	City Life Guard Fee (Required for Pool	Per hr minimum 2	\$50/hr		
PR12	Reserve Picnic Area - Sankey, Will S Green.	Per half day	\$50 half day		
PR13	Reserve Picnic Area - Memorial & Bandstand	Per Day	\$80		
PR13	Reserve Pavillion in Davison Park	Per Day	\$100		
PR15	Swimming Pool - One time	Per session	\$2		
PR16	Swimming Pool - Family Pass (5 people)	Per season	\$300		\$300 for Colusa households and \$350 for Non-Colusa
PR17	Swimming Pool - Day Care Season Pass	Per season	\$350		
PR18	Swim Team - Pool Rental (after 5:00 pm)	Per season	\$750		
PR20	Use of City Parks by Non-Colusa Sports	Per 4 hours	\$60		
	Boat Launch Minimum Fine \$50.00 and not to				
	All classes are charged on a break even basis				
	Swimming Pool - Single Person Pool Pass	Per season	\$75.00		
	Swimming Pool - Free Swim Day Event	Per Day, 2x	\$300		
	NPO Fee: Scout Cabin Rental	Per day	150	\$200 deposit	
	NPO Fee: Reserve Picnic Area - Sankey, Will	Per half day	\$25		
	NPO Fee: Reserve Picnic Area - Memorial &	Per Day	\$40		
	NPO Fee: Reserve Pavillion in Davison Park	Per Day	\$50		
	NPO is a non profit organization there in no				

City of Colusa				
State Park Fees				
Fee Schedule FY 2024-25				
Fee #	Fee Name	Unit	Fee Amount	Notes
SP1	Numbered Campsite 1,2,4,11,12,13,&14	Per Night	\$25	
	Numbered Campsite 6,7,8,&9	Per Night	\$35	
	Number Campsite 5&10	Per Night	\$45	
SP2	Enroute Camping	Per Night	\$15	
SP3	Sr. Citizen Overnight Discount	Per Night	\$2	
SP4	Additional Motor Vehicle	Per Night	\$6	
SP5	Boat Launch w/Camping	Per Night	\$7	
SP6	Group Camp	Per Night	\$135	
SP7	Boat Launch & Parking	Per Day	\$13	
SP8	Day Parking	Per Day	\$6	
SP9	Sr. Citizen Day use Discount	Per Day	\$1	
SP10	RV Dump	Per Day	\$6	
SP11	Group Camp area day only	Per Day	\$6 per car	plus \$25
	City of Colusa Boat Launch Yearly Season		\$100	
	State Park Fees are determined by State			

City of Colusa						
Planning Fees						
Fee Schedule FY 2024-25						
The City is trying move forward using a flat fee, this will be looked at each year to ensue that we are covering our costs						
Fee #	Fee Name	Unit	Fee Amount	Deposit	Estimated	Notes
PL 1	Pre-Application Meeting	Per application	T&M	'	1	\$150.00
PL 2	Abandonment / Vacation request	Per application	T&M	'	4	\$600.00
PL 3	Appeal Fee (Planning Commission	Per application	T&M	'	8	\$1,200.00
PL 4	Appeal Fee other than Applicant	Per application	T&M	'	10	\$1,500.00
FA3c	Backside of a two-sided copy	Per back side	\$ 0.10			\$0.10
PL 5	Annexation (Including LAFCo)	Per application	T&M	'	65	\$9,750.00
PL 6	Architectural Review	Per application	T&M	'	15	\$2,250.00
PL 7	Certificate of Compliance	Per application	T&M	'	4	\$600.00
PL 8	Certificate of Merger	Per application	T&M	'	20	\$3,000.00
PL 9	Conditional Use Permit, Minor	Per application	\$325		3.25	\$325.00
PL 10	Conditional Use Permit, Major	Per application	\$750		7.5	\$750.00
PL 11	Design Review each	Per application	T&M	'	15	\$2,250.00
PL 12	Designation of Historical or	Per application	T&M	'	30	\$4,500.00
PL 13	Development	Per application	T&M	'	20	\$3,000.00
PL 14	Development Agreement—Annual	Per application	T&M	'	15	\$2,250.00
PL 15	Development	Per application	T&M	'		\$3,000.00
PL 16	Extension of Time for Approved	Per application	T&M	'		\$900.00
PL 17	Extension of Time for Approved	Per application	T&M	'	6	\$900.00
PL 18	Final Map	Per application	T&M	'	25	\$3,750.00
PL 19	Flood Plain Development Permit	Per application	T&M	'	20	\$3,000.00
PL 20	Flood Plain Development Variance	Per application	T&M	'	10	\$1,500.00
PL 21	Flood Plain Development Appeal	Per application	T&M	'	10	\$1,500.00
PL 22	General Plan Amendment	Per application	T&M	'	60	\$9,000.00
PL 23	Grading Permit Application	Per application	T&M	'	4	\$600.00
PL 24	Lot Line Adjustment	Per application	\$ 400.00	'	8	\$1,200.00
PL 25	Modification Approved Plan,	Per application	T&M	'	6	\$900.00
PL 26	Modification or Rehearing	Per application	T&M	'	10	\$1,500.00
PL 27	Parcel Map	Per application	\$1,000		10	\$2,500.00
PL 28	Record of Survey	Per application	T&M	'	4	\$600.00
PL 29	Reversion to Acreage	Per application	T&M	'	20	\$3,000.00
PL 30	Site Plan Review—SF Residential,	Per application	T&M	'	20	\$3,000.00
PL 31	Site Plan Review—SF Residential,	Per application	T&M	'	25	\$3,750.00
PL 32	Site Plan Review—MF Residential	Per application	T&M	'	20	\$3,000.00
PL 33	Site Plan	Per application	T&M	'	30	\$4,500.00
PL 34	Sign Permit, Minor	Per application	\$50	'	0.5	\$50.00
PL 35	Sign Permit, Major	Per application	T&M	'	20	\$3,000.00
PL 36	Tentative Parcel Map w/Variance	Per application	T&M	'	20	\$3,000.00
PL 37	Tentative Subdivision Map	Per application	T&M	'	40	\$6,000.00
PL 38	Tentative Subdivision Map	Per application	T&M	'	40	\$6,000.00
PL 39	Variance/Exception to Standards	Per application	\$750		7.5	\$750.00
PL 40	Vesting Tentative Subdivision Map	Per application	T&M	'	40	\$6,000.00
PL 41	Written Verification of Zoning	Per application	T&M	'	0.75	\$112.50
PL 42	Zoning (Prezoning)	Per application	T&M	'	20	\$3,000.00
PL 43	Zoning Text Change	Per application	T&M	'	20	\$3,000.00
PL 44	Zoning Map Change	Per application	T&M	'	20	\$3,000.00
PL 45	Zone Change—PD Preliminary	Per application	T&M	'	40	\$6,000.00
PL 46	Zone Change—PD Major	Per application	T&M	'	20	\$3,000.00
PL 47	Zone Change—PD Minor	Per application	T&M	'	10	\$1,500.00
	<b>ENVIRONMENTAL REVIEW</b>					
PL 48	County Clerk Filing Fee		\$50.00	'		This is a County fee so
PL 49	Environmental Impact Report (City	Per application	T&M	'	80	\$12,000.00
PL 50	Environmental Impact Report	Per application	Per Contract	Payment schedule:		Subject to additional.
PL 51	Fish & Game Code §711.4		2,406.75	'		
PL 52	Fish & Game Code §711.4 w/EIR		3,343.25	'		
PL 53	Initial Study/Negative Declaration	Per application	T&M	'	30	\$4,500.00



PL 54	Initial Study/Negative Declaration	Per application	Per Contract	Payment schedule:		Subject to additional.
PL 55	Negative Declaration	Per application	T&M		10	\$1,500.00
PL 56	Initial Study/Mitigated Negative	Per application	T&M		60	\$9,000.00
PL 57	Initial Study/Mitigated Negative		Per Contract	Payment schedule:		Subject to additional.
PL 58	Notice of Determination	Per application	T&M		2	\$300.00
PL 59	Notice of Categorical Exemption	Per application	T&M		2	\$300.00
PL 60	Other Planning Permits,	Per incident	T&M			\$500.00
	<b>OTHER</b>					
PL 63	General Plan Management Fee	Per application	4%			
PL 64	Annexation Admin Fee	Per acre /	\$50/acre			
PL65	Public Convenience/Necessity Fee		\$325		3.25	

City of Colusa					
Public Works Department					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	Deposit Calculation	Notes
PW1	Banner Hanging Fee	Per Banner	\$100.00 put		Includes both up up
PW2	sidewalk replacement		\$25 plus T&M	foot	
PW3	curb/gutter replacement		\$25 plus T&M	foot	
PW4	city tree trimming	Service			As funds are
PW5	planting city trees	Hour	\$25 plus T&M		tree not included
PW6	memorial benches	Per Bench	\$25 plus T&M		bench not included
PW7	street closure events/traffic control		\$25		includes signage
PW8	green waste pile pick-up	Per pick-up vis	25.00 per/yard,		
PW9	sand bags		Not for Sale		Non-Emergency only, Weather induced flooding excluded
PW10	city barricades/cones		\$3/day for	Refundable	Only for City
PW11	city equipment rental		NO RENTAL AVAILABLE		
PW12	Encroachment Permits		\$100/permit -	2 inspections	

City of Colusa					
Engineering Fees					
Fee Schedule FY 2024-25					
Fee #	Fee Name	Unit	Fee Amount	Deposit Calculation *	Notes
EN 1	Parcel Map (1 – 4 lots)	Per Occurance	T&M	\$1,500.00	
EN 2	Subdivision (5 – 25 lots)	Per Occurance	T&M	\$2,000.00	
EN 3	Subdivision (25 – 100 lots)	Per Occurance	T&M	\$2,500.00	
EN 4	Subdivision (100+ lots, each additional 100 lots)	Per Occurance	T&M	\$500.00	
FA3c	Backside of a two-sided copy	Per back side	0.1		
EN 5	Improvement Plan Check (\$0-50,000)	Per Occurance	T&M	\$500.00	
EN 6	Improvement Plan Check (\$50,001-100,000)	Per Occurance	T&M	\$2,800.00	
EN 7	Improvement Plan Check (\$100,001-200,000)	Per Occurance	T&M	\$6,300.00	
EN 8	Improvement Plan Check (\$200,001-500,000)	Per Occurance	T&M	\$13,800.00	
EN 9	Improvement Plan Check (\$500,001-1,000,000)	Per Occurance	T&M	\$23,800.00	
EN 10	Improvement Plan Check (\$1,000,001-2,000,000)	Per Occurance	T&M	\$43,800.00	
EN 11	Improvement Plan Check (\$2,000,001-3,000,000)	Per Occurance	T&M	\$63,800.00	
EN 12	Improvement Plan Check (\$3,000,001-4,000,000)	Per Occurance	T&M	\$83,800.00	
EN 13	Improvement Plan Check (\$4,000,001-5,000,000)	Per Occurance	T&M	\$103,000.00	
EN 14	Improvement Plan Check (\$5,000,001+)	Per Occurance	T&M	0.02 * Valuation	
EN 15	Improvement Inspection (\$0-50,000)	Per Occurance	T&M	\$1,000.00	
EN 16	Improvement Inspection (\$50,001-100,000)	Per Occurance	T&M	\$5,700.00	
EN 17	Improvement Inspection (\$100,001-200,000)	Per Occurance	T&M	\$13,500.00	
EN 18	Improvement Inspection (\$200,001-500,000)	Per Occurance	T&M	\$32,300.00	
EN 19	Improvement Inspection (\$500,001-1,000,000)	Per Occurance	T&M	\$56,100.00	
EN 20	Improvement Inspection (\$1,000,001-2,000,000)	Per Occurance	T&M	\$96,100.00	
EN 21	Improvement Inspection (\$2,000,001-3,000,000)	Per Occurance	T&M	\$128,600.00	
EN 22	Improvement Inspection (\$3,000,001-4,000,000)	Per Occurance	T&M	\$158,600.00	
EN 23	Improvement Inspection (\$4,000,001-5,000,000)	Per Occurance	T&M	\$188,600.00	
EN 24	Improvement Inspection (\$5,000,001+)	Per Occurance	T&M	0.04 * Valuation	
EN 25	Grading Plan Check (1-50 cubic yards)	Per Occurance	T&M	\$610.00	
EN 26	Grading Plan Check (51-100 cubic yards)	Per Occurance	T&M	\$660.00	
EN 27	Grading Plan Check (101-1,000 cubic yards)	Per Occurance	T&M	\$700.00	
EN 28	Grading Plan Check (1,001-10,000 cubic yards)	Per Occurance	T&M	\$850.00	
EN 29	Grading Plan Check (10,001+ cubic yards, each 10,000)	Per Occurance	T&M	\$150.00	
EN 30	Grading Inspection (1-50 cubic yards)	Per Occurance	T&M	\$350.00	
EN 31	Grading Inspection (51-100 cubic yards)	Per Occurance	T&M	\$400.00	
EN 32	Grading Inspection (101-1,000 cubic yards)	Per Occurance	T&M	\$450.00	
EN 33	Grading Inspection (1,001-10,000 cubic yards)	Per Occurance	T&M	\$500.00	
EN 34	Grading Inspection (10,001+ cubic yards, each 10,000)	Per Occurance	T&M	\$110.00	
EN 35	Lot Line Adjustment (by Deed)	Per Occurance	\$800		
EN 36	Site Plan Review	Per Occurance	T&M	\$250.00	
EN 37	Engineering Support for Planning Applications	Per Occurance	T&M	\$250.00	
EN 38	Other charges not itemized	Per Occurance	T&M	\$250.00	
PW13	General Plan Management Fee	Per application	4%		Accounting to keep

\* Minimum deposits are required prior to commencement of work. Additional funds may be required to be added to the deposit if the deposit balance is less than the initial estimated deposit fees, as determined by the City. Deposits are calculated on a per project basis based upon anticipated work.

User Fee Determination Cost Analysis Worksheet							
Fee Schedule FY 2024-25							
User Fee Description	Fund	Account Number		Department/ Division		Date	
						Last Reviewed 4-15-2014	
Description of Service, Demand, Subsidy and Other Comments:							
FA Backside (Per back s	0.1						
Personnel Costs							
Position	Rates				Hours by Position Per Unit	Total Labor Cost Per Unit of Service	
	Straight Time Labor	Fringe Benefits	Total Direct Labor Costs	Dept. or Div O/H			Total Burdened Labor Cost/ Hr.
						Total Burdened Personnel Costs per Unit of Service	
						Total Burdened Personnel Costs per Unit of Service	
Material & Rental Costs			Total Burdened Personnel Costs per Unit of Service				
Description					Cost Each	Quantity	Unit Cost
						Total Material & Rental Costs per Unit of Service	
Other Costs (Equipment, Building Usage, Consultants)							
Description					Cost Each	Quantity	Unit Cost
						Total Other Costs per Unit of Service	
Fee Comparison Data							
City	Fee per Unit	More or (Less) than Lake Elsinore Fee		Total Service Direct Costs City-Wide General & Administrative Rate @ 15.00%			
		Dollars	Percentage	Total Service Costs/ Unit Recommended Fee			
				Recommended Fund Subsidy			
				Current Fee Amount			
				Fee Increase/ (Decrease)			

Costs for: Enter Program Name					
Program Dates: From _____ to _____					
Fee Schedule FY 2023-24					
Item		Quantity	Unit	Cost	Total
Facility Rental Costs					
Umpires			per game		
Scorekeepers			per game		
LifeGuards			per hour		
FA3c	Backside of a two-sided copy	Per back si	0.1		
Instructor(s)			per pupil or class		
Rec Aides			per hour		
Advertising			per class		
Electricity/Lights			per hour		
Supplies:					
	Balls		each		
	Nets		each		
	Gypsum		per xlb bag		
	Paint		per class		
	Tie Downs		each		
	Red Rock		per xlb bag		
	Scorebooks		each		
	Binders		each		
	Paper/Pencils/Office Supplies		per class		
	Light Bulbs		each		
	Base		each		
	Base Plugs		each		
	Team Shirts		each		
	Championship Shirts		each		
	Restroom Supplies		per class		
	Other Supplies		per class		
Sub Total					Sum
Administrative Overhead*			5% of class costs		
TOTAL Expenses					Sum
Number of Participants			team or individual		
In City Fees			team or individual		
Out of City Fees			team or individual		
Other Revenue			explain		
TOTAL REVENUE					Total Revenue
NET					
* Includes Finance, Administration, and Rec Supervisor costs					







## City of Colusa California

### STAFF REPORT

**DATE:** May 21st, 2024

**TO:** Mayor and Members of the City Council

**FROM:** Ishrat Aziz-Khan, through Jesse Cain, City Manager

**AGENDA ITEM:**

Consideration of Resolution approving of Proceedings with the annual Levy City of Colusa Districts Community Facilities District (CFD) 2-2020 for Fiscal Year 2024-25, accept preliminary engineer's reports, and include a public hearing.

**Recommendation:**

1. Conduct public hearings.
2. Council to adopt Resolution 24-\_\_\_ to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa CFD 2-2020.

**BACKGROUND ANALYSIS:**

The City of Colusa Community Facilities District No 2-2020 was created in 2019 to provide funding for the improvements, maintenance, and servicing of infrastructure such as landscaping, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, streets, curbs, gutters, sidewalks, water sewer, and storm drain.

**BUDGET IMPACT:**

The 2024-25 approved assessment rate per Single Family Equivalent (SFE) unit is \$414.24 for a total assessment of \$38,524.32. This district requires no additional funds from the City of Colusa General Fund. Note: This amount is approximate and could vary by no more than 10% at the time of filing.

**ATTACHMENT:**

Resolution 24-\_\_\_



## RESOLUTION NO. 24\_\_\_\_\_

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA DECLARING AN INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2024-25 FOR THE CITY OF COLUSA COMMUNITY FACILITIES DISTRICT 2-2020

WHEREAS, the City Council (the "Council") of the City of Colusa (the "City"), County of Colusa, State of California, previously adopted a Resolution to initiate proceedings pursuant to the Landscaping and Lighting Act of 1972, California Streets and Highways Code Section 22500 et. seq. (the "Act"), to levy and collect assessments for Fiscal Year 2024/2025 for the City of Colusa Community Facilities District (CFD) 2-2020; and

WHEREAS, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2024/2025 (the "Engineer's Report") in accordance with the Act; and

WHEREAS, the approval of the assessments proposed by this Resolution will be for the purpose of meeting operating expenses and purchasing supplies, equipment or materials necessary to maintain service with the existing service areas.

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

1. Recitals. The above recitals are true and correct and are incorporated herein by reference.
2. Description of Improvements. The purpose of the District is generally described as the installation, maintenance and servicing of public facilities, including but not limited to, landscaping, water, sewer, storm drainage, lighting police and fire services, street sweeping, park facilities, landscape corridors, publicly owned trees, street frontages, and turf areas, as applicable, for any property owned or maintained by the City of Colusa (the "Improvements").
3. Location of District. The City of Colusa Community Facilities District ("District") 2-2020 consists of the lots and parcels shown on the boundary maps of the Assessment District on file with the City, and reference is hereby made to such map for further particulars.
4. Declaration of Intention. It is the intention of this Council to levy and collect the continued assessments within the Assessment District for fiscal year 2024-25.
5. Approval of Engineer's Report. California Engineering Company Inc., the Engineer of Work, has prepared the Engineer's Reports (the "Report") in accordance with Section 22565, *et seq.*, of the California Streets and Highways Code. The Report has been made, filed with the City Clerk and duly considered by the Council and are hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Reports for all subsequent proceedings under and pursuant to the foregoing resolution.
6. Reference to Engineer's Reports for Particulars. Reference is hereby made to the Report for a full and detailed description of the Improvements, the boundaries of the Assessment District and the proposed assessments upon assessable lots and parcels of land within the Assessment District.
7. Amount of Assessment. The City of Colusa Community Facilities District 2-2020

assessments for fiscal year 2024-25 are not proposed to increase. The assessment rate for fiscal year 2024-25 is \$414.24 per single family equivalent benefit unit.

8. Notice of Public Hearing. The public hearing shall be held before this Council in the City Council chambers of the City of Colusa, located at 425 Webster Street, Colusa, CA 95932, on June 6th at the hour of 6:00 o'clock p.m. for the purpose of allowing public testimony regarding the proposed continuation of assessments and for the City's final action upon the Engineer's Reports and assessments therein.

9. Publication of Resolution. The City Clerk shall cause a notice of the hearing to be given by publishing a copy of this Resolution once, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the City of Colusa.

10. Effective Date. This Resolution shall be effective immediately.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED and ADOPTED on the 21st day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
DANIEL VACA, MAYOR

Attest:

\_\_\_\_\_  
Shelly Kittle, City Clerk



## City of Colusa California

### STAFF REPORT

**DATE:** May 21st, 2024  
**TO:** Mayor and Members of the City Council  
**FROM:** Ishrat Aziz-Khan, through Jesse Cain, City Manager

#### **AGENDA ITEM:**

Consideration of Resolution approving of Proceedings to hold a Public Hearing approving engineer's reports, confirming diagram maps, and ordering the levy on parcels for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District.

#### **Recommendation:**

1. Conduct public hearings.
2. Adopt Resolution 24-\_\_\_ to approve engineer's reports which, confirm diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the Colusa Meadows West Public Facilities Assessment District and Hoblit Public Facilities Assessment District.

#### **BACKGROUND ANALYSIS:**

The Colusa Meadows West Public Facilities Assessment District was created in 2006 to provide maintenance, operation, and improvement of the streets, utilities, drainage, sidewalks, curbs, gutters, landscaping, and street lighting, within the Colusa Meadows West development, and to provide maintenance, operation and improvement of neighborhood park facilities. As outlined on page 18 of the engineer's report, the FY 2024-25 Single Family Equivalent Unit assessment is \$556.00.

The Hoblit Public Facilities Assessment District was created in 2007 to provide maintenance, operation, and improvement of the streets, utilities, drainage, sidewalks, curbs, gutters, landscaping, and street lighting, within the Hoblit development. As outlined on page 18 of the engineer's report, the FY 2024-25 Single Family Equivalent Unit assessment is \$541.66.

#### **BUDGET IMPACT:**

The Colusa Meadows West Public Facilities Assessment District projected revenues and expenditures for FY 2024-25 are \$10,008. The Hoblit Public Facilities Assessment District projected revenues and expenditures for FY 2024-25 are \$6,500.

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**ATTACHMENTS:**

Resolution 24-\_\_\_\_

Note: The Engineers report is on file with the City Clerk

## RESOLUTION NO. 24-

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA DECLARING AN INTENTION TO INITIATE PROCEEDINGS PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 FOR THE HOBLIT PUBLIC FACILITIES ASSESSMENT DISTRICT AND COLUSA MEADOWS WEST PUBLIC FACILITIES

WHEREAS, in order to finance the costs of the installation, maintenance, and servicing of public facilities, including but not limited to, landscaping, tennis courts, sprinkler systems, swimming pools, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, running tracks, and turf areas, as applicable, for property owned or maintained by the City of Colusa (the "Improvements"); and

WHEREAS, to equitably distribute the costs among benefited landowners, the City Council (the "Council") of the City of Colusa (the "City"), County of Colusa, State of California, has decided to undertake proceedings pursuant to the Landscaping and Lighting Act of 1972, California Streets and Highways Code Sections 22500 *et seq.* (the "Act") to levy assessments for Fiscal Year 2024/2025.

### **NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

1. Recitals. The foregoing recitals are true and correct and made a part of this Resolution.
2. Proposal to Levy Assessments. The City Council proposes to levy assessments for Fiscal Year 2024/2025 for the Hoblit Public Facilities Assessment and Colusa Meadows West Public District ("the Districts").
3. Description of Improvements. The operations and maintenance to be financed by assessments levied in the District consist of public improvements, including but not limited to, pavement, sidewalks, curbs and gutters, turf, ground cover, shrubs and trees, landscaping, irrigation systems, drainage systems including a stormwater detention basin, fencing, lighting, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, and incidental costs as applicable, for property within the District that is owned or maintained by the City of Colusa (the "Improvements").
4. Appointment of Engineer. The City Council hereby retains CEC Engineering as an engineer (the "Engineer") for all purposes of proceedings undertaken by the City with respect to the assessment district.
5. Effective Date. This Resolution shall be effective immediately.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED and ADOPTED on this 21st day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
DANIEL VACA, MAYOR

Attest:

\_\_\_\_\_  
Shelly Kittle, City Clerk

## RESOLUTION NO. 24-

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA DECLARING AN INTENTION TO INITIATE PROCEEDINGS PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 FOR THE PARKS, TREES, AND POOLS IMPROVEMENT PUBLIC FACILITIES ASSESSMENT DISTRICT

WHEREAS, in order to finance the costs of the installation, maintenance and servicing of public facilities, including but not limited to, landscaping, tennis courts, sprinkler systems, swimming pools, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, running tracks and turf areas, as applicable, for property owned or maintained by the City of Colusa (the “Improvements”); and

WHEREAS, to equitably distribute the costs among benefited landowners, the City Council (the “Council”) of the City of Colusa (the “City”), County of Colusa, State of California, has decided to undertake proceedings pursuant to the Landscaping and Lighting Act of 1972, California Streets and Highways Code Sections 22500 *et seq.* (the “Act”) to levy assessments for Fiscal Year 2024/2025.

#### **NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

1. Recitals. The foregoing recitals are true and correct and made a part of this Resolution.
2. Proposal to Levy Assessments. The City Council proposes to levy assessments for Fiscal Year 2024/2025 for the Parks, Trees, and Pools Improvement Public Facilities Assessment District (“the District”).
3. Description of Improvements. The operations and maintenance to be financed by assessments levied in the District consist of: public improvements, including but not limited to, pavement, sidewalks, curbs and gutters, turf, ground cover, shrubs and trees, landscaping, irrigation systems, drainage systems including a stormwater detention basin, fencing, lighting, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, and incidental costs as applicable, for property within the District that is owned or maintained by the City of Colusa (the “Improvements”).
4. Appointment of Engineer. The City Council hereby retains CEC Engineering as an engineer (the “Engineer”) for all purposes of proceedings undertaken by the City with respect to the assessment district.
5. Effective Date. This Resolution shall be effective immediately.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED and ADOPTED this on the 21st day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
DANIEL VACA, MAYOR

Attest:

\_\_\_\_\_  
Shelly Kittle, City Clerk





## City of Colusa California

### STAFF REPORT

**DATE:** May 21st, 2024

**TO:** Mayor and Members of the City Council

**FROM:** Ishrat Aziz-Khan, through Jesse Cain, City Manager

**AGENDA ITEM:**

Consideration of Resolution Approving of Proceedings to Hold a public hearing to approve the engineer's reports, confirm diagram maps, and order the levy on parcels for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District.

**Recommendation:**

1. Conduct public hearings.
2. Council to adopt Resolution 24-\_\_\_ to approve the engineer's report which, confirms diagram maps and parcels within the assessment district, and order the levy of assessment for FY 2024-25 for the City of Colusa Parks, Trees & Pool Improvement District.

**BACKGROUND ANALYSIS:**

The City of Colusa Parks, Trees & Pool Improvement District was created in 1996 to provide funding for the improvements, maintenance and servicing of swimming pools, landscaping, tennis courts, sprinkler systems, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, running tracks, turf areas and other recreational facilities in the City. The 1996 approved assessment rate per Single Family Equivalent (SFE) unit is \$36.00 without provisional annual CPI adjustments. A Resolution was previously adopted which was the intent to collect and levy along with the engineer's report.

**BUDGET IMPACT:**

The City of Colusa Parks, Trees & Pool Improvement District projected revenues are estimated to be \$86,350 and expenditures for FY 2024-25 are \$289,888. The excess expenditures of \$203,538 will be covered by the City of Colusa General Fund. Please Note: as of the date of this staff report the County assessor's office was in the process of providing information related to this assessment district, so these numbers are likely to change, but not more than 10%.

**ATTACHMENT:**

Resolution 24-\_\_\_



## City of Colusa California

### STAFF REPORT

**DATE:** May 21st, 2024

**TO:** Mayor and Members of the City Council

**FROM:** Ishrat Aziz-Khan, through Jesse Cain, City Manager

**AGENDA ITEM:**

Consideration of a Resolution approving of Proceedings to Levy the Walnut Ranch Assessment District for FY 2024-25, accept the preliminary engineer's report, confirming diagram and maps.

**Recommendation:**

1. Open the public hearing and;
2. Council to adopt the Resolution to approve the engineer's report, confirming diagram maps and parcels within the assessment districts, and order the levy of assessment for FY 2024-25 for the City of Colusa Walnut Ranch Assessment District.

**BACKGROUND ANALYSIS:**

The Walnut Ranch Landscape and Lighting District was created in November 2016 for the purpose of providing maintenance, operation, and improvement of the streets, utilities, drainage, sidewalks, curbs, gutters, landscaping, and street lighting with the Walnut Ranch development. As outlined on page 7 of the engineer's report, the FY 2024-25 Single Family Equivalent Unit assessment is \$332.22.

**BUDGET IMPACT:**

The Walnut Ranch Assessment District will continue to utilize the assessment fund balance until funds are no longer available. Walnut Ranch Assessment District's anticipated Revenue is \$24,252. Please note that the final accounting may modify these final figures.

**ATTACHMENT:**

Resolution 24-\_\_\_\_

## RESOLUTION NO. 24 \_\_\_\_\_

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA DECLARING AN INTENTION TO INITIATE PROCEEDINGS PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 FOR THE WALNUT RANCH PUBLIC FACILITIES ASSESSMENT DISTRICT

**WHEREAS**, in order to finance the costs of the installation, maintenance and servicing of public facilities, including but not limited to, landscaping, tennis courts, sprinkler systems, swimming pools, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, running tracks, and turf areas, as applicable, for property owned or maintained by the City of Colusa (the “Improvements”); and

**WHEREAS**, to equitably distribute the costs among benefited landowners, the City Council (the “Council”) of the City of Colusa (the “City”), County of Colusa, State of California, has decided to undertake proceedings pursuant to the Landscaping and Lighting Act of 1972, California Streets and Highways Code Sections 22500 *et seq.* (the “Act”) to levy assessments for Fiscal Year 2024-2025.

#### **NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

1. Recitals. The foregoing recitals are true and correct and made a part of this Resolution.
2. Proposal to Levy Assessments. The City Council proposes to levy assessments for Fiscal Year 2024-2025 for the Walnut Ranch Public Facilities Assessment District (“the District”).
3. Description of Improvements. The operations and maintenance to be financed by assessments levied in the District consist of public improvements, including but not limited to, pavement, sidewalks, curbs and gutters, turf, ground cover, shrubs and trees, landscaping, irrigation systems, drainage systems including a stormwater detention basin, fencing, lighting, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, and incidental costs as applicable, for property within the District that is owned or maintained by the City of Colusa (the “Improvements”).
4. Appointment of Engineer. The City Council hereby retains CEC Engineering as an engineer (the “Engineer”) for all purposes of proceedings undertaken by the City with respect to the assessment district.
5. Effective Date. This Resolution shall be effective immediately and the public hearing is set for the next council meeting.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED and ADOPTED on the 21st day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
DANIEL VACA, MAYOR

Attest:

\_\_\_\_\_  
Shelly Kittle, City Clerk



## City of Colusa California

### STAFF REPORT

**DATE:** May 21st 2024  
**TO:** City of Colusa Mayor and Council Members  
**FROM:** Jesse Cain, City Manager

**AGENDA ITEM:**

Resolution of the City of Colusa approving the recommendation of the Measure B committee spending allocations on a percentage basis.

**Recommendation:** Council to approve Resolution

**BACKGROUND ANALYSIS:**

The City of Colusa passed a tax measure of 1% called Measure B. During the campaigning of this measure, the City Council agreed to create a committee to audit the monies that will be collected and spent using the Measure B funds.

The City Council created a Measure B committee; the committee has met several times over the last year discussing projects and how the money should be allocated and how to educate the public. The Measure B committee recommended that the funds be split 70% streets, 13% parks, 13% Trees, 2% Police, and 2% fire.

**BUDGET IMPACT:** Unknown at this time.

**STAFF RECOMMENDATION:** Council to approve Resolution 24

**ATTACHMENTS:**

Resolution 24-

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA TAKING THE MEASURE B COMMITTEE’S RECOMMENDED SPENDING ALLOCATIONS**

**WHEREAS**, on May 21st, 2024, the City of Colusa City Council accepted the recommendation from the Measure B committee.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DOES HEREBY RESOLVE:**

- 1. Recitals. The foregoing recitals are true and correct and made part of this Resolution.
- 2. Effective Date. This Resolution shall be effective immediately.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

Passed and adopted this 21<sup>st</sup> day of May 2024 by the following vote:

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

\_\_\_\_\_  
DANIEL VACA, MAYOR

ATTEST:

\_\_\_\_\_  
Shelly Kittle, City Clerk