



CITY COUNCIL MEETING

Tuesday, December 16, 2025

Regular Meeting - 6:00 PM

City Hall – City Council Chambers

425 Webster Street, Colusa, CA 95932

AGENDA

Mayor – Ryan Codorniz

Mayor Pro Tem – Denise Conrado

Council Member – Daniel Vaca

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)*

PRESENTATIONS

- 5-Year Service Award - Ishrat Aziz-Khan
- Information explaining the Ministerial Association of California Counties (MACC),
Presenter: Rod Brayfindley, MACC Director of Pastoral Engagement

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 from November 18
2. Receive and File - Fire Department December report
3. Receive and File - Code Enforcement November report
4. Receive and File - Treasurer's September report
5. Adopt - Resolution amending the City of Colusa's Conflict of Interest Code, adding the Assistant City Manager position to Exhibit A

COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS

COUNCIL CONSIDERATION

6. Consideration of acceptance of the Water Construction Project as having been built in compliance with the contract documents – “Water Consolidation Walnut Ranch Community Facilities Project” State Project Number 0610002-002C

Recommendation: Council to adopt the Resolution authorizing the City Engineer to record a Notice of Completion with R&R Horn, Inc. for the “Water Consolidation Walnut Ranch Community Facilities Project” State Project Number 0610002-002C

7. Consideration of acceptance of Water Sewer Construction Project as having been built in compliance with the contract documents – “Water Consolidation Walnut Ranch Community Facilities Project” State Project Number C-06-8421-110.

Recommendation: Council to adopt the Resolution authorizing the City Engineer to record a Notice of Completion with R&R Horn, Inc for the construction of the “Sewer System For Walnut Ranch Community Facilities Project” State Project Number C-06-8421-110

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, November 18, 2025

Regular Meeting - 6:00 PM

City Hall – City Council Chambers

425 Webster Street, Colusa, CA 95932

MINUTES

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

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

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS – Citizen Richard Huerta commented about an past incident he had with law enforcement, the investigation, the reports, and his mistreatment.

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 from November 5
2. Receive and File - Police Dept. October report
3. Receive and File - Code Enforcement October report
4. Adopt - Ordinance 569 amending Appendix A - Chapter 12-17 Sidewalk Vending of the Colusa Municipal Code and finding the Ordinance exempt from California Environmental Quality Act
5. Adopt - Ordinance 570 adding Appendix A - Article 50 - Home Occupancy Permit and finding the Ordinance exempt from the California Environmental Quality Act
6. Adopt - Ordinance 571 authorizing the implementation of a Community Choice Aggregation Program in the City of Colusa under Public Utilities Code Section 366.2
7. Adopt – **Resolution 25-65** committing the City of Colusa as the Presenting Sponsor for the Levitt AMP Colusa Music Series for the 2026-2028 seasons, with an annual sponsorship of \$15,000 per year, to be budgeted within the Economic Development department for fiscal years 2025/26 - 2027/28.
8. Adopt – **Resolution 25-66** approving the Commercial Cannabis application window to open from Dec. 1, 2025, through Jan 31, 2026

ACTION: Item 5: Council Member Markss recused himself due to having a home occupancy permit.

Item 7 Mayor Pro-Tem Conrado recused herself as she is the Arts Council President.

ACTION: Council Member Ponciano made a motion, seconded by Council Member Vaca to approve the consent calendar. Motion passed unanimously.

COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS

Council Members provided updates on meetings and events they attended.

City Manager Cain will discuss the city projects during the Discussion item.

City Attorney Jones – no report.

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

Police Chief Fitch provided updates in the Police Department.

Fire Chief Conley provided updates in the Fire Department.

City Engineer Swartz stated he would add information during the Discussion item.

COUNCIL CONSIDERATION

9. Consideration of City Loan to Amar Cheema

City Manager Cain provided a report and answered questions. Applicant Cheema was present and also answered questions.

ACTION: With no public comments, motion by Council Member Markss, seconded by Mayor Pro-Tem Conrado, to adopt **Resolution 25-67** authorizing the City Manager to execute the Promissory Note and Deeds of Trust to secure the loan for Amarjit Mandeep Cheema. Motion passed 5-0 by the following roll-call vote:

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

NOES: None.

DISCUSSION ITEM

City Manager Cain provided updates on city projects: Walnut Ranch, Wescott Road Rehabilitation, and Realignment project, Water Wells 6 and 9, the sewer project, the State Park grant, the Clean California grant, the Pirelli Cable building, the Boat Ramp, the Dog Park, and a possible streetlight on Fremont and 10th Street.

FUTURE AGENDA ITEMS

Discussion Item on upcoming 250th anniversary

ADJOURNED at 6:47 pm

Fire Department Monthly Report to City Council

Item 2.

Date: 12-10-2025

To: City Council Members

From: Logan Conley, Fire Chief

Subject: December Fire Department Report

2. Department Activities & Training:

- Conducted multiple fire safety inspections of businesses and public buildings, ensuring compliance with fire codes.
 - Performed Annual NFPA Fit Testing for Breathing Apparatus for all members.
 - SCBA annual servicing and repairs were made by Municipal Emergency Services (EMS).
 - Routine checks and service were performed on all apparatus and equipment to ensure operational readiness.
-

3. Community Engagement & Public Education:

- Through September and October, Fire Personnel were busy with Fire Prevention Assemblies and Station tours, as well as performing all EMS standby for Colusa RedHawks football games.
 - Fire personnel working with Colusa High School to put together a program to assist with recruitment and engagement opportunities for the Colusa Senior class.
 - Multiple senior citizens utilized the smoke detector installation program.
-

4. Staffing & Apparatus Updates:

- Currently, the department operates with 6 full-time and 18 volunteer firefighters.
- We currently have one Vacant F/F Position that has been filled in the past months by Per-Diem F/F's. Staffing the vacant position is an ongoing challenge due to a high turnover rate.
- E551 – (2013) Type 1 pumper, first-out for all structural fires and rescue calls.
- E561 – (2007) Type 1 pumper, second out for all structural fires and Rescue calls
- E552 – (2002) Type 1 or 2 pumper, reserve unit, second-out for structure fire calls.
 - Auxiliary pump was rebuilt and serviced by Riverview International
- E553 – (2009) Type 3 Wildland Urban Interface, first-out for grass/wildland fires.
 - A/C repairs and primer pump replaced by Riverview International.
- E556 – (2019) Type 6 quick attack, first-out for non-structural fire calls.
- T571 – (2027) BLS transport unit.
- T572 – (2007) BLS transport unit, reserve unit.
- C770 – (2018) Chief staff unit.

5. Budget & Resource Needs:

- Ladder Truck – A new ladder truck is essential for firefighting, rescues, and elevated access during emergencies. In addition to improving response capabilities, this purchase ensures compliance with NFPA standards and helps maintain our ISO rating of 3.
- Command Vehicle – The Fire Department’s current staff/command vehicle is a 2018 Ford Explorer with nearly 40,000 miles. While this mileage may be considered relatively low compared to civilian use, the vehicle’s engine and idle hours are significantly higher due to the operational demands of emergency services. Extended idling, use of onboard electronics, and high-frequency short trips place greater wear on the drivetrain, cooling, and electrical systems than traditional civilian use.
- Automated External Defibrillators (AEDs) – Life-saving devices for rapid response to cardiac emergencies, improving survival rates. Our current AEDs that are 10-15 years old are units donated to us through county OES surplus.

6. Goals:

- Continue training efforts with a focus on EMS and Firefighting skills.
- Refresher training for flood response and sandbagging operations.
- Prepare for ISO audit planned for the first quarter of 2026
- Evaluate and improve emergency response strategies for multistory, multifamily dwellings within the city. submitted,

NOTE: PLEASE SEE ATTACHMENT FOR FIRE INCIDENT TYPE BREAKDOWN.

Submitted,

Logan Conley
Fire Chief
Colusa Fire Department
Lconley@cityofcolusa.gov

2025 Fire Index - Incident Types

Filters: Alarm Date Range: 1/1/25 to 12/10/25
Is Locked: true
Is Active: true

Fire Index - Incident Type

This measure comes from the ESO Fire Index. See national performance at: <https://www.eso.com/resources/fire-index/>

Count of Total Incidents & Exposures

Count of Incidents

784

Additional Exposures 0

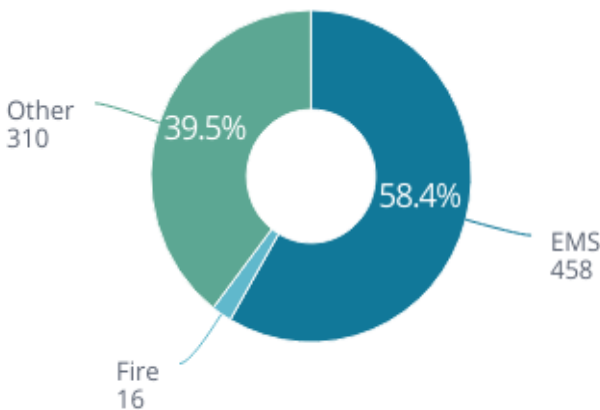
Aid Given/Received

Aid Given

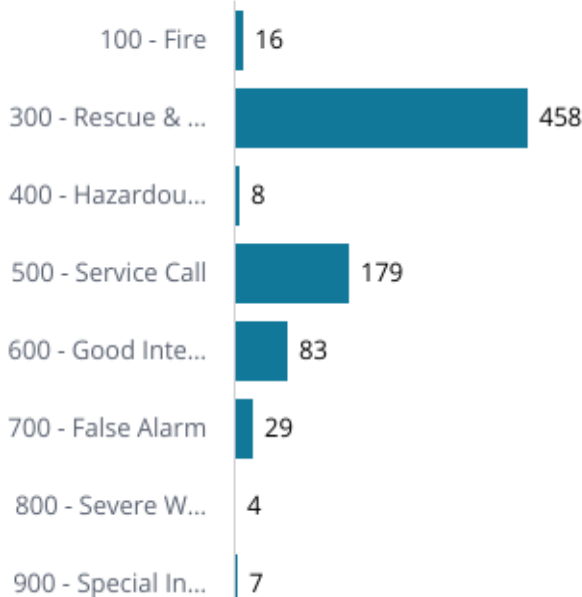
7

Aid Received 1

EMS/Fire Incident Breakdown



Count of Incidents by Incident Type



Code Enforcement Monthly Report**11/01/2025 to 11/30/2025****Total Alleged Violations: 5****Active: 1 (step two of Enforcement)****Pending: 1****Compliance / Closed – 4 (Resolved in the field)****Complaints Received: 3 (via landline) / 0 (email portal) / 1 (In Person)****To Be Noted:** Numbers do not reflect proactive field findings

Letters Sent: 0**In the field findings:****Shopping Carts: (0) (Sav Mor / (2) Dollar General****Note: Business(es) advised to pick up carts as needed****Tagged Vehicle(s) (9) – Towed (0) – Cited (0)****Continuous Parking 11-8(z), Wrong Side Parking 11-8 (e), Expired Vehicles 4000 (a)(1) / Alley Parking 11-8(b)****Types of Violations:**

Vehicle – Parking / Nuisance Junk -Overgrown Weeds – Fire Hazards

Feeding of Cats (Written Warning(s) Issued - 0

Continuous Follow Ups Conducted Daily – Compliance in Progress

Training / Education

Continue Community & Resource Relations / Translating Codes & Ordinance(s) into Spanish while interacting with Hispanic Community

Notes:

Daily drive-bys / Compliance walkthroughs of Cannabis Locations (odor inspections) - Equipment Inspections / Cannabis Facility Walk Through's / Cannabis Partner relations / Continuous Research of relevant trainings / Attended Staff Meetings & Cohort-3 Cannabis Grant -Project Meetings



CITY OF COLUSA
425 Webster Street
Colusa, CA 95932
(530) 458-4941
Fax: (530) 458-8674

ITEM FOR DECEMBER 16, 2025

To: Colusa City Council Members

Re: Treasurer's Report for month ending September, 2025

Please find the attached financial reports for your review. Based on the information provided to me by the finance department at the direction of the City Manager, I am able to verify the cash accounts balances, LAIF balance, and petty cash balance as of September 30, 2025.

I have included a summary below:


Cash Accounts as of September 30, 2025:

Wells Fargo Checking Acct Public Funds (0028)	\$ 4,737.00
Wells Fargo Checking Acct Public Funds (7143)	\$ 10.25
Wells Fargo Sweep Account (0028)	\$ 2,590,068.23
Funds Pending Sweep	\$ (118,510.83)
Outstanding payables as presented	\$ (622,138.17)

City Investments:

Local Agency Investment Fund – CA State Controller – Interest Rate 4.48%	
Previous Balance	10,271,440.54
Interest earned for Quarter ending June, 2025	<u>118,148.96</u>
Balance as of September 30, 2025	10,389,589.50
Petty Cash as of September 30, 2025	500.00
Balance as presented as of September 30, 2025	<u>\$12,244,255.98</u>

Respectfully submitted,


 Devin Kelley, City Treasurer

**CITY OF COLUSA, CALIFORNIA
BANK RECONCILIATION
FOR THE MONTH SEPTEMBER 2025**

Bank Records:

Wells Fargo Bank Balance - September 30, 2025	\$ 4,737.00
Wells Fargo (#7143)	\$ 10.25
WF Sweep Account Balance - September 30, 2025	2,590,068.23
Funds Pending Redemption- Sweep	(118,510.83)

ADD / SUBTRACT:

Outstanding Accounts Payable	(586,746.32)
Outstanding Payroll Payable	(35,391.85)

Reconciling Items: -

Reconciled Checking Balance - Wells Fargo Bank - September 30, 2025	1,854,166.48
LAIF Balance - September 30, 2025	10,389,589.50
Petty Cash Balance - September 30, 2025	500.00

Total Reconciled Bank Balances - September 30, 2025 **\$ 12,244,255.98**

City Records (Post Journal Entries):

10200 - Wells Fargo Bank Operating / USDA Loan Escrow	\$ 1,867,966.65
10300- Wells Fargo	\$ 10.25
10995 - LAIF	10,389,589.50
10100 - Petty Cash	500.00

Total Checking and LAIF \$ 12,258,066.40

ADD / SUBTRACT:

Credit Card Deposits in MOMS - Not In Bank	801.90
RecDesk in Bank- Not Posted in MOM	(16,002.51)
Credit Card pmt in Bank- Not Posted in MOM	1,390.19

Total Reconciled Book Balance - September 30, 2025 **\$ 12,244,255.98**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA AMENDING THE CONFLICT-OF-INTEREST CODE

WHEREAS the Political Reform Act of 1974 (Govt. Code § 81000 et seq.) requires every local government agency to adopt and promulgate a Conflict of Interest Code ("Code"); and

WHEREAS the City desires to adopt their formal Conflict of Interest Code in a Resolution, and to update such Code; and

WHEREAS Title 2, Section 18730 of the California Code of Regulations contains the terms of a Model Conflict of Interest Code developed by the Fair Political Practices Commission ("FPPC") that agencies can adopt by reference, which may be amended from time to time by the FPPC after public notice and hearing to conform to amendments in the Political Reform Act; and

WHEREAS the City may adopt by reference the terms of the FPPC's Model Conflict of Interest Code, and amendments thereto, as set forth in the California Code of Regulations, as the City's Conflict of Interest Code; and

WHEREAS, adopting the Model Conflict of Interest Code will meet the statutory requirements for adopting such a code and save the City time and resources by minimizing the actions required to keep the Code in conformity with the Political Reform Act;

WHEREAS, pursuant to Government Code Section 87302, the Conflict of Interest Code must specifically enumerate the positions within the City, other than those specified in Government Code Section 87200, that involve the making or participating in making decisions that may foreseeably have a material effect on any financial interest, and, for each such enumerated position, the Conflict of Interest Code must state the specific types of investments, business positions, interests in real property and sources of income that are reportable.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COLUSA DO HEREBY RESOLVE:

Section 1: Adoption of Model Conflict of Interest Code.

A. The Model Conflict of Interest Code set forth in Title 2, Section 18730 of the California Code of Regulations and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and including the attached Exhibit A in which public officials and employees are designated and Exhibit B in which disclosure categories are set forth, shall constitute the Conflict of Interest Code of the City of Colusa and the Colusa Entities.

B. The designated officials, employees and consultants as set out in Exhibit A, shall be subject to the provisions of the Conflict-of-Interest Code and their disclosure categories.

Section 2. Annual Disclosure Statements

Persons holding designated positions shall file an annual statement no later than April 1st of each year. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year; provided however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office, whichever is later.

Section 3. Filing Officer

The City Clerk is the filing official for Council Members, the City Manager, the City Attorney, Planning Commissioners and City Treasurer, Finance Director or other public officials managing public investments. For the persons holding these positions, the City Clerk accepts the filing, retains a copy and forwards the original to the Fair Political Practices Commission in Sacramento. For all other persons holding designated positions, the City Clerk is the filing officer and retains the statements. The City Clerk shall make the statements available for public inspection and reproduction.

Section 4: New Officials, Employees and Consultants.

Following the adoption of the Code, any newly designated officials, employees, and consultants shall comply with the Conflict of Interest Code for the City within thirty (30) days.

Section 5: Effective Date.

This Resolution shall be effective immediately.

Passed and adopted this 16th day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

Attest:

Shelly Kittle, City Clerk

Exhibit “A”
Conflict of Interest Code
Designated Positions

The positions listed herein are designated positions for purposes of this chapter. Persons holding these positions as designated public officials, employees, and consultants are deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest.

Officials/Position Name	Disclosure Category
Commissions/Committees	
City Council	1
Planning Commission	1
Heritage Preservation Commission	3, 4
Parks, Recreation, and Tree Commission	3, 4
Loan Committee	3, 4
Administrative Services	
City Clerk	1
City Manager	1
Assistant City Manager	1
Grant Writer	1
Finance	
City Treasurer	1
Director of Finance	1
Planning	
Community Development Manager	1
Senior Planner	1
Police	
Police Chief	1
Fire	
Fire Chief	1
Building Inspector	2
Public Works	
Public Works/Utilities Administrator	1
Street/Parks Superintendent	1
Utilities Superintendent	1
Consultants	1

EXHIBIT “B”

Conflict of Interest Disclosure Categories

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the Designated Employees must disclose for each disclosure category to which he or she is assigned.

Designated Employees Each Category Must Report

Category 1—Officials and employees whose duties are broad and indefinable:

Investments, business positions, and income from sources located in or doing business in the jurisdiction. Interests in real property located in the jurisdiction, including property located within a two-mile radius of any property owned or used by the agency.

Category 2—Officials and employees whose duties involve contracting or purchasing:

Investments, business positions, and source of income of the type which: provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

Category 3—Officials and employees with regulatory powers:

Investments, business positions, and sources of income of the type which are subject to the regulatory, permit, or licensing authority of the agency.

Category 4—Officials and employees whose decisions may affect real property interests:

Investments, business positions, and sources of income of the type which engage in land development, construction, or the acquisition or sale of real property. Interests in real property located within the jurisdiction, including property located within a two-mile radius of any property owned or used by the agency.

Disclosure by Consultants

For purposes of this code, “consultant” shall have the same meaning as stated in 2 CCR 18700.3, which is the following:

An individual who, pursuant to a contract with a state or local government agency:

(1) Makes a governmental decision whether to:

(A) Approve a rate, rule, or regulation;

(B) Adopt or enforce a law;

(C) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;

(D) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;

(E) Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;

(F) Grant agency approval to a plan, design, report, study, or similar item;

(G) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(2) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in Regulation 18704(a) and (b) or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Section 87302.

Disclosure Requirements for Designated Consultants. If a natural person is a "consultant" as defined above and has not been designated as exempt from disclosure requirements pursuant to this section, and such person has been deemed to make or participate in the making of decisions which may foreseeably have a material effect on any financial interest, such consultant shall provide such disclosure as the city manager deems appropriate in light of the services provided by said consultant.

Consultants Exempt from Disclosure Requirements. The city manager may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements. Any such written determination shall include a description of the consultant's duties and, based upon the description, a statement of the extent of disclosure requirements, in any. The city manager may also determine whether a particular contract consultant constitutes a "consultant" as the term is defined in the Political Reform Act and regulations promulgated thereunder. The city manager's determination is a public record and shall be retained for public inspection in the same manner and in the same location as other filings required by the conflict-of-interest code.



City of Colusa California

STAFF REPORT

DATE: December 16, 2025
TO: Mayor and Members of Council
FROM: David Swartz, City Engineer, and Jesse Cain, City Manager

AGENDA ITEM: ACCEPTANCE OF WATER CONSTRUCTION PROJECT AS HAVING BEEN BUILT IN COMPLIANCE WITH THE CONTRACT DOCUMENTS – “WATER CONSOLIDATION WALNUT RANCH COMMUNITY FACILITIES PROJECT” STATE PROJECT NUMBER 0610002-002C

Recommendation: Approve Resolution 25-_____ - and authorize City Engineer to record a Notice of Completion with the County Recorder’s office and authorize the city Finance Director to release the retention pending no claims from suppliers or subcontractors. Contract with R&R Horn for an amount of \$2,833,120

BACKGROUND ANALYSIS:

The City bid and awarded the project in May of 2024 but did not receive final budget approval until August of 2024. The reason for the delay was that the state approved construction budget for this project is \$2,487,695, which was \$345,425 lower than the lowest competitive bid received. On the final budget approval submittal to the State, staff requested additional funding to cover this shortfall and were successful in working with state representatives to procure this extra funding.

The notice to proceed with construction was issued in September of 2024 and construction has been ongoing for the past year.

The city has worked closely with the State Water Board to secure funds for this project which are in the form of a **forgivable loan** to install the new water system that meets the cities standards.

At the time of bidding the City Received four bids based on competitive bidding and procurement procedures for this work, with the lowest responsive bidder was R&R Horn.

This project dates back to 2014 when the water source supply (wells), located within the Walnut Ranch Subdivision failed to pass drinking water standards due to exceedance of maximum contaminate levels of arsenic. At that time the water system was owned and operated by Del Oro Water Company Inc.

As a result of the failed wells, the City supplied an emergency water supply connection to the subdivision.

The residents put together their own coalition and petitioned the City for annexation into the City limits, and requested the City take over ownership, operations and maintenance of the water system.

The system contained asbestos piping, and did not meet city minimum standards for sizing, so as a condition of assuming ownership the residents paid for a grant application to replace the system and bring it up to city standard.

More than a decade later, the subdivision was annexed, and funds received via a planning grant to provide for the environmental and engineering of a replacement system.

BUDGET IMPACT: The city will collect water impact fees as a part of the grant to connect the residents per city ordinance. These fees were a part of the forgivable loan and thus did not cost the residents for their connections to the city. Also, all residents are now connected and part of the city water metering system. Prior they were flat rate customers.

STAFF RECOMMENDATION: Approve Resolution No. 25- and authorize the City Engineer to record a notice of completion for the subject contract with R&R Horn for the installation of a new water system for the Walnut Ranch Project.

ATTACHMENT: Resolution

RESOLUTION NO. 25-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION WITH R&R HORN INC. FOR THE CONSTRUCTION OF THE “WATER CONSOLIDATION WALNUT RANCH COMMUNITY FACILITIES PROJECT” STATE PROJECT NUMBER 0610002-002C

WHEREAS, The City of Colusa has applied for and received funds for the replacement of the Walnut Ranch water system from the State of California Drinking Water Construction Loan (Forgivable).

WHEREAS, The City advertised the Project(s), for public bidding of qualified contractors pursuant to the cities procurement policies,

WHEREAS, On May 21st, 2024, The City publicly opened competitive bids from contractors for the Walnut Ranch Water and Sewer Project.

WHEREAS, resulting from the city procurement and public competitive bidding process, the City received 4 competitive bids from contractors for said work.

WHEREAS, resulting from the competitive bid process the lowest responsive bidder deemed by City Staff, after reviewing all bid submittals was determined to be R&R Horn Inc. in an amount of \$2,833,120 for the Water Project.

WHEREAS, A Notice to Proceed with Construction was issued on September 6th, 2024, and as of November 28th, 2025, Staff have deemed that construction was completed on the project.

WHEREAS, Under the California law (Civil Code § 8180–8190, Public Contract Code) requires a Notice of Completion be Recorded for public notification of subcontractors and suppliers to file stop payment notices for work unpaid by the general contractor.

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

- 1.) The City Engineer is hereby authorized to record a Notice of Completion with the County of Colusa Records office with R&R Horn Inc. for the Water Consolidation Walnut Ranch Community Facilities Project State Project No. 0610002-002C in an amount of \$2,833,120 as detailed in the contract documents.

Recitals. The foregoing recitals are true and correct and made a part of this Resolution.

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

Passed and adopted this 16th day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

Attest:

Shelly Kittle, City Clerk



City of Colusa California

STAFF REPORT

DATE: December 16, 2025
TO: Mayor and Members of Council
FROM: David Swartz, City Engineer, and Jesse Cain, City Manager

AGENDA ITEM: ACCEPTANCE OF WATER SEWER CONSTRUCTION PROJECT AS HAVING BEEN BUILT IN COMPLIANCE WITH THE CONTRACT DOCUMENTS – “WATER CONSOLIDATION WALNUT RANCH COMMUNITY FACILITIES PROJECT” STATE PROJECT NUMBER C-06-8421-110.

Recommendation: Approve Resolution 25-_____ - and authorize City Engineer to record a Notice of Completion with the County Recorder’s office and authorize the city Finance Director to release the retention pending no claims from suppliers or subcontractors. Contract with R&R Horn for an amount of \$2,846,400

BACKGROUND ANALYSIS:

The Walnut Ranch Subdivision Phase I and Phase II was constructed near the City of Colusa limits in the early 1970’s. The lots were served by on-site septic systems and have been for the past 50 years. The septic systems throughout the project have been in failure for the past 15+/- years.

With the help of former water board Staff, Namely Reese Crenshaw (RIP), it was recognized at the time of the water application that the Sewer System was failing, and the State reps assisted the City in amending its application to include brining in the sewer system into the Cities municipal treatment plant.

The City bid and awarded the project in May of 2024. The project was bid as a single project, however the water and sewer installations themselves had to be separated and tracked separately for construction and installation because they were funded from two different sources. The sewer project bids came in under the funding allocation by \$300,080. The construction budget estimate approved by the State for this project was 3,146,480.

Construction start was delayed with the Water project funding request so the projects could be built simultaneously.

The notice to proceed with construction was issued in September of 2024 along with the water project, and construction has been ongoing for the past year.

The city has worked closely with the State Water Board to secure funds for this project which are in the form of a **forgivable loan** to install the new sewer system that meets the city's standards and abandon the septic systems which were mostly in failure throughout the subdivision.

At the time of bidding the City received four bids based on competitive bidding and procurement procedures for this work, with the lowest responsive bidder was R&R Horn.

BUDGET IMPACT: City will collect sewer impact fees as a part of the grant to connect the residents per city ordinance. These fees were a part of the forgivable loan and thus did not cost the residents for their connections to the city. Also, all residents are now connected and part of the city sewer system and will be paying sewer rates.

STAFF RECOMMENDATION: Approve Resolution No. 25- and authorize the City Engineer to record a notice of completion for the subject contract with R&R Horn for the installation of a new sewer system for the Walnut Ranch Project.

ATTACHMENT: Resolution

RESOLUTION NO. 25-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION WITH R&R HORN INC. FOR THE CONSTRUCTION OF THE “SEWER SYSTEM FOR WALNUT RANCH COMMUNITY FACILITIES PROJECT” STATE PROJECT NUMBER C-06-8421-110

WHEREAS, The City of Colusa has applied for and received funds for the installation of a new sewer system for the Walnut Ranch subdivision from the State of California Drinking Water Construction Loan (Forgivable).

WHEREAS, The City advertised the Project(s), for public bidding of qualified contractors pursuant to the cities procurement policies,

WHEREAS, On May 21st, 2024, The City publicly opened competitive bids from contractors for the Walnut Ranch Water and Sewer Project.

WHEREAS, resulting from the city procurement and public competitive bidding process, the City received 4 competitive bids from contractors for said work.

WHEREAS, resulting from the competitive bid process the lowest responsive bidder deemed by City Staff, after reviewing all bid submittals was determined to be R&R Horn Inc. in an amount of \$2,846,400 for the Sewer Project.

WHEREAS, A Notice to Proceed with Construction was issued on September 6th, 2024, and as of November 28th, 2025, Staff have deemed that construction was completed on the project.

WHEREAS, Under the California law (Civil Code § 8180–8190, Public Contract Code) requires a Notice of Completion be Recorded for public notification of subcontractors and suppliers to file stop payment notices for work unpaid by the general contractor.

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

- 1.) The City Engineer is hereby authorized to record a Notice of Completion with the County of Colusa Records office with R&R Horn Inc. for the Water Consolidation Walnut Ranch Community Facilities Project State Project No. C-06-8421-110 in an amount of \$2,846,400 as detailed in the contract documents.

Recitals. The foregoing recitals are true and correct and made a part of this Resolution.

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

Passed and adopted this 16th day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

Attest:

Shelly Kittle, City Clerk