



CITY COUNCIL MEETING

Tuesday, May 20, 2025

Regular Meeting - 6:00 PM

City Hall – City Council Chambers

425 Webster Street, Colusa, CA 95932

AGENDA

Zoom Information:

<https://us06web.zoom.us/j/85200701051>

Meeting ID: 852 0070 1051 Passcode: 086453

Mobile: 669-444-9171, ID 85200701051

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)*

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 - Police Dept. April report
2. Receive and File - Finance Dept. April report
3. Receive and File - April Warrants list
4. Receive and File - Treasurer's March report
5. Adopt - Resolution adopting a list of projects funded by SB1: The Read Repair and Accountability Act
6. Adopt - Ordinance 568 adding a new Article 49 - Accessory Dwelling Units and Junior Accessory Dwelling Units to Appendix A - Zoning of the City of Colusa Municipal Code and finding this action exempt from the California Environmental Quality Act

COUNCIL MEMBER /CITY MANAGER REPORTS AND STAFF COMMENTS

PUBLIC HEARING

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

Recommendation: Council to open the Public Hearing and;

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

COUNCIL CONSIDERATION

8. Consideration to authorize the City Manager to proceed with the single-source procurement of replacement brush aerators for the City's Wastewater Treatment Plant (WWTP), due to compatibility requirements with the plant's original design and infrastructure

Recommendation: Council to adopt the Resolution to purchase two Brush Aerators and budget for an additional two aerators in Fiscal Year 2026

9. City of Colusa's purchasing policy

Recommendation: Council to direct staff to change the purchasing policy if directed.

DISCUSSION ITEM

Wescott Road update

FUTURE AGENDA ITEMS

ADJOURNED TO CLOSED SESSION

PUBLIC COMMENTS (The public may comment on the item scheduled to be heard during the Closed Session)

1. Public Employee Performance Evaluation (§ 54957) Title: City Manager

REPORT ON CLOSED SESSION



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"

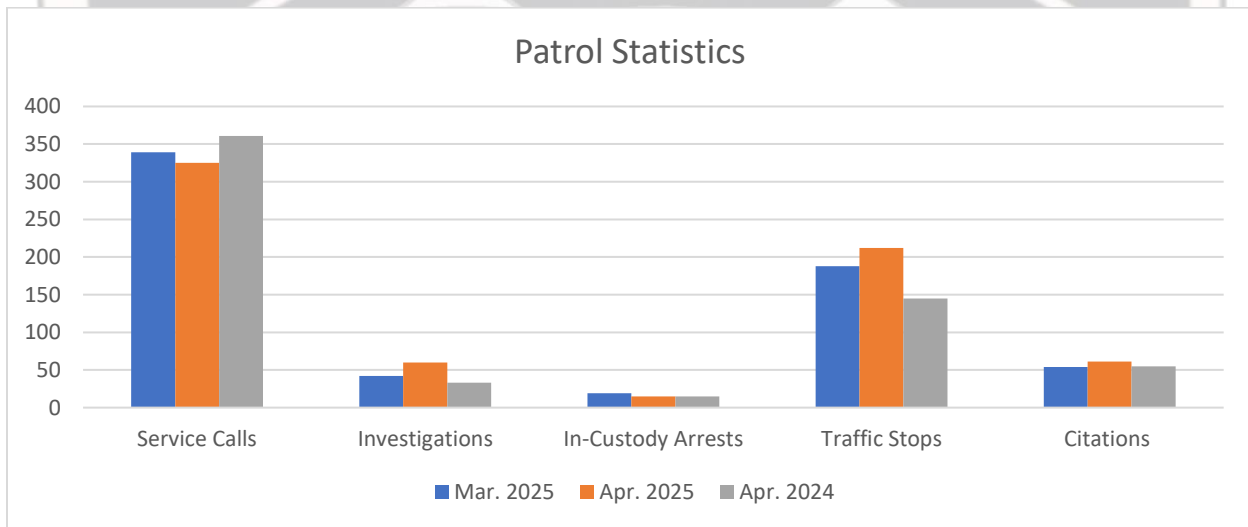
Colusa Police Department

Monthly Report for April 2025

Monthly Activities

- City Council Meetings
- Participated in the School Attendance Review Board (SARB)
- Participated in the Safe Streets project review
- Conducted CCW interviews
- Assisted Colusa High School student with Senior Projects

Monthly Statistics



- There were 325 calls for service for patrol officers with 28 agency assists. The call volume in April slightly decreased from that of March.
- During April, there were 15 in-custody arrests. There were 3 citations issued in lieu of a subject being booked in jail. There were 4 domestic violence related incidents reported. There were 60 reports initiated. The monthly average is typically around 40.
- During the month of April, officers initiated 212 traffic enforcement stops. There were 61 citations issued. The citations were issued for various moving and mechanical violations, including several for cell phone use while driving. There were 3 reportable traffic collisions, 2 of those resulted in injuries. 'Hit and Run' collisions are not included in these statistics but instead are included in crime statistics. There were 4 DUI related arrests.
- The Police Services Manager handled 85 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

- With the 3 newest officers successfully completing field training, we now have a detective. Due to low staffing levels, the department hasn't had a detective in over 10 years. Officer Lee was selected for the detective position and has been with the Colusa Police Department since 2017. In addition to previously being assigned to patrol, he is a field training officer and has previously been awarded Peace Officer of the Year and a Life Saving Medal. We wish him the best in his new assignment.
- The month of April brought another big change. Officers have returned to working 10-hour shifts. During times when there have been critical staffing shortages, Officers would work 12-hour shifts. Returning to 10-hour shifts saves on overtime and allows officers to attend required training without straining the schedule. Additionally, it allows for added officers during traditionally 'busier' times.
- 'Tis the season to grab the boat and head to the Sacramento River to go fishing. If you are launching from the Colusa State Park, don't forget to pay the boat launch fee of \$13.00. Yes, there is a boat launch fee and failure to pay is a violation of 550 Colusa City Code. Approximately 11 vehicles were cited in one day alone.
- Code Enforcement continues to be out and about marking vehicles that are parked on the city streets for more than 120 hours and/or expired vehicle registration. During the month of April, Officers assisted the Code Enforcement Officer with towing 4 vehicles.
- Once again, the scammers are back and target the elderly. Suspects representing themselves as members of local law enforcement and/or law enforcement from the federal government do not collect any restitution payments nor fines for someone's identity being falsely used. You will never be asked for payment specifically in cash, gold, or bit coin. These scams often begin with calls or emails. Simply, do not answer calls or respond to emails from suspicious phone numbers or email addresses. If you do receive suspicious emails and/or phone calls, please contact your local jurisdiction.
- **ATTENTION PARENTS!** Please do NOT allow your children to drive without being properly licensed. Not only will your child be cited for being an unlicensed driver, but your vehicle is also subject to being towed. The fine for being an unlicensed driver is approximately \$400.00. The fees with the vehicle being towed in approximately \$250.00. Finally, you as the parent, could be criminally charged with violating section 14604(a) of the California Vehicle Code which is a misdemeanor. The minimum fine alone is approximately \$700.00. This doesn't include the lost wages from missing work and other possible court associated fees as well. Is the 'convenience' of having your child drive themselves to school really worth it?



City of Colusa
Finance Department
Monthly Staff Report – April 2025

Accounts Payable

- Reviewed the Income and Expense statement for April 2025
- April 2025 Warrant Listing.
- 105 accounts payable checks processed.
- Staff training on AP functions cont'd

Payroll

- Prepare April salary allocation transfers.
- March regular Payroll and Strike Team Payroll
- Implement (1) regular salary step increase
- Implement (6) other Payroll Increase
- Reconciliation of benefits accounts
- Staff training on Payroll function Cont'd.

Accounts Receivable

- Provide continued utility billing customer support.
- 2,180 utility bills mailed.
- (1) Bad checks processed.
- 1,886 payments processed (utilities, bldg. permits, recreation and pool, encroachment, business license, State and County payments, and boat launch fees).
- Boat Launch and State Park Payments
- Mailed backflow letters
- 13 Building Permits
- 155 Credit card Payments
- Addressed zoning questions, assisted the city Planner with questions and applications
- RecDesk Payment postings

City Hall - Customer Services

- 576 customers walk-ins.
- 146 utility late notices.
- 31 Water/Sewer shut off for non-payment.
- 8 open utility accounts & adjustments.
- 7 closed utility accounts.

- 472 received phone calls.
- 1 Event/marque and banner applications processed.
- State Park Reservation & Revenue
- 31 public works service requests
- Issued 13 New and 0 Revision Building Permits
- 1 Encroach Permit
- 7 Scout Cabin
- 10 Meter Changes
- Certificate of Occupancy
- Use Permit
- Business License transactions
- Karate, and Thai Chi, Kick Boxing signups proofread the Rec Book, swim registration, and addressed other issues

General Ledger

- Various correspondence with staff.
- Review the Income and Expenses
- Bank reconciliation.
- Staff training on General Ledger

Personnel - HR

- Sick leave and vacation leave accrual monthly report update.
- April 2025 MidAmerica retiree health insurance distribution.
- Workers Compensation claims cont. d.
- Cont'd migration of MOUs into Employee Handbook continued
- Review NCCSIF monthly Workers' Compensation & Liability Reports.
- Provide retirement information to retirees and Public Works.
- Employee Income Verification (1).

Recreation Department

- Thi-Chi (Adult class), Karate (Adult and Kids), and Jujitsu and winter camps are offered at the City Hall Auditorium
- Assisted with the Flyers for Recreational activities
- Updated program in What's Happening (monthly calendar)
- Assisted with the new recreation programs
- Registration and payment received and posted for the Recreation program
- Tyler Meetings for the implementation of Park & Rec. Modules (twice a week)

CDBG-HOME

- Loan monitoring and correspondence.
- Extended HOME grant for one more year
- Close out Micro-Enterprise loans
- Devonshire apartments monitoring cont'd
- Home Loan compliance and reporting requirements
- Work on the process of closing the Micro-Enterprise loan grant and the quarterly report

Other

- Permit Survey Report
- Street Sweeping invoice and reconciliation
- Review and evaluate the utility Reports
- Work with Corbin Willits on On-Line Bill Pay scheduled cont'd.
- Input in MOMs
- Attend HDL meeting
- Attended Claim Committee and Executive Committee Meetings
- Coordinated and submitted correspondence on several grants
- Public record requests cont'd
- Schedule appointments for the Building Inspector
- Follow up with the customers on plans and permits
- Correspond on several different grants
- Review the water past due account
- Back Flow Letters and Notices addressed customers' questions
- Helped customers with zoning, city loans, rec programs and Historic Preservation
- Bulk Water applications
- Quarterly and Monthly Reports for the Finance dept. and the Building dept.
- Ongoing meetings with Tyler Technology
- Prop 64 invoicing, SRF grants invoicing

Odor Complaints

Complaint period: April 2025

- (2) total complaints
- Mushroom Smell
- 2Cannabis smell
- Other

Donations:

CITY OF COLUSA

APRIL 2025

WARRANT LIST

Item 3.

Check Number	Check Date	Check Amount	Vendor:	Invoice Number	Fund:	Account	Dept.:	Description				
64488	4/1/2025	462	RODGER EARL BRAYFINDLEY	4/1/2025	101	53600	640	REG. 3/1/25-3/31/25 FOR KARATE & TAI-CHI - REC				
64488 Total		462										
64489	4/1/2025	280	CIVICPLUS, LLC	331446	101	52100	110	MUNICODE FULL SERVICE CODE ONLINE SUBSCRIPTION				
64489	4/1/2025	280	CIVICPLUS, LLC	331446	410	52100	670	MUNICODE FULL SERVICE CODE ONLINE SUBSCRIPTION				
64489	4/1/2025	280	CIVICPLUS, LLC	331446	430	52100	690	MUNICODE FULL SERVICE CODE ONLINE SUBSCRIPTION				
64489 Total		840										
64490	4/1/2025	160135.8	DOS RIOS INC.	D18-8365	310	60002	650	STATE PARK RENOVATIONS, INSTALLED FLAG POLE				
64490 Total		160135.8										
64491	4/1/2025	25.79	For2Fi, Inc.	64873	410	53200	670	COMMUNICATIONS: WATER				
64491	4/1/2025	25.79	For2Fi, Inc.	64873	430	53200	690	COMMUNICATIONS: SEWER				
64491 Total		51.58										
64492	4/1/2025	1666.67	NCCSIF TREASURER	2978	101	52800	230	2024-25 LIABILITY BANK LAYER ASSESSMENT				
64492	4/1/2025	1666.67	NCCSIF TREASURER	2978	410	52800	670	2024-25 LIABILITY BANK LAYER ASSESSMENT				
64492	4/1/2025	1666.66	NCCSIF TREASURER	2978	430	52800	690	2024-25 LIABILITY BANK LAYER ASSESSMENT				
64492	4/1/2025	1666.67	NCCSIF TREASURER	2979	101	52800	230	2024-25 LIABILITY BANKING LAYER ASSESSMENT				
64492	4/1/2025	1666.67	NCCSIF TREASURER	2979	410	52800	670	2024-25 LIABILITY BANKING LAYER ASSESSMENT				
64492	4/1/2025	1666.66	NCCSIF TREASURER	2979	430	52800	690	2024-25 LIABILITY BANKING LAYER ASSESSMENT				
64492	4/1/2025	2110	NCCSIF TREASURER	2984	101	52800	230	2024 ONSITE INS. APPRAISALS / FINANCE				
64492	4/1/2025	2110	NCCSIF TREASURER	2984	410	52800	670	2024 ONSITE INS. APPRAISALS / WATER				
64492	4/1/2025	2110	NCCSIF TREASURER	2984	430	52800	690	2024 ONSITE INS. APPRAISALS / SEWER				
64492 Total		16330										
64493	4/1/2025	125000	PARK PLANET	IN25-1104	101	57200	231	CD SAMPLE PARK-PLAYGROUND EQUIPMENT				
64493	4/1/2025	152109.1	PARK PLANET	IN25-1104	101	57200	631	CD SAMPLE PARK-PLAYGROUND EQUIPMENT				
64493 Total		277109.1										
64494	4/1/2025	580	TYLER TECHNOLOGIES, INC	045-51282	101	52500	231	PARKS & REC SVCS (PROFESSIONAL SERVICES) ARPA				
64494 Total		580										
64495	4/1/2025	252	NICOLE VIGNEY	4/1/2025	101	53600	640	REG. 3/1/2025-3/31/2025 FOR YOUTH KICKBOXING-REC				
64495 Total		252										
64496	3/26/2025	158	AMY STEIDLMEYER	000C50401	410	20310		MQ CUSTOMER REFUND FOR STE0092				
64496 Total		158										
64497	4/14/2025	8.41	SUPERIOR CALIFORNIA OFFIC	INV154210	214	52100	710	COPIER METER READS-3/1-3/31 / POLICE				
64497 Total		8.41										
64498	4/9/2025	85.48	DS SERVICES OF AMERICA, I	4/9/2025	101	52100	230	WATER SERVICES / FINANCE				
64498	4/9/2025	71.98	DS SERVICES OF AMERICA, I	4/9/2025	101	52100	630	WATER SERVICES / STREETS				
64498	4/9/2025	50.49	DS SERVICES OF AMERICA, I	4/9/2025	214	52100	710	WATER SERVICES / POLICE				
64498	4/9/2025	27.74	DS SERVICES OF AMERICA, I	4/9/2025	101	52100	220	WATER SERVICES / PLANNING				
64498	4/15/2025	152.72	DS SERVICES OF AMERICA, I	4/15/2025	101	53800	320	WATER SERVICES / FIRE				
64498 Total		388.41										
64499	4/9/2025	269.07	ARNOLD'S	201462	101	52720	630	DROP LEG JACK FOR WOOD CHIPPER / STREETS				
64499	4/9/2025	72.02	ARNOLD'S	201470	101	52720	630	MOUNT JACK PIPE FOR WOOD CHIPPER / STREETS				
64499	4/9/2025	3.85	ARNOLD'S	201520	101	52720	630	DRAW PIN / STREETS				

CITY OF COLUSA

APRIL 2025

WARRANT LIST

Item 3.

64499 Total		344.94											
64500	4/9/2025	300	SADIE ASH	4/9/2025	220	52500	225	PROP 64					
64500	4/9/2025	4500	SADIE ASH	4/9/2025	101	62611	220	LEAP GRANT					
64500	4/9/2025	1200	SADIE ASH	4/9/2025	101	60004	215	EHCPR GRANT					
64500	4/9/2025	975	SADIE ASH	4/9/2025	101	52500	210	MISC. ADMIN TASK					
64500 Total		6975											
64501	4/14/2025	382.75	AT&T	23267155	101	53200	710	CALNET DOJ / POLICE					
64501 Total		382.75											
64502	4/9/2025	511421.2	AUBURN CONSTRUCTORS, LLC	4/9/2025	430	62681	690	PROJECT #2408, COLUSA RECYCLED WATER SYSTEM-SEWER					
64502 Total		511421.2											
64503	4/9/2025	364	JOHN BURGER HEATING AND A	79812	430	52700	690	PERFORM QRT MAINTENANCE / SEWER					
64503 Total		364											
64504	4/8/2025	141.3	CALIFORNIA BLDG STANDARDS	4/8/2025	101	52400	310	BLDG. STARDARDS ADMIN. JAN-MAR 2025					
64504 Total		141.3											
64505	4/15/2025	3500	CALIFORNIA ENGINEERING CO	12740	410	52500	670	WATER MASTER PLAN					
64505	4/15/2025	12136.5	CALIFORNIA ENGINEERING CO	12741	410	61011	670	WALNUT RANCH PROJECT - WATER					
64505	4/15/2025	14809	CALIFORNIA ENGINEERING CO	12742	430	62694	690	WALNUT RANCH PROJECT - SEWER					
64505	4/15/2025	241.7	CALIFORNIA ENGINEERING CO	12743	101	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	242.82	CALIFORNIA ENGINEERING CO	12743	410	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	242.82	CALIFORNIA ENGINEERING CO	12743	430	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	33.04	CALIFORNIA ENGINEERING CO	12743	101	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	33.04	CALIFORNIA ENGINEERING CO	12743	410	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	34.04	CALIFORNIA ENGINEERING CO	12743	430	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	82.46	CALIFORNIA ENGINEERING CO	12743	101	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	82.46	CALIFORNIA ENGINEERING CO	12743	410	52500	620	CITY ENGINEERING SERVICES					
64505	4/15/2025	82.46	CALIFORNIA ENGINEERING CO	12743	430	52500	620	CITY ENGINEERING SERVICES					
64505 Total		31520.34											
64506	4/9/2025	72.82	CINTAS	422581899	410	51200	670	LINEN MAINTENANCE: WATER					
64506	4/9/2025	72.82	CINTAS	422581899	430	51200	690	LINEN MAINTENANCE: SEWER					
64506	4/9/2025	57.95	CINTAS	422581901	101	51200	630	LINEN MAINTENANCE: STREETS					
64506	4/9/2025	57.96	CINTAS	422581901	101	51200	650	LINEN MAINTENANCE: PARKS					
64506	4/15/2025	72.82	CINTAS	422662200	410	51200	670	LINEN MAINTENANCE: WATER					
64506	4/15/2025	72.82	CINTAS	422662200	430	51200	690	LINEN MAINTENANCE: SEWER					
64506	4/15/2025	57.96	CINTAS	422662230	101	51200	630	LINEN MAINTENANCE: STREETS					
64506	4/15/2025	57.95	CINTAS	422662230	101	51200	650	LINEN MAINTENANCE: PARKS					
64506 Total		523.1											
64507	4/9/2025	177.11	CINTAS CORPORATION NO. 2	526239250	101	52150	630	MEDICAL SUPPLIES: STREETS					
64507	4/9/2025	177.1	CINTAS CORPORATION NO. 2	526239250	101	52150	650	MEDICAL SUPPLIES: PARKS					
64507	4/9/2025	127.25	CINTAS CORPORATION NO. 2	526262910	101	52110	630	POWDERED HYDRATION: STREETS					
64507	4/9/2025	127.25	CINTAS CORPORATION NO. 2	526262910	101	52110	650	POWDERED HYDRATION: PARKS					
64507 Total		608.71											
64508	4/9/2025	204	CITY OF YUBA CITY	33649	410	52520	670	TESTING / WATER					

CITY OF COLUSA

APRIL 2025

WARRANT LIST

Item 3.

64508	4/9/2025	382	CITY OF YUBA CITY	33663	430	52520	690	TESTING / SEWER				
64508	4/9/2025	102	CITY OF YUBA CITY	33664	410	52520	670	TESTING / WATER				
64508	4/9/2025	64	CITY OF YUBA CITY	33674	430	52520	690	TESTING / SEWER				
64508	4/9/2025	64	CITY OF YUBA CITY	33678	430	52520	690	TESTING / SEWER				
64508	4/9/2025	102	CITY OF YUBA CITY	33689	410	52520	670	TESTING / WATER				
64508 Total		918										
64509	4/15/2025	16.26	CLOSE LUMBER INC.	2502-0974	101	52720	650	4 PRESSED STEEL POST CAP / PARKS				
64509 Total		16.26										
64510	4/15/2025	85.5	COLUSA INDIAN HEALTH CLIN	4/15/2025	101	53800	630	INSTANT DRUG SCREEN & ANNUAL PHYSICAL: STREETS				
64510	4/15/2025	85.5	COLUSA INDIAN HEALTH CLIN	4/15/2025	101	53800	650	INSTANT DRUG SCREEN & ANNUAL PHYSICAL: PARKS				
64510 Total		171										
64511	4/9/2025	23.89	DERODA INC.	127111	101	52720	630	FUEL FILTERS / STREETS				
64511	4/14/2025	5.8	DERODA INC.	127251	214	52720	710	GOLD OIL FILTER / POLICE				
64511	4/9/2025	11.81	DERODA INC.	127297	101	52720	630	ROTARY FILE / STREETS				
64511	4/9/2025	23.19	DERODA INC.	127433	430	52720	690	OIL FILTER / SEWER				
64511	4/15/2025	228.74	DERODA INC.	127765	410	52720	670	POWER BOOSTER & STEERING FLUID: WATER				
64511	4/15/2025	228.74	DERODA INC.	127765	430	52720	690	POWER BOOSTER & STEERING FLUID: SEWER				
64511 Total		522.17										
64512	4/9/2025	87.6	DATCO SERVICE CORPORATION	191329	101	53300	630	QRT 2 SERVICE FEE (APRIL,MAY,JUNE 2025)				
64512	4/9/2025	87.6	DATCO SERVICE CORPORATION	191329	410	53300	670	QRT 2 SERVICE FEE (APRIL,MAY,JUNE 2025)				
64512	4/9/2025	87.6	DATCO SERVICE CORPORATION	191329	430	53300	690	QRT 2 SERVICE FEE (APRIL,MAY,JUNE 2025)				
64512 Total		262.8										
64513	4/9/2025	153.47	DAVIES OIL COMPANY, INC.	76263	220	52270	225	Fuel				
64513	4/9/2025	2533.82	DAVIES OIL COMPANY, INC.	76263	101	52270	710	Fuel				
64513	4/9/2025	703.46	DAVIES OIL COMPANY, INC.	76263	101	52270	320	Fuel				
64513	4/9/2025	441.06	DAVIES OIL COMPANY, INC.	76263	101	52270	650	Fuel				
64513	4/9/2025	1328.34	DAVIES OIL COMPANY, INC.	76263	101	52270	630	Fuel				
64513	4/9/2025	346.23	DAVIES OIL COMPANY, INC.	76263	410	52270	670	Fuel				
64513	4/9/2025	1682.05	DAVIES OIL COMPANY, INC.	76263	430	52270	690	Fuel				
64513	4/9/2025	1921.86	DAVIES OIL COMPANY, INC.	410348	101	52270	630	Fuel				
64513 Total		9110.29										
64514	4/14/2025	144	DAVIES CHEVRON	4142025	214	52720	710	CARWASH (12) / POLICE				
64514 Total		144										
64515	4/9/2025	921.91	WILBUR-ELLIS COMPANY LLC	16999374	101	52260	650	ROUNDUP POWERMAX / PARKS				
64515	4/9/2025	921.91	WILBUR-ELLIS COMPANY LLC	17025812	430	52260	690	ROUNDUP POWERMAX / SEWER				
64515 Total		1843.82										
64516	4/8/2025	605.24	DEPT. OF CONSERVATION	4/8/2025	101	52400	310	STRONG MOTION INS. & SEISMIC HAZARD FEE JAN-MAR 25				
64516 Total		605.24										
64517	4/9/2025	54	DEPT. OF MOTOR VEHICLES	4/9/2025	430	53800	690	RENEWAL REGISTRATION POLAR VIN#8553324 / SEWER				
64517 Total		54										
64518	4/8/2025	14	DIVISION OF THE STATE ARC	4/8/2025	101	52800	230	DISABILITY ACCESS & EDUCATION QRT JAN-MAR 2025				
64518 Total		14										

CITY OF COLUSA

APRIL 2025

WARRANT LIST

Item 3.

64519	4/9/2025	11347.5	JACOB MORLEY	25-Mar	101	52500	220	PLANNING SERVICES					
64519 Total		11347.5											
64520	4/9/2025	287.15	FASTENAL	CAWIA5252	101	52720	630	PREM BLADE / STREETS					
64520 Total		287.15											
64521	4/9/2025	609.75	FIDELITY SECURITY LIFE IN	166735926	997	22330		VISION INSURANCE PREMIUMS COVERAGE					
64521 Total		609.75											
64522	4/15/2025	100	GRIFF'S FEED & SEED	16589	101	51200	650	CLOTHING (PANTS) FOR RONNIE / STREETS					
64522	4/15/2025	100	GRIFF'S FEED & SEED	16589	101	51200	650	CLOTHING (PANTS) FOR RONNIE / PARKS					
64522	4/15/2025	97.87	GRIFF'S FEED & SEED	16649	101	51200	630	WOLVERINE BOOTS FOR RONNIE YBARRA:STREETS					
64522	4/15/2025	97.87	GRIFF'S FEED & SEED	16649	101	51200	650	WOLVERINE BOOTS FOR RONNIE YBARRA:PARKS					
64522 Total		395.74											
64523	4/9/2025	46.78	DEERE CREDIT INC.	3023589	310	59200	650	MOWER LEASE					
64523	4/9/2025	157.71	DEERE CREDIT INC.	3023589	310	59100	650	MOWER LEASE					
64523	4/9/2025	210.49	DEERE CREDIT INC.	3023589	253	59200	650	MOWER LEASE					
64523	4/9/2025	709.68	DEERE CREDIT INC.	3023589	253	59100	650	MOWER LEASE					
64523	4/9/2025	210.49	DEERE CREDIT INC.	3023589	101	59200	650	MOWER LEASE					
64523	4/9/2025	709.68	DEERE CREDIT INC.	3023589	101	59100	650	MOWER LEASE					
64523 Total		2044.83											
64524	4/9/2025	1320	JONS BACKFLOW SPECIALIST	751	410	52500	670	ANNUAL TESTING FOR ALL BACKFLOW DEVICES / WATER					
64524 Total		1320											
64525	4/14/2025	231.07	LES SCHWAB TIRE CENTER	621003938	214	52720	710	DISMOUNT,MOUNT,BALANCE, & DISPOSAL OF TIRES/POLICE					
64525	4/9/2025	1099.55	LES SCHWAB TIRE CENTER	621003974	101	52720	630	STEEL TIRES FOR TRAILER / STREETS					
64525	4/14/2025	908.99	LES SCHWAB TIRE CENTER	621003979	101	52720	320	TIRES, WHEEL BALANCE, & DISPOSAL / FIRE					
64525 Total		2239.61											
64526	4/9/2025	500	MARKS, GABRIEL	4/9/2025	310	52500	650	COLUSA STATE PARK CAMP HOST APRIL 2025					
64526 Total		500											
64527	4/9/2025	103.76	MERIDIAN SUPPLY	177234	101	52110	650	DRIVE SHAFT, TILLMAN DRIVERS GLOVES / PARKS					
64527 Total		103.76											
64528	4/9/2025	9.98	GEORGE L. MESSICK CO.	634025/1	101	52720	650	STRUT / PARKS					
64528	4/9/2025	17.39	GEORGE L. MESSICK CO.	634067/1	101	52720	630	SAW W/ ARBOR / STREETS					
64528	4/9/2025	59.12	GEORGE L. MESSICK CO.	634293/1	430	52700	690	CONNECTOR,WIRE,PLUMBER CLOTH - W/S					
64528	4/9/2025	3.25	GEORGE L. MESSICK CO.	634522/1	101	52110	630	GLASS CLEANER /STREETS					
64528	4/9/2025	332.58	GEORGE L. MESSICK CO.	634574/1	101	52110	650	KEY 3KALE / PARKS					
64528	4/9/2025	43.49	GEORGE L. MESSICK CO.	634749/1	410	52250	670	PURECHLOR - WATER					
64528	4/9/2025	15.21	GEORGE L. MESSICK CO.	634804/1	410	52110	670	FLAG MARK STAND - WATER					
64528	4/9/2025	27.17	GEORGE L. MESSICK CO.	634907/1	101	52110	650	FLAG MARK STND, PAINT / PARKS					
64528	4/9/2025	51.3	GEORGE L. MESSICK CO.	634919/1	101	52720	650	FASTENERS / PARKS					
64528	4/9/2025	15.2	GEORGE L. MESSICK CO.	635034/1	101	52110	630	FASTENERS / STREETS					
64528	4/9/2025	34.76	GEORGE L. MESSICK CO.	635209/1	410	52720	670	5' APPLE BLACK,GOLD,FASTENERS / WATER					
64528	4/9/2025	30.43	GEORGE L. MESSICK CO.	635289/1	430	52700	690	UTILITY GLOVES - SEWER					
64528	4/9/2025	41.29	GEORGE L. MESSICK CO.	635294/1	101	52110	650	BAIT STATION, GLOVES / PARK					
64528	4/9/2025	65.24	GEORGE L. MESSICK CO.	635327/1	430	52700	690	POLY FILM - SEWER					

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64528	4/9/2025	42.17	GEORGE L. MESSICK CO.	635335/1	101	52110	650	BROOMS,CLEANER / PARKS			
64528	4/9/2025	25	GEORGE L. MESSICK CO.	635377/1	101	52720	630	CHAIN OIL / STREETS			
64528	4/9/2025	24.99	GEORGE L. MESSICK CO.	635452/1	101	52720	630	FLP DISC,WIRE WHEEL / STREETS			
64528	4/9/2025	77.18	GEORGE L. MESSICK CO.	635503/1	430	52700	690	PIPE FITTINGS- SEWER			
64528	4/9/2025	51.09	GEORGE L. MESSICK CO.	635507/1	430	52700	690	DIAB RECIP - SEWER			
64528	4/9/2025	59.9	GEORGE L. MESSICK CO.	635736/1	101	52720	650	WIRE / PARKS			
64528	4/9/2025	21.67	GEORGE L. MESSICK CO.	635740/1	101	52720	650	BUSHING,LOCKNUT,NIPPLE / PARKS			
64528	4/9/2025	42.38	GEORGE L. MESSICK CO.	635748/1	311	52700	650	ADHESIVE, CAULK GUN / BOAT RAMP			
64528	4/9/2025	9.78	GEORGE L. MESSICK CO.	635763/1	101	52720	630	COUPLING / STREETS			
64528	4/9/2025	13.35	GEORGE L. MESSICK CO.	635796/1	410	52720	670	PIPE ELBOW, REDUC BUSH - WATER			
64528	4/9/2025	30.19	GEORGE L. MESSICK CO.	635798/1	430	52110	690	SNIPS,CLAMPS - SEWER			
64528	4/9/2025	11.95	GEORGE L. MESSICK CO.	635834/1	101	52110	650	PAINT / PARKS			
64528	4/9/2025	86.22	GEORGE L. MESSICK CO.	635852/1	101	52720	650	ADAPTER, TAPE,COUPLING.MISC / PARKS			
64528	4/9/2025	35.35	GEORGE L. MESSICK CO.	636221/1	253	52110	640	PAINT SUPPLIES- POOL			
64528	4/9/2025	29.33	GEORGE L. MESSICK CO.	636229/1	101	52110	650	MARKING PAINT-TREE STUMP REMOVAL / PARKS			
64528	4/9/2025	7.08	GEORGE L. MESSICK CO.	636230/1	101	52110	630	HITCH PIN,FASTENERS-FABIAN TRK / STREETS			
64528	4/9/2025	10.83	GEORGE L. MESSICK CO.	636281/1	310	52110	650	COUPLING,ELBOW / STATE PARK			
64528	4/8/2025	13.04	GEORGE L. MESSICK CO.	636310/1	430	52700	690	PLASTIC DIP SPRAY / SEWER			
64528	4/9/2025	53.31	GEORGE L. MESSICK CO.	K35870/1	101	52700	650	PRIMER, WIRE,CEMENT / PARKS			
64528	4/9/2025	70.67	GEORGE L. MESSICK CO.	K35893/1	310	52110	650	MASONRY DISC,BLADE (CUT FOR ELECTRICAL) STATE PARK			
64528	4/9/2025	23.45	GEORGE L. MESSICK CO.	K35958/1	310	52110	650	FASTENERS / STATE PARK			
64528 Total		1485.34									
64529	4/9/2025	48	MESSENGER PUBLISHING GROU	29466	101	53100	220	PUBLIC HEARING RESOLUTION OF ARTICLE 49 ZONING			
64529 Total		48									
64530	4/8/2025	100	BRANDON PAUL MITCHELL	4/8/2025	410	51200	670	BOOT REIMBURSEMENT: WATER			
64530	4/8/2025	100	BRANDON PAUL MITCHELL	4/8/2025	430	51200	690	BOOT REIMBURSEMENT: SEWER			
64530 Total		200									
64531	4/15/2025	761.5	NV5, INC.	441846	430	62694	690	SEWER TRENCH TESTING 717 W 3RD ST. / SEWER			
64531 Total		761.5									
64532	4/9/2025	2607.55	PAC MACHINE COMPANY, INC.	97347	430	52700	690	SUBMERSIBLE SEWAGE PUMP / SEWER			
64532 Total		2607.55									
64533	4/9/2025	32.17	PAPE MACHINERY	21515160	101	52720	650	SCREW,BUSHING, & LOCK NUT / PARKS			
64533	4/9/2025	60.98	PAPE MACHINERY	21515171	101	52720	650	BUSHING & INBOUND FREIGHT / PARKS			
64533 Total		93.15									
64534	4/9/2025	303.41	PLATT ELECTRIC SUPPLY	6D91581	311	52720	650	ELECTRIC BOX FOR BOAT RAMP			
64534 Total		303.41									
64535	4/14/2025	75.53	QUILL CORPORATION	43357149	214	52100	710	OFFICE SUPPLIES / POLICE			
64535	4/9/2025	344.12	QUILL CORPORATION	43415632	101	52100	230	MESH CHAIR X 2 / FINANCE			
64535	4/9/2025	187.87	QUILL CORPORATION	43439927	101	52100	230	CASH RECEIPT BOOKS / FINANCE			
64535 Total		607.52									
64536	4/9/2025	309091.1	R&R HORN, INC.	4/9/2025	430	62694	690	WALNUT RANCH SEWER-8421			
64536	4/9/2025	265626	R&R HORN, INC.	4/9/2025	410	61011	670	WALNUT RANCH-WATER PROJECT			

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64536 Total		574717.1											
64537	4/9/2025	126.94	RACE TELECOMMUNICATIONS,	RC1567113	101	53200	630	INTERNET SERVICES / STREETS					
64537	4/9/2025	156.94	RACE TELECOMMUNICATIONS,	RC1567113	101	53200	320	INTERNET SERVICES / FIRE					
64537	4/9/2025	156.94	RACE TELECOMMUNICATIONS,	RC1567113	101	53200	710	INTERNET SERVICES / POLICE					
64537	4/9/2025	156.94	RACE TELECOMMUNICATIONS,	RC1567113	101	53200	230	INTERNET SERVICES / FINANCE					
64537 Total		597.76											
64538	4/9/2025	200	MONIQUE RIVERA	PO 66000	101	53800	640	SCOUT CABIN RENTAL DEPOSIT REIMBURSEMENT 3/29/25					
64538 Total		200											
64539	4/15/2025	35.14	SUNE P11H HOLDINGS LLC WI	16216	430	52600	690	SERVICE CHARGES 3/1/25-3/31/25 : SEWER					
64539 Total		35.14											
64540	4/15/2025	860.15	THE ROCK YARD, INC.	7676	101	57200	650	14 YARDS GROUT MIX DELIVERED TO MAIN ST. / PARKS					
64540 Total		860.15											
64541	4/14/2025	75	TRANSUNION RISK AND ALTER	202503-1	214	52500	710	TLOXP- MINIMUM CHARGE / POLICE					
64541 Total		75											
64542	4/15/2025	219.15	TRI COUNTIES BANK	4/15/2025	101	52720	630	SUPPLY HOUSE (OIL CONTROL) / STREETS					
64542	4/15/2025	157.92	TRI COUNTIES BANK	4/15/2025	310	52110	650	AMAZON (SPOTLIGHTS) / STATE PARK					
64542	4/15/2025	307.9	TRI COUNTIES BANK	4/15/2025	101	52100	210	ZOOM / ADMIN SERVICES					
64542	4/15/2025	4050	TRI COUNTIES BANK	4/15/2025	410	52700	670	ARLYNS SCALES / WATER					
64542	4/15/2025	292.98	TRI COUNTIES BANK	4/15/2025	410	52700	670	GRAINGER / WATER					
64542	4/15/2025	53.56	TRI COUNTIES BANK	4/15/2025	101	52700	650	THE HOME DEPOT / PARKS					
64542	4/15/2025	128.68	TRI COUNTIES BANK	4/15/2025	101	52700	630	TRACTOR SUPPLY (MATS) / STREETS					
64542	4/15/2025	426.99	TRI COUNTIES BANK	4/15/2025	410	52720	670	HOBLIT TRUCK CENTER: WATER					
64542	4/15/2025	426.99	TRI COUNTIES BANK	4/15/2025	430	52720	690	HOBLIT TRUCK CENTER: SEWER					
64542	4/15/2025	20.95	TRI COUNTIES BANK	4/15/2025	220	51300	225	SAV MOR / CODE ENFORCEMENT					
64542	4/15/2025	70.63	TRI COUNTIES BANK	4/15/2025	220	51300	225	DON HABANERO / CODE ENFORCEMENT					
64542	4/15/2025	158.56	TRI COUNTIES BANK	4/15/2025	101	52720	650	AMAZON (MAIN BREAKER) / PARKS					
64542	4/15/2025	290.88	TRI COUNTIES BANK	4/15/2025	311	52110	650	AMAZON (SOLAR DECK LIGHTS) / BOAT RAMP					
64542	4/15/2025	19.99	TRI COUNTIES BANK	4/15/2025	101	52500	210	ADOBE / ADMIN SERVICES					
64542	4/15/2025	1031	TRI COUNTIES BANK	4/15/2025	253	52700	640	AMAZON (ADJUSTABLE PUMP) FOR POOL					
64542	4/15/2025	432	TRI COUNTIES BANK	4/15/2025	430	53200	690	SUCCEED.NET / SEWER					
64542	4/15/2025	430.95	TRI COUNTIES BANK	4/15/2025	253	52700	640	AMAZON (PAINT FOR POOL)					
64542	4/15/2025	126.77	TRI COUNTIES BANK	4/15/2025	410	51300	670	HARVEY'S (ROOM FOR TRAINING)					
64542	4/15/2025	241.32	TRI COUNTIES BANK	4/15/2025	101	52700	630	AMAZON (ASPHALT CONCRETE) / STREETS					
64542	4/15/2025	295	TRI COUNTIES BANK	4/15/2025	220	51300	225	CNOA (CANNABIS TRAINING)					
64542	4/15/2025	209.62	TRI COUNTIES BANK	4/15/2025	101	52200	320	MYSTERY RANCH / FIRE					
64542	4/15/2025	132.39	TRI COUNTIES BANK	4/15/2025	101	52720	320	THE HOSE SHOP / FIRE					
64542	4/15/2025	39	TRI COUNTIES BANK	4/15/2025	101	51300	320	TAQUERIA LA AUNTENTICA / FIRE					
64542	4/15/2025	45.95	TRI COUNTIES BANK	4/15/2025	101	51300	320	GRANZELLAS / FIRE					
64542	4/15/2025	9.99	TRI COUNTIES BANK	4/15/2025	101	52500	210	ADOBE / ADMIN SERVICES					
64542	4/15/2025	56	TRI COUNTIES BANK	4/15/2025	101	52500	215	CONSTACT CONTACT / ECON. DEV.					
64542	4/15/2025	30	TRI COUNTIES BANK	4/15/2025	214	52100	710	WHEN I WORK / POLICE					
64542	4/15/2025	15.21	TRI COUNTIES BANK	4/15/2025	214	51300	710	CARLS JR / POLICE					

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64542	4/15/2025	22.44	TRI COUNTIES BANK	4/15/2025	214	51300	710	BURGER KING / POLICE				
64542	4/15/2025	19.15	TRI COUNTIES BANK	4/15/2025	214	52100	710	USPS / POLICE				
64542	4/15/2025	38.05	TRI COUNTIES BANK	4/15/2025	101	53800	710	AMAZON CHARGE / POLICE				
64542	4/15/2025	39.3	TRI COUNTIES BANK	4/15/2025	214	52100	710	USPS / POLICE				
64542	4/15/2025	369.74	TRI COUNTIES BANK	4/15/2025	214	57100	710	AMAZON (CAMERA TOUCH ID) / POLICE				
64542	4/15/2025	33.68	TRI COUNTIES BANK	4/15/2025	214	57100	710	AMAZON (SCREEN PROCTER) / POLICE				
64542	4/15/2025	442.11	TRI COUNTIES BANK	4/15/2025	101	53600	640	AMAZON (T-BALL SUPPLIES)/ REC				
64542	4/15/2025	42.39	TRI COUNTIES BANK	4/15/2025	101	53600	640	AMAZON (T-BALL SUPPLIES)/ REC				
64542	4/15/2025	27.2	TRI COUNTIES BANK	4/15/2025	101	53600	640	STITCHES (T-BALL SHIRT & CAP) / REC				
64542 Total		10754.44										
64543	4/14/2025	95	VALLEY TOXICOLOGY SERVICE	5159	214	52500	710	ALCOHOL & DRUG ANALYSIS-MARCH 2025 / POLICE				
64543 Total		95										
64544	4/9/2025	276.23	XEROX CORPORATIONS	40351773	101	53300	215	COPIER LEASE PAYMENT				
64544	4/9/2025	276.23	XEROX CORPORATIONS	40351773	101	53300	220	COPIER LEASE PAYMENT				
64544	4/9/2025	276.23	XEROX CORPORATIONS	40351773	101	53300	230	COPIER LEASE PAYMENT				
64544 Total		828.69										
64545	4/24/2025	468	MICHAEL LEWALLEN	1335	101	52720	320	GROUND LADDERS FT. 208 / FIRE				
64545 Total		468										
64546	4/29/2025	1341.64	AFLAC	847086	101	22340		P/R Liab - Long Term Disa				
64546 Total		1341.64										
64547	4/28/2025	296.3	AIRGAS USA, LLC	551566371	101	52150	320	OXYGEN / FIRE				
64547 Total		296.3										
64548	4/24/2025	548.5	ALLIANT NETWORKING SERVIC	15889	101	52500	230	MAINTENANCE AGREEMENT MAY 2025				
64548	4/24/2025	548.5	ALLIANT NETWORKING SERVIC	15889	410	52500	230	MAINTENANCE AGREEMENT MAY 2025				
64548	4/24/2025	548.5	ALLIANT NETWORKING SERVIC	15889	430	52500	230	MAINTENANCE AGREEMENT MAY 2025				
64548 Total		1645.5										
64549	4/24/2025	1065.78	AMERIGAS	317644385	310	52600	650	PROPANE FOR STATE PARK				
64549 Total		1065.78										
64550	4/28/2025	378.45	AT&T MOBILITY	4102025	101	53200	320	WIRELESS SVC / FIRE				
64550 Total		378.45										
64551	4/28/2025	728.57	CASCADE FIRE EQUIPMENT CO	INV17259	101	52200	320	PANTS X 2 / FIRE				
64551 Total		728.57										
64552	4/24/2025	72.82	CINTAS	422737374	410	51200	670	LINEN MAINTNENANCE: WATER				
64552	4/24/2025	72.82	CINTAS	422737374	430	51200	690	LINEN MAINTENANCE: SEWER				
64552	4/24/2025	57.96	CINTAS	422737401	101	51200	630	LINEN MAINTENANCE: STREETS				
64552	4/24/2025	57.95	CINTAS	422737401	101	51200	650	LINEN MAINTENANCE: PARKS				
64552	4/24/2025	72.82	CINTAS	422810976	410	51200	670	LINEN MAINTENANCE: WATER				
64552	4/24/2025	72.82	CINTAS	422810976	430	51200	690	LINEN MAINTENANCE: SEWER				
64552	4/24/2025	57.96	CINTAS	422810988	101	51200	630	LINEN MAINTENANCE: STREETS				
64552	4/24/2025	57.95	CINTAS	422810988	101	51200	650	LINEN MAINTENANCE: PARKS				
64552 Total		523.1										
64553	4/29/2025	205	CITY OF YUBA CITY	33711	430	52520	690	TESTING / SEWER				

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64553	4/29/2025	306	CITY OF YUBA CITY	33731	430	52520	690	TESTING / SEWER				
64553	4/29/2025	64	CITY OF YUBA CITY	33733	430	52520	690	TESTING / SEWER				
64553	4/29/2025	64	CITY OF YUBA CITY	33739	430	52520	690	TESTING / SEWER				
64553	4/29/2025	51	CITY OF YUBA CITY	33744	410	52520	670	TESTING / WATER				
64553	4/29/2025	64	CITY OF YUBA CITY	33746	430	52520	690	TESTING / SEWER				
64553	4/29/2025	64	CITY OF YUBA CITY	33751	430	52520	690	TESTING / SEWER				
64553 Total		818										
64554	4/24/2025	16.7	COLUSA COUNTY AUDITOR	4521	101	53800	650	REIMBURSEMENT OF ALTERNATIVE SENTENCING MAR. 2025				
64554	4/28/2025	12.5	COLUSA COUNTY AUDITOR	4/28/2025	101	53800	710	PARKING VIOLATION VC 40200.4 MARCH 2025(1)				
64554 Total		29.2										
64555	4/24/2025	34089.74	COUNTY OF COLUSA/OFFICE O	4/23/2025	101	52540	710	INVOICE FOR DISPATCH SERVICES 3RD QRT / POLICE				
64555	4/24/2025	8559.87	COUNTY OF COLUSA/OFFICE O	4/24/2025	101	52541	710	ANIMAL CONTROL SERVICE 3RD QRT JAN-MAR				
64555 Total		42649.61										
64556	4/29/2025	450	COLUSA PROFESSIONAL	4/29/2025	101	22400		P/R Liab - Firemen Assoc				
64556 Total		450										
64557	4/28/2025	42.4	DERODA INC.	121724	101	52110	630	TRIGGER / STREETS				
64557	4/24/2025	65.12	DERODA INC.	128163	101	52110	630	32 WINDSHIELD WASH / STREETS				
64557	4/28/2025	38.04	DERODA INC.	128464	101	52110	630	LYNCHPIN, HITCH PIN / STREETS				
64557	4/24/2025	237.1	DERODA INC.	128528	410	52720	670	BULK BATTERY CABLE,LUG, ADHESIVE HEAT BARRIER				
64557	4/24/2025	237.1	DERODA INC.	128528	430	52720	690	BULK BATTERY CABLE,LUG, ADHESIVE HEAT BARRIER				
64557	4/24/2025	24.79	DERODA INC.	128533	410	52720	670	REALY FOR GRADE ALL: WATER				
64557	4/24/2025	24.78	DERODA INC.	128533	430	52720	690	REALY FOR GRADE ALL: SEWER				
64557	4/24/2025	16.3	DERODA INC.	128567	101	52110	630	10IN BRUSH HEAD / STREETS				
64557	4/28/2025	126.55	DERODA INC.	128952	101	52110	630	BALL MOUNT, HITCH / STREETS				
64557	4/29/2025	11.41	DERODA INC.	128996	101	52720	650	BATTERY CABLE TERMINAL / PARKS				
64557 Total		823.59										
64558	4/24/2025	517.18	COMPUTER LOGISTICS	86127	214	52500	710	MONTHLY BILLING FOR MAY 2025 / POLICE				
64558	4/28/2025	288.56	COMPUTER LOGISTICS	86131	101	52500	320	MONTHLY BILLING -MAY / FIRE				
64558 Total		805.74										
64559	4/28/2025	62.51	COMCAST	4282025	101	53200	320	MONTHLY CHARGE 4/9-5/8 / FIRE				
64559 Total		62.51										
64560	4/24/2025	345.38	CORBIN WILLITS SYSTEMS IN	000C15415	101	53300	230	ENHANCEMENT & SERVICE FEES INV#000C504151				
64560	4/24/2025	345.38	CORBIN WILLITS SYSTEMS IN	000C15415	410	53300	230	ENHANCEMENT & SERVICE FEES INV#000C504151				
64560	4/24/2025	345.38	CORBIN WILLITS SYSTEMS IN	000C15415	430	53300	230	ENHANCEMENT & SERVICE FEES INV#000C504151				
64560 Total		1036.14										
64561	4/29/2025	578.5	COLUSA POLICE ASSOCIATION	4/29/2025	101	22410		P/R Liab - Police Assoc D				
64561 Total		578.5										
64562	4/24/2025	992	CALIFORNIA RURAL WATER AS	4/24/2025	410	52400	670	ANNUAL CRWA MEMBERSHIP 2025 / WATER				
64562 Total		992										
64563	4/29/2025	124.58	DAVIES OIL COMPANY, INC.	76497	220	52270	225	Fuel				
64563	4/29/2025	3082.47	DAVIES OIL COMPANY, INC.	76497	101	52270	710	Fuel				
64563	4/29/2025	209.03	DAVIES OIL COMPANY, INC.	76497	101	52270	320	Fuel				

CITY OF COLUSA

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64563	4/29/2025	160.8	DAVIES OIL COMPANY, INC.	76497	101	52270	650	Fuel					
64563	4/29/2025	1032.09	DAVIES OIL COMPANY, INC.	76497	101	52270	630	Fuel					
64563	4/29/2025	459.18	DAVIES OIL COMPANY, INC.	76497	410	52270	670	Fuel					
64563	4/29/2025	1411.72	DAVIES OIL COMPANY, INC.	76497	430	52270	690	Fuel					
64563	4/28/2025	1372.77	DAVIES OIL COMPANY, INC.	412305	101	52270	630	Fuel / STREETS					
64563 Total		7852.64											
64564	4/24/2025	146.19	DOWN RANGE INVESTMENTS	761385	214	51200	710	CLOTHING / POLICE					
64564 Total		146.19											
64565	4/28/2025	222.37	EMSCS911	2502005	410	51300	670	HEARTSAVER CPR W/AED / WATER					
64565	4/28/2025	222.37	EMSCS911	2502005	430	51300	690	HEARTSAVER CPR W/AED / SEWER					
64565	4/28/2025	222.39	EMSCS911	2502005	101	51300	710	HEARTSAVER CPR W/AED / POLICE					
64565	4/28/2025	259.43	EMSCS911	2502005	101	51300	630	HEARTSAVER CPR W/AED / STREETS					
64565	4/28/2025	259.44	EMSCS911	2502005	101	51300	650	HEARTSAVER CPR W/AED / PARKS					
64565 Total		1186											
64566	4/28/2025	154.17	FASTENAL	52625	101	52110	610	PAPER TOWELS / PAPER TOWELS					
64566	4/28/2025	516.78	FASTENAL	52650	101	52110	650	BATH TISSUE/ PARKS					
64566 Total		670.95											
64567	4/29/2025	100	FRANCHISE TAX BOARD	4/29/2025	101	22520		PAYROLL GARNISHMENT					
64567 Total		100											
64568	4/24/2025	4125	GCW, INC.	124748	430	62004	690	PROFESSIONAL SVSC THROUGH 3/31/25					
64568 Total		4125											
64569	4/29/2025	534.65	THE HARTFORD	4/29/2025	997	22310		LIFE INSURANCE PREMIUM					
64569 Total		534.65											
64570	4/24/2025	172.99	INTERSTATE SALES/ T-MAN T	17287	246	52230	630	24 MIN PARKING SIGNS / STREETS					
64570 Total		172.99											
64571	4/28/2025	2812.64	JONES MAYER	128739	101	52500	240	ATTORNEY SERVICES/GENERAL FUND RETAINER					
64571	4/28/2025	2812.64	JONES MAYER	128739	410	52500	240	ATTORNEY SERVICES/WATER FUND RETAINER					
64571	4/28/2025	2812.64	JONES MAYER	128739	430	52500	240	ATTORNEY SERVICES/SEWER FUND RETAINER					
64571 Total		8437.92											
64572	4/29/2025	1980.22	K & L SUPPLY, INC.	46986	410	52260	670	CITRA SOLVE / WATER					
64572	4/29/2025	1980.22	K & L SUPPLY, INC.	46986	430	52260	690	CITRA SOLVE / SEWER					
64572	4/29/2025	107.67	K & L SUPPLY, INC.	46986	410	52110	670	CITRA SOLVE / WATER					
64572	4/29/2025	107.67	K & L SUPPLY, INC.	46986	430	52110	690	CITRA SOLVE / SEWER					
64572 Total		4175.78											
64573	4/28/2025	84	SHELLY M. KITTLE	4/28/2025	101	51300	110	REIMBURSE MILAGE-NCCSIF MEETING APRIL 17TH 2025					
64573 Total		84											
64574	4/24/2025	50	KITTLE'S OUTDOOR & SPORT	4/24/2025	101	52160	650	GIFT CARD 10-YR FOR JOE M. / PARKS					
64574 Total		50											
64575	4/24/2025	7.17	GEORGE L. MESSICK CO.	636225/1	101	52110	630	SAFETY GLASSES / STREETS					
64575	4/24/2025	50.63	GEORGE L. MESSICK CO.	636307/1	253	52110	640	FASTENERS, ROLLER FRAME, CONCRETE MIX					
64575	4/24/2025	50.63	GEORGE L. MESSICK CO.	636307/1	101	52110	650	FASTENERS, ROLLER FRAME, CONCRETE MIX					
64575	4/28/2025	26.08	GEORGE L. MESSICK CO.	636319/1	101	52720	320	CAR WASH, BATTERY / FIRE					

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64575	4/28/2025	18.48	GEORGE L. MESSICK CO.	636354/1	101	52700	320	TUBE / FIRE				
64575	4/24/2025	69.56	GEORGE L. MESSICK CO.	636376/1	101	52700	610	HAMMER,PLIERS, & BULB / CITY HALL				
64575	4/24/2025	8.87	GEORGE L. MESSICK CO.	636405/1	310	52720	650	FASTENERS, COMP CONNECTION / STATE PARK				
64575	4/24/2025	23.41	GEORGE L. MESSICK CO.	636411/1	310	52720	650	CONDUIT BODY, COMP COUPLING, SCREW / STATE PARK				
64575	4/29/2025	1.73	GEORGE L. MESSICK CO.	636753/1	101	52110	630	WIRE ROPE CLIP / STREETS				
64575	4/24/2025	109.35	GEORGE L. MESSICK CO.	636767/1	101	52110	650	LINE TRIMMER,SAFETY GLASSES,BLADE / PARKS				
64575	4/29/2025	21.73	GEORGE L. MESSICK CO.	636783/1	101	52110	630	CLAMPS / STREETS				
64575	4/24/2025	10.96	GEORGE L. MESSICK CO.	636884/1	410	52110	670	HOSE ADAPTER & THREAD SEAL / WATER				
64575	4/24/2025	10.86	GEORGE L. MESSICK CO.	637304/1	101	52110	650	MARKING PAINT / PARKS				
64575	4/24/2025	18.48	GEORGE L. MESSICK CO.	637352/1	310	52110	650	BAG O'RAGS / STATE PARK				
64575	4/28/2025	47.59	GEORGE L. MESSICK CO.	637396/1	101	52700	320	USB,TIDE PODS/ FIRE				
64575	4/24/2025	15.2	GEORGE L. MESSICK CO.	637402/1	101	52110	630	DISH SOAP / STREETS				
64575	4/24/2025	55.42	GEORGE L. MESSICK CO.	637455/1	253	52110	640	CEMENT,CLEANOUT / POOL				
64575	4/24/2025	126.99	GEORGE L. MESSICK CO.	637900/1	253	52260	640	AP MURIATIC ACID / POOL				
64575	4/29/2025	9.1	GEORGE L. MESSICK CO.	637943/1	101	52110	650	SWING JOINT / PARKS				
64575	4/29/2025	47.83	GEORGE L. MESSICK CO.	637951/1	101	52110	650	SPRINKLER / PARKS				
64575	4/29/2025	28.26	GEORGE L. MESSICK CO.	638069/1	253	52110	640	N95 RESPIRATOR / REC				
64575	4/29/2025	126.13	GEORGE L. MESSICK CO.	638081/1	253	52260	640	MURATIC ACID / REC				
64575	4/29/2025	18.48	GEORGE L. MESSICK CO.	638326/1	101	52110	650	PINE CLEANER / PARKS				
64575	4/24/2025	122.81	GEORGE L. MESSICK CO.	K35904/1	310	52720	650	ELBOW, CONDUIT / STATE PARK				
64575	4/24/2025	66.3	GEORGE L. MESSICK CO.	K35907/1	310	52720	650	GATE VALVE BRASS,SHACKLE, GATE VALVE / STATE PARK				
64575 Total		1092.05										
64576	4/28/2025	55	MESSENGER PUBLISHING GROU	29764	272	53100	710	RFP-POLICE DEPT FACILITY / POLICE				
64576	4/28/2025	55	MESSENGER PUBLISHING GROU	29765	101	53100	630	RFP-ASPHALT RUBBER CHIP SEAL PHASE II / STREETS				
64576 Total		110										
64577	4/29/2025	2400	MetLife Investors	4/29/2025	101	22510		LIFE INSURANCE				
64577 Total		2400										
64578	4/24/2025	2897.65	NV5, INC.	443636	430	62681	690	PW COLUSA WWTP IMPROVEMENTS / SEWER				
64578	4/28/2025	14229.49	NV5, INC.	443969	311	52500	620	COLUSA BOAT LAUNCH PROFESSIONAL SERVICE				
64578 Total		17127.14										
64579	4/28/2025	2607.55	PAC MACHINE COMPANY, INC.	97536	430	52700	690	FLYGT SEWAGE PUMP / SEWER				
64579 Total		2607.55										
64580	4/28/2025	9221	PAXTON FAMILY INSPECTION	25003	101	52500	310	MARCH-BLDG OFFICIAL/PLAN EXAM,INSP, MILEAGE				
64580 Total		9221										
64581	4/29/2025	6343.7	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	610	Utilities				
64581	4/29/2025	1399.84	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	710	Utilities				
64581	4/29/2025	3115.12	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	320	Utilities				
64581	4/29/2025	950.37	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	630	Utilities				
64581	4/29/2025	19.99	PACIFIC GAS AND ELECTRIC	4/29/2025	620	52600	630	Utilities				
64581	4/29/2025	3948.61	PACIFIC GAS AND ELECTRIC	4/29/2025	241	52600	216	Utilities				
64581	4/29/2025	39.97	PACIFIC GAS AND ELECTRIC	4/29/2025	610	52600	630	Utilities				
64581	4/29/2025	10005.73	PACIFIC GAS AND ELECTRIC	4/29/2025	241	52600	630	Utilities				

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64581	4/29/2025	191.65	PACIFIC GAS AND ELECTRIC	4/29/2025	640	52600	630	Utilities					
64581	4/29/2025	96.54	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	640	Utilities					
64581	4/29/2025	803.06	PACIFIC GAS AND ELECTRIC	4/29/2025	101	52600	650	Utilities					
64581	4/29/2025	111.16	PACIFIC GAS AND ELECTRIC	4/29/2025	253	52600	640	Utilities					
64581	4/29/2025	2332	PACIFIC GAS AND ELECTRIC	4/29/2025	410	52600	670	Utilities					
64581	4/29/2025	37235.93	PACIFIC GAS AND ELECTRIC	4/29/2025	430	52600	690	Utilities					
64581	4/29/2025	1095.37	PACIFIC GAS AND ELECTRIC	4/29/2025	310	52600	650	Utilities					
64581 Total		67689.04											
64582	4/29/2025	6365.98	PREMIER ACCESS INSURANCE	4/29/2025	997	22320		DENTAL INSURANCE PREMIUMS					
64582 Total		6365.98											
64583	4/29/2025	203.86	READING OIL, INC.	327343	101	52270	630	PROPANE / STREETS					
64583 Total		203.86											
64584	4/28/2025	1800	RON TRN INVESTIGATIONS	1043	214	52500	710	PRE EMPLOYMENT BACKGROUND-S AZEVEDO / POLICE					
64584 Total		1800											
64585	4/24/2025	80	RUBEN ACEVES	PO 66001	101	53800	650	CANCELLED PARK RENTAL 5/10/2025					
64585 Total		80											
64586	4/29/2025	200	SIERRA CENTRAL CREDIT UNI	4/29/2025	101	22500		P/R Liab - Credit Union					
64586 Total		200											
64587	4/24/2025	45	SORENSEN PEST CONTROL, IN	1342517	101	52700	320	PEST-MONTHLY / FIRE					
64587 Total		45											
64588	4/29/2025	61	STATE DISBURSEMENT UNIT	4/29/2025	101	22520		COURT ORDERED CHILD SUPPORT WITHHOLDING					
64588 Total		61											
64589	4/24/2025	435	TYLER TECHNOLOGIES, INC	025-50579	101	52500	231	MAR 13,2025 ERP PRO-FINANCIALS					
64589	4/24/2025	580	TYLER TECHNOLOGIES, INC	045-51493	101	52500	231	PARKS & REC SVSC (ARPA)					
64589 Total		1015											
64590	4/28/2025	179.97	USA BLUEBOOK	680855	410	52520	670	BOTTLES, PH BUFFER, CONDUCTIVITY STANDARD / WATER					
64590 Total		179.97											
64591	4/29/2025	104.66	VERIZON WIRELESS	4/29/2025	310	53200	650	CITY CELL PHONE SERVICE					
64591	4/29/2025	524.2	VERIZON WIRELESS	4/29/2025	101	53200	710	CITY CELL PHONE SERVICE					
64591	4/29/2025	41.57	VERIZON WIRELESS	4/29/2025	220	53200	225	CITY CELL PHONE SERVICE					
64591	4/29/2025	171.28	VERIZON WIRELESS	4/29/2025	430	53200	690	CITY CELL PHONE SERVICE					
64591	4/29/2025	88.73	VERIZON WIRELESS	4/29/2025	410	53200	670	CITY CELL PHONE SERVICE					
64591	4/29/2025	83.14	VERIZON WIRELESS	4/29/2025	101	53200	650	CITY CELL PHONE SERVICE					
64591	4/29/2025	220.27	VERIZON WIRELESS	4/29/2025	101	53200	630	CITY CELL PHONE SERVICE					
64591	4/29/2025	90.17	VERIZON WIRELESS	4/29/2025	101	53200	210	CITY CELL PHONE SERVICE					
64591	4/29/2025	35	VERIZON WIRELESS	4/29/2025	310	53200	650	CITY CELL PHONE SERVICE					
64591	4/29/2025	255.33	VERIZON WIRELESS	4/29/2025	101	53200	710	CITY CELL PHONE SERVICE					
64591 Total		1614.35											
64592	4/24/2025	2136	ZUMWALT MUTUAL WATER CO.	1640	101	53750	630	2025 ASSESSMENT & CDMWC SHARE / STREETS					
64592 Total		2136											
Grand Total		1831553											



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

ITEM FOR MAY 20, 2025

To: Colusa City Council Members

Re: Treasurer's Report for month ending March, 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 bank balance, LAIF balance, and petty cash balance as of March 31, 2025.

I have included a summary below:

Cash Accounts:

Wells Fargo Checking Acct Balance as of March 31, 2025	\$3,922,413.35
Outstanding payables as presented	(352,790.83)

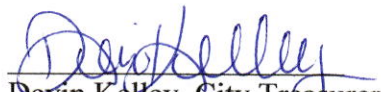
City Investments:

Local Agency Investment Fund – CA State Controller – Interest Rate 4.62%	
Previous Balance	9,663,517.18
Interest earned for Quarter ending March, 2025	
Balance as of March 31, 2025	9,663,517.18

Petty Cash as of March 31, 2025	500.00
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Balance as presented as of March 31, 2025	<u>\$13,233,639.70</u>
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Respectfully submitted,


 Devin Kelley, City Treasurer

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

Bank Records:

Wells Fargo Bank Balance - March 31, 2025	\$ 3,922,413.35
Wells Fargo Escrow Account Balance - March 31, 2025	-
ADD / SUBTRACT:	
Outstanding Acccounts Payable	(341,856.82)
Outstanding Payroll Payable	(10,934.01)
Reconciling Items:	-
Reconciled Checking Balance - Wells Fargo Bank - March 31, 2025	3,569,622.52
LAIF Balance - March 31, 2025	9,663,517.18
Petty Cash Balance - March 31, 2025	500.00
Total Reconciled Bank Balances - March 31, 2025	<u><u>\$ 13,233,639.70</u></u>

City Records (Post Journal Entries):

10200 - Wells Fargo Bank Operating / USDA Loan Escrow	\$ 3,576,246.61
10995 - LAIF	9,663,517.18
10100 - Petty Cash	500.00
Total Checking and LAIF	\$ 13,240,263.79
ADD / SUBTRACT:	
Credit Card Deposits in MOMS - Not In Bank	(7,050.34)
Rec.Desk not posted - In Bank	
Credit card Pmt in MOM-Not in the bank	426.25
Total Reconciled Book Balance - March 31, 2025	<u><u>\$ 13,233,639.70</u></u>



City of Colusa California

STAFF REPORT

DATE: May 20th, 2024
TO: Mayor and Members of the City Council
FROM: Ishrat Aziz-Khan, through Jesse Cain, City Manager

AGENDA ITEM:

Consideration of the Resolution approving a list of projects funded by SB1-The Road Repair and Accountability Act.

Recommendation:

To approve the resolution for a list of projects funded by SB1 fund.

BACKGROUND ANALYSIS:

The State of California passed bill SB1 in 2017 to address the multi-modal transportation funding shortfall. The accountability and transparency provision ensures that the residents are aware of the spending plan of the fund.

The City of Colusa has proposed several projects in the last five years to utilize the SB1 fund. The City is planning to purchase Graco Thermotazer Promett Thermoplastic Stripping system with a 12inch and 3inch die with this fund, and four other projects are listed in the resolution. They are carried over from previous years until enough funds are accumulated to perform the task.

BUDGET IMPACT:

No impact on the general fund, and the money will be spent out of the gas tax fund for RMRA.

STAFF RECOMMENDATION:

The council is to approve the Resolution for the projects funded by the SB1 fund.

ATTACHMENT: Resolution

RESOLUTION NO. 25-____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA TO ADOPT A LIST OF PROJECTS FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects are in progress or have been completed each fiscal year; and

WHEREAS, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated \$169,149 in RMRA funding in Fiscal Year 2024-25 from SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the highest-priority and cost-effective projects that also meet the community priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate several city streets in poor shape, add active transportation infrastructure throughout the City this year, and numerous similar projects in the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City streets and roads are in a "poor" condition, and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "good" condition; and

WHEREAS, the average motorist pays more than \$700 a year in added repair costs for their vehicle, just because of the poor condition of our roads however, a recent study by the American Road and Transportation Builders Association (ARTBA) found transportation improvements from SB 1 will bring annual savings of nearly \$300 per household; and

WHEREAS, without revenue from SB 1, the City, would have otherwise been canceling/delaying/and deferring projects throughout the community and/or laying off city staff; and

WHEREAS, if the Legislature and Governor failed to act, city streets and county roads would have continued to deteriorate, having many and varied negative impacts on our community; and

WHEREAS, cities and counties own and operate more than 81 percent of streets and roads in California, and from the moment we open our front door to drive to work, bike to school, or walk to the bus station, people are dependent upon a safe, reliable local transportation network; and

WHEREAS, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

WHEREAS, the local street and road system is also critical for farm to market needs, interconnectivity, multimodal needs, commerce, and

WHEREAS, police, fire, and emergency medical services all need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

WHEREAS, maintaining and preserving the local street and road system in good condition will reduce drive times and traffic congestion, improve bicycle safety, and make the pedestrian experience safer and more appealing, which leads to reduced vehicle emissions helping the State achieve its air quality and greenhouse gas emissions reduction goals; and

WHEREAS, restoring roads before they fail also reduces construction time which results in less air pollution from heavy equipment and less water pollution from site run-off; and

WHEREAS, the SB 1 project list and overall investment in our local street and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials, and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Colusa, State of California, as follows:

1. The foregoing recitals are true and correct.

2. The City of Colusa is adopting the following list of projects planned to be funded in fiscal year 2024-25 with Road Maintenance and Rehabilitation Account revenues. Note, due to budget constraints some of these streets were contained on the previous year's listing, but left incomplete, so they have been rolled over to this new fiscal year.

Project No. 1 - (2018-19 moved to 2025-26) 5th Street Reconstruction; Reconstruction of most of 5th Street by grinding existing asphalt, installing geo-fabric, and re-paving the street with 4 inches of new Asphalt Concrete at the following locations:

Between Levee Road and Market Street;

Between Oak and Webster Street;

From Lafayette South to the City Limits

Provides and estimated useful life of 25 years;

Anticipated Construction in 2026

Project No. 2 - (2018-19 moved to 2025-26) 3rd Street Reconstruction; Reconstruction of most of a section of 3rd Street by grinding existing asphalt, installing geo-fabric, and re-paving the street with 4 inches of new Asphalt Concrete at the following locations:

Between Jay and Webster;

Provides and estimated useful life of 25 years;

Anticipated Construction in 2025

Project No. 3 - Alley Ways (various); (2018-19 moved to 2025-26) Reconstruction of most of several alley ways by grinding existing asphalt, installing geo-fabric, and re-paving the street with 4 inches of new Asphalt Concrete at the following locations:

Between Carson and Sioc Streets from 5th - 7th Street and 9th - 10th Street;

Between Fremont and Carson Streets from 12th - 13th Street;

Between Market and Jay Streets from 10th - 12th Street;

Provides and estimated useful life of 25 years;

Anticipated Construction in 2025

Project No. 4 -(2018-19 moved to 2025-26) City Wide Cape Seal (various streets); provide a Cape Seal (chip seal overlain with micro paving) throughout the City.

;

Provides and estimated useful life of 10 years;

Anticipated Construction in 2025

Project No.5 (2022-23 moved to 2025-26) Purchase of RoadSaver. The city's roads are severely in bad condition. The city cannot build new roads because of the lack of funds. The city is planning to purchase a sealer to seal the existing roads to extend their lives. The opportunity to use SB1 fund for RoadSealer purchase is one of the best uses.

The estimated total cost of equipment is \$165,000

Provided and estimated useful life of equipment is 10 years.

Anticipated purchased date is November 2025

Project No.6 (2025-26) Purchase of Graco Thermolazer Promelt Thermoplastic Stripping System with 12-inch and 3inch dies. This is a cost-effective way to do the stripping on the street and roads that will last longer than regular stripping. The city is planning to purchase the equipment to take care of the stripping.

The estimated total cost of equipment is \$45,000

Provided and estimated useful life of equipment is 10 years.

Anticipated purchased date is November 2025.

PASSED AND ADOPTED by the City Council of the City of Colusa, State of California, this 20th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

Shelly Kittle, City Clerk

ORDINANCE NO. 568

ORDINANCE OF THE CITY OF COLUSA CITY COUNCIL ZONE ARTICLE 49 – ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS.

WHEREAS, On May 6, 2025, the City of Colusa City Council approves the adoption of Ordinance of Zone Article 49 – Accessory Dwelling Units and Junior Accessory Dwelling Units.

WHEREAS, the State of California has enacted multiple laws (including but not limited to Government Code Sections 65852.2 and 65852.22) to encourage the production of Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to address the housing crisis and increase housing availability; and

WHEREAS, the proposed **Zone Article 49** establishes standards and procedures for the development of ADUs and JADUs in compliance with state law while preserving the character of residential neighborhoods in the City of Colusa; and

WHEREAS, the City of Colusa is required to amend its zoning regulations to comply with state mandates regarding the permitting, design, and regulation of ADUs and JADUs; and

WHEREAS, the proposed ordinance provides clarity regarding development standards, including but not limited to size, height, setbacks, parking requirements, owner-occupancy regulations, and streamlined ministerial approval processes for ADUs and JADUs; and

WHEREAS, the City of Colusa City Council has determined that the proposed **Zone Article 49** is consistent with the **City of Colusa General Plan**, the **Housing Element**, and applicable state law; and

WHEREAS, the adoption of **Zone Article 49** is exempt from the California Environmental Quality Act (CEQA) pursuant to **Public Resources Code Section 21080.17** and **CEQA Guidelines Section 15282(h)**, which exempt ordinances implementing Government Code Sections 65852.2 and 65852.22 regarding ADUs and JADUs.

WHEREAS, the City of Colusa City Council has duly called, advertised and conducted a Public Hearing required by law concerning proposed, said municipal code and zoning adoption; and

BI IT ORDAINED by the Council of the City of Colusa find that:

1. The above recitals are true and correct and are incorporated herein by this reference.
2. The City Council finds that the adoption of **Zone Article 49** is consistent with state law and the goals and policies of the **City of Colusa General Plan**.
3. This ordinance shall become effective 30 days following the date of its adoption.

THE FOREGOING ORDINANCE was adopted by the City Council of the City of Colusa at its meeting held on _____, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

ATTEST:

Shelly Kittle, City Clerk

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ARTICLE 49 - Accessory dwelling units and Junior accessory dwelling units.

Purpose.

The provisions of this section are intended to set standards, in compliance with California Government Code Sections 65852.2, and 65852.22, for the development of accessory dwelling units so as to increase the supply of smaller and affordable housing while ensuring that such housing remains compatible with the existing neighborhood.

SEC 49.01 - General requirements.

An accessory dwelling unit:

- (a) May be located on any lot that allows a single-family or multifamily residential use and includes a proposed or existing dwelling.
- (b) Is not subject to the density requirements of the General Plan, but shall otherwise be consistent with the General Plan text and diagrams.
- (c) Shall not be used for rentals with terms of less than 30 days.

SEC 49.02 - Reserved SEC 49.03 - Permit requirements.

An application for an accessory dwelling unit or junior accessory dwelling unit that complies with all applicable requirements of this Section shall be approved ministerially.

- (a) If the Department, together with utility providers and County Environmental Health when a septic system is utilized, has not approved or denied the completed application within 60 days, the application shall be deemed approved. If the Department denies an application for an accessory dwelling unit or junior accessory dwelling unit, it shall provide in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant.
- (b) A permit shall not be denied due to the correction of nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are not affected by the construction of the accessory dwelling unit.
- (c) A permit shall not be denied for an unpermitted accessory dwelling unit that was constructed before January 1, 2018, because, among other conditions, the unit is in violation of building standards or state or local standards applicable to accessory dwelling units, unless the Department finds that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure.

- (d) A demolition permit for a detached garage that is to be replaced with an accessory dwelling unit shall be reviewed with the application for the accessory dwelling unit and issued at the same time. The applicant is not required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an accessory dwelling unit.

SEC 49.04 - Accessory Dwelling Units—Application and processing requirements.

- (a) Step one—Submittal. The application for an accessory dwelling unit permit shall be submitted to the Department concurrent with an application for a building permit. In addition to the standard submittal requirements for a building permit, an application for an accessory dwelling unit permit shall include all of the following (except as noted below):
 - a. Plot plan. A plot plan, drawn to scale, showing the dimensions of the perimeter of the parcel proposed for the accessory dwelling unit; the location and dimensioned setbacks of all existing and proposed structures on the site and structures located within 50 feet of the site; all easements, building envelopes, and special requirements of the subdivision as shown on the Final Map and improvement plans, if any; and average slope calculations for the site.
 - b. Floor plan. A floor plan, drawn to scale, showing the dimensions of each room, and the resulting floor area. The use of each room shall be identified, and the size and location of all windows and doors shall be clearly shown.
 - c. Elevations. Architectural elevations of each side of the proposed structure showing all wall height dimensions, openings, exterior finishes (including siding and window materials), original and finish grades, paint color, and roof pitch. The color of the existing or proposed primary residence shall be included if necessary to demonstrate compliance with Section 49.09.a, below. Applications for accessory dwelling units which do not modify a building's exterior are not required to submit elevations per this Subsection C.
- (b) Step two—Decision. The Department shall approve or deny an application for an accessory dwelling unit permit within 60 days of submittal of a complete

application. The accessory dwelling unit permit shall be issued only if the proposed accessory dwelling unit complies with all applicable standards in this Section.

SEC 49.05 - Utility connections and fees.

- (a) Except as provided in Subsection 49.04.b, a separate new utility connection and payment of a connection fee or capacity charge pursuant to State law and City fee schedule will be required for any new accessory dwelling unit.
- (b) No new or separate utility connection or related connection fee or capacity charge will be required for accessory dwelling units that are internal conversions of existing space within a single-family residence or an accessory structure, or for accessory dwelling units that are 750 square feet or smaller. Any fee charged for an accessory dwelling unit of 750 square feet or more shall be charged proportionately in relation to square footage of the primary dwelling unit.

SEC 49.06 - Accessory Development standards.

An accessory dwelling unit permit shall be issued only if the unit complies with the following development standards:

- (a) General.
 - a. No development standards shall be applied that would prohibit up to an 800 square foot accessory dwelling unit that is no more than 16 feet in height with four-foot side and four-foot rear setbacks to be constructed in compliance with all other local development standards.
- (b) Setbacks.
 - a. Single-family residential districts including single-family planning department zone districts. An accessory dwelling unit shall comply with the following setback requirements:
 - i. A new attached or detached 800 square foot accessory dwelling unit shall provide a minimum four-foot side and four-foot rear setback, and a front setback consistent with that of the primary dwelling unit in a standard zoning district. An 800 square foot accessory dwelling unit that complies with all other development standards may be built within the front yard setback of a lot if it is otherwise physically infeasible to build an accessory dwelling unit on other areas of the lot while maintaining the minimum rear and side yard setbacks

outlined in this Subsection. Side-corner setbacks shall be a minimum of four feet.

- b. Multifamily districts including multifamily districts. An accessory dwelling unit shall comply with the following setback requirements.
 - i. A new attached or detached accessory dwelling unit shall provide a minimum four-foot side and four-foot rear setback. The front setback shall be consistent with a primary dwelling unit in the applicable standard zoning district, or the most similar standard zoning district. Side-corner setbacks shall be a minimum of eight feet.
 - c. If the existing multifamily dwelling exceeds height requirements or has a rear or side setback of less than four feet, the Department shall not require modification of the existing multifamily dwelling as a condition of approving the application to construct an accessory dwelling unit.
- (c) No setback shall be required for an existing legally constructed living area, garage, or other accessory structure that is converted to an accessory dwelling unit with independent exterior access from an existing or proposed residence. A setback of five feet from the side and rear property lines is required for an accessory dwelling unit constructed above an existing legally constructed or proposed garage.
- (d) Any new attached accessory dwelling unit, detached accessory dwelling unit or expansion of the single-family dwelling to support the internal conversion for an accessory dwelling shall be designed to maintain appropriate setbacks, as described in Subsection B (a) and (b) above, from the future width of any abutting public streets. Future street configurations shall be based on the widths, standards and right-of-way lines in the circulation element of the City of Colusa General Plan or specifically addressed in a resolution adopted by the City Council.

SEC 49.07 - Maximum floor area.

- (a) New Detached ADUs: A newly constructed detached accessory dwelling unit (ADU) shall not exceed 1,200 square feet of habitable space.
- (b) New Attached ADUs: A newly constructed attached ADU shall not exceed 50% of the existing residential square footage, except:

- A minimum of 850 square feet must be allowed for a studio or one-bedroom ADU.
- A minimum of 1,000 square feet must be allowed for ADUs with more than one bedroom.

(c) Internal Conversion ADUs: An ADU created entirely within an existing single-family dwelling shall not exceed 45% of the existing habitable space, excluding the garage, or 1,200 square feet, whichever is less. However:

- A minimum of 850 square feet must be allowed for a studio or one-bedroom ADU.
 - A minimum of 1,000 square feet must be allowed for ADUs with more than one bedroom.
- (a) An ADU created entirely within a detached accessory structure shall not exceed 1,200 square feet.
- (b) Fire Sprinkler Requirement: An automatic fire sprinkler system must be installed in any building that undergoes a substantial remodel, addition, or both, if the total floor area is increased by more than 50%.

SEC 49.08 - Height limit.

- (a) A one-story accessory dwelling unit shall not exceed a maximum height of 16 feet, except as follows:
- The Department shall allow an additional two feet in height (up to 18 feet) to accommodate a roof pitch on an accessory dwelling unit that is aligned with the roof pitch on the primary dwelling unit.
 - A detached accessory dwelling unit on a lot with an existing or proposed single family or multi-family dwelling unit that is within one-half mile walking distance of a major transit stop or a high-quality transit corridor shall not exceed a height of 18 feet.
 - A height of 18 feet is also permitted for a detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling. A height of 25 feet applies to an accessory dwelling unit that is attached to a primary dwelling. This provision does not require the Department to allow an accessory dwelling unit to exceed two stories.
- (b) A two-story accessory dwelling unit shall not exceed a maximum height of 27 feet. No accessory dwelling unit shall exceed 27 feet in height.

- (c) When an accessory dwelling unit is located above an existing or proposed garage, carport or other accessory structure, the entire combined structure shall not exceed 27 feet in height. No accessory dwelling unit shall exceed 27 feet in height.

SEC 49.09 - Lot coverage.

An accessory dwelling unit (ADU) must comply with the lot coverage requirements of the applicable zoning district. If the property is in a zoning district without specific ADU standards, the most similar zoning district shall apply, as determined by the Planning Department.

SEC 49.10 - Architectural Objective

- (a) Architectural compatibility between the accessory dwelling unit and primary dwelling unit shall be demonstrated by matching two or more of the following qualities of the accessory dwelling unit to the proposed or existing primary dwelling unit:
 - a. Color;
 - b. Siding material and style; or
 - c. Architectural design elements and features, (e.g., roof pitch, window style, trim details)
- (b) Exterior entrance. An accessory dwelling unit must include a separate exterior entrance.
- (c) Privacy. A balcony, window or door of a second story accessory dwelling unit shall be designed to lessen privacy impacts to adjacent properties. Appropriate design techniques include obscured glazing, window placement above eye level, screening treatments, or locating balconies, windows and doors toward the existing on-site residence.
- (d) Residential development. A residential dwelling must already exist on the lot or shall be constructed on the lot in conjunction with the construction of the accessory dwelling unit.

SEC 49.11 - Number per lot.

Number of Units. No more than the number of ADUs allowed by state law may be constructed on any lot.

SEC 49.12 - Parking.

- (a) One off-street parking space is required for an ADU, except as outlined below. Parking may be uncovered, compact, tandem, or located within setback areas, unless deemed infeasible by the review authority due to site constraints, topography, or fire and life safety concerns.
 - a. The ADU is 750 square feet or less or a studio unit.
 - b. The ADU is within an existing primary residence or an existing accessory structure.
 - c. The ADU is permitted concurrently with a new single-family or multi-family dwelling on the same lot.
 - d. The ADU is created by converting or demolishing a garage, carport, or covered parking structure (no replacement parking required).

SEC 49.13 - Standards for proposed accessory structures attached to an existing or proposed accessory dwelling unit.

- (a) A proposed accessory structure with a floor area less than 50 percent of the accessory dwelling unit floor area:
 - a. Shall be processed ministerially in conjunction with the accessory dwelling unit.
 - b. Shall comply with the lot coverage and setback requirements of this section.
- (b) A proposed accessory structure with a floor area that exceeds 50 percent of the total floor area of the accessory dwelling unit:
 - a. Is subject to any discretionary review required by this Zoning Code.
 - b. Shall comply with lot coverage, height, and setback requirements for an accessory structure in the applicable standard zoning district or the most similar standard zoning district.

Junior accessory dwelling unit.

The following provisions are intended to set standards, in compliance with California Government Code Section 65852.22, for the development of junior accessory dwelling units so as to increase the supply of smaller and affordable housing while ensuring that such housing remains compatible with the existing neighborhood. This section does not intend to override lawful use restrictions as set forth in Conditions, Covenants and Restrictions.

SEC 49.14 - General requirements.

A junior accessory dwelling unit:

- (a) May be located on any lot that allows single-family or multifamily dwellings and that contains only one existing or proposed single-family detached dwelling. Only one junior accessory dwelling unit shall be permitted per parcel.
- (b) Is not subject to the density requirements of the General Plan but shall otherwise be consistent with the General Plan text and diagrams.
- (c) Shall not be used for rentals with terms of less than 30 days.

SEC 49.15 - Reserved

SEC 49.16 - Permit requirements.

An application for a junior accessory dwelling unit that complies with all applicable requirements of this section shall be approved ministerially.

SEC 49.17 - Application and processing requirements.

- (a) Step one—Submittal. The application for a junior accessory dwelling unit permit shall be submitted to the Department concurrent with an application for a building permit. In addition to the standard submittal requirements for a building permit, an application for a junior accessory dwelling unit permit shall include all the following:
 - a. Plot plan. If any expansion of the foundation is required for a junior accessory dwelling unit, a plot plan, drawn to scale, showing the dimensions of the perimeter of the parcel proposed for the junior accessory dwelling unit; the location and dimensioned setbacks of all existing and proposed structures on the site and structures located within 50 feet of the site; all easements, building envelopes, and special requirements of the subdivision as shown on the Final Map and improvement plans, if any; and average slope calculations for the site.
 - b. Floor plan. A floor plan, drawn to scale, showing the dimensions of each room, the area devoted to the junior accessory dwelling unit, and the resulting floor areas of the junior accessory dwelling unit and of the primary residence. The use of each room shall be identified, and the size and location of all windows and doors shall be clearly shown. The plan shall identify whether separate or shared sanitation facilities are proposed.

- c. Deed restrictions. Deed restrictions completed, signed and ready for recordation in compliance with Subsection G.
- (b) Step two—Decision. The Department shall approve or deny an application for a junior accessory dwelling unit permit within 60 days of submittal of a complete application. A junior accessory dwelling unit permit shall be issued only if the proposed junior accessory dwelling unit complies with all applicable standards in this Section. A permit for a junior accessory dwelling unit shall not be denied due to the correction of nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are not affected by the construction of the junior accessory dwelling unit.

SEC 49.18 - Utility connection fees.

No new or separate utility connection and no connection fee for water, sewer, or power is required for a junior accessory dwelling unit.

SEC. 49.19 - Development standards.

A junior accessory dwelling unit permit shall be issued only if the unit complies with the following development standards:

- (a) Maximum floor area. The junior accessory dwelling unit shall not exceed 500 square feet in total floor area.
- (b) Existing development. The junior accessory dwelling unit shall be contained entirely within the existing walls of an existing or proposed single-family dwelling, which includes the walls of an attached garage. However, an additional 150 square feet is permitted to allow for a separate entrance into the unit.
- (c) Kitchen. The junior accessory dwelling unit must contain an efficiency kitchen as defined by the Government Code Section 66333 (f)(1) and (f)(2)
- (d) Sanitation. Bathroom facilities may be separate from or shared with the single-family dwelling. A separate bathroom facility shall be provided if the junior accessory dwelling unit does not include an interior entry into the primary residence.
- (e) Entrance. The junior accessory dwelling unit shall include an exterior entrance separate from the main entrance to the single-family dwelling. The junior accessory dwelling unit may include a second interior doorway for sound attenuation.

- (f) Parking. Off-street parking shall not be required for junior accessory dwelling units. No replacement off-street parking spaces are required when a junior accessory dwelling unit is created through the conversion or demolition of an attached garage, carport or covered parking structure.

SEC 49.20 - Deed restrictions.

Prior to occupancy of a junior accessory dwelling unit, the property owner shall file with the County Recorder a deed restriction containing a reference to the deed under which the property was acquired by the owner and stating that:

- (a) The junior accessory dwelling unit shall not be sold separately from the single-family residence;
- (b) The junior accessory dwelling unit shall be considered legal only if either the primary residence or junior accessory dwelling unit is occupied by the owner of the property's record. Such owner-occupancy, however, shall not be required if the property owner is a governmental agency, land trust or non-profit housing organization;
- (c) The restrictions shall run with the land and be binding upon any successor in ownership of the property. Lack of compliance shall void the approval junior accessory dwelling unit and may result in legal action against the property owner;
- (d) The developer of a subdivision that includes junior accessory dwelling units shall record the deed restrictions required by this subsection before the Final Map or Parcel Map. Each lot with a junior accessory dwelling unit shall remain unoccupied until the property transfers ownership, allowing for compliance with the recorded owner-occupancy restriction;
- (e) A junior accessory dwelling unit shall not exceed 500 square feet of total floor area and shall comply with the development standards in subsection 49.19.



City of Colusa California

STAFF REPORT

DATE: May 20, 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 1st, 2024, unless otherwise stipulated. All changes are highlighted in yellow.

BUDGET IMPACT:

Cost recovery for provided services.

STAFF RECOMMENDATION:

Adopt Resolution
Adopt Preliminary Comprehensive Fee Schedule

RESOLUTION NO. 25-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA UPDATING AND ADOPTING THE FISCAL YEAR 2025-26 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 the 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 the City’s existing fees and deposits need to be updated once again due to changes in the law, as well as the increasing costs associated with City services; and

WHEREAS, City staff have 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 in 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 is 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 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 1st, 2025, 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 20th of May 2025 by the following vote:

AYES:

NOES:

ABSENT:

RYAN CODORNIZ, MAYOR

ATTEST:

SHELLY KITTLE, CITY CLERK

City of Colusa Comprehensive Fee Schedule FY 2025-26



20-May-25
Resolution:

Fee Schedule 2025-26

- 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 2025-26

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 Prkg	Each	\$76.00	Y	
PD100	Traffic Penalty: Golf Cart Street Use	Each	\$38.00		
PD101	Amending a Concealed weapons Permit	Each	\$10.00		
PD102	Firearms Storage Fee	Each	\$65.00 first		
	¹ Per Maximus Fee Study				
	² Per Maximus Fee Study plus CPI for two years as study was substationally completed in 2008				
	³ Fee is set by CA State Statute				
	⁴ 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 2025-26					FD - Fire Dept Fee		
Fee #	Fee Name	Unit	Fee Amount	1&M in addition to Fee	Deposit Calculations	NOTES:	1&M in addition to Fee
Plan Reviews & Inspections Include initial plan review, one (1) resubmittal, and standard field inspections. Excessive resubmittal/reinspections may be billed at the established hourly rate (1 Hour Minimum)							
FD1	Contracted or Outsourced Services						
1.1	All outsourced plan review and inspection services include Fee + Deposit (5% of total project cost)						
FD2	Fire Sprinkler System - NFPA 13						
2.1	Base Fee - 1st 25 heads						
2.2	Base Fee + Each Additional (or Portion of) 25 Heads						
FD3	Fire Pump						
3.1	Fire Pump (per pump)						
FD4	Modification to Sprinkler System - NFPA 13						
4.1	Base Fee - 1st 25 heads						
4.2	Base Fee + Each Additional (or Portion of) 25 Heads						
FD5	Residential Sprinkler System						
5.1	Subdivision Model / Production Homes - 13-D (Per Unit)						
5.2	Single Family home Base Fee						
5.3	Residential Sprinkler System - 13R (per complex) + per unit Inspection Fee						
5.4	Inspection Fee - 13R (per unit)						
FD6	Fire Alarm System						
6.1	New Fire Alarm Systems < 50 Devices						
6.2	New Fire Alarm systems > 50 Devices						
6.3	TI Fire Alarm System						
6.4	Dedicated Function Fire Alarm System (sprinkler monitoring, elevator recall, ect.)						
FD7	Underground						
7.1	1 - 4 Hydrant/Riser						
7.2	5 > Hydrant/Riser						
FD8	Special Systems						
8.1	Refrigeration System						
8.2	Spray Booth						
8.3	Clean Agent Extinguishing System or Equal (clean agent/industrial dry chemical system)						
FD9	Hood & Duct System (per system)						
9.1	1-11 Flow Points						
9.2	Each Additional 11 Flow points						

FD10 Tanks / HazMat		
10.1	HazMat Tank Installation/Removal	\$ 230.00
10.2	Propane Tank Installation/Removal	\$ 230.00
Pre Occupancy & Annual Fire and Life Safety Inspections, Including initial inspection plus one (1) reinspection. Excessive reinspections shall be billed at the established hourly rate (1 Hour Minimum)		
FD11	All Occupancy Types	
11.1	0 - 10,000 sq ft	\$ 153.00
11.2	10,000 - 40,000 sq ft	\$ 306.00
11.3	40,000 sq ft - or more	\$ 459.00
Fire Code Permits/Fire Standby Includes review and inspection for each permit		
FD12	State or Locally Mandated By Fire Authority	
12.1	Permit for events posing fire or life safety risk	\$ 115.00
12.2	EMS service request = 1 BLS unit & 2 Fire Personnel (Base Fee covers one hour of service, additional T&M will be in addition)	\$ 345.00
12.2	Fire Standby = 1 engine & 3 Fire Personnel (fee will be assessed for	\$ 450.00
Other Fire Fees		
FD13	Violations	
13.1	False Alarms - more than 2 per year	\$ 450.00
13.2	Negligence fire response	\$ 450.00
13.3	60 days past due	\$ 100.00
13.3	each additional 30 days past due	\$ 50.00
13.4	Abatement Violation Non-compliance fee after 3rd notice	\$ 345.00
13.5	Code Enforcement 1st warning (T&M Fee in addition to the base fee)	\$ -
13.6	Code Enforcement 2nd warning (T&M Fee in addition to the base fee)	\$ 115.00
13.7	Code Enforcement 3rd warning (T&M Fee in addition to the base fee)	\$ 345.00
13.8	fees listed above.	T&M
All Fees are base on an estimated time required		
T&M + 15% admin fee - 1hr = \$115		

City of Colusa					
Code Enforcement					
Fee Schedule FY 2025-26					
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/subsequen	\$ 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 2025-26 Proposed changes are at 4% due to inflation and added fuel costs.

Fee #	Fee Name	Unit	2024/25 Building Fee Amount	Proposed 2025/26 Building Fee Amount	2024/25 Application Fee required	Proposed 2025/26 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	Plan Check 2025/26 Fee is 65% of Building Fee, take at application	Notes
COMMERCIAL										
BD0	Commercial New or Addition 200 sq. ft. of affected area.	Per Issuance	\$ 640.00	\$ 665.00	\$ 65.00	\$ 70.00	\$ 390.00	\$ 416.00	\$ 432.00	
	each additional sq. ft. includes all elec/plumb/mech.	Per Issuance	1.30 per ft.	1.40 per ft.			YES			
	Commercial Re-model 200 sq. ft. of affected area.	Per Issuance	\$ 379.00	\$ 394.00	\$ 65.00	\$ 70.00	\$ 240.00	\$ 247.00	\$ 256.00	
	each additional sq. ft. includes all elec/plumb/mech.	Per Issuance	\$ 0.74	\$ 0.80	\$ 65.00	\$ 70.00	YES			U or U is certificate or Occupancy. This inspection is contracted by outside service
All Commercial Projects require a CASP Inspection before C of O										
	Commercial Demolition or Occupancy Permit - Plot Plan & Floor Plan required by Assessor's Office	Per Issuance	\$ 362.00	\$ 376.00	\$ 65.00	\$ 70.00	NO			
	Plan Check Fees (applies after the 2nd correction or special circumstance)									
BD10	*Residential (after 2nd check)						T&M			
BD11	*Commercial (after 2nd check)						T&M			
RESIDENTIAL										
	Residential New Construction or Addition 200 sq. ft. affected area.	Per Issuance	\$ 379.00	\$ 394.00	\$ 65.00	\$ 70.00	\$ 230.00	\$ 247.00	\$ 256.00	
	each additional sq. ft. includes all elec/plumb/mech.	Per Issuance	1.38 per ft.	1.44 per ft.			YES			
	Residential Re-model 200 sq. ft. of affected area		\$ 303.00	\$ 315.00	\$ 65.00	\$ 70.00	\$ 184.00	\$ 197.00	\$ 205.00	
	each additional sq. ft. includes all elec/plumb/mech.		\$ 0.40	\$ 0.42			YES			
	CASP Inspection is not required for Residential									
	Residential Demolition or Occupancy Permit - Plot Plan & Floor Plans required by Assessor's Office		\$ 228.00	\$ 237.00	\$ 65.00	\$ 70.00	NO			
MISC. PERMITS AND FEES										
	Building Permit Application Fee				\$ 65.00	\$ 70.00				
	Permit Extension Fee				\$ 65.00	\$ 70.00				
BD2	Electrical Service Change-out		\$ 91.00	\$ 95.00	\$ 65.00	\$ 70.00	NO			
BD3	Electric Power Generator		\$ 231.00	\$ 240.00	\$ 65.00	\$ 70.00	\$ 141.00	\$ 150.00	\$ 156.00	
BD5	Water Heater/Fire Place Insert Change-out		\$ 91.00	\$ 95.00	\$ 65.00	\$ 70.00	NO			
BD6	Residential & Commercial Solar Permit - check below for the updated fee						included			
	Detached Garage/Accessory Building/Storage/Carport under 250 sq. ft.		\$ 231.00	\$ 240.00	\$ 65.00	\$ 70.00	\$ 141.00	\$ 150.00	\$ 156.00	
BD7	each additional sq. ft. includes all elec/plumb/mech.		\$ 0.30	\$ 0.32			YES			
BD8	HVAC New Install or Change-out		\$ 134.00	\$ 140.00	\$ 65.00	\$ 70.00	NO			
BD13	Water or Sewer Line Replacement - plot plan required		\$ 91.00	\$ 95.00	\$ 65.00	\$ 70.00	NO			
	New Patio, Porch Covers or Decks (electrical add \$65 to Bldg Fee)		\$ 231.00	\$ 240.00	\$ 65.00	\$ 70.00	\$ 141.00	\$ 150.00	\$ 156.00	
BD14	Patio Covers or Deck repairs (like for like)		\$ 231.00	\$ 240.00	\$ 65.00	\$ 70.00	NO			
BD18	All Re-Roof/ overlays Permit (no alterations included)		\$ 247.00	\$ 257.00	\$ 65.00	\$ 70.00	NO			
	Additional fee for Solar Battery install and plan Review		\$ 100.00	\$ 105.00	\$ 65.00	\$ 70.00				
	Remove existing Solar equipment and replace for re-roof permit (NEW FEE REQUIRED)		\$ 134.00	\$ 139.00	\$ 65.00	\$ 70.00				
BD19	Retro Windows/Doors		\$ 195.00	\$ 203.00	\$ 65.00	\$ 70.00	NO			
	Stucco or siding (more than 200 sq. ft. of area)		\$ 137.00	\$ 143.00	\$ 65.00	\$ 70.00	NO			

City of Colusa
Finance and Administration Department
Fee Schedule FY 2025-26

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 size:	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		\$3,500		
	Replacement or reissue of City issued check		\$40		
	Business License Application Fee - Semi Annu	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 2025-26					
Fee #	Fee Name	Unit	Fee Amount	addition to Fee	Notes
WS1	New Account Fee (water/sewer)	Per Acct	\$50.00		
WS2	Delinquent Account Fee	Per month	outstanding balance		
FA3c	Backside of a two-sided copy	Per back	\$0.10		
	WATER				
W1	hydrant meter permit	Per meter	\$30/month plus usage & \$500 deposit		\$50/Momth plus \$3.50 per unit & a \$1,000 deposit
W4	new service: tap, pipe and meter	Per meter	1" - \$1600 -		
W5	meter inspection	Per meter	\$100 per Meter	Y	
	PENALTY				
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	
	SEWER				
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 2025-26

Fee #	Fee Name	Unit	Fee Amount	2025-2026 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 households
PR17	Swimming Pool - Day Care Season Pass	Per season	\$350			
PR18	Swim Team - Pool Rental (after 5:00 pm)	Per season	\$750	\$1,000		Extended the time of Swimming Pool use
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's will be required to pay on Fridays Saturdays and Sundays for the use of the Scout cabin					

City of Colusa				
State Park Fees				
Fee Schedule FY 2025-26				
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	plus \$25
SP10	RV Dump	Per Day	\$6	
SP11	Group Camp area day only	Per Day	\$6 per car	
	City of Colusa Boat Launch Yearly Season		\$100	
	State Park Fees are determined by State			

City of Colusa

Planning Fees

Fee Schedule FY 2025-26

The City is trying move forward using a flat fee, this will be looked at each year to ensure that we are covering our costs

Fee #	Fee Name	Unit	Fee Amount	Deposit Calculation	Estimated Hours	25-26 Est. Hours	2024/25 FEE	2025/26 FEE
PL 1	Pre-Application Meeting	Per application	T&M		1		\$150.00	\$150.00
PL 2	Abandonment / Vacation request	Per application	T&M		4		\$600.00	\$600.00
PL 3	Appeal Fee (Planning Commission or City Council)	Per application	T&M		8	10	\$1,200.00	\$1,500.00
PL 4	Appeal Fee other than Applicant	Per application	T&M		10	10	\$1,500.00	\$1,500.00
FA3c	Backside of a two-sided copy	Per back side	\$ 0.10				\$0.10	\$0.10
PL 5	Annexation (Including LAFCo)	Per application	T&M		65		\$9,750.00	\$9,750.00
PL 6	Architectural Review	Per application	T&M		15		\$2,250.00	\$2,250.00
PL 7	Certificate of Compliance	Per application	T&M		4		\$600.00	\$600.00
PL 8	Certificate of Merger	Per application	T&M		20	4	\$3,000.00	\$600.00
PL 9	Conditional Use Permit, Minor	Per application	\$325		3.25	28	\$325.00	\$4,200.00
PL 10	Conditional Use Permit, Major	Per application	\$750		7.5	40	\$750.00	\$6,000.00
PL 11	Design Review each	Per application	T&M		15		\$2,250.00	\$2,250.00
PL 12	Designation of Historical or Architectural	Per application	T&M		30		\$4,500.00	\$4,500.00
PL 13	Development Agreement—Application Review.	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 14	Development Agreement—Annual Review	Per application	T&M		15		\$2,250.00	\$2,250.00
PL 15	Development Agreement—Amendment Processing	Per application	T&M				\$3,000.00	\$0.00
PL 16	Extension of Time for Approved Development	Per application	T&M		6	16	\$900.00	\$2,400.00
PL 17	Extension of Time for Approved Development	Per application	T&M		25	15	\$3,750.00	\$2,250.00
PL 18	Final Map	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 19	Flood Plain Development Permit	Per application	T&M		10		\$1,500.00	\$1,500.00
PL 20	Flood Plain Development Variance	Per application	T&M		10		\$1,500.00	\$1,500.00
PL 21	Flood Plain Development Appeal	Per application	T&M		60		\$9,000.00	\$9,000.00
PL 22	General Plan Amendment	Per application	T&M		4		\$600.00	\$600.00
PL 23	Grading Permit Application	Per application	\$ 400.00		8		\$1,200.00	\$1,200.00
PL 24	Lot Line Adjustment	Per application	T&M		6		\$900.00	\$900.00
PL 25	Modification Approved Plan, Administrative	Per application	T&M		10	16	\$1,500.00	\$2,400.00
PL 26	Modification or Rehearing Approved Plan, Planning	Per application	\$1,000		10	15	\$2,500.00	\$2,250.00
PL 27	Parcel Map	Per application	T&M		4		\$600.00	\$600.00
PL 28	Record of Survey	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 29	Reversion to Acreage	Per application	T&M		25		\$3,750.00	\$3,750.00
PL 30	Site Plan Review—SF Residential, Administrative	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 31	Site Plan Review—SF Residential, Planning	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 32	Site Plan Review—MF Residential	Per application	T&M		30		\$4,500.00	\$4,500.00
PL 33	Site Plan Review—Commercial/Industrial	Per application	\$50		0.5	5	\$50.00	\$750.00
PL 34	Sign Permit, Minor	Per application	T&M		20	10	\$3,000.00	\$1,500.00
PL 35	Sign Permit, Major	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 36	Tentative Parcel Map w/Variance	Per application	T&M		40		\$6,000.00	\$6,000.00
PL 37	Tentative Subdivision Map	Per application	T&M		40		\$6,000.00	\$6,000.00
PL 38	Tentative Subdivision Map w/Variance	Per application	T&M		40		\$6,000.00	\$6,000.00

PL 39	Variance/Exception to Standards	Per application	\$750		7.5		\$750.00	\$4,500.00
PL 40	Vesting Tentative Subdivision Map	Per application	T&M		40		\$6,000.00	\$6,000.00
PL 41	Written Verification of Zoning Designation or similar	Per application	T&M		0.75		\$112.50	\$300.00
PL 42	Zoning (Prezoning)	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 43	Zoning Text Change	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 44	Zoning Map Change	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 45	Zone Change—PD Preliminary Plan	Per application	T&M		40		\$6,000.00	\$6,000.00
PL 46	Zone Change—PD Major Modification	Per application	T&M		20		\$3,000.00	\$3,000.00
PL 47	Zone Change—PD Minor Modification	Per application	T&M		10		\$1,500.00	\$1,500.00
ENVIRONMENTAL REVIEW								
PL 48	County Clerk Filing Fee		\$50.00			This is a County fee so		This is a County fee so
PL 49	Environmental Impact Report (City Staff	Per application	T&M		80		\$12,000.00	\$12,000.00
PL 50	Environmental Impact Report (Contracted Services)	Per application	Per Contract	Payment		Subject to additional.		Subject to additional.
PL 51	Fish & Game Code §711.4 w/Negative Declaration		2,406.75					\$2,968.75
	Fish & Game Code §711.4w/Mitigated Negative							\$2,968.75
PL 52	Fish & Game Code §711.4 w/EIR		3,343.25					\$4,123.50
PL 53	Initial Study/Negative Declaration (Administration)	Per application	T&M		30		\$4,500.00	\$4,500.00
PL 54	Initial Study/Negative Declaration (Contract Amount)	Per application	Per Contract	Payment		Subject to additional.		Subject to additional.
PL 55	Negative Declaration	Per application	T&M		10		\$1,500.00	\$1,500.00
PL 56	Initial Study/Mitigated Negative Declaration	Per application	T&M		60		\$9,000.00	\$9,000.00
PL 57	Initial Study/Mitigated Negative Declaration		Per Contract	Payment		Subject to additional.		Subject to additional.
PL 58	Notice of Determination	Per application	T&M		2		\$300.00	\$300.00
PL 59	Notice of Categorical Exemption	Per application	T&M		2		\$300.00	\$600.00
PL 60	Other Planning Permits, Applications and Services	Per incident	T&M				\$500.00	\$500.00
OTHER								
PL 63	General Plan Management Fee	Per application	4%					
PL 64	Annexation Admin Fee	Per acre /	\$50/acre					
PL 65	Public Convenience/Necessity Fee		\$325		3.25	6		\$900.00

City of Colusa					
Public Works Department					
Fee Schedule FY 2025-26					
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 small	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 2025-26

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	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	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% Building Permit Fee		Accounting to keep separate for use on General Plan activities. GP Updates, Master Plans, etc. Separate accounting - special purpose funds.

* 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.



City of Colusa City Council **STAFF REPORT**

DATE: May 20, 2025
TO: Mayor and City Council Members
FROM: Jesse Cain, City Manager

AGENDA ITEM:

Authorize the City Manager to purchase replacements of 2 brush aerators in Sludge Stabilization Basin (SSB) #2 for \$73,282.

REQUESTED ACTION: City Council to authorize the City Manager to proceed with the single-source procurement of replacement brush aerators for the City's Wastewater Treatment Plant (WWTP), due to compatibility requirements with the plant's original design and infrastructure.

BACKGROUND/ ANALYSIS:

As Council is aware, for the last several years the city has been planning, designing and installing various improvements to the City's WWTP and sewer system. The City's Wastewater Treatment Plant was originally constructed in 2007 and has been operating with brush-type surface aerators as part of its secondary treatment process. These aerators are essential for maintaining proper dissolved oxygen levels in the aeration basins, which support biological treatment of wastewater.

Due to the unique structural and mechanical specifications of the original plant design, the existing brush aerators are only compatible with equipment manufactured by the original supplier: **ECE House Industries Inc.** Replacing the aerators with a different model or manufacturer would require significant structural modifications, including re-engineering the aeration basins, mounting systems, and electrical connections—resulting in substantially higher costs and extended downtime.

After evaluating available options, staff has determined that replacing the existing units with updated models from the original manufacturer is the most cost-effective and operationally sound solution. This single-source approach is necessary to ensure seamless integration with the current infrastructure and to minimize service disruption.

In accordance with the City's procurement policy, single-source purchases are permitted when compatibility, standardization, or unique expertise justifies non-competitive procurement.

ENVIRONMENTAL CONSIDERATIONS

This project is categorically exempt under CEQA Guidelines Section 15301 – Existing Facilities. The replacement of mechanical equipment with no expansion of capacity is considered maintenance of an existing public utility

CONCLUSION

The existing aerators are beyond their useful life and pose a risk to the reliable operation of WWTP. Due to compatibility constraints, a single-source procurement from the original manufacturer is necessary and in the City's best interest. Staff recommends Council approval to proceed with the replacement project.

BUDGET IMPACT

The estimated cost for replacing the brush aerators, including equipment, freight, and installation, is **\$73,282**. Funds are available in the Wastewater Capital Improvement Fund, which includes allocations for major equipment replacement.

STAFF RECOMMENDATIONS/COUNCIL ALTERNATIVES:

Staff recommends purchasing two brush aerators as soon as possible and budget for the purchase of an additional two brush aerators next Fiscal Year.

ATTACHMENTS

ECS House Industries, 15 hp SDB120 Specifications
Colusa CA, 15 hp Proposal, January 2025

A Resolution of the City Council of the City Of Colusa to Purchase Two Brush Aerators and budget for an additional two aerators in Fiscal Year 2026



COLUSA, CA 15HP
FLOATING BRUSH AERATOR PROPOSAL





For: Ray Sprague

Date: January 23, 2025

Project: Aeration Upgrade

Reference: 01232025-040-JCH

ECS House Industries' Floating Brush Aerators provide effective and efficient wastewater treatment through superior oxygen transfer and mixing rates. The ECS House Industries' Floating Brush Aerators have a Standard Aeration Efficiency of 3.0 lbs.O₂/hp/hr and mixing rates over 3,500 gpm/hp. The oxygen transfer and mixing rates described above are 25% to 40% better than other styles of surface aeration systems.

The House Brush Rotor design has been utilized in wastewater treatment plants for over 35 years, and has proven to be the industry leader in Floating Brush Aerator Technology.

ECS House Industries, Inc., represented by JBI Water & Wastewater, Inc. would like to offer the following Floating Brush Aeration Equipment Proposal. We meet and exceed all specification requirements.

Two (2) 15hp, TGIC Powder Coated Stainless Steel, Floating Brush Aerator include:

Item 8.

Rotor Assembly (including brushes), Aerator Main Frame, Drive Enclosure, **Mooring System, ASTM A36 TGIC Powder Coated Steel.

Foam Filled Floatation Tanks, Floatation Band Attachments, Non-Drive End Bearing Cover, Splash Shields, Electric Motor Cover are made out of 304L Stainless Steel.

Drive End and Non Drive End Shafts will be made out of 316L stainless steel.

Further detailed build characteristics and materials details are in the aerator specifications.

**The Mooring System shall consist of two (2) 30' mooring arms, two (2) cross brace assemblies, and two (2) mooring arm anchoring attachments for levee anchoring.

Process Performance & Aerator Operations:

- 15hp, ECS House Industries, Inc. Floating Brush Aerator shall produce 40.5 lbs.02/hr
- ECS House Industries, Inc. Floating Brush Aerators shall produce a minimum pumping rate of 3,500 gpm/hp
- ECS House Industries, Inc. Floating Brush Aerators will meet all process performance requirements\
- ECS House Industries, Inc. will meet and exceed all specifications.

Delivery:

- ECS House Industries, Inc. can guarantee delivery 4-6 weeks after receipt of approved purchase order agreement

Start-Up & Training Procedures:

ECS House Industries, Inc. will complete a startup/warranty certification that will help train plant personnel how to properly maintain the Floating Brush Aerators. The startup will include the following:

- Proper oil changing procedure & oil change frequency
- Proper grease lubrication procedures & lubrication frequencies
- Raptor Coupler alignment & replacement
- Drive & Non-Drive End Bearing replacement
- Review Aerator set-up & trouble shooting guide
- Visual aerator inspection: seal surfaces, bearings, & shafts
- Rotor & blade depth adjustment
- After aerator start-up, the Contractor/Representative/or Owner will check the Floating Brush Aerators for proper rotor assembly rotation, and the amperage draw of each electric motor. Each electric motor shall operate at a suggested 90% load based on the nameplate data.
- If any rotor assembly adjustments are necessary to improve the amperage draw and aerator performance, then this adjustment shall be performed in strict accordance to "Aerator Set-Up & Trouble Shooting Guide" provided by ECS House Industries, Inc.

- After Floating Brush Aerators are operating properly, ECS House Industries shall provide documentation reports to the Contractor and Operator certifying the Floating Brush Aerators are operating properly.
- Online Webinars are available to further assist in any start-up and/or training.

Warranty:

ECS House Industries, Inc. will warranty its equipment as free of defects in material and workmanship for a period of twenty-Four (24) months to the original purchaser subject to the restrictions and conditions listed herein. Warranty period will begin upon delivery to the original purchaser or its designee. ECS House Industries, Inc. will replace or repair any part built and manufactured by ECS House Industries, Inc. within the warranty period that have failed under normal use subject to the restrictions and conditions listed herein. **1st year Preventative Maintenance will be performed by ECS House Industries, Inc. Service Technicians at no charge to the Owner.**

Pricing:

Two (2) 15hp, ECS House Industries, Inc. Floating Brush Aerators, Model #SDB120TA4 (\$32,165.00 each)	\$64,330.00
*Freight	\$6,500.00
*Start-Up & Warranty Certification	\$2,000.00
*Pricing does not include state and/or local taxes	
*Freight is subject to change	
Grand Total:	\$72,830.00

If you have any further questions and/or comments, then please contact us for assistance.
Thank you for the opportunity to become your Wastewater Treatment partner

Prepared By:
Chad House
CEO, ECS House Industries, Inc.

(870) 588-3773 Office
(870) 588-4669 Fax
(870) 945-0880 Cell

chad@houseindustriesinc.com
www.houseindustriesinc.com

RESOLUTION NO. 25-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLUSA AUTHORIZING
THE CITY MANAGER TO PURCHASE TWO BRUSH AREATORS FROM ECS HOUS
INDUSTRIES, INC

WHEREAS, the City Council authorizing the City Manager to purchase two brush aerators; and

WHEREAS, the City Council to waive the purchasing policy.

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

SECTION 1.

The City Council approves the proposal from ECE House Industries Inc, dated January 23, 2025.

SECTION 2.

The City Council authorizes the City Manager to waive the RFP process and purchase two brush aerators.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Colusa held on May 20, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RYAN CODORNIZ, MAYOR

ATTEST:

SHELLY KITTLE, CITY CLERK



City of Colusa California

STAFF REPORT

DATE: May 20, 2025
TO: City of Colusa Mayor and Council Members
FROM: Jesse Cain, City Manager

AGENDA ITEM:

City of Colusa's purchasing policy

Recommendation: Council to direct staff to change the purchasing policy if directed.

BACKGROUND ANALYSIS: The City of Colusa amended the purchasing policy on April 17th 2012 updating it back then. The purchasing policy was brought back to the City Council on December 17, 2024, during that discussion the City Attorney took notes on what Council wanted to see in the new policy. I have added the notes from that Council meeting into the purchasing policy. The current policy is not clear or defined with the Current times.

BUDGET IMPACT: None

STAFF RECOMMENDATION: Take direction from the City Council.

ATTACHMENT: Purchasing policy



CITY OF COLUSA

425 WEBSTER STREET * COLUSA, CA 95932 * (530) 458-4740 * FAX (530) 458-8674

PURCHASING POLICY

City of Colusa purchasing policy, as authorized by City Code Section ____.

I. SCOPE OF POLICY

The provisions of this policy shall apply to:

- A. All contracts funded by the City of Colusa for research and development, professional studies, design and engineering, construction and construction-related matters, to the extent allowed by applicable law.
- B. The purchase of goods and services (including professional services, except for the services of physicians or attorneys), leases of real property, or the sale or purchase of real property.
- C. The disposition of surplus property.

II. OVERVIEW OF THE PURCHASING PROCESS

The purchasing process is for the following goods and services: computer hardware and software, office supplies and machines, vehicles, and phones. , and interacts with the vendor) for all other goods and services. A purchase order may be requested from the Finance Department. Receipt of the merchandise or service is checked by the Purchasing Agent/Initiator. Approved invoices are forwarded to Finance for payment. Staging of purchases in order to avoid bidding procedures or authorization limits is prohibited. A five percent (5 bid evaluation pricing preference will be given to businesses based in the City of Colusa. Each department is responsible for establishing a system of checks and balances throughout the purchasing process.

III. PURCHASING AGENT

The Purchasing Agent shall be the City Manager or his or her designee . The Purchasing Agent is responsible for overseeing the procurement of centralized goods and services, the administration of the Contracting and Purchasing Policy and the management of surplus City property.

IV. GIFTS AND UNAUTHORIZED PURCHASES

City employees, officers or officials are not entitled to any special consideration from vendors and merchants in their personal affairs nor are such city employees, officers, or officials to attempt to procure materials for the personal use of any other person. City employees, officers or officials shall not solicit or accept gifts, except for those items that can be shared by all staff such as food and flowers. Except for emergencies or other authorized exemption, no purchases shall be made without specific authorization as outlined in this policy. The person ordering the unauthorized purchase may be held personally liable for the costs of the purchase or contract.

V. PURCHASING AUTHORIZATIONS

The following authorization limits apply to all purchases, except Public Works Projects. See “Special Types of Purchases” (below) for additional information. Public Works Projects purchasing authorizations and information are listed at the end of this Section.

Formal Bid – purchases more than \$100,000

Authority to award – City Council.

Formal bid or Request for Proposal, as set forth in this policy, process is required.

Award to the lowest cost, responsive, responsible bidder. In the event of a tie, award to the business located in the City.

Staging of purchases in order to avoid authorization limits is prohibited.

Open Market – purchases more than \$10,000 and up to \$100,000

Authority to award – City Manager.

If practical, quotes must be received in writing (including email) from three competitive sources.

Award to the lowest cost, . In the event of a tie, award to the business located in the City.

Staging of purchases in order to avoid authorization limits is prohibited.

Small Purchases – purchases of \$10,000 or less

Authority to award – City Manager or his or her designee and department heads

Seek competitive quotations, including verbal phone quotes or email quotes, when feasible or rotate awards to local vendors.

Award to the lowest cost, responsive, responsible bidder. In the event of a tie, award to the business located in Colusa.

VI. SPECIAL TYPES OF PURCHASES

Purchases requiring Competitive Sealed Bids

Purchases requiring Competitive Sealed Proposals

Contracting for Professional Services
 Cooperative Purchasing
 Sole Source Purchasing
 Open (Blanket) Purchases
 Petty Cash Reimbursement
 Credit Card Purchases
 Emergency Purchases

A. **Purchases requiring Competitive Sealed Bids**

1. All contracts greater than \$100,000 shall be awarded by competitive sealed bidding. The City Manager is authorized to award contracts up to \$100,000. City Council approval is required for awards greater than \$100,000. Contracts shall not be knowingly staged or separated into smaller units or segments solely for the purpose of evading competitive bidding requirements.

2. Competitive Sealed Bidding Process.

(a) Invitation and Notice: An invitation for bids shall be issued and shall include specifications and all contractual terms and conditions applicable to the procurement. Adequate public notice of the invitation for bids shall be given not less than twenty (20) days for contracts over \$100,000. Such notice may include publication in a newspaper of general circulation a reasonable time prior to bid opening. The public notice and all invitations to bid shall state the place, date and time of bid opening and shall state that the bids should be submitted to the City Clerk or his/her designee.

(b) Bid Opening: Bids shall be opened publicly in the presence of one or more witnesses at the place and not earlier than the time designated in the invitation for bids. The amount of each bid and such other relevant information as the City deems appropriate, together with the name of each bidder shall be open to public inspection in accordance with this policy.

(c) Bid Evaluation and Acceptance: Bids received at or prior to the time set for bid opening shall be unconditionally accepted without alteration or correction, except as authorized in this policy. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluations that are not set forth in the invitation for bids.

(d) Correction or Withdrawal of Bids: Subject to any provisions of federal or state granting authorities to the contrary, correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, shall be in accordance with this section. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, no corrections to bid or provisions shall be permitted but, in lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:

- (i) The mistake is clearly evident on the face of the bid document; or
- (ii) The bidder submits evidence that clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids shall be supported by a written determination made by the City.

(e) Award: The contract shall be awarded by appropriate written notice to the lowest cost, responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids.

3. Multi-Step Sealed Bidding: When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

4. Cancellation of Invitations: An invitation for bids, a request for proposals, or other solicitation may be cancelled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation. Each solicitation issued by the City shall state that the solicitation may be cancelled and that any bid or proposal may be rejected in whole or in part at the City's discretion with or without a showing of good cause.

5. Determination of Non-responsibility: If a bidder or offeror who otherwise would have been awarded a contract is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the City Manager or his/her designee. The unreasonable failure of a bidder or offeror to supply promptly information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or offeror. A copy of the determination shall be sent promptly to the non-responsible bidder or offeror. The final determination shall be made part of the contract file and be made a public record.

6. Right of Nondisclosure: Information furnished by a bidder or offeror in reliance upon a written offer of confidentiality by the City pursuant to this section shall not be

disclosed by the City outside of the office of the purchasing agent or the City without prior written consent by the bidder.

7. Use of Subcontractors: All contracts between the City of Colusa and its consultants, vendors, and contractors shall state that “should you (the consultant, vendor, or contractor) utilize subcontractors, vendors or consultants to fulfill this contract with the City, you agree to use all reasonable efforts to include Colusa-based businesses in your bidding processes.”

8. Bid and Payment Bonds: Bid and payment bonds or other security may be requested for supply contracts or service contracts, as the City Attorney deems advisable to protect the City's interests. Any such bonding requirements shall be set forth in the solicitation. Bid or payment bonds shall not be used as a substitute for a determination of a bidder's or an offeror's responsibility.

B. Purchases requiring Competitive Sealed Proposals

1. When the City determines that the use of competitive sealed bidding is either not practicable or not advantageous to the City, a contract may be entered into by use of the competitive sealed proposals method.

2. Competitive Sealed Proposals Process.

(a) Request for Proposals and Notice: Proposals shall be solicited through a request for proposals. Adequate public notice of the request for proposals shall be given in the same manner as provided for Competitive Sealed Bids; provided, the minimum time shall be twenty (20) calendar days for contracts in the amount of \$100,000

(b) Evaluation Factors: The request for proposals shall state the relative importance of price and other evaluation factors. The factors may include, but are not limited to, the Proposers experience with specific equipment, experience with entities of a similar size to the City.

(c) Interviews with Responsible Offerors and Revisions to Proposals: As provided in the request for proposals, interviews may be conducted with responsible offerors whose proposals are responsive to the request for proposals for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.

(d) Award: Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the City, taking into consideration price and the evaluation facts set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

3. Cancellation of Invitations: See “Competitive Sealed Bids” (4) above.
4. Determination of Non-responsibility: See “Competitive Sealed Bids” (5) above.
5. Right of Nondisclosure: See “Competitive Sealed Bids” (6) above.
6. Use of Subcontractors: See “Competitive Sealed Bids” (7) above.
7. Bid and Payment Bonds: See “Competitive Sealed Bids” (8) above.

C. Contracting for Professional Services

1. For the purpose of procuring the services of accountants, architects, engineers and other professionals, the City department or agency using such a professional may award a contract for service in accordance with the purchasing authorizations and limitations of this policy. Special consideration for design/architect services is noted in (b)(4) below.

2. Selection Procedure.

(a) Request for Qualifications and Notice: Adequate notice of the need for the desired professional services shall be given by the City through a request for qualifications. The request for qualifications shall describe the services required, list the types of information and data required of each offeror, and state the relative importance of particular qualifications.

(b) Statement of Qualifications: Persons engaged in providing the designated types of professional services may submit statements of qualifications and expressions of interest in providing such professional services. The City may specify a uniform format for statements of qualifications. Persons may amend these statements at any time by filing a new statement.

(c) Interviews: The head of the City department or his or her designee using the professional services may conduct interviews with any offeror who has submitted a statement of qualifications for the purpose of ranking the qualifications of the offerors, based on the evaluation factors set forth in the request for qualifications. Interviews shall not disclose any information derived from statements submitted by other offerors. If the City Council is involved in the hiring of the consultant for professional services, the City Council or a subcommittee of the City Council may conduct the interviews.

(d) Award: Award shall be made to the offeror determined to be the best qualified based on the evaluation factors set forth in the request for qualifications, and negotiation of compensation determined to be fair and reasonable. If compensation cannot be agreed upon with the best-qualified offeror, then negotiations will be formally terminated with the selected offeror. If statements were submitted by one or more offerors determined to be qualified, negotiations may be conducted with such other offeror or offerors, in order of their respective qualification ranking, and the contract may be awarded to the offeror then ranked best qualified if the amount of compensation is determined to be fair and reasonable. In the case of design/architect services, the city will pick the most qualified candidate and then open the price envelope and negotiate price.

3. Cancellation of Invitations: See “Competitive Sealed Bids” (4) above.
4. Determination of Non-responsibility: See “Competitive Sealed Bids” (5) above.
5. Right of Nondisclosure: See “Competitive Sealed Bids” (6) above.
6. Bid and Performance Bonds: See “Competitive Sealed Bids” (7) above.
7. Use of Subcontractors: See “Competitive Sealed Bids” (8) above.

D. Cooperative Purchasing

The City Manager is authorized to enter into agreements for the voluntary participation by the city in any cooperative purchasing agreements or programs entered into between the city and the state, county, or other public agencies situated within the state. The City Manager is authorized to act under the provisions of this chapter to procure for the city commodities and equipment in conjunction with such voluntary cooperative purchasing agreement(s) or programs as may be entered into by the city. All formal contract and bidding procedures to be followed in such cases shall be those specifically enumerated in the voluntary cooperative purchasing agreement or program.

The City is authorized to procure, when economically feasible, commodities or equipment from other governmental agencies which are surplus to their requirements and determined to be valid needs of this City, without following bidding procedures established in this chapter.

E. Sole Source Purchasing

A contract may be awarded without competition when the City determines in writing, after conducting a good faith review of available sources, that there is only one source for the required supply, service or construction item. The City Manager or his/her designee shall

conduct negotiations, as appropriate, as to price, delivery and terms. A statement of the basis for the sole source determination shall be placed in the contract file.

F. Open (Blanket) Purchases

Open procurement can be used when very similar goods or services are purchased frequently during the year. Generally, the individual purchases are small in relation to the total amount authorized. Examples are dead animal removal and office supplies.

G. Petty Cash Reimbursement

The Petty Cash Fund is used to reimburse purchases which were originally paid out-of-pocket by a City official or employee. Mileage reimbursement is also paid from the Petty Cash Fund. Petty Cash reimbursements will either be paid in cash or by check, depending on the amount. Reimbursement requests up to \$50 will be paid in cash. Reimbursement requests \$50 or more will be paid by check on the next accounts payable check date.

H. Credit Card Purchases

1. Credit card purchases are limited to Small Purchases only. Guidelines and conditions for Small Purchases as set forth in this policy will be followed. The credit card shall not be used for: Cash advances, Services, or Alcoholic beverages.
2. Credit cards are issued to individual employees and are to be used for official City business only. Credit cards belong to the City and can be cancelled or revoked at any time at the discretion of the City Manager. Should any employee lose or have his/her credit card stolen, it is their responsibility to contact the credit card company immediately. Also, they must notify their supervisor in writing one (1) working day after discovery. The supervisor must notify the City Manager as soon as possible.
3. It is the responsibility of the employee to furnish receipts for all credit card purchases. Payment for purchases without receipts may become the responsibility of the employee.

I. Emergency Purchases

Notwithstanding any other provisions of this chapter, the City may make emergency purchases of supplies, services, or construction items when there exists a threat to public health, welfare, or safety; provided that such emergency purchases shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. In the case of contracts less than \$100,000, this determination shall be made by the City Manager and, in the case of contracts in the amount of \$100,000 or more, this determination shall be made retroactively by the City Council.

VII. OPPORTUNITIES FOR CITY OF COLUSA AND SMALL DISADVANTAGED BUSINESS ENTERPRISES

A. It is the policy of the City of Colusa to ensure full and equitable opportunities for Colusa and Small Disadvantaged Business Enterprises to participate as contractors in the provision of goods and services to the City. Policies and programs that enhance the opportunities and entrepreneurial skills of Colusa and Small Disadvantaged Business Enterprises will best serve the public interest because the growth and development of such businesses will have a significant positive impact on the economic health of the City

B. It is the City of Colusa's policy that a five percent (5 bid evaluation pricing preference be given to businesses located within its City limits. The public interest is also served by continuing to encourage businesses to locate and remain in Colusa. A bid or proposal from a local vendor will be tabulated as if it were five percent (5%) below the figure actually set forth in the bid or proposal to account for the financial advantages to the City by the award of a bid to a local vendor. The City, when seeking bids or proposals for commodities, equipment or services will notify bidders or proposers that bids or proposals will be evaluated on this basis. The preference may be waived by the City when prohibited by the conditions of federal, state, or private grant money.

C. Staff will make it a priority to seek vendors that are members of the Colusa Chamber of Commerce and other Chambers that encourage diversity in the private sector.

VIII. SURPLUS SUPPLIES AND EQUIPMENT

A. Surplus property is used to generically describe any City property that is no longer needed or useable by the holding department. The Purchasing Agent or designee has the authority to declare item(s) with a market value of less than \$10,000 surplus. Items with a market value greater than \$10,000 will be formally declared surplus by the Council. Each department shall periodically review its equipment, material, and inventory, and shall promptly notify the Finance Department of any surplus property.

B. The Purchasing Agent or designee shall determine or approve one of the following methods of disposition that is most appropriate and in the best interest of the City:

1. Transfer to Another Department: Surplus property may be transferred between City departments.
2. Trade-In: Property declared as surplus may be offered as a trade-in credit toward the acquisition of new property. All trade-in offers will be submitted to the Purchasing Agent for review and approval.
3. Disposal: The Purchasing Agent may offer surplus property for sale. All surplus property is for sale "as is", with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility or usability of the property offered for sale. Appropriate methods of disposal are as follows:

(a) Public Auction: Surplus property may be sold at public auction. City staff may conduct Public Auctions, use internet auction sites, or the City may contract with a professional auctioneer.

(b) Sealed Bids: Sealed bids may be solicited for the sale of surplus property. Surplus property disposed of in this manner shall be sold to the highest responsible bidder.

(c) Selling for Scrap: Surplus property may be sold as scrap if the Purchasing Agent deems that the value of the raw material exceeds the value of the property as a whole.

(d) Negotiated Sale: Surplus property may be sold outright if the Purchasing Agent determines that only one known buyer is available or interested in acquiring the property.

(e) No Value Item: Where the Purchasing Agent determines that specific supplies or equipment are surplus and of minimal value to the City due to spoilage, obsolescence of other cause or where the Purchasing Agent determines that cost of disposal of such supplies or equipment would exceed the recovery value, the Purchasing Agent shall dispose of the same in such manner as he or she deems appropriate and in the best interest of the City.

4. Proceeds from the sale or trade-in of surplus property shall be returned to the appropriate fund.

IX. PUBLIC WORKS PROJECTS

A. The City has elected to be comply with the California Uniform Public Construction Cost Accounting Act (UPCCAA). UPCCAA allows local agencies to perform public project work up to \$45,000 with its own work force if the agency elects to follow the cost accounting procedures set forth in the Cost Accounting Policies and Procedures Manual of the California Uniform Construction Cost Accounting Commission (Commission). The Act is enacted under Public Contracts Code Section 22000 through 22045 (hereafter abbreviated as PCC 22000-22045

B. Public Projects of \$45,000 or less may be performed by the agency's own work force, or by negotiated contract, or by purchase order (Section 22032(a)

C Public projects of \$175,000 or les may be let to contract by the informal procedures set fourth in the Act Section 22034. (Section 22032(b))

D Public projects of more than \$175,000 shall be let to contract by formal procedures. (Section 220329c))

E Most of the public contracting statutes are contained in the California Public Contract Code. Other sources of public contracting statutes can be found in The Public Resources Code,

Business and Professions Code, Civil Code, Government Code, Labor Code, and the Code of Regulations.

Tracking Table for Revisions and Edits

April __, 2012