

MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 1:00 PM – June 30, 2021

1. OPENING

The Special meeting of the Paradise Town Council was called to order by Mayor Crowder at 1:02 p.m. in the Town Council Chamber located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Jody Jones, Rose Tryon and Steve Crowder, Mayor

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Kevin Phillips, Town Clerk Dina Volenski, Administrative Services Director Ross Gilb, Public Works Director/Town Engineer Marc Mattox, Assistant to the Town Manager Colette Curtis, Building and Housing Manager Kate Anderson, Police Chief Eric Reinbold, Fire Chief Garrett Sjolund, Fire Chief Jason Morris, Community Development Director Susan Hartman, Community Development Director Tony Lindsey, Recovery Project Manager Brian Solecki, Deputy Town Clerk Melanie Norris, and Administrative Assistant Sheris Alvies.

2. COUNCIL CONSIDERATION

- 2a. Business and Housing Manager Kate Anderson provided an overview of the grant agreement request.

MOTION by Culleton, seconded by Jones Adopted Resolution No. 21-24, “A Resolution of the Town Council of the Town of Paradise Approving an Allocation of Funding and the Execution of a Grant Agreement and Any Amendments thereto from the CDBG-DR Program”. Roll call vote was unanimous. (710-10-095)

- 2b. Business and Housing Manager Kate Anderson provided an overview of the proposed agreement with Adams Ashby Group, Inc. and clarified that the contract would be funded by CDBG-DR funds, not the General Fund. (710-10-095, 510-20-306)

MOTION by Jones, seconded by Tryon, Concurred with Town staff’s recommendation for the Town of Paradise to award and execute a professional services agreement with Adams Ashby Group, Inc. to assist the Town with the administration of its Community Development Block Grant-Disaster Recovery (CDBG-DR) Multifamily Housing Program (MHP) allocation; and, 1. Authorized the Town Attorney to draft an agreement for professional services to be executed between the Town of Paradise and Adams Ashby Group, Inc.; and, 2. Authorized the Town Manager, on behalf of the Town of Paradise, to sign the awarded agreement for professional services with Adams Ashby Group, Inc. Roll call vote was unanimous.

- 2c. Administrative Services Director Ross Gilb presented the 2021/2022 Town of Paradise proposed budget. This item is only a presentation; no action was requested. The budget will be formally adopted at the July 13, 2021 Regular Town Council meeting. The budget document may be viewed at: <https://mccmeetings.blob.core.usgovcloudapi.net/para-pubu/MEET-Packet-564a2fdc22054422b791302a31d1371b.pdf>.

Administrative Services Director Ross Gilb provided an overview of the suggested changes to the personnel organizational chart and shared that the price for insurance would increase by approximately 20%. Council discussed the role of the Measure V Oversight Committee and directed staff to put Animal Control salaries back into the Measure V budget.

Presentations were also made by the following Departments:

Police Chief Eric Reinbold, Police Department- The Proposed budget included the purchase of new radios and an increase to staffing costs to include hiring a second Lieutenant.

Battalion Chief Jason Morris, Fire Department- Proposed an increase to staffing to include another full-time equivalent Fire Prevention Inspector and provided an update on the new Fire vehicles added to the fleet.

At 2:41 p.m. Mayor Crowder recessed the meeting for a five-minute break.

At 2:47 p.m. Mayor Crowder reconvened the meeting.

Presentations continued and were made by the following Departments:

Susan Hartman, Community Development Director – Proposed increasing the amount of Town employed staff and reducing Contract staff and provided an overview of department accomplishments and department goals for the upcoming fiscal year.

Kate Anderson, Business and Housing Manager- Provided an overview of the grants and program summary, department accomplishments and goals for the upcoming fiscal year.

Colette Curtis, Assistant to the Town Manager - Proposed a new department, the Recovery & Economic Development Department which would reclassify the Disaster Recovery Director to the Recovery & Economic Development Director; adding an additional full-time position, the Recovery Project Manager, and a less than half time/part-time Emergency Operations Coordinator. Ms.Curtis also provided an overview of the Emergency Management, Communications and Recovery teams' accomplishments for the last year and the department challenges and goals.

Marc Mattox, Public Works Director and Town Engineer - Provided an overview of the upcoming Capital Improvements Projects, proposed staffing changes to include a Principal Engineer, Senior Maintenance Worker, to reclassify the Capital Projects Manager to Senior Capital Project Manager, and to add a part-time Administrative Assistant. Mr. Mattox also provided an overview of Public Works, Fleet Maintenance and Engineering department accomplishments, challenges and goals.

Direction was given to Town Staff to include Animal Control salaries and benefits in the Measure V budget and to provide an opportunity for further discussion regarding an additional Public Works maintenance worker.

3. ADJOURNMENT

Mayor Crowder adjourned the Town Council meeting at 4:24 p.m.

Date approved: August 10, 2021

By:

_____/s/_____
Steve Crowder, Mayor

Attest:

_____/s/_____
Dina Volenski, CMC, Town Clerk