

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – April 12, 2016**

1. OPENING

- a. Called to order at 6:00 p.m. by Mayor Jody Jones.
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation by Council Member Greg Bolin
- d. Roll Call

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, John Rawlings and Jody Jones, Mayor.

COUNCIL MEMBERS ABSENT: Scott Lotter.

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Joanna Gutierrez, Assistant Town Clerk Dina Volenski, Finance Director/Town Treasurer Gina Will, Public Works Director/Town Engineer Marc Mattox, Battalion Chief Curtis Lawrie, Police Lieutenant Steve Rowe, Human Resource Manager Crystal Peters, Administrative Assistant Colette Curtis, Onsite Sanitary Official Doug Danz and Business and Services Housing Supervisor Kate Anderson.

Proclamations presented: National Library Week, Paradise Rotary-70th Anniversary, and Child Abuse and Sexual Assault Awareness Month (180-40-26)

Presentation by Lynn Haskell: 211 Services - Free & Low-cost Community Resources in Butte County (Butte211.org)

2. CONSENT CALENDAR

MOTION by Bolin, seconded by Culleton, adopted the following consent calendar items 2a through 2h as presented. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting.

- 2a. Approved the Minutes of the February 25, 2016 Special Council Meeting and March 8, 2016 Regular Council Meeting.
- 2b. Approved cash disbursements for March 2016 in the amount of \$1,584,332.97. (310-10-31)
- 2c. Adopted Resolution No. 16-07, A Resolution Authorizing Submittal of Applications for Cal Recycle Payment Programs. (Cal Recycle has established procedures that require an Applicant’s governing body to adopt by resolution certain authorizations related to the administration of the payment program.) (940-10-28)
- 2d. Acknowledged receipt of the 2nd Quarter Investment Report for the Fiscal Year Ending June 30, 2016 and approved the Investment Policy. (110-10-32, 110-10-20, 360-30-06 & 360-30-02)

- 2e. Acknowledged receipt of the annual Northern California Cities Self Insurance Fund report. (520-10-04)
- 2f. Adopted Resolution No. 16-08, A Resolution declaring the 1989 Pierce Dash fire engine (E-281) as surplus property and authorizing sale of the vehicle by the Town Manager to either (1) the Butte College Fire Academy at a cost of not less than \$8,000 or, (2) sell the 1989 Pierce Dash fire engine (E-281) on the fire apparatus open market. (380-10-03 & 380-10-04)
- 2g. (1) Approved amended job description for the Building/Onsite Permit Technician; and, (2) Amended position control and budget appropriation for Building/Onsite Permit Technician position. (610-10-15, 610-10-17 & 610-10-18)
- 2h. Waived the second reading of entire Ordinance No. 560 and approved reading by title only and adopted Ordinance No. 560, "An Ordinance of the Town of Paradise Amending Section 1.09.050 relating to Administrative Civil Citations." (540-16-129)

3. ITEMS REMOVED FROM CONSENT CALENDAR – None.

4. PUBLIC COMMUNICATION

- 1. Tom Kelly was concerned that the phone lines were down this last weekend and discussed the potential of the Town losing communications during an emergency; discussed the work of the Fire Safe Council to make Paradise and its surrounding areas “Fire Wise Communities” in order to provide better insurance opportunities for homeowners; and, that he thinks it would be advantageous for the Town to be in charge of water distribution.
- 2. Ward Habriel attended many Paradise Irrigation District meetings and heard many people comment that the PID should be operating as well as the Town is.

5. PUBLIC HEARINGS - None.

6. COUNCIL CONSIDERATION

- 6a. **MOTION by Rawlings, seconded by Culleton**, adopted the 2016-17 Sub-recipient funding recommendations regarding Community Development Block grant funding for local organizations; adopted the FINAL 2016-2017 Annual Plan as submitted; and, authorized staff to submit the adopted 2016-2017 Annual Plan to the U.S. Department of Housing and Urban Development. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. **Total CDBG annual allocation: \$172,295. Sub-recipient allocation is \$25,844.** (CDBG funds are awarded for the purpose of community development activities that are directed toward revitalizing neighborhoods, for economic development and providing improved community facilities and services.) (710-10-87)
- 6b. Following a report from Public Works Director/Town Engineer Mattox regarding the selection of a consultant for the engineering services for the feasibility studies necessary for the Paradise Sewer Project, Mayor Jones opened the matter for public input.

1. Tom Kelly stated that the sewer should be paid for by those that benefit.
2. Pamela Teeter, Vice President of the Chamber of Commerce, spoke in support of the sewer project both as a business owner and as the Paradise Chamber representative.

MOTION by Culleton, seconded by Jones, (1) Concurred with staff's recommendation of Bennett Engineering Services to perform Alternatives Analysis, Feasibility Report and Special District Formation Services for the Paradise Sewer Project, and (2) Approved the Professional Services Agreement with Bennett Engineering Services and authorized the Town Manager and Town Mayor to execute; and, (3) Authorized the Town Manager to execute additional work orders up to 15% of the contract amount. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (510-20-124, 960-20-04 & 960-70-04)

The contract will be funded by a Small Community Wastewater Grant from the State Water Resources Control Board from Proposition 1 funds (the Water Quality, Supply and Infrastructure Improvement Act of 2014). Contract cost: \$373,807. The Town was awarded a grant of up to \$500,000 for programs including wastewater.

- 6c. **MOTION by Bolin, seconded by Culleton,** adopted Resolution No. 16-09, A Resolution of the Town Council of the Town of Paradise approving a partial budget for the Town of Paradise temporary transaction and use tax (Measure C) funds for the 2016-2017 fiscal year ending June 30, 2017. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (395-70-17)

Approval of this partial budget in the amount of \$500,000 for a one-time road rehabilitation project provides an opportunity to leverage the cost into a 10-30% savings due to a recent drop in the price of gas and road construction materials by allowing staff to advertise and award a contract before June 30, 2016.

- 6d. **MOTION by Culleton, seconded by Bolin,** adopted Resolution No. 16-10, A Resolution Rejecting Bids Dated April 5, 2016, and Approving the Revised Plans and Specifications for the Measure C Road Rehabilitation Project 2016 and Authorizing Re-Advertisement for Bids on the Project. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (950-40-029)

- 6e. **MOTION by Bolin, seconded by Culleton,** adopted Resolution No. 16-11, A Resolution Rejecting Bid Dated March 29, 2016, and Approving the Revised Plans and Specifications for the Measure "C" Pearson Rd Improvements Project and authorizing re-advertisement for bids on the project. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (950-40-23)

1. Jim Ratekin asked for clarification regarding Measure C allocations, and staff confirmed that \$500,000 will be coming from the 2016/2017 budget and that \$200,000 was allocated from the 2015/2016 budget for road repairs.

6f. (1) **MOTION by Bolin, seconded by Rawlings**, adopted Resolution No. 16-12, to (1) Approve the Program Supplement Agreement No. F016 to Administering Agency-State Agreement No. 03-5425F15 for Federal-Aid Project HSIPL-5425 (035) to assure receipt of \$470,900 in federal funds and authorize the Town Manager to execute. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (950-40-30 & 510-20-125)

(2) **MOTION by Bolin, seconded by Rawlings**, adopted Resolution No. 16-13, A Resolution to Approve Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15 and authorized the Town Manager to execute. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting.

Approval of these two resolutions was required in order for the Town to remain eligible for the Cal Trans Highway Safety Improvement Program (HSIP) funding for the Skyway at Black Olive Signalization project. The signal project was approved for funding by Cal Trans on Nov 12, 2015.

6g. **MOTION by Culleton, seconded by Bolin**, adopted Resolution No. 16-14, A Resolution of the Town Council of the Town of Paradise, California, Reporting Unexpended Development Impact Fees in Accordance with Government Code Section 66006. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (740-10-13)

6h. **MOTION by Rawlings, seconded by Culleton**, adopted Resolution No. 16-15, A Resolution Amending Multiple Chapters of the Town of Paradise Manual for the Onsite Treatment of Wastewater in Accordance with State Requirements known as Tier II Local Agency Management Program (LAMP) which shall take effect immediately. Roll call vote was unanimous; Vice Mayor Lotter absent and not voting. (960-30-18)

7. COUNCIL INITIATED ITEMS AND REPORTS

a. Council reports on committee representation

Council Member Culleton reported that his LCC Employee Relations Policy Committee meeting in San Diego was cancelled; that he will be the Master of Ceremonies at the Gold Nugget Day paradise; and, encouraged attendance at the musical that will be performed for the Gold Nugget Days.

Mayor Jones reported that she and Vice Mayor Lotter attended the first Town Finance Committee meeting and met with negotiating teams; participated in the consultant interviews for the sewer project; attended the LCC Transportation Policy Committee meeting in San Diego; discussed how transportation funding for cities is becoming a priority; and, that BCAG will be hosting the California Transportation Committee meeting and will taking them on a tour of Butte County including Highway 70.

Council Member Rawlings reported on his attendance at the Downtown Destination meeting and that activity that is being planned, including a Wine Walk in September.

- b. Future Agenda Items: Council Member Rawlings stated that he would like an item on the June agenda to clarify Town Council priorities relating to animal protection services. Council concurred to direct the Town Manager to schedule this matter for the June 14, 2016 meeting.

8. STAFF COMMUNICATION

- a. Town Manager Report: None
- b. Community Development Director Report: None.

9. CLOSED SESSION

At 7:35 pm, the Mayor announced that the Council would adjourn closed session as follows:

- 9a. Pursuant to Government Code Section 54957.6, the Town Council will hold a closed session to meet with Lauren Gill, Gina Will and Crystal Peters, its designated representatives, regarding labor relations between the Town of Paradise and the Confidential/Mid-Management Association, General Employees Unit, Management Group, Police Mid-Management and the Paradise Police Officers Association.
- 9b. Pursuant to Government Code section 54956.9(a), the Town Council will meet in closed session with Town Attorney Dwight Moore and Town Manager Lauren Gill relating to existing ligation as follows: Town of Paradise vs. Brandy L. Braun, Butte County Superior Court Case No. 164611.
- 9c. Pursuant to Government Code section 54956.9 (d)(4), the Town Council will meet in closed session with Town Attorney Dwight Moore and Town Manager Lauren Gill relating to initiation of litigation: one potential case.

Mayor Jones reconvened the meeting at 8:17 p.m. Town Attorney Moore reported that the Council took action in closed session and that direction was given to the staff.

10. ADJOURNMENT

Mayor Jones adjourned the meeting at 8:18 p.m.

Date approved: May 10, 2016

By: _____
Jody Jones, Mayor

Attest: _____
Joanna Gutierrez, CMC, Town Clerk