

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – February 07, 2012**

1. OPENING

- a. Call to Order by Mayor Culleton at 6:03 p.m.
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation: Vice Mayor Titus
- d. Roll Call

COUNCIL MEMBERS PRESENT: Joe DiDuca, Tim Titus and Steve "Woody" Culleton, Mayor.

COUNCIL MEMEBERS ABSENT: Scott Lotter and Alan White.

STAFF MEMBERS PRESENT: Assistant Town Clerk Volenski, Assistant Town Manager Gill, Town Attorney Moore, Community Development Director Baker, Police Chief Buzzard, Interim Fire Chief Cone, Finance Director Will, Public Works Manager Derr, Police Lieutenant Tazzari

- e. Proclamations/Presentations:
 - (1) The Teen Dating Violence Prevention and Awareness Month Proclamation was presented to Anastacia Snyder from Catalyst Domestic Violence.
 - (2) Recognitions were presented by Police Chief Buzzard and Interim Fire Chief Cone:
 - Police Officer of the Year – Eric Reinbold
 - Public Safety Dispatcher of the Year – Meghan McGee
 - Volunteer in Police Services of the Year – Doug Runkle
 - Paradise Animal Shelter Helper(s) of the Year – Beth Michels and Ellen Michels
 - Firefighter of the Year - Matt Palade
 - Volunteer Firefighter of the Year - Jim Lung
 - (3) Chief Buzzard presented the VIPS Annual 2011 Report
 - (4) Jim Broshears from the Butte County Fire Safe Council presented an Award recognizing the Town's support of the Fire Safe Council and the Town's contribution to wildland fire safety.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS

None.

3. CONSENT CALENDAR

Following a **MOTION by Titus, seconded by DiDuca**, the following Consent Calendar items were adopted unanimously with Lotter and White absent and not voting.

- 3a. Approved the Minutes of the January 10, 2012 Regular Meeting and the January 18, 2012 Special Meeting.
- 3b. Approved Cash Disbursements in the Amount of \$1,000,920.15.
- 3c. 1) Authorized the Town Manager to execute a contract with NoRTEC for the EECBG Grant Project; AND, 2) Accepted bids from Castro Electric for Fluorescent Lighting Conversion in the amount of \$11,942.00, from Republic ITS, Inc. for Safety Lighting Conversion in the amount of \$44,005, and proposal from Sierra Refrigeration Heating and Cooling for HVAC Replacement in the amount of \$42,609.40; AND, 3) Authorized the Town Manager to execute contracts with all contractors.

4. PUBLIC HEARING PROCEDURE

Mayor Culleton informed the public of the public hearing procedure.

5. PUBLIC HEARINGS

- 5a. Assistant Town Manager Gill reported to Council regarding the Town of Paradise Community Development Block Grant Program (CDBG) Annual Action Plan for Program Year 2012/2013 that establishes priorities and provides information on activities that are funded with the Town's CDBG allocation, and stated that based on current estimates, approximately \$157,935 will be allocated from the Department of Housing and Urban Development (HUD), which represents a 21% reduction from last year's funding and may significantly impact the Town's ability to fund programs and services. Ms. Gill also discussed that the purpose of forming a subcommittee consisting of two Council members and two staff members is to meet with the sub recipients prior to a formal recommendation to the Town Council at the next public hearing on March 6, 2012. With the anticipated 21% reduction in CDBG funding, the subcommittee will be asked to consider whether to recommend a change in funding levels to the agencies for this fiscal year.

5a(1) Mayor Culleton opened the public hearing at 6:37 p.m.:

1. Tom Kelly, Paradise resident, thanked staff for the work done on this funding and asked that the list be prioritized from the most important to the least important.
2. Anastacia Snyder, Catalyst Representative, asked that the funding to Catalyst be continued because it provides over 200 individuals with services; and that the CDBG funding provides approximately 2/3 of the Paradise budget for Catalyst.

Mayor Culleton closed the public hearing at 6:43 p.m.

5a(2) Council concurred to appoint Mayor Culleton and Vice Mayor Titus to serve on a subcommittee to consider input and requests for public services funding; and to determine whether or not to recommend changes to the levels of funding for the 2012-2013 program year.

6. PUBLIC COMMUNICATION

This is the time for members of the audience who have completed a "Request to Address Council" card and given it to the Clerk to present items not on the Agenda. Comments should be limited to a maximum of three minutes duration. The Town Council is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.

1. Tom Kelly stated that the Paradise Post only publishing twice a week is harder for the Town to advertise meeting notices; at the next Town Council meeting he would like to get an update on the CalFire contract and Town Engineer contract; and asked that the traffic on Skyway be slowed to 25 mph because he thinks no one can cross the street.

7. COUNCIL CONSIDERATION

- 7a. Jim Broshears, EOC Coordinator, presented the Emergency Operations Plan (EOP) completed in November, 2011. The plan was created due to a grant acquired by the Butte County Office of Emergency Management through Homeland Security/Cal EMA. This plan meets all SEMS and NIMS requirement and maintains the Town's eligibility for emergency management and mitigation grants and funding programs. EOC Training is currently being done once a month on different subject matters.

1. Tom Kelly, works with the Red Cross, shared that the Town has 57 trained volunteers, thanked Jim Broshears for all his work with the Town of Paradise and stated that the town is the most prepared town in Northern California.

Motion by DiDuca, seconded by Titus to adopt the Town of Paradise Emergency Operations Plan (EOP) completed in November, 2011 and directed staff to post the EOP on the Town's Internet Website. Council vote was unanimous with Lotter and White absent and not voting.

- 7b. Community Development Director Baker reported that two applications were submitted for the Tree Advisory committee, one by Tom Cole who is currently on the committee and a late application submitted by Stephanie Neumann who is a professional in the construction trade which is a position that has never been filled on the committee. The terms will expire on August 11, 2014

Motion by Titus, seconded by DiDuca, accepted the application received after the deadline and appointed Tom Cole and Stephanie Neumann to the vacancies on the Tree Advisory Committee. Vote was unanimous with Lotter and White absent and not voting.

- 7c. Community Development Director Baker reported on the Draft Paradise Master Bicycle and Pedestrian Plan and requested approval of the plan to be submitted to Butte County Association of Government (BCAG) for review. Upon approval from BCAG the plan would be forwarded to CalTrans. CDD Director Baker requested Council to authorize staff to notice a public hearing to solicit public input prior to submittal of the plan to CalTrans. The purpose of an updated plan is to be eligible to compete for potential Bicycle Transportation Account (BTA) funding, which states the plan must not be older than five years beyond its date of adoption.

Mayor Culleton opened the matter for public comment.

1. Lauren Harvey reminded Town Council that Town money was used for the bike path between Pacifica and Neal Road, that the economy is not coming back soon, grants are good but not if we have to match money.

Motion by DiDuca, seconded by Titus, directed staff to forward the Draft Paradise Master Bicycle and Pedestrian Plan to Butte County Association of Governments Staff for Transportation Agency Review and authorized staff to advertise for a Public Hearing to solicit public input for the March Town Council meeting. Roll call vote was unanimous with Lotter and White absent and not voting.

- 7d. Chief Buzzard reported on the request to authorize the contribution of the 25% matching funds for the Interoperability Emergency Communication Grant Program (IECGP) for the purchase of the Police/Fire Radio Console. The \$100,000 grant was approved last year, which pays for 75% or \$75,000 toward the purchase of the radio console and the match from the town is \$25,000, and, requested authorization to go out for bid on the Police and Fire Voice Logger/Recorder. The device records all 911 calls, incoming and outgoing police/fire dispatch business telephone lines and Police/Fire radio traffic and stated that on June 28, 2011, Council approved the FY 2011/12 budget that included a 5-year lease purchase

amount of \$3,542 (per year) toward the anticipated \$16,000 replacement cost of a new system.

The total lease payment costs for the grant funded Police/Fire Radio console (\$5,534) and the voice logger/recorder (\$3,542) per year would be approximately \$9,126.16 which is only \$100 more than the budgeted amount and is less than the maintenance agreement would cost.

Mayor Culleton opened the matter for public comment.

1. Tom Kelly stated that the department can't operate with obsolete equipment, this is more important than roads and they need to be able to communicate during emergencies, if necessary take the funds out of the road budget.
2. Lauren Harvey stated that if it is only \$100 more than the budget, then we need to purchase the system.
3. Jon Remalia, asked how old the current system is and suggested that the service contract be for seven (7) years instead of five (5) for the same price.

Motion by DiDuca, seconded by Titus, (1) Authorized the Town to contribute the 25% matching funds of the IECGP Grant (approximately \$24,875.00) for the purchase of the Police/Fire Radio Console; (2) Authorized the Police Chief to go out to bid for the purchase of a Police and Fire Voice Logger / Recorder system previously approved in the current year budget; AND, (3) Authorized the Town Manager to enter into a five year lease purchase for the above projects. Roll call vote was unanimous with Lotter and White absent and not voting.

- 7e. Assistant Town Clerk Volenski presented the benefits of implementing an electronic automated agenda/meeting solution and the time efficiencies acknowledged by staff.

Council discussed the importance of using technology with the reduction of Town staff, the investment in time savings, paper reductions and overall efficiencies that will be recognized throughout the organization.

MOTION by Titus, seconded by DiDuca, (1) Authorized a budget allocation in the amount of \$1,995 for continued use of the solution provided by Agenda Pal through the end of the fiscal year (\$399 mo); (2) Directed the Town Attorney to review the master subscription agreement with Agenda Pal; and, (3) Upon approval of the agreement by the Town Attorney, authorized the Mayor to execute the agreement with Agenda

Pal. Roll Call Vote was unanimous with Lotter and White absent and not voting.

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council orals reports relating to their representation on Committees/Commissions.

Vice Mayor Titus deferred his comments to Council Member DiDuca.

Council Member DiDuca attended the Butte County Association of Government and Butte County Air Quality Management District meetings as the alternate Board Member and attended the VFW dinner.

Mayor Culleton attended the VFW dinner, there were no committee meetings and also attended the Chocolate Fest meeting.

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager Oral Report

None.

10. CLOSED SESSION

- 10a. At 7:48 p.m. pursuant to Government Code Section 54956.9(c), the Town Council recessed to a closed session with the Town Attorney to consider initiating litigation, one potential case.

Mayor Culleton reconvened the Town Council at 8:34 p.m. and announced that direction was given and no action was taken in closed session.

11. ADJOURNMENT

The Town Council meeting was adjourned at 8:34 p.m.

DATE APPROVED:

Steve "Woody" Culleton, Mayor

Dina Volenski, Assistant Town Clerk