



## TOWN COUNCIL Meeting Minutes

6:00 PM – March 11, 2025

### 1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Crowder at 6:05 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. An invocation was offered by Council Member Bolin.

**COUNCIL MEMBERS PRESENT:** Greg Bolin, Steve “Woody” Culleton, Heidi Lange, Ronald Lassonde, and Steve Crowder, Mayor

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** Town Manager Jim Goodwin, Town Attorney Scott E. Huber, Town Clerk/Elections Official Melanie Elvis, Community Development Director Tony Lindsey, Community Development Director Susan Hartman, Public Works Director/Town Engineer Marc Mattox, Recovery and Economic Development Director Colette Curtis, Finance Director Aimee Bealeu, Police Chief Eric Reinbold, Fire Chief Jason Finney, Information Systems Director Luis Marquez.

- 1a. Mayor Crowder presented Years of Service recognition to the following employees:

5 Years:

Derek Archuleta  
Justin Kanner  
Amannda Oakley  
Brock Stratton  
Montana Wood

10 Years:

John Alvies  
Matthew Gates  
Michael Houdek  
Andrea Lui

20 Years:

Susan Hartman  
Robert Larson  
Kevin Peppas

25 Years:

Robert Pickering  
(630-20-022)

- 1b. Council Member Greg Bolin recused himself from this item due to a potential conflict of interest.

Paradise Irrigation District (PID) Manager Kevin Phillips and Board President Bob Matthews shared PID's desire to partner with the Town on the Paradise Sewer Project.

1. Cliff Jacobson spoke in favor of PID's partnership and participation.

Council provided direction to staff to discuss more formal partnerships with Paradise Irrigation District in the development and operation of the Paradise Sewer Project. All Council concurred with Greg Bolin not voting.

- 1c. Camp Fire Recovery Updates - Written reports are included in the agenda packet. (110-60-061)

Colette Curtis, Recovery and Economic Development Director - recovery projects, advocacy, economic recovery and development, communications, emergency operations and Housing updates.

Marc Mattox, Public Works Director/Town Engineer -infrastructure and sewer updates.

Tony Lindsey, CDD-Building and Code Enforcement- Code Enforcement update.

## 2. CONSENT CALENDAR

**MOTION by Bolin, seconded by Culleton**, approved consent calendar items 2a through 2i. Roll call vote was unanimous.

- 2a. Approved minutes from the February 11, 2025 Special and Regular Town Council Meetings.
- 2b. Approved February 2025 Cash Disbursements in the amount of \$6,696,322.59. (310-10-035)
- 2c. Adopted Resolution No. 2025-14, "A Resolution of the Town Council of the Town of Paradise Amending and Re-Adopting Conflict of Interest Code for the Agencies and Departments of the Town of Paradise Which Incorporate by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest." (540-20-033)
- 2d. Adopted Resolution No. 2025-15 "A Resolution of the Town Council of the Town of Paradise Rescinding Resolution No. 14-37 and Adopting the Revised Council Member Handbook." (180-35-017)

- 2e. Acknowledged receipt of and filed the Planning Commission's annual report concerning implementation status of the 1994 Paradise General Plan and Housing Element for the 2024 calendar year. (760-40-062) (760-40-055)
- 2f. 1. Waived the second reading of the entire Town Ordinance No. 644 and approve reading by title only (roll call vote); and, 2. Adopted Town Ordinance No. 644, " An Ordinance Amending Text Regulations Within Paradise Municipal Code Titel 5 [Business Licenses]; Title 17 [Zoning] Relative to the Central Business Zoning District; Vending Licenses; Farmers Markets; and the Walkable Downtown Core". (540-16-213)
- 2g. 1. Waived the second reading of Town Ordinance No. 643 and read by title only; and, 2. Adopted Town Ordinance No. 643 "An Ordinance of the Town Council of the Town of Paradise Rezoning Certain Real Property From "C-F" (Community-Facilities) to a "C-B" (Central Business) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (TOP: PL24-00128)". (540-16-212)
- 2h. Concurred with staff recommendation to file a CEQA Notice of Exemption for the Go Paradise: Neal Gateway Project. (950-40-044) (510-20-379)
- 2i. Adopted Resolution No. 2025-16, "A Resolution of the Town Council of Town of Paradise accepting the work performed under the Off-System Roadway Rehabilitation Project - 2023, Contract 8407.1 CON performed by Hat Creek Construction & Materials, Inc." (510-20-398) (950-40-061)

### 3. ITEMS REMOVED FROM CONSENT CALENDAR - None

### 4. PUBLIC COMMUNICATION - None

### 5. PUBLIC HEARINGS

- 5a. Housing Technician Sarah Richter presented the draft 2025-2029 Consolidated Plan and 2025-2026 Annual Action Plan.

Mayor Crowder opened the public hearing at 6:32 p.m.

- 1. There were no public comments.

Mayor Crowder closed the public hearing at 6:32 p.m.

**MOTION by Bolin, seconded by Lassonde** 1. Authorized staff to revise the Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan to include any additional comments received during second 30-day public comment period; and 2. Authorized staff to submit the revised Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan to the U.S. Department of Housing and Urban Development. Roll call vote was unanimous. (710-10-110, 710-10-109)

## 6. COUNCIL CONSIDERATION

- 6a. Town Clerk Melanie Elvis provided an overview of the two Planning Commission vacancies and the proposed process to fill the positions.

**MOTION by Bolin, seconded by Culleton** 1. Approved the Notice of Vacancy for the expiration of term for Planning Commissioner Kim Morris and the unscheduled vacancy due to the resignation of Planning Commissioner Lynn Costa; and, 2. Approved the Planning Commission application and authorized staff to advertise the scheduled Planning Commission vacancy; and, 3. Designated Council Members Lassonde and Culleton to serve on an interview panel for the Planning Commission interview process; and, 4. Scheduled appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective June 30, 2025. Roll call vote was unanimous. (760-45-012)

- 6b. Town Clerk Melanie Elvis provided an overview of the Measure V Committee vacancy and the proposed process to fill the position.

**MOTION by Bolin, seconded by Crowder** 1. Approved the Notice of Vacancy created by a Committee Member's resignation; and, 2. Approved the Measure V application and authorized staff to advertise the Measure V Committee vacancy; and, 3. Designated Council Members Lassonde and Culleton to serve on an interview panel for the Measure V interview process; and, 4. Scheduled appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective immediately. Roll call vote was unanimous. (395-70-019)

- 6c. Town Engineer Marc Mattox presented the proposed construction contract award for the 2025 Off-System Road Rehabilitation Project to DeSilva Gates Construction LLC.

**MOTION by Bolin, seconded by Culleton**, Adopted Resolution No. 2025-17 "A Resolution of the Town Council of the Town of Paradise Awarding Construction Contract No. 8407.3 CON, 2025 Off-System Road Rehabilitation Project, to DeSilva Gates Construction LLC in the amount of their base bid and designating authority to the Town Manager to Execute an Agreement with DeSilva Gates Construction LLC and to approve contingency expenditures not exceeding 10%". Roll call vote was unanimous. (950-40-074, 510-20-472)

- 6d. Town Engineer Marc Mattox presented the proposed plans, specifications and estimate for the On-System Road Rehabilitation – 2025 Misc/HSIP Systemic Intersection Safety Improvement Project

**MOTION by Culleton, seconded by Bolin**, Adopted Resolution No. 2025-18, "A resolution of the Town Council of the Town of Paradise approving the plans, specifications and estimate for the On-System Road Rehabilitation – 2025 Misc/HSIP Systemic Intersection Safety Improvement Project and

authorizing advertisement for bids on the project”. Roll call vote was unanimous. (950-40-075)

- 6e. Town Engineer Marc Mattox provided an informational update on the closure of Honey Run Road. Council provided direction for staff to review alternatives with Butte County for Honey Run Road from Merlin Lane to Honey View Terrace to be closed to motorized vehicles, converted to one-way traffic control or other operational function which reduces long term costs and risks. All Council concurred. (490-40-004)

- 6f. Town Engineer Marc Mattox presented the proposed Memorandum of Understanding between the Butte Fire Safe Council for a Ground Cover and Native Plant Garden Pilot Project.

1. Jon Remalia spoke in favor of this item.

**MOTION by Bolin, seconded by Culleton**, approved a Memorandum of Understanding between the Butte Fire Safe Council and Town of Paradise for a Ground Cover and Native Plant Garden Pilot Project along the Yellowstone Kelly Trailway near the Paradise Community Park with the additional language: “The BCFSC and PRFSC agree that if the garden is not maintained to the satisfaction of the Town, that the garden shall be removed by BCFSC and PRFSC at their cost.” Roll call vote was unanimous. (510-20-473)

- 6g. Recovery & Economic Development Director Colette Curtis presented the proposed agreement with Urban Design Associates (UDA) to complete Phase 3 of the Downtown Strategy.

**MOTION by Bolin, seconded by Lassonde**, authorized the Town Manager to enter into an agreement with Urban Design Associates (UDA) to complete Phase 3 of the Downtown Strategy. AYES: Bolin, Lange, Lassonde and Crowder; NOES: None; ABSTAIN: Culleton; ABSENT: None. MOTION PASSES (510-20-437, 710-80-13)

- 6h. Recovery & Economic Development Director Colette Curtis presented a resolution, if approved, would authorize submittal of an application to the California State Department of Housing and Community Development and the execution of a standard agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Investment Partnership Program.

1. Craig Newton spoke in opposition to this project.

2. Carrie Max asked if septic was an issue on Skyway.

**MOTION by Bolin, seconded by Lassonde**, 1. Adopted Resolution No. 2025-19, “A Resolution of the Town Council of the Town of Paradise Authorizing Submittal of an Application to the California State Department of Housing and Community Development to Allocate Program Income

Funding Received Under the Home Investment Partnerships Program; and if Selected, the Execution of a Standard Agreement, any Amendments thereto, and of any Related Documents Necessary to Participate in the Home Investment Partnerships Program.” 2. Authorized staff to create a deferred loan agreement with Kingdom Development LLC to develop the Cape Cod Apartments using \$2 million of HOME Investment Partnership Program Income funding. Roll call vote was unanimous. (510-20-474)

- 6i. Community Development Directors Tony Lindsey and Susan Hartman and Fire Chief Jason Finney presented fire risk management strategies including amending zoning regulations pertaining to livestock and animal regulations i.e. goat keeping; and recommended requirements if Council were to allow broadcast burning.

1. Jim Broshears spoke in favor of the Town allowing broadcast burning.

Council provided direction to staff to create a policy guide on broadcast burning and to draft amendments to the AG 3/5 zoning regulations that would potentially allow for goat keeping without a primary structure provided recommended performance requirements be met. (440-60-020) (Tickler file)

- 6j. Police Chief Eric Reinbold presented the proposed reinstatement of the Community Service Officer/Records position.

**MOTION by Crowder, seconded by Lassonde,** approved the reinstatement of the Community Service Officer/ Records Position. Roll call vote was unanimous. (610-10-020)

- 6k. Finance Belev Aimee Belev reviewed and the financial information concerning the FY 2024-25 operating and capital budgets.

**MOTION by Bolin, seconded by Crowder,** 1. Filed the financial information provided by staff concerning the FY 2024-25 operating and capital budgets; and 2. Adopted Resolution No. 2025-20 “A Resolution of the Town Council of the Town of Paradise Adopting Budget Amendments to the 2024/2025 Fiscal Year Budget.” Roll call vote was unanimous. (340-40-017)

## **7. COUNCIL INITIATED ITEMS AND REPORTS**

- 7a. Council initiated agenda items – None

- 7b. Council reports on committee representation:

Council Member Bolin attended the monthly LAFCo meeting and a tour with Council Member Parks from Palisades.

Council Member Lange attended the monthly Continuum of Care meeting; the Healthcare Committee meeting; Ad Hoc Sewer Committee meeting; a ribbon cutting; the Butte County Fire Safe Council Board meeting and staff appreciation lunch.

Council Member Lassonde attended the monthly BCAOG and BCAQM meetings; an Explore Butte County meeting; and the staff appreciation lunch.

Vice Mayor Culleton attended the Solid Waste Committee meeting and participated in a tour with Council Member Parks from Palisades.

Mayor Crowder participated in a tour with Council Member Parks from Palisades; attended the staff appreciation lunch; toured Paradise with a representative from Altadena and hosted guests from Ukraine.

7c. Future Agenda Items - None

**8. STAFF COMMUNICATION**

8a. Town Manager Jim Goodwin shared that the Town hosted a meeting for the neighboring city managers and the quarterly meeting for Camp Fire Collaborative.

**9. CLOSED SESSION - None**

**10. ADJOURNMENT**

Mayor Crowder adjourned the meeting at 8:52 p.m.

Date approved: April 8, 2025

By:

Attest:

\_\_\_\_\_/s/\_\_\_\_\_  
Steve Crowder, Mayor

\_\_\_\_\_/s/\_\_\_\_\_  
Melanie Elvis, Town Clerk