



TOWN OF PARADISE

5555 SKYWAY • PARADISE, CALIFORNIA 95969-4931

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www.townofparadise.com

Management Staff:

Lauren Gill, Town Manager

Dwight L. Moore, Town Attorney

Joanna Gutierrez, Town Clerk

Craig Baker, Community Development Director

Gabriela Tazzari-Dineen, Police Chief

Greg McFadden, Chief, CAL FIRE/Butte County
Fire/Paradise Fire

Gina Will, Finance Director/Town Treasurer

Town Council:

Scott Lotter, Mayor

Greg Bolin, Vice Mayor

Steve "Woody" Culleton, Council Member

Jody Jones, Council Member

John J. Rawlings, Council Member

TOWN COUNCIL AGENDA

REGULAR MEETING – 6:00 PM – August 12, 2014

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Town Clerk's Department, at 872-6291 x101 or x102 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Town Clerk.

Town Council Meetings are held at the Paradise Town Hall located at 5555 Skyway, Paradise, California. Members of the public may address the Town Council on any agenda item, including closed session. If you wish to address the Town Council on any matter on the Agenda, it is requested that you complete a "Request to Address Council" card and give it to the Town Clerk prior to the beginning of the Council Meeting. The Mayor or Presiding Chair will introduce each agenda item, and following a report from staff, ask the Clerk to announce each speaker. Agendas and request cards are located outside the entrance door to the Council Chamber.

All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Town Council within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk Department located at 5555 Skyway, Room 3, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m. Agendas and supporting information is posted on the Town's website at www.townofparadise.com in compliance with California's open meeting laws. Click on the Agenda and Minutes button.

1. OPENING

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation
- d. Roll Call

- e. Proclamations:
 - (1) Proclamation recognizing the CA Reads Initiative, War Comes Home

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS

- 2a. Verbal update by Town Engineer Mattox on the progress and schedule for construction of the Downtown Paradise Safety Project.

3. CONSENT CALENDAR

One roll call vote will be taken for all items placed on the consent calendar.

- 3a. Approve the minutes of the June 25, 2014 Adjourned Regular Meeting and the minutes of the July 8, 2014 Regular Meeting.
- 3b. Approve July 2014 Cash Disbursements in the amount of \$2,150,336.37.
- 3c. Adopt Resolution No. 14-38, A Resolution of the Town Council of the Town of Paradise Adopting and Updated Handbook for Members of Committees and Commissions appointed by the Town Council.
- 3d. Adopt Resolution No. 14-39, A Resolution Approving a Wildland Fire Traffic Control Plan
- 3e. Adopt Resolution No. 14-40, A Resolution Declaring Certain Town Equipment to be Surplus and Obsolete and Authorizing Disposal Through Sale or Donation by the Town Manager or her Designee.
- 3f. Adopt Ordinance No. 546, An Ordinance Adding Section 17.06.940 and Amending Section 17.32.100 within the Paradise Municipal Code Regarding Exterior Displays of Merchandise In Commercial Zones.
- 3g. Adopt Urgency Ordinance No 547, An Ordinance Repealing Town Ordinance No. 541, a Moratorium on the Establishment of Fences, Gates or Barriers Within or Across Private Access Easements.
- 3h. Accept the 1994 LTP carrier type trailer class AB radar trailer valued at \$600 donated by Wesley Dinsmore to the Paradise Police Department.

4. PUBLIC HEARING PROCEDURE

The Town Council has adopted the following procedure for public hearings:

- a. Staff report to Council (15 minutes total maximum)
- b. Mayor or Presiding Chair opens the hearing for public comment in the following order:
 - 1. Project proponents or in favor of (15-minute time limit)
 - 2. Project opponents or against (15-minute time limit)
 - 3. Rebuttals - when requested (15-minute time limit or 3 minutes per speaker)
- c. Close hearing to the public
- d. Council discussion
- e. Motion
- f. Vote

5. PUBLIC HEARINGS

- 5a. Conduct the continued public hearing and consider the Withdrawal of an Appeal to the Town Council of a Planning Commission Decision Finding, filed by Dana and Denise Bettis, that a Proposed Gate Across a Private Road Access Easement Does Not Constitute a Violation of Town Zoning Ordinance Regulations Prohibiting the Establishment of Fences in Access Easements (Paradise Municipal Code Section 17.06.600(E)(4). **(ROLL CALL VOTE)**

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.

7. COUNCIL CONSIDERATION

- 7a. Consider (1) Waiving the first reading of Town Ordinance No. ____ and approve reading by title only; and, (2) Introduce Ordinance No. ____ adding Chapter 8.56 to the Paradise Municipal Code relating to Stormwater Management. The purpose and intent of this ordinance is to fulfill requirements of the Town's NPDES Permit and to protect and enhance the water quality of watercourses and water bodies within the incorporated areas of the Town, including discharges to Butte Creek and Lake Oroville, in a manner consistent with State and Federal water quality regulations. **(ROLL CALL VOTE)**
- 7b. Authorize implementation of Public Safety Recruitment Incentives for the Police Department. Staff recommends that the Town offer some short term, affordable recruitment incentives in an attempt to be more competitive in the recruitment and hiring process. These incentives would sunset December 31, 2015. **(ROLL CALL VOTE)**
- 7c. Consider: (1) Authorizing the purchase of material to replace flat roof design of Fire Station 1 with a new pitched designed roof in the estimated amount of \$54,853; and, (2) Authorizing volunteer labor offered for the project from Alliance Kingdom Builders in an estimated amount of \$75,000; and, (3) Accept the Paradise Elks Lodge #2026 Donation of \$1,500 towards the materials necessary to reroof Fire Station 81. **(ROLL CALL VOTE)**

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Consider providing direction to the Town's voting delegate regarding the League of California Cities proposed resolution for the annual conference.
- 8b. Council oral reports of their representation on Committees/Commissions.
- 8c. Discussion of future agenda items

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager oral reports
- 9b. Community Development Director oral reports

10. CLOSED SESSION

- 10a. Pursuant to Government Code Section 54956.9(d) (1), the Town Council will hold a closed session with the Town Attorney and Town Manager relating to the following pending litigation: Town of Paradise, a Municipal Corporation, vs. Rose E. Kallunki; et al; Butte County Superior Court Case No. 161781.

11. ADJOURNMENT

| | |
|---|-----|
| STATE OF CALIFORNIA) COUNTY OF BUTTE) | SS. |
| I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date: _____ | |
| TOWN/ASSISTANT TOWN CLERK SIGNATURE _____ | |

Town of Paradise, California

PROCLAMATION

WHEREAS, the Paradise Friends of the Library, on behalf of the Butte County Library, received a Cal Humanities grant to engage the community in the *War Comes Home* initiative in such a way as to promote the library as a safe place for veterans and their families to meet with advocates and access resources; and,

WHEREAS, Cal Humanities is an independent non-profit partner with the National Endowment for the Humanities founded in 1975 as a granting organization that has grown and evolved over the years to promote the humanities as relevant, meaningful ways to understand the human condition and connect citizens to each other in order to become a better California; and,

WHEREAS, starting in 2014, Cal Humanities is embarking on a multi-year initiative, *War Comes Home*, to focus on the experience of veterans returning from war in order to create opportunities for communities across California to grapple with critical questions in the aftermath of over a dozen years of war; and,

WHEREAS, California Reads, a program of Cal Humanities in partnership with the California Center for the Book which invites Californians from all walks of life throughout our State to participate in reading and discussion programs and related activities to be hosted by libraries, schools, colleges, bookstores and other community institutions and,

WHEREAS, to coincide with the *War Comes Home* initiative, California Reads has chosen Karl Marlantes' book, What It Is Like to Go to War, to anchor the read; and,

WHEREAS, the Butte County Library has scheduled eight community sessions to take place at four branches of the library for veteran advocates to present information on veteran resources available in our communities, for community book discussions, and to give our veterans a chance to share their stories.

NOW, THEREFORE, I, Scott Lotter, Mayor of the Town of Paradise, hereby recognize the efforts of the Butte County Library in promoting the Cal Humanities initiative for the benefit of local veterans and their families and in providing a forum in which our community can gather to discuss the impacts of war, and encourage the citizens of Paradise to read the book and join the discussion. The Paradise Friends of the Library will be hosting forums in the community room of the Paradise Branch of the Library on September 18th and November 1, 2014.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal for the Town of Paradise to be affixed hereto this 12th day of August, 2014.



Scott Lotter, Mayor

MINUTES
PARADISE TOWN COUNCIL
ADJOURNED REGULAR MEETING – 6:00 PM – June 25, 2014

OPENING

The adjourned regular meeting of the Paradise Town Council was called to order by Mayor Scott Lotter at 6:02 p.m. in the Town Council Chambers located at 5555 Skyway, Paradise, California. Following the Pledge of Allegiance to the Flag of the United States of America, an invocation was offered by Vice Mayor Bolin.

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

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Town Clerk Gutierrez, Town Manager Gill, Town Attorney Moore, Town Finance Director Will, Assistant Town Clerk Volenski, Human Resources Manager Peters, Community Development Director Baker, Onsite Official Danz, Building Official/Fire Marshal Lindsey, Town Engineer Mattox, Public Works Manager Derr, Assistant Planner Hartman, Police Chief Tazzari-Dineen, Unit Chief Greg McFadden and Division Chief David Hawks.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS – None.

3. CONSENT CALENDAR

MOTION by Jones, seconded by Culleton, approved the consent calendar items 3a and 3b as presented by unanimous roll call vote.

- 3a. Adopted Resolution No. 14-27, A Resolution Approving a Professional Services Agreement for the Town Attorney. Approval will extend the term of the agreement with Dwight L. Moore for legal services to June 30, 2016. (C93-01)
- 3b. (1) Awarded Contract 13-02, Downtown Paradise Safety Project, to George Reed, Inc. of Modesto, CA in the amount of their bid of \$1,051,455.00; (2) Concurred with staff's recommendation of Holdrege & Kull to perform professional Quality Assurance Engineering Services, and approve the attached Professional Services Agreement with Holdrege & Kull in the amount of \$13,594.50; (3) Concurred with staff's recommendation of Traffic Works to perform professional Traffic Engineering Services, and approve the attached Professional Services Agreement with Traffic works in the amount of \$9,960.00; and, (4) Authorized the Mayor and Town Manager to execute the above agreements.(510-20-65, 510-20-81, 510-20-82 & 950-40-19)

4. PUBLIC HEARING PROCEDURE

The Town Council has adopted the following procedure for public hearings:

- a. Staff report to Council (15 minutes total maximum)
- b. Mayor or Presiding Chair opens the hearing for public comment in the following order:
 1. Project proponents or in favor of (15-minute time limit)
 2. Project opponents or against (15-minute time limit)
 3. Rebuttals - when requested (15-minute time limit or 3 minutes per speaker)
- c. Close hearing to the public
- d. Council discussion
- e. Motion
- f. Vote

5. PUBLIC HEARINGS – None.

6. PUBLIC COMMUNICATION

1. Ward Habriel commended Nicole Gerspacher for her accurate reporting during her employment with the Paradise Post; commended Jody Jones for her comments regarding appearance of impropriety with regard to conflicts of interests of elected or appointed government officials; invited the Town Council to the July 4, 2014, event at the Silver Dollar Speedway; suggested changing the fees for gray water permits to \$9.95 during a drought as an incentive; informed that Paradise Irrigation District has postponed the scheduled water conservation workshop; and, stated that he will print his own 'Request to Address Council' cards in response to Council Member Culleton's comment.

7. COUNCIL CONSIDERATION

- 7a. Town Manager Lauren Gill reported to the Council that the good news is that a balanced budget is presented due to the lowering of expenses, and that the bad news is that further cuts will have to come out of critical services provided by public safety. Manager Gill stated that she hopes to make that clear to the citizens, as well, as it will be very import that they understand what the decision on the ballot measure in November will mean.

Finance Director will presented a power point and explained that a \$450,000 structural deficit remains as part of the Town's financial situation and that \$3.5 million has been lost over the last seven years due to state take-aways; that the deficit represents unmet needs; and, that future revenue will not match expenses which will create negative impacts to the staff and to the community. Director Will reviewed the cuts that were necessary over the past several years to balance the budget, discussed various accomplishments that were made in spite of the reductions and stated that the Town cannot continue to function with this budget for multiple years.

MOTION by Rawlings, seconded by Jones, adopted the five budget resolutions presented as follows:

(1) Resolution No. 14-28, A Resolution of the Town Council Adopting the Final Budget for the Town of Paradise Including all Attachments, Appendices and Other Related Documents for the 2014-2015 Fiscal Year Ending June 30, 2015. Roll call vote was unanimous. (340-40-13)

(2) Resolution No. 14-29, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Annual Appropriation Limit (Exhibit A) For Fiscal Year 2014-2015. Roll call vote was unanimous. (340-40-13)

(3) Resolution No. 14-30, A Resolution of the Town Council of the Town of Paradise, California, Amending General Fund Reserves for Fiscal Year 2014-2015. Roll call vote was unanimous. (340-40-13)

(4) Resolution No. 14-31, A Resolution of the Town Council of the Town of Paradise, California, Adopting the Amended Salary Pay Plan for Town of Paradise Employees for the Fiscal Year 2014-2015. Roll call vote was unanimous. (340-40-13)

(5) Resolution No. 14-32, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Town of Paradise Capital Improvement Plan for the 2014-2015 Fiscal Year. Roll call vote was unanimous. (340-40-13)

7b. Following a report from Town Manager Gill and discussion, Mayor Lotter opened the matter for public comment.

1. Ward Habriel stated that he is concerned that the amendment will make the matter confusing and muddy the waters.

Staff explained how the amendment would allow a reference to the citizens oversight committee within the measure text that is proposed for the November 4, 2014 ballot.

Council concurred to amend the proposed sales tax ordinance language to refer to a citizens oversight committee, rather than a citizens advisory committee.

MOTION by Jones, seconded by Culleton, (1) Waived the reading of entire Ordinance No. 545 and approve reading by title only; (2) Introduced Ordinance No. 545, An Ordinance of the Town Council of the Town of Paradise Amending Ordinance No. 540 Adding Chapter 3.22 to the Paradise Municipal Code Regarding a Transactions and Use Tax to be Administered by the State Board of Equalization. Roll call vote was unanimous. (530-10-45 & 540-16-114)

Approval of the ordinance will result in the ordinance being placed on the November 4, 2014 as a ballot measure for the voters to determine

whether or not a one-half percent sales tax that would automatically expire in six years be approved for general municipal purposes, and includes the establishment of a citizens oversight committee.

MOTION by Jones, seconded by Culleton, adopted Resolution No. 14-33, amending Resolution No. 14-23 Calling and Giving Notice for the Holding of a General Municipal Election to be Held on November 4, 2014, as Required by the Provisions of the Laws of the State of California Relating to General Law Cities for the Election of Two (2) Council Members; and for Submission to the Voters a Question Relating to Approval of Ordinance No. 545, An Ordinance Adding Chapter 3.22 to the Paradise Municipal Code Regarding a Transactions and Use Tax to be Administered by the State Board of Equalization. Roll call vote was unanimous. (530-10-45)

MOTION by Jones, seconded by Culleton, adopted Resolution No. 14-34, amending Resolution No. 14-24, Requesting the Board of Supervisors of the County of Butte to Consolidate the General Municipal Election to be Held on November 4, 2014, with the Statewide General Election to be Held on That Date for the Election of Two (2) Town Council Members; and, for the Submission to the Voters a Question Relating to Approval of Ordinance No. 545, An Ordinance Adding Chapter 3.22 to the Paradise Municipal Code Regarding a Transactions and Use Tax to be Administered by the State Board of Equalization. Roll call vote was unanimous. (530-10-45)

The amended resolutions add a reference to the citizens oversight committee in the measure text that will be placed on the November 4, 2014 ballot.

8. COUNCIL COMMUNICATION (Council Initiatives)

8a. Council oral reports of their representation on Committees/Commissions.

Vice Mayor Bolin reported that he presented a Mayoral proclamation at the Relay for Life Event on June 21st.

Council Member Rawlings attended the League of California Cities Policy Committee Meeting and will be participating in the ad hoc committee that will review the proposed policies.

Council Member Culleton attended the League of California Cities Employee Relations Committee meeting and the Relay for Life event.

Mayor Lotter attended the Fire on the Ridge event, the Party in the Park and will attend the Feather River Hospital disaster drill. Mayor Lotter informed that Council Member Jody Jones will be retired effective this Friday, June 27, 2014.

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

9a. Town Manager oral reports: None.

10. CLOSED SESSION - None

11. ADJOURNMENT

Mayor Lotter adjourned the meeting at 8:22 p.m.

Date Approved:

By: _____
Scott Lotter, Mayor

Joanna Gutierrez, CMC, Town Clerk

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – July 08, 2014**

1. OPENING

The Regular Meeting of the Town Council was called to order by Mayor Scott Lotter at 6:04 pm. Following the Pledge of Allegiance to the Flag of the United States of America, an invocation was offered by Council Member Jody Jones.

COUNCIL MEMBERS PRESENT: Steve “Woody” Culleton, Jody Jones, John J. Rawlings and Scott Lotter, Mayor.

COUNCIL MEMBERS ABSENT: Greg Bolin.

STAFF PRESENT: Town Clerk Gutierrez, Town Manager Gill, Town Attorney Moore, Housing Supervisor Anderson, Finance Director Will, Assistant Town Clerk Volenski, Community Development Director Baker, Building Official/Fire Marshal Lindsey, Town Engineer Mattox, and Gabriela Tazzari-Dineen, Police Chief.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS

3. CONSENT CALENDAR

MOTION by Jones, seconded by Culleton, approved all items on the consent calendar as presented. Roll call vote of those present was unanimous; Bolin absent and not voting.

- 3a. Approved the June 10, 2014 Regular Meeting Minutes.
- 3b. Approved June 2014 cash disbursements in the amount of \$687,886.46. (310-10-30)
- 3c. (1) Waived second reading of the entire Town Ordinance No. 543 and approved reading by title only; and, (2) Adopted Town Ordinance No. 543, "An Ordinance Amending Text Regulations within Paradise Municipal Code Chapters 17.04 and 17.06 Related to: Definitions; General Site Development Regulations." (540-16-112)

The intent is to establish a new definition of the term “fence” and prohibit the installation of fences, as defined, within a private roadway easement without the written consent of all persons with a legal right to use such an easement.
- 3d. (1) Waived second reading of the entire Town Ordinance No.544 and approve reading by title only; and, (2) Adopted Town Ordinance No. 544, an Ordinance Amending Regulations in Paradise Municipal Code Section 6.08.020 Relating to Dog License Fees. Approval will result in eliminating the late fee applied to first-time applications for dog licenses and reduce the license fee for dogs between 4 months and 1 year. (540-16-113)

- 3e. (1) Waived second reading of entire Ordinance No 545 and approved reading by title only; and, (2) Adopted Ordinance No. 545, An Ordinance Amending And Adding Chapter 3.22 to the Paradise Municipal Code Regarding a Transactions and Use Tax to be Administered by the State Board of Equalization. (540-16-114)

Ordinance No. 545 amends Chapter 3.22 to the Paradise Municipal Code, previously adopted to establish a sales tax measure for voter consideration at the November 4, 2014 general election. Ordinance No. 545 amends Ordinance 540 relating to the sales tax measure by adding a section that establishes a Citizen Oversight Committee.

- 3f. Ratified the acceptance of \$3,400.00 worth of labor and equipment from Rivera Concrete Inc. to place donated concrete at the Town of Paradise Animal Control Facility for the walking path at the front gate entry.(395-50-13)
- 3g. Ratified the acceptance of \$572.00 worth of ready-mixed concrete from McGregor Rock Yard to the Town of Paradise Animal Control Facility to install a walking path at the front gate entry. (395-50-13)
- 3h. Ratified acceptance of two potted pine trees and flowers valued at \$282 donated by Arlan Hudson. (395-50-13)
- 3i. Adopted Resolution No. 14-35, A Resolution of the Town Council of the Town of Paradise, California, Declaring Certain Software and Information Technology Equipment Surplus and Authorizing the Destruction or Disposal of Said Surplus. (380-10-03)

4. PUBLIC HEARING PROCEDURE

Mayor Lotter reviewed the adopted public hearing procedure.

5. PUBLIC HEARINGS

- 5a. Following a report by Community Development Director Baker, Mayor Lotter opened the duly noticed and scheduled public hearing at 6:24 p.m. for Town Council consideration of an outdoor merchandise ordinance that would add a section to the Paradise Municipal Code that would regulate exterior displays of merchandise in commercial zones.
1. Ward Habriel stated that he appreciates the safety factor of the proposed ordinance but thinks that business owners would move merchandise if requested to do so, that he would like business owners to have the opportunity to apply for exemptions, and discussed the location of a BBQ at a local fast food Mexican restaurant that he believes presents a safety hazard.
2. Dan Wentland, Paradise Planning Commissioner, stated that if the ordinance is adopted, many businesses will be out of compliance and because enforcement is complaint driven he hopes that no one turns them in, that forwarding this ordinance was difficult because of the many unique factors associated with the many businesses such as road size, etc., that the

Planning Commission added a purpose section to address aesthetics and thanked the Council for stating that this ordinance may have to be revisited in the future.

3. Tom Kelly stated that he thinks this is a good attempt, that there is a merchant in Town who is parking vehicles on the sidewalk, and that he thinks complaint driven enforcement is nonsense.

Mayor Lotter closed the public hearing at 6:30 p.m.

MOTION by Culleton, seconded by Rawlings, (1) Concurred with the project "CEQA determination" finding adopted by the Planning Commission on June 17, 2014, and embodied within Planning Commission Resolution No. 14-4; (2) Waived the first reading of Town Ordinance No. 546 and approved reading by title only; and, (3) Introduced Town Ordinance No. 546, "An Ordinance Adding Section 17.06.940 and Amending Section 17.32.100 Within the Paradise Municipal Code Regarding Exterior Displays of Merchandise In Commercial Zones." Roll call vote of those present was unanimous; Bolin absent and not voting. (540-16-115)

6. PUBLIC COMMUNICATION

1. Ward Habriel discussed blighted properties and informed Council that the graffiti on the Egg Roll Express building was removed by a volunteer, that the vacant building that is located diagonally across from Stratton's Markets on Sawmill has collapsed, and if there is an issue with the appearance of the triangle at Elliott and Foster it is because the Garden Club does not know how to regulate the timing of the sprinkler and asked if the Town would be sure to keep the plumbing working.

2. Tom Kelly stated that he appreciates the Town Council members and the Town staff for their hard work and discussed the rebuilding of the bridges on Jordan Hill and Whiskey Flats; discussed issues with fire insurance policies for citizens in Paradise being cancelled because of the lack of detail in the Google earth map that is being used by insurance companies; and that he would like Paradise to become a Fire wise certified community.

7. COUNCIL CONSIDERATION

- 7a. **MOTION by Culleton, seconded by Rawlings,** appointed applicant Martin Nichols to fill the pending vacancy on the Paradise Planning Commission, a four-year term that is set to expire on June 30, 2017. Roll call vote of those present was unanimous; Bolin absent and not voting. (760-45-12)
- 7b. **MOTION by Jones, seconded by Culleton,** adopted Resolution No. 14-36, A Resolution Adopting the Butte County Local Hazard Mitigation Plan. Roll call vote of those present was unanimous; Bolin absent and not voting. The plan is eligible for final approval by FEMA pending its adoption by Butte County and all participating jurisdictions. (420-20-15)

- 7c. Council concurred to direct staff to insert the information provided by Council Members Jones titled Ethics and Conflict of Interest in the proposed Council Member Handbook as Section II. Town Attorney Moore informed Council that he is an independent contractor, not a contract employee, and the language in Section III, B (2) should be amended to reflect his status. Council concurred to direct staff to make that amendment.

MOTION by Jones, seconded by Rawlings, adopted Resolution No. 14-37, A Resolution Updating the Council Member Handbook previously approved by Resolution No. 06-04. Roll call vote of those present was unanimous; Bolin absent and not voting. (180-35-17)

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council oral reports of their representation on Committees/Commissions.

Council Member Rawlings thanked Tom Kelly for his work in facilitating the repair of the bridges at Jordan Hill and Whiskey Flats.

Council Member Culleton stated that he plans to attend the Butte County Board of Supervisors meeting to oppose their franchising two solid waste companies as that will mean twice as many trucks will be required to serve the Magalia area causing additional wear on the Town's roadways.

Council Member Jones stated that she attended the swearing-in ceremony for our new police officer, went to the Party in the Park event, and announced that she is officially retired from Cal Trans.

Mayor Lotter attended the swearing-in ceremony for our new police officer, and informed Council that he was contacted by a Rotarian to support an annual Work Day in honor of Arlan Hudson and that Dan Wentland volunteered to paint the Help-4-People building.

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager oral reports

Town Manager Gill discussed a County/City collaboration meeting on July 7, that the County CEO does as much as he can for the cities regarding tourism and business related issues, that County funds are being budgeted for economic development, the County website is being updated and a brand is being created for all cities to use. The County recently completed a tourism study that involved hotel, restaurant and property owners in the County in making a map that includes an app for smart phones to show recreational opportunities, agricultural tours and other attractions in our area. There was discussion about a hotel tax that would be under the control of the hotel owners, which proposal may be

coming forward to the Council. Town staff is freshening up the Town's website to include more commercial information.

Community Development Director Baker informed Council that the second Dollar General store is planning a November opening; the AT&T cell tower at 8792 Skyway is completed; Verizon is requesting approval for a cell tower at 6661 Pentz Road; there is progress on the proposed site for Safeway; Big 5 is under construction with a planned September opening. Staff met with the owner of the Egg Roll Express who informed that the building should be demolished within two weeks. Several other blighted properties are being cited every ten days. Staff will be bringing forward an ordinance that will provide a means to address commercial blight. Regarding private property, staff investigation is complaint driven.

Council Member Jones and Council Member Rawlings volunteered to serve on an ad-hoc committee to be formed by the Town Manager to discuss commercial blight regulations.

10. CLOSED SESSION

- 10a. At 7:45 p.m. Mayor Lotter announced that pursuant to Government Code Section 54956.9(d) (1), the Town Council would hold a closed session with the Town Attorney relating to the following pending litigation: Town of Paradise, a Municipal Corporation, vs. Rose E. Kallunki; Pacific Gas and Electric Company; Doe 1 through Doe 50, inclusive, Butte County Superior Court Case No. 161781.

Mayor Lotter reconvened the meeting at 7:57. The Town Attorney announced that direction was given and no action was taken in closed session.

11. ADJOURNMENT

Mayor Lotter adjourned the Council meeting at 8:00 p.m.

DATE APPROVED:

By:

Scott Lotter, Mayor

Joanna Gutierrez, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
JULY 1, 2014 - JULY 31, 2014

July 1, 2014 - July 31, 2014

| Check Date | Pay Period End | DESCRIPTION | AMOUNT |
|-------------------------|----------------|--|--------------|
| 07/03/14 | 06/29/14 | Net Payroll - Direct Deposits & Checks | \$115,057.94 |
| 07/18/14 | 07/13/14 | Net Payroll - Direct Deposits & Checks | \$111,575.45 |
| TOTAL NET WAGES PAYROLL | | | \$226,633.39 |

Accounts Payable

| | |
|--|------------------------------|
| PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC. | \$253,359.81 |
| OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC. | \$1,670,343.17 |
| TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached) | <u>\$1,923,702.98</u> |
| GRAND TOTAL CASH DISBURSEMENTS | <u><u>\$2,150,336.37</u></u> |

APPROVED BY: _____
LAUREN GILL, TOWN MANAGER

APPROVED BY: _____
GINA S. WILL, FINANCE DIRECTOR/TOWN TREASURER

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|------------------------------|------------|----------------|-------------|----------------------------|--------------------|---|-----------------------|----------------------|------------|
| AP - US Bank TOP AP Checking | | | | | | | | | |
| <u>Check</u> | | | | | | | | | |
| 58683 | 07/28/2014 | Voided/Spoiled | | 07/05/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58684 | 07/28/2014 | Voided/Spoiled | | 07/05/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58685 | 07/28/2014 | Voided/Spoiled | | 07/05/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60635 | 07/01/2014 | Open | | | Accounts Payable | BRUNO, SHERRY | \$53.77 | | |
| 60636 | 07/01/2014 | Open | | | Accounts Payable | BUZZARD, CHRIS | \$592.07 | | |
| 60637 | 07/01/2014 | Open | | | Accounts Payable | City of Marysville | \$10,000.00 | | |
| 60638 | 07/01/2014 | Open | | | Accounts Payable | HAUNSCHILD, MARK | \$318.55 | | |
| 60639 | 07/01/2014 | Open | | | Accounts Payable | HOUSEWORTH, JERILYN | \$129.85 | | |
| 60640 | 07/01/2014 | Open | | | Accounts Payable | MARABLE, VIRGINIA | \$180.26 | | |
| 60641 | 07/01/2014 | Open | | | Accounts Payable | MOORE, DWIGHT, L. | \$13,110.00 | | |
| 60642 | 07/01/2014 | Open | | | Accounts Payable | SBA Monarch Towers III LLC | \$116.99 | | |
| 60643 | 07/01/2014 | Open | | | Accounts Payable | US BANCORP OFFICE EQUIP FINANCE SERVICES | \$572.03 | | |
| 60644 | 07/01/2014 | Open | | | Accounts Payable | WESTAMERICA BANK | \$770.70 | | |
| 60645 | 07/03/2014 | Open | | | Accounts Payable | ICMA 457 - VANTAGEPOINT | \$550.00 | | |
| 60646 | 07/03/2014 | Open | | | Accounts Payable | STATE DISBURSEMENT UNIT | \$314.76 | | |
| 60647 | 07/03/2014 | Open | | | Accounts Payable | STATE OF CALIFORNIA FRANCHISE TAX BOARD | \$150.00 | | |
| 60648 | 07/07/2014 | Open | | | Accounts Payable | BLOOD SOURCE | \$42.00 | | |
| 60649 | 07/07/2014 | Open | | | Accounts Payable | Met Life | \$7,143.93 | | |
| 60650 | 07/07/2014 | Open | | | Accounts Payable | OPERATING ENGINEERS | \$588.00 | | |
| 60651 | 07/07/2014 | Open | | | Accounts Payable | PARADISE POLICE OFFICERS ASSOCIATION | \$1,888.24 | | |
| 60652 | 07/07/2014 | Open | | | Accounts Payable | SUN LIFE INSURANCE | \$3,927.39 | | |
| 60653 | 07/07/2014 | Open | | | Accounts Payable | SUPERIOR VISION SVC NGLIC | \$646.96 | | |
| 60654 | 07/07/2014 | Open | | | Accounts Payable | TOP CONFIDENTIAL MID MGMT ASSOCIATION | \$140.00 | | |
| 60655 | 07/10/2014 | Open | | | Accounts Payable | Akin, David | \$106.43 | | |
| 60656 | 07/10/2014 | Open | | | Accounts Payable | ALLIANT INSURANCE | \$4,957.00 | | |
| 60657 | 07/10/2014 | Open | | | Accounts Payable | ALLSTAR FIRE EQUIPMENT | \$190.11 | | |
| 60658 | 07/10/2014 | Open | | | Accounts Payable | ALPINE ELECTRIC | \$80.00 | | |
| 60659 | 07/10/2014 | Open | | | Accounts Payable | ANDERSON, KATE | \$45.77 | | |
| 60660 | 07/10/2014 | Open | | | Accounts Payable | ANDORA MEDIA | \$396.47 | | |
| 60661 | 07/10/2014 | Open | | | Accounts Payable | ARAMARK UNIFORM SERV. INC. | \$53.48 | | |
| 60662 | 07/10/2014 | Open | | | Accounts Payable | AT&T | \$104.49 | | |
| 60663 | 07/10/2014 | Open | | | Accounts Payable | AT&T CALNET 2-REPEATER LINES | \$135.11 | | |
| 60664 | 07/10/2014 | Open | | | Accounts Payable | AT&T MOBILITY | \$53.15 | | |
| 60665 | 07/10/2014 | Open | | | Accounts Payable | AT&T-COMMUNITY PARK | \$16.35 | | |
| 60666 | 07/10/2014 | Open | | | Accounts Payable | AT&T/CAL NET 2 | \$3,208.08 | | |
| 60667 | 07/10/2014 | Open | | | Accounts Payable | BACKGROUNDS & MORE | \$325.00 | | |
| 60668 | 07/10/2014 | Open | | | Accounts Payable | BATTERIES PLUS | \$270.77 | | |
| 60669 | 07/10/2014 | Open | | | Accounts Payable | Battery Systems | \$778.39 | | |
| 60670 | 07/10/2014 | Open | | | Accounts Payable | Big O Tires | \$15.00 | | |
| 60671 | 07/10/2014 | Open | | | Accounts Payable | Brookfield, Lisa | \$20.00 | | |
| 60672 | 07/10/2014 | Open | | | Accounts Payable | BUTTE CO RECORDER | \$73.00 | | |
| 60673 | 07/10/2014 | Open | | | Accounts Payable | BUTTE COLLEGE, PUBLIC SERVICE CENTER | \$1,680.00 | | |
| 60674 | 07/10/2014 | Open | | | Accounts Payable | BUTTE COUNTY CREDIT BUREAU | \$14.00 | | |

CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------|------------|--------|------------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 60675 | 07/10/2014 | Open | | | Accounts Payable | BUTTE REGIONAL TRANSIT | \$2,117.50 | | |
| 60676 | 07/10/2014 | Open | | | Accounts Payable | CALIFORNIA BUILDING STANDARDS COMMISSION | \$159.30 | | |
| 60677 | 07/10/2014 | Open | | | Accounts Payable | CALIFORNIA POLICE CHIEFS ASSOCIATION | \$649.00 | | |
| 60678 | 07/10/2014 | Open | | | Accounts Payable | CALIFORNIA STATE DEPARTMENT OF CONSERVATION | \$544.08 | | |
| 60679 | 07/10/2014 | Open | | | Accounts Payable | CALIFORNIA STATE DEPARTMENT OF JUSTICE | \$64.00 | | |
| 60680 | 07/10/2014 | Open | | | Accounts Payable | CATALYST WOMEN'S ADV. INC. | \$985.00 | | |
| 60681 | 07/10/2014 | Open | | | Accounts Payable | Chamberlain Backhoe Service | \$715.00 | | |
| 60682 | 07/10/2014 | Open | | | Accounts Payable | DAVID ROWE TREE SERVICE | \$650.00 | | |
| 60683 | 07/10/2014 | Open | | | Accounts Payable | DAVIS, BOBBY | \$37.00 | | |
| 60684 | 07/10/2014 | Open | | | Accounts Payable | Dawson, Loren | \$132.13 | | |
| 60685 | 07/10/2014 | Open | | | Accounts Payable | DAY WIRELESS SYSTEMS - MILWAUKIE, OR | \$462.50 | | |
| 60686 | 07/10/2014 | Open | | | Accounts Payable | DIVISION OF THE STATE ARCHITECT | \$4.20 | | |
| 60687 | 07/10/2014 | Open | | | Accounts Payable | DODGE, JEFFREY, L. | \$68.00 | | |
| 60688 | 07/10/2014 | Open | | | Accounts Payable | DURHAM PENTZ TRUCK CENTER | \$240.26 | | |
| 60689 | 07/10/2014 | Open | | | Accounts Payable | ENLOE MEDICAL CENTER, INC. | \$440.00 | | |
| 60690 | 07/10/2014 | Open | | | Accounts Payable | EVERGREEN JANITORIAL SUPPLY, INC. | \$71.55 | | |
| 60691 | 07/10/2014 | Open | | | Accounts Payable | Ferguson, Erin | \$57.50 | | |
| 60692 | 07/10/2014 | Open | | | Accounts Payable | FLORES, LUIS, A. | \$81.00 | | |
| 60693 | 07/10/2014 | Open | | | Accounts Payable | FLORES, MICHAEL | \$34.00 | | |
| 60694 | 07/10/2014 | Open | | | Accounts Payable | FRED PRYOR SEMINARS | \$199.00 | | |
| 60695 | 07/10/2014 | Open | | | Accounts Payable | Garden of Eden Landscaping | \$229.10 | | |
| 60696 | 07/10/2014 | Open | | | Accounts Payable | GILBERT, MATT | \$55.00 | | |
| 60697 | 07/10/2014 | Open | | | Accounts Payable | GRAINGER | \$256.43 | | |
| 60698 | 07/10/2014 | Open | | | Accounts Payable | GREAT AMERICA LEASING CORP. | \$118.05 | | |
| 60699 | 07/10/2014 | Open | | | Accounts Payable | GRIGG, JAMES | \$44.00 | | |
| 60700 | 07/10/2014 | Open | | | Accounts Payable | HELENA SPECIALTY PRODUCTS | \$280.29 | | |
| 60701 | 07/10/2014 | Open | | | Accounts Payable | HUNTERS PEST CONTROL | \$55.00 | | |
| 60702 | 07/10/2014 | Open | | | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP | \$2,693.59 | | |
| 60703 | 07/10/2014 | Voided | Incorrect Amount | 07/10/2014 | Accounts Payable | INLAND BUSINESS MACHINES | \$552.31 | | |
| 60704 | 07/10/2014 | Open | | | Accounts Payable | JOHN REGH INLAND LEASING | \$789.60 | | |
| 60705 | 07/10/2014 | Open | | | Accounts Payable | Jones, Jody | \$250.00 | | |
| 60706 | 07/10/2014 | Open | | | Accounts Payable | KEN'S HITCH & WELDING | \$99.04 | | |
| 60707 | 07/10/2014 | Open | | | Accounts Payable | Kenyon, Lori | \$172.50 | | |
| 60708 | 07/10/2014 | Open | | | Accounts Payable | MATTOX, MARK | \$114.77 | | |
| 60709 | 07/10/2014 | Open | | | Accounts Payable | NEW PIG CORPORATION | \$458.17 | | |
| 60710 | 07/10/2014 | Open | | | Accounts Payable | O'REILLY AUTO PARTS | \$117.21 | | |
| 60711 | 07/10/2014 | Open | | | Accounts Payable | OFFICE DEPOT ACCT#36233169 | \$311.64 | | |
| 60712 | 07/10/2014 | Open | | | Accounts Payable | OROVILLE, CITY OF | \$874.85 | | |
| 60713 | 07/10/2014 | Open | | | Accounts Payable | PACIFIC GAS & ELECTRIC | \$138.06 | | |
| 60714 | 07/10/2014 | Open | | | Accounts Payable | PARADISE AUTO BODY | \$363.94 | | |
| 60715 | 07/10/2014 | Open | | | Accounts Payable | Paradise Community Wellness Connection | \$80.48 | | |

CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------|------------|----------------|---------------|----------------------------|--------------------|--|-----------------------|----------------------|------------|
| 60716 | 07/10/2014 | Open | | | Accounts Payable | PARADISE IRRIGATION DIST | \$790.82 | | |
| 60717 | 07/10/2014 | Open | | | Accounts Payable | PARADISE POST/NORTH VALLEY COMMTY MEDIA | \$188.65 | | |
| 60718 | 07/10/2014 | Open | | | Accounts Payable | PEERLESS BUILDING MAINT | \$1,450.55 | | |
| 60719 | 07/10/2014 | Open | | | Accounts Payable | PERKINS MOBILE AUTO GLASS | \$100.00 | | |
| 60720 | 07/10/2014 | Open | | | Accounts Payable | PETERS RUSH HABIB & MCKENNA | \$1,425.00 | | |
| 60721 | 07/10/2014 | Open | | | Accounts Payable | PETERSON TRACTOR CO | \$48.76 | | |
| 60722 | 07/10/2014 | Open | | | Accounts Payable | PETTY CASH CUSTODIAN, HELEN CHEUNG | \$72.66 | | |
| 60723 | 07/10/2014 | Open | | | Accounts Payable | PETTY CASH CUSTODIAN, SHIRLEY KAMM | \$189.55 | | |
| 60724 | 07/10/2014 | Open | | | Accounts Payable | RAMOS, DANIEL J. | \$64.00 | | |
| 60725 | 07/10/2014 | Open | | | Accounts Payable | Riebes Auto Parts | \$962.36 | | |
| 60726 | 07/10/2014 | Open | | | Accounts Payable | Robbins, Jennifer | \$57.50 | | |
| 60727 | 07/10/2014 | Open | | | Accounts Payable | SILVERADO AVIONICS, INC | \$76.13 | | |
| 60728 | 07/10/2014 | Open | | | Accounts Payable | STARR, RUSSELL | \$20.00 | | |
| 60729 | 07/10/2014 | Open | | | Accounts Payable | TASER INTERNATIONAL | \$974.98 | | |
| 60730 | 07/10/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - ENG. DEPT. | \$13.24 | | |
| 60731 | 07/10/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - FIRE DEPT. | \$27.93 | | |
| 60732 | 07/10/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - MOTORPOOL | \$2.56 | | |
| 60733 | 07/10/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - POLICE DEPT. | \$9.06 | | |
| 60734 | 07/10/2014 | Open | | | Accounts Payable | TUCKER PEST CONTROL INC | \$126.00 | | |
| 60735 | 07/10/2014 | Open | | | Accounts Payable | TURNBOW, DAVID LYNN | \$17.00 | | |
| 60736 | 07/10/2014 | Open | | | Accounts Payable | TURNBOW, DEBBIE | \$44.00 | | |
| 60737 | 07/10/2014 | Open | | | Accounts Payable | UNIFORMS TUXEDOS & MORE | \$826.80 | | |
| 60738 | 07/10/2014 | Open | | | Accounts Payable | VERIZON WIRELESS | \$63.49 | | |
| 60739 | 07/10/2014 | Open | | | Accounts Payable | Vigilant Canine Services | \$175.00 | | |
| 60740 | 07/10/2014 | Open | | | Accounts Payable | WILSON PRINTING CO. | \$1,213.37 | | |
| 60741 | 07/10/2014 | Open | | | Accounts Payable | Work Training Center | \$251.13 | | |
| 60742 | 07/18/2014 | Open | | | Accounts Payable | ICMA 457 - VANTAGEPOINT | \$550.00 | | |
| 60743 | 07/18/2014 | Open | | | Accounts Payable | STATE DISBURSEMENT UNIT | \$402.52 | | |
| 60744 | 07/18/2014 | Open | | | Accounts Payable | STATE OF CALIFORNIA FRANCHISE TAX BOARD | \$150.00 | | |
| 60745 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60746 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60747 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60748 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60749 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60750 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60751 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60752 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60753 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60754 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60755 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60756 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60757 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |

CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------|------------|----------------|---------------|----------------------------|--------------------|--|-----------------------|----------------------|------------|
| 60758 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60759 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60760 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60761 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60762 | 07/24/2014 | Voided/Spoiled | Printer Error | 07/25/2014 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 60763 | 07/25/2014 | Open | | | Accounts Payable | A-BETTER PEST CONTROL CO. | \$95.00 | | |
| 60764 | 07/25/2014 | Open | | | Accounts Payable | ACCESS INFORMATION MANAGEMENT | \$48.00 | | |
| 60765 | 07/25/2014 | Open | | | Accounts Payable | AgendaPal Corporation | \$399.00 | | |
| 60766 | 07/25/2014 | Open | | | Accounts Payable | ARAMARK UNIFORM SERV. INC. | \$53.48 | | |
| 60767 | 07/25/2014 | Open | | | Accounts Payable | AT&T | \$997.97 | | |
| 60768 | 07/25/2014 | Open | | | Accounts Payable | B.I.N.T.F. | \$5,000.00 | | |
| 60769 | 07/25/2014 | Open | | | Accounts Payable | Big O Tires | \$213.00 | | |
| 60770 | 07/25/2014 | Open | | | Accounts Payable | BUTTE CO AUDITOR-CONTROLLER | \$24,560.68 | | |
| 60771 | 07/25/2014 | Open | | | Accounts Payable | BUTTE CO RECORDER | \$17.00 | | |
| 60772 | 07/25/2014 | Open | | | Accounts Payable | BUTTE COUNTY CREDIT BUREAU | \$14.00 | | |
| 60773 | 07/25/2014 | Open | | | Accounts Payable | BUTTE REGIONAL TRANSIT | \$233,939.75 | | |
| 60774 | 07/25/2014 | Open | | | Accounts Payable | CALIFORNIA DEPARTMENT OF PARKS AND RECREATION | \$412.79 | | |
| 60775 | 07/25/2014 | Open | | | Accounts Payable | CALIFORNIA STATE DEPARTMENT OF JUSTICE | \$788.00 | | |
| 60776 | 07/25/2014 | Open | | | Accounts Payable | CERTIFION CORPORATION D.B.A. ENTERSECT | \$84.95 | | |
| 60777 | 07/25/2014 | Open | | | Accounts Payable | CLEANING CONNECTION, THE | \$350.00 | | |
| 60778 | 07/25/2014 | Open | | | Accounts Payable | COMCAST CABLE | \$245.60 | | |
| 60779 | 07/25/2014 | Open | | | Accounts Payable | DEPARTMENT OF FORESTRY & FIRE PROTECTION | \$113,783.89 | | |
| 60780 | 07/25/2014 | Open | | | Accounts Payable | DEPARTMENT OF FORESTRY & FIRE PROTECTION | \$68,737.70 | | |
| 60781 | 07/25/2014 | Open | | | Accounts Payable | DON'S SAW & MOWER | \$51.60 | | |
| 60782 | 07/25/2014 | Open | | | Accounts Payable | Eiler, LCSW, Lori | \$150.00 | | |
| 60783 | 07/25/2014 | Open | | | Accounts Payable | EVERGREEN JANITORIAL SUPPLY, INC. | \$210.32 | | |
| 60784 | 07/25/2014 | Open | | | Accounts Payable | FLORES, TIMOTHY, C. | \$74.00 | | |
| 60785 | 07/25/2014 | Open | | | Accounts Payable | FOOTHILL MILL & LUMBER | \$29.72 | | |
| 60786 | 07/25/2014 | Open | | | Accounts Payable | HUNTERS PEST CONTROL | \$55.00 | | |
| 60787 | 07/25/2014 | Open | | | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP | \$115.47 | | |
| 60788 | 07/25/2014 | Open | | | Accounts Payable | JAMES RIOTTO & ASSOCIATES | \$350.00 | | |
| 60789 | 07/25/2014 | Open | | | Accounts Payable | JOHN REGH INLAND LEASING | \$427.85 | | |
| 60790 | 07/25/2014 | Open | | | Accounts Payable | JOURNYX, INC. | \$2,376.00 | | |
| 60791 | 07/25/2014 | Open | | | Accounts Payable | KNIFE RIVER CONSTRUCTION | \$708.79 | | |
| 60792 | 07/25/2014 | Open | | | Accounts Payable | L.N. CURTIS & SONS | \$1,447.63 | | |
| 60793 | 07/25/2014 | Open | | | Accounts Payable | LOCATE PLUS CORPORATION | \$25.00 | | |
| 60794 | 07/25/2014 | Open | | | Accounts Payable | Mackenzie & Albritton, LLP | \$99.08 | | |
| 60795 | 07/25/2014 | Open | | | Accounts Payable | MUNICIPAL CODE CORP | \$595.55 | | |
| 60796 | 07/25/2014 | Open | | | Accounts Payable | NCCSIF TREASURER | \$230,528.00 | | |
| 60797 | 07/25/2014 | Open | | | Accounts Payable | Nesci Appraisal Service | \$100.00 | | |
| 60798 | 07/25/2014 | Open | | | Accounts Payable | NORTH STATE RENDERING INC | \$80.00 | | |
| 60799 | 07/25/2014 | Open | | | Accounts Payable | NORTHGATE PETROLEUM CO | \$7,928.23 | | |

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------------------|------------|--------|-------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 60800 | 07/25/2014 | Open | | | Accounts Payable | O'REILLY AUTO PARTS | \$259.00 | | |
| 60801 | 07/25/2014 | Open | | | Accounts Payable | OFFICE DEPOT ACCT#36233169 | \$230.23 | | |
| 60802 | 07/25/2014 | Open | | | Accounts Payable | PACIFIC GAS & ELECTRIC | \$10,732.49 | | |
| 60803 | 07/25/2014 | Open | | | Accounts Payable | PACIFICOM | \$310.00 | | |
| 60804 | 07/25/2014 | Open | | | Accounts Payable | PARADISE IRRIGATION DIST | \$571.53 | | |
| 60805 | 07/25/2014 | Open | | | Accounts Payable | PARADISE POST/NORTH VALLEY COMMTY MEDIA | \$417.40 | | |
| 60806 | 07/25/2014 | Open | | | Accounts Payable | PMC | \$1,258.75 | | |
| 60807 | 07/25/2014 | Open | | | Accounts Payable | Riebes Auto Parts | \$67.32 | | |
| 60808 | 07/25/2014 | Open | | | Accounts Payable | SIEMENS INDUSTRY, INC | \$4,285.05 | | |
| 60809 | 07/25/2014 | Open | | | Accounts Payable | SVABO | \$65.00 | | |
| 60810 | 07/25/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - ENG. DEPT. | \$130.04 | | |
| 60811 | 07/25/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - FIRE DEPT. | \$147.49 | | |
| 60812 | 07/25/2014 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - POLICE DEPT. | \$24.55 | | |
| 60813 | 07/25/2014 | Open | | | Accounts Payable | VALLEY CLINICAL & CONSULTING SERVICES | \$450.00 | | |
| 60814 | 07/25/2014 | Open | | | Accounts Payable | VALLEY TOXICOLOGY SERVICE | \$1,675.00 | | |
| 60815 | 07/25/2014 | Open | | | Accounts Payable | VERIZON WIRELESS | \$570.15 | | |
| 60816 | 07/25/2014 | Open | | | Accounts Payable | VERIZON WIRELESS | \$209.88 | | |
| 60817 | 07/25/2014 | Open | | | Accounts Payable | Wendy Brown | \$20.41 | | |
| 60818 | 07/25/2014 | Open | | | Accounts Payable | WELLS FARGO BANK NA | \$890,293.73 | | |
| Type Check Totals: | | | | | 187 Transactions | | \$1,686,627.28 | \$0.00 | \$0.00 |
| <u>EFT</u> | | | | | | | | | |
| 191 | 07/03/2014 | Open | | | Accounts Payable | CALPERS - RETIREMENT | \$31,815.39 | | |
| 192 | 07/03/2014 | Open | | | Accounts Payable | EMPLOYMENT DEVELOPMENT DEPARTMENT | \$5,189.24 | | |
| 193 | 07/03/2014 | Open | | | Accounts Payable | ING LIFE INS & ANNUITY COMPANY | \$1,911.94 | | |
| 194 | 07/03/2014 | Open | | | Accounts Payable | INTERNAL REVENUE SERVICE | \$21,668.00 | | |
| 195 | 07/07/2014 | Open | | | Accounts Payable | CALPERS | \$114,995.79 | | |
| 196 | 07/16/2014 | Open | | | Accounts Payable | STATE BOARD OF EQUALIZATION | \$12.00 | | |
| 197 | 07/18/2014 | Open | | | Accounts Payable | CALPERS - RETIREMENT | \$34,611.23 | | |
| 198 | 07/18/2014 | Open | | | Accounts Payable | EMPLOYMENT DEVELOPMENT DEPARTMENT | \$4,682.31 | | |
| 199 | 07/18/2014 | Open | | | Accounts Payable | ING LIFE INS & ANNUITY COMPANY | \$1,911.94 | | |
| 200 | 07/18/2014 | Open | | | Accounts Payable | INTERNAL REVENUE SERVICE | \$20,080.17 | | |
| 202 | 07/23/2014 | Open | | | Accounts Payable | FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS | \$750.00 | | |
| Type EFT Totals: | | | | | 11 Transactions | | \$237,628.01 | | |

AP - US Bank TOP AP Checking Totals

| Checks | Status | Count | Transaction Amount | Reconciled Amount |
|--------|------------|-------|--------------------|-------------------|
| | Open | 165 | \$1,686,074.97 | \$0.00 |
| | Reconciled | 0 | \$0.00 | \$0.00 |
| | Voided | 22 | \$552.31 | \$0.00 |
| | Stopped | 0 | \$0.00 | \$0.00 |
| | Total | 187 | \$1,686,627.28 | \$0.00 |
| EFTs | Status | Count | Transaction Amount | Reconciled Amount |

CASH DISBURSEMENTS REPORT

From Payment Date: 7/1/2014 - To Payment Date: 7/31/2014

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|---------------|------|--------|-------------|----------------------------|------------|--------------------|-----------------------|----------------------|------------|
| | | | | | Open | 11 | \$237,628.01 | \$0.00 | |
| | | | | | Reconciled | 0 | \$0.00 | \$0.00 | |
| | | | | | Voided | 0 | \$0.00 | \$0.00 | |
| | | | | | Total | 11 | \$237,628.01 | \$0.00 | |
| | | All | | Status | Count | Transaction Amount | | Reconciled Amount | |
| | | | | Open | 176 | \$1,923,702.98 | | \$0.00 | |
| | | | | Reconciled | 0 | \$0.00 | | \$0.00 | |
| | | | | Voided | 22 | \$552.31 | | \$0.00 | |
| | | | | Stopped | 0 | \$0.00 | | \$0.00 | |
| | | | | Total | 198 | \$1,924,255.29 | | \$0.00 | |
| Grand Totals: | | | | | | | | | |
| | | Checks | | Status | Count | Transaction Amount | | Reconciled Amount | |
| | | | | Open | 165 | \$1,686,074.97 | | \$0.00 | |
| | | | | Reconciled | 0 | \$0.00 | | \$0.00 | |
| | | | | Voided | 22 | \$552.31 | | \$0.00 | |
| | | | | Stopped | 0 | \$0.00 | | \$0.00 | |
| | | | | Total | 187 | \$1,686,627.28 | | \$0.00 | |
| | | EFTs | | Status | Count | Transaction Amount | | Reconciled Amount | |
| | | | | Open | 11 | \$237,628.01 | | \$0.00 | |
| | | | | Reconciled | 0 | \$0.00 | | \$0.00 | |
| | | | | Voided | 0 | \$0.00 | | \$0.00 | |
| | | | | Total | 11 | \$237,628.01 | | \$0.00 | |
| | | All | | Status | Count | Transaction Amount | | Reconciled Amount | |
| | | | | Open | 176 | \$1,923,702.98 | | \$0.00 | |
| | | | | Reconciled | 0 | \$0.00 | | \$0.00 | |
| | | | | Voided | 22 | \$552.31 | | \$0.00 | |
| | | | | Stopped | 0 | \$0.00 | | \$0.00 | |
| | | | | Total | 198 | \$1,924,255.29 | | \$0.00 | |



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

AGENDA NO. 3c

ORIGINATED BY: Joanna Gutierrez, Town Clerk

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of an updated Committee/Commission Handbook

COUNCIL ACTION REQUESTED:

1. Adopt the resolution approving the updated Handbook for Town Council Appointed Commission and Committee Members; **OR**
2. Provide alternative direction to staff.

BACKGROUND: At the July 8, 2014 meeting, the Town Council updated the Town Council Member handbook that included a new section titled Ethics and Conflict of Interest. The Town Council directed staff to include this section in the handbook that serves as a guide for Town Council appointed Committee and Commission Members.

The ethics section has been included on page 6 of the handbook. Other updates include removing reference to the redevelopment agency and removing references to staff positions that have been eliminated.

RECOMMENDATION: Adopt Resolution No. 14-___, A Resolution of the Town Council of the Town of Paradise Adopting the Updated Town of Paradise Handbook for Town Council Appointed Commission and Committee Members.

FINANCIAL IMPACT: None.

Attachments: Resolution and Exhibit A

**TOWN OF PARADISE
RESOLUTION NO. 14-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
REPEALING RESOLUTION NO. 08-55 AND ADOPTING THE REVISED TOWN
OF PARADISE HANDBOOK FOR COMMISSION AND COMMITTEE
MEMBERS**

WHEREAS, the Town of Paradise has the authority to establish any number of standing Town commissions and special citizen advisory committees to review Town program areas and special community issues in order to provide greater public input into the Town government; and,

WHEREAS, the Town Council authorized the preparation of a handbook to provide a general idea of the policies, guidelines and responsibilities of commission and committee members;

NOW, THEREFORE, be it resolved by the Town Council of the Town of Paradise as follows:

Section 1. The Town of Paradise Handbook for Committees and Commissions attached to this Resolution as Exhibit "A" and incorporated herein by this reference is hereby approved and adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of August, 2014, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

TOWN OF PARADISE



HANDBOOK FOR COMMISSION AND COMMITTEE MEMBERS

Resolution No. 14-____
Exhibit A

Prepared by: Joanna Gutierrez, CMC, Town Clerk

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REFERENCE DOCUMENTS

- LEAGUE OF CALIFORNIA CITIES USER'S GUIDE TO THE BROWN ACT IV**
 May be purchased from the League of California Cities (LCC copyright 2007)
 Or accessed online at the League of California Cities website at www.cacities.org
 Scroll down to "Site Search", type in Open & Public, hit "go" and scroll down to find the latest version of "Open & Public".

The Brown Act is codified in California Government Code Sections 54950 – 54963

INTRODUCTION

***"You make a living by what you get,
but you make a life by what you give."***

WINSTON CHURCHILL

One of the unique things about America is its tradition of citizens serving local government. In America, residents have been coming forward to give their time and common sense in unpaid service to their hometowns since 1620.

Citizen participation through service on Town commissions and committees has been a tradition since the Town incorporated November 29, 1979.

The Town of Paradise has established a number of standing Town commissions and special citizen advisory committees to review Town program areas and special community issues in order to provide a greater public input into the Town government of Paradise. This Handbook has been prepared to provide a general idea of the policies, guidelines and responsibilities of commission and committee members.

It is hoped that this Handbook will provide members with the necessary information to understand the basic functions of their commission or committee, as well as their role with the Town of Paradise organization.

MISSION STATEMENT

The Town Council adopted Mission Statement is as follows:

1. To ensure the efficient, effective and equitable distribution of services;
2. To provide opportunities for citizen involvement in their government;
3. To promote economic development and employment opportunity;
4. To provide overall policy determination and direction on behalf of the
community; and
5. To preserve the integrity of the environment.

ETHICS AND CONFLICT OF INTEREST

California has a complex set of ethics laws to guide local officials in their service to their communities. This handbook does not duplicate those laws. It is the responsibility of elected officials to familiarize themselves with these laws and to seek the advice of the Town Attorney if they have questions regarding a particular set of circumstances.

Generally speaking, legal requirements relating to public official ethics fall into three categories:

- Laws designed to prevent public officials' personal financial interests from influencing public agency decisions.
- Laws limiting personal advantages and perks relating to public office.
- Laws relating to open government, fair processes and impartial decision-making.

Keeping the following four core principles in mind can help guide decisions and actions:

1. Public officials may **not** use their offices for **personal financial gain**.
2. Holding public office does **not** entitle one to **personal advantages or perks**.
3. **Transparency** promotes public trust and confidence.
4. Merit-based decision-making based on **fair processes** produces the best results for the public.

Town of Paradise Resolution No. 13-14 requires the filing of statements of economic interest by town council and certain appointed commission members pursuant to California Code of Regulations Section 18730 as adopted or subsequently amended by the Fair Political Practices Commission. All council and planning commission members are required to complete ethics training every two years.

Ethics laws are only minimum standards. It is simply not possible to write laws that prevent all actions that might diminish the public's trust. For this reason, the laws should be viewed as a floor for conduct, not a ceiling. Just because a given course of conduct is legal does not mean that it is ethical (or that the public will perceive it as such). Council members should exercise their powers free from personal bias – including biases that have nothing to do with financial gains or losses. They should also strive to avoid the perception of impropriety in conduct and decision-making.

TOWN HISTORY AND DEMOGRAPHICS

Paradise, first settled in the early 1800's, was incorporated November 27, 1979, with a population of just under 23,000, has a current population just under 27,000, is in Butte County and is approximately 18 sq. miles with over 300 miles of roads.

Paradise is located 175 miles northeast of San Francisco, 92 miles north of Sacramento, 22 miles north of Oroville, 14 miles northeast of Chico and 150 miles northwest of Reno, Nevada.

Paradise has become a “family/bedroom” community with something for everyone. We have a large senior citizen community, approximately 45 churches, and 275 clubs and organizations on the ridge, including, but not limited to, agricultural groups, business and professional associations, cultural arts, fraternal organizations, political and labor groups, recreation and sports, senior citizen organizations, service organizations and social services.

Paradise boasts two elementary schools, one intermediate school, one high school, charter schools and private schools. Butte Community College is located nine miles south and California State University is 14 miles southwest in Chico.

The Paradise Recreation and Park District (PRPD), Paradise Irrigation District (PID) and the Paradise Cemetery District are separate entities and have their own elected Board of Directors and employees.

Paradise is proud of its museum of local history located on Pearson Road. The two community celebrations are ***Gold Nugget Days***, celebrating the discovery of a 50+ pound gold nugget on the upper ridge once known as Dogtown, which is sponsored by the Gold Nugget Museum and Committee and ***Johnny Appleseed Day***, celebrating the apple industry once a major industry in Paradise, sponsored by the Paradise Chamber of Commerce and local merchants.

TOWN GOVERNMENT

The Town of Paradise is a general law city with a Council-Manager form of government. Under this form of government, the Town Council is the policy making body and the Town Manager is responsible for carrying out Council policy. Approximately 70% of the cities of California are General Law cities

A general law city follows all of the regulations and requirements of the California State Government Code. The Town is governed by five Town Council Members elected at large. The Council Members are elected for four-year terms and select one of its members to serve as Mayor and Vice-Mayor once a year. The Mayor presides at meetings of the Council and is the titular head of the Town Government for all ceremonial purposes, but has no regular administrative duties or veto power.

Municipal elections are held each even-numbered year. Duties of the Town Council include appointing the Town Manager, Town Attorney, and Town Clerk, making appointments to the commissions and committees, adopting the annual Town budget, enacting legislation and generally establishing basic policy for the Town.

The principal departments within the Town's organization are as follows:

- A. TOWN MANAGER DEPARTMENT
 - 1. Town Manager
 - 2. Assistant Town Manager
 - 3. Fleet Services Manager
 - 4. Human Resources/Risk Management Division
 - 5. IT Services
- B. TOWN ATTORNEY DEPARTMENT
- C. TOWN CLERK DEPARTMENT
- D. COMMUNITY DEVELOPMENT DEPARTMENT
 - 1. Planning
 - 2. Building/Inspection Services
 - 3. Transit Services
 - 4. Solid Waste Services
 - 5. Code Enforcement

E. PUBLIC WORKS/ENGINEERING DEPARTMENT

1. Engineering
2. Onsite Sanitation
3. Street Maintenance

F. FINANCE DEPARTMENT

1. Payroll
2. Accounts Payable
3. Accounts Receivable
4. Budget Management

G. FIRE DEPARTMENT (CAL FIRE)

1. Fire Suppression
2. Fire Prevention
3. Fire Volunteers

H. POLICE DEPARTMENT

1. Operations
2. Investigations
3. Communications
4. Animal Control
5. Motor Pool
6. Volunteers in Police Service (VIPS)

TOWN ADMINISTRATION

The Town's administrative organizational structure reflects modern management principles and provides an effective arrangement of Town functions and activities to meet the goals, objectives and service requirements of the Town.

I. COUNCIL APPOINTED OFFICERS

A. TOWN MANAGER: The Town Manager is the chief administrative officer of the Town and administers the policies set by the Town Council. Subject to the approval of the Town Council, the Town Manager performs a variety of duties designed to promote and further the interests of the Town. The Town Manager provides general direction to all department directors not appointed by the Town Council and directs, controls and coordinates various Town services and programs; meets with, provides information to, and receives direction from the Town Council; advises the Town Council on the fiscal affairs of the Town; and, assists the Council in developing goals and planning the frameworks for the Town. The Town Manager seeks alternative state and federal revenue sources, coordinates the preparation and submission of grant applications, coordinates and promotes the economic development activities, and researches and implements modern management practices.

B. TOWN ATTORNEY: The Town Attorney is an independent contractor hired by the Town Council and is the legal advisor for the Council, Town Manager, Department Directors and commissions and committees. He/she represents the Town in legal actions, both prosecutory and civil litigations; attends meetings of the Town Council and other official bodies on request; renders legal advice and opinions when requested; prepares or reviews ordinances, resolutions, contracts and other legal documents. The Town Attorney serves as legal counsel to the Successor Agency.

C. TOWN CLERK: The Town Clerk is the executive officer of the Town Council, acts as records manager, legislative administrator, elections official, maintains the entire recorded history of the Town and facilitates the duties of the Town Council. The Town Clerk Department plans and supervises the work involved in maintaining official Town documents and records; prepares and distributes the Town Council agendas, sets up

Council Chambers and recording equipment, attends Town Council meetings, records actions taken, prepares and indexes minutes and processes all documents following Town Council action. The Town Clerk is the filing officer for the requirements of the Fair Political Practices Commission and serves as Secretary to the Successor Agency.

II. TOWN MANAGER APPOINTED MANAGERS:

A. ASSISTANT TOWN MANAGER The Assistant Manager answers directly to the Town Manager and is a division of the Town Manager Department. Under the direction of the Town, this professional, managerial class manages the day to day operations for the Town of Paradise. In the absence of the Town Manager, the Assistant Town Manager acts in the capacity of the Town Manager and assumes direct line authority over departments and activities of the Town of Paradise.

B. COMMUNITY DEVELOPMENT DIRECTOR: The Community Development Director answers directly to the Town Manager. This department is responsible for Planning (staff support to Planning Commission, all land use issues), Building (issuing building permits and inspection services), Transit, Solid Waste and Code Enforcement.

C. PUBLIC WORKS DIRECTOR/TOWN ENGINEER: The Public Works Director/Town Engineer answers directly to the Town Manager. This department is responsible for Engineering (drainage projects, capital improvement projects, and street and road improvements), Onsite District (septic inspections for current and new installation of septic systems), Public Works (streets, drainage, site improvements, and brush removal).

D. FINANCE DIRECTOR/TOWN TREASURER: The Finance Services Director answers directly to the Town Manager. This department is responsible for the finances of the Town (accounts receivable, accounts payable, annual budget, payroll, required state and federal reports financial analysis and internal auditing). The Finance Director also serves as the Town Treasurer.

E. FIRE CHIEF: The Town of Paradise contracts with the California Department of Forestry and Fire Protection (CAL FIRE) for fire personnel services pursuant to an agreement approved by Town Council Resolution No. 12-25 on October 9, 2014. The term of the agreement is from November 1, 2014 to June 30, 2017. The Fire Department is

responsible for Fire Suppression, Fire Prevention, Medical Emergency Response and the Fire Volunteers.

F. POLICE CHIEF: The Police Chief answers directly to the Town Manager. The Police Department is responsible for Operations (patrol officers), Investigations (detectives), Communications (Dispatch/911), Animal Control and the Motor Pool (maintenance of Police, Fire, Public Works and all Town vehicles and equipment), and the Volunteers in Police Service (VIPS).

GENERAL GUIDELINES FOR COMMISSION/COMMITTEE MEMBERS

Appointment to a Town commission/committee is an honor. It provides an opportunity for genuine public service. Each commission member should be aware of the responsibilities that go along with officially serving the Town. The specific duties of each commission/committee vary with the purpose for which it was formed. There are, however, many responsibilities common to all commission members.

1. Understand the role and responsibility of the commission/committee on which you serve. Be informed of its functions, work programs and relationship with other commissions/committees.
2. Represent the overall public good, not the exclusive point of view of a sole group or interest.
3. Keep all lines of communication open. Each commission member serves as a communication link between the community, the Town Council and the staff.
4. Do your homework and be prepared. Commission/committee members should become familiar with items under consideration prior to meetings in order to be fully prepared to discuss, evaluate, and act on matters scheduled for consideration. Feel free to seek staff's advice and assistance in advance of a meeting.
5. Establish a good working relationship with fellow commission members, the Town Council and your staff liaison.
6. Understand the scope and authority of your commission/committee responsibility and strive to work within that scope.
7. Be a participant, an active representative and be enthusiastic.

RELATIONS

Relations with Town Council. The primary responsibility of commissions and committees is to advise and make recommendations to the Town Council. It is the Council's role to absorb the advice and recommendations offered by numerous sources and to make decisions to the best of its ability. Because the Town Council is in such a position to see the broader context and is aware of other concerns, it may not always follow the recommendation offered by individual commissions/committees.

Relations with Town Staff. The staff liaisons to the commissions/committees are valuable resources. They do research and provide relevant information that enhances a commission/committee's ability to get things done. Staff is available to answer questions and follow-up on items brought before the commission/committee. Commission/committee members should be aware of the time involved on the part of staff in preparing studies and reports, and should make sure that all staff requests are consistent with the commission's approved work program.

Commissions/committees may not direct staff to initiate major projects without approval from the Town Council, and individual commission/committee members may not direct staff to initiate any program or study.

Relations with Fellow Commission Members. Cooperation among fellow commission/committee members plays an important role in the successful efforts of Town commissions/committees. In order to build consensus around common goals and objectives, members should first show a willingness to objectively define the issues at hand and then work to reconcile opposing viewpoints. When commissioners interact positively, the group as a whole will be more effective. Important points to keep in mind in working with other commission/committee members:

1. Respect an individual's viewpoint, even though it may be different from your own;
2. Allow other members adequate time to present their views before making comments;
3. Be open and honest;
4. Welcome new commission/committee members and help them become acquainted with the commission/committee;
5. Accept responsibility, voice opinions and be fair and factual.

Adherence to Policy. Commission/committee members should not approve projects that violate adopted Town Council policies. These bodies can make recommendations to the Town Council about exceptions to Town policy, and can also recommend policy changes when appropriate.

LEGAL ISSUES

There are many local, state and federal laws protecting the democratic process as it is practiced at the municipal level. Town commissions/committees must abide by the same regulations as the Town Council.

There are several legal issues that members of Town commissions/committees should be mindful of in fulfilling their roles and responsibilities in municipal government. Each is designated to protect fair access of the citizens to their government officials and due process.

THE "BROWN ACT" (OPEN MEETING LAW)

California Government Code Sections 54950 - 54963

Whenever a quorum (majority) of the Town Council or a commission/committee is discussing Town business, it is a meeting as defined by the Brown Act. The public must receive notice of subjects being discussed at the meeting and be given an opportunity to comment. Closed meetings are only allowed to discuss sensitive matters such as litigation, personnel and real estate matters. The Brown Act applies to even informal get-togethers or casual conversations about Town business, which is why it is so important that conversations concerning Town business be confined to officially-noticed meetings.

A User's Guide to the Brown Act, which is designed to protect the public's right to know, has been prepared by the League of California Cities. The document may be purchased from the League of California Cities (LCC copyright 2007), or accessed online at the League of California Cities website at www.cacities.org. Scroll down to "Site Search", type in Open & Public, hit "go" and scroll down to find the latest version of "Open & Public".

"Serial Meetings". A serial meeting is defined as a situation when members of a Town commission/committee individually meet, telephone, email, fax or otherwise communicate among each other or through a common person about a topic that will eventually involve the commitment or action of a quorum. **Public business is best conducted in public.**

Posting Agendas. Only items on an agenda posted 72 hours prior to a meeting can be acted upon. The public must have the opportunity to speak on issues before a government body can take action. That is why commissions/committees must be as careful as the Town Council in discussing only the topics listed on the publicized agenda.

ECONOMIC CONFLICTS OF INTEREST

The Political Reform Act of 1974, codified in California Government Code Sections 81000 through 87500, applies the economic conflict of interest law to members of Town commissions/committees as well as elected officials. As stated in the Government Code, in pertinent part, as follows: "No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a government decision in which he knows or has reason to know he has a financial interest." The interests of spouses and dependent children must also be considered.

Economic interest is defined broadly and includes:

- ✓ Sources of income of \$500 within 12 months prior to the action
- ✓ Real property interest worth \$2000 or more
- ✓ Investments such as stocks or bonds
- ✓ Interest in business entities worth \$2000 or more
- ✓ Any business entity in which the individual is a director, officer, partner, employee or any position of management
- ✓ Interest in trusts
- ✓ Loans
- ✓ Gifts with an aggregate value of \$440 value or more within 12 months prior to the action
- ✓ Any other economic interest that might benefit, directly or indirectly, the individual or his or her immediate family

Whenever a member of a Town commission/committee believes there may be an economic conflict of interest, he or she should seek an opinion from the Fair Political Practices Commission. Obviously, this means that members need to be looking ahead at upcoming issues and obtaining an opinion before the item requires action. At any time, it is always safest to err on the conservative side and to publicly identify the conflict, and then abstain from votes on issues that you believe might pose an economic conflict of interest.

Disclosure statements must be filed by members of the Planning Commission. Planning Commissioners are also obligated to take an Ethics Training course. On October 7, 2005, the Governor signed **Assembly Bill No. 1234** that requires (among other things) that all local agencies that provide compensation, salary, or stipend to, or reimburses the expenses of, members of a legislative body must provide ethics training to local agency officials by January 1, 2007, and every two years thereafter. AB 1234 is enacted as a statute in Government Code Sec. 53234, et. sec.

If any member of a commission/committee has any questions regarding the Brown Act, Economic Conflict of Interest, or the Ethics Training, contact the Town Clerk or the Town Attorney.

FREQUENTLY-ASKED LEGAL QUESTIONS

May a member of a Town commission/committee choose not to vote?

Members of commissions/committees are expected to participate in all decisions of their group. There are two primary exceptions: (a) If the member is disqualified because of an economic conflict of interest; or (b) If the member is disqualified because of a fairness issue such as absence from all or part of a proceeding or personal animosity between the member and an individual appearing before the group. When a member has a financial conflict of interest, he or she must disclose the nature of the conflict and abstain from voting. The disqualified official must also refrain totally from attempting to influence the decision. In all cases, abstentions should be made to ensure the fair, impartial deliberative process by the commission/committee.

If a member of a Town commission/committee misses all or part of a meeting in which information is presented, can that member vote on that issue? Absence does not automatically disqualify the member from participating in a vote on an issue. If a member misses all or part of the proceeding in which information about the issue was presented, the member can be "reconstituted" by becoming familiar with the record of the meeting, i.e., reading the minutes, listing/viewing a recorded version of the meeting, studying staff reports, etc.

Who decides if a member is reconstituted? In order to vote on an issue considered in a meeting missed in full or in part, a member must state for the record that he or she has heard/viewed the tape, read all of the documents submitted, or considered all of the aspect of the issue. Once the member has made this statement for the record, the Chair can recognize that the member has been reconstituted and is qualified to vote.

PARLIAMENTARY PROCEDURE

In order for a commission/committee to meet, conduct business and take action, a quorum must be present. A quorum is generally defined as a majority of appointed members to the particular advisory body. Meetings of commission/committees are generally operated according to parliamentary procedure, specifically Roberts Rules of Order. Each body may establish additional rules, limit debate and eject unruly persons if necessary.

The use of Parliamentary Procedure

- ✓ Promotes cooperation and harmony so that people can work together more effectively to accomplish their goals.
- ✓ Guarantees each individual an equal right to propose motions, speak, ask questions and vote.
- ✓ Protects the rights of minority points of view and gives the minority the same consideration and respect as those in the majority.
- ✓ Encourages the full and free discussion of every motion presented.
- ✓ Ensures that the meeting is fair and conducted in good faith.

Commission/committee action is taken by motion. Motions go through the following general steps:

1. The member making the motion asks to be recognized by the chair;
2. The member makes the motion ... "I move...";
3. Another member seconds the motion (if there is no second, the motion dies and is not voted upon).
4. The chairperson states the motion or if he is not clear asks the member making the motion to re-state the motion;
5. The chairperson asks if there is any discussion on the motion;
6. When the chairperson determines that there is no more discussion on the motion, the debate is closed;
7. The chairperson puts the motion to a vote.

The vote on a motion may take the form of "all in favor" so state, "all opposed" so state, which is called a commission/committee vote. If

members prefer, the vote may take the form of a voice or roll call vote. The Brown Act prohibits voting or taking action by secret ballot.

Role of the Chairperson. During commission/committee meetings, the chairperson is responsible for overseeing the public debate in a manner that encourages input while facilitating the decision-making process. The chairperson should limit the discussion and debate to the particular scope of responsibility of the group and should ensure that all individuals have the opportunity to speak. The chairperson should expedite the business of the commission/committee by making sure that the discussion does not go off-track or bogged down on peripheral issues.

Who is Robert and why is he making the rules? Robert's Rules of Order are based on parliamentary procedure originally used in the British Parliament. Every colonists followed the British model in the first New England town meetings. When he was President, Thomas Jefferson published the first American book on parliamentary procedure in 1801 which served as the rules for Congress. In 1879, an engineer and general in the U.S. Army, Henry Martin Robert, modified these procedures to meet the needs of "ordinary society." His version, Robert's Rules of Order, has become the authoritative guide for governments, organizations, clubs and schools throughout the U.S.

"The object of Rules of Order is to assist an assembly to accomplish the work for which it was designed, in the best possible manner. To do this it is necessary to restrain the individual somewhat, as the right of the individual in any community, to do what he pleases, is incompatible with the interests of the whole."

Henry Martin Robert

HELPFUL ADVICE

Tips for New Members:

- ✓ When possible attend meetings of the commission/committee before applying for the position. As soon as you are appointed, regularly attend meetings even before you take office.
- ✓ Read through minutes of previous meetings of the commission/committee to become familiar with the current issues under discussion.
- ✓ Ask the staff liaison if there is background material that would be helpful for you to read and study, such as the General Plan or a strategic plan.
- ✓ Become familiar with the basic rules of parliamentary procedure.
- ✓ Attend at least one or two Town Council meetings to better understand how the role of the individual commission/committee fits into the overall governance of the Town.

Criteria for Effectiveness:

- ✓ Understand the purpose of your commission/committee. Be clear on your role and responsibilities.
- ✓ Prepare for each meeting in advance. Read through the agenda and know what will be discussed at each meeting. Read through staff reports and other background materials or visit sites, as appropriate.
- ✓ Bring an open mind to each meeting. You are representing the entire community in your role as a member of a Town commission/committee, so it is important to put aside personal opinions and be open to new ideas, information and points of view.
- ✓ Treat everyone with respect and dignity. You are playing an important part in the democratic process which guarantees access and fair treatment to all. Your behavior and attitudes are in the spotlight and should reflect the highest standards of the community. Demonstrate patience...show empathy... and hold onto your moral principles under stress.

Making Meetings Efficient:

Efficient meetings occur when two things happen: (1) a clear and reasonable agenda is determined; and (2) individuals come to the meeting prepared to discuss items on the agenda and take actions as appropriate. In this way, it is the responsibility of every member of the commission/committee to make each meeting as efficient as possible.

- ✓ Start on time.
- ✓ Follow the Agenda.
- ✓ Adhere to parliamentary procedure.
- ✓ Demonstrate respect for everyone in attendance and their points of view.
- ✓ Keep discussions focused and on point.
- ✓ Encourage participation and an open exchange of ideas and information.
- ✓ Make use of staff expertise and experience.

Five Golden Rules:

1. Represent the Whole Town.
2. Keep the Lines of Communication Open.
3. Do Your Homework and be Thorough in Making Recommendations.
4. Be Conscious of the Relationship with the Town Council and Town Staff.
5. Establish a Good Working Relationship with Other Commission/Committee Members.

CONCLUSION

The Town Council would like to thank you for accepting this position and for devoting your time and effort to become actively involved in the affairs of this community. It is sincerely hoped that you will enjoy your participation in the governing process in the Town of Paradise as a member of one of its advisory bodies, and that you will feel totally free to call upon any of its representatives for advice, background information or assistance.

It is with this in mind that this brief handbook has been prepared and adopted by the Town Council. Please consider it a guide as you begin your new duties as a member of an advisory body and not as an all-inclusive set of regulations.

WELCOME ABOARD!!!



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

AGENDA NO. 3(d)

ORIGINATED BY: Paul T. Derr, Public Works Manager

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Consider Adoption of a new Emergency Action Plan for Wildland Fire Evacuations

COUNCIL ACTION REQUESTED:

1. Adopt the resolution updating the Wildland Fire Traffic Control Plan for Wildland Fire Evacuations Administrative Policy No. 720; **OR**
2. Direct staff to revise the proposed new administrative policy.

BACKGROUND: The Town of Paradise is in a high Wildland fire area. This leaves us very vulnerable to the threat of wildland fires, which may require that a significant number of residents be evacuated in a relatively short amount of time. The current conceptual traffic control plan was presented to Paradise Town Council on June 11, 2002 and adopted on August 13, 2002.

In order to maximize our ability to quickly move a significant number of evacuees, the Town had adopted eleven different zone scenarios, along with a detailed Emergency Action Plan for all Traffic Control Units (Public Works, VIP's, and Mutual Aid workers). These plans allowed for rapid deployment of both traffic control signs and personnel, and allowed us to fully utilize available roadways early in wildfire events.

After the 2008 Humboldt Fire and the Camp Fire, there were minor revisions to the zones and as a result 14 zones were established from the previous 11 zones. At that time a "Draft" Wildland Fire Traffic Control plan was drawn but never approved for implementation.

This Emergency Fire Zones and Public Assembly Points for Wildland Fire has been widely circulated in draft form. It has been widely disseminated to other emergency service providers such as CAL FIRE, Butte County Fire, Butte County Public Works and the local office of the California Highway Patrol. The Wildland Fire Traffic Control Plans have remained in Draft form until now. With your approval, the Traffic Control Plans can be added to the Fire Zone map for a complete package.

FINANCIAL IMPACT: There are no immediate financial impacts of this new administrative policy.

Attachments:

Resolution adopting Emergency Fire Zones and Wildland Fire Traffic Control Plans

**TOWN OF PARADISE
RESOLUTION NO. 14-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
ADOPTING AN UPDATED EMERGENCY ACTION PLAN FOR WILDLAND FIRE
EVACUATIONS**

WHEREAS, the Town of Paradise is located within a high wildland fire area that leaves the Town extremely vulnerable to the threat of wildland fires which may require a significant number of residents to be evacuated in a relatively short amount of time; and,

WHEREAS, in order to maximize the Town's ability to quickly move a significant number of evacuees, the Town of Paradise has developed a detailed Emergency Action Plan for all Traffic Control Units, including Public Works, Volunteers in Police Service (VIPS) and mutual aid workers, to allow for a unified, rapid deployment of traffic control signs and personnel as well as full utilization of available roadways during wildfire events; and,

WHEREAS, the Town of Paradise has established a map depicting fourteen zones which were drawn based upon the geography of an area as well as the location of roadways; and,

WHEREAS, the Wildland Fire Traffic Control plan, the fourteen Wildland fire zone assignments, and public assembly points information has been widely circulated in draft form to other emergency services providers including CAL FIRE, Butte County Fire, Butte County Public Works and the local office of the California Highway patrol; and,

WHEREAS, the current conceptual traffic control plan and the wildland fire zone assignments that were presented and adopted by the Town Council in 2002 as Administrative Policy #720, has been proven to be an effective operational plan that improved the Town's ability to manage traffic during emergency operations, as well as improving regional coordination and interoperability during declared emergency wildland fire events such as those experienced by the Town of Paradise during 2008, the Humboldt and the Camp fires.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE AS FOLLOWS:

Section 1. The Town Council hereby approves the Wildland Fire Zone Assignments fire scenario map that establishes fourteen geographical areas as zones and provides traffic control strategies for each zone, as part of the Town's emergency operations plan to provide for safe and strategic evacuation of various areas during a wildland fire event, or for any emergency that would require the Town of Paradise to

order residents to rapidly evacuate their homes, based upon the type of geography and available roadways.

Section 2. The Town Council hereby directs staff to update Administrative Policy #720, the Wildland Fire Traffic Control Plan, by replacing the eleven zone wildland fire map with the updated fourteen zone wildland fire map and related traffic control plans. A copy of the zone map and related various potential wildland fire scenarios and traffic control plans are attached hereto as Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this ___th day of _____, 20___, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Scott Lotter, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

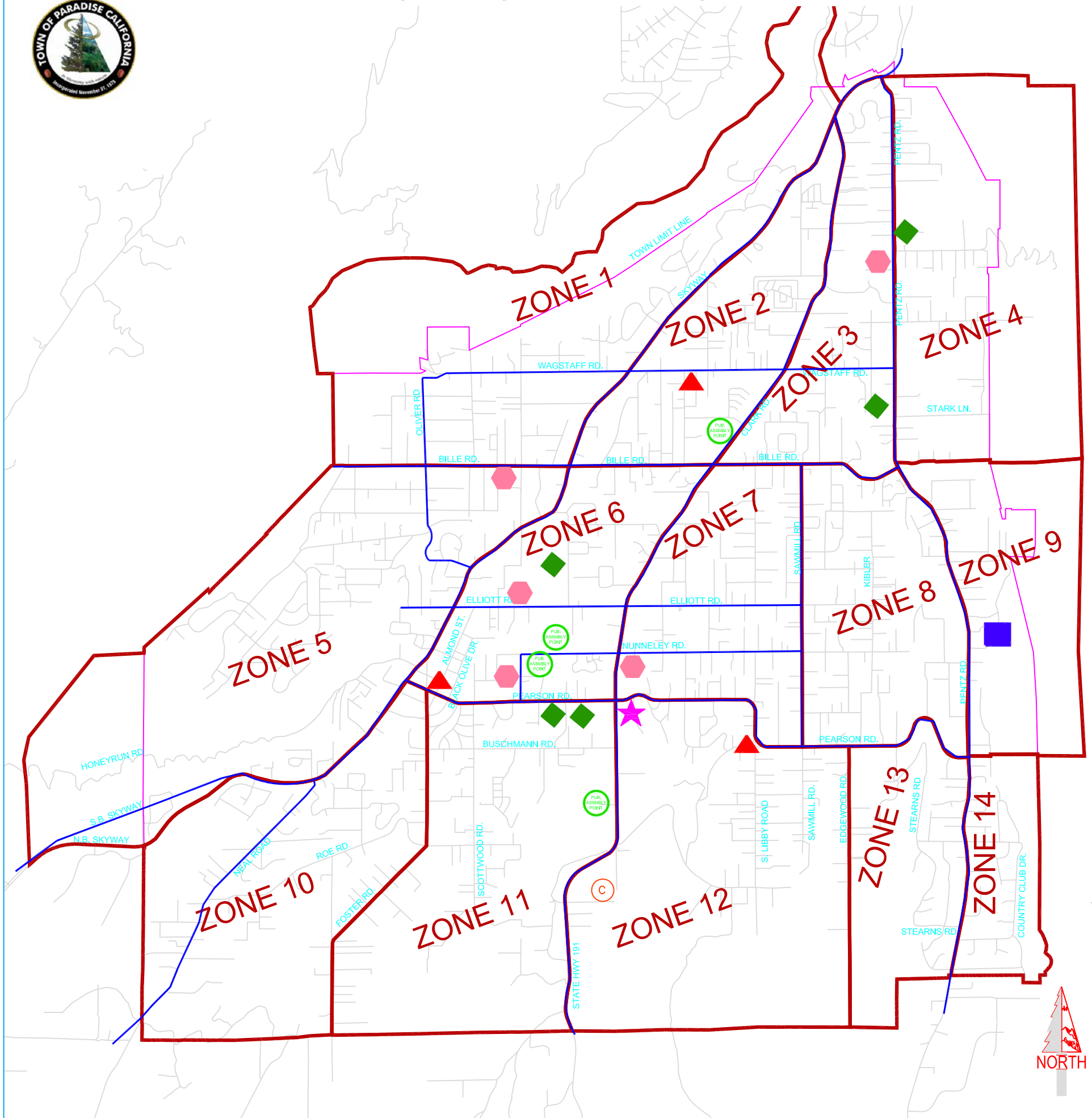
APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

EXHIBIT A

WILDLAND FIRE ZONE ASSIGNMENTS

TOWN OF PARADISE



LEGEND

| | | | | | |
|--|---|--|----------------------------|--|---|
| | PRIMARY EVACUATION ROUTES | | FIRE STATION | | ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE) |
| | TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER | | PUBLIC SCHOOL | | EVACUATION ROUTE SIGN & BARRICADE |
| | BCSO/CHP MANNED TRAFFIC CONTROL LOCATION | | PRIVATE SCHOOL | | PUBLIC WORKS STAGING AREAS |
| | TOWN OF PARADISE CORPORATION YARD | | HOSPITAL | | NUMBER OF CONTACTS |
| | PUBLIC ASSEMBLY POINT | | EMERGENCY OPERATION CENTER | | |

- EVACUATION GOAL:**
TO MINIMIZE THE LOSS OF LIFE BY EVACUATING THE MAXIMUM AMOUNT OF PEOPLE POSSIBLE FROM THE IMMEDIATE HAZARD AREA AS QUICKLY AS POSSIBLE.
- TRAFFIC CONTROL PLAN OBJECTIVES**
1. PREVENT PEOPLE FROM ENTERING THE EVACUATION AREA AND BECOMING AN ADDITIONAL BURDEN UPON THE ROAD SYSTEM.
 2. PROPERLY PLAN EVACUATION ROUTES TO PROVIDE FOR THE BEST BALANCE OF FLOW, AND ELIMINATE OR MINIMIZE GRIDLOCK.
 3. MAXIMIZE USE OF ROADWAYS EARLY IN EVENT, TO REDUCE TRAFFIC LOAD LATER IN EVENT (WHEN SMOKE AND PANIC WILL HAMPER EVACUATION EFFORTS).
 4. PROVIDE PROPER GUIDANCE TO MOTORISTS, THROUGH THE USE OF UNIFORMED OFFICERS, PUBLIC WORKS AND/OR MUTUAL AID EMPLOYEES ALONG WITH APPROPRIATE SIGNAGE.
 5. INSURE TIMELY RESPONSE BY PRE-STAGING NECESSARY RESOURCES, SUCH AS CHANGEABLE MESSAGE BOARDS, SIGNS, UNIFORMED OFFICERS, TOW TRUCKS AND PUBLIC WORKS/MUTUAL AID PERSONNEL.
 6. MAINTAIN CLOSE COMMUNICATION WITH BUTTE COUNTY SHERIFF'S OFFICE (BCSO), CALIFORNIA HIGHWAY PATROL (CHP), CHICO POLICE DEPARTMENT (CPD), BUTTE COUNTY EMERGENCY SERVICES (BCES) AND PARADISE POLICE DEPARTMENT (PPD) TO INSURE EFFICIENT USE OF RESOURCES AND TO MINIMIZE DANGER TO RESIDENTS, OFFICERS AND EMPLOYEES.
 7. COORDINATE CLOSELY WITH THE INCIDENT COMMAND TO INSURE THAT THE DECISION-MAKERS HAVE THE MOST CURRENT INFORMATION REGARDING FIRE CONDITIONS AND POTENTIAL IMPACT AREAS.
 8. QUICKLY NOTIFY RESIDENTS OF THE NEED TO EVACUATE THROUGH THE USE OF PARADISE POLICE OFFICERS, VIP'S, AM 1500 AND THE CITY WATCH NOTIFICATION PROGRAM.
 9. PARADISE POLICE DEPT. WATCH COMMANDERS AND/OR ON-DUTY SERGEANTS WILL HAVE INITIAL COMMAND OF TRAFFIC CONTROL OPERATIONS.
 10. QUICKLY ESTABLISH PUBLIC WORKS AND/OR MUTUAL AID PERSONNEL AT MAJOR INTERSECTIONS NEAR THE FIRE IMPACT AREA, TO ALLOW THE EOC THE ABILITY TO GATHER "REAL TIME" INFORMATION ON TRAFFIC AND FIRE CONDITIONS, AS WELL AS KEEP TRAFFIC MOVING IN THE SAFEST DIRECTION POSSIBLE. ALL TRAFFIC AND FIRE CONDITION INFORMATION SHALL BE RELAYED OVER THE EXISTING PUBLIC WORKS FREQUENCY (156.165).
- TRAFFIC CONTROL PLAN STRATEGY**
1. START EVACUATION PROCESS VERY EARLY, ESPECIALLY FOR CHILDREN AND NON-AMBULATORY RESIDENTS.
 2. CHP TO SET UP TRAFFIC CONTROL POINTS AT BRUCE/SKYWAY, NEAL/HWY 99, CLARK ROAD/DURHAM DAYTON, AND PENTZ ROAD/HWY 70.
 3. RESTRICT OR MINIMIZE THE AMOUNT OF TRAFFIC ALLOWED TO ENTER THE EVACUATION ZONE.
 4. TRAFFIC NOT IN AN IMMEDIATE THREAT AREA MAY BE METERED OR STOPPED ALTOGETHER BY CHP AND/OR PPD IF NECESSARY TO RELIEVE CONGESTION IN AREAS IMPACTED BY THE APPROACHING WILDLAND FIRE.
 5. RED CROSS SHOULD SET UP EVACUATION CENTERS EARLY IN THE EVENT.
 6. PUBLIC WORKS SHALL STAGE HEAVY EQUIPMENT (AT A SAFE LOCATION) NEAR CRITICAL ROADWAYS IN THE FIRE IMPACT AREA, TO ALLOW QUICKER RESPONSE TO DOWNED TREES AND/OR STALLED AUTOMOBILES.
 7. ESTABLISH TEMPORARY STAGING AREA FOR EVACUEES WITH PETS (RED CROSS TO COORDINATE).
 8. SECURE AMBULANCES AND TRANSIT BUSES TO ASSIST WITH EVACUATION OF PEOPLE UNABLE TO EXIT AREA ON THEIR OWN (BUTTE COUNTY EMERGENCY OPERATIONS CENTER TO COORDINATE).
 9. STAGE TOW TRUCKS ALONG CRITICAL LOCATIONS TO DEAL WITH ACCIDENTS AND/OR MECHANICAL PROBLEMS.
 10. SECURE AIR SUPPORT (HELICOPTER AND/OR FIXED WING AIRCRAFT) EARLY IN THE EVENT FROM CHP AND BCSO, TO PROVIDE REAL-TIME TRAFFIC CONDITION UPDATES TO THE EOC AND I.C.
 11. QUICKLY ESTABLISH A LIAISON OFFICER POSITION AT THE INCIDENT COMMAND, TO RELAY INFORMATION TO THE PARADISE EMERGENCY OPERATIONS CENTER (EOC).



TOWN OF PARADISE

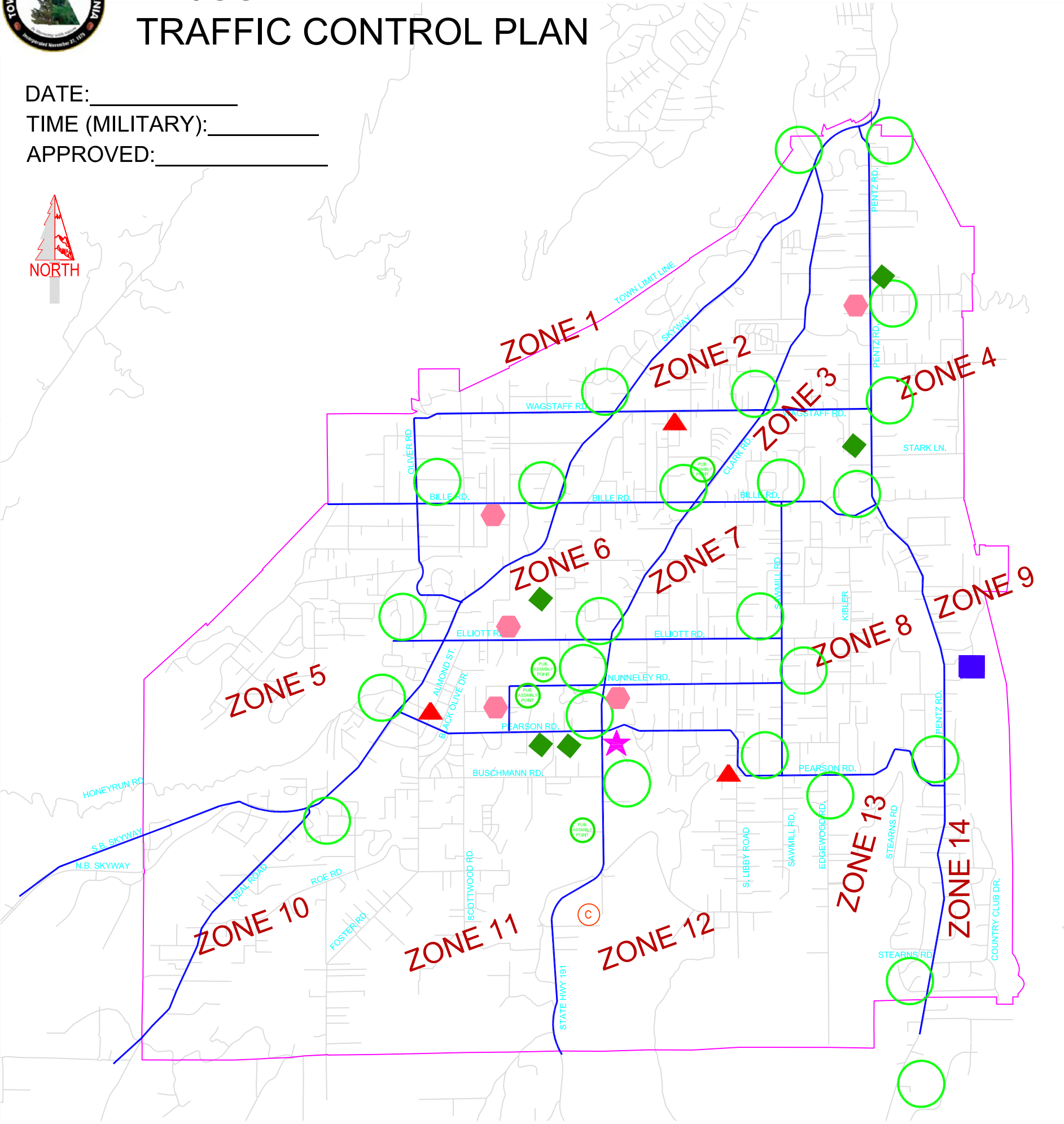
ADJUSTABLE WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____

TIME (MILITARY): _____

APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER TO BE HAND-ENTERED
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION TO BE HAND-ENTERED
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES TO BE HAND-ENTERED (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE TO BE HAND-ENTERED
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD TO BE HAND-ENTERED

CONTACTS

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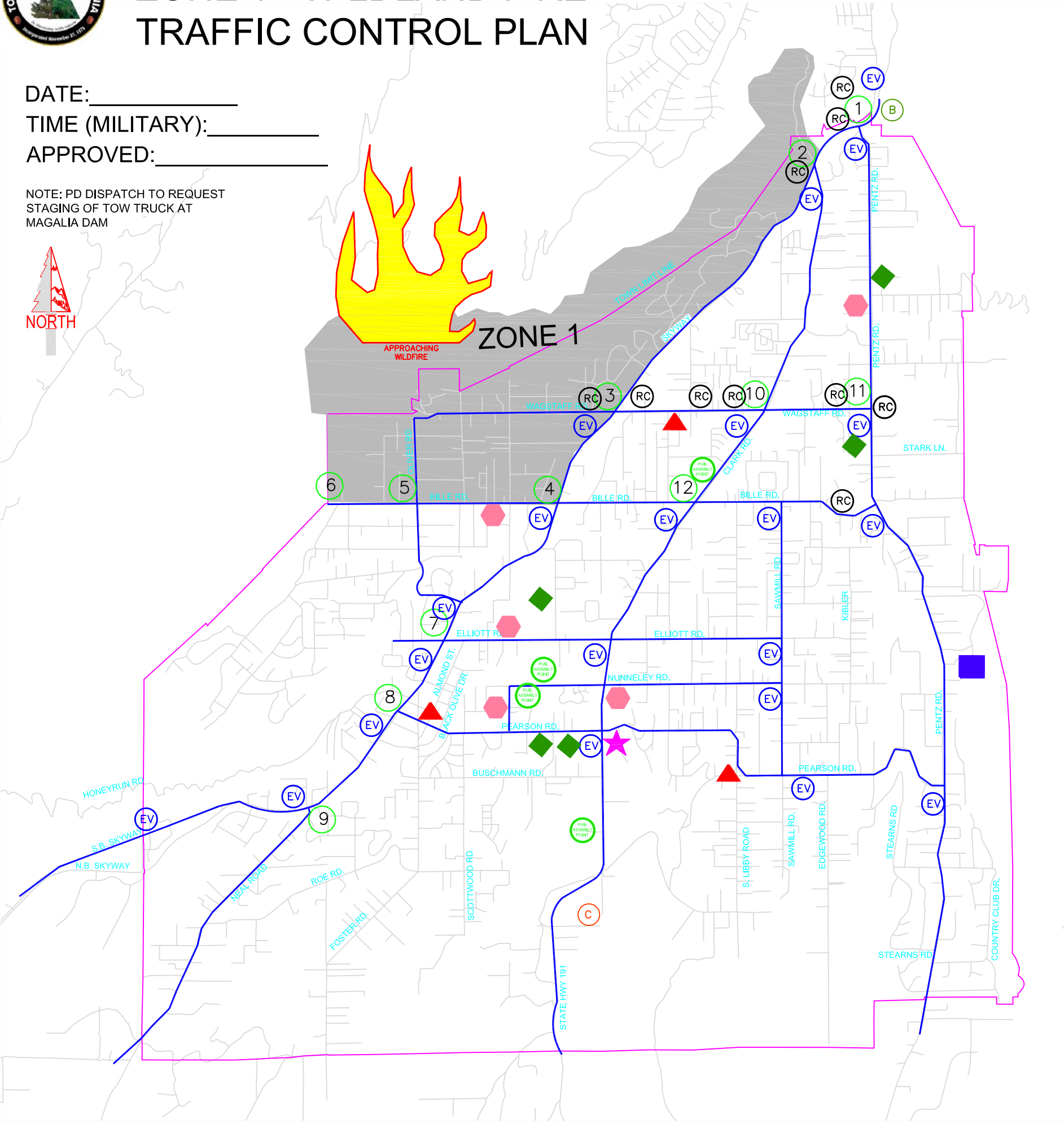
TOWN OF PARADISE

ZONE 1 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____

NOTE: PD DISPATCH TO REQUEST
STAGING OF TOW TRUCK AT
MAGALIA DAM



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
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CONTACTS

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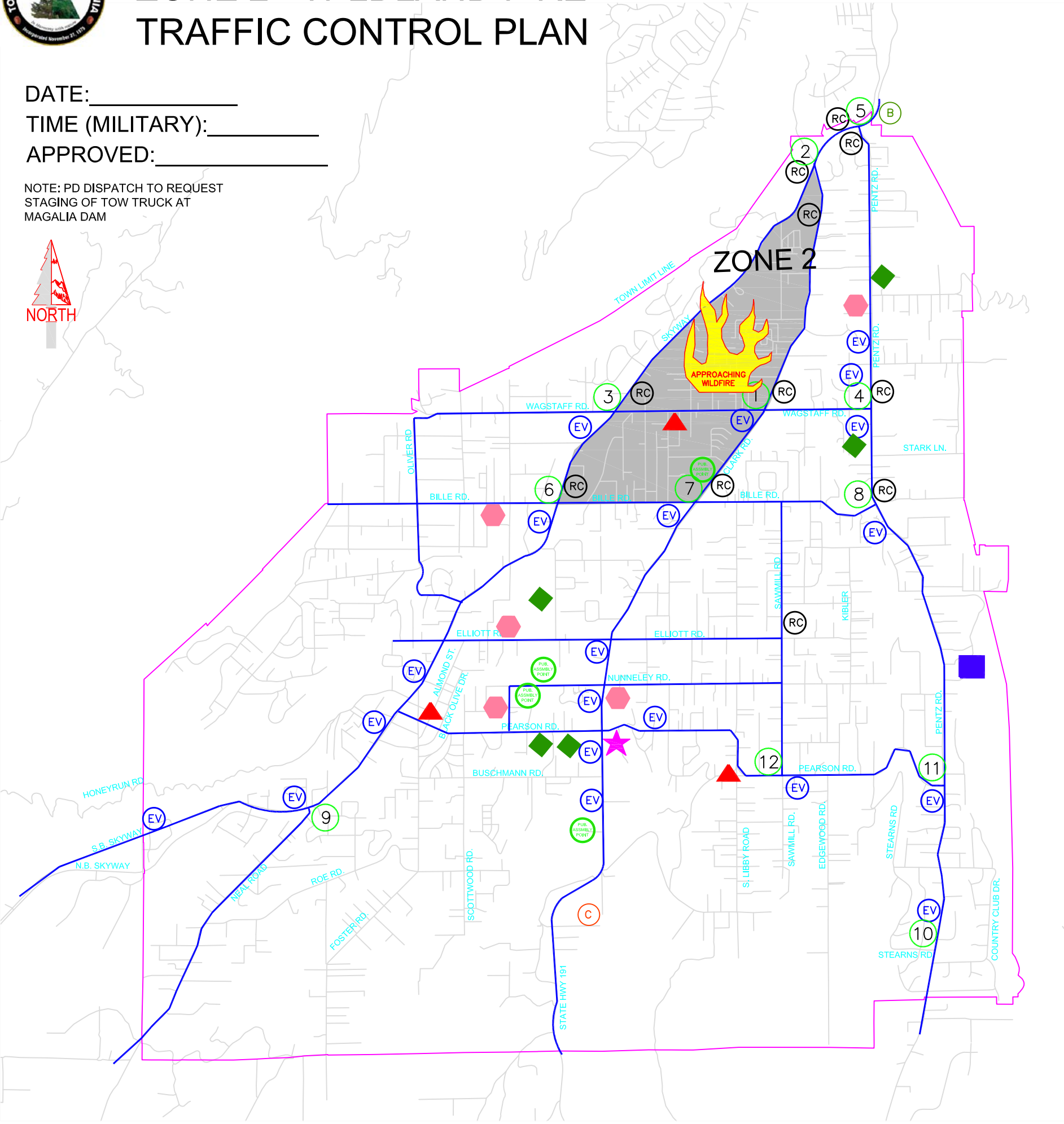
TOWN OF PARADISE

ZONE 2 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____

NOTE: PD DISPATCH TO REQUEST
STAGING OF TOW TRUCK AT
MAGALIA DAM



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
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- FIRE STATION
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- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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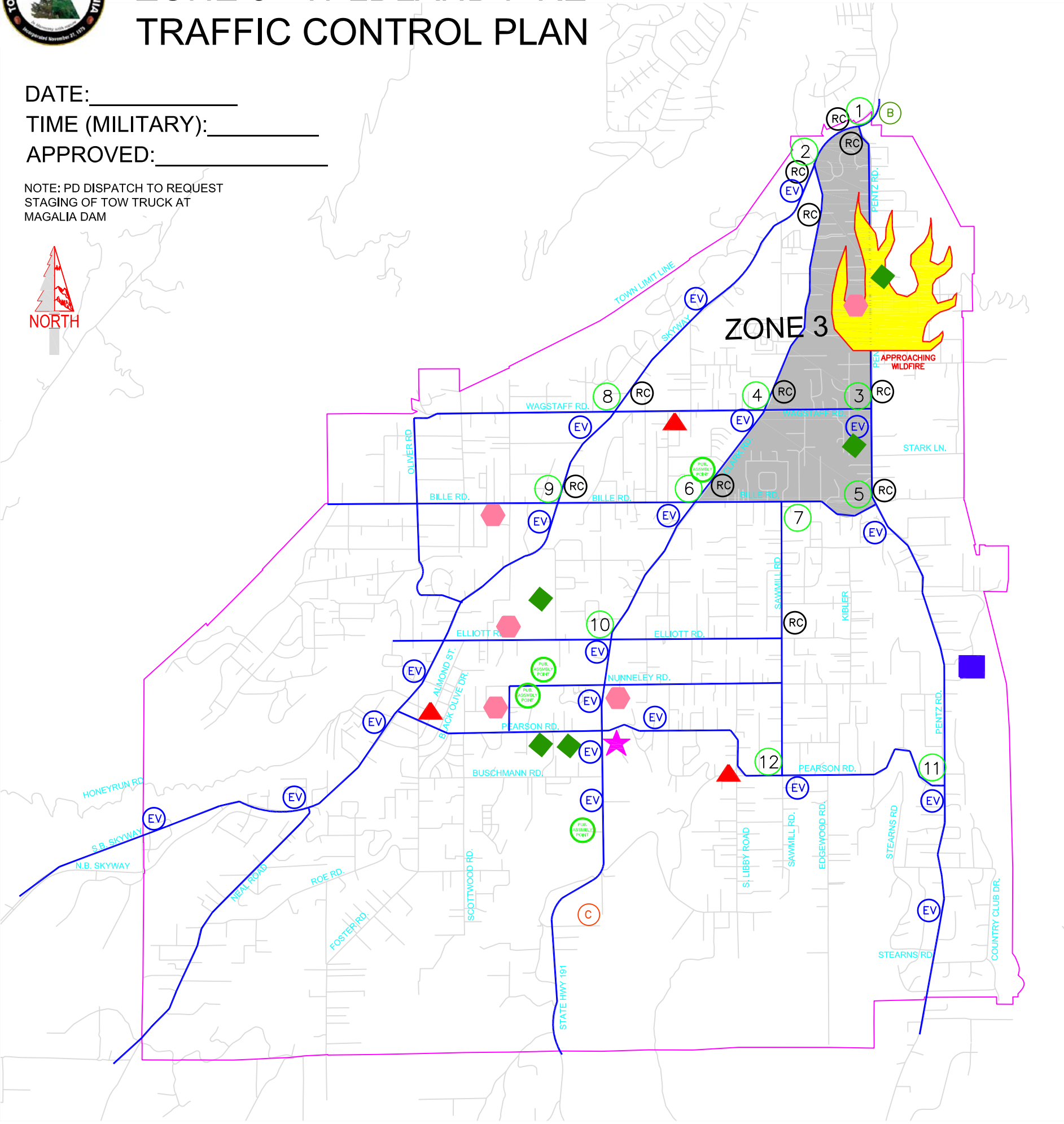
TOWN OF PARADISE

ZONE 3 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____

NOTE: PD DISPATCH TO REQUEST
STAGING OF TOW TRUCK AT
MAGALIA DAM



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
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- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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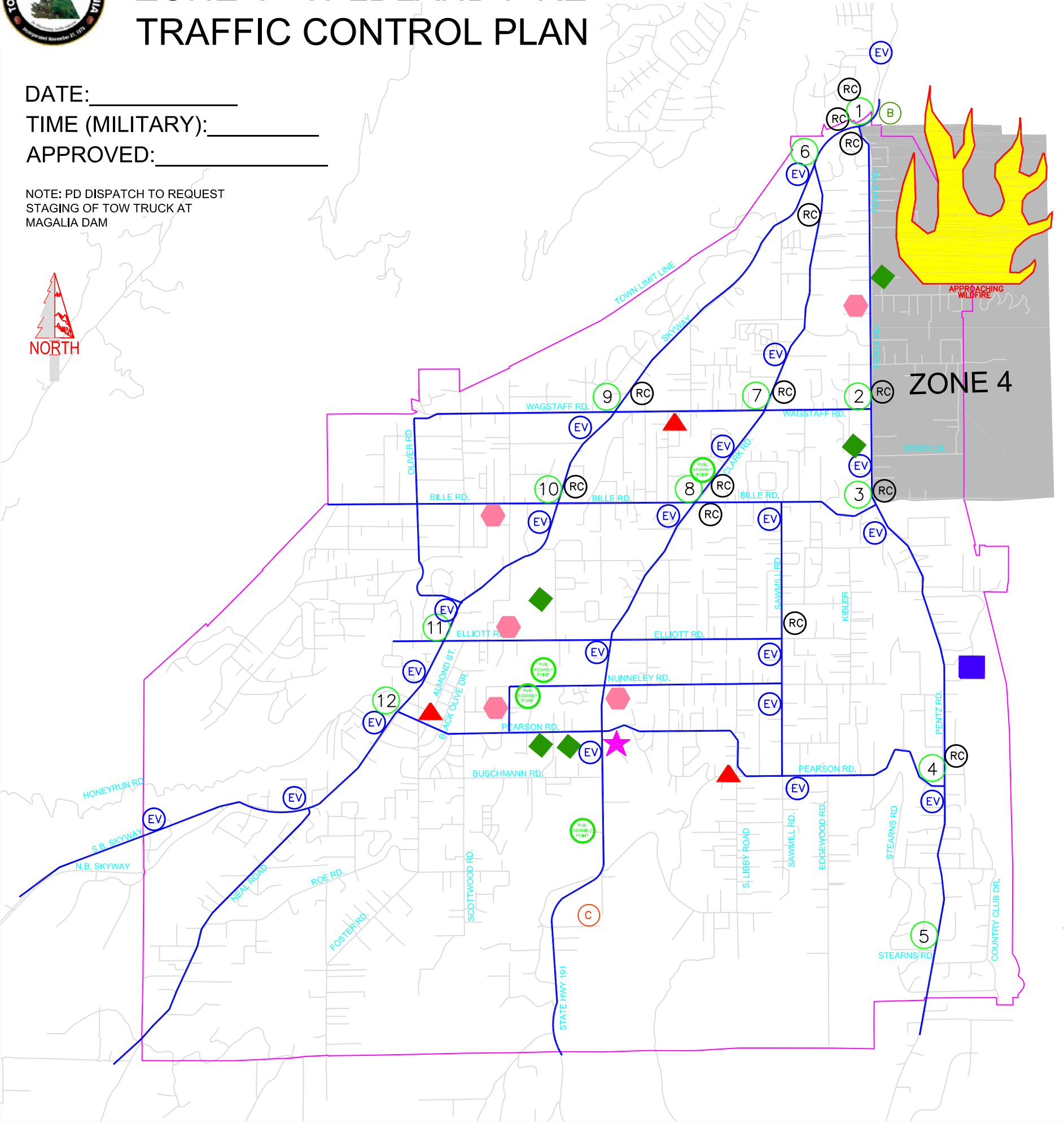
TOWN OF PARADISE

ZONE 4 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____

NOTE: PD DISPATCH TO REQUEST
STAGING OF TOW TRUCK AT
MAGALIA DAM



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
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- FIRE STATION
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- PRIVATE SCHOOL
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- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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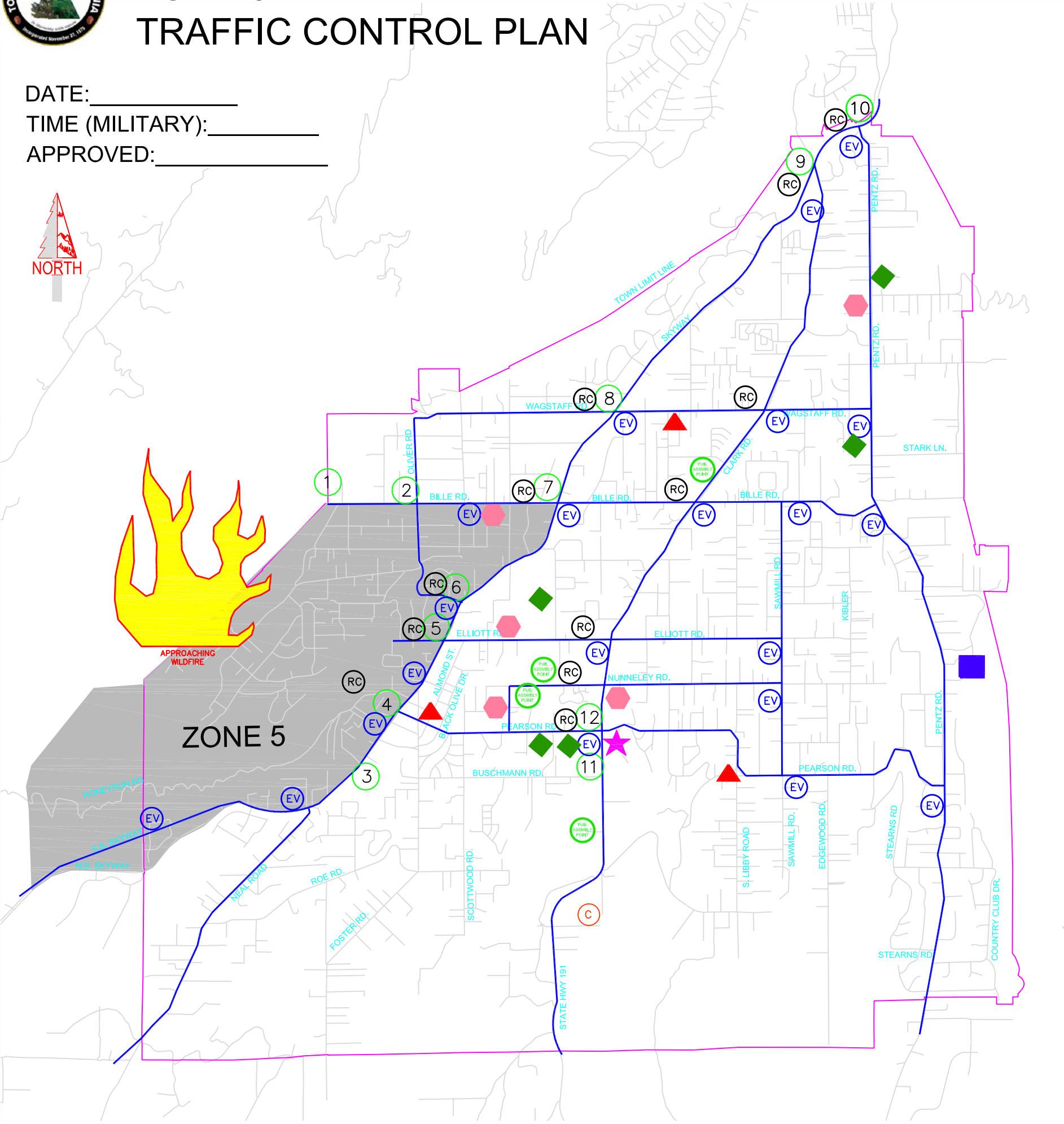


TOWN OF PARADISE

ZONE 5 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
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- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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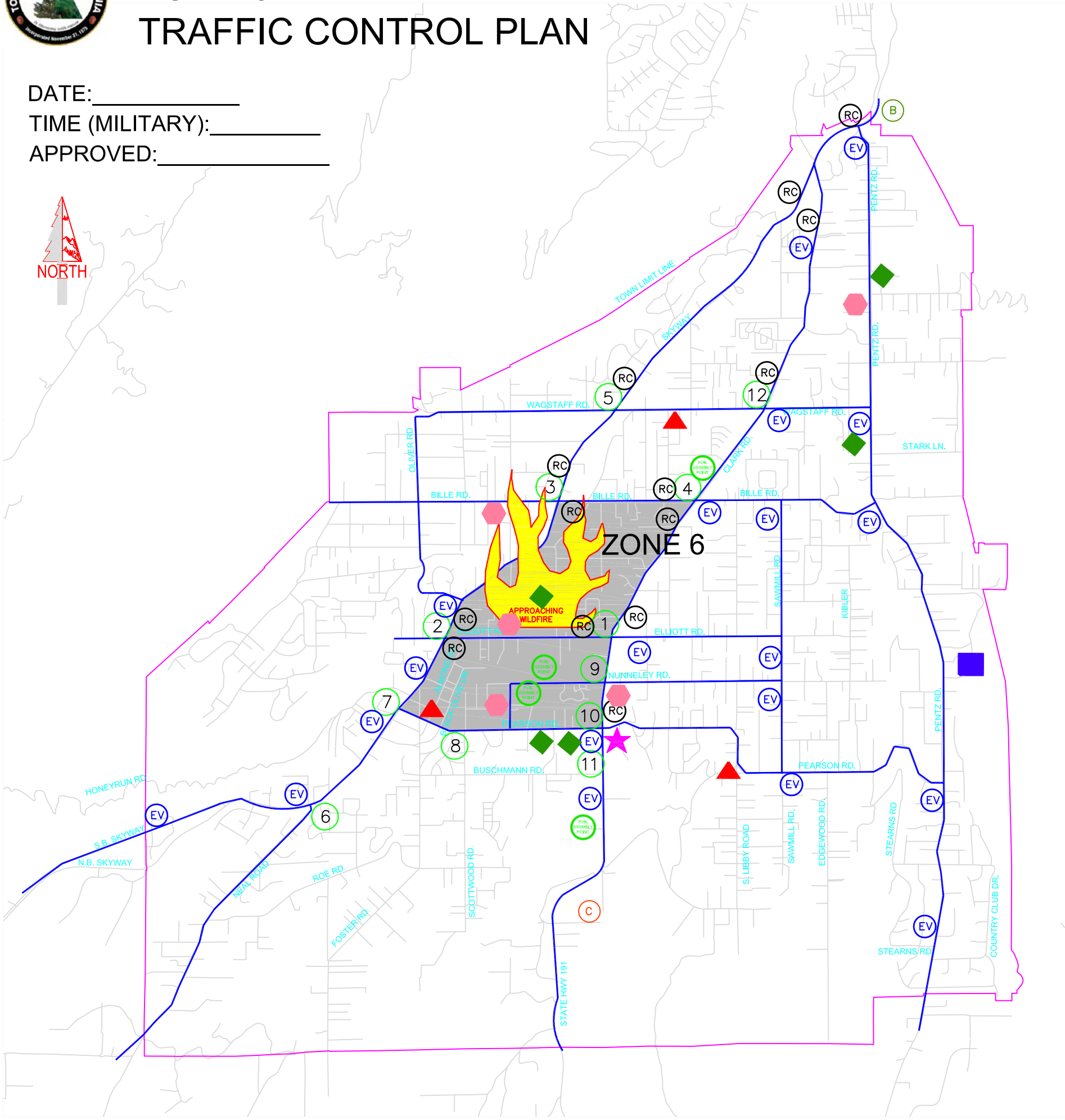


TOWN OF PARADISE

ZONE 6 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
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- PUBLIC WORKS STAGING AREA
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CONTACTS

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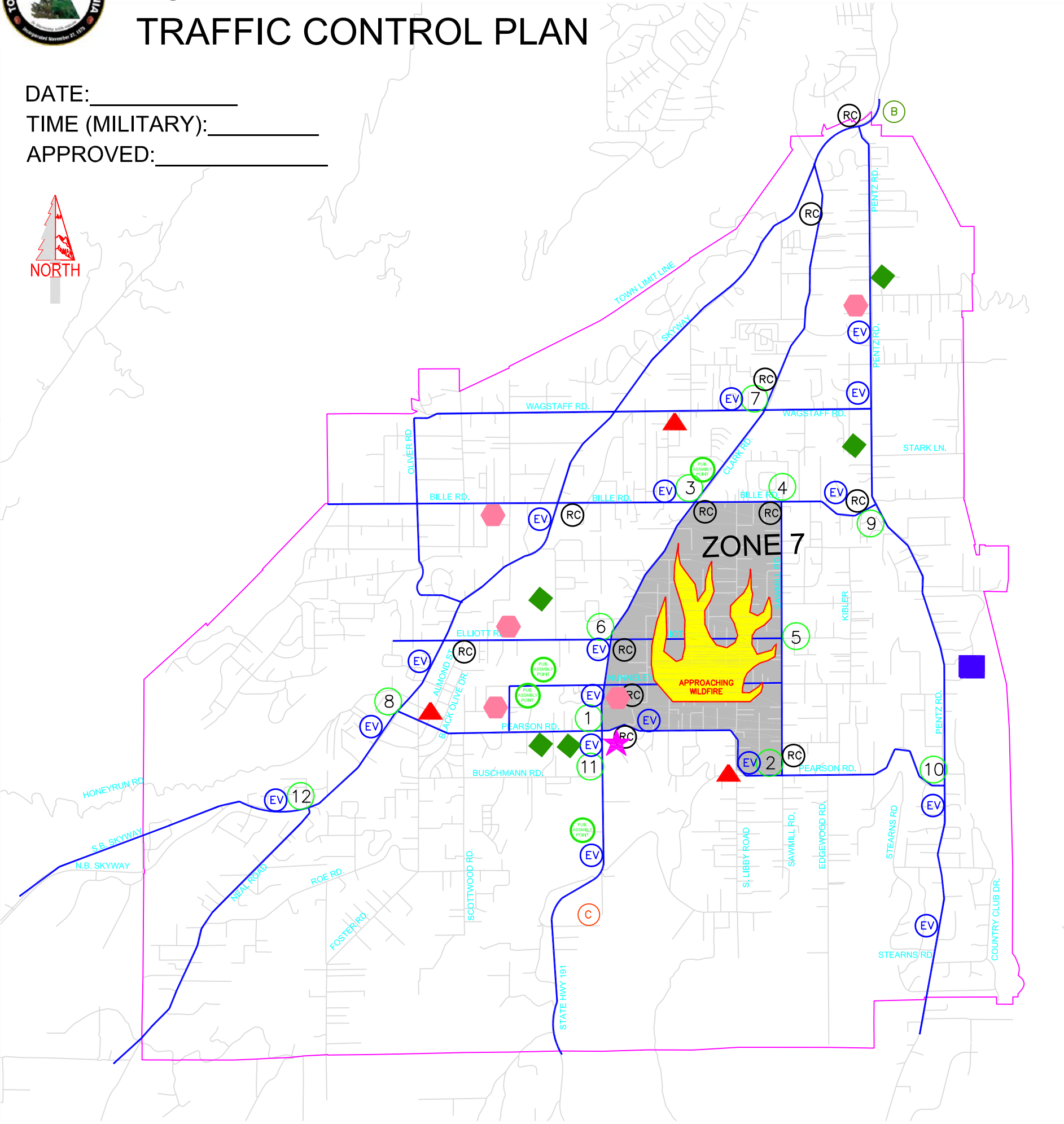


TOWN OF PARADISE

ZONE 7 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
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CONTACTS

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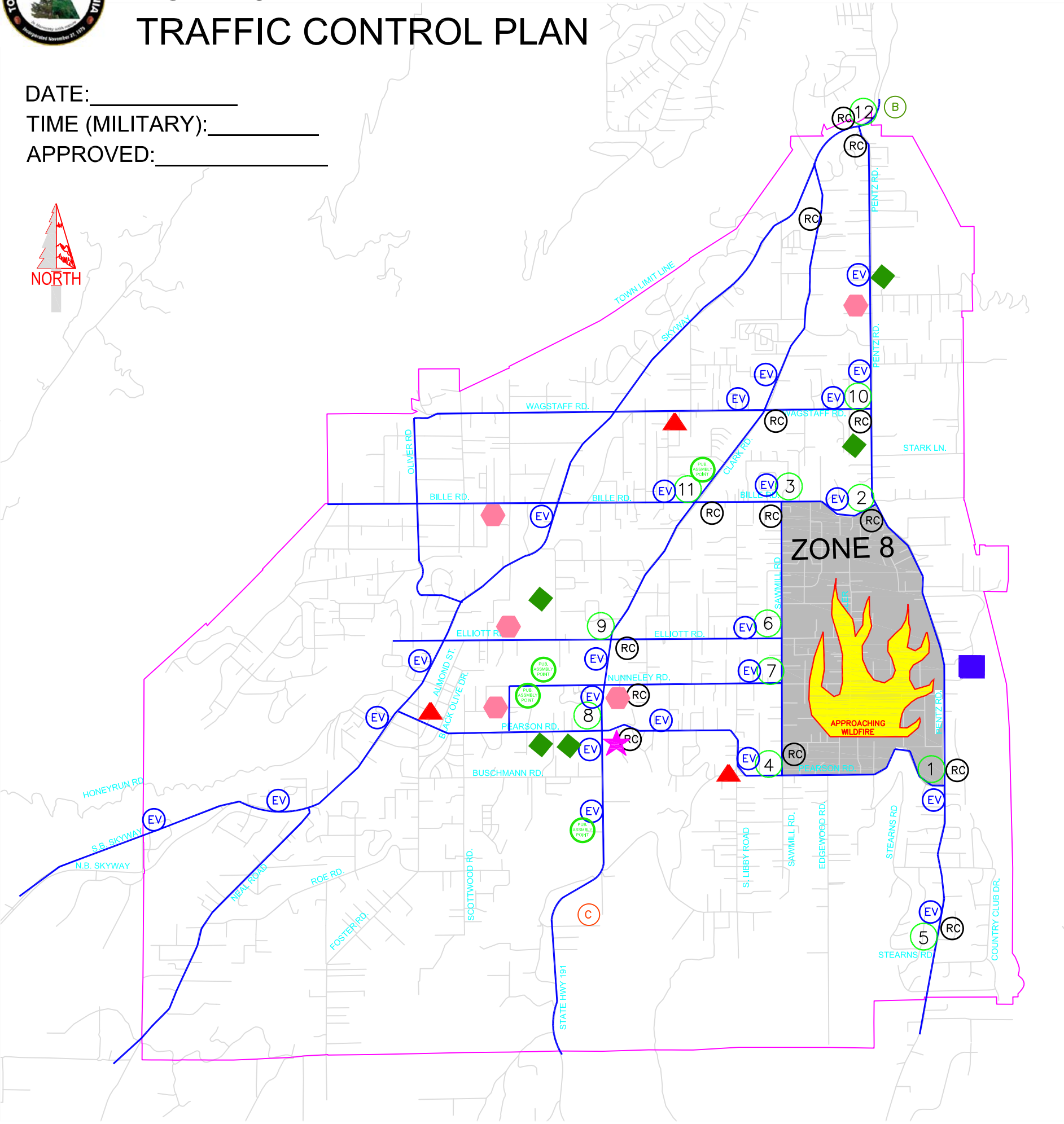


TOWN OF PARADISE

ZONE 8 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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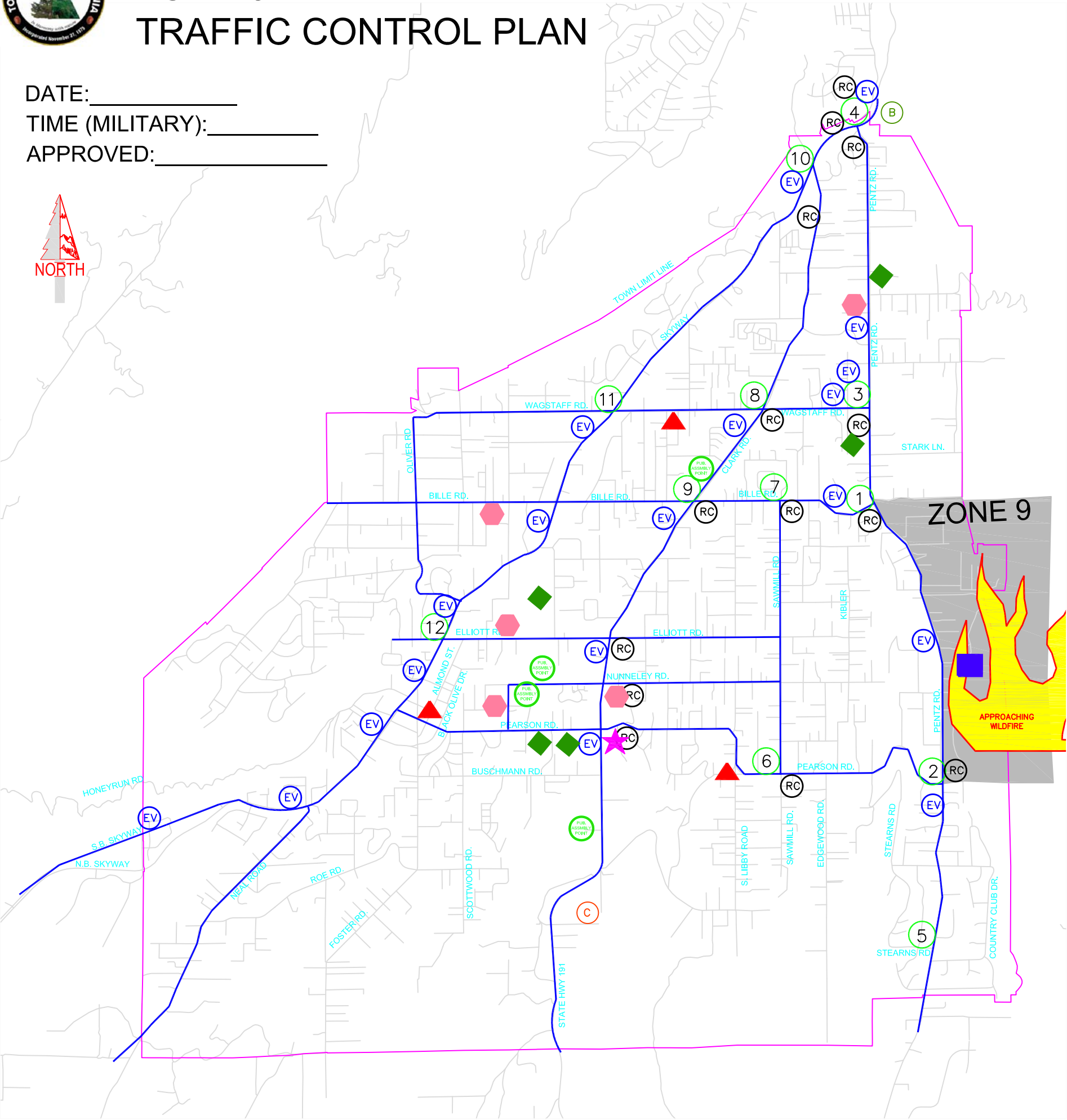


TOWN OF PARADISE

ZONE 9 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

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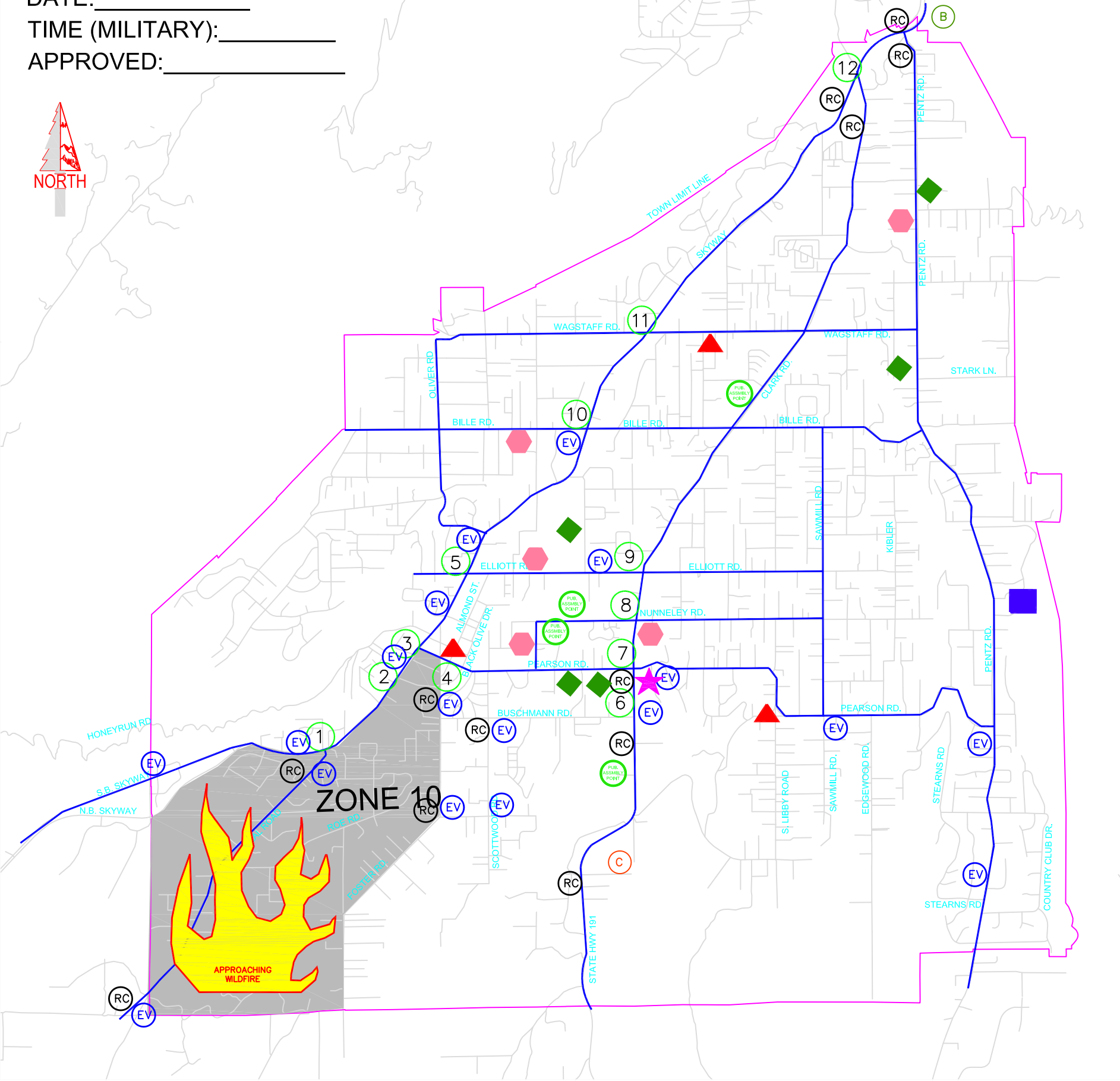


TOWN OF PARADISE

ZONE 10 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

| CONTROL POINT | NAME(S) | CALL NO. | CELL NO. |
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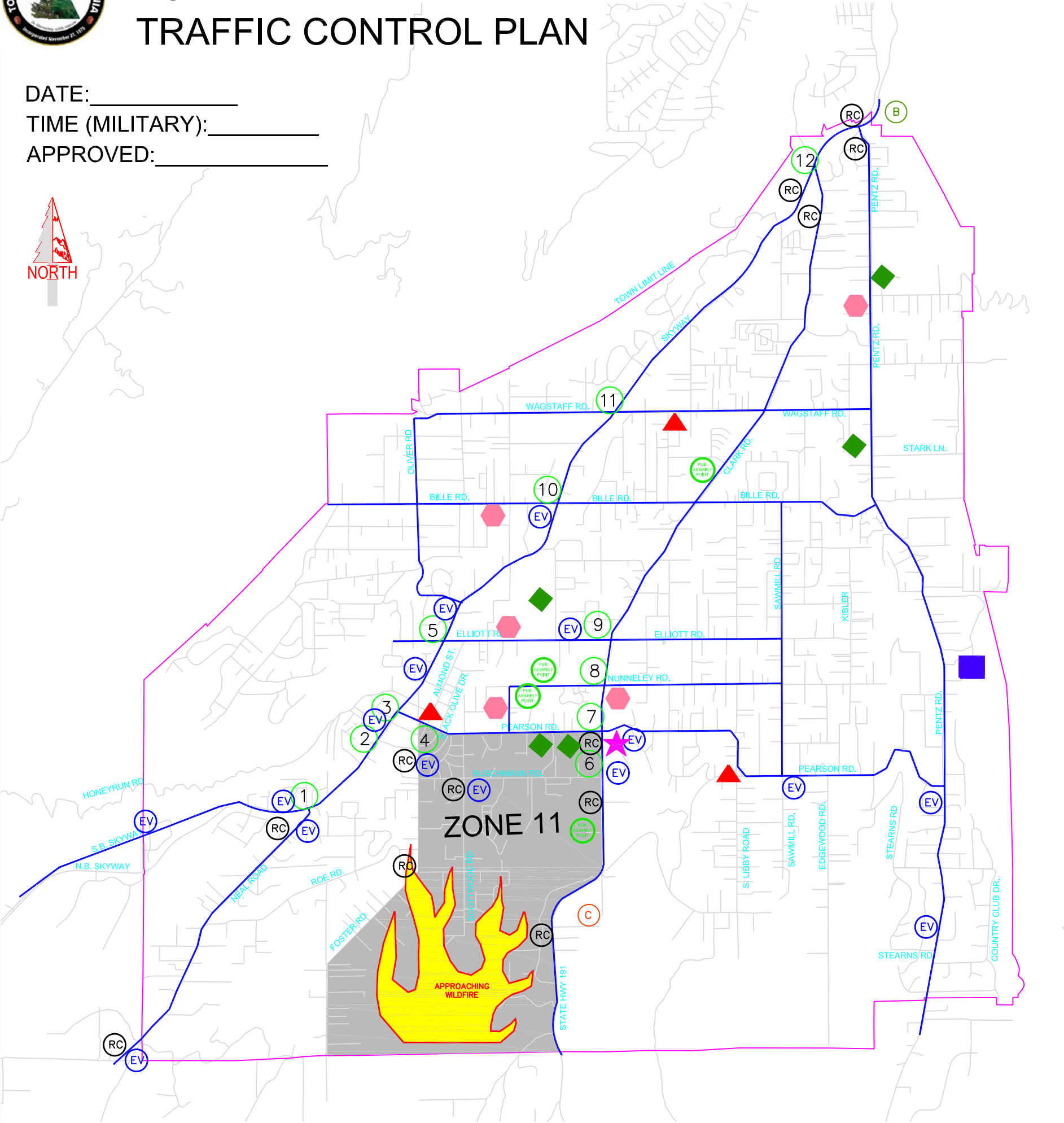


TOWN OF PARADISE

ZONE 11 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

| CONTROL POINT | NAME(S) | CALL NO. | CELL NO. |
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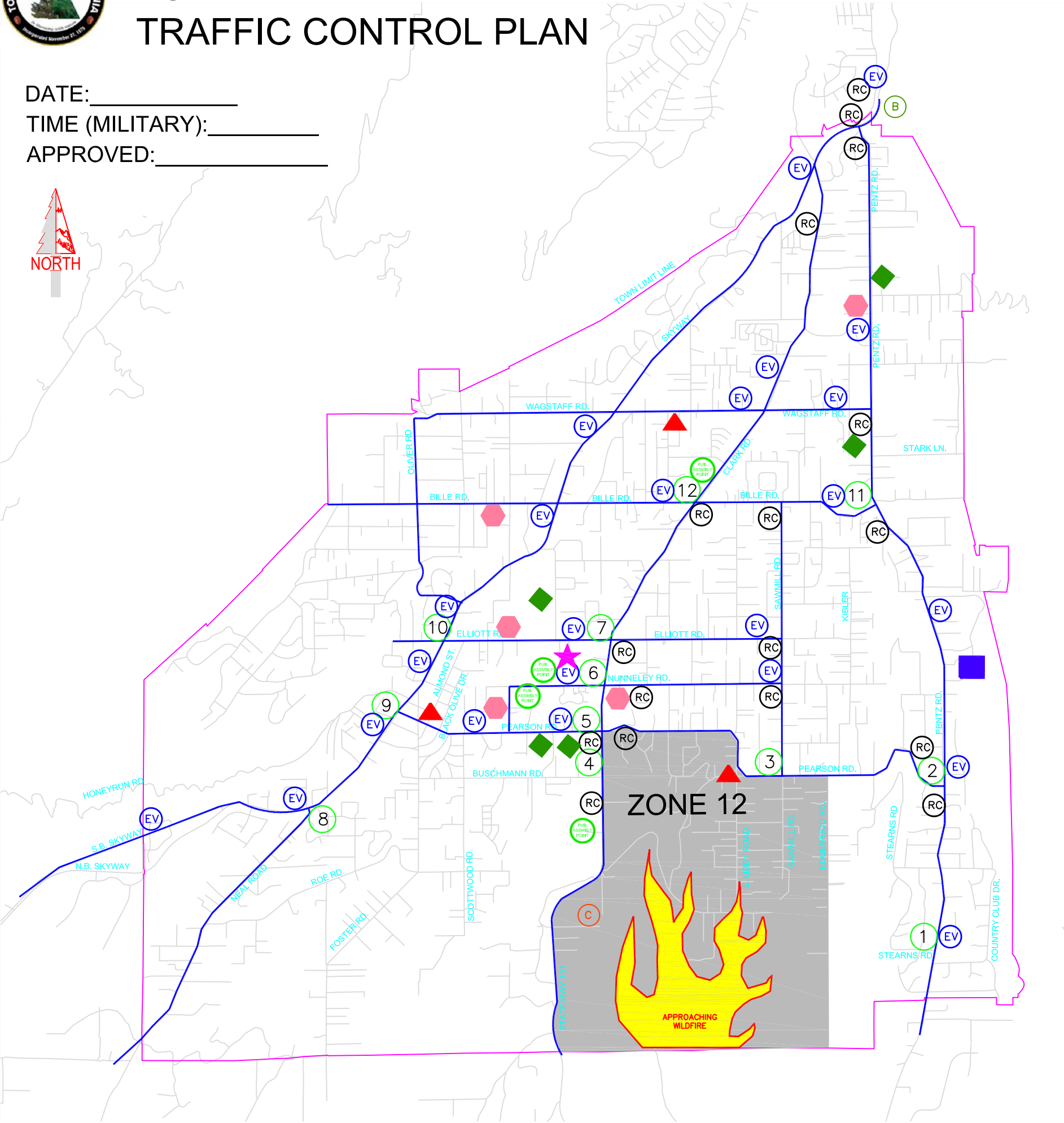


TOWN OF PARADISE

ZONE 12 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- # NUMBER OF CONTACTS
- CMB CHANGEABLE MESSAGE BOARD

CONTACTS

| CONTROL POINT | NAME(S) | CALL NO. | CELL NO. |
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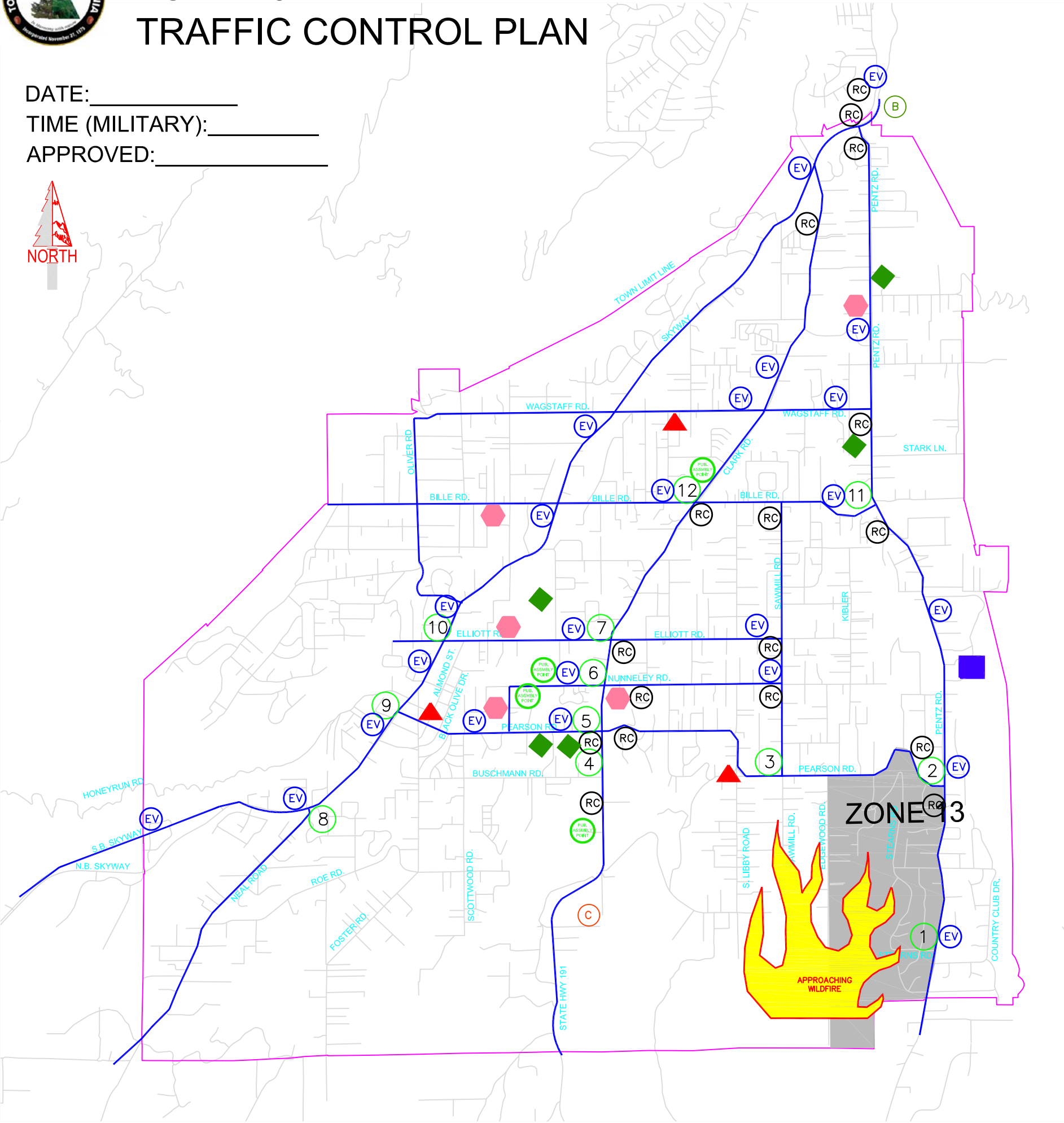


TOWN OF PARADISE

ZONE 13 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

| CONTROL POINT | NAME(S) | CALL NO. | CELL NO. |
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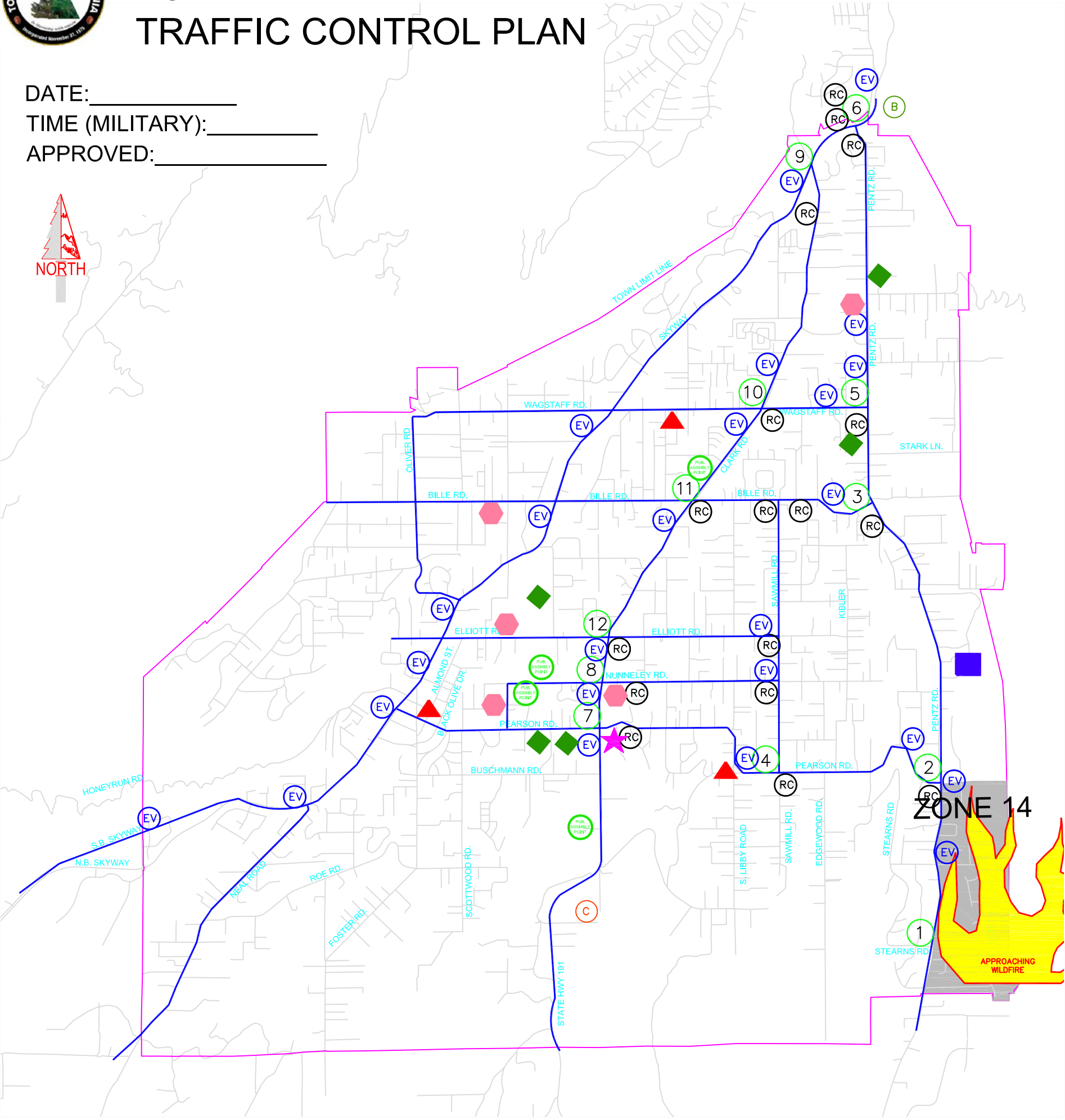


TOWN OF PARADISE

ZONE 14 - WILDLAND FIRE

TRAFFIC CONTROL PLAN

DATE: _____
TIME (MILITARY): _____
APPROVED: _____



LEGEND

- PRIMARY EVACUATION ROUTES
- TOWN OF PARADISE TRAFFIC CONTROL LOCATION AND PRIORITY NUMBER
- BCSO/CHP MANNED TRAFFIC CONTROL LOCATION
- TOWN OF PARADISE CORPORATION YARD
- PUBLIC ASSEMBLY POINT
- FIRE STATION
- PUBLIC SCHOOL
- PRIVATE SCHOOL
- HOSPITAL
- EMERGENCY OPERATION CENTER
- ROAD CLOSED SIGNS AND BARRICADES (ONE EACH PER TRAVEL LANE)
- EVACUATION ROUTE SIGN & BARRICADE
- PUBLIC WORKS STAGING AREA
- NUMBER OF CONTACTS
- CHANGEABLE MESSAGE BOARD

CONTACTS

| CONTROL POINT | NAME(S) | CALL NO. | CELL NO. |
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**TOWN OF PARADISE
Council Agenda Summary
August 12, 2014**

AGENDA NO. 3(e)

ORIGINATED BY: Paul T. Derr, Public Works Manager

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Declaration of Certain Town Equipment from Public Works/Street Maintenance, Community Development and various departments to be Surplus and Obsolete.

COUNCIL ACTION REQUESTED:

- 1.) Declare the attached described office items as surplus property; and
- 2.) Adopt Resolution No. 14-___, declaring certain Town Equipment to be surplus and obsolete and authorizing disposal through sale or donation by the Town Manager or her designee.

BACKGROUND: Recent reorganization at the Public Works Maintenance Corporation Yard has left the facility with a number of unusable, obsolete and non-operational tools and equipment, including a copier that was removed from the Town Hall Community Development Department. The property listed below may be declared as unusable or outdated as it can no longer be used effectively for Town purposes. It is recommended to sell these items as surplus property.

FINANCIAL IMPACT: The disposal of these office items will have no negative impact on the General Fund. A small sum of revenue is anticipated from the sale of these items.

PW/STREETS

1. 1994 Ford F-350 4x4 with utility bed and snow plow attachment.
2. 1993 Ford F-350 4x4 with utility bed and snow plow attachment.
3. Pickup mounted sander unit.
4. 2 each "Fall Protection Harness", past adopted service life.
5. Miscellaneous traffic cones and signs (3 flag stands, 40 Fiberglass sign holders & 116 traffic cones).
6. Fire extinguishers.

COMMUNITY DEVELOPMENT DEPARTMENT

1. Minolta Di5510 Copier

VARIOUS DEPARTMENTS

1. Forty (40) various broken and non-compliant computers.

**TOWN OF PARADISE
RESOLUTION NO. 14-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE DECLARING
CERTAIN TOWN PROPERTY TO BE SURPLUS AND AUTHORIZING DISPOSAL THEREOF**

WHEREAS, the Town of Paradise wishes to dispose of certain equipment from the Community Development, Public Works/Streets Maintenance, and various other departments that is no longer functional or necessary to the Town's operations through public auction, internet sale, salvage or other legal method.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE AS FOLLOWS:

Section 1. The following equipment is declared to be surplus:

1. 1994 Ford F-350 4x4 with utility bed and snow plow attachment.
2. 1993 Ford F-350 4x4 with utility bed and snow plow attachment.
3. Pickup mounted sander unit.
4. 2 each "Fall Protection Harness", past adopted service life.
5. Miscellaneous traffic cones and signs (3 flag stands, 40 Fiberglass sign holders & 116 traffic cones).
6. Fire extinguishers.
7. Minolta Di55510 Copier (from CDD)
8. 40 various broken and non-compliant computers.

Section 2. Pursuant to Paradise Municipal Code Section 2.45.130, the Town Manager is hereby authorized to dispose of the property set forth in Section 1 through public auction, internet, sale, salvage, donation or other legal method.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this __th day of _____, 20__, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

By: _____
Scott Lotter, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

Agenda No. 3(f)

ORIGINATED BY: Craig Baker, Community Development Director

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 546

COUNCIL ACTION REQUESTED: Adopt a **MOTION TO:**

1. Waive second reading of the entire Town Ordinance No. 546 and approve reading by title only [roll call vote]; **AND**

2. Adopt Town Ordinance No. 546, "An Ordinance Adding Section 17.06.940 and Amending Section 17.32.100 within the Paradise Municipal Code Regarding Exterior Displays of Merchandise In Commercial Zones"

BACKGROUND: On July 8, 2014, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The intent of the proposed ordinance is to regulate the outdoor display of merchandise in commercial zoning districts in order to help preserve and enhance the aesthetics of the Town of Paradise.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 546 (copy attached). Once adopted, the provisions of this ordinance will be effective thirty days thereafter, on September 11, 2014.

FINANCIAL IMPACT: A nominal cost for publication of the ordinance within the local newspaper and for codification will be borne by the Town of Paradise.

Attachment

**TOWN OF PARADISE
ORDINANCE NO. 546**

**AN ORDINANCE ADDING SECTION 17.06.940 AND AMENDING SECTION 17.32.100 WITHIN THE
PARADISE MUNICIPAL CODE REGARDING EXTERIOR DISPLAYS OF MERCHANDISE IN
COMMERCIAL ZONES**

The Town Council of the Town of Paradise, State of California hereby **ordains as follows**:

SECTION 1: Section 17.06.940 is hereby added to the Paradise Municipal Code to read as follows:

A. Purpose. Regulations affecting the outdoor display of merchandise are established so that outdoor merchandise displays have an appearance designed to attract and promote business and to avoid random placement of merchandise that lacks thematic continuity.

B. Except as provided in this Section 17.06.940, it shall be unlawful to sell or display merchandise in the exterior area of a building in a commercial zone. Merchandise may be displayed in the exterior area of a building in a commercial zone only in conjunction with the following businesses, areas or activities:

1. Automobile, boat, trailer, camper, motorcycle and construction equipment sales, rentals and outdoor furniture;
2. Retail lumber yards and building materials;
3. Fruit and vegetable stands possessing a valid Town permit;
4. Landscaping, statuary and horticultural plants, materials and supplies;
5. Vending and ice machines when located as an accessory to a permitted use;
6. Gasoline pumps and accessory items when located on pump islands;
7. Christmas tree sales;
8. Special events permitted by Town;
9. Sale of newspapers and other printed material;
10. Vendors permitted under Paradise Municipal Code chapter 5.11;
11. Propane tanks;
12. Firewood sales;
13. Areas not visible from a public street;
14. Outdoor special sales pursuant to Paradise Municipal Code section 17.32.100 G;
15. In the Central Business (CB) zone and Community Commercial (CC) zoned properties along Skyway between Pearson Road and the Town limit and along State Route 191 (Clark Road) within the Town, merchandise may be displayed only within five feet of a single exterior building wall along no more than fifty percent of the length of the wall.
16. Businesses not displaying merchandise along building walls facing streets may display merchandise in enclosed exterior spaces located beyond building setbacks.
17. Merchandise may otherwise be displayed upon other commercial properties only within ten feet of a single building wall.

C. In no event shall merchandise be displayed within public right-of-ways, vehicle access ways, doorways for required pedestrian access or parking areas, unless expressly authorized pursuant to Chapter 17.32 of this Title.

SECTION 2: Section 17.32.100 G of the Paradise Municipal Code is hereby amended to read as follows:

G. Outdoor special sales, outdoor art and craft shows or exhibits, swap meets, farmers markets, flea markets, parking lot sales, or similar sales activities, limited to sites in C-C, C-F and C-S zoning districts and to operation for not more than three (3) consecutive days or more than a total of twenty-one days in the same year: permitted and subject to the business licenses regulations of Chapter 5.11 of this Code.

SECTION 3: The Town Council finds and determines that adoption of this Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061 (General Rule Exemption) because there is no possibility that such adoption and subsequent enactment will have a significant effect on the environment.

SECTION 4: This ordinance shall take effect thirty (30) days after the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance shall be published with the names of the members of the Town Council voting for and against it in a newspaper of general circulation published in the Town of Paradise, California.

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of _____ 2014, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

By: _____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

Agenda No. 3(g)

ORIGINATED BY: Craig Baker, Community Development Director
Dwight L. Moore, Town Attorney

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Town Council Consideration of an Urgency Ordinance Repealing Town Ordinance No. 541, a Moratorium on the Establishment of Fences, Gates or Barriers Within or Across Private Access Easements

COUNCIL ACTION REQUESTED: Upon conclusion of the discussion adopt either the recommended action or an alternative action.

RECOMMENDATION: Adopt a MOTION TO:

1. Adopt Town Ordinance No. ____, "An Urgency Ordinance of the Town Council of the Town of Paradise Repealing Ordinance No. 541 and the Temporary Moratorium Prohibiting the Establishment of Fences, Gates and Barriers"; **OR**
2. Adopt an alternative directive to Town staff regarding this agenda item.

BACKGROUND:

On April 22, 2014, the Town Council conducted a public hearing and adopted Town Ordinance No. 541, extending Town Ordinance No. 539, an urgency ordinance previously adopted on March 13, 2014 to impose a temporary moratorium upon the establishment of new fences, gates or other barriers within private access easements. Both ordinances were adopted in order to provide the Town with an opportunity to study the impacts of the establishment of new fences, gates and other barriers within private road access easements.

On July 8, 2014, the Town Council adopted Town Ordinance No. 543, which amended the Town's zoning regulations in a manner that prohibits the establishment of new fences, gates or other barriers within private road easements unless all parties with an interest in a road easement have consented in writing to the establishment of any such barriers. The effective date of Town Ordinance No. 543 was August 7, 2014.

DISCUSSION:

Since Town Ordinance No. 543 is now in legal effect and regulates the establishment of any barriers within private road access easements, there is no longer any purpose

served by Town Urgency Ordinance No. 541. If adopted as recommended by staff, the
attached urgency

ordinance will repeal Town Ordinance No. 541. If Ordinance No. 541 is not repealed, the moratorium upon the establishment of new fences, gates or other barriers within private access easements will be in legal effect for 10 months and 15 days from its April 22, 2014 adoption date. There is no public hearing required to adopt an urgency ordinance and if adopted, Ordinance No. 541 will be repealed immediately. To adopt the urgency ordinance, a four-fifths vote of the Town Council is required.

FINANCIAL IMPACT: A nominal cost will be borne by the Town of Paradise for publication of the ordinance or ordinance summary within the local newspaper.

Attachment

**TOWN OF PARADISE
ORDINANCE NO. _____**

**AN URGENCY ORDINANCE OF THE TOWN COUNCIL OF THE
TOWN OF PARADISE REPEALING ORDINANCE NO. 541 AND THE
TEMPORARY MORATORIUM PROHIBITING THE ESTABLISHMENT
OF FENCES, GATES AND BARRIERS**

The Town Council of the Town of Paradise, State of California does hereby **ORDAIN AS FOLLOWS:**

WHEREAS, on March 19, 2014, the Town Council adopted Ordinance No. 539, an urgency ordinance that established a temporary moratorium relating to the establishment of any fence, gate or any other barrier within or across private access easements within the Town; and

WHEREAS, on April 22, 2014, the Town Council adopted Ordinance No. 541, an urgency ordinance that extended the moratorium established by Ordinance No. 539; and

WHEREAS, on July 8, 2014, the Town Council adopted Ordinance No. 543 that amended Paradise Municipal Code Title 17 by establishing land use regulations defining the term “fence” and prohibiting the installation of a fence within a private roadway easement without the written consent of all persons who have legal right to use such private roadway easement.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE as follows:

SECTION 1. Ordinance No. 541 adopted by the Town Council is hereby repealed.

SECTION 2. It is necessary to adopt this ordinance as an urgency measure in that the Town Council has established in Ordinance No. 543 new zoning regulations that have alleviated the public health, safety and welfare issues that gave rise to the moratorium relating to Ordinance No. 541.

SECTION 3. The Town Council finds and determines that adoption of this ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061 (General Rule Exemption) because there is no possibility that such adoption and subsequent enactment will have a significant effect on the environment.

TOWN OF PARADISE
ORDINANCE NO. _____

SECTION 4. This urgency ordinance shall take effect immediately on the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance or a summary thereof shall be published in a newspaper of general circulation published and circulated within the Town of Paradise along with the names of the members of the Town Council of Paradise voting for and against same.

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of _____, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scott Lotter, Mayor

ATTEST:

JOANNA GUTIERREZ, CMC, Town Clerk

APPROVED AS TO FORM:

DWIGHT L. MOORE, Town Attorney



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: August 12, 2014**

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

AGENDA ITEM: 3(h)

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Donation of 1994 LTP carrier type trailer class AB radar trailer valued at \$600 to the Police Department

COUNCIL ACTION REQUESTED: Accept the 1994 LTP carrier type trailer class AB radar trailer valued at \$600 donated by Wesley Dinsmore to the Paradise Police Department.

BACKGROUND: On July 28, 2014, Wesley Dinsmore, Town of Paradise Fleet Services Manager, notified me that he and his wife have purchased a radar trailer and are offering to donate this equipment to the Paradise Police Department. The radar trailer is valued at \$600 and is donated with no stipulations for its use or future disposal. Upon acceptance by the Town Council, title to the vehicle will be transferred to the Town. The radar trailer is identified with by Serial# 1L91E0816R0179543 and by California License #4LL8556.

According to Town Resolution #96-17, donations of money shall be offered directly to the Town Council for acceptance, whenever the donor proposes to restrict the use of the money to specific Town services.

FINANCIAL IMPACT: None.



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

Agenda No. 5(a)

ORIGINATED BY: Craig Baker, Community Development Director

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Continued Public Hearing: Withdrawal of an Appeal to the Town Council of a Planning Commission Decision Finding that a Proposed Gate Across a Private Road Access Easement Does not Constitute a Violation of Town Zoning Ordinance Regulations Prohibiting the Establishment of Fences in Access Easements (Paradise Municipal Code Section 17.06.600(E)(4))

COUNCIL ACTION REQUESTED:

1. Conduct the public hearing and consider the Withdrawal of an Appeal to the Town Council of a Planning Commission Decision Finding that a Proposed Gate Across a Private Road Access Easement Does not Constitute a Violation of Town Zoning Ordinance Regulations Prohibiting the Establishment of Fences in Access Easements (Paradise Municipal Code Section 17.06.600(E)(4)).

OR

2. Adopt an alternative directive to town staff.

BACKGROUND:

On February 20, 2014, Dana and Denise Bettis filed a written appeal to the Town Council of a February 18, 2014 Planning Commission interpretation of Paradise Municipal Code (PMC) section 17.06.600(E)(4). The section, in part, prohibits “fences” from being installed within private access easements. The appeal filed by Mr. and Ms. Bettis essentially asks the Town Council to find that a closed gate across an access easement is functionally equivalent to a fence and should therefore be prohibited by the Town. The Town Council conducted the appeal hearing on March 11, 2014 and has continued this hearing to August 12, 2014.

Acknowledging that the term “fence” is not defined within the PMC, making administration of section 17.06.600(E)(4) potentially difficult, and that the placement of any barriers within private road easements may raise public safety and other issues, the Town Council adopted a 45-day urgency ordinance on March 19, 2014 and subsequently extended the ordinance at a public hearing. The urgency ordinance prohibited the installation of *any* barriers within private access easements in order allow further study of the issue.

Town Council

August 12, 2014

On July 8, 2014, the Town Council adopted Town Ordinance No. 543, which amended the Town's zoning regulations in a manner that prohibits the establishment of new fences, gates or other barriers within private road easements unless all parties with an interest in a road easement have consented in writing to the establishment of any such barriers. The effective date of Town Ordinance No. 543 was August 7, 2014.

DISCUSSION:

Since Town Ordinance No. 543 is now in legal effect and regulates the establishment of any barriers within private road access easements in a manner that addresses the concerns expressed within the Bettis appeal, the purpose of the appeal itself is essentially moot. In the context of these circumstances, Dana and Denise Bettis formally withdrew their appeal to the Town Council of the Planning Commission's decision via email on July 16, 2014 (attached).

FINANCIAL IMPACT:

Town Council acknowledgement of a withdrawal of the Bettis appeal will have no direct or immediate impact upon the Town's funds.

Attachment

Baker, Craig

From: dbetp@aol.com
Sent: Wednesday, July 16, 2014 3:05 PM
To: Baker, Craig
Subject: Gate Ordinance

Dear Mr. Baker,

I just received an email from my Attorney David Murray, that you put in a call to him today, regarding the New Gate Ordinance, and the Appeal we have in with the Town.

Now that the Town has the New Gate Ordinance in place, I would like to withdraw that Appeal of the Planning Commission decision. If I need to come in and sign any paperwork, please email me back and let me know what front desk to go to. You have been very helpful thru out all of this, and I appreciate the time you have taken to explain situations as they have come up.

Sincerely,
Denise Bettis



TOWN OF PARADISE
Council Agenda Summary
Date: August 12, 2014

Agenda No. 7(a)

ORIGINATED BY: Marc Mattox, Town Engineer

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Stormwater Quality Management Ordinance

COUNCIL ACTION REQUESTED:

1. Waive the first reading of Town Ordinance No. ____ and read by title only; and
2. Introduce Ordinance No. ____ adding Chapter 8.56 to the Paradise Municipal Code relating to stormwater management.

Background:

The Town of Paradise maintains a stormwater conveyance system which collects all water from storm events (stormwater) and drains to Butte Creek and Lake Oroville. This system is comprised of various streams, channels, open culverts, drainage curbs, inlets and underground pipes.

The Environmental Protection Agency, under amendments to the 1987 Clean Water Act, imposed regulations that mandate local government to control and reduce stormwater pollutant runoff into receiving waters. Under the authority of the Porter-Cologne Water Quality Act, the State Water Resources Control Board (SWRCB) has delegated authority to its regional boards to invoke permitting requirements.

Under adoption of Order 2013-0001-DWQ by the SWRCB, the Town of Paradise is subject to a new State permit as a Small Municipal Separate Storm Sewer System (Small MS4) traditional permittee. Provisions of this permit require the Town to possess the necessary legal authority and implement appropriate procedures, to regulate the entry of pollutants and non-stormwater discharges into the Town stormwater conveyance system.

Analysis:

The purpose and intent of this ordinance is fulfill requirements of the Town's NPDES Permit and to protect and enhance the water quality of watercourses and water bodies within the incorporated areas of the Town, including discharges to Butte Creek and Lake Oroville, in a manner consistent with State and Federal water quality regulations.

The following substantive provisions area included in the ordinance:

1. Prohibition of discharges of any sewage, industrial waste, pollution, garbage or rubbish into any municipal storm drain system, watercourse, natural outlet, creek or channel.
2. Exceptions to discharge prohibitions, including water line flushing, landscape irrigation, lawn watering, individual residential car washing, discharges from potable water sources and dechlorinated swimming pool discharges, among others.
3. Procedures for the elimination of illicit connections to the storm drain system.
4. Requirements to utilize "best management practices" to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system

The attached ordinance reflects the minimum regulations to satisfy the requirements of the Town's NPDES permit. The Town may modify the ordinance to be more restrictive; however, staff recommends the ordinance be approved as provided.

Inspection and enforcement will be provided by a combination of Town officials, including code enforcement, engineering staff, construction inspection, and maintenance staff. Enforcement of violations of this ordinance may follow the Town's Administrative Citation Program contained in Chapter 1.09, of the Town's Municipal Code.

Financial Impact:

Minor increases in costs for Town staff time can be expected as a result of this ordinance. Potential violations will be pursued to ensure compliance with the ordinance.

The total Permit is near \$15,000 annually funded by gas tax and drainage maintenance funds. Implementation costs of the permit are to be determined as the Town proceeds through phased permit requirements, such as adoption of this ordinance.

**TOWN OF PARADISE
ORDINANCE NO. ____**

**AN ORDINANCE ADDING CHAPTER 8.56 TO THE PARADISE MUNICIPAL CODE
RELATING TO STORMWATER MANAGMENT**

The Town Council of the Town of Paradise, State of California does hereby **ORDAIN AS FOLLOWS:**

SECTION 1. Chapter 8.56 is hereby added to the Paradise Municipal Code to read as follows:

**CHAPTER 8.56
STORMWATER QUALITY MANAGEMENT**

| | |
|-------------------------|---|
| Section 8.56.010 | Title. |
| Section 8.56.020 | Purpose and Intent. |
| Section 8.56.030 | Definitions. |
| Section 8.56.040 | Applicability. |
| Section 8.56.050 | Responsibility for Administration. |
| Section 8.56.060 | Regulatory Consistency. |
| Section 8.56.070 | Prohibition of Illegal Discharges. |
| Section 8.56.080 | Prohibition of Illicit Connections. |
| Section 8.56.090 | Discharges in Violation of Industrial or Construction Activity NPDES Storm Water Discharge Permit. |
| Section 8.56.100 | Requirement to Prevent, Control, and Reduce Storm Water Pollutants. |
| Section 8.56.110 | Requirement to Eliminate Illegal Discharges. |
| Section 8.56.120 | Requirement to Eliminate or Secure Approval for Illicit Connections. |
| Section 8.56.130 | Watercourse Protection. |
| Section 8.56.140 | Notification of Spills. |
| Section 8.56.150 | Authority to Inspect. |
| Section 8.56.160 | Authority to Sample, Establish Sampling Devices, and Test. |
| Section 8.56.170 | Authority to Inspect and Request Records. |
| Section 8.56.180 | Enforcement and Administration. |
| Section 8.56.190 | Primary Authority. |
| Section 8.56.200 | Nuisance Abatement. |
| Section 8.56.210 | Civil Actions. |
| Section 8.56.220 | Criminal Action. |
| Section 8.56.230 | Non-Exclusive Remedies. |

8.56.010 Title.

This chapter shall be known as the “Stormwater Quality Management Ordinance” of the Town of Paradise.

8.56.020 Purpose and Intent.

The purpose of this chapter is to protect and promote the health, safety and general welfare of the citizens of the Town and to protect and enhance the water quality, beneficial uses, habitats and ecosystems in receiving waters by reducing pollution and pollutant loads discharged in urban runoff from areas within the Town's jurisdiction by the Maximum Extent Practicable, and by prohibiting non-stormwater discharges to municipal Storm Drain Systems. This chapter is intended to assist in protection and enhancement of watercourses, water bodies, and wetlands in a manner pursuant to and both compliant and consistent with the Federal Water Pollution Control Act (Clean Water Act, 33 U.S.C. Section 1251 et seq.), Porter-Cologne Water Quality Control Act (California Water Code Section 13000 et seq.) and Phase II Small Municipal Separate Storm Sewer (MS4) Permit, as such laws and permits are amended and/or renewed.

8.56.030 Definitions.

The terms used in this chapter shall have the following meanings:

- “Best Management Practices(s) (BMP(s))” means a schedule of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other pollution control practices to infiltrate or retain increased flows generated on developed lands in urban areas or to prevent the discharge of pollution directly or indirectly into stormwater, receiving waters, or stormwater conveyance systems.

BMPs include, but are not limited to: treatment practices and facilities; operating and facility management procedures and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions as the Town determines appropriate for the control of pollutants.

BMPs shall be consistent with the California Stormwater Quality Association (CASQA) Best Management Practices Handbooks or equivalent.

- “Town Manager” means the Town Manager of the Town of Paradise or his or her designee.
- “Clean Water Act” means the Federal Water Pollution Control Act (33 U.S.C. §1251 et seq.), and any subsequent amendments thereto.
- “Commercial Activity” means any public or private activity involved in the storage, transportation, distribution, exchange or sale of goods and/or commodities or providing professional and/or non-professional services. “Commercial Activity” includes all commercial land uses.
- “Construction Sites” are sites where activities, including but are not limited to, clearing and grubbing, grading, excavating, demolition, new construction, reconstruction, additions or remodeling of any structure or property are being performed.

- “Contamination” is as defined in California Water Code section 13050(k).
- “Discharge” means any release, threatened release, spill, leak, pump, flow, escape, dumping, or disposal of any liquid, semi-solid or solid substance to the Storm Drain System.
- “Discharger” means any person who discharges or causes to discharge, either directly or indirectly, stormwater or any other material into municipal Storm Drain Systems or to natural surface waters.
- “Hazardous Materials.” Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed (49 CFR §105).
- “Illicit Discharge” or “Illegal Discharge” means any of the following:
 - A. Any direct or indirect non-stormwater discharge to the Storm Drain System, except as exempted in Section 8.56.070B of this chapter; or
 - B. Any direct discharge to the Storm Drain System from an illicit connection; or
 - C. Any discharge to a Storm Drain System or surface water that is prohibited under local, regional, state, or federal statutes, or which causes or contributes to a violation of any water quality standard or objective in the Phase II Small MS4 Permit, including the introduction of pollution into the Storm Drain System.
- “Illicit Connection”. An illicit connection is defined as either of the following:
 - A. Any drain or conveyance, either surface or subsurface, which allows or may allow an illegal discharge to enter the Storm Drain System, including but not limited to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the Storm Drain System and any connections to the Storm Drain System from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by a government agency; or
 - B. Any drain or conveyance connected from a commercial or industrial land use to the Storm Drain System which has not been documented in plans, maps, or equivalent records and approved by the Town.
- “Industrial Activity.” Activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).
- “Maximum Extent Practicable” is a standard for implementation of Best Management Practices to reduce pollutants in stormwater. It is the maximum extent possible taking into account equitable consideration and competing facts, including, but not limited to: the seriousness of the problem, public health risk, environmental benefits, pollutant removal effectiveness, regulatory compliance, ability to implement, cost and technical feasibility.

- “National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permits.” General, group, and individual storm water discharge permits which regulate facilities defined in federal NPDES regulations pursuant to the Clean Water Act. The California Regional Water Quality Control Board, Central Valley Region (hereinafter, Regional Board) and the State Water Resources Control Board have adopted general storm water discharge permits, including but not limited to the General Construction Activity and General Industrial Activity permits.
- “Natural surface water” means creeks, natural ponds or lakes, wetlands, and shall include any waters of the United States contained within the jurisdictional boundaries of the Town. Natural surface water does not mean any wet or dry detention or infiltration basin, constructed wetland, stormwater treatment facility, artificial lake or pond or other man-made body of water.
- “Non-Stormwater Discharge.” Any discharge to the Storm Drain System that is not composed entirely of stormwater.
- “Nuisance” means any “nuisance” established by California Water Code §13050(m) or the Paradise Municipal Code.
- “Pollutant”. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: sediment discharged from lands lacking effective BMPs due to runoff from impermeable surfaces or runoff from unpaved surfaces impacted by vehicle use; paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including but not limited to sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind.
- “Pollution” means an alteration of the quality of the waters of the state by waste to a degree which unreasonably affects the waters for beneficial uses or the facilities which serve these beneficial uses (California Water Code §13050(1)(1)).
- “Porter-Cologne Act.” The Porter-Cologne Water Quality Control Act and as amended (California Water Code §13000 et seq.).
- “Premises.” Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
- “Remediation.” The abatement or removal of pollution or contaminants from land or water (including sediments in waterways) for the general protection of human health and the environment.

- “Storm Drain System.” Publicly-owned facilities operated by the Town or Caltrans, by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures which are within the Town and are not part of a publicly owned treatment works as defined at 40 CFR §403.3(q).
- “Stormwater.” Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.
- “Stormwater Pollution Prevention Plan (SWPPP).” A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, Storm Drain Systems, and/or receiving waters to the Maximum Extent Practicable.
- “Super-Chlorinated Water.” Water with chlorine concentrations above 4 mg/l, often associated with disinfection of new or repaired potable water lines and shock treatment of swimming pools.
- “Waters of the State.” Any surface water or groundwater (California Water Code §13050(e)), including all natural waterways and definite channels and depressions in the earth that may carry water, even though such waterways may only carry water during rains and storms and may not carry storm water at and during all times and seasons. This definition is broader than “Waters of the United States” as defined at 40 CFR Section 122.2

Any terms defined in the Federal Clean Water Act, as amended, or defined in the regulations for the NPDES program issued by the Environmental Protection Agency, as amended, and which are not specifically defined above, shall have the same meaning as set forth in said act or regulation.

8.56.040 Applicability.

This chapter, including any amendments or revisions thereto, shall apply to all water entering the Storm Drain System generated on or flowing over any developed and undeveloped land lying within the Town, unless explicitly exempted in writing by the Town Manager based on the provisions of this chapter.

8.56-050 Responsibility for Administration.

The Town Manager or his or her designee shall administer, implement, and enforce the provisions of this chapter.

8.56.060 Regulatory Consistency.

This chapter shall be construed to assure consistency with the requirements of the Clean Water Act and Porter-Cologne Act and any amendments thereto, or any applicable implementing regulations.

8.56.070 Prohibition of Illegal Discharges.

It shall be unlawful for any person or entity to discharge or cause to be discharged into the Storm Drain System or Waters of the State any non-stormwater discharges, except as exempted below in this section, or any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water. Wastes deposited in proper waste receptacles for the purposes of collection and disposal are exempted from this prohibition.

A. Illegal discharges from industrial and/or commercial sources into the Storm Drain System or Waters of the State include, but are not limited to, the following and are prohibited, unless the discharge is permitted under a separate NPDES permit other than the Town of Paradise Small MS4 Permit:

1. Water from the cleaning of gas stations, vehicle service garages, or other types of vehicle service facilities;
2. Water, cleansers, or solvents from the cleaning of vehicles, machinery or equipment, and other such commercial and industrial activities;
3. Water from the washing or rinsing of vehicles containing soap, detergents, solvents, or other cleaners;
4. Water from the washing or rinsing of vehicles, with or without soap, from auto body repair shops;
5. Water from the cleaning or rinsing of vehicle engine, undercarriage, or auto parts cleaning;
6. Vehicle fluids;
7. Mat wash and hood cleaning water from food service facilities;
8. Food and kitchen cleaning water from food service facilities;
9. Leakage from dumpsters or trash containers;
10. Water from the cleaning or rinsing of garbage dumpster areas and areas where garbage is stored or contained;
11. Water from pressure washing, steam cleaning, and hand scrubbing of sidewalks, gutters, plazas, alleyways, outdoor eating areas, steps, building exteriors, walls, driveways, and other outdoor surfaces;
12. Deposition of sediment from landscaping activities, such as blowing, sweeping, or washing waste materials into the Storm Drain System;
13. Wastewater or cleaning fluids from carpet cleaning;
14. Swimming pool and spa water;
15. Wash out from concrete trucks;
16. Runoff from areas where hazardous substances, including diesel fuel, gasoline and motor oil are stored, except as allowed by Section 8.56.070B of this chapter.
17. Super-chlorinated water normally associated with the disinfection of potable water systems and swimming pools;
18. Construction debris, such as, but not limited to, paint, dirt, and wash water; or
19. Sewage or other forms of pollutants from recreational activities including boating and camping, and from recreational vehicles and boats.

B. Exemptions to Prohibited Discharges.

1. Discharges from the following activities shall not be prohibited, as long as such activities are properly managed, and except as otherwise provided by this chapter:
 - i. Potable water line flushing or other potable water sources;
 - ii. Landscape irrigation and lawn watering not containing pollutants such as sediment, pesticides, or fertilizers;
 - iii. Pumped groundwater not containing pollutants;
 - iv. Rising groundwater; diverted stream flows, springs and flows from riparian habitats and wetlands;
 - v. Groundwater infiltration not containing pollutants;
 - vi. Foundation and footing drains and water from crawl space pumps not containing pollutants;
 - vii. Air conditioning condensation;
 - viii. Non-industrial roof drains not containing pollutants;
 - ix. Flows from firefighting activities and flushing and testing of fire hydrants; and
 - x. Any non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered by the State of California under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted by the Town for any discharge to the Storm Drain System.
2. With written concurrence of the Regional Board, the Town may exempt in writing other non-storm water discharges which are not a source of pollutants to the Storm Drain System or Waters of the State.
3. If the Regional Board or the Town Manager determines based on substantial evidence that a discharge which is otherwise exempt from the prohibitions on discharges causes or significantly contributes to a violation of any receiving water limitation or result in the conveyance of significant quantities of pollutants to surface waters, or is otherwise a danger to public health or safety, the Town Manager may give written notice to the owner or operator of the facility that the discharge exception shall not apply.

8.56.080 Prohibition of Illicit Connections.

- A. The construction, use, maintenance or continued existence of illicit connections to the Storm Drain System is prohibited.
- B. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

8.56.090 Discharges in Violation of Industrial or Construction Activity NPDES Storm Water Discharge Permit.

Any person subject to an Industrial or Construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Town Manager prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

8.56.100 Requirement to Prevent, Control, and Reduce Storm Water Pollutants.

- A. Authorization to Adopt and Impose Best Management Practices. The Town may adopt requirements identifying BMPs for any activity, operation, or facility which may cause or contribute to pollution or contamination of stormwater, the Storm Drain System, or Waters of the State. Where BMP requirements are promulgated by the Town or any Federal, State of California, or regional agency for any activity, operation, or facility which would otherwise cause the discharge of Pollutants to the Storm Drain System or water of the U.S., every person undertaking such activity or operation, or owning or operating such facility shall comply with such requirements. The Town Manager will periodically report to the Town Council on the status of implementation of BMPs, the development of new and effectiveness of existing BMPs, and area- wide BMPs which may be included in BMP guidance documents promulgated by the Town or other regional or State agencies.
- B. New Development and Redevelopment. The Town may require any owner or person developing real property to identify appropriate BMPs to control the volume, rate, and potential pollutant load of storm water runoff from new development and redevelopment projects as may be appropriate to minimize the generation, transport and discharge of Pollutants. The owner and developer shall comply with the terms, provisions, and conditions of any land use entitlements and building permits which require such BMPs. These BMP requirements may include a combination of structural and non-structural BMPs, and shall include requirements to ensure the proper long-term operation and maintenance of these BMPs.
- C. Construction Sites. Temporary and permanent BMPs to reduce pollutants in any storm water runoff activities shall be incorporated in any land use entitlement and grading, encroachment, construction or building-related permit (see PMC Title 15.02.300 Section J104.2 Amended). The owner and developer shall comply with the terms, provisions, and conditions of such land use entitlements, building, grading, encroachment, or demolition permits as required by the Town.
- D. Responsibility to Implement Best Management Practices. Notwithstanding the presence or absence of requirements promulgated pursuant to subsections (a), (b) and (c) above, any person or entity engaged in activities or operations, or owning facilities or property which will or may result in pollutants or non-stormwater discharging into stormwater, the Storm Drain System, or Waters of the State shall implement, operate and maintain BMPs to the extent they are technologically achievable to prevent and reduce such pollutants to the

maximum extent practicable. The owner or operator of a commercial or industrial establishment shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal Storm Drain System or Waters of the State. Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

8.56.110 Requirement to Eliminate Illegal Discharges.

Notwithstanding the requirements of Article IV herein, the Town Manager may require by written notice that a person or entity responsible for an illegal discharge immediately, or by a specified date, discontinue the discharge and, if necessary, take measures to eliminate the source of the discharge to prevent the occurrence of future illegal discharges.

8.56.120 Requirement to Eliminate or Secure Approval for Illicit Connections.

- A. The Town Manager may require by written notice that a person or entity responsible for an illicit connection to the Storm Drain System comply with the requirements of this chapter to eliminate or secure approval for the illicit connection by a specified date, regardless of whether the connection or discharges had been established or approved prior to the effective date of this chapter.
- B. If, subsequent to eliminating a connection found to be in violation of this chapter, the responsible person or entity can demonstrate that an illegal discharge will no longer occur, said person or entity may request Town approval to reconnect. The reconnection or reinstallation of the connection shall be at the responsible party's expense.

8.56.130 Watercourse Protection.

Every person or entity owning property through which a watercourse passes, or such owner's lessee, shall keep and maintain that part of the watercourse within the property reasonably free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. The owner or lessee shall not remove healthy bank vegetation beyond that actually necessary for maintenance, or remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion. The property owner or such owner's lessee, shall be responsible for maintaining and stabilizing that portion of the watercourse that is within their property lines in order to protect against erosion and degradation of the watercourse originating or contributed from their property.

8.56.140 Notification of Spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any

known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the Storm Drain System, or water of the state from said facility, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. Said person shall also identify, implement, and keep records of BMPs utilized to prevent further spills, dumping, or material disposals that resulted in illegal discharges. In the event of such a release of a hazardous material said person shall immediately notify emergency response officials of the occurrence via emergency dispatch services (911). In the event of a release of non-hazardous materials, said person shall notify the Town Public Works Department in person or by phone or email no later than 5:00 p.m. of the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Town's Public Works Department, within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

8.56.150 Authority to Inspect.

Whenever necessary to make an inspection to enforce any provision of this chapter, or whenever the Town Manager has cause to believe that there exists, or potentially exists, in or upon any premises any condition which constitutes a violation of this chapter, the Town Manager may enter such premises at all reasonable times to inspect the same and to inspect and copy records related to stormwater compliance. In the event the owner or occupant refuses entry after a request to enter and inspect has been made, the Town is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry pursuant to California Code of Civil Procedure section 1822.50-1822.60.

8.56.160 Authority to Sample, Establish Sampling Devices, and Test.

During any inspection as provided herein, the Town Manager, or designee, may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities. Upon determination of a violation, the Town Manager may continue sampling and testing by the Town, and seek reimbursement of costs per section 8.56.210 and of this chapter, or may request that the person or entity engaged in any activity and/or owning or operating any facility in violation, undertake at such person's or entity's expense such monitoring and analyses and furnish such reports to the Town as deemed necessary to determine compliance with this chapter.

8.56.170. Authority to Inspect Property and Request Records.

Whenever the Town Manager has reasonable cause to believe that there exists on any premises any condition which constitutes a violation of this chapter, the Town Manager, or designee, is empowered to request owner or occupant provides records, such as but not limited to, site plans, connection agreements, operations and maintenance records, documentation of waste disposal, as necessary to determine Stormwater compliance.

8.56.180 Enforcement and Administration.

Any person violating a provision of this chapter shall be subject to administrative, civil, or criminal liability as provided by law, in this chapter, and in Chapter 1.09, of this Code. When relying on Chapter 1.09 of this Code, the Town shall adhere to all procedures set forth therein, including, but not limited to the procedures for notice, service requirements, hearings, appeals and issuance of citations and fines.

Any person violating a provision of this chapter shall, in addition to administrative civil penalties provided in Chapter 1.09 of this Code, be subject to nuisance abatement procedures as provided by law, in this chapter, and in Chapter 8.04 of this Code.

8.56.190 Primary Authority.

The Town Manager is empowered to use any of the provisions of this chapter and the provisions found in Chapter 8.04 of this Code to correct violations of, and secure compliance with the provisions of this chapter.

8.56.200 Nuisance Abatement.

Violation of any provision of this chapter is declared to be a nuisance. The Town may, in addition to other authorized procedures set forth in this chapter, take action to abate any nuisance in accordance with the procedures found in Chapter 8.04 of this Code.

8.56.210 Civil Actions.

In addition to any other remedies provided in this Section, any violation of this chapter may be enforced by civil action brought by the Town. In any such action, the Town may seek, as appropriate and allowed by law, any or all of the following remedies:

- A. A temporary restraining order, preliminary and permanent injunction;
- B. Reimbursement of costs of any investigation, inspection or monitoring survey which led to the establishment of the violation, and for the reasonable costs of preparing and bringing action under this division;
- C. Costs incurred in removing, correcting, or terminating the adverse effect(s) resulting from the violation;
- D. Compensatory damages for loss or destruction of water quality, wildlife, fish and aquatic life. Costs and damages under this subsection shall be paid to the Town and shall be used exclusively for costs associated with monitoring and establishing stormwater discharge pollution control systems and/or implementing or enforcing the provisions of this chapter.

8.56.220 Criminal Actions.

Any person violating any of the provisions of this chapter shall be guilty of an infraction with fines pursuant to Government Code section 36900. Any additional violation of this chapter within one year of the first violation shall be prosecuted by the town attorney as a misdemeanor with a fine not to exceed one thousand dollars (\$1,000) and/or six (6) months in the county jail; and provided,

however, the town attorney shall have the discretion to reduce the misdemeanor to an infraction. Each day such violation is committed or permitted to continue constitutes a separate offense and is punishable as such.

8.56.230 Non-Exclusive Remedies.

Each and every remedy available for the enforcement of this chapter shall be non-exclusive and it is within the discretion of the Town to seek cumulative remedies. Moreover, the remedies available to the Town pursuant to this chapter shall not limit the right of the Town to seek any other remedy that may be available at law and in equity.

Section 2. Pursuant to California Environmental Quality Act (CEQA) Guidelines section 15308, this ordinance is exempt from CEQA in that it is a Class 8 categorical exemption for actions taken by a regulatory agency to establish procedures for the protection of the environment.

Section 3. This ordinance shall take effect thirty (30) days after the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance or a summary thereof shall be published in a newspaper of general circulation published and circulated within the Town of Paradise along with the names of the members of the Town Council of Paradise voting for and against same.

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of _____ 2014, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

JOANNA GUTIERREZ, Town Clerk

APPROVED AS TO FORM:

DWIGHT L. MOORE, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: August 12, 2014**

Agenda Item: 7b

Originated by: Gabriela Tazzari-Dineen, Police Chief
Reviewed by: Lauren Gill, Town Manager
Subject: Public Safety Recruitment Incentives

Council Action Requested:

Request authorization to implement Public Safety Recruitment Incentives.

Alternatives:

Provide Staff with alternative direction.

Background:

The Paradise Police Department has experienced difficulty in recruiting qualified applicants for the positions of Police Officer and Public Safety Dispatcher due to a state wide supply issue wherein law enforcement agencies are seeing a smaller pool of qualified candidates. The recruitment difficulties have been compounded for the Town of Paradise by the fact that larger agencies, in and outside Butte County, attract candidates by offering greater compensation packages that include higher pay and recruitment incentives. The Town's inability to offer higher wages has left the Town of Paradise at a disadvantage; therefore, staff requests that the Town offer some short term, affordable recruitment incentives in an attempt to be more competitive in the recruitment and hiring process.

Discussion:

At the April 8, 2014, council meeting, the Town Council approved the re-instatement of the Police Trainee position which included partial sponsorship of police recruits as they complete the police academy. The approval of that recruitment incentive was immediately proven successful and the Town hired one police officer on June 30, 2014. In addition to that incentive, the Town has in place the ability to offer experienced applicants at a higher starting step on the pay scale by using the different levels within the salary range of the position to recognize valuable and transferable experience. Although these two incentives have assisted the Department in attracting a few applicants, it has not had the impact necessary to fill several vacancies. With the understanding that the Town is not in a position to add long-term incentives, at this time, staff recommends adding the following incentives:

Referral Bonus: Town employees would receive a referral bonus for recruiting a police officer or a public safety dispatch candidate. The candidate must pass all examinations and pre-employment conditions and be hired by the Town before the Town employee receives compensation for the recruitment. \$100 for an entry level applicant and \$300 for a lateral applicant. For the purpose of this lateral recruitment referral bonus incentive, lateral shall be defined as having previous or current sworn police officer or non-sworn dispatcher experience of no less than one year.

Applicant Sign-on Bonus: When an applicant successfully completes all of the testing process and is hired by the Town, that applicant would be entitled to a one time sign-on bonus. Entry Level Police Officer \$1,000, Lateral Police Officer \$3,000, Entry Level Dispatcher \$500, Lateral Dispatcher \$1,500. For the purpose of this lateral recruitment sign-on bonus, lateral shall be defined as having previous or current sworn police officer or non-sworn dispatcher experience of no less than one year.

Lateral Credited Leave Bank: When a lateral police officer or lateral dispatch applicant is hired by the Town they would receive a one-time 80 vacation hours and 80 sick leave hours credited into their leave bank. For the purpose of this lateral recruitment leave bank credit; lateral shall be defined as having previous or current sworn police officer or non-sworn dispatcher experience of no less than one year.

Relocation Assistance: A police officer or dispatcher applicant that resides 60 or more miles away from the Town of Paradise is eligible for a one-time relocation assistance payment of \$1,000 if within 30 days of hire date they move to a location within a 20 miles radius of the Town of Paradise. Payment will be made in the first payroll check following submission of relocation documentation

Staff understands the Town's financial challenges but believes that the current hiring and recruitment environment requires the Town to take action and implement additional incentives. Staff recognizes that these incentives may not be necessary in the future and therefore recommends that the new incentives sunset on December 31, 2015.

Fiscal Impact Analysis:

Currently there are 3 dispatch positions vacant and 5 police officer positions vacant or expected to become vacant within the next few months. Using a calculation ratio of 50% between lateral and entry level hiring, the Town could expect to spend \$18,100 to fill 8 positions. There are currently some salary savings being generated by having these vacancies, so that savings will lessen the budget impact of these incentives. Once some of these positions are filled, the Finance Director will complete a personnel budget review to recommend the appropriate adjustments to the 2014/15 budget.



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: August 12, 2014**

AGENDA ITEM: 7c

ORIGINATED BY: Paul Derr, Public Works Manager

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Reroof of Fire Station 81

COUNCIL ACTION REQUESTED:

1. Authorize the replacement of the flat roof design of Fire Station 81 with a new pitched designed roof and the purchase of materials in the estimated amount of \$54,853; and,
2. Authorize volunteer labor for the project from Alliance Kingdom Builders in an estimated amount of \$75,000; and,
3. Accept the Paradise Elks Lodge #2026 Donation of \$1,500 towards the materials necessary to reroof Fire Station 81; or,
4. Consider alternative direction to staff.

BACKGROUND:

The Town's Fire Station #1 (81), built in 1981, has been leaking for several years. In 2011, with the assistance of Rancho Engineering, staff evaluated the roof and alternatives to the flat roof system.

After careful evaluation it was determined that a new pitched roof would solve many of the problems associated with the flat roof design as well as protect the critical infrastructure of our communication system which is currently exposed to the elements. Rancho Engineering performed a series of roof design calculations based on existing conditions and determined that the pitched roof design was achievable based on the current structural capabilities of the building.

Recently, staff was approached by a local volunteer group of contractors that wishes to donate their time and minor equipment to replace the existing flat roof with a

“trussed/pitched roof,” which meets current building roof loads. The cost of the labor for the project is estimated at \$75,000.00.

This group of volunteers prepared a complete list of materials needed for the installation of this newly designed roof. The estimated materials cost for the project is \$54,853. A breakdown of the material costs is provided as attachment “A” to this report. Based on a review of the estimated cost, staff recommends approval of the funds required to purchase the materials.

Word of this kindness has reached the Paradise Benevolent and Protective Order of the Elks, Lodge 2026 and they also wish to support the effort to reroof fire station 81 by generously donating \$1,500.00 to assist in the purchase of materials. If this donation is accepted by the Town Council, a check will be presented to the Town at a ceremony that will be arranged at fire station 81 later this month. These funds will be placed in a special donation fund for the exclusive use of the reroof project.

According to Town Resolution #96-17, whenever an individual or group donates money for a specific purpose, it is brought to the Town Council for acceptance. This process protects the use of the funds because it is part of the public record.

FINANCIAL IMPACT: The impact to the general fund will be the cost of materials estimated to be approximately \$54,853.00.

Paradise
Fire Station 81
Material Cost Breakdown

| | |
|--------------------------------|-----------------|
| Concrete / Rebar | \$1,500 |
| Structural Steel | \$1,800 |
| Lumber Package | \$15,800 |
| Truss Package | \$16,550 |
| Flue & Plumbing Vent Kits | \$675 |
| Gutters & Downspouts | \$2,225 |
| Roofing Package | \$9,503 |
| Skylight Kits | \$650 |
| Exterior Paint | \$800 |
| Rental Equipment / Scaffolding | \$2,500 |
| Safety Equipment | \$850 |
| Miscellaneous / Contingency | \$2,000 |
| | <hr/> |
| | \$54,853 |



July 14, 2014

TO: Mayors, City Managers and City Clerks
League Board of Directors

RE: Annual Conference Resolutions Packet
Notice of League Annual Meeting

Enclosed please find the 2014 Annual Conference Resolutions Packet.

Annual Conference in Los Angeles. This year's League Annual Conference will be held September 3-5 in Los Angeles. The conference announcement has previously been sent to all cities and we hope that you and your colleagues will be able to join us. More information about the conference is available on the League's Web site at www.cacities.org/ac. We look forward to welcoming city officials to the conference.

Annual Luncheon/Business Meeting - Friday, September 5, 12:00 p.m. The League's Annual Business Meeting will be held at the Los Angeles Convention Center.

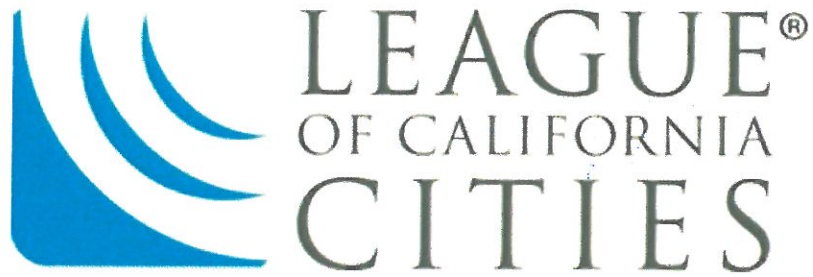
Resolutions Packet. At the Annual Conference, the League will consider the one resolution introduced by the deadline, Saturday, July 5, 2014, midnight. The resolution is included in this packet. Resolutions submitted to the General Assembly must be concurred in by five cities or by city officials from at least five or more cities. These letters of concurrence are included with this packet. We request that you distribute this packet to your city council.

We encourage each city council to consider the resolution and to determine a city position so that your voting delegate can represent your city's position on each resolution. A copy of the resolution packet is posted on the League's website for your convenience: www.cacities.org/resolutions.

The resolutions packet contains additional information related to consideration of the resolution at the Annual Conference. This includes the date, time and location of the meetings at which the resolution will be considered.

Voting Delegates. Each city council is encouraged to designate a voting delegate and two alternates to represent their city at the Annual Business Meeting. A letter asking city councils to designate their voting delegate and two alternates has already been sent to each city. Copies of the letter, voting delegate form, and additional information are also available at: www.cacities.org/resolutions. The deadline for submitting a voting delegate form prior to the Annual Conference is August 15, 2014.

**Please Bring This Packet to the Annual Conference
September 3 – 5, Los Angeles**



*Annual Conference
Resolutions Packet*

2014 Annual Conference Resolutions



116th Annual Conference

Los Angeles

September 3 - 5, 2014

INFORMATION AND PROCEDURES

RESOLUTIONS CONTAINED IN THIS PACKET: The League bylaws provide that resolutions shall be referred by the president to an appropriate policy committee for review and recommendation. Resolutions with committee recommendations shall then be considered by the General Resolutions Committee at the Annual Conference.

This year, one resolution has been introduced for consideration by the Annual Conference and referred to the League policy committees.

POLICY COMMITTEES: Two policy committees will meet at the Annual Conference to consider and take action on the resolution referred to them. The committees are Environmental Quality and Public Safety. These committees will meet on Wednesday, September 3, 2014, at the JW Marriott Hotel in Los Angeles. The sponsor of the resolution has been notified of the time and location of the meetings.

GENERAL RESOLUTIONS COMMITTEE: This committee will meet at 1:00 p.m. on Thursday, September 4, at the Los Angeles Convention Center, to consider the reports of the two policy committees regarding the resolution. This committee includes one representative from each of the League's regional divisions, functional departments and standing policy committees, as well as other individuals appointed by the League president. Please check in at the registration desk for room location.

ANNUAL LUNCHEON/BUSINESS MEETING/GENERAL ASSEMBLY: This meeting will be held at 12:00 p.m. on Friday, September 5, at the Los Angeles Convention Center.

PETITIONED RESOLUTIONS: For those issues that develop after the normal 60-day deadline, a resolution may be introduced at the Annual Conference with a petition signed by designated voting delegates of 10 percent of all member cities (47 valid signatures required) and presented to the Voting Delegates Desk at least 24 hours prior to the time set for convening the Annual Business Session of the General Assembly. This year, that deadline is 12:00 p.m., Thursday, September 4. If the petitioned resolution is substantially similar in substance to a resolution already under consideration, the petitioned resolution may be disqualified by the General Resolutions Committee.

Resolutions can be viewed on the League's Web site: www.cacities.org/resolutions.

Any questions concerning the resolutions procedures may be directed to Meg Desmond at the League office: mdesmond@cacities.org or (916) 658-8224

GUIDELINES FOR ANNUAL CONFERENCE RESOLUTIONS

Policy development is a vital and ongoing process within the League. The principal means for deciding policy on the important issues facing cities is through the League's eight standing policy committees and the board of directors. The process allows for timely consideration of issues in a changing environment and assures city officials the opportunity to both initiate and influence policy decisions.

Annual conference resolutions constitute an additional way to develop League policy. Resolutions should adhere to the following criteria.

Guidelines for Annual Conference Resolutions

1. Only issues that have a direct bearing on municipal affairs should be considered or adopted at the Annual Conference.
2. The issue is not of a purely local or regional concern.
3. The recommended policy should not simply restate existing League policy.
4. The resolution should be directed at achieving one of the following objectives:
 - (a) Focus public or media attention on an issue of major importance to cities.
 - (b) Establish a new direction for League policy by establishing general principals around which more detailed policies may be developed by policy committees and the board of directors.
 - (c) Consider important issues not adequately addressed by the policy committees and board of directors.
 - (d) Amend the League bylaws (requires 2/3 vote at General Assembly).

LOCATION OF MEETINGS

Policy Committee Meetings

Wednesday, September 3, 2014
JW Marriott Los Angeles Hotel
900 West Olympic Boulevard, Los Angeles

Environmental Quality: 9:00 a.m. – 10:30 a.m.
Public Safety: 10:30 a.m. – 12:00 p.m.

General Resolutions Committee

Thursday, September 4, 2014, 1:00 p.m.
Los Angeles Convention Center
1201 South Figueroa Street, Los Angeles

Annual Business Meeting and General Assembly Luncheon

Friday, September 5, 2013, 12:00 p.m.
Los Angeles Convention Center
1201 South Figueroa Street, Los Angeles

KEY TO ACTIONS TAKEN ON RESOLUTIONS

Resolutions have been grouped by policy committees to which they have been assigned.

| Number | Key Word Index | Reviewing Body Action | | |
|--------|----------------|--|---|---|
| | | 1 | 2 | 3 |
| | | 1 - Policy Committee Recommendation to General Resolutions Committee | | |
| | | 2 - General Resolutions Committee | | |
| | | 3 - General Assembly | | |

ENVIRONMENTAL QUALITY POLICY COMMITTEE

| | | 1 | 2 | 3 |
|---|-----------------------------|---|---|---|
| 1 | Illegal Marijuana Grow Site | | | |

PUBLIC SAFETY POLICY COMMITTEE

| | | 1 | 2 | 3 |
|---|-----------------------------|---|---|---|
| 1 | Illegal Marijuana Grow Site | | | |

Information pertaining to the Annual Conference Resolutions will also be posted on each committee's page on the League website: www.cacities.org. The entire Resolutions Packet will be posted at: www.cacities.org/resolutions.

KEY TO ACTIONS TAKEN ON RESOLUTIONS (*Continued*)

Resolutions have been grouped by policy committees to which they have been assigned.

KEY TO REVIEWING BODIES

1. Policy Committee
2. General Resolutions Committee
3. General Assembly

KEY TO ACTIONS TAKEN

- | | |
|-----|---|
| A | Approve |
| D | Disapprove |
| N | No Action |
| R | Refer to appropriate policy committee for study |
| a | Amend+ |
| Aa | Approve as amended+ |
| Aaa | Approve with additional amendment(s)+ |
| Ra | Refer as amended to appropriate policy committee for study+ |
| Raa | Additional amendments and refer+ |
| Da | Amend (for clarity or brevity) and Disapprove+ |
| Na | Amend (for clarity or brevity) and take No Action+ |
| W | Withdrawn by Sponsor |

ACTION FOOTNOTES

- * Subject matter covered in another resolution
- ** Existing League policy
- *** Local authority presently exists

Procedural Note: Resolutions that are approved by the General Resolutions Committee, as well as all qualified petitioned resolutions, are reported to the floor of the General Assembly. In addition, League policy provides the following procedure for resolutions approved by League policy committees but *not* approved by the General Resolutions Committee:

Resolutions initially recommended for approval and adoption by all the League policy committees to which the resolution is assigned, but subsequently recommended for disapproval, referral or no action by the General Resolutions Committee, shall then be placed on a consent agenda for consideration by the General Assembly. The consent agenda shall include a brief description of the basis for the recommendations by both the policy committee(s) and General Resolutions Committee, as well as the recommended action by each. Any voting delegate may make a motion to pull a resolution from the consent agenda in order to request the opportunity to fully debate the resolution. If, upon a majority vote of the General Assembly, the request for debate is approved, the General Assembly shall have the opportunity to debate and subsequently vote on the resolution.

2014 ANNUAL CONFERENCE RESOLUTIONS

RESOLUTION REFERRED TO ENVIRONMENTAL QUALITY AND PUBLIC SAFETY POLICY COMMITTEES

- 1. A RESOLUTION CALLING UPON THE GOVERNOR AND THE LEGISLATURE TO CONVENE A SUMMIT TO ADDRESS THE DEVASTATING ENVIRONMENTAL IMPACTS OF ILLEGAL MARIJUANA GROWS ON BOTH PRIVATE AND PUBLIC LANDS THROUGHOUT CALIFORNIA AND THE INCREASING PROBLEMS TO PUBLIC SAFETY RELATED TO THESE ACTIVITIES BY WORKING IN PARTNERSHIP WITH THE LEAGUE OF CALIFORNIA CITIES TO DEVELOP RESPONSIVE SOLUTIONS AND TO SECURE ADEQUATE FUNDING FOR COST-EFFECTIVE IMPLEMENTATION STRATEGIES.**

Source: Redwood Empire Division

Concurrence of five or more cities/city officials: Cities of Arcata; Blue Lake; Clearlake; Cloverdale; Crescent City; Eureka; Fort Bragg; Healdsburg; Lakeport; Trinidad; and Ukiah

Referred to: Environmental Quality and Public Safety Policy Committees

Recommendation to General Resolutions Committee:

WHEREAS, public concerns in response to widespread damage to fish and wildlife resources and degradation to California's environment, and threats to public safety resulting from illegal marijuana cultivation statewide requires urgent action by the Governor and the Legislature, and

WHEREAS, local governments and the public support the State's primary objectives in complying with environmental laws including the Clean Water Act, Porter-Cologne Water Quality Control Act, and Endangered Species Act and are supported by substantial public investments at all levels of government to maintain a healthy and sustainable environment for future citizens of California, and

WHEREAS, illegal marijuana cultivation activities include habitat destruction and fragmentation, poaching wildlife, illegal water diversions, unregulated use of fertilizers, pesticides, insecticides, rodenticides, soil amendments contaminating land and waters without regard for the cumulative impacts to the environment or public health, and

WHEREAS, changing global climate conditions are posing escalated threats in California to health, well-being, nature and property; as evidenced by critical water shortages across the state due to prolonged drought conditions, and

WHEREAS, illegal water diversion for the purpose of cultivating marijuana plantations poses a direct threat to California's endangered and threatened anadromous fish species, including coho salmon, Chinook salmon, steelhead trout and other aquatic species, especially at critical life phases during seasonally low flow conditions; and

WHEREAS, California is a leader in the global effort to fight climate change and is pursuing a broad, integrated strategy to reduce greenhouse gas emissions and conserve energy, yet in a recent Lawrence Livermore Lab study estimated that upwards of 10% of electricity usage statewide can be attributed to indoor marijuana cultivation; these sites are often the causation of fires and home invasion incidents due to criminal activity, and

WHEREAS, the presence of illegal marijuana growing sites on State and federal public lands is creating unsafe conditions for visitors; these lands are taxpayer supported and intended to be managed for recreation, resource conservation and the enjoyment by the public, and

WHEREAS, increasing violence and threats to public safety related to illegal marijuana grows is contributing to a sense of lawlessness and impacting nearby communities where criminal activities are expanding, and

WHEREAS, the issue of illegal marijuana grows has reached a crisis level across the state as evidenced by the murder of former League Board member, Fort Bragg Councilmember and veteran forester Jere Melo who was fatally shot down while investigating a report of a marijuana grow on private timberlands in northern California.

RESOLVED, at the League General Assembly, assembled at the League Annual Conference on September 5, 2014 in Los Angeles, that the League calls for the Governor and the Legislature to work with the League and other stakeholders to convene a summit to address the devastating environmental impacts of illegal marijuana grows on both private and public lands and the increasing problems to public safety related to these activities.

FURTHER RESOLVED, that the League will work with its member cities to educate State and federal officials regarding emerging concerns from their communities and citizenry and to the challenges facing local governments. Therefore, we request the Governor and the Legislature to work with the League to provide responsive solutions with adequate funding support and effective State and federal government leadership to address widespread environmental damage and associated threats to public safety impacting every region in the State of California.

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Background Information on Resolution No. 1

Source: Redwood Empire Division

Background:

When California voters approved Proposition 215 in 1996 there was little thought given to a wide range of problems which have emerged in association with the increased availability and demand for marijuana. Cities within the Redwood Empire Division have grappled with the impacts of illicit marijuana grow sites for decades. Yet in recent years the environmental degradation from marijuana growing operations and public safety threats has grown exponentially. In 2011, Fort Bragg City Council Member Jere Melo was fatally shot while investigating illegal marijuana cultivation on private timber lands in Mendocino County.

Illegal marijuana cultivation activities are causing extreme environmental degradation including habitat destruction and fragmentation, illegal water diversions, killing and poisoning wildlife, unregulated use of fertilizers, pesticides, rodenticides contaminating land and polluting waters without regard for the cumulative impacts to the environment and the public's health and safety. It is expensive to remediate this environmental destruction that often destroys significant, federal, state, local, tribal and private investments in restoring or protecting the surrounding landscape.

Public concern for widespread, landscape-level environmental damage resulting from unregulated growing operations and escalating violent crimes associated with the marijuana industry has reached a tipping point across the state. The Redwood Empire Division joins with other cities throughout the state in a call for action to reverse these trends.

Current Problem Facing California's Cities:

Cities throughout California state have struggled with regulating medical marijuana dispensaries and grow houses along with the associated community impacts of those facilities and land use activities. Many unforeseen environmental impacts and public safety concerns are now emerging as a consequence of increased production and demand for marijuana.

Critical water shortages across the state due to prolonged drought conditions have resulted in the Governor declaring a Drought State of Emergency. Illegal water diversions for the purposes of cultivating marijuana plantations are increasing throughout the state. These activities impact agricultural production and domestic water use. The cumulative impacts to watershed health are considerable and pose direct threats to California's salmon, trout and other sensitive aquatic species, especially at critical life stages during seasonally low flow conditions. In addition, under drought conditions, the risk of fire is elevated. The presence of marijuana grow sites in fire prone areas contributes to potential wildfire risks at the Wildland/Urban Interface.

The presence of illegal marijuana growing sites on state and federal public lands creates unsafe conditions for visitors. These lands are managed with taxpayer support and are intended to be for enjoyment by the public, recreation and conservation. However, the increasing level of violence and threats to public safety related to illegal marijuana grows on both private and public lands are contributing to a sense of lawlessness and impacting nearby communities where criminal activities are expanding.

The lack of oversight of marijuana cultivation operations to ensure compliance with existing state and federal environmental regulations is impacting water quality and quantity statewide. The current legal and regulatory framework is inadequate to address numerous environmental issues, as well as public health and safety.

Redwood Empire Division Resolution:

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the rising threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions, and secure adequate funding for implementation strategies.

The issues surrounding marijuana production and distribution are complex and require a comprehensive statewide approach. California cities need to have a strong voice in this process. The mission of the League of California Cities is to enhance the quality of life for all Californians and we believe that our strength lies in the unity of our diverse communities on issues of mutual concern.

////////

League of California Cities Staff Analysis on Resolution No. 1

Staff: Tim Cromartie (916) 658-8252
Committee: Public Safety Policy Committee

Summary:

This Resolution seeks to highlight the environmental and public safety issues triggered by illegal marijuana cultivation, and calls upon the League, the Governor and the Legislature to take action by convening a summit to address the environmental impacts of such cultivation sites. It also calls upon the State of California to provide solutions in response, including sufficient funding to decisively address the problem.

Background:

The sponsor of this resolution argues that when California voters approved Proposition 215 in 1996, little thought was given to a wide range of problems which have emerged in association with the increased availability and demand for marijuana. Cities within the Redwood Empire Division have grappled with the impacts of illicit marijuana cultivation sites for decades. Yet in recent years the environmental degradation from marijuana growing operations and public safety threats has grown exponentially. In 2011, Fort Bragg City Council Member Jere Melo was fatally shot while investigating illegal marijuana cultivation on private timber lands in Mendocino County.

Illegal marijuana cultivation activities are causing extreme environmental degradation including habitat destruction and fragmentation, illegal water diversions, killing and poisoning wildlife, unregulated use of fertilizers, pesticides, rodenticides contaminating land and polluting waters without regard for the cumulative impacts to the environment and the public's health and safety. It is expensive to remediate this environmental destruction which often destroys significant, federal, state, local, tribal and private investments in restoring or protecting the surrounding landscape.

Critical water shortages across the state due to prolonged drought conditions have resulted in the Governor declaring a Drought State of Emergency. Illegal water diversions for the purposes of cultivating marijuana plantations are increasing throughout the state. These activities impact agricultural production and domestic water use. The cumulative impacts to watershed health are considerable and pose direct threats to California's salmon, trout and other sensitive aquatic species, especially at critical life stages during seasonally low flow conditions. In addition, under drought conditions, the risk of fire is elevated. The presence of marijuana grow sites in fire prone areas contributes to potential wildfire risks at the Wildland/Urban Interface.

The lack of oversight of marijuana cultivation operations to ensure compliance with existing state and federal environmental regulations is impacting water quality and quantity statewide. The current legal and regulatory framework is inadequate to address numerous environmental issues, as well as public health and safety.

Public concern for widespread environmental damage resulting from unregulated growing operations and escalating violent crimes associated with the marijuana industry has reached a tipping point across the state. The Redwood Empire Division joins with other cities throughout the state in a call for action to reverse these trends.

Note: The League of Cities has joined with the California Police Chiefs Association to co-sponsor legislation, SB 1262 (Correa), to establish a regulatory scheme for medical marijuana that protects local control, addresses the public safety concerns triggered by marijuana regulation, and imposes health and safety standards on marijuana for the first time. However, the measure does not address environmental issues, due to the expense and complexity associated with adding that objective to a bill that already has far-reaching regulatory goals combined with a critical need to contain state costs.

Fiscal Impact:

If the policy advocated by the Resolution is implemented by the state, there will be ongoing and unspecified costs to the State General Fund for enforcement activities, primarily in the rural counties where many of the illicit marijuana cultivation sites are located. Conservatively, the annual costs could run in the hundreds of thousands to low millions to patrol likely grow sites, crack down on illegal water diversion activities, and provide consistent environmental clean-up made necessary by illegal rodenticides and pesticides.

Comment:

To assure success, counties will have to be actively involved in any policy change geared toward rigorous and consistent enforcement against illegal marijuana grows, given the fact that many of the cultivation sites are located in rural areas under the direct authority of county governments. This will require a dialogue with counties, during which the question of local political will to enforce the law, in addition to securing the necessary funding, will arise. If counties should opt not to play an active part in an aggressive enforcement strategy, the chances of success are questionable.

Existing League Policy:

Related to this Resolution, existing policy provides:

- The League opposes the legalization of marijuana cultivation and use for non-medicinal purposes.
- Reaffirming that local control is paramount, the League holds that cities should have the authority to regulate medical marijuana dispensaries, cooperatives, collectives or other distribution points if the regulation relates to location, operation or establishment to best suit the needs of the community.
- The League affirms that revenue or other financial benefits from creating a statewide tax structure on medical marijuana should be considered only after the public safety and health ramifications are fully evaluated.

LETTERS OF CONCURRENCE

Resolution No. 1
Illegal Marijuana Grow Site



736 F Street
Arcata, CA 95521

July 2, 2014

| | | | |
|-----------------------------------|------------------------------------|--------------------------|----------------------------|
| City Manager (707) 822-5953 | Environmental Services 822-8184 | Police 822-2428 | Recreation 822-7091 |
| Community Development 822-5955 | Finance 822-5951 | Public Works 822-5957 | Transportation 822-3775 |

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The Arcata City Council supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California, and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. ALL of the rural areas adjacent to the City of Arcata and throughout Humboldt County have been greatly affected by the devastating environmental impacts of illegal marijuana grows!

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me at any time at mwheatley@cityofarcata.org if you have any questions.

Sincerely,

Mark E. Wheatley, Mayor

cc: Kathryn Murray, President, Redwood Empire Division, c/o Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, via email srounds@cacities.org



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Blue Lake supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Lana Manzanita, Mayor Pro-Tem at 707-497-8159 or joe2zither1@gmail.com, if you have any questions.

Sincerely,

Lana Manzanita
Mayor Pro-Tem
City of Blue Lake

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

July 2, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Clearlake supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. The City of Clearlake is experiencing significant issues with illegal grows in the city limits. Individuals are squatting on lands not belonging to them and planting large grows. Grows are being planted near and along creeks going through the city with unknown substances potentially leeching into the waterways. Others are renting properties and clear cutting them of oak and other trees for plant sites often without the knowledge of the property owner. Homeowners tell of not being able to enjoy their own properties with grow sites next to them creating untenable odors, spewing of foul language and concern of threats to their personal safety if they complain. We hear often the concern of increased crime due to the grows in the city.

As a member of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Joan Phillipe at 707-994-8201 x120 or city.administrator@clearlake.ca.us, if you have any questions.

Sincerely,

Joan L. Phillipe
City Manager

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



June 25, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Cloverdale supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Throughout the Redwood Empire region including the City of Cloverdale, illegal marijuana grows negatively impact our environmental health and public safety. Last year, the Cloverdale Police Department eradicated over 300 plants within our City Limits. Please note that Cloverdale is a total of 2.5 square miles. These plants use scarce water resources during a water shortage emergency caused by the current drought and contribute to lawlessness that threatens the public safety of our citizens.

On a personal level, the City of Cloverdale continues to be heartsick for the loss of City of Fort Bragg Council Member JereMelo. Jere was murdered as a result of investigating an illegal marijuana grow. Jere was an exceptional leader in our region, the League of California Cities and the State of California. The City of Cloverdale misses him greatly.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Cloverdale City Manager Paul Cayler at 707-894-1710, if you have any questions.

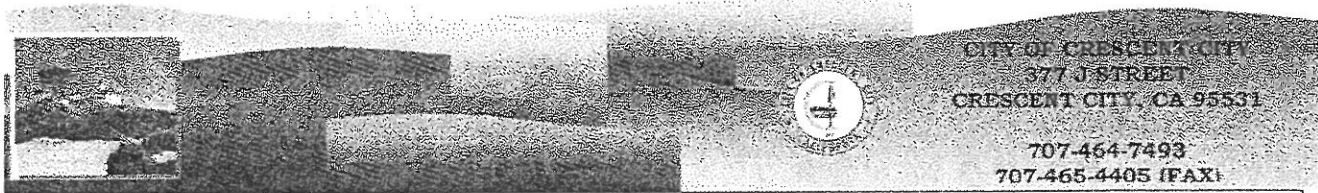
Sincerely,

Carol Russell

Mayor

City of Cloverdale

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



Mayor Rick Holley * *Mayor Pro Tem Ron Gastineau*
Council Member Richard Enea * Council Member Kelly Schellong * Council Member Kathryn Murray
City Clerk Robin Patch * City Attorney Robert N. Black * City Manager Eugene M. Palazzo

June 23, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

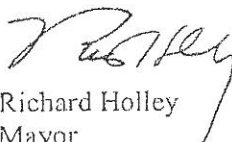
Dear President Cisneros:

The City of Crescent City supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Illegal marijuana grows have a devastating impact on the State and federal public lands surrounding our community. They create unsafe conditions for our visitors. The use of unregulated fertilizers, pesticides, insecticides and rodenticides contaminate the land and ground water.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Eugene Palazzo, City Manager at 707-464-7483 ex 232 or epalazzo@crecentcity.org, if you have any questions.

Sincerely,


Richard Holley
Mayor
Crescent City

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



CITY OF EUREKA

531 K Street • Eureka, California 95501-1146 • (707) 441-4144
fax (707) 441-4138

CITY MANAGER

June 26, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Eureka supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Our city has seen an increase in gang activity and organized crime within the Greater Eureka Area as a result of illegal growing operations. Our law enforcement and community safety have been negatively impacted by these criminal activities.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact City Manager Greg Sparks at 707.441.4140 or gsparks@ci.eureka.ca.gov, if you have any questions.

Sincerely,

Greg L. Sparks
City Manager
City of Eureka

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



CITY OF FORT BRAGG

Incorporated August 5, 1889
416 N. Franklin St.
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802
<http://city.fortbragg.com>

June 23, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

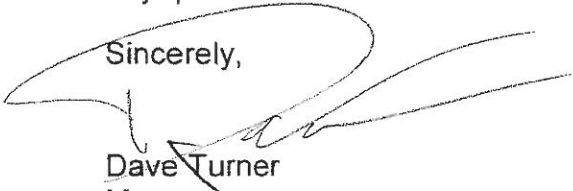
Dear President Cisneros:

The City of Fort Bragg supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

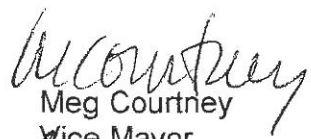
The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. The City of Fort Bragg lost City Councilmember and former Mayor Jere Melo in August 2011 when he walked into an illegal grow site and was shot and killed by the person guarding said site.


As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact City Manager Linda Ruffing at 707-961-2823 or lruffing@fortbragg.com, if you have any questions.

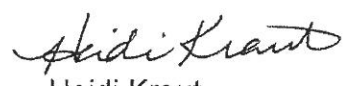
Sincerely,


Dave Turner
Mayor


Scott Deitz
Councilmember


Meg Courtney
Vice Mayor


Doug Hammerstrom
Councilmember


Heidi Kraut
Councilmember

cc: Kathryn Murray, President, Redwood Empire Division c/o Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, srounds@cacities.org



CITY OF HEALDSBURG ADMINISTRATION

401 Grove Street
Healdsburg, CA 95448-4723

Phone: (707) 431-3317

Fax: (707) 431-3321

Visit us at www.ci.healdsburg.ca.us

June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

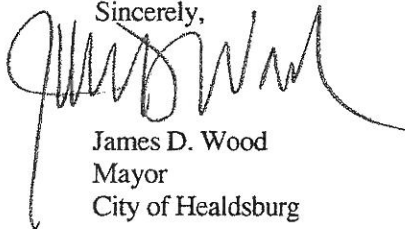
Dear President Cisneros:

The City of Healdsburg supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me either by phone at (707) 431-3317 or by e-mail at jwood@ci.healdsburg.ca.us if you have any questions.

Sincerely,



James D. Wood
Mayor
City of Healdsburg

cc: Kathryn Murray, President, Redwood Empire Division
c/o Sara Rounds, Regional Public Affairs Manager,
LOCC Redwood Empire Division, srounds@cacities.org

CITY OF LAKEPORT

*Over 100 years of community
pride, progress and service*



July 1, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: ENVIRONMENTAL AND PUBLIC SAFETY IMPACTS OF ILLEGAL MARIJUANA GROWS RESOLUTION

Dear President Cisneros:

The City of Lakeport supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me at (707) 263-5615, Ext. 12 or by email at kparlet@cityoflakeport.com if you have any questions.

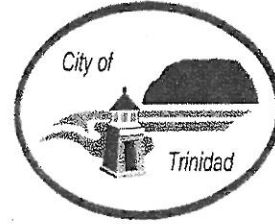
Sincerely,

Kenneth Parlet, II
Mayor

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, srounds@cacities.org

CITY OF TRINIDAD

P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223
Fax: (707) 677-3759



July 2, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Trinidad supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue.

Sincerely,

A handwritten signature in black ink, which appears to read "Julie Fulkerson". The signature is fluid and cursive.

Julie Fulkerson
Mayor

Cc: Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division



June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Ukiah supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Jane Chambers, City Manager, at 7407-463-6210 or jchambers@cityofukiah.com, if you have any questions.

Sincerely,

Philip E. Baldwin
Mayor

Mary Anne Landis
Vice Mayor

Benj Thomas
Councilmember

Douglas F. Crane
Councilmember

Steve Scalmanini
Councilmember

Cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org