



Town of Paradise

Town Council Meeting Agenda

6:00 P.M. - September 11, 2018

Town Hall Council Chamber, 5555 Skyway, Paradise, CA

Mayor, Jody Jones
Vice Mayor, Greg Bolin
Council Member, Scott Lotter
Council Member, Melissa Schuster
Council Member, Mike Zuccolillo

Town Manager, Lauren Gill
Town Attorney, Dwight L. Moore
Town Clerk, Dina Volenski
Community Development Director, Craig Baker
Finance Director/Town Treasurer, Gina Will
Asst. Town Manager/Public Works Director/Town Engineer, Marc Mattox
Division Chief, CAL FIRE/Paradise Fire, David Hawks
Acting Chief of Police, Eric Reinbold

Meeting Procedures

- I. The Mayor is the Presiding Chair and is responsible for maintaining an orderly meeting. The Mayor calls the meeting to order and introduces each item on the agenda.
- II. The Town staff then provides a report to Council and answers questions from the Council.
- III. Citizens are encouraged to participate in the meeting process and are provided several opportunities to address Council. Any speaker addressing the Council is limited to three minutes per speaker - fifteen minutes per agenda item
 - A. If you wish to address the Council regarding a specific agenda item, please complete a "Request to Address Council" card and give it to the Town Clerk prior to the beginning of the meeting. This process is voluntary and allows for citizens to be called to the speaker podium in alphabetical order. Comments and questions from the public must be directed to the Presiding Chair and Town Council Members (please do not address staff.) Town staff is available to address citizen concerns Monday through Thursday at Town Hall between the hours of 8am and 5pm.
 - B. If you wish to address Council regarding an item not on the agenda, you may do so under Item 4, "Public Communication." Again, please fill out a card and give it to the Town Clerk before the meeting. State Law prohibits Council action on items not listed on a public agenda.

In compliance with the Americans with Disabilities Act (ADA) Compliance, persons who need special accommodations to participate in the Town Council meeting may contact the Town Clerk at least three business days prior to the date of the meeting to provide time for any such accommodation.

1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call

- 1e. p5 Proclamation - Recognition of September 17-23 as Constitution Week. Daughters of the American Revolution (DAR) Golden Nugget Chapter commemorate the adoption of the United States Constitution.
- 1f. Presentation by Ed Fortner Jr. - PID Manager on newly implemented water regulations and the impacts to residents.
- 1g. Presentation on Top Access - the Town's online service request application.

2. CONSENT CALENDAR

One roll call vote is taken for all items. Consent items are considered to be routine business that does not call for discussion.

- 2a. p6 Approve minutes of the August 14, 2018 Town Council meeting.
- 2b. p14 Approve Cash Disbursements in the amount of \$1,465,550.44.
- 2c. p24 Review and file the 4th Quarter Investment Report for the Fiscal Year Ended June 30, 2018.
- 2d. p29 1. Approve the Program Supplement Agreement No. F017-Rev 1 to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15 specific to Federal-Aid Project ATPL-5425 (038) to assure receipt of \$1,025,000 in Federal funds for the Paradise Gap Closure Complex; and, 2. Adopt Resolution No. 18-34, a Resolution of the Town Council of the Town of Paradise authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement No. F017-Rev 1 to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15.
- 2e. p41 Adopt Resolution 18-35, A Resolution of the Town Council of the Town of Paradise authorizing and approving the execution of documents necessary to secure general fund cash flow financing for the fiscal year 2018-2019, and approving other actions related thereto.
- 2f. p53 1. Concur with the recommendation adopted by the Planning Commission on August 21, 2018; and, 2. Find that the adoption of a resolution authorizing a residential density bonus as proposed was reviewed in context of the California Environmental Quality Act (CEQA) as part of the Mitigated Negative Declaration adopted for the Harding Administration Permit by the Planning Commission on June 19, 2018; and, 3. Adopt Town of Paradise Resolution No. 18-36, "A Resolution of the Town Council of the Town of Paradise Approving and Authorizing execution of a Density Bonus Agreement with the Harding Revocable Inter Vivos Trust".

- 2g. p63 1. Adopt Resolution No. 18-37, a Resolution of the Town Council of the Town of Paradise authorizing the execution and delivery of a lease with option to purchase, and authorizing certain actions in connection therewith; and, 2. Approve the related recommended budget adjustments.

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. PUBLIC COMMUNICATION

For matters that are not on the Council business agenda, speakers are allowed three (3) minutes to address the Council. The Town Council is prohibited from taking action on matters that are not listed on the public agenda. The Council may briefly respond for clarification and may refer the matter to the Town staff.

5. PUBLIC HEARINGS

For items that require a published legal notice and/or a mailed notice.

Public Hearing Procedure:

- A. Staff Report
- B. Mayor opens the hearing for public comment in the following order:
 - i. Project proponents (in favor of proposal)
 - ii. Project opponents (against proposal)
 - iii. Rebuttals – if requested
- C. Mayor closes the hearing
- D. Council discussion and vote

- 5a. p99 1. Conduct the duly noticed and scheduled public hearing to receive comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program; and, 2. Authorize the Town Manager to submit the CAPER to the Department of Housing and Urban Development. The CAPER outlines CDBG accomplishments and expenditures, as well as provides an evaluation of the Town's progress in meeting its community development goals and objectives (ROLL CALL VOTE)

- 5b. p117 Conduct the duly noticed and scheduled public hearing and upon conclusion of this public hearing, introduce and adopt the following Planning Commission's recommended actions: 1. Concur with the Planning Director's determination that the project application is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption); and, 2. Concur with the project recommended General Plan Land Use Map amendment and rezone action adopted by the Planning Commission on August 21, 2018, and embodied within Planning Commission Resolution No. 18-2; and, 3. Adopt Town of Paradise Resolution No. 18-38, "A Resolution of the Town Council of the Town of Paradise Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00151: Walter Sonntag)"; and, 4. Waive the first reading of Town Ordinance No. 571 and read by title only; and, 5. Introduce Town of Paradise Ordinance No. 571, "An Ordinance Rezoning Certain Real Property From "AR-1" (Agricultural Residential, 1-Acre Minimum) to a "TR-1/3" (Town Residential, 1/3-Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00151; Walter Sonntag)." (ROLL CALL VOTE)

6. COUNCIL CONSIDERATION

Action items are presented by staff and the vote of each Council Member must be announced. A roll call vote is taken for each item on the action calendar. Citizens are allowed three (3) minutes to comment on agenda items.

- 6a. p135 1. Consider and file the information presented; and, 2. Adopt Resolution No. 18-39, A Resolution of the Town Council of the Town of Paradise amending salary pay plan for Town of Paradise employees for the fiscal year 2018-19; and, 3. Approve recommended budget adjustments. (ROLL CALL VOTE)

7. COUNCIL INITIATED ITEMS AND REPORTS

- 7a. Council initiated agenda items
- 7b. Council reports on committee representation
- 7c. Future Agenda Items

8. STAFF COMMUNICATION

- 8a. Town Manager Report
 - Community Development Director

9. CLOSED SESSION

- 9a. Pursuant to Government Code Section 54957(b)(1), the Town Council will hold a closed session with the Town Manager concerning the appointment of a Police Chief.

10. ADJOURNMENT

STATE OF CALIFORNIA)	SS.
COUNTY OF BUTTE)	
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:	
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TOWN/ASSISTANT TOWN CLERK SIGNATURE	

WHEREAS, Constitution Week is an American observance to commemorate the adoption of the United States Constitution that runs annually from September 17 to September 23; and,

WHEREAS, Constitution Week was officially enacted on August 2, 1956, by President Dwight D. Eisenhower from a congressional resolution petitioned by the Daughters of the American Revolution (DAR), its inception was officially declared by George W. Bush in September of 2002; and,

WHEREAS, the purpose of the observance week is to promote study and education about the constitution, which was originally adopted by the American Congress of the Confederation on September 17, 1787; and,

WHEREAS, the DAR, founded in 1890 and headquartered in Washington, D.C., is a non-profit, non-political volunteer women's service organization dedicated to promoting patriotism, preserving American history, and securing America's future through better education for children; and,

WHEREAS, the Gold Nugget Chapter of the DAR, chartered in 1991, meets in Paradise, and has members from Magalia, Chico, Lake Almanor and Gridley.

NOW, THEREFORE, I, Jody Jones, Mayor of the Town of Paradise, commend the Daughters of the American Revolution for their ongoing efforts to promote study and the education of our nation's Constitution and declare the week of September 17th to September 23rd as Constitution Week in the Town of Paradise.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 11th day of September, 2018.

Jody Jones, Mayor

MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – August 14, 2018

1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Jones at 6:00 p.m. in the Town Council Chamber located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America. An invocation was offered by Council Member Bolin.

COUNCIL MEMBERS PRESENT: Greg Bolin, Scott Lotter, Melissa Schuster, Mike Zuccolillo and Jody Jones, Mayor.

COUNCIL MEMEBERS ABSENT: None

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director Gina Will, Assistant Manager/Public Works Director/Town Engineer Marc Mattox, Business and Housing Services Director Kate Anderson, IT Manager Josh Marquis, Acting Police Chief Eric Reinbold, Police Lieutenant Anthony Borgman, North Division Chief David Hawks, Community Development Director Craig Baker and CDD Manager/Assistant Planner Susan Hartman.

- 1a. Division Chief David Hawks presented an update on the Carr Fire burning in the Redding area.

1. Julian Martinez asked how long will it take to evacuate the Town?

Chief Hawks explained that the Town of Paradise has an evacuation plan that is 20 years old. There are zones that could be evacuated depending on the incident and he would discourage people from evacuating that are not in an evacuation zone.

- 1b. Josh Marquis presented an update on the Business License - Business Directory.

1. James Holmes asked how much it cost the Town to run the business license program; why it was necessary to have a business directory page when you could just Google a business in town and why there is a business license required when small businesses are struggling.

Mayor Jones stated that the approximate cost of the business license is the approximate amount to run the program, there is no profit for the town. She stated that there is no cost to register for a business license until January 2019; the registration fee will pay for the business license

expense and that the Town Council has previously adopted the business license program to provide information to police and fire.

2. CONSENT CALENDAR

Matt Pearce requested the Town Council consider choosing his bid, agenda item 2i, which is \$600 higher than the recommended bid for installation of emergency equipment into three 2019 Ford Interceptor Utility vehicles. Mr. Pearce stated that he is a local vendor, offers a lifetime warrantee, has a two-hour response time, has an interest in the Town and thinks the PMC allows the Town Council to choose someone else besides the lowest bidder.

Attorney Moore stated that according to the Paradise Municipal Code, the Town awards bids to the lowest responsible bid and that the reasons offered by Mr. Pearce are not enough to award to another bidder.

Acting Police Chief Reinbold stated that the bid did require a warranty and the 3-year warranty that is provided by the recommended bidder meets the needs of the department.

Mayor Jones asked that agenda item 2(f) be pulled from the consent calendar for further discussion.

MOTION by LOTTER, seconded by Bolin, approved all consent calendar items, except 2f, 2a-2e and 2g-2k as presented. Roll call vote was unanimous.

- 2a. Approved minutes of July 10, 2018 Regular and July 24, 2018 Special Town Council meetings.
- 2b. Approved July 2018 cash disbursements in the amount of \$3,895,157.46.
- 2c. 1. Waived second reading of the entire Town Ordinance No. 570 and approved reading by title only; and, adopted Ordinance No. 570, "An Ordinance Rezoning Certain Real Properties from "RR-1" (Rural Residential, 1-Acre Minimum) to a "TR-1/2" (Town Residential- 1/2 Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00093; Jerome Balasek).
- 2d. 1. Approved the Program Supplement Agreement No. O31-Rev 1 to Administering AgencyState Agreement No. 00449S specific to State-Aid Project ATPL-5425 (031) to assure receipt of \$3,429,000 in state funds for the Almond St Multi-Modal Improvements Project.

2. Approved the Program Supplement Agreement No. O32-Rev 1 to Administering AgencyState Agreement No. 00449S specific to State-Aid Project ATPL-5425 (034) to assure receipt of \$539,000 in state funds for the Downtown Paradise Equal Mobility Project.

3. Adopted Resolutions 18-30 and 18-31 authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement Nos. O31-Rev 1 and O32-Rev 1 to Administering Agency-State Agreement for State-Funded Projects No. 00449S.
- 2e. Authorized the award of the contract for three (3) 2019 Ford Interceptor Utility Vehicles to Folsom Lake Ford, 12755 Folsom Blvd., Folsom, CA 95630; and, Authorized the Town Manager to execute all related agreements for the purchase of the three vehicles.
- 2f. Agenda item 2f was removed from the consent calendar.
- 2g. Approved appointment of Town Council Member Mike Zuccolillo to the Butte Countywide Homeless Continuum of Care Board as a representative from the Town of Paradise
- 2h. Authorized the Police Department to award the Police Vehicle Emergency Equipment and Mobile Data Computer (MDC) contracts to Lehr Auto Electric, 4707 Northgate Blvd., Sacramento, CA 95834; and, 2. Authorized the Town Manager to execute all related contracts for the Police Vehicle Emergency Equipment and the MCD's.
- 2i. 1. Authorized award of the Installation of Police Patrol Vehicle Emergency Equipment and Mobile Data Computer (MDC) Contract (install emergency equipment into three 2019 Ford Interceptor Utility vehicles) to Precision Wireless Service, 791 Blevins Street, Lakeport, CA 95453; and, 2. Authorized the Town Manager to execute all related contracts for the Installation of Police Patrol Vehicle Emergency Equipment and Mobile Data Computer (MDC).
- 2j. Approved Resolution No. 18-32, A Resolution of the Town Council of the Town of Paradise adopting Administrative Policy 330, A Credit Card Policy.
- 2k. Authorized the State of California Office of Emergency Services 9-1-1 Emergency Communications Branch to enter into an agreement with AT&T to upgrade the Paradise Police Department 9-1-1 Emergency and Non-Emergency Dispatch Phone System; and, Authorized the Town Manager or Designee to execute all related Contracts for the Police 9-1-1 Emergency and Non-Emergency Dispatch Phone System

3. ITEMS REMOVED FROM CONSENT CALENDAR

Item 2f was removed from the Consent Calendar.

Mayor Jones asked for clarification of agenda item 2f which is the new plan for the fire engines; thinks the staff report was not clear, agrees with the recommendation, but wants to hear the reasons.

Division Chief Hawks stated that it was originally recommended to sell the Sutphen engine, but it has not sold after being on the market for the last year and a half. Revenues have been generated by renting the Engine to the State and it makes financial sense to continue renting the engine. Selling rather than renting the engine could potentially make less money. Chief Hawks stated that the 29 year old Pearce Dash Engine is currently out of service, parts are becoming more difficult to obtain and with Council's approval it will be declared surplus.

- 2f. **MOTION by Lotter, seconded by Schuster,** 1. Authorized the Paradise Fire Department to remove Sutphen Engine 81 from its listing for sale and return it to use as a reserve engine in the Department's fleet; and, 2. Adopted Resolution No. 18-32 declaring a certain fire vehicle to be surplus property; and, 3. Authorized the Town Manager to surplus the Pierce Dash Engine 83. Roll call vote was unanimous.

4. PUBLIC COMMUNICATION

1. Claudia Benike informed the Town Council about the Paradise Symphony Orchestra 60th year celebration fundraiser on Sunday, August 26, 2018, 6:00 p.m. at Chapelle de l'artiste. Ms. Benike also informed the Council that the Gold Nugget Museum is hosting gold panning on the weekends during the month of August and September 8th & 9th will be the Day's of Living History from 10 a.m. - 4 p.m.
2. Steve Crowder informed the Town Council about the dedication of the Yellowstone Kelly Heritage Trailway on Thursday, September 6, 2018, 5:30 p.m. at Paradise Community Park.
3. Ward Habriel thanked Mayor Jones for participating in the Special Event at Noble Orchards concerning the loss of revenue due to the bears; thanked Town Engineer Marc Mattox for discussing, on television, the intersection at Clark and Skyway and for having Public Works clearing trees from overhanging roadways. Mr. Habriel announced that the Fire Safe Council will be making presentations to different groups to help with awareness of Fire Wise Landscaping.
4. James Holmes, Commander of the newly formed Sons of the American Legion, informed the Town Council about LegionTown, asked the Town Council to support a project working with the Police Department and the VA to determine if a homeless person is a veteran. Mr. Holmes wants to make sure the youth and the ill know that Sons of the American Legion are available to assist those in need.

5. PUBLIC HEARINGS - None

6. COUNCIL CONSIDERATION

Action items are presented by staff and the vote of each Council Member must be announced. A roll call vote is taken for each item on the action calendar. Citizens are allowed three (3) minutes to comment on agenda items.

At 7:03 p.m. Council Member Schuster recused herself from the dias due to a potential conflict of interest.

- 6a. The Town Council conducted a public discussion regarding the collection of Transient Occupancy Tax (TOT) from short-term rental of single-family residences; and, Conducted a public discussion regarding short-term rentals in the Town of Paradise in the context of the potential adverse effects upon the town's existing residential neighborhoods and efforts by other local jurisdictions that have developed or are developing new regulations to address them.

Community Development Director Craig Baker provided an overview of short-term rentals of single-family residences and the potential adverse effects upon the Town's existing residential neighborhoods. Mr. Baker explained that most short term rentals are regulated through zoning and in the Paradise Municipal Code (PMC) they could fall under hotel, motel, lodging or bed and breakfast; they would need an administrative permit to operate and the Town would have the ability to collect the TOT due to their type of operation. Mr. Baker stated that the regulations to collect the TOT already exist in the PMC and that the Town would just need to start enforcing the current regulations.

1. Rick Bush asked why there needed to be more taxes?

Town Council explained that this was not double taxing and that by implementing regulations on Airbnb it would level the playing field.

2. Kristen Van Natta stated that by not passing the tax more people may come to Paradise and potentially promote more tourism.
3. Claudia Benike stated that if people are unfamiliar with the Town that it is important for them to be aware of the Evacuation Plan and what to do in case of an emergency.

The Town Council asked that if an Airbnb were subject to the TOT would they also be subject to the Tourism Business Improvement District (TBID) fees? The Council does not think that short term rentals need to be subject to a permit and if at some time Paradise becomes a destination, then it could be addressed.

The Town Council determined that they are not interested in creating more regulations or making homeowners apply for a use permit, but would like to enforce the ordinance to collect the TOT, know who the homeowners are so that Police and Fire are able to contact them in case of an emergency and directed staff to look into entering into an agreement with Airbnb and VRBO to collect the TOT. This item will come back to the Town Council to authorize the Town Manager to enter into the agreement with Airbnb and VRBO.

At 7:26 p.m. Council Member Schuster returned to the dias.

At 7:27 p.m. Council Member Zuccolillo recused himself from the discussion due to a potential conflict of interest.

- 6b. Town Council considered providing staff with direction on desired changes to the Paradise Municipal Code relating to the street vending regulations, if any, to present at a future council meeting.

Assistant Planner Hartman provided a historical overview of the regulations regarding vending/food trucks in the downtown. There are currently only four (4) food trucks in Town. Mobile food trucks are required to have bathroom facilities within 200 feet of their trucks. Food trucks require a vending business license from the Town, sellers permit from the state and an inspection by Butte County Public Health

1. James Holmes invited the Town Council to the next food truck night on August 29 and asked Council to not remove food trucks.
2. Christine Waterstripe stated that it is a wonderful cultural event, brings people together, brings people to town and is the heart of the town and should be preserved; Understands permanent businesses not wanting a food truck next door and suggested a designated space for food trucks.
3. Mike Zuccolillo thinks that allowing food trucks downtown may bring people into the downtown area.
4. Julian Martinez stated that food trucks are an emerging trend and that maybe a site could be developed to specifically deal with food trucks and get local businesses to participate.
5. Mike Pollack stated that parking needs to be considered.
6. Wayne Noel suggested that food trucks could park at the Veteran's Hall and Terry Ashe Park for people to gather.

Council discussed that trends in food trucks have changed significantly; parking spaces in the downtown are valuable; that food trucks could provide an opportunity to bring people into the downtown area since there is not a lot of restaurants. Council discussed if the food truck look was desirable in the downtown or should they be placed somewhere else and if there are any ADA compliance issues (No, because they are not permanent.)

Ms. Hartman stated that there has been no inquiries about vending in the downtown in the past year.

The Town Council members present directed staff to look at the downtown, identify the 5 places that would work for food trucks; consider making the downtown available if people are interested and consider a higher level of aesthetics and accessibility if a truck is going to be in the downtown.

At 8:10 p.m. Council Member Zuccolillo returned to the dias.

7. COUNCIL INITIATED ITEMS AND REPORTS

a. Council initiated agenda items

Provide direction to the Town's voting delegate regarding the League of California Cities (LCC) proposed resolution for the 2018 Annual Conference.

Town Council provided the following direction to voting delegate Schuster on the LCC Resolutions.

Resolution No. 1 – All Town Council Members were in support of Resolution No. 1

Resolution No. 2. – All Town Council Member were in support of Resolution No. 2 if line item No. 6. “Endorse a repeal of California Food and Agriculture Code §11501.1 to end local preemption of regulating pesticides”, was removed from the Resolution.

b. Council reports on committee representation

Council Member Zuccolillo attended the Continuum of Care for the Homeless meetings, read the proclamation for Achieve Charter’s High School grand opening

Council Member Schuster attended the Achieve Charter High School grand opening, Butte County Mosquito and Vector Control meeting, League of California Cities meeting in Shasta, Explore Butte County TBID,

Council Member Lotter attended LAFCo, Achieve Charter High School Ribbon Cutting and visited the Emergency Operation Center in Lakeport during the evacuation in Lake County.

Vice Mayor Bolin attended the Achieve Charter High School Ribbon Cutting.

Mayor Jones went to the CalWater meeting with the Town Manager regarding the sewer discussion.

c. Future Agenda Items - Council Member Zuccolillo requested that the homeless transient issue be discussed at a future meeting.

8. STAFF COMMUNICATION

Town Manager reported that she and Mayor Jones met with Cal Water to look at opportunities for public/private funding for the sewer project.

Marc Mattox provided an update on the Skyway Sidewalk Improvement project which was an Active Transportation Grant for \$539,000 with the intent to remove barriers to mobility.

Community Development Director reported on the Black Olive/Safeway project, Lynn’s Optimo, Woodview Retirement Cottages, Balasek General Plan Amendment/Rezone, Gold Seekers, Capay Hops Factory, Bank of the West remodel, Children’s Community

Charter School, Sonntag General Plan Amendment/Rezone, Rivera Use Permit and Immediate Care interior remodel.

9. CLOSED SESSION

At 8:41 p.m. Mayor Jones announced that the Town Council would go into closed session for the following item:

- 9a. Pursuant to Government Code Section 54956.9(d)(1), the Town Council will hold a closed session with the Town Manager and Town Attorney regarding the following existing litigation:

Town of Paradise v. Wendy Jane Baker, et. al. County of Butte, Superior Court Case No. 16V020701.

1. Ward Habriel commented that the property at 6066 Lucky John was disgusting when Tony Lindsey presented pictures to the Town Council to move forward with the lawsuit and now the public does not know what happened previously to get to this point and what is currently going on.

Council Member Bolin recused himself from Closed Session due to a potential conflict of interest.

At 9:07 p.m. Mayor Jones reconvened the meeting and announced that the Town Council gave authority for the Town Manager to execute the indemnity agreement related to the sale of the property at 6066 Lucky John.

10. ADJOURNMENT

Mayor Jones adjourned the Council meeting at 9:08 p.m.

Date Approved:

By: _____
Jody Jones, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
AUGUST 1, 2018 - AUGUST 31, 2018

August 1, 2018 - August 31, 2018

Check Date	Pay Period End	DESCRIPTION	AMOUNT
08/10/18	08/05/18	Net Payroll - Direct Deposits & Checks	\$133,281.39
08/24/18	08/19/18	Net Payroll - Direct Deposits & Checks	\$125,159.73
TOTAL NET WAGES PAYROLL			\$258,441.12

Accounts Payable

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$256,818.75
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$950,290.57
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)	<u>\$1,207,109.32</u>
GRAND TOTAL CASH DISBURSEMENTS	<u><u>\$1,465,550.44</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: 8/1/2018 - To Payment Date: 8/31/2018

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>									
72503	08/02/2018	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
72504	08/02/2018	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
72505	08/02/2018	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
72506	08/02/2018	Open			Accounts Payable	MOORE, DWIGHT, L.	\$15,483.00		
72507	08/02/2018	Open			Accounts Payable	SBA Monarch Towers III LLC	\$136.85		
72508	08/02/2018	Open			Accounts Payable	TAZZARI-DINEEN, GABRIELA	\$842.31		
72509	08/02/2018	Open			Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$906.47		
72510	08/02/2018	Open			Accounts Payable	US BANCORP OFFICE EQUIP FINANCE SERVICES	\$10,992.77		
72511	08/02/2018	Open			Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$53.30		
72512	08/02/2018	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$56.46		
72513	08/02/2018	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$109.26		
72514	08/02/2018	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,044.68		
72515	08/02/2018	Open			Accounts Payable	AT&T MOBILITY	\$86.46		
72516	08/02/2018	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$297.23		
72517	08/02/2018	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$20.30		
72518	08/02/2018	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$2,505.63		
72519	08/02/2018	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,116.60		
72520	08/02/2018	Open			Accounts Payable	BACKGROUNDS & MORE	\$325.00		
72521	08/02/2018	Open			Accounts Payable	Big O Tires	\$20.00		
72522	08/02/2018	Open			Accounts Payable	BURTON'S FIRE, INC.	\$135.00		
72523	08/02/2018	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$2,401.50		
72524	08/02/2018	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$107.23		
72525	08/02/2018	Open			Accounts Payable	DIR-Division of Labor Standards and Enforcement	\$100.00		
72526	08/02/2018	Open			Accounts Payable	DOGGIE WALK BAGS, INC.	\$498.60		
72527	08/02/2018	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$3,105.74		
72528	08/02/2018	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$294.00		
72529	08/02/2018	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$691.21		
72530	08/02/2018	Open			Accounts Payable	FEATHER RIVER HOSPITAL	\$176.00		
72531	08/02/2018	Open			Accounts Payable	FOOTHILL MILL & LUMBER	\$93.67		
72532	08/02/2018	Open			Accounts Payable	Gilbert, Nichole	\$23.00		
72533	08/02/2018	Open			Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$68.17		
72534	08/02/2018	Open			Accounts Payable	Goodyear Tire & Rubber Company	\$1,582.14		
72535	08/02/2018	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.31		
72536	08/02/2018	Open			Accounts Payable	Harris & Associates	\$5,512.00		
72537	08/02/2018	Open			Accounts Payable	HLP, INC / CHAMELEON SOFTWARE PRODUCTS	\$13.65		
72538	08/02/2018	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$36.03		
72539	08/02/2018	Open			Accounts Payable	INTERSTATE SALES	\$176.33		
72540	08/02/2018	Open			Accounts Payable	JC NELSON SUPPLY COMPANY	\$541.61		
72541	08/02/2018	Open			Accounts Payable	Kittelson & Associates Inc	\$14,218.56		
72542	08/02/2018	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$190.42		

TOWN OF PARADISE

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72543	08/02/2018	Open			Accounts Payable	LIFE ASSIST INC	\$801.37		
72544	08/02/2018	Open			Accounts Payable	MARQUIS, JOSH	\$279.95		
72545	08/02/2018	Open			Accounts Payable	Miller, Sandi	\$141.70		
72546	08/02/2018	Open			Accounts Payable	MUNICIPAL CODE CORP	\$350.00		
72547	08/02/2018	Open			Accounts Payable	North State Tire Co. Inc.	\$2,273.66		
72548	08/02/2018	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$7,085.76		
72549	08/02/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$113.32		
72550	08/02/2018	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$746.95		
72551	08/02/2018	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$159.70		
72552	08/02/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$2,467.10		
72553	08/02/2018	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$486.06		
72554	08/02/2018	Open			Accounts Payable	PBM SUPPLY & MFG INC	\$48.91		
72555	08/02/2018	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,110.00		
72556	08/02/2018	Open			Accounts Payable	Riebes Auto Parts	\$2.36		
72557	08/02/2018	Open			Accounts Payable	SAFEGUARD FIRE PROTECTION	\$792.47		
72558	08/02/2018	Open			Accounts Payable	Shelby's Pest Control, Inc.	\$100.00		
72559	08/02/2018	Open			Accounts Payable	SIERRA-SACRAMENTO VALLEY EMS	\$65.00		
72560	08/02/2018	Open			Accounts Payable	SIRCHIE FINGERPRINT LABORATORIES	\$167.02		
72561	08/02/2018	Open			Accounts Payable	T and S DVBE Inc.	\$897.86		
72562	08/02/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$456.41		
72563	08/02/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$123.92		
72564	08/02/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$116.50		
72565	08/02/2018	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
72566	08/02/2018	Open			Accounts Payable	UNIFORMS TUXEDOS & MORE	\$2,470.62		
72567	08/02/2018	Open			Accounts Payable	VistaNet Inc.	\$928.17		
72568	08/02/2018	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$568.51		
72569	08/02/2018	Open			Accounts Payable	Aflac	\$189.92		
72570	08/02/2018	Open			Accounts Payable	BLOOD SOURCE	\$58.00		
72571	08/02/2018	Open			Accounts Payable	Met Life	\$8,410.49		
72572	08/02/2018	Open			Accounts Payable	OPERATING ENGINEERS	\$888.00		
72573	08/02/2018	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,774.16		
72574	08/02/2018	Open			Accounts Payable	SUN LIFE INSURANCE	\$4,706.55		
72575	08/02/2018	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$675.67		
72576	08/02/2018	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$100.00		
72577	08/10/2018	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$350.00		
72578	08/10/2018	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
72579	08/16/2018	Open			Accounts Payable	ACCELA, INC.	\$9,600.00		
72580	08/16/2018	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$94.35		
72581	08/16/2018	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$56.46		
72582	08/16/2018	Open			Accounts Payable	BACKGROUNDS & MORE	\$325.00		
72583	08/16/2018	Open			Accounts Payable	BATTERIES PLUS	\$136.54		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72584	08/16/2018	Open			Accounts Payable	Bauer Compressors	\$751.88		
72585	08/16/2018	Open			Accounts Payable	Bender Rosenthal, Inc.	\$119.44		
72586	08/16/2018	Open			Accounts Payable	Big O Tires	\$20.00		
72587	08/16/2018	Open			Accounts Payable	Biometrics4ALL, Inc	\$15.00		
72588	08/16/2018	Open			Accounts Payable	BUTTE CO AIR QUALITY MANAGEMENT DISTRICT	\$511.00		
72589	08/16/2018	Open			Accounts Payable	BUTTE CO RECORDER	\$143.00		
72590	08/16/2018	Open			Accounts Payable	BUTTE COUNTY PUBLIC HEALTH - OROVILLE	\$742.00		
72591	08/16/2018	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$234,300.75		
72592	08/16/2018	Open			Accounts Payable	CHICO IMMEDIATE CARE	\$165.00		
72593	08/16/2018	Open			Accounts Payable	COMCAST CABLE	\$76.01		
72594	08/16/2018	Open			Accounts Payable	COMCAST CABLE	\$290.01		
72595	08/16/2018	Open			Accounts Payable	CONTRA COSTA COUNTY SHERIFF'S OFFICE	\$816.00		
72596	08/16/2018	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$2,274.68		
72597	08/16/2018	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$8,855.28		
72598	08/16/2018	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$6,665.94		
72599	08/16/2018	Open			Accounts Payable	Cummins Pacific LLC	\$236.42		
72600	08/16/2018	Open			Accounts Payable	DAVID ROWE TREE SERVICE	\$950.00		
72601	08/16/2018	Open			Accounts Payable	DOBRICH & SONS SEPTIC	\$8,158.50		
72602	08/16/2018	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$1,699.82		
72603	08/16/2018	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$238.00		
72604	08/16/2018	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,500.00		
72605	08/16/2018	Open			Accounts Payable	Entersect	\$84.95		
72606	08/16/2018	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$77.65		
72607	08/16/2018	Open			Accounts Payable	Explore Butte County	\$14,896.03		
72608	08/16/2018	Open			Accounts Payable	FIRE SERVICE SPECIFICATION & SUPPLY	\$1,974.65		
72609	08/16/2018	Open			Accounts Payable	FRANK'S REFRIGERATION & HEATING INC.	\$26.94		
72610	08/16/2018	Open			Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$4,295.00		
72611	08/16/2018	Open			Accounts Payable	GRIGG, JAMES	\$67.00		
72612	08/16/2018	Open			Accounts Payable	Hard, Keith	\$282.00		
72613	08/16/2018	Open			Accounts Payable	HireRight, Inc.	\$16.26		
72614	08/16/2018	Open			Accounts Payable	Huestis, Staci, M	\$20.83		
72615	08/16/2018	Open			Accounts Payable	HUNTERS PEST CONTROL	\$55.00		
72616	08/16/2018	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$8,058.53		
72617	08/16/2018	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$690.72		
72618	08/16/2018	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$367.05		
72619	08/16/2018	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$775.00		
72620	08/16/2018	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$465.73		
72621	08/16/2018	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$1,121.99		
72622	08/16/2018	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$434.32		
72623	08/16/2018	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$500.00		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72624	08/16/2018	Open			Accounts Payable	LIFE ASSIST INC	\$63.23		
72625	08/16/2018	Open			Accounts Payable	MacNeill, Sam	\$68,147.81		
72626	08/16/2018	Open			Accounts Payable	MANN, URRUTIA, NELSON, CAS & ASSOC, LLP	\$10,000.00		
72627	08/16/2018	Open			Accounts Payable	MENDON'S NURSERY	\$101.28		
72628	08/16/2018	Open			Accounts Payable	Meyers Police Canine Training	\$600.00		
72629	08/16/2018	Open			Accounts Payable	MID VALLEY TERMITE	\$155.00		
72630	08/16/2018	Open			Accounts Payable	MIKE GOGGIA	\$525.00		
72631	08/16/2018	Open			Accounts Payable	MOTOROLA	\$4,443.20		
72632	08/16/2018	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$152.44		
72633	08/16/2018	Open			Accounts Payable	NETMOTION WIRELESS, INC.	\$1,312.50		
72634	08/16/2018	Open			Accounts Payable	North State Tire Co. Inc.	\$5,392.23		
72635	08/16/2018	Open			Accounts Payable	NORTH VALLEY BARRICADE, INC.	\$453.09		
72636	08/16/2018	Open			Accounts Payable	NORTHSTAR	\$3,937.21		
72637	08/16/2018	Open			Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$501.04		
72638	08/16/2018	Open			Accounts Payable	NWN Corporation	\$86.89		
72639	08/16/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$381.31		
72640	08/16/2018	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$350.10		
72641	08/16/2018	Open			Accounts Payable	Pacific Credit Services (PCS)	\$207.86		
72642	08/16/2018	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$13,117.62		
72643	08/16/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$341.83		
72644	08/16/2018	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$185.65		
72645	08/16/2018	Open			Accounts Payable	PARADISE SCREEN PRINT	\$124.99		
72646	08/16/2018	Open			Accounts Payable	PETERSON TRACTOR CO	\$1,052.69		
72647	08/16/2018	Open			Accounts Payable	PLATT ELECTRIC SUPPLY	\$10.78		
72648	08/16/2018	Open			Accounts Payable	Price, Zachary	\$352.00		
72649	08/16/2018	Open			Accounts Payable	R B SPENCER INC	\$432.48		
72650	08/16/2018	Open			Accounts Payable	RAINEY, CHRIS	\$84.00		
72651	08/16/2018	Open			Accounts Payable	Ramlow, Tanner	\$352.00		
72652	08/16/2018	Open			Accounts Payable	RAMOS, DANIEL J.	\$67.00		
72653	08/16/2018	Open			Accounts Payable	Riebes Auto Parts	\$976.60		
72654	08/16/2018	Open			Accounts Payable	Rolls Anderson & Rolls Civil Engineers	\$422.50		
72655	08/16/2018	Open			Accounts Payable	S.T. Rhoades Construction, Inc.	\$179,566.72		
72656	08/16/2018	Open			Accounts Payable	Signs & Graphics	\$129.30		
72657	08/16/2018	Open			Accounts Payable	Sitter, Margaret	\$37.00		
72658	08/16/2018	Open			Accounts Payable	Spherion Staffing	\$1,525.68		
72659	08/16/2018	Open			Accounts Payable	TeleCheck Services, Inc.	\$35.00		
72660	08/16/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$64.06		
72661	08/16/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$62.38		
72662	08/16/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$20.67		
72663	08/16/2018	Open			Accounts Payable	THRIFTY ROOTER	\$180.00		
72664	08/16/2018	Open			Accounts Payable	Tri Flame Propane	\$482.26		
72665	08/16/2018	Open			Accounts Payable	TURNBOW, DAVID LYNN	\$57.00		
72666	08/16/2018	Open			Accounts Payable	TURNBOW, DEBBIE	\$102.00		
72667	08/16/2018	Open			Accounts Payable	UNIFORMS TUXEDOS & MORE	\$1,898.22		

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72668	08/16/2018	Open			Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$450.00		
72669	08/16/2018	Open			Accounts Payable	VALLEY OAK VETERINARY CENTER	\$161.35		
72670	08/16/2018	Open			Accounts Payable	VERIZON WIRELESS	\$115.29		
72671	08/16/2018	Open			Accounts Payable	VERIZON WIRELESS	\$572.70		
72672	08/16/2018	Open			Accounts Payable	VERIZON WIRELESS	\$104.70		
72673	08/16/2018	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$405.71		
72674	08/21/2018	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$1,550.00		
72675	08/24/2018	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$350.00		
72676	08/24/2018	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
72677	08/30/2018	Open			Accounts Payable	3 CORE, INC.	\$3,500.00		
72678	08/30/2018	Open			Accounts Payable	AIRGAS SAFETY, INC.	\$54.09		
72679	08/30/2018	Open			Accounts Payable	Amazon Capital Services	\$425.30		
72680	08/30/2018	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$56.46		
72681	08/30/2018	Open			Accounts Payable	Asbury Environmental Services	\$120.00		
72682	08/30/2018	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,044.68		
72683	08/30/2018	Open			Accounts Payable	AT&T MOBILITY	\$86.46		
72684	08/30/2018	Open			Accounts Payable	Big O Tires	\$182.76		
72685	08/30/2018	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$652.00		
72686	08/30/2018	Open			Accounts Payable	Cleope, Lori	\$30.00		
72687	08/30/2018	Open			Accounts Payable	COLYER VET SERVICE	\$39.00		
72688	08/30/2018	Open			Accounts Payable	COMCAST CABLE	\$256.01		
72689	08/30/2018	Open			Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$67.50		
72690	08/30/2018	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$151.25		
72691	08/30/2018	Open			Accounts Payable	DOBRICH & SONS SEPTIC	\$906.50		
72692	08/30/2018	Open			Accounts Payable	Door Company Inc, The	\$368.00		
72693	08/30/2018	Open			Accounts Payable	Dude Solutions, Inc	\$935.00		
72694	08/30/2018	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$93.35		
72695	08/30/2018	Open			Accounts Payable	FIDELITY NAT'L TITLE CO.	\$4,995.00		
72696	08/30/2018	Open			Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$141.00		
72697	08/30/2018	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$167.74		
72698	08/30/2018	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$774.79		
72699	08/30/2018	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$899.56		
72700	08/30/2018	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$62.79		
72701	08/30/2018	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$186.97		
72702	08/30/2018	Open			Accounts Payable	INTERSTATE SALES	\$273.49		
72703	08/30/2018	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$245.00		
72704	08/30/2018	Open			Accounts Payable	JOURNYX, INC.	\$3,200.00		
72705	08/30/2018	Open			Accounts Payable	Kittelson & Associates Inc	\$30,897.25		
72706	08/30/2018	Open			Accounts Payable	Mark Thomas & Company Inc	\$4,065.44		
72707	08/30/2018	Open			Accounts Payable	Mark Thomas & Company Inc	\$502.23		
72708	08/30/2018	Open			Accounts Payable	MARQUIS, JOSH	\$7.73		
72709	08/30/2018	Open			Accounts Payable	Michael Baker International, Inc.	\$116.00		
72710	08/30/2018	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$200.00		
72711	08/30/2018	Open			Accounts Payable	MILLER GLASS INC	\$117.96		
72712	08/30/2018	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$89.24		

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72713	08/30/2018	Open			Accounts Payable	MUNICIPAL CODE CORP	\$399.00		
72714	08/30/2018	Open			Accounts Payable	Nor Cal Coatings, LLC	\$4,750.00		
72715	08/30/2018	Open			Accounts Payable	North State Tire Co. Inc.	\$1,531.42		
72716	08/30/2018	Open			Accounts Payable	NWN Corporation	\$6,222.57		
72717	08/30/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$394.58		
72718	08/30/2018	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$6.01		
72719	08/30/2018	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$91.43		
72720	08/30/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$2,867.43		
72721	08/30/2018	Open			Accounts Payable	Paradise Printing	\$134.69		
72722	08/30/2018	Open			Accounts Payable	RE CONSTRUCTION	\$8,154.00		
72723	08/30/2018	Open			Accounts Payable	Riebes Auto Parts	\$147.43		
72724	08/30/2018	Open			Accounts Payable	SAN DIEGO POLICE EQUIPMENT CO., INC.	\$528.06		
72725	08/30/2018	Open			Accounts Payable	Santander Leasing LLC	\$35,915.70		
72726	08/30/2018	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$640.00		
72727	08/30/2018	Open			Accounts Payable	Spherion Staffing	\$762.84		
72728	08/30/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$986.41		
72729	08/30/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$120.67		
72730	08/30/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$17.53		
72731	08/30/2018	Open			Accounts Payable	THOMAS HYDRAULIC & HARDWARE SUPPLY, INC.	\$79.40		
72732	08/30/2018	Open			Accounts Payable	THRIFTY ROOTER	\$320.00		
72733	08/30/2018	Open			Accounts Payable	Tri Flame Propane	\$47.03		
72734	08/30/2018	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
72735	08/30/2018	Open			Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$450.00		
72736	08/30/2018	Open			Accounts Payable	VERIZON WIRELESS	\$989.02		
72737	08/30/2018	Open			Accounts Payable	VERIZON WIRELESS	\$694.03		
72738	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$4,050.00		
72739	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$8,550.00		
72740	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$12,345.30		
72741	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$9,512.10		
72742	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$6,907.50		
72743	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$5,197.50		
72744	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$9,225.00		
72745	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$5,301.00		
72746	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$33,615.00		
72747	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$7,020.00		
72748	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$6,772.50		
72749	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$7,344.00		
72750	08/30/2018	Open			Accounts Payable	WAYNE MURPHY	\$5,521.50		
72751	08/30/2018	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$1,032.40		
72752	08/30/2018	Open			Accounts Payable	WLM Construction	\$634.55		
72753	08/30/2018	Open			Accounts Payable	Woodcox, Terry	\$22.71		
72754	08/30/2018	Open			Accounts Payable	Wright, Heather	\$46.00		
72755	08/31/2018	Open			Accounts Payable	NICOLETTI, CHRISTOPHER	\$630.00		

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Type Check Totals:					253 Transactions		\$969,182.88		
<u>EFT</u>									
763	08/02/2018	Open			Accounts Payable	CALPERS	\$118,991.58		
764	08/10/2018	Open			Accounts Payable	CALPERS - RETIREMENT	\$30,401.08		
765	08/10/2018	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$5,507.64		
766	08/10/2018	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$5,431.90		
767	08/10/2018	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$20,095.20		
768	08/24/2018	Open			Accounts Payable	CALPERS - RETIREMENT	\$29,892.14		
769	08/24/2018	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,558.00		
770	08/24/2018	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$5,212.74		
771	08/24/2018	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$17,836.16		
Type EFT Totals:					9 Transactions		\$237,926.44		

AP - US Bank TOP AP Checking Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	253	\$969,182.88	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	253	\$969,182.88	\$0.00
EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	9	\$237,926.44	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	9	\$237,926.44	\$0.00
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	262	\$1,207,109.32	\$0.00
	Reconciled	0	\$0.00	\$0.00

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 8/1/2018 - To Payment Date: 8/31/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
Grand Totals:					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	262	\$1,207,109.32	\$0.00	



**Town of Paradise
Council Agenda Summary
Date: September 11, 2018**

Agenda Item: 2c

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: Quarterly Investment Report

Council Action Requested:

Review and file the 4th Quarter Investment Report for the Fiscal Year Ended June 30, 2018.

Alternatives:

Give alternative direction for investment or reporting.

Background:

Attached is a report on the Town's cash and investments for the quarter ended June 30, 2018.

A US Bank checking account is currently being used for payroll, accounts payable and other operating purposes. Most accounts payable disbursements are drawn through checks, and most payroll disbursements are processed through direct deposit. Deposits are fully collateralized and after reserve requirements, provide an earnings credit rate of 0.50% up to the amount of monthly fees.

The Town uses the State of California managed Local Agency Investment Fund (LAIF) for investment of cash in excess of immediately needed operating capital. With same day liquidity and comparable yields, LAIF is currently the best investment option for the Town. Funds can be transferred electronically through computer authorization between LAIF and the Town checking account. The Town will continue to research other investment options that match LAIF's liquidity and security in order to improve investment yield.

In June of 2011, the Town established an irrevocable trust to begin funding the future obligations associated with retiree health as required by GASB 45. The funds are being managed by Self-Insured Schools of California (SISC) and can only be used for the payment of retiree health benefits.

The Town establishes escrow funds at the start of each new lease. The escrow fund is drawn down to zero through the process of purchasing equipment against the lease. Interest is accrued on any unspent escrow balance. The "other" investment type represents these available escrow funds as well as petty cash balances. As of June 30, 2018, there were no available escrow funds.

Discussion

There is a \$821,293 increase in investment balance as of June 30, 2018 as compared to June 30, 2017. However, average investment balances for the quarters was very similar. The Town is replacing depleted General Fund reserves with the goal of reducing and eliminating the need to borrow cash for operations. In addition, it is setting aside a portion of Measure C monies in order to sustain services for two years in case a tax extension is not approved. In 2016/17 the Town needed a \$2.25 million TRAN which was funded October 2016 and repaid in May 2017. This 2017/18 fiscal year the Town issued a TRAN of \$2.1 million in October 2017 that was repaid in May 2018.

The GASB 45 trust investment managed by SISC experienced a 1.61% gain on investment during the 4th quarter of 2017/18. A strong performance in 2017 has been followed with some market volatility in 2018. Long term, SISC has been successful with its allocation model of approximately 60% equity and 40% fixed income.

The Town Treasurer has directed the Trustee, Wells Fargo Bank, to invest the reserve funds of the Paradise RDA Bond 2016 and the Paradise RDA Bond 2009 in accordance with the Town's investment policy. The reserve funds had been yielding less than 0.01% in mutual funds. The reserve funds are now invested in CD's that will yield 1.70% over a one-year period. While these investments and balances are not part of the Town's idle or operating cash, the yield will ultimately lessen the amount the Town will be required to contribute in future debt service payments.

Fiscal Impact Analysis:

Isolating the gain from the GASB 45 trust, the Town earned \$19,132.16 for the quarter ended June 30, 2018. That is compared to \$9,712.97 for the quarter ended June 30, 2017. Again, isolating the GASB 45 return, over 82 basis points more in average yield was realized compared to a year ago, and about \$154,758 less in average balances were invested.

For the fiscal year 2017/18, without the GASB 45 trust, the town earned \$51,337.47. For fiscal year 2016/17 the town earned \$26,281.15.

TOWN OF PARADISE
 QUARTERLY SUMMARY OF INVESTMENTS
 For Quarter Ended June 30, 2018

<u>Investment</u>	<u>Type</u>	<u>For Quarter Ended June 30, 2018</u>			<u>For Quarter Ended June 30, 2017</u>			<u>Net Change</u>
		<u>Yield</u>	<u>Book Value</u>	<u>Market Value*</u>	<u>Yield</u>	<u>Book Value</u>	<u>Market Value*</u>	
US Bank	Checking	0.50%	752,522.28	752,522.28	0.22%	374,642.85	374,642.85	377,879.43
Local Agency Investment Fund (LAIF)	Savings	1.76%	4,226,729.55	4,218,812.33	0.93%	3,861,758.16	3,857,667.29	364,971.39
SISC GASB 45 Trust B	Various	1.61%	206,816.92	206,816.92	2.76%	127,024.77	127,024.77	79,792.15
Fiscal Agents & Petty Cash	Other	0.00%	1,350.00	1,350.00	0.00%	1,350.00	1,350.00	-
Totals			5,187,418.75	5,179,501.53		4,364,775.78	4,360,684.91	822,642.97
Total Quarterly Earnings on accrual basis			21,841.16		12,796.34			
Total Annual Earnings (July 1st - June 30th)			62,499.89		37,486.20			

* Market Value determined by LAIF

Reserve Funds Invested

Paradise RDA Bond 2009	\$	340,000.00
Paradise RDA Bond 2016		78,000.00
	\$	418,000.00

<u>Issuer</u>	<u>FDIC Number</u>	<u>Yield</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Type</u>	<u>Investment</u>	<u>Earnings</u>
Discover Bank	5649	1.700%	01/18/18	01/18/19	CD	245,000.00	4,165.00
Banner Bank	28489	1.700%	01/25/18	01/25/19	CD	173,000.00	2,941.00
						418,000.00	7,106.00

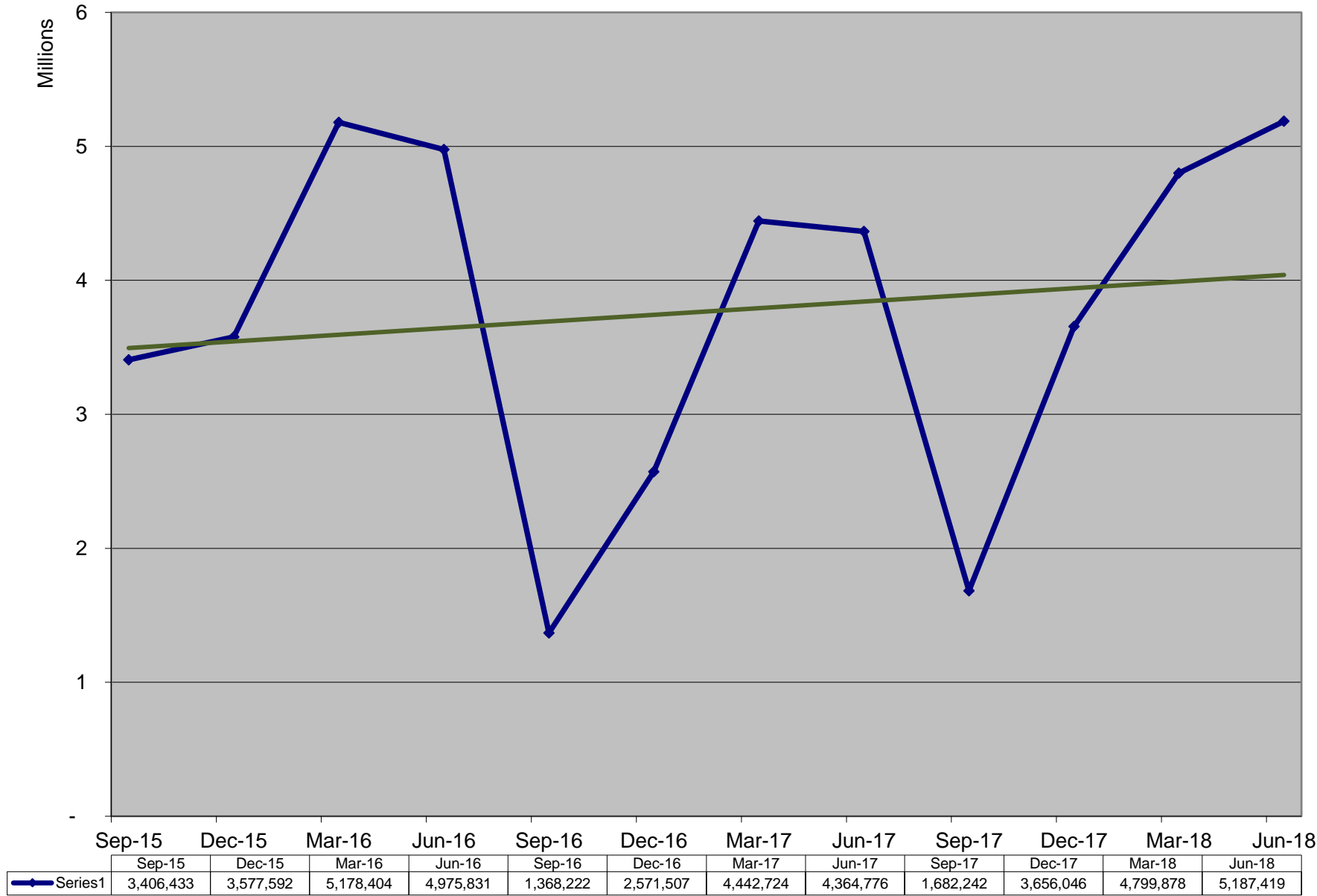
In compliance with the California Code Section 53646; the Treasurer of the Town of Paradise hereby certifies that sufficient investment liquidity and anticipated revenues are available to meet the Town's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Town of Paradise's adopted investment policy.

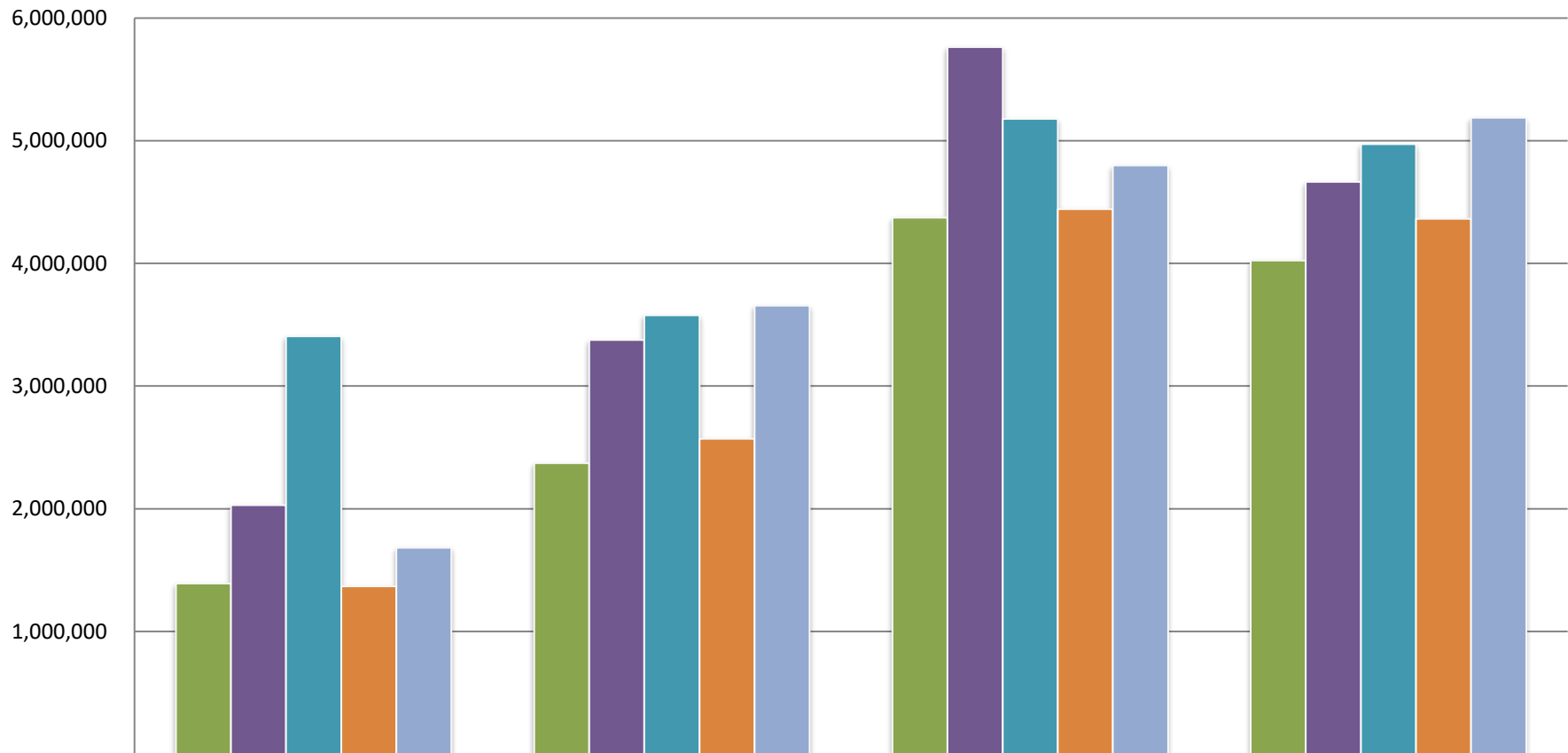
Respectfully submitted,

Gina S. Will
 Administrative Services Director/Town Treasurer

**Town of Paradise
Investment Balances with Trendline
September 2015 - June 2018**



Town of Paradise Investment Balances 2013/14 - 2017/18



	Sept. 30th	Dec. 31st	March 31st	June 30th
■ 2013/14	1,389,733	2,370,880	4,372,599	4,022,638
■ 2014/15	2,029,885	3,375,031	5,764,007	4,665,263
■ 2015/16	3,406,433	3,577,592	5,178,404	4,973,367
■ 2016/17	1,368,222	2,571,507	4,442,724	4,364,776
■ 2017/18	1,682,242	3,656,046	4,799,878	5,187,419



TOWN OF PARADISE
Council Agenda Summary
Date: September 11, 2018

Agenda No. 2(d)

ORIGINATED BY: Marc Mattox, Assistant Town Manager

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Program Supplement Grant Agreement

COUNCIL ACTION REQUESTED:

1. Approve the Program Supplement Agreement No. F017-Rev 1 to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15 specific to Federal-Aid Project ATPL-5425 (038) to assure receipt of \$1,025,000 in Federal funds for the Paradise Gap Closure Complex.
2. Adopt a resolution authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement No. F017-Rev 1 to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15.

Background:

In 2010, the Town of Paradise approved the Downtown Master Plan which identifies key capital improvement projects and an overall vision for Paradise's commercial core, encompassed by Skyway, Pearson, Elliott Road and Almond Street.

In late 2015, the Town of Paradise received an Active Transportation Program grant for the Almond Street Multi-Modal Improvements to formally begin the implementation process for the Downtown Master Plan. This grant includes the design and construction of new sidewalks, bike lanes, drainage improvements along Almond Street between Pearson Road and Elliott. This project has since been leveraged by Measure C funds in fiscal year 2019/2020 to complete a road overlay.

In 2016, the Town of Paradise formally established an Underground Utility District with the same boundary as the Downtown Master Plan. This effort will require all overhead utilities to be converted to underground installations by July 2020.

In April 2017, the Town of Paradise received authorization to proceed on a new Congestion Mitigation Air Quality (CMAQ) grant in the amount of \$306,000. This grant will provide for the environmental review and design phase of the Paradise Gap Closure Complex. The project will close all sidewalk/infrastructure gaps between what has been completed to date, planned for Almond Street, and ultimately identified in the Downtown Master Plan.

In June 2017, Town Council awarded a contract to Mark Thomas of Sacramento, CA to perform all design services in conjunction with the Almond Street Multi-Modal Improvements and the Paradise Transit Center (led by Butte County Association of Governments (BCAG)).

In March 2018, the Town of Paradise learned the Paradise Gap Closure Complex was awarded construction funding through the Active Transportation Program Cycle 3A solicitation. The 3A Cycle includes projects made possible by the passage of Senate Bill 1, Road Repair and Accountability Act of 2017.

Analysis:

To remain eligible for the allocated grant funding, the Town of Paradise is required to execute a Program Supplement Agreement to the Administering Agency-State Agreement for Federal-Aid Projects (Agreement No. 03-5425R). This supplement agreement, included as Attachment A, serves as a contract between the Town of Paradise and California Department of Transportation, binding each to certain responsibilities to process Federally funded projects. The attached agreement must be approved by the Town to continue receipt of Federal funds. In addition, the Town is required to adopt a resolution identifying the project and designate an official authorized to execute the Program Supplement Agreement.

This agreement is a revision to executed version from June 2017, as the project has entered the construction phase.

The overall scope of work for the combined Almond Street and Gap Closure projects can be summarized as follows:

- Installation of new Class II Bicycle Lanes along Birch, Fir, Black Olive and portions of Almond
- Installation of new Class I Bicycle/Pedestrian Pathway along portions of Almond
- Installation of new pedestrian-lighting throughout the project area
- Installation of new sidewalks throughout the project area
- Installation of culvert pipes and drainage infrastructure
- Reconstruction of the roadway using full-depth reclamation process (Measure C / SB-1)
- Undergrounding of all overhead utilities (separate, concurrent effort through PG&E)
- Construction of new Paradise Transit Center (separate, concurrent effort through BCAG)

Financial Impact:

The estimated funding breakdown for the Gap Closure Project is shown below:

Preliminary Engineering: \$306,000 at 100% Federal
Construction: \$4,805,000 at 8.9% Federal, 78.8% State ATP SB-1, and 12.3% Local SB-1
Construction Engineering: \$290,000 at 100% Federal

**TOWN OF PARADISE
RESOLUTION NO. _____**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE AUTHORIZING THE TOWN MANAGER OF THE TOWN OF
PARADISE OR HER DESIGNEE TO SIGN PROGRAM SUPPLEMENT
AGREEMENT NO F017-Rev 1 TO THE ADMINISTERING AGENCY-
STATE AGREEMENT FOR FEDERAL AID PROJECTS
CORRESPONDING TO PROJECT NO. CML 5425 (038).**

WHEREAS, the Town of Paradise has received and will continue to receive federal funds for various transportation projects and has entered into an Agency-State Agreement for Federal-Aid Projects with the California Department of Transportation; and,

WHEREAS, the State of California through its Department of Transportation (Caltrans) and Butte County Association of Governments (BCAG) administers the Federal Congestion Mitigation Air Quality (CMAQ) program and selects projects for funding; and,

WHEREAS, the Paradise Gap Closure Complex currently has \$1,025,000 of Federal funds and \$3,787,000 of State-SB1 funds allocated to the Project; and,

WHEREAS, Caltrans provides Program Supplement Agreements in accordance with Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15 (Master Agreement), which upon full execution enables the Town of Paradise to request and receive Federal funds for certain street projects; and,

WHEREAS, Caltrans requires the Town of Paradise to execute the Program Supplement Agreement No. F017-Rev 1 for the Paradise Gap Closure Complex in order to be eligible to receive Federal-Aid for eligible project costs; and,

WHEREAS, these funds will require that they are managed in accordance with the Caltrans Local Assistance Procedures Manual; and,

WHEREAS, the Town Council of the Town of Paradise has approved and agreed to this Program Supplement Agreement.

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

Section 1. That the Town Manager of the Town of Paradise, or her designee, is hereby authorized to sign Program Supplement Agreement No. F017-Rev 1 for the Paradise Gap Closure Complex on behalf of the Town.

Section 2. The Town Clerk shall certify to the passage and adoption of this resolution.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this
11th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Jody Jones, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

PROGRAM SUPPLEMENT NO. F017 Rev. 1
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 03-5425F15

Adv Project ID **Date:** July 20, 2018
0317000262 **Location:** 03-BUT-0-PRDS
Project Number: ATPSB1L-5425(038)
E.A. Number:
Locode: 5425

This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 04/25/16 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the Administering Agency on _____
(See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION:

Fir St (Skyway to Black Olive), Birch St (Skyway to Black Olive), in addition to portions of Foster Rd (Pearson to Birch), Black Olive Dr Pearson to Fir) and Elliott Rd (Skyway to

TYPE OF WORK: Construct new sidewalks, curbs and gutters, Class II Bicycle Lanes **LENGTH:** 0.0(MILES)

Estimated Cost	Federal Funds		Matching Funds		
	Z400		LOCAL	SB1 funds	OTHER
\$5,111,000.00		\$306,000.00	\$0.00	\$3,787,000.00	\$1,018,000.00

TOWN OF PARADISE

STATE OF CALIFORNIA
Department of Transportation

By _____
Title _____
Date _____
Attest _____

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer  **Date** 7/20/18 **\$4,093,000.00**

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

Page ____ of ____

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information, call (915) 654-6410 or TDD (916) -3880 or write Records and Forms Management, 1120 N. Street, MS-89, Sacramento, CA 95814.

SPECIAL COVENANTS OR REMARKS

1. A. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.

B. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).

C. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Attention is directed to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

D. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

E. Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal

SPECIAL COVENANTS OR REMARKS

obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

F. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

G. As a condition for receiving federal-aid highway funds for PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at www.sam.gov.

H. This PROJECT is programmed to receive Federal funding from the Active Transportation Program (ATP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. The start of reimbursable expenditures is restricted to the later of either 1) the effective date of the component specific allocation or the effective date of the federal obligation of funds.

SPECIAL COVENANTS OR REMARKS

I. STATE and ADMINISTERING AGENCY agree that any additional funds which might be made available by future Federal obligations will be encumbered on this PROJECT by use of a STATE-approved "Authorization to Proceed" and Finance Letter. ADMINISTERING AGENCY also agrees that Federal funds available for reimbursement will be limited to the amounts obligated by the Federal Highway Administration and that STATE funds available for reimbursement will be limited to the amounts allocated by the California Transportation Commission and/or STATE.

J. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. Funds transferred between allocated project components retain their original timely use of funds deadlines, but an approved time extension will revise the timely use of funds criteria for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof. Documentation will consist of a Federal Highway Administration-approved "Authorization to Proceed" notification, a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

K. This PROJECT will be administered in accordance with the applicable CTC STIP guidelines and the Active Transportation Program guidelines as adopted or amended, the Local Assistance Procedures Manual (LAPM), the Local Assistance Program Guidelines (LAPG), and this PROGRAM SUPPLEMENT.

L. The submittal of invoices for PROJECT costs shall be in accordance with the above-referenced publications and the following. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits, plans specifications & estimate, and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion or contract acceptance, whichever occurs first, to make the final payment to the contractor and prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.

M. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these Federal funds.

N. This PROJECT is subject to the timely use of funds provisions enacted by the ATP Guidelines, as adopted or amended, and by approved CTC and State procedures as outlined below.

Funds allocated for the environmental & permits (E&P), plan specifications & estimate (PS&E), and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

SPECIAL COVENANTS OR REMARKS

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and to complete and accept the construction within 36 months of award.

O. By executing this PROGRAM SUPPLEMENT, ADMINISTERING AGENCY agrees to comply with all reporting requirements in accordance with the Active Transportation Program Guidelines, as adopted or amended.

2. A. ADMINISTERING AGENCY shall conform to all State statutes, regulations and procedures (including those set forth in the Local Assistance Procedures Manual and the Local Assistance Program Guidelines, hereafter collectively referred to as "LOCAL ASSISTANCE PROCEDURES") relating to the federal-aid program, all Title 23 Code of Federal Regulation (CFR) and 2 CFR Part 200 federal requirements, and all applicable federal laws, regulations, and policy and procedural or instructional memoranda, unless otherwise specifically waived as designated in the executed project-specific PROGRAM SUPPLEMENT.
- B. Invoices shall be submitted on ADMINISTERING AGENCY letterhead that includes the address of ADMINISTERING AGENCY and shall be formatted in accordance with LOCAL ASSISTANCE PROCEDURES.
- C. ADMINISTERING AGENCY must have at least one copy of supporting backup documentation for costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.
- D. Indirect Cost Allocation Plan/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to STATE (Caltrans Audits & Investigations) for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for State and federal reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the Local Assistance Procedural Manual, and the ICAP/ICRP approval procedures established by STATE.
- E. STATE will withhold the greater of either two (2) percent of the total of all federal funds encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.
- F. Payments to ADMINISTERING AGENCY for PROJECT-related travel and

SPECIAL COVENANTS OR REMARKS

subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand within thirty (30) days of such invoice.

G. ADMINISTERING AGENCY agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards.

H. ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items.

I. Every sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR, Part 200, 23 CFR, 48 CFR Chapter 1, Part 31, Local Assistance Procedures, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), and other applicable STATE and FEDERAL regulations.

J. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, 23 CFR, 48 CFR, Chapter 1, Part 31, and other applicable STATE and FEDERAL regulations, are subject to repayment by ADMINISTERING AGENCY to STATE.

K. STATE reserves the right to conduct technical and financial audits of PROJECT WORK and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by the following paragraph:

ADMINISTERING AGENCY, ADMINISTERING AGENCY'S contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above referenced parties shall make such AGREEMENT, PROGRAM SUPPLEMENT, and contract materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of submission of the final expenditure report by the STATE to the FHWA.

L. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and

SPECIAL COVENANTS OR REMARKS

maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices set to or paid by STATE.

M. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of 2 CFR 200 if it expends \$750,000 or more in Federal Funds in a single fiscal year of the Catalogue of Federal Domestic Assistance.

N. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in ADMINISTERING AGENCY's annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with 2 CFR, Part 200.

O. ADMINISTERING AGENCY shall not award a non-A&E contract over \$5,000, construction contracts over \$10,000, or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. Contracts awarded by ADMINISTERING AGENCY, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

P. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain provisions B, C, F, H, I, K, and L under Section 2 of this agreement.

3. This PROJECT has received funds from Active Transportation Program (ATP). The ADMINISTERING AGENCY agrees to administer the project in accordance with the CTC Adopted SB1 Accountability and Transparency Guidelines.



**Town of Paradise
Council Agenda Summary
Date: September 11, 2018**

Agenda Item: 2(e)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer

Reviewed by: Lauren Gill, Town Manager

Subject: 2018/19 Cash Flow Financing

Council Action Requested:

1. Adopt Resolution 18-___ A Resolution of the Town Council of the Town of Paradise authorizing and approving the execution of documents necessary to secure general fund cash flow financing for the fiscal year 2018-2019, and approving other actions related thereto, or

Alternatives:

Decline to approve financing and run short of operating cash flow for the fiscal year.

Background:

The Town receives the majority of its general fund revenue from property taxes twice per year, in January and in May. However, payroll and operating expenses continue to be paid throughout the fiscal year. The Town has not yet obtained sufficient cash flow reserves to build a complete cash flow bridge to meet cash demands of payroll and vendor payments between approximately October 1st and May 1st, when the Town has used all of its reserves and is waiting for property tax payments to come in from the County of Butte.

Discussion:

With the general fund reserves that the Town has rebuilt, staff's analysis of the cash flow needs for 2018/19 indicate that the cash flow financing can be less than the \$2.1 million issued for 2017/18. The final amount will be determined as part of the closing process, but the borrowing will not exceed \$1,000,000.

This year, because the cost of borrowing is becoming increasingly expensive. Staff is exploring the option of a "line of credit" type financing instrument as opposed to a traditional tax revenue anticipation note (TRAN). The purpose is to minimize interest expense by drawing up to the \$1 million as needed as opposed to financing the \$1 million from the start.

US Bank has offered two letters of interest and options for the Town to consider (both letters are attached for Council's review). The first is for a traditional TRAN offered at 2.66% plus the cost of issuance. The other option is to draw on a line of credit. The terms under this arrangement is 80% of 30-day LIBOR plus 60 basis points plus the cost of issuance. 35 basis points will be charged on undrawn portions of the "line of credit".

Assuming a \$1 million TRAN from October 1, 2018 to May 31, 2019, the Town would pay about \$30,350 for interest and issuance costs. Worst case scenario on the "line of credit", assuming the Town draws on the \$1 million immediately and also assuming quickly increasing LIBOR rates, the Town would pay about \$33,039 with interest and issuance. Best case scenario, the Town would pay about \$15,150 with interest and issuance. The analysis indicates the Town will probably pay between \$20,000 and \$25,000, therefore saving the Town somewhere between \$5,000 and \$10,000.

Staff recommends allowing staff to continue to work with US Bank and bond counsel on a "line of credit" for the Town. Further, staff recommends authorizing the Town Manager and the Mayor to execute the documents necessary to have a cash flow financing option in place by October 1, 2018 based on the terms set forth in the US Bank letter relating to a line of credit.

Fiscal Analysis:

The Town has budgeted \$29,167 for interest and \$7,100 for issuance costs for 2018/19. With approval of this resolution, and authorization to issue a "line of credit" not to exceed \$1,000,000, the Town is expected save about \$10,000.



August 24, 2018

Gina S. Will
Administrative Services Director/Town Treasurer
Town of Paradise, California

U.S. Bank National Association ("U.S. Bank") is pleased to consider your request to provide financing to the Town of Paradise, California ("Town"). The Loan to the Town of Paradise is for the payment of operating expenditures prior to the receipt of tax revenues as permitted under California Government Code Section 53850-53858. A summary of some of the terms U.S. Bank is considering for this financing package is as follows:

Borrower: Town of Paradise, California.

Amount: Not to exceed \$1,000,000.00.

Maturity: On or about September 30, 2019.

Closing Date: Not to exceed September 30, 2018. Dated Date shall be the Delivery Date.

Interest Rate: 2.66%

Principal Payments: At Maturity.

Interest Payments: At Maturity, calculated on 30/360 day-count basis.

Prepayments: The Notes are not subject to optional redemption prior to maturity.

Disbursement: The proceeds of the Notes shall be disbursed as a single disbursement at closing.

Security: The obligation shall be a general obligation of the Borrower.

Bond Counsel: All documentation associated with the financing, with the exception of the Financing Agreement (defined below), shall be provided at the Borrower's expense and prepared by qualified counsel to the Borrower whom has specific expertise in public finance in the State of Minnesota ("Bond Counsel").

Documentation for the obligation shall include, but is not limited to, an appropriate authorizing resolution or ordinance, 8038 filing, duly executed instrument, and Bond Counsel opinion that the obligation is a legal, valid, binding, enforceable and properly authorized obligation of the Borrower, and exempt from Federal and State income taxes, as applicable (collectively referred to as the "Financing Documents"). The Notes shall be designated as "bank qualified" by the Borrower.

Financing Agreement: In addition to the Financing Documents, the Bank shall require a separate side agreement (the "Financing Agreement") with the Borrower. The Financing Agreement will be substantially similar to, and may be used in lieu of, a standard bond purchase agreement but may contain provisions, covenants, events of default, and remedies upon default such that the Bank may account for the obligation as a loan rather than a security (see: Covenants/Provisions below). The Financing Documents shall refer to the Bank as "the Bank" or "the Lender".

Costs: The Borrower shall reimburse the Bank for out of pocket expenses, if any, subject to a limit of \$500. Additionally, the Borrower shall be responsible for the fees of Bank counsel, whose fees shall not exceed \$2,500.

Covenants/Provisions: The Financing Agreement will include standard covenants regarding maintenance of business operations, adequate insurance coverage, and to collect fees, taxes and/or other revenues in an amount sufficient to meet all Borrower obligations, including debt service on this obligation (a specimen copy may be provided to the Borrower upon request). The Financing Agreement shall also include the following covenants/provisions:

1. The Borrower shall covenant to provide the Bank, or provide notification of such repository where the Bank may reasonably obtain, its annual, audited financial statements within 30 days of publication.
2. The Borrower shall provide the Bank with a copy of the Borrower's final budget upon request, which request shall in no case be prior to 45 days after the end of the prior fiscal year.
3. The Borrower shall provide the Bank financial or other information as may be reasonably requested from time to time.
4. The Borrower shall promptly notify the Bank of any material adverse events related to this financing.
5. The Borrower shall promptly notify the Bank upon any event of default related to the Notes or any other general obligation debt of the Borrower.
6. The Borrower shall provide all information required for the Bank to comply with the Patriot Act, upon request.
7. The Borrower shall reimburse the Bank for legal costs incurred in the event that litigation is required to enforce the provisions of the Financing Documents.
8. The Borrower shall indemnify the Bank from any liability associated with the obligation, except in the case of gross negligence by the Bank, and only to the extent allowed by state law.
9. The Borrower and the Bank mutually agree to waive their rights to a jury trial.
10. The Borrower will agree to take all actions necessary to preserve tax-exempt status of the obligation. Should the tax designation change the interest rate will adjust accordingly, from the date of the taxable designation.
11. Any amounts outstanding after the Maturity Date shall amortize over the course of seven (7) years and shall accrue interest at rate of 6%.
12. Upon an event of default, and subject to a 30-day cure period (10-day cure period for payment defaults) following written notice to the Borrower, the Bank may charge a Default Rate equal to the Interest Rate plus 200 basis points.
13. The Borrower (or Borrower's designee) shall be invoiced directly by the Bank, and shall not employ the services of a third party Paying Agent.
14. The Borrower shall rely upon the Bank's determination of payment calculations, absent manifest error, as set forth in the Financing Agreement.
15. The obligation shall be registered in the name of the Bank, and shall not be registered with the Depository Trust Company or any other securities depository.
16. The obligation shall not be:
 - (i) assigned a separate rating by any rating agency;
 - (ii) issued pursuant to any type of offering document or official statement; and,
 - (iii) assigned a CUSIP number by Standard & Poor's CUSIP service.

Expiration: Unless otherwise accepted by the Borrower, this proposal shall expire on September 30, 2018 with no further notice required.

Reliance: This offer for financing is a preliminary indication of interest subject to: credit approval pending review of the final documentation; acceptance of all terms and conditions contained herein by the Borrower. This offer for financing should not be construed as an unconditional commitment to lend.

Please feel free to contact me at 530.893.6152 if you have any questions regarding this or any other banking matter. Thank you for the opportunity to provide financing for your borrowing needs.

Regards,

A handwritten signature in black ink, appearing to be 'Troy Kidd', with several loops and a horizontal line extending to the left.

Troy Kidd
Vice President
Relationship Manager

Cc: Peter Specca, U.S. Bank, NA
Cameron Parker, U.S. Bank, NA
Scott Ferguson, U.S. Bank, NA



August 24, 2018

Gina S. Will
Administrative Services Director/Town Treasurer
Town of Paradise, California

U.S. Bank National Association (the "Bank") is pleased to offer the following terms for financing the Town of Paradise obligation within the Bank's loan portfolio:

Borrower: Town of Paradise, California.
Amount: Not to exceed \$1,000,000.00.
Facility: Draw down line of credit (the "Facility").
Maturity: On or about September 30, 2019.
Closing Date: Not to exceed September 30, 2018. Dated Date shall be the Delivery Date.
Interest Rate: Interest on draws under the Facility will accrue interest at 80% of 30-day LIBOR plus sixty (60.0) basis points.
Unused Fee: Amounts undrawn under the Facility will be charged a fee of thirty-five (35.0) basis points, payable at maturity on the average undrawn balance. The unused fee will only apply to the undrawn portion of the Facility.

Principal Payments: At Maturity.

Interest Payments: At Maturity.

Prepayments: The Facility is not subject to optional redemption prior to maturity.

Debt Service Reserve Fund: Not required

Security: The obligation shall be a general obligation of the Borrower.

Bond Counsel: All documentation associated with the financing, with the exception of the Facility Agreement (defined below), shall be provided at the Borrower's expense and prepared by qualified bond counsel, as determined by the Bank in its sole discretion.

Documentation for the obligation shall include, but is not limited to, an appropriate authorizing resolution or ordinance, 8038 filing, duly executed instrument, and Bond Counsel opinion that the obligation is a legal, valid, binding, enforceable and properly authorized obligation of the Borrower (collectively referred to as the "Financing Documents").

Financing Agreement: In addition to the Financing Documents, the Bank shall require a separate Facility Agreement. The Facility Agreement shall define the terms and conditions of the Facility, the Bank's requirements for funding, and may contain additional provisions, covenants, events of default, and remedies upon default such that the Bank may account for the obligation as a loan rather than a security (see: Covenants/Provisions below). The Financing Documents shall refer to the Bank as "the Bank" or "the Lender".

Costs: The Borrower shall reimburse the Bank for out of pocket expenses, if any, subject to a limit of \$500. Additionally, the Borrower shall be responsible for the fees of Bank counsel, whose fees shall not exceed \$5,000.

Covenants/Provisions: The Facility Agreement will include standard covenants regarding maintenance of business operations, adequate insurance coverage, and to collect fees, taxes and/or other revenues in an amount sufficient to meet all Borrower obligations, including debt service on the Facility. The Facility Agreement shall also include the following covenants/provisions:

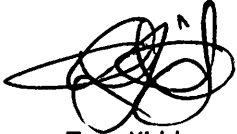
1. The Borrower shall covenant to provide the Bank, or provide notification of such repository where the Bank may reasonably obtain, its annual, audited financial statements within 30 days of publication.
2. The Borrower shall covenant to provide the Bank with a copy of the Borrower's final budget upon request, which request shall in no case be prior to 45 days after the end of the prior fiscal year.
3. The Borrower shall covenant to provide the Bank financial or other information as may be reasonably requested from time to time.
4. The Borrower shall covenant to promptly notify the Bank of any material adverse events related to this financing.
5. The Borrower shall indemnify the Bank from any liability associated with the obligation, except in the case of gross negligence by the Bank, and to the extent allowed by state law.
6. The Borrower will agree to take all actions necessary to preserve tax-exempt status of the obligation. Should the tax designation change, the interest rate will change accordingly and to be effective the same date as the tax designation.
7. Upon an event of default, and upon notice of such provided by the Bank to the Borrower, and subject to a 30-day cure period following delivery of said notice, the Interest Rate shall be subject to increase of 200 basis points, and the Bank shall not honor any pending or future draw requests.
8. Any amounts that remain unpaid after the Maturity Date shall accrue interest at 6% and shall be considered immediately due and payable.
9. The Borrower (or Borrower's designee) shall be invoiced directly by the Bank, and shall not employ the services of a third party Paying Agent.
10. The Borrower shall rely upon the Bank's determination of payment calculations, absent manifest error, as set forth in the Facility Agreement.
11. The obligation shall be registered in the name of the Bank, and shall not be registered with the Depository Trust Company or any other securities depository.
12. The obligation shall not be:
 - (i) assigned a separate rating by any rating agency;
 - (ii) issued pursuant to any type of offering document or official statement; and,
 - (iii) assigned a CUSIP number by Standard & Poor's CUSIP service.

Expiration: Unless otherwise accepted by the Borrower, this proposal shall expire on September 30, 2018 with no further notice required.

Reliance: This offer for financing is subject to: credit approval pending review of the final documentation; acceptance of all terms and conditions contained herein by the Borrower. This offer for financing should not be construed as an unconditional commitment to lend.

Please feel free to contact me at 530.893.6152 if you have any questions regarding this or any other banking matter. Thank you for the opportunity to provide financing for your borrowing needs.

Regards,

A handwritten signature in black ink, appearing to be 'Troy Kidd', with a stylized, cursive script.

Troy Kidd
Vice President
Relationship Manager

Cc: Peter Specca, U.S. Bank, NA
Cameron Parker, U.S. Bank, NA
Scott Ferguson, U.S. Bank, NA

**TOWN OF PARADISE
RESOLUTION NO. 18-___**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE,
CALIFORNIA, AUTHORIZING AND APPROVING THE EXECUTION OF THE
DOCUMENTS NECESSARY TO SECURE GENERAL FUND CASH FLOW
FINANCING FOR THE FISCAL YEAR 2018-2019, AND APPROVING CERTAIN
OTHER ACTIONS RELATED THERETO**

WHEREAS, local agencies are authorized by Section 53850 to 53858, both inclusive, of the Government Code of the State of California (the “Act”) (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code) to borrow money by the issuance of a temporary note (“Notes”);

WHEREAS, this Town Council (the “Town Council”) of the Town of Paradise (the “Town”) has determined that a sum not to exceed one million dollars (\$1,000,000) (the “Principal Amount”), is needed for the requirements of the Town, including but not limited to current expenses, capital expenditures, investment and reinvestment and the discharge of obligations or indebtedness of the Town, and that it is necessary that said Principal Amount be borrowed for such purposes at this time therefor in anticipation of the receipt of taxes, income, revenue, cash receipts or other moneys to be received by the Town for the general fund of the Town;

WHEREAS, U.S. Bank National Association has issued a letter of interest (“the Letter”) dated August 24, 2018, for a draw down line of credit that satisfy the requirements of the Town;

WHEREAS, the Letter includes terms setting forth the interest rate on draws under the line of credit at 80% of 30-day LIBOR plus sixty basis (60.0) basis points and a fee for undrawn amounts under the line of credit of thirty-five (35.0) basis points, payable at maturity on the average undrawn balance;

WHEREAS, the Letter states that the closing date of the financing shall not exceed September 30, 2018, and the financing matures on or about September 30, 2019;

WHEREAS, the Notes shall be a general obligation of the Town, and to the extent not paid from taxes, income, revenue, cash receipts or other moneys pledged to the repayment thereof, shall be paid with interest thereon from any other moneys of the Town lawfully available therefor, as required by Section 53857 of the Act;

WHEREAS, the Notes shall not be issued in an amount greater than the maximum anticipated cumulative cash flow deficit to be financed by the anticipated tax or other revenue sources for the period for which such taxes or other revenues are being anticipated and during which the Notes are outstanding, all as provided in Section 1.103-14(c) of the Income Tax Regulations;

WHEREAS, no money has heretofore been borrowed during fiscal year 2018-19 (“Fiscal Year 2018-19”) by or on behalf of the Town through the issuance of tax and revenue anticipation note or temporary notes in anticipation of the receipt of such uncollected taxes, income, revenue, cash receipts and other moneys;

WHEREAS, pursuant to Section 53856 of the Act, certain moneys of the Town can be pledged for the payment of the principal of the Notes and the interest thereon (as hereinafter provided);

WHEREAS, the Note shall be offered for sale to U.S. Bank National Association (the “Purchaser”) pursuant to the terms and provisions of this Resolution and the Contract of Purchase; and

WHEREAS, pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), under certain circumstances, certain obligations the interest on which is exempt from federal income tax under Section 103 of the Code may be designated by the issuer thereof as “qualified tax-exempt obligations,” thereby allowing certain financial institutions that are holders of such qualified tax-exempt obligations to deduct for federal income tax purposes a portion of such institution’s interest expense that is allocable to such qualified tax-exempt obligations, all as determined in accordance with Sections 265 and 291 of the Code; and

WHEREAS, this Town Council wishes to designate the Notes as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code; and

WHEREAS, it is necessary to engage the services of certain professionals to assist the Town, including Stradling Yocca Carlson & Rauth, a Professional Corporation in drafting the legally appropriate documents to implement this Resolution;

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

Section 1. Recitals. All the recitals in this Resolution above are true and correct and this Town Council so finds, determines and represents.

Section 2. Authorization of Issuance of Note; Terms Thereof. As required by law, the Town hereby determines to and shall issue, in an amount not-to-exceed a Principal Amount of \$1,000,000, a note or notes under Sections 53850 *et seq.* of the Act, “Town of Paradise (Butte County, California) 2018-19 Note” (collectively, the “Note”); to be in denominations of One Hundred Thousand Dollars (\$100,000) principal amount or any integral multiple of Five Thousand Dollars (\$5,000) in excess thereof, to be dated the date of delivery thereof; to mature (with option of prior redemption as provided herein) no later than twelve months after the date of issuance (based on a 30-day month/360-day year basis); and to bear interest, payable at maturity and computed on a 30-day month/360-day year basis, at the rate or rates set forth in the Contract of Purchase, but not in excess of that permitted by law. Both the principal of and interest on the Notes shall be payable, only upon surrender thereof, in lawful money of the United States of America at the principal office of the Purchaser. The Notes shall be subject to redemption prior to maturity, at the option of the Town, from any source of

available funds, in whole or in part, at a redemption price equal to the principal amount or portion thereof called for redemption, together with interest accrued to the date fixed for redemption, without premium. The Town shall be required to provide the Purchaser 30-day written notice of any such redemption.

(A) **Source of Payment.** The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue (including, but not limited to, revenue from State and federal governments), cash receipts and other moneys (including moneys deposited in inactive or term deposits but excepting therefrom moneys encumbered for a special purpose) which are intended as receipts for the general fund of the Town and which are generally available for the payment of current expenses and other obligations of the Town (collectively, the “Unrestricted Revenues”). To the extent the Note matures during the fiscal year succeeding Fiscal Year 2018-19, the Notes shall be payable only from Unrestricted Revenues which are received in or accrued to Fiscal Year 2018-19

The Note shall be a general obligation of the Town, and to the extent the Note is not paid from the Unrestricted Revenues pledged to the repayment therefore pursuant to Section 5(B) hereof, the Note shall be paid with interest thereon from any other moneys of the Town lawfully

(B) **Covenant Regarding Additional Short Term Borrowing.** The Town covenants and warrants that it will not request the Butte County Treasurer-Tax Collector to make temporary transfers of funds in the custody thereof to meet any obligations of the Town during Fiscal Year 2018-19 pursuant to the authority of Article XVI, Section 6 of the Constitution of the State of California or any other legal authority.

Section 3. Execution of Notes. The Mayor, or a designated deputy thereof, is hereby authorized to sign the Notes manually or by facsimile signature, and the Town Manager (the “Town Manager”) is hereby authorized to countersign the Notes manually or by facsimile signature, provided that at least one of the foregoing shall sign manually, and said officers are hereby authorized to cause the blank spaces thereof to be filled in as may be appropriate based on the terms of this Resolution.

Section 4. Other Actions. (A) Officers of the Town Council and Town officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Note and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(A) Notwithstanding any other provision herein, the provisions of this Resolution as they relate to the terms of the Notes may be amended by the Contract of Purchase.

(B) The Town Council hereby appoints Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California, as Bond Counsel to the Town with respect to the issuance of the Notes.

Section 5. Designation as Qualified Tax-Exempt Obligation. Based on the following representations of the Town, the Notes are hereby designated as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code: (i) the Notes are not private activity bonds within the meaning of Section 141 of the Code; (ii) the Town, together with all of its subordinate entities, has not issued obligations (other than those obligations described in clause (iv) below) in calendar year 2017 the interest on which is excluded from gross income for federal income tax purposes under Section 103 of the Code; (iii) the Town reasonably anticipates that it, together with its subordinate entities, will issue during the remainder of calendar year 2018 obligations (other than those obligations described in clause (iv) below) the interest on which is excluded from gross income for federal income tax purposes under to Section 103 of the Code which, when aggregated with all obligations described in clause (ii) above, will not exceed an aggregate principal amount of \$10,000,000; (iv) and notwithstanding clauses (ii) and (iii) above, the Town and its subordinate entities may have issued in calendar year 2017 and may continue to issue during the remainder of calendar year 2018 private activity bonds other than qualified 501(c)(3) bonds as defined in Section 145 of the Code.

Section 6. Action Regarding Qualified Tax-Exempt Obligation. Appropriate officials of the Town are hereby authorized and directed to take such other actions as may be necessary to designate the Notes as “qualified tax-exempt obligations,” including, if either deemed necessary or appropriate, placing a legend to such effect on the form of Notes in such form as either deemed necessary or appropriate.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 11th day of September, 2018 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

ATTEST:

BY: _____
Dina Volenski, Town Clerk

Jody Jones, Mayor

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney



Town of Paradise

Council Agenda Summary

Agenda Item: 2(f)

Date: September 11, 2018

ORIGINATED BY: Susan Hartman, CDD Manager/Assistant Planner
REVIEWED BY: Lauren M. Gill, Town Manager
SUBJECT: Town Council Adoption of a Proposed Resolution Authorizing the Execution of a Development Agreement Granting a Residential Density Bonus

COUNCIL ACTION REQUESTED:

RECOMMENDATION: Adopt a **MOTION TO:**

1. Concur with the recommendation adopted by the Planning Commission on August 21, 2018; **AND**
2. Find that the adoption of a resolution authorizing a residential density bonus as proposed was reviewed in context of the California Environmental Quality Act (CEQA) as part of the Mitigated Negative Declaration adopted for the Harding Administration Permit by the Planning Commission on June 19, 2018; **AND**
3. Adopt Town of Paradise Resolution No. 18-_____, "A Resolution of the Town Council of the Town of Paradise Approving and Authorizing execution of a Density Bonus Agreement with the Harding Revocable Inter Vivos Trust".

BACKGROUND:

Paradise Municipal Code Chapter 17.44 and California Government Code section 65915 contain provisions for granting an increase in residential density limitations for multiple family projects when a developer constructs a senior housing development containing at least 35 dwelling units for residents 55 years of age or older. Specifically, California Government Code section 65915 states: "a city, county, or city and county shall grant a density bonus and incentives or concessions described in subdivision (d) when the applicant for the housing development seeks and agrees to construct at least any one of the following: (3) a senior citizen housing development as defined in Sections 51.3 and 51.12 of the Civil Code." Pursuant to these code sections, the Town of Paradise received a residential density bonus application from Mr. Jim Harding Jr. for property located at 926 Buschmann Road. Mr. Harding's application proposes to develop the currently vacant ± 3.3 acre property into fifty-six (56) senior housing units for which an Administrative Permit authorizing the establishment of multi-family housing was approved by the Planning Commission on June 19, 2018 after evaluating the impacts of the full build out

of 56 units. In accordance with the proposed terms of the attached development agreement drafted by Town Attorney Dwight Moore, Mr. Harding would be required to designate the 56 apartment units as “senior citizen housing” for an initial period of not less than thirty years. These units would be reserved for residents 55 years of age or older as well as “qualified permanent residents” as defined in Civil Code section 51.3.

On August 21, 2018, the Planning Commission conducted a public discussion and subsequently adopted a motion recommending that the Town Council adopt a resolution authorizing the execution of the attached development agreement, pursuant to the requirements of the Paradise Municipal Code (PMC) Chapter 17.44.

DISCUSSION:

The establishment of senior housing is beneficial to the Town in that it provides housing designed for a portion of the population with special needs and promotes policies contained within the Housing Element of the Paradise General Plan.

The ±3.3 acre project site property is situated within the Multiple-Family Residential (MF) zoning district, which allows a residential density of up to fifteen dwelling units per acre with a clustered wastewater treatment and disposal system. Therefore, based upon the zoning regulations assigned to the site in the absence of a residential density bonus, the site could be developed with up to 49 dwelling units. If the proposed development agreement is executed by the Town and Mr. Harding and recorded, seven additional dwelling units would be permitted to be established. The requested 14% density bonus is within the 20% density bonus limit granted for senior housing developments as outlined in California Government Code section 65915.

Condition no. 9 of the Administrative Permit issued June 27, 2018 for fifty-six (56) one-bedroom senior dwelling units requires Mr. Harding to execute a recorded development agreement with the Town to establish a residential density of up to 17 dwelling units per acre prior to the issuance of building permits. Building plans for the development were submitted by the applicant on August 1, 2018 for plan check. Adoption of the resolution authorizing the execution of a development agreement at the September 11, 2018 Town Council meeting will allow the building permits to be issued once plan check is completed.

Lastly, for your convenience, town planning staff has also generated and attached other information materials related to this agenda item.

FINANCIAL IMPACT:

The Town incurs no direct costs with the adoption of a resolution authorizing a residential density bonus agreement is not subject to recording fees pursuant to California Government Code Section 27383.

Attachments

LIST OF ATTACHEMENTS

1. Town of Paradise Resolution No. 18-_____, "A Resolution of the Town Council of the Town of Paradise Approving a Density Bonus with the Harding Revocable Inter Vivos Trust" and its attached Exhibit A
2. Excerpt of draft minutes from the August 21, 2018 Planning Commission meeting
3. Letter received on July 11, 2018 from Mr. Jim Harding Jr. requesting to enter into a density bonus agreement.

**TOWN OF PARADISE
RESOLUTION NO. 18-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
APPROVING A DENSITY BONUS AGREEMENT WITH THE HARDING REVOCABLE
INTER VIVOS TRUST**

WHEREAS, Government Code Section 65915 and Paradise Municipal Code Chapter 17.44 authorize a density bonus for projects with senior housing units; and,

WHEREAS, on August 21, 2018, the Planning Commission recommended that the Town Council approve a density bonus agreement with the Harding Revocable Inter Vivos Trust relating to 926 Buschmann Rd, Paradise.

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

Section 1. The Town Council hereby approves the density bonus agreement between the Town and the Harding Revocable Inter Vivos Trust.

Section 2. The Town Manager is hereby authorized to execute the density bonus agreement with the Harding Revocable Inter Vivos Trust in the form attached hereto as Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 11th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By _____
Jody Jones, Mayor

ATTEST:

Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

EXHIBIT "A"

RECORDING REQUESTED BY
AND AFTER RECORDATION
MAIL TO:

Town of Paradise
5555 Skyway
Paradise, CA 95969

Attn: Town Clerk

FOR RECORDER'S USE ONLY

(The recordation of this document is not subject to recording fees pursuant to
California Government Code Section 27383)

DENSITY BONUS AGREEMENT CONTAINING
SENIOR HOUSING COVENANT

This Senior Housing Covenant is made on _____, 2018, between the TOWN OF PARADISE ("Town"), acting to carry out the obligations under the density bonus provisions of California Government Code section 65915 and Paradise Municipal Code Chapter 17.44 relating to a senior housing project for the Town of Paradise and Harding Revocable Inter Vivos Trust, James M. Harding, Jr., Trustee and Rochelle L. Harding, Trustee ("Owner"), with respect to that certain parcel of real property (the "Site") legally described on Exhibit A. The Town and the Owner agree that the Site shall be subject to the conditions, restrictions, reservations and rights of Town specified below:

1. USE OF THE SITE. The Owner hereby covenants and agrees, for itself, its lessees, successors and assigns, as follows:

A. Development. The Site will be developed with a 56 unit Senior Citizen Housing Development as defined in Civil Code sections 51.3 and 51.12, along with appurtenant parking and landscaping improvements (the "Project").

B. Senior Occupancy. Based on Health and Safety Code section 65915, the Site shall provide 56 one-bedroom housing units for senior citizens as defined in Civil Code sections 51.3 and 51.12. The Project shall be leased only to senior citizens who are 55 or older as defined in Civil Code sections 51.3 and 51.12.

C. Reporting Requirements. Annual senior occupancy reports

shall be submitted by the Owner to the Town. The reports, at a minimum, shall include:

- (1) The number of persons per unit
- (2) Tenant name per unit
- (3) Initial occupancy date per unit
- (4) Age of tenants per unit

Annual senior occupancy recertifications shall also contain those documents used to certify eligibility. Owner shall maintain all necessary books and records, including property, personal and financial records, in accordance with requirements prescribed by Town with respect to all matters covered by this Covenant. Owner, at such time and in such forms as Town may require, shall furnish to Town statements, records, reports, data and information pertaining to matters covered by this Covenant. Upon request for examination by Town, Owner, at any time during normal business hours, shall make available all of its records with respect to all matters covered by this Covenant. Owner shall permit Town to audit, examine and make excerpts or transcripts from these records.

2. MAINTENANCE. The Owner and all successors in interest, agree that they shall maintain the improvements and landscaping on the Site in a clean and orderly condition and in good condition and repair and keep the Site free from accumulation of debris and waste materials.

3. TRANSFER NOTICE. The Owner shall notify Town of any sale, transfer, convey, encumber, assign or lease of the whole or any part of the Site at least ninety (90) days prior to any proposed transfer.

4. NO DISCRIMINATION. The Owner covenants by and for itself and any successors in interest that there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual preference, national origin or ancestry in the sale, lease, sublease, transfer, use, occupancy, tenure or enjoyment of the Site, nor shall the Owner itself or any person claiming under or through it establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, subtenants, sublessees or vendees in the Site.

5. NONDISCRIMINATION AND NONSEGREGATION CLAUSES. All deeds, leases or contracts made relative to the Site, the improvements thereon or any part thereof, shall contain or be subject to substantially the following nondiscrimination and nonsegregation clauses:

A. **In deeds:** The grantee herein covenants by and for himself or herself, his or her heirs, executors, administrators and assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual preference, national origin or ancestry in the sale, lease, sublease, transfer, use, occupancy, tenure or enjoyment of the land herein conveyed, nor shall the grantee, or any person claiming under or through him or her, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or

occupancy of tenants, lessees, subtenants, sublessees or vendees in the land herein conveyed. The foregoing covenants shall run with the land.

B. **In leases:** The lessee herein covenants by and for himself or herself, his or her heirs, executors, administrators and assigns, and all persons claiming under or through him or her, and this lease is made and accepted upon and subject to the following conditions:

That there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual preference, national origin or ancestry in the leasing, subleasing, transferring, use, occupancy, tenure or enjoyment of the land herein leased, nor shall the lessee himself or herself, or any person claiming under or through him or her, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, sublessees, subtenants or vendees in the land herein leased.

C. **In contracts:** There shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual preference, national origin or ancestry in the sale, lease, sublease, transfer, use, occupancy, tenure or enjoyment of the land, nor shall the transferee, or any person claiming under or through him or her, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, sublessees, subtenants or vendees in the land.

6. **NO IMPAIRMENT OF LIEN.** No violation or breach of the covenants, conditions, restrictions, provisions or limitations contained in this Covenant shall defeat or render invalid or in any way impair the lien or charge of any mortgage, deed of trust or other financing or security instrument; provided, however, that any successor of Owner to the Site shall be bound by such covenants, conditions, restrictions, limitations and provisions, whether such successor's title was acquired by foreclosure, deed in lieu of foreclosure, trustee's sale or otherwise.

7. **DURATION.** The covenants contained in paragraphs 1, 2 and 3 of this Covenant shall be deemed to run with the land and shall remain in effect for a period of not less than thirty (30) years from the date of recordation of this Covenant. The covenants against discrimination contained in paragraphs 5 and 6 of this Covenant shall be deemed to run with the land.

8. **SUCCESSORS AND ASSIGNS.** The covenants contained in this Covenant shall be binding for the benefit of the Town and its respective successors and assigns and any successor in interest to the Site or any part thereof, and such covenants shall run in favor of the Town and such aforementioned parties for the entire period during which such covenants shall be in force and effect, without regard to whether the Town is or remains an owner of any land or interest therein to which such covenants relate. The Town, and such aforementioned parties, in the event of any breach of any such covenants, shall have the right to exercise all of the rights and remedies, and to maintain any actions at law or suits in equity or other proper proceedings to enforce the curing of such breach. The

covenants contained in this Covenant shall be for the benefit of and shall be enforceable only by the Town, and its respective successors and such aforementioned parties.

9. SUBORDINATION. Upon written request by Owner, Town shall agree that the terms and conditions of this Covenant shall be subject to and subordinate to the terms and conditions of financing obtained by Owner, through a lender acceptable to the Town (the "Lender") and upon terms and conditions reasonably approved by the Town (including without limitation the conditions set forth in Health and Safety Code Section 33334.14), to be secured by a mortgage against the Site.

IN WITNESS WHEREOF, the Town and Owner have caused this instrument to be executed on their behalf by their respective officers thereunto duly authorized, as of _____.

APPROVED AS TO FORM:

TOWN OF PARADISE

By: _____
Dwight L. Moore, Town Attorney

By: _____
Lauren M. Gill, Town Manager

OWNER: HARDING REVOCABLE
INTER VIVOS TRUST

By: _____
James M. Harding Jr., Trustee

By: _____
Rochelle L. Harding, Trustee

EXCERPT OF PLANNING COMMISSION MINUTES – AUGUST 21, 2018

7. OTHER BUSINESS

- 7a. Consider adopting a motion recommending Town Council approval of a development agreement granting a density bonus for a proposed 56-unit senior housing development project located at 926 Buschmann Road. The property is currently vacant. The development agreement will be between the Harding Revocable Inter Vivos Trust and the Town of Paradise.

Assistant Planner Hartman provided a brief overview of the request to approve the Harding Density bonus development agreement which is a condition of the Administrative Permit previously approved by the Planning Commission. Ms. Hartman explained that the California Density Bonus Law states that a jurisdiction shall grant a density bonus of up to 20% when the applicant for the housing development seeks and agrees to construct a senior housing development as defined in the civil code. In order to reach the approved 56 units, Mr. Harding will need an increase in density from 15 units per acre up to 17 units per acre which is about a 14% increase. The proposed development agreement is a recorded covenant that runs with the land and ensures that the development will remain as senior housing for a period of not less than 30 years.

MOTION by Neumann, seconded by Clarkson, adopted a motion recommending Town Council approval of the proposed development agreement granting a residential density bonus for the property located at 926 Buschmann Road in Paradise. Roll call vote was unanimous.

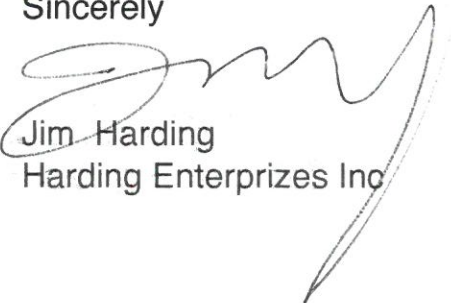


Harding Enterprise
Inc
500 Bay Tree Dr
Paradise Ca 95969

Town of Paradise

Harding Enterprises, on behalf of the property owners is requesting a density bonus for Woodview Retirement cottages. This bonus would allow up to 17 units per acre, which is above the zoning of 15 units per acre. This is inside the 20% state allowed bonus. This project will be 55 and over senior housing. This should not require affordability monitoring.

Sincerely



Jim Harding
Harding Enterprises Inc





**Town of Paradise
Council Agenda Summary
Date: September 11, 2018**

Agenda Item: 2(g)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: Leasource Financial Services Municipal Lease Purchase

Council Action Requested:

1. Approve Resolution No. 18-___, a Resolution of the Town Council of the Town of Paradise authorizing the execution and delivery of a lease with option to purchase, and authorizing certain actions in connection therewith; and,
2. Approve the related recommended budget adjustments; or

Alternatives:

Choose one of the other proposals for the 2018/19 lease purchase.

Background:

On June 26, 2018, the Town Council approved the 2018/19 Operating and Capital Budget. Contained therein where the estimates for purchasing through lease purchase some critical and overdue operating equipment, most will be funded by Measure "C" the temporary 0.50% sales tax, some by the general fund, and some by the gas tax/street maintenance fund. Specifically the following items will be purchased:

- IT Infrastructure Upgrades (General Fund)
- HVAC mini-split (General Fund)
- 3 Ford Explorer 4-Door Police Patrol Vehicles and Equipment (Measure C)
- Public Works Truck Safety Message Board (Gas Tax/Street Maintenance Fund)

Collectively these items will cost about \$225,990 to purchase, so arranging lease purchase of these items was recommended at the time of budget approval.

Discussion:

Staff submitted a request for municipal lease proposals to thirteen specific finance companies on July 20, 2018 and advertised in the local paper. A copy of the request for proposal is attached for Council's review. Staff solicited quotes for financing as follows:

LEASE QUOTE:	<i>Amount</i>	<i>Rate</i>	<i>Payments</i>	<i>Factor</i>	<i>Pmts/Yr.</i>	<i>Term</i>	<i>Adv./Arr.</i>
5 YEAR IT infrastructure and upgrades;	\$233,952				4	5- years	Advance

Leasource Financial Services Municipal Lease Purchase
September 11, 2018

*HVAC Mini-split;
(3) Police
Vehicles &
Equip; and truck
safety message
board*

--	--	--	--	--	--	--

The Town received proposals from four financial institutions as summarized below:

5 Year \$233,952		<i>Rate</i>	<i>Total Interest over Term</i>	<i>Escrow fee</i>
	Leasource Financial Services	3.075%	\$17,409.68	\$100
	Municipal Asset Management	3.190%	\$18,073.23	\$250
	BciCapital	3.280%	\$18,859.49	\$0
	KS State Bank	4.020%	\$22,887.78	\$0

Based on the quotes received, staff recommends awarding the municipal lease purchase contract to Leasource Financial Services that had the best financing terms. A copy of their proposal and the lease agreement is attached for Council's review.

Fiscal Impact Analysis:

The lease purchase of these items has already been included and approved as part of the 2018/19 budget. Through the process of obtaining quotes, the original budgeted numbers have changed. The Town will finance \$225,990 instead of the original estimate of \$233,952. The impact to budgets and recommended budget adjustments are as follows.

		2018/19 Adopted Budget	2018/19 Proposed Budget
1010.20.4202.5501	Server Upgrade & HVAC Mini-split	\$7,758.76	\$5,623.43
1010.30.4510.5501	PD Video Camera Storage Solution	6,927.08	6,192.99
1010.25.420.301.5501	Police Vehicles & Equipment	21,738.12	22,869.61
2204.30.4520.5501		11,297.00	11,297.00
2120.45.4750.5501	Truck Safety Message Board	2,593.48	2,578.61
Totals		\$50,314.44	\$48,561.64

TOWN OF PARADISE
RESOLUTION NO. 18-____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE WITH OPTION TO PURCHASE, AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Town Council of the Town of Paradise has determined that a true and very real need exists to information technology infrastructure upgrades, a HVAC min-split, replace three (3) patrol vehicles and equipment, and a truck safety message board that will be described in the Master Lease/Purchase Agreement (the “Lease”) with **Leasource Financial Services, Inc.** (the “Lessor”). The Town of Paradise has determined that it is necessary, desirable and in their best interest to enter into the Lease for the purposes herein specified, and the execution and delivery are hereby approved, ratified and confirmed, and

WHEREAS, the Town of Paradise (the “Town”) is a municipal corporation duly organized and existing under and pursuant to the Constitution and laws of the State of California; and

WHEREAS, the Town desires to provide for financing in the approximate amount of \$225,990 for the financing of the following 2018-2019 projects (the “Property”); and

5 Year	Information Technology Infrastructure Upgrades	\$47,990
5 Year	HVAC Mini-split	\$7,000
5 Year	3 Ford Explorer 4-Door Patrol Vehicles & Equipment	\$159,000
5 Year	Truck Safety Message Board	\$12,000

WHEREAS, Leasource Financial Services, Inc. (the “Corporation”) has proposed a cost-effective lease purchase financing arrangement according to the useful life of the items to be purchased at a 3.075% interest rate for five years;

WHEREAS, the Town has determined that this lease financing arrangement is the most economical means for providing the Property to the Town.

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

SECTION 1. Lease with Option to Purchase. The Mayor, Town Manager or a designee is hereby authorized to enter into a Lease with Option to Purchase (the “Lease”) with the Corporation to finance the Property and to transfer ownership to the Property as necessary to enter into the Lease, subject to approval as to form by the Town’s legal counsel.

SECTION 2. Attestation. The Town Clerk or other appropriate Town officer is hereby authorized and directed to attest the signature of the Mayor or Town Manager or of such other person or persons as may have been designated by the Mayor or Town Manager, and to affix and attest the seal of the Town, as may be required or appropriate in connection with the execution and delivery of the Lease.

SECTION 3. Other Actions. The Mayor, Town Manager and other officers of the Town are each hereby authorized and directed, jointly and severally, to take any and all actions and to execute and deliver any and all agreements, documents and certificates which they may deem

necessary or advisable in order to carry out, give effect to and comply with the terms of this Resolution and the Lease. Such actions are hereby ratified, confirmed and approved.

SECTION 4. Qualified Tax-Exempt Obligations. The Lease is hereby designated as “qualified tax-exempt obligations” within the meaning of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended the “Code). The Town together with all subordinate entities of the Town, do not reasonably expect to issue during the calendar year in which the Lease is issued more than \$10,000,000 of obligations which it could designate as “qualified tax-exempt obligations” under Section 265(b) of the Code.

SECTION 5. Reimbursement of Prior Expenditures. The Town declares its official intent to be reimbursed from the proceeds of the Lease approved hereby for a maximum principal amount of \$225,990 of expenditure occurring no earlier than sixty days prior to the adoption of this Resolution. All reimbursed expenditures will be capital expenditures as defined in Section 1.150-1(b) of the Federal Income Tax Regulations.

SECTION 6. Effect. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 11th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Approved: _____
Jody Jones, Mayor

ATTEST:

BY: _____
Dina Volenski, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney

Town of Paradise

Finance Department

REQUEST FOR PROPOSAL FOR MUNICIPAL LEASE PURCHASE

I. INTRODUCTION

Request for Proposal (RFP). The Town of Paradise (“Town”) is currently seeking proposals from qualified financing companies interested in providing a municipal lease purchase of budgeted equipment replacement for the 2018/19 fiscal year. The primary objective of requesting proposals is for the Town to determine which financing company can offer the best financing terms for the items it will lease purchase.

The Town of Paradise is a full service City with over 26,000 residents. The Town provides a wide range of municipal services, including police and fire protection, community planning, building and safety, street maintenance, and onsite wastewater monitoring services. The Town is managed under the Council/Town Manager form of government. The annual operating and capital budgets total approximately \$21 million with a work force of 58 full-time and 17 part-time employees.

The community recently approved a 0.50% six-year transaction and use tax that will generate about \$1.4 million a year in additional revenues. The tax took effect April 1, 2015 and will provide funding for many of the items the Town proposes to lease purchase this 2018/19 fiscal year.

II. PROPOSAL PROCEDURES

The Town has made every effort to include enough information within this proposal request for a financing company (“company”) to prepare a responsive proposal. If additional information is required, the Town will respond promptly to questions from company representatives and, is prepared to complete lease applications upon request. Also, if deemed necessary, additional information will be provided to all proposers. The schedule of the proposal process is as follows:

- a. **Distribution of Request for Proposals.** Requests for Proposals will be mailed on **July 20, 2018** to financing companies:
- b. **Proposal Submission.** Proposals must be signed by an individual who is authorized to bind the financing company to all commitments made in the RFP and received by the Town of Paradise in a sealed envelope by the RFP deadline of **5:00 P.M., August 23, 2018**, at the following address:

**Town of Paradise
Attn: Town Clerk
5555 Skyway
Paradise, CA 95969**

The proposal must be submitted and the outside of the envelope marked: **"MUNICIPAL LEASE PURCHASE"**. Proposals will not be opened until after the closing date and time indicated. Late submission after the deadline or proposals delivered via FAX will not be accepted.

- c. **Proposal Review.** Town staff will evaluate each proposal submitted. Selected proposers may be requested to answer questions or clarify their proposals verbally. Those proposers will be notified to arrange specific times.
- d. **Notification.** The Town anticipates sending written notification to all companies regarding the outcome of the review and contract award process by **September 12, 2018**.

The Town will make every effort to administer the proposal process in accordance with the terms and dates discussed in the request for proposal. However, the Town reserves the right to modify the proposal process and dates as deemed necessary.

III. MINIMUM QUALIFICATIONS

To be considered for selection, proposing companies must have at least the following qualifications:

1. Be a reputable municipal lease purchase company operating within the United States of America.
2. Be capable of providing the municipal lease purchase options sought by the Town (including credit approval).
3. Have experience in providing municipal lease purchase services for other municipalities.
4. Be sufficiently capitalized to accommodate the Town's lease purchase needs.

IV. LEASE PURCHASE REQUIREMENTS

The Town is seeking lease purchase terms that align with funding sources and that do not exceed the optimal useful life of the equipment lease purchased. The Town desires to make one payment in advance at the time of financing and quarterly payments thereafter for the years and equipment indicated below:

5 Year – 20 Payments	
Equipment Description	Estimated Finance Amount
1. <i>Information Technology Infrastructure and Upgrades</i>	\$60,952
(2) <i>SQL Server 2016</i>	
(4) <i>SQL Server OS Upgrades</i>	
(2) <i>Windows Licensing</i>	
<i>HPE MSA 2052 San Storage</i>	
(12) <i>4 TB SAS 6GBPS 7.2K LFF drives</i>	
<i>Backup Solution with Tapes, etc.</i>	7,000
2. <i>HVAC Mini-split for Server Room</i>	
3. (3) <i>2018 Ford Interceptor Police vehicles, equipment and installation</i>	154,000
4. <i>Truck Safety Message Board</i>	12,000
<i>Totals</i>	<u>\$233,952</u>

V. Other Information

The most recent Town of Paradise Financial Statements with Independent Auditor's Report is posted on the Town's website at www.townofparadise.com under finance department. In addition to the audit, the 2018/19 Operating and Capital Budget and other interim financial reports are also available on the Town's website.

The Town has collected a quote for the equipment it will purchase. Copies of these bids can be requested.

VI. FORMAT AND CONTENT OF PROPOSAL

In order for Town staff to adequately compare and evaluate proposals objectively, all proposals **MUST** be submitted in accordance with the following format. The proposal should complete the blanks in the format below, providing straightforward and concise information as requested.

LEASE QUOTE:	Amount	Rate	Payments	Factor	Pmts/Yr.	Term	Adv./Arr.
5 YEAR IT infrastructure and upgrades; HVAC Mini-split; (3) Ford Interceptor Police vehicles and equipment; and truck safety message board	\$233,952				4	5- years	Advance

VII. EVALUATION OF PROPOSALS

The proposals will be evaluated by Town Staff directly and indirectly responsible for administering the Town's lease purchase activities. The Town, at its sole discretion, will determine whether to hold discussions with the proposers who are in a "competitive range" or to

recommend that the contract be awarded without discussion on the basis of the proposal submitted

IX. FINAL COMMENTS

The Town reserves the right to reject any and all proposals, cancel all or part of this RFP, waive any minor irregularities, and to request additional information from proposing companies. By requesting proposals, the Town is in no way obligated to award a contract or pay expenses of the proposing companies in connection with the preparation or submission of a proposal.

The Town truly appreciates the effort all the companies and their respective staffs will put forth in responding to the Municipal Lease Purchase Proposal for the Town of Paradise.

Request for additional information or assistance relative to the Request for Proposal should be directed to: ***Gina Will, Administrative Services Director/Town Treasurer, (530) 872-6291 x 119 or gwill@townofparadise.com.***

MASTER LEASE / PURCHASE AGREEMENT

LESSOR: Leasource Financial Services, Inc.
5335 Apple Tree Court
Orangevale, CA 95662

LESSEE: Town of Paradise

This Master Lease / Purchase Agreement (the "Agreement") entered into between Leasource Financial Services, Inc. ("Lessor"), and Town of Paradise ("Lessee"), a body corporate and politic duly organized and existing under the laws of the State of California ("State");

WITNESSETH:

WHEREAS, Lessor desires to lease the Equipment, as hereinafter defined, to Lessee, and Lessee desires to lease the Equipment from Lessor, subject to the terms and conditions of and for the purposes set forth in this Agreement; and

WHEREAS, Lessee is authorized under the Constitution and laws of the State to enter into this Agreement for the purposes set forth herein:

NOW, THEREFORE, for and in consideration of the premises hereinafter contained, the parties hereby agree as follows:

ARTICLE I COVENANTS OF LESSEE

Section 1.01. **Covenants of Lessee.** Lessee represents, covenants and warrants, for the benefit of Lessor and its assignees, as follows:

(a) Lessee is a public body, corporate and politic, duly organized and existing under the Constitution of the laws of the State.

(b) Lessee will do or cause to be done all things necessary to preserve and keep in full force and effect its existence as a body corporate and politic.

(c) Lessee is authorized under the Constitution and laws of the State to enter into this Agreement and the transaction contemplated hereby and to perform all of its obligations hereunder.

(d) Lessee has been duly authorized to execute and deliver this Agreement under the terms and provisions of the resolution of its governing body, attached hereto as Exhibit A or by other appropriate official approval, and further represents, covenants and warrants that all requirements have been met and procedures have occurred, in order to ensure the enforceability of the Agreement, and Lessee has complied with such public bidding requirements as may be applicable to this Agreement and the acquisition by Lessee of the Equipment thereunder. Lessee shall cause to be executed an opinion of its counsel substantially in the form attached hereto as Exhibit B.

(e) During the term of this Agreement, the Equipment will be used by Lessee only for the purpose of performing one or more governmental or proprietary functions of Lessee consistent with the permissible scope of Lessee's authority and will not be used in a trade or business of any person or entity other than Lessee as outlined in Exhibit C attached hereto.

(f) During the period this Agreement is in force, Lessee will annually provide Lessor with current financial statements, budgets, proof of appropriation for the ensuing fiscal year and such other financial information relating to the ability of Lessee to continue this Agreement as may be reasonably requested by Lessor or its assignee.

(g) The Equipment will have a useful life in the hands of Lessee that is substantially in excess of the Lease Term.

(h) The Equipment is, and during the period this Agreement is in force will remain, personal property and, when subjected to use by Lessee under this Agreement, will not be or become fixtures.

ARTICLE II DEFINITIONS

Section 2.01. **Definitions.** Unless the context clearly otherwise requires or unless otherwise defined herein, the capitalized terms in this Agreement shall have the respective meanings specified below.

"**Acceptance Certificate**" means a certificate in substantially the form attached hereto as Exhibit F and which shall be delivered by Lessee to Lessor upon receipt and acceptance of the Equipment.

"**Agreement**" means this Master Lease/Purchase Agreement with its Exhibits, which Exhibits are attached hereto and incorporated herein by reference.

"**Code**" means the Internal Revenue Code of 1986, as amended, and to the extent applicable, the regulations and rulings issued thereunder.

"**Commencement Date**" is the date when the term of this Agreement begins and Lessee's obligation to pay rent accrues, which date shall be the date shown in the Acceptance Certificate (Exhibit F)

"**Equipment**" means the property described in Exhibit D and which is the subject of this Agreement.

"**Lease Term**" means the period beginning with the Commencement Date and continuing until terminated as outlined in Section 4.01.

"**Net Proceeds**" means the amount remaining from the gross proceeds of any insurance claim or condemnation award after deducting all expenses (including attorney's fees) incurred in the collection of such claims or awards.

"**Purchase Price**" means the amount set forth and so titled in Exhibit E hereto which Lessee may pay to Lessor to purchase the Equipment as provided under Section 11.01.

"**Rental Payments**" means the basic rental payments payable by Lessee pursuant to Exhibit E of this Agreement.

"**Vendor**" means the manufacturer of the Equipment as well as the agents or dealers of the manufacturer.

ARTICLE III LEASE OF EQUIPMENT

Section 3.01. **Lease of Equipment.** Lessor hereby demises, leases and lets to Lessee, and Lessee rents, leases and hires from Lessor, the Equipment, in accordance with the provisions of this Agreement, to have and to hold for the Lease Term. The use by Lessee of the Equipment shall be exclusive; and the Equipment shall be used by no other party than the Lessee.

ARTICLE IV LEASE TERM

Section 4.01. **Lease Term.** This Agreement shall be in effect and shall commence as of the Commencement Date and will remain in effect throughout the Lease Term. The Lease Term will terminate upon the first to occur of: (a) the exercise by Lessee of the option to purchase the Equipment under Articles XI or VI; (b) Lessor's election to terminate this Agreement upon a default under Article XIII; (c) the payment by Lessee of all sums required to be paid by Lessee hereunder; or (d) the occurrence of an Event of Nonappropriation in accordance with Article VI, Section 6.05.

ARTICLE V ENJOYMENT OF EQUIPMENT

Section 5.01. **Quiet Enjoyment.** Lessor hereby agrees not to interfere with Lessee's quiet use and enjoyment of the Equipment so long as Lessee is not in default hereunder.

Section 5.02. **Use of the Equipment.** Lessee will not install, use, operate or maintain the Equipment improperly, carelessly, in violation of any applicable law or in a manner contrary to that contemplated by this Agreement.

Section 5.03. **Right of Inspection.** During the Lease Term, the Lessor and its officers, employees and agents shall have the right at all reasonable times during business hours to enter into and upon the property of the Lessee for the purpose of inspecting the Equipment.

Section 5.04. **Disclaimer of Warranties.** LESSOR MAKES NO WARRANTY NOR REPRESENTATION, EITHER EXPRESSED OR IMPLIED, AS TO THE VALUE, DESIGN, CONDITION, MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE OR FITNESS FOR USE OF THE EQUIPMENT, OR ANY OTHER WARRANTY WITH

RESPECT THERETO AND, AS TO THE LESSOR, UPON ACCEPTANCE OF THE EQUIPMENT BY LESSEE, THE LESSEE LEASES THE EQUIPMENT "AS IS". In no event shall the Lessor be liable for any loss or damage, including incidental, indirect, special or consequential damage, in connection with or arising out of this Agreement or the existence, furnishing, functioning or the Lessee's use of any items or products or services provided for in this Agreement. Provided, however, that the statements and limitations in this Section 5.04 shall not apply to and shall not limit the Lessor's obligations or liability for or in any way related to an act determined to constitute negligence or malfeasance on the part of the Lessor.

Section 5.05. **Vendors Warranties.** Lessee may assert claims and rights that the Lessor may have against any Vendor of any portion of the Equipment.

ARTICLE VI RENTAL PAYMENTS

Section 6.01. **Rental Payments to Constitute a Current Expense of Lessee.** The obligation of Lessee to pay Rental Payments hereunder is a current expense of Lessee and not a debt of Lessee in contravention of any applicable limitations or requirements, nor shall anything contained herein constitute a pledge of the general tax revenues, funds or monies of Lessee.

Section 6.02. **Interest and Principal Components.** A portion of each Rental Payment is paid as interest, and the balance of each Rental Payment is paid as principal. Exhibit E hereto sets forth the interest component and the principal component of each Rental Payment during the Lease Term.

Section 6.03. **Rental Payments to be Unconditional.** The obligations of Lessee to make Rental Payments, and to perform and observe the covenants and agreements contained herein, shall be absolute and unconditional in all events, except as expressly provided under this Agreement, notwithstanding any dispute between Lessee and Lessor, any Vendor or any other person. Lessee shall not assert any right of set-off or counterclaim against its obligation to make payments under this Agreement.

Section 6.04. **Continuation of Lease Term by Lessee.** Lessee intends to do all things lawfully within its power to obtain and maintain funds from which the Rental Payments may be made.

Section 6.05. **Nonappropriation.** If (a) sufficient funds are not appropriated for Rental Payments due in any fiscal year and (b) the Lessee shall have at such time no funds duly authorized for the Rental Payments or other amounts payable hereunder from other sources, an Event of Nonappropriation shall be deemed to have occurred. The Lessee shall promptly deliver notice thereof to the Lessor. Upon the occurrence of an Event of Nonappropriation, the Lessee agrees that the Lessor may reclaim possession of the Equipment. Lessee agrees peaceably to deliver the Equipment and title thereto to Lessor at a reasonable location specified by Lessor, all at Lessee's expense.

Section 6.06. **Non-substitution.** If an event of Non-appropriation occurs the Lessee hereby agrees, to the extent permitted by law and subject to applicable public policy, not to purchase, lease or rent equipment-performing functions similar to those performed by the Equipment for a period of one year following the date of such event.

ARTICLE VII TITLE TO EQUIPMENT; SECURITY INTEREST

Section 7.01. **Title to the Equipment.** During the term of this Agreement, title to the Equipment shall vest in Lessee, subject to Lessor's rights upon an Event of Default or an Event of Nonappropriation.

Section 7.02. **Security Interest.** As security for its obligations hereunder Lessee grants to Lessor a security interest constituting a first lien on the Equipment and on all additions, attachments, accessions and substitutions thereto, and on any proceeds therefrom.

Section 7.03. **Liens and Encumbrances to Title.** Lessee shall promptly discharge any liens placed on the Equipment other than those created by Lessor.

ARTICLE VIII MAINTENANCE; MODIFICATION; TAXES; INSURANCE AND OTHER CHARGES

Section 8.01. **Maintenance of Equipment by Lessee.** Lessee will, at Lessee's own cost and expense, maintain, preserve and keep the Equipment in good repair, working order and condition. If requested by Lessor, Lessee will enter into a maintenance contract for the Equipment with Vendor.

Section 8.02. **Taxes, Other Governmental Charges and Utility Charges.** In the event that the use, possession or acquisition of the Equipment is found to be subject to taxation in any form (except for income taxes of Lessor), government charges or utility charges and expenses, Lessee will pay all such taxes and charges as they come due.

Section 8.03. **Provisions Regarding Insurance.** At its own expense Lessee shall cause casualty, public liability and property damage insurance to be carried and maintained (and evidenced by certificates delivered to Lessor throughout the Lease Term) in the amounts and for the coverage's set forth on Exhibit G, provided that the amount of casualty and property damage insurance shall not be less than the then applicable Purchase Price. All insurance proceeds from casualty losses shall be payable as hereinafter provided in this Agreement.

Section 8.04. **Advances.** In the event Lessee shall fail to maintain the full insurance coverage required by this Agreement or shall fail to keep the Equipment in good repair and operating condition, Lessor may (but shall be under no obligation) to purchase the required policies of insurance and pay the premiums on the same or may make such repairs or replacements as are necessary and provide for payment thereof; and all amounts so advanced therefor by Lessor shall be repaid to Lessor, together with interest thereon at the rate specified hereafter.

Section 8.05. **Modifications.** Without the prior written consent of the Lessor, the Lessee shall not make any material alterations, modifications or attachments to the Equipment.

ARTICLE IX DAMAGE, DESTRUCTION AND CONDEMNATION; USE OF NET PROCEEDS

Section 9.01. **Damage, Destruction and Condemnation.** If (a) the Equipment or any portion thereof is destroyed (in whole or in part) or is damaged by fire or other casualty or (b) title to, or the temporary use of the Equipment or any part thereof is taken under the exercise of the power of eminent domain, Lessee and Lessor will cause the Net Proceeds of any insurance claim or condemnation award to be applied either to the prompt repair, restoration, modification or replacement of the Equipment or, at Lessee's option, to the payment in full of the Purchase Price. Any balance of the Net Proceeds remaining after such work or purchase has been completed shall be paid to Lessee.

Section 9.02. **Insufficiency of Net Proceeds.** If the Net Proceeds are insufficient to pay in full the cost of any repair, restoration, modification or replacement, Lessee shall either (a) complete the work and pay any cost in excess of the amount of Net Proceeds, or (b) Lessee shall pay to Lessor the Purchase Price. The amount of the Net Proceeds in excess of the then applicable Purchase Price, if any, may be retained by Lessee.

ARTICLE X TAX COVENANT

Section 10.01. **Tax Covenant.** It is the intention of the Lessee and the Lessor that the interest portion of the Rental Payments received by the Lessor be and remain exempt from federal income taxation. Lessee covenants that it will take any and all reasonable action necessary to maintain the exemption from federal income taxation of the interest portion of the Rental Payments, and that it will not intentionally perform any act or enter into any agreement or use or permit the use of the Equipment or any portion thereof in a manner that shall have the effect of terminating the exemption from federal income taxation of the interest portion of the Rental Payments, including (without limitation) leasing portion of the Equipment or contracting to a third party for the use or operation of all or any portion of the Equipment if entering into such lease or contract would have such effect.

ARTICLE XI OPTION TO PURCHASE

Section 11.01. **Purchase Rights.** Lessee shall be entitled to purchase the Equipment:

(a) Upon payment in full of all Rental Payments in accordance with Exhibit E hereof and all other amounts due hereunder; or

(b) Provided there is no Event of Default hereunder and upon written notice delivered at least 30 days in advance, Lessee may purchase the Equipment on any rental payment date by paying to Lessor the Rental Payment then due, together with the Purchase Price set forth in Exhibit E along with all other amounts then due hereunder.

ARTICLE XII ASSIGNMENT, SUBLEASING, INDEMNIFICATION, MORTGAGING AND SELLING

Section 12.01. **Assignment or Sale by Lessor.**

(a) This Agreement, and the obligations of Lessee to make payments hereunder, may be sold, assigned or otherwise disposed of in whole or in part to one or more successors, grantors, holders, assignees or sub-assignees by Lessor. Upon any sale, disposition, assignment or reassignment, Lessee shall be provided with a notice of said assignment. During the term of this Agreement, Lessee shall each keep a complete and accurate register of all such assignments in form necessary to comply with Section 149(a) of the Code.

(b) Lessee agrees to make all payments to the assignee designated in the assignment, notwithstanding any claim, defense, setoff or counterclaim whatsoever (except arising from Lessor's breach of this Agreement) that Lessee may from time to time have against Lessor or Vendor. Lessee agrees to execute all documents, including notices of assignment and chattel mortgages or financing statements, which may be reasonably requested by Lessor or assignee to protect its interests in the Equipment and in this Agreement.

(c) Lessee hereby agrees that Lessor may sell or offer to sell this Agreement (i) through a certificate of participation program, whereby two or more interests are created in the Agreement, the Equipment or the Rental Payments; or (ii) with other similar instruments, agreements and obligations through a pool, trust, limited partnership, or other entity.

Section 12.02. **No Sale, Assignment or Subleasing by Lessee.** This Agreement and the interest of Lessee in the Equipment may not be sold, assigned or encumbered by Lessee without the prior written consent of Lessor.

Section 12.03. **Release and Indemnification Covenants.** To the extent permitted by the laws and Constitution of the State, Lessee shall protect, hold harmless and indemnify Lessor from and against any and all liability, obligations, losses, claims and damages whatsoever, regardless of cause thereof except those resulting from Lessor's intentional or negligent acts and expenses in connection therewith, including, without limitation, counsel fees and expenses, penalties and interest arising out of or as the result of the entering into this Agreement, the ownership of any item of the Equipment, the ordering, acquisition, use, operation, condition, purchase, delivery, rejection, storage or return of any item of the Equipment or any accident in connection with the operation, use, condition, possession, storage or return of any item of the Equipment resulting in damage to property or injury to or death to any person. The indemnification arising under this paragraph shall survive the termination of this Agreement.

ARTICLE XIII EVENTS OF DEFAULT AND REMEDIES

Section 13.01. **Events of Default.** The following constitute "Events of Default" under this Agreement:

(a) Failure by the Lessee to pay any Rental Payment or other payment required to be paid hereunder when due; or

(b) Failure by the Lessee to maintain insurance on the Equipment in accordance with Article VIII Section 8.03 hereof;

or

(c) Failure by the Lessee to observe and perform any other covenant, condition or agreement on its part to be observed or performed for a period of 30 days after written notice is given to the Lessee by the Lessor, specifying such failure and requesting that it be remedied; provided, however, that if the failure stated in such notice cannot be corrected within such 30-day period, the Lessor will not unreasonably withhold its consent to an extension of such time if corrective action is instituted by the Lessee within the applicable period and diligently pursued until the default is corrected: or

(d) Initiation by the Lessee of a proceeding under any federal or state bankruptcy or insolvency law seeking relief under

such laws concerning its indebtedness.

The foregoing provisions of this Section are subject to the provisions of Article VI, Section 6.05, hereof.

Section 13.02. **Remedies on Default.** Whenever any Event of Default shall have occurred and be continuing, the Lessor shall have the right, at its sole option without any further demand or notice, to take any one or any combination of the following remedial steps:

(a) Terminate this Agreement and retake possession of the Equipment wherever situated, and sell or lease, sublease or make other disposition of the Equipment for use over a term in a commercially reasonable manner, all for the account of Lessor; provided that Lessee shall remain directly liable for the amount actually appropriated for the purchase or rental of the Equipment and unpaid by Lessee during the current fiscal year.

Lessor shall apply the sale proceeds in the following manner:

FIRSTLY, to pay all proper and reasonable costs and expenses associated with the recovery, repair, storage and sale of the Equipment, including reasonable attorneys' fees and expenses;

SECONDLY, to pay the Lessor (i) the amount of all unpaid Rental Payments, if any, which are then due and owing, together with interest and late charges thereon, (ii) the then applicable Purchase Price (taking into account the payment of past due Rental Payments as aforesaid), plus a pro rata allocation of interest, at the rate utilized to establish the interest component for the Rental Payment next due, from the next preceding due date of a Rental Payment until the date of payment by the buyer, and (iii) any other amounts due hereunder;

THIRDLY, to pay the remainder of the sale proceeds, purchase moneys or other amounts paid by a buyer of the Equipment, to the Lessee.

(b) Proceed by appropriate court action to enforce performance by the Lessee of the applicable covenants of this Agreement or to recover for the breach thereof; or

(c) Use or retake such portion of the Equipment as the Lessor, in its sole discretion, may decide.

All of the Lessee's right, title and interest in any Equipment the possession of which is retaken by the Lessor upon the occurrence of an Event of Default or Event of Nonappropriation shall terminate immediately upon such repossession.

Section 13.03. **Return of Equipment.** Upon an Event of Default, Lessee agrees to allow Lessor to recover the Equipment at Lessee's sole cost and expense, in accordance with Article VI, Section 6.05.

Section 13.04. **No Remedy Exclusive.** No remedy herein conferred upon or reserved to the Lessor is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity.

Section 13.05. **Late Charge; Interest on Late Payment.** Any Rental Payment not paid on the due date thereof shall bear a late charge equal to two percent (2%) of the amount of the past due Rental Payment, but in no event less than \$100.00. Any unpaid Rental Payment or other amount payable by Lessee to the Lessor hereunder, shall bear interest at the lesser of (a) the rate payable on the principal portion of the Purchase Price, plus five full percentage points per annum, or (b) the maximum rate allowed by law.

Section 13.06. **Force Majeure.** If by reason of force majeure Lessee is unable in whole or in part to carry out its agreement on its part herein contained, other than the obligations on the part of Lessee contained in Article VI and Article VIII Section 8.03 hereof, Lessee shall not be deemed in default during the continuance of such inability. The term "force majeure" as used herein shall mean, without limitation, the following: acts of God, strikes, lockouts or other industrial disturbances; act of public enemies, orders or restraints of any kind of the government of the United States of America or the State or any of their departments, agencies or officials, or any civil or military authority; insurrections; riots; landslides; earthquakes; fires; storms; droughts; floods; or explosions.

ARTICLE XIV MISCELLANEOUS

Section 14.01. **Notices.** All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when delivered or mailed by registered mail, postage prepaid, to the parties at the addresses set forth on the first page hereof.

Section 14.02. **Binding Effect.** This Agreement shall inure to the benefit of and shall be binding upon Lessor and Lessee and their respective successors and assigns.

Section 14.03. **Severability.** In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 14.04. **Amendments.** All amendments hereto must be in writing.

Section 14.05. **Execution in Counterparts.** This Agreement may be executed in several counterparts.

Section 14.06. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State.

Section 14.07. **Captions.** The captions or heading in the Agreement are for convenience only and no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

Section 14.08. **Entire Agreement.** This Agreement constitutes the entire agreement between Lessor and Lessee. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing signed by both parties, and then such waiver, consent, modification or change shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, representations or warranties, express or implied, not specified herein regarding this Agreement or the Equipment leased hereunder. Any terms and conditions of any purchase order or other document (with the exception of Supplements) submitted by Lessee in connection with this Agreement which are in addition to or inconsistent with the terms and conditions of this Agreement will not be binding on Lessor and will not apply to this Agreement. Lessee by the signature below of its authorized representative acknowledges that it has read this Agreement, understands it and agrees to be bound by its terms and conditions.

ARTICLE XV - DEFEASANCE

Section 15.01. **Defeasance.** The Lessee's obligation to pay the Purchase Price will be deemed to be paid and the Lessee's obligations under this Agreement will be discharged and satisfied upon the deposit by the Lessee with the Lessor of (a) moneys sufficient to pay the Purchase Price or (b) obligations which are directly insured or guaranteed by the United States or, with the prior written consent of the Lessor, any other obligations in which any sinking fund for bonds issued by the Lessee may legally be invested, the principal of and interest on which when due will provide sufficient moneys for such payment.

IN WITNESS WHEREOF, Lessor has executed this Agreement in its corporate name, attested by its duly authorized officers, and Lessee has caused this Agreement to be executed in its corporate name, attested by its duly authorized officers on this **1st day of October, 2018**. All of the above occurred as of the date first written on the heading hereof.

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L Cadle, Principal

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

EXHIBIT A
EXTRACT OF MINUTES from BOARD RESOLUTION

Lessee: [Town of Paradise](#)

At a duly called meeting of the governing body of [Town of Paradise](#) (the “Lessee”), held on the [11h day of September, 2018](#), the following resolution was introduced and adopted.

RESOLVED, whereas the governing body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described in the Master Lease/Purchase Agreement (the “Lease”) with **Leasource Financial Services, Inc.** (the “Lessor”) presented to this meeting. Lessee has determined that it is necessary, desirable and in their best interest to enter into the Lease for the purposes therein specified, and the execution and delivery are hereby approved, ratified and confirmed, and

WHEREAS, the governing body of Lessee has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of such Equipment. Lessee designates and confirms that persons executing this Lease are authorized to execute, deliver and witness any and all related documents necessary to the consummation of this Lease.

NOW, THEREFORE BE IT RESOLVED that:

- a. the governing body of Lessee hereby represents that this Lease is to be a “qualified tax-exempt obligation” pursuant to Section 265(b)(3)(C) of the IRS Code of 1986 (the “Code”) as amended; and
- b. Lessee has not issued, and reasonably anticipates that it will not issue Tax-Exempt obligations in the amount exceeding \$10,000,000.00, during the current calendar year.

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the above and foregoing Master Lease/Purchase Agreement is the same as presented at said meeting of the governing body of Lessee.

Lessee: [Town of Paradise](#)

By: _____
[Lauren Gill, Town Manager](#)

Date: [October 1, 2018](#)

EXHIBIT B
OPINION OF LESSEE'S COUNSEL
(Please furnish this or similar form on Attorney's Letterhead)

Lessee: Town of Paradise

Date of Agreement: October 1, 2018

Gentlemen:

As counsel for Town of Paradise("Lessee"), I have examined duly executed originals of the Master Lease/Purchase Agreement (the "Agreement") dated October 1, 2018, between Lessee and Leasource Financial Services, Inc, ("Lessor"), and the proceedings taken by Lessee to authorize and execute the Agreement. Based upon the foregoing examination and upon an examination of such other documents and matters of law as I have deemed necessary or appropriate, I am of the opinion that:

1. Lessee is a political sub-division, legally existing under the laws of the State of California.
2. The Agreement has been duly authorized, executed and delivered by Lessee, pursuant to constitutional, statutory and/or home rule provision which authorizes this transaction and the Resolution, attached as Exhibit A to the Agreement.
3. The Agreement is a legal, valid and binding obligation of Lessee, enforceable in accordance with its terms. In the event the Lessor obtains a judgement against Lessee in money or damages, as a result of an event of default under the Agreement, Lessee will be obligated to pay such judgment.
4. To the best of my knowledge, no litigation is pending or threatened in any court or other tribunal, state or federal, in any way questioning or affecting the validity of the resolution or the Agreement.
5. The signatures of the officers of Lessee, which appear on the Agreement, are true and genuine; I know said officers and know them to hold the offices set forth below their names.

Respectfully submitted,

Counsel

EXHIBIT C
CERTIFICATE OF LESSEE
(Schedule #1)

I, the undersigned, am a duly authorized officer of **Town of Paradise** under that certain Master Lease/Purchase Agreement dated **October 1, 2018** (the "Agreement"), with Leasource Financial Services, Inc as Lessor (the "Lessor"), do hereby certify that:

INCUMBENCY OF OFFICERS AND SIGNATURES: I have custody of the records of Lessee and the following officers of the Lessee are duly elected or appointed and hold the office or title set forth opposite each individual's name, and the signatures opposite their names are true and correct, and where required, have been filed with the appropriate officials of the State, and each such individual has the authority to enter into the Agreement on behalf of the Lessee:

The person executing documents is:

By: _____
Lauren Gill, Town Manager
(Signature required)

ESSENTIAL USE: Lessee has an immediate needed for and expects to make use of the aforementioned Equipment, the need for which is not temporary or expected to diminish in the foreseeable future. Such Equipment will be used only for the purpose of performing one or more of Lessee's governmental or proprietary functions consistent with the permissible scope of its authority.

CERTIFICATE OF APPROPRIATIONS: Monies for all rental payments to be made under the Lease for the **fiscal year ending June 30th** are available from unexhausted and unencumbered appropriations and/or funds within Lessee's budget for such fiscal year; and that appropriations and/or funds have been designated for the payment of those rental payments that may come due under the Agreement in such fiscal year.

This Certificate is based upon facts, circumstances, estimates and expectations of the Lessee as of the date on which the Agreement was executed, and to the best of my knowledge and belief, as of this date, such facts, circumstances and estimates are true and correct and such expectations are reasonable.

Lessee: **Town of Paradise**

By: _____
Officers Name Title
(Another Officer must sign this line to authorize main signer of documents)

EXHIBIT D
DESCRIPTION OF THE EQUIPMENT
(Schedule #1)

Representations, Warranties & Covenants. Lessee hereby represents and covenants that its representations, warranties and covenants set forth in Master Lease/Purchase Agreement dated [October 1, 2018](#), by and between Leasource Financial Services, Inc as Lessor and [Town of Paradise](#), as Lessee are true and correct as though made on the date of commencement of Rental Payments under this Section.

The Lease. The terms and provisions of the Agreement (other than to the extent that they relate solely to other Schedules or equipment listed on other Schedules) are hereby incorporated into this Schedule by reference and made a part hereof. This Schedule shall constitute a separate and independent Lease.

QTY	-----	DESCRIPTION	-----
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See attached vendor invoices.

IT Infrastructure & upgrades, HVAC mini-split, (3) Ford Interceptor police vehicles, safety message board.

Lessee: [Town of Paradise](#)

By: _____
[Lauren Gill, Town Manager](#)

Exhibit E
AMORTIZATION SCHEDULE
(Schedule #1)

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Purchase Option Price
1	10/01/2018	12,140.41	0.00	12,140.41	215,544.52
2	01/01/2019	12,140.41	1,644.06	10,496.35	204,885.98
3	04/01/2019	12,140.41	1,563.36	10,577.05	194,154.16
4	07/01/2019	12,140.41	1,482.05	10,658.36	183,348.56
5	10/01/2019	12,140.41	1,400.11	10,740.30	172,468.67
6	01/01/2020	12,140.41	1,317.54	10,822.87	161,513.98
7	04/01/2020	12,140.41	1,234.33	10,906.08	150,483.98
8	07/01/2020	12,140.41	1,150.49	10,989.92	139,378.15
9	10/01/2020	12,140.41	1,066.00	11,074.41	128,195.96
10	01/01/2021	12,140.41	980.86	11,159.55	116,936.90
11	04/01/2021	12,140.41	895.06	11,245.35	105,600.43
12	07/01/2021	12,140.41	808.61	11,331.80	94,186.02
13	10/01/2021	12,140.41	721.49	11,418.92	82,693.14
14	01/01/2022	12,140.41	633.71	11,506.70	71,121.25
15	04/01/2022	12,140.41	545.24	11,595.17	59,469.80
16	07/01/2022	12,140.41	456.10	11,684.31	47,738.24
17	10/01/2022	12,140.41	366.27	11,774.14	35,926.03
18	01/01/2023	12,140.41	275.75	11,864.66	24,032.61
19	04/01/2023	12,140.41	184.54	11,955.87	12,057.42
20	07/01/2023	12,140.41	92.63	12,047.78	0.00
Grand Totals		242,808.20	16,818.20	225,990.00	

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

EXHIBIT F
ACCEPTANCE CERTIFICATE
(Schedule #1)

To Lessor: Leasource Financial Services, Inc.

In accordance with the terms of the Master Lease/Purchase Agreement dated [October 1, 2018](#), (the "Lease") between Leasource Financial Services, Inc. ("Lessor"), and the undersigned ("Lessee"), Lessee hereby certifies and represents to, and agrees with, Lessor as follows:

1. The Equipment, as such term is defined in the Lease, has been delivered as per outlined in Exhibit D - Description of the Equipment to the Lease and accepted on the date indicated below.

2. Lessee has conducted such inspection and/or testing of the Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.

3. No Event of Default, as such term is defined in the Lease, and no event, which with notice or lapse of time, or both, would become an Event of Default, has occurred and is continuing at the date hereof.

4. Number of Payments: [20](#)

5. Payment Mode: [Quarterly in Advance](#)

6. Payment Amount: [\\$12,140.41](#)

[Lessee: Town of Paradise](#)

By: [_____](#)
[Lauren Gill, Town Manager](#)

Acceptance Date: [October 1, 2018](#)

EXHIBIT G
INSURANCE COVERAGE REQUIREMENTS
(Schedule #1)

To: Lessee's Insurance Agent

1. In accordance with Article VIII, Section 8.03 of the Agreement, we have instructed the insurance agent named below. Please fill in name, address and telephone number

Agency: _____
Address: _____
City/State/Zip: _____
Contact: _____
Phone: (_____) _____ - _____ Fax: (_____) _____ - _____

Equipment Description: IT Infrastructure & upgrades, HVAC mini-split, (3) Ford Interceptor police vehicles, safety message board.

Insurable Value: \$225,990.00

PLEASE SHOW AS ADDITIONAL INSURED AND LOSS PAYEE ON THE CERTIFICATE

Name: WestAmerica Bank
Address: 4550 Mangels Blvd, MAC A-1B
City: Fairfield
State: CA
Zip Code: 94534-4082
Contact: Ester Emory
Fax: 707-863-6868

to issue:

- a. All Risk Physical Damage Insurance on the leased equipment evidenced by a Certificate of Insurance and Long Form Loss Payable Clause naming WestAmerica Bank as loss payee.
Coverage Required: Full Replacement Value
- b. Public Liability Insurance evidence by a Certificate of Insurance.
Minimum Coverage Required: \$500,000.00 per person, \$500,000.00 aggregate bodily injury liability, \$100,000.00 property damage liability

OR (check one)

- _____ 2. Pursuant to Article VIII, Section 8.03 of the Agreement, we are self-insured for all risk, physical damage, and public liability and will provide proof of such self-insurance in letterform together with a copy of the statute authorizing this form of insurance.
- _____ 3. Proof of insurance coverage will be provided prior to the time that the equipment is delivered to us.

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

EXHIBIT H
NOTICE OF ASSIGNMENT
(Schedule #1)

Leasource Financial Services, Inc (the “Lessor”) hereby gives notice to [Town of Paradise](#) (the “Lessee”) that Lessor has assign all rights, title and interest in the Master lease/Purchase Agreement (the “Lease”) dated [October 1, 2018](#).

The Agreement has been assigned to:

[WestAmerica Bank](#)
[4550 Mangels Blvd MAC A-1B](#)
[Fairfield, CA 94534-4082](#)

Please acknowledge your acceptance of the assignment, and your agreement to make payments due under the Lease directly to the Assignee by the signature of a duly authorized officer in the space provided below and return this with the Lease attached.

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L Cadle, Principal

Acknowledged and accepted:

[Lessee: Town of Paradise](#)

By: _____
[Lauren Gill, Town Manager](#)

PAYMENT REQUEST FORM #_____

WestAmerica Bank (the "**Custodian**"), under the Master Lease / Purchase Agreement dated this _____ day of _____, 2018, and **Town of Paradise**(the "**Lessee**"), is hereby requested to pay to the persons, firms, or corporations designated below as Payee, the amount set forth opposite each such name, in payment of the Equipment Cost (as defined in Master Lease / Purchase Agreement) of the Equipment designated opposite such payee's name and account and described on the attached page(s).

Equipment

[illegible]

The undersigned hereby certifies that attached is a duplicate, original, or certified copy of the following documents relating to the order, delivery, and acceptance of the Equipment described in this Payment Request Form: (1) a manufacturer's or dealer's invoice; and Lessee's acceptance certificate relating to the Equipment in the form prescribed by the Lease. Lessee shall only be required to furnish an acceptance certificate in the form attached hereto as **PAYMENT REQUEST FORM**.

Dated: _____, 2018

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L. Cadle, Principal

ESCROW AGREEMENT

THIS ESCROW AGREEMENT is made and entered into as of this 1st day of October, 2018, by and among WestAmerica Bank (the "Custodian"), Leasource Financial Services, Inc. (the "Lessor"), duly organized and existing under the laws of the State of California, and Town of Paradise (the "Lessee"), a subdivision of the State of California.

In the joint and mutual exercise of their powers, and in consideration of the mutual covenants herein contained, the parties hereto recite and agree as follows:

ARTICLE 1 - RECITALS

Section 1.01. Lessor and Lessee have entered into a Master Equipment Lease/Purchase Agreement dated as of October 1, 2018 a duplicate original of which has been furnished to the Custodian, whereby Lessor has agreed to lease and sell certain personal property described therein (the "Equipment") to Lessee, and Lessee has agreed to lease and purchase the Equipment from Lessor, in the manner and on the terms set forth in the Lease. This Agreement is not intended to alter or change the rights and obligations of Lessor and Lessee under the Lease, but is entirely supplemental thereto.

Section 1.02. The terms capitalized in this Agreement, but not defined herein, shall have the meaning given to them in the Lease.

Section 1.03. Under the Lease, within 10 days after the execution of the Lease and this Agreement and the delivery to Lessor by Lessee of all documents required to be delivered upon execution of the Lease, Custodian is required to deposit the sum of \$225,990.00, which is required to be credited to the Equipment Acquisition Fund, established in Article 2 hereof, and used to pay the Equipment Cost of the items of Equipment, and, to the extent not needed for this purpose, to pay or prepay Principal coming due under the Lease; all as herein provided.

Section 1.04. Under the Lease, either Lessor or Lessee will cause each item of Equipment to be ordered from the Contractor thereof. The Equipment Cost to be paid to the Contractor supplying the item of Equipment shall be paid solely from the amount deposited by the Custodian as described in this Article, Section 1.03 hereof, in accordance with this Agreement.

Section 1.05. Subject to such control by Lessee as is provided for herein, Lessor and Lessee agree to employ the Custodian as described in this Article, Section 1.03, all as hereinafter provided, however, the Custodian shall not be obligated to assume or perform any obligation of Lessee or Lessor or any Contractor with respect thereto or under the Lease by reason of anything contained in this Agreement.

Section 1.06. Each of the parties has authority to enter into this Agreement, and has taken all actions necessary to authorize the execution of this Agreement by the officers whose signatures are affixed hereto.

ARTICLE 2 - EQUIPMENT ACQUISITION FUND

Section 2.01. The Custodian shall establish a special escrow fund designated as the Equipment Acquisition Fund (the "Fund"), and shall keep such Fund separate and apart from all other funds and moneys held by it, and shall administer such Fund as provided in this Agreement.

Section 2.02. All moneys paid to the Custodian by Lessor pursuant to Article 1, Section 1.03 of this Agreement, shall be credited to the Fund. The Custodian shall use the moneys in the Fund to pay the Equipment Cost of each item of the Equipment subject to the Lease, upon receipt of a Payment Request Form, attached hereto, known as EXHIBIT A, executed by Lessor and Lessee, fully completed and with all supporting documents described therein attached thereto. Within 10 days after receipt of a Payment Request Form with respect to any item of Equipment, an amount equal to the Equipment Cost as shown therein shall be paid directly to the person or entity entitled to payment as specified therein within 10 days after receipt by Custodian.

Section 2.03. Lessee shall furnish to the Custodian as soon as available, a copy of the Purchase Order for all Equipment ordered pursuant to the Lease, showing the Equipment Cost and the estimated delivery date. Attached hereto, known as EXHIBIT C, is a schedule of the Equipment, showing the items, dollar amount, contract or purchase order references, and partial advance payments made by the Lessee. Upon receipt of the funds from Lessor, Custodian is authorized and instructed to disburse to Lessee the amount shown under Item 10 on EXHIBIT C. After all items shown on EXHIBIT C have been purchased, any remaining balance of principle and/or accrued interest shall be disbursed to Lessee.

Section 2.04. The Custodian shall only be responsible for the safekeeping and investment of the moneys held in the Fund, and the disbursement thereof in accordance with the Article, and shall not be responsible for the authenticity or accuracy of such certifications or documents, the application of amounts paid pursuant to such certifications by the persons or entities to which they are paid, or the sufficiency of the moneys credited to the Fund to make payments herein required.

Section 2.05. Lessee's Payment Request Forms, identified in Section 2.02 above, shall bear the signature of [Lauren Gill](#) as shown on the signature page attached hereto.

ARTICLE 3 - MONEYS IN EQUIPMENT ACQUISITION FUND; INVESTMENT

Section 3.01. The moneys and investments held by the Custodian under this Agreement, are irrevocably held in trust for the benefit of Lessee and Lessor, and such moneys, together with any income or interest earned thereon, shall be expended only as provided in this Agreement, and shall not be subject to levy, attachment, or lien by or for the benefit of any creditor of either Lessee or Lessor.

Section 3.02. Moneys held by the Custodian hereunder shall be invested by the Custodian at the then prevailing rates offered by the custodian for its money market savings demand deposit account product. Such funds shall be held in the name of the escrow account and held by the custodian. Interest thereon shall accrue to the Escrow Account. With the approval of Lessee, the Custodian may purchase or sell to itself, or any affiliate as principal or agent, investments

authorized by this Article. Such investments and reinvestments shall be made giving full consideration for the time at which funds are required to be available.

Section 3.03. The Custodian shall furnish to Lessee and Lessor, an accounting of all investments, interest, and income therefrom. Such accounting shall be furnished no less frequently than every month, and upon request of Lessor or Lessee. The Custodian shall not be responsible or liable for any loss suffered in connection with any investment of moneys made by it, in accordance with this Article.

ARTICLE 4 - CUSTODIAN'S AUTHORITY; INDEMNIFICATION

Section 4.01. The Custodian may act in reliance upon any writing, instrument, or signature which it, in good faith, believes to be genuine, may assume the validity and accuracy of any statement or assertion contained in such a writing or instrument, and may assume that any person purporting to give any writing, notice, advice, or instruction in connection with the provisions hereof has been duly authorized to do so. The Custodian shall not be liable in any manner for the sufficiency or correctness as to form, manner, and execution, or the validity of any instrument deposited with it, nor as to the identity, authority or right of any person executing the same; and its duties hereunder shall be limited to those specifically provided herein.

Section 4.02. Unless the Custodian is guilty of negligence or misconduct with regard to its duties hereunder, Lessee and Lessor jointly and severally hereby agree to indemnify the Custodian and hold it harmless from any and all claims, liabilities, losses, actions, suits, or proceedings at law or in equity, or any other expense, fees, or charges of any character or nature, which it may incur or with which it may be threatened by reason of its acting as Custodian under this Agreement; and in connection therewith, to indemnify the Custodian against any and all expenses, including reasonable attorney's fees and the cost of defending any action, suit, or proceeding, or resist any claim. The Custodian shall be vested with a lien on all property deposited hereunder for indemnification, for reasonable attorney's fees, court costs, any suit, interpleader or otherwise, or any other expenses, fees or charges of any character or nature, which may be incurred by the Custodian by reason of disputes arising between Lessee and Lessor as to the correct interpretation of the Lease or this Agreement and instruction given to the Custodian hereunder, or otherwise, with the right of the Custodian, regardless of the instructions aforesaid, to hold the said property, until and unless, said additional expenses, fees, and charges shall be fully paid.

Section 4.03. If Lessee or Lessor shall be in disagreement about the interpretation of the Lease or this Agreement, or about the rights and obligations, or the propriety of any action contemplated by the Custodian hereunder, the Custodian may, but shall not be required to, file an appropriate civil action to resolve the disagreement. The Custodian shall be indemnified to all costs, including reasonable attorney's fees, in connection with such civil action, and shall be fully protected in suspending all or part of its activities under this Agreement until a final judgment in such action is received.

Section 4.04. The Custodian may consult with counsel of its own choice and shall have full and complete authorization and protection with the opinion of such counsel. The Custodian shall otherwise not be liable for any mistakes of facts or errors of judgment, or for any acts or omissions of any kind, unless caused by its negligence or misconduct.

ARTICLE 5 - CUSTODIAN'S COMPENSATION

Lessee hereby agrees to pay the Custodian \$100.00 as compensation for the services to be rendered hereunder, and will pay and/or reimburse the Custodian upon request for all expenses, disbursements, and advances, including reasonable attorney's fees, incurred or made by it in connection with carrying out its duties hereunder. The Custodian's fee shall be payable upon execution of this Agreement.

ARTICLE 6 - CHANGE OF ESCROW AGENT

Section 6.01. A national banking association located in the United States, or a state bank or trust company organized under the laws of a state of the United States, qualified as a depository of public funds, may be substituted to act as Custodian under this Agreement upon agreement of the parties hereto. Such substitution shall not be deemed to affect the rights or obligations of the parties. Upon any such substitution, the Custodian agrees to assign to such substitute Custodian its rights under this Agreement.

Section 6.02. The Custodian or any successor may at any time resign, by giving mailed notice to Lessee and Lessor, of its intention to resign and of the proposed date of resignation, which shall be a date not less than 30 days after such notice is deposited in the United States mail with postage fully prepaid, unless an earlier resignation date and the appointment of a successor Custodian shall have been or are approved by Lessee and Lessor.

Section 6.03. The Custodian may appoint an agent to exercise any of the powers, rights, or remedies granted to the Custodian under this Agreement, and to hold title to property or to take any other action which may be desirable or necessary.

ARTICLE 7 - ADMINISTRATIVE PROVISIONS

Section 7.01. The Custodian shall keep complete and accurate records of all moneys received and disbursed under this Agreement, which shall be available for inspection by Lessee or Lessor, or the agent of either of them, at any time during regular business hours.

Section 7.02. All written notices to be given under this Agreement shall be given by mail to the party entitled thereto, at its address set forth in the attached EXHIBIT B, or at such address as the party may provide to the other parties hereto in writing from time to time. Any such notice shall be deemed to have been received 72 hours after deposit in the United States mail in registered form, with postage fully prepaid.

Section 7.03. This Agreement shall be construed and governed in accordance with the laws of the [State of California](#).

Section 7.04. Any provisions of this Agreement found to be prohibited by law, shall be ineffective only to the extent of such prohibition, and shall not invalidate the remainder of this Agreement.

Section 7.05. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns. Specifically, as used herein the term "Lessor" means any person or entity to whom Lessor has assigned its right to receive Rental Payments under the

Lease, and any payments due to Lessor hereunder from the Lessee after the date when a duplicate original of such assignment is filed with the Custodian.

Section 7.06. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same Agreement.

Section 7.07. This Agreement shall terminate upon disbursement by the Custodian of all moneys held by it hereunder.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day, month, and year first written above.

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L. Cadle, Principal

Custodian: WestAmerica Bank

By: _____

Name: _____

Title: _____

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

**ADDENDUM FOR ESCROW FUNDING
TO
MASTER EQUIPMENT LEASE/PURCHASE AGREEMENT**

This Addendum to Master Equipment Lease/Purchase Agreement (the "Addendum"), dated as of [October 1, 2018](#), is made and entered into by and between Leasource Financial Services, Inc. (the "Lessor"), and [Town of Paradise](#) (the "Lessee").

WITNESSETH:

WHEREAS, Lessor and Lessee have entered into a Master Equipment Lease/Purchase Agreement dated [October 1, 2018](#), herewith (the "Lease"), whereby Lessor has agreed to acquire, lease, and sell to Lessee certain items of Equipment; and

WHEREAS, in order to assure the availability of moneys to pay the cost of the Equipment and facilitate the acquisition of the Equipment, Lessee has requested Custodian to deposit in escrow the amount needed for this purpose and to enter into a Escrow Agreement, and Lessor is willing to do so.

NOW, THEREFORE, in consideration of the execution of the Lease by each of the parties and the mutual covenants hereinafter set forth, the parties hereto recite and agree as follows:

1. This Addendum shall comprise part of the Lease, and all terms capitalized but not defined herein shall have the meanings given to them in the Lease.
2. Lessor, Lessee, and Custodian shall enter into a Escrow Agreement in the form attached hereto.
3. Within ten (10) days after the execution of the Lease and the delivery to Lessor by Lessee of all documents required to be delivered upon execution of the Lease, Custodian shall deposit, or cause to be deposited, for credit to the Equipment Acquisition Fund, the sum of [\\$225,990.00](#), which shall be held, invested, and disbursed in accordance with the Escrow Agreement.
4. The amount so deposited shall, prior to utilization for purchase of the Equipment, which the parties anticipate will be completed prior to the end of Lessee's fiscal year (June 30), constitute a loan from Lessor to Lessee, which shall be repaid to Lessor as part of the Rental Payments due under the Lease.

IN WITNESS WHEREOF, the parties by the duly authorized officers have executed this Addendum in supplement of the Lease pursuant to Article III, Section 3.1 thereof as of the day and year first written above.

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L. Cadle, Principal

ARBITRAGE AND TAX CERTIFICATE

I, the undersigned, hereby certify that I am the duly qualified [Lauren Gill](#) of the [Town of Paradise](#) (the "**Lessee**"), and that in my official capacity as such officer, I am responsible for executing and delivering on behalf of Lessee the Master Equipment Lease/Purchase Agreement, dated as of [October 1, 2018](#) (the "**Lease**"), by and between Lessee and Leasource Financial Services, Inc. (the "**Lessor**"). This Certificate is being issued pursuant to Section 148 of the Internal Revenue Code of 1986, as amended (the "**Code**"), and Treasury Regulations, Sections 1.103-14 and 1.103-15 (the "**Regulations**"). The following facts, estimates, and circumstances are in existence on the date of this Certificate, or are reasonably expected to occur hereafter.

1. The Lease provides for the lease of certain Equipment described in the Equipment Schedules thereto (the "**Equipment**") by Lessor to Lessee and the lease of the Equipment by Lessee from Lessor. Pursuant to the Lease, Lessee is required to make Rental Payments with respect to the Equipment, comprising principal and interest, on the dates and in the amounts set forth in applicable Equipment Schedules to the Lease.
2. Pursuant to the Lease, and for the purpose of meeting its obligations under the Lease and assuring Lessee of the availability of moneys needed to pay the cost of the Equipment when due, Lessee, Lessor and WestAmerica Bank (the "**Escrow Agent**"), have executed a Escrow Agreement dated as of [October 1, 2018](#) (the "**Escrow Agreement**").
3. The ESCROW Agreement provides that Escrow Agent shall deposit [\\$225,990.00](#) into escrow, to be credited to the Equipment Acquisition Fund created by the Escrow Agreement and held, invested, and disbursed with respect to the Equipment as provided therein. Interest earnings on amounts held in escrow shall be paid to Lessee.
4. The Equipment will be acquired and installed with due diligence, and the Equipment will be acquired and installed at [various locations with the town limits](#) on or before [October 1, 2018](#).
5. All of the spendable proceeds of the Lease will be expended on the Equipment, and related expenses within three years from the date of execution and Escrow Agreement.
6. The original proceeds of the Lease, and the interest to be earned thereon, do not exceed the amount necessary for the purpose for which the Lease is issued.
7. The interest of Lessee in the Equipment has not been and is not expected during the term of the Lease to be sold or disposed of by Lessee.
8. No sinking fund is expected to be created by Lessee with respect to the Lease and the Rental Payments.
9. Lessee hereby covenants to comply with all requirements of the Code and Regulations relating to the rebate of arbitrage profit to the United States of America. It is expected that all gross proceeds of the Lease will be expended on the Equipment no later than the day which is six months after the date of issuance of the Lease.

10. To the best of the knowledge and belief of the undersigned, the expectations of Lessee, as set forth above, are reasonable; and there are no present facts, estimates, and circumstances which would change the foregoing expectations.

11. Lessee has not been notified of the listing, or proposed listing of it, by the Internal Revenue Service as an Issuer whose arbitrage certificates may not be relied upon.

WITNESS my hand this 1st day of October, 2018.

Lessee: Town of Paradise

By: _____

Name: Lauren Gill

Title: Town Manager

EXHIBIT A

PAYMENT REQUEST FORM NO. _____

WestAmerica Bank (the "**Custodian**"), under the Escrow Agreement dated this _____ day of _____, 2018, and **Town of Paradise** (the "**Lessee**"), is hereby requested to pay, from the Equipment Acquisition Fund held under said Escrow Agreement, to the persons, firms, or corporations designated below as Payee, the amount set forth opposite each such name, in payment of the Equipment Cost (as defined in said Escrow Agreement) of the Equipment designated opposite such payee's name and account and described on the attached page(s). The Equipment comprises a portion of the Equipment described in EXHIBIT A of the Master Lease/Purchase Agreement described in the Escrow Agreement.

<u>Payee</u>	<u>Amount</u>	<u>Equipment</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The undersigned hereby certifies that attached is a duplicate, original, or certified copy of the following documents relating to the order, delivery, and acceptance of the Equipment described in this Payment Request Form: **(1)** an Equipment Purchase Order form; **(2)** a manufacturer's or dealer's invoice; and **(3)** Lessee's acceptance certificate relating to the Equipment in the form prescribed by the Lease described in the ESCROW Agreement; provided that if the payment is a Progress Payment, no separate acceptance certificate shall be required, and if the payment is for less than all of the Equipment on the Equipment Schedule, and is not the final payment with respect to Equipment covered by the Equipment Schedule, Lessee shall only be required to furnish an acceptance certificate in the form attached hereto as EXHIBIT 1.

Dated: _____, 2018

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager

Lessor: Leasource Financial Services, Inc.

By: _____
Thomas L. Cadle, Principal

EXHIBIT B

(Address to which Written Notices are to be mailed)

If to Escrow Agent:

WestAmerica Bank
Attention: Ester Emory
Fax: 707-863-6868

If to Lessor:

Leasource Financial Services, Inc.
5335 Apple Tree Court
Orangevale, CA 95662

Attention: Tom Cadle, CLP

Telephone: 800-991-0099

If to Lessee:

Lessee Name: Town of Paradise
Attention: Lauren Gill
Telephone: 530-872-6212

EXHIBIT 1

(Certificate of Acceptance for partial Equipment Deliveries)

I, the undersigned, hereby certify that I am the duly qualified **Town Manager** of **Town of Paradise** (the "Lessee"), and, with respect to the Master Equipment Lease/Purchase Agreement (the "Lease"), dated **October 1, 2018**, by and between Lessee and Leasource Financial Services, Inc. (the "Lessor"), that the Equipment described on the attached **Payment Request Form Number _____** comprises a portion of the Equipment described in the Lease, and has been delivered to, tested, or inspected by, and accepted by Lessee.

Dated: _____, 2018

Lessee: Town of Paradise

By: _____
Lauren Gill, Town Manager



**Town of Paradise
Council Agenda Summary
Date: September 11, 2018**

Agenda Item: 5a

Originated by: Colette Curtis, Administrative Analyst II

Reviewed by: Lauren Gill, Town Manager

Subject: Public Hearing – 2017-2018 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Program

Council Action Requested:

- 1) Conduct a public hearing to receive comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program
2. Authorize the Town Manager to submit the CAPER to the Department of Housing and Urban Development

Background:

At the conclusion of each program year, the regulations that govern the Community Development Block Grant (CDBG) Program require the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER outlines CDBG program accomplishments and expenditures, as well as providing an evaluation of the town's progress toward meeting its community development goals and objectives.

The Town of Paradise has been a U.S. Department of Housing and Development (HUD) entitlement city since 1994. HUD awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Entitlement communities develop their own programs and funding priorities. However, grantees must give maximum feasible priority to activities which benefit low and moderate income persons. A grantee may also carry out activities which aid in the prevention or elimination of slums or blight. Additionally, grantees may fund activities when the grantee certifies that the activities meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. CDBG funds may not be used for activities which do not meet these broad national objectives.

HUD determines the amount of each entitlement grant by a statutory dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas.

For the 2017-2018 Program year, the Town of Paradise received \$176,404 for programs and projects that directly benefit the town's low and moderate-income residents. Funding priorities for this program year included:

- Assistance to community-based organizations
- Loans to low income business owners to assist with septic and/or building improvements
- Mortgage subsidies for first time homebuyers
- Residential housing rehabilitation

Although the Town has some discretion on how the funds are used, there are many restrictions, conditions, and objectives that must be met. Community Development Block Grant funds can be used for activities that further community and economic development; provide improved community facilities and services; and provide affordable housing opportunities to low and disadvantaged residents. Each activity except planning and administrative activities, must meet one of the CDBG program's three broad National Objectives:

1. Benefit low and moderate income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

The types of activities that meet the national objective will encompass the following basic qualifiers:

Area benefit activities: An activity can be area-wide meaning that the benefits are available to all the residents of a particular area where at least 51 percent of the residents are low and moderate income persons. The service area must be primarily residential, and the activity must meet the identified needs of low-and-moderate income persons.

Limited clientele activities: An activity can be "limited clientele," which means that the activity benefits a certain, limited clientele that is at least 51 percent low income. An example of this would be our housing programs. We have to document and verify income to ensure that each client is eligible.

Housing activities: An activity carried out for the purpose of providing or improving permanent residential structures, which upon completion, will be principally occupied by low and moderate income households.

Job creation or retention activities: An activity designed to create or retain permanent jobs where at least 51% of that, computed on a full-time equivalent (FTE) basis, involves the employment of low and moderate income persons. Potentially eligible activities include: construction of a business incubator designed to offer space and assistance to new firms to help them become viable small businesses; loans to pay for expansion.

Slum Blight Removal. Activities under this category must meet ALL of the following criteria: (1) The area delineated by the grantee must meet a definition of a slum, blighted, deteriorated or deteriorating area under state or local law; (2) there must be a substantial number of deteriorated buildings through the area; and (3) the activity must address one or more conditions that contributed to the deterioration of the area. Boundaries, designations, inspections and detailed rehabilitation records must be kept.

In addition to the above qualifiers, there is a list of basic eligible activities and ineligible activities that can be carried out using CDBG funds. (Government Code Section 570.201.)

Basic Eligible Activities include: Acquisition/disposition of real property; public facilities

acquisition, construction and rehabilitation; public services funding; payment of costs in support of activities eligible for funding under the HOME program; housing assistance for low/mod income families; and micro-enterprise assistance.

A copy of the *draft* CAPER is attached for your review and approval. Any comments received during the hearing will be incorporated into the final document prior to its submittal to HUD regional office.

Fiscal Impact Analysis:

The completion of the report does not require an additional expenditure. Staff time is covered by Community Development Block Grant Program funds. General Fund expenditure is not required. However, failure to complete the report could jeopardize future CDBG funding.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

During the 2017-18 program year, the Town of Paradise assisted residents by providing housing assistance. This year Paradise was able to provide assistance to 20 households. The Town was also able to assist over 400 low income individuals with short term subsistence payments through a local subrecipient. 43 at risk youth were given on the job training through a subrecipient and as a result, several received job offers at the end of their training period. All of these accomplishments help the residents of Paradise become more resilient and able to weather the economic uncertainty they currently face.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Code Enforcement	Code Enforcement	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	20	0	0.00%			
Housing Assistance	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	8	10	125.00%	5	10	200.00%

Housing Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	10	66.67%	5	10	200.00%
Housing Assistance	Affordable Housing	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	5	0	0.00%			
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	462	231.00%	500	670	134.00%
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homelessness Prevention	Persons Assisted	50	10	20.00%	10	10	100.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Town of Paradise used CDBG funding in the 2017-18 Program year to address the highest priority needs, which also are the priorities of the 2017-18 Annual Plan - 1. Housing Assistance, 2. Public Services. Funding was allocated to Housing to meet the overwhelming need of residents for assistance in buying and staying in their home affordably. Public Services in the form of several non-profit subrecipients received the remainder of funding to the 15% cap. These subrecipients all met needs in the community such as avoiding homelessness, providing resources for abused women and children, and providing activities for at risk youth.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	560
Black or African American	21
Asian	4
American Indian or American Native	16
Native Hawaiian or Other Pacific Islander	3
Total	604
Hispanic	83
Not Hispanic	521

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The racial and ethnic breakdown of families assisted mirrors the demographics of Paradise as a whole.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	296,404	
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other	0	

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Paradise	100	100	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While there are no true "matching funds" required for the Town's CDBG programs, the housing programs do require residents to be part of the process, attend classes, and prove they have some equity in most cases before loans are approved.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	5	10
Number of Non-Homeless households to be provided affordable housing units	10	10
Number of Special-Needs households to be provided affordable housing units	0	0
Total	15	20

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	5	10
Number of households supported through Acquisition of Existing Units	5	0
Total	10	10

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Town has been successful in meeting the specific need of providing affordable housing assistance during the reporting period. The Town assisted residents through the First Time Home Buyer Assistance Program and the Owner Occupied Housing Rehabilitation Program. The Town also assisted several rental households through the Tenant Based Rental Assistance Program (utilizing HOME funding), however due to lackluster demand and dwindling funding, the Town has stopped offering this program.

Recipients of the TBRA funds were assisted through January of 2018, while no new applications were taken after November 2017.

- The number of extremely low income renter households?
- The number of extremely low income owner households?
- The number of low-income renter households?
- The number of low-income owner households?
- The number of moderate income renter households?
- The number of moderate income owner households?
- The number of middle income persons served?
- The number of homeless persons served?

Discuss how these outcomes will impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	3	0
Low-income	16	0
Moderate-income	1	0
Total	20	0

Table 7 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Town's progress on addressing homelessness is an ongoing and it seems growing issue. Many homeless, including unsheltered persons, find assistance through the Town's subrecipients, especially a Family Place (Youth for Change). As the need has grown, the Town has been able to increase funding to this vital program to expand their services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Paradise does not currently have any overnight shelter for homeless persons. Homeless individuals in Paradise travel to Chico for housing at the Torres Shelter. Sojourner's House on the Ridge (SHOR) provides daytime services for homeless in Paradise and assists with transportation for shelter and other services throughout the County. SHOR has received funding from the Town in the past, however this year they were not awarded funding.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Town of Paradise provides CDBG grant funding to subrecipients who directly assist low income individuals and families from becoming homeless. The subrecipient The Family Place assisted over 400 individuals, including families with young children, this year in a variety of ways to help them from becoming homeless such as short term assistance with electric bills, transportation to jobs and job interviews and childcare.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Family Place provides assistance such as emergency overnight lodging, computer access, employment assistance, budgeting assistance and transportation to homeless persons.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Town does not operate any public housing within the Town of Paradise.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Town does not operate any public housing within the Town of Paradise.

Actions taken to provide assistance to troubled PHAs

NA

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The biggest barrier to affordable housing is the lack of a sewer in the Town of Paradise. There are many areas in Paradise that would be suitable for multi-family residences, however are unable to develop as such due to septic constraints. This has limited the development of low income housing for decades.

Currently, the Town of Paradise is completing a feasibility study and implementation plan for a sewer for the more densely populated areas, including many of the properties that would be suitable for multi-family developments. At the conclusion of the study in July 2017, Town Council decided to move forward on both a regional pipeline to the Chico Water Pollution Control Plant and a Local Plant with Beneficial Reuse and to move forward to environmental, design and ultimately construction. Since the cost was found to be too high, Council also decided to actively pursue additional funding for the project. Once constructed, a sewer will allow for the development of low income housing within the service area.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The Town works with subrecipients each year to address underserved needs within the community.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Town of Paradise Owner Occupied Rehabilitation Program requires any housing constructed prior to 1979 to undergo lead paint testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The Town of Paradise works with subrecipients to reduce the number of poverty-level families. The Family Place works with low income individuals and families who seek assistance to go receive budget counseling and employment assistance to allow them to improve their economic situation on their own.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Town Institutional Structure is as follows:

A five member Town Council holds public hearings on Consolidated Plan, Annual Plans and CAPER reports and approves funding for Public Service Agencies

The Town of Paradise, Business and Housing Services staff provides the main administrative and project management duties over the CDBG program. The BHS Staff is under the management of the Town Manager. Staff prepares the Consolidated Plan, Annual Plans and Consolidated Annual Performance Evaluation Reports (CAPER) for each CDBG program year. The oversight of the CDBG program is provided by the Town Manager. All reports and plans are reviewed by Council before submitted to HUD.

The Town works closely with non-profit organizations in the area that provide specific programs to the citizens of Paradise. These organizations provide services to very low-, low- and moderate-income residents, including the frail and elderly, mentally disabled, physically disabled, homeless, and at-risk youth. These organizations submit funding requests to the Town to qualify for money that comes out of the Community Needs Category. As required by HUD, 15% of annual funding is set-aside for these organizations.

The Town is also focused on collaboration between government agencies; community needs organizations, and local businesses. Community stakeholder meetings give Butte County service organizations an opportunity to submit input regarding the populations these organizations serve, their current and future needs, challenges and successes. The following are some of the organizations we are involved with: Family Resource Center, Youth for Change, Project Vision, Loaves and Fishes Food Ministry, STRIVE, Peg Taylor Center for Adult Day Health Care, Legal Services of Northern California, Community Housing Improvement Program and Community Housing Credit Counseling Center, Boys and Girls Club of the North Valley, Passages, CCSP Torres Community Shelter, Paradise Center for Tolerance and Nonviolence, Salvation Army-Paradise Center, Paradise Meals on Wheels, and the Work Training Center.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Town of Paradise continues to work with CHIP on Paradise Community Village and on plans for future phases of the project .

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Town follows the procedures adopted in the Code of Federal Regulations, created by the Office of the Assistant Secretary of Community Planning and Development that pertain to Community Development programs are contained within Part 570 for CDBG entitlement communities. Once applications for grant funding are received and reviewed by staff, they go through a competitive review process and recommendations are decided by a funding committee and forwarded to the Town Council for final approval. After funding decisions are made, organizations are required to sign a contract with the Town outlining the rules and regulations of public service funds. They are required to submit the required documents and reference material related to grant funding. These organizations are required to report quarterly to the town and also provide an end of year report which is reviewed and input into IDIS for yearly accomplishments at the close of the program year. Organizations are audited and staff performs site visits on a yearly basis. If organizations are not submitting reports on-time or are unable to follow through with program requirements, staff will monitor the organizations to make sure that HUD regulations are being met, or funding is relinquished. At the end of each funding year, staff reviews the accomplishments of community service agencies to determine their ability to serve the residents of Paradise and meet the program requirements.

The Town also follows all applicable program requirements, regarding housing projects and lead-based paint standards. Housing applicants are reviewed thoroughly by staff to ensure they have met all eligibility requirements. This may include verification of employment, assets, banking, credit reports and income tax information. Site inspections are utilized to ensure that the housing; whether a purchase or rehabilitation complies with safety and health requirements of the programs. Recipients are verified annually through utility billing verification to ensure owner occupancy of the property.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Citizen participation is an integral component to the CDBG program for the Town of Paradise. Two public hearings are held for public comment and questions on the draft report. A public notice is

published in the local newspaper, the Paradise Post, 15 days prior to the public hearings. The draft document is available on the Town website, at Town Hall,) Family Resource Center, Butte County Library (Paradise Branch), and the Paradise Senior Center. These locations are known to be accessible to persons with disabilities, persons of low/moderate income, as well as to citizens at large who may be interested in participating through public commentary.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

NA

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

NA

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.



Town of Paradise

Council Agenda Summary

Agenda Item: 5(b)

Date: September 11, 2018

ORIGINATED BY: Susan Hartman, CDD Manager/Assistant Planner
REVIEWED BY: Lauren M. Gill, Town Manager
SUBJECT: Public Hearing Regarding Planning Commission
Recommendation for Town Council Adoption of a Paradise
General Plan Land Use Map Amendment and Property Rezone
for an Application Identified as PL18-00151 (Walter Sonntag)

COUNCIL ACTION REQUESTED:

Conduct the duly noticed and scheduled public hearing related to this agenda item. Upon conclusion of this public hearing, introduce and adopt the following Planning Commission's recommended actions:

PLANNING COMMISSION RECOMMENDATIONS: Adopt a **MOTION TO:**

1. Concur with the Planning Director's determination that the project application is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption); **AND**
2. Concur with the project recommended General Plan Land Use Map amendment and rezone action adopted by the Planning Commission on August 21, 2018, and embodied within Planning Commission Resolution No. 18-2; **AND**
3. Adopt Town of Paradise Resolution No. 18-_____, "A Resolution of the Town Council of the Town of Paradise Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00151: Walter Sonntag)"; **AND**
4. Waive the first reading of Town Ordinance No. ____ and read by title only (roll call vote); **AND**
5. Introduce Town of Paradise Ordinance No. _____, "An Ordinance Rezoning Certain Real Property From "AR-1" (Agricultural Residential, 1-Acre Minimum) to a "TR-1/3" (Town Residential, 1/3-Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00151; Walter Sonntag)" **OR**

ALTERNATIVE ACTIONABLE OPTION(S):

1. Adopt an alternative directive to town staff.

BACKGROUND:

Project applicant Walter Sonntag is seeking Town of Paradise approval of a Paradise General Plan land use designation amendment from Agricultural Residential (AR) to Town Residential (TR) and a zone change from Agricultural Residential-1 acre minimum (AR-1) to Town Residential-1/3 acre minimum (TR-1/3) for a ± 0.36 ac portion of a ± 5.31 ac property which abuts residential properties along Shay Lane. The general plan amendment/rezone would facilitate a lot line adjustment, the primary purpose of which is to correct a non-conforming use situation whereby the landowner had previously installed an in-ground pool, prior to the Town's incorporation, which crosses property lines between two adjoining parcels he owns. There is no additional physical development proposed or anticipated that is associated with the General Plan land use designation amendment and zone change request.

On July 9, 2018, Dr. Walter Sonntag filed a formal General Plan amendment and rezone application that was heard by the Planning Commission at a public hearing on August 21, 2018. At the conclusion of the public hearing the Planning Commission adopted Resolution No. 18-2 recommending Town Council adoption of the General Plan amendment and rezone.

DISCUSSION:

Surrounding land use is characterized by medium density single-family residential to the west and vacant and/or low density to the north, east, and south. The property, in its ± 5.31 acre entirety, is one of two parcels totaling 11.5 acres that comprise the Town-approved Sonntag Vesting Tentative Subdivision Map which proposes to create 7 lots of record subject to 41 conditions of approval. The lot line adjustment and general plan amendment/rezone applications to rectify the existing non-conforming use, which were filed concurrently, will satisfy 2 of the 41 conditions of the tentative map approval. The rest of the parcel, outside the boundaries of the lot line adjustment, will remain Agricultural Residential-1 acre minimum zoning.

Town staff has determined, and the Planning Commission has concurred, that since the proposed General Plan amendment and rezone is not a "project" pursuant to the California Environmental Quality Act (CEQA) and no physical development of any kind is proposed, there is no possibility that the requested approvals would result in a direct and significantly adverse effect upon the environment. Therefore, the proposed amendments can be found to be exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15061 (General rule exemption).

The attached Planning Commission resolution document recommends Town Council adoption and assignment of a specific Paradise General Plan land use designation and rezone of a certain real property. Attached with this agenda summary for consideration, possible adoption and introduction respectively by the Town Council, are copies of the aforementioned Town of

Paradise resolution document and a zoning ordinance document, both of which reflect the Planning Commission's recommended actions.

Lastly, for your convenience, town planning staff has also generated and attached other information materials related to this agenda item.

FINANCIAL IMPACT:

Adoption of this Paradise General Plan amendment will result in a nominal cost to the Town related to future printings of amended 1994 Paradise General Plan land use and zoning maps. The Town incurs no direct costs with the first reading and introduction of the zoning ordinance.

Attachments

**ATTACHEMENTS
FOR
WALTER SONNTAG GENERAL PLAN AMENDMENT/REZONE**

1. Published public hearing notice for the September 11, 2018 Town Council hearing
2. Project vicinity map
3. List of property owners notified of the September 11, 2018 Town Council hearing
4. Excerpt of draft minutes from the August 21, 2018 Planning Commission meeting
5. Planning Commission Resolution No. 18-2, adopted August 21, 2018
6. Notice of Exemption prepared for the Walter Sonntag project
7. Town of Paradise Ordinance No. _____, "An Ordinance Rezoning Certain Real Property From "AR-1" (Agricultural Residential, 1-Acre Minimum) to a "TR-1/3" (Town Residential, 1/3-Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00151: Walter Sonntag)"
8. Town of Paradise Resolution No. 18-____, "A Resolution of the Town Council of the Town of Paradise Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00151: Walter Sonntag);
9. General Plan amendment/rezone request application materials

**TOWN OF PARADISE
NOTICE OF PUBLIC HEARING
PARADISE TOWN COUNCIL**

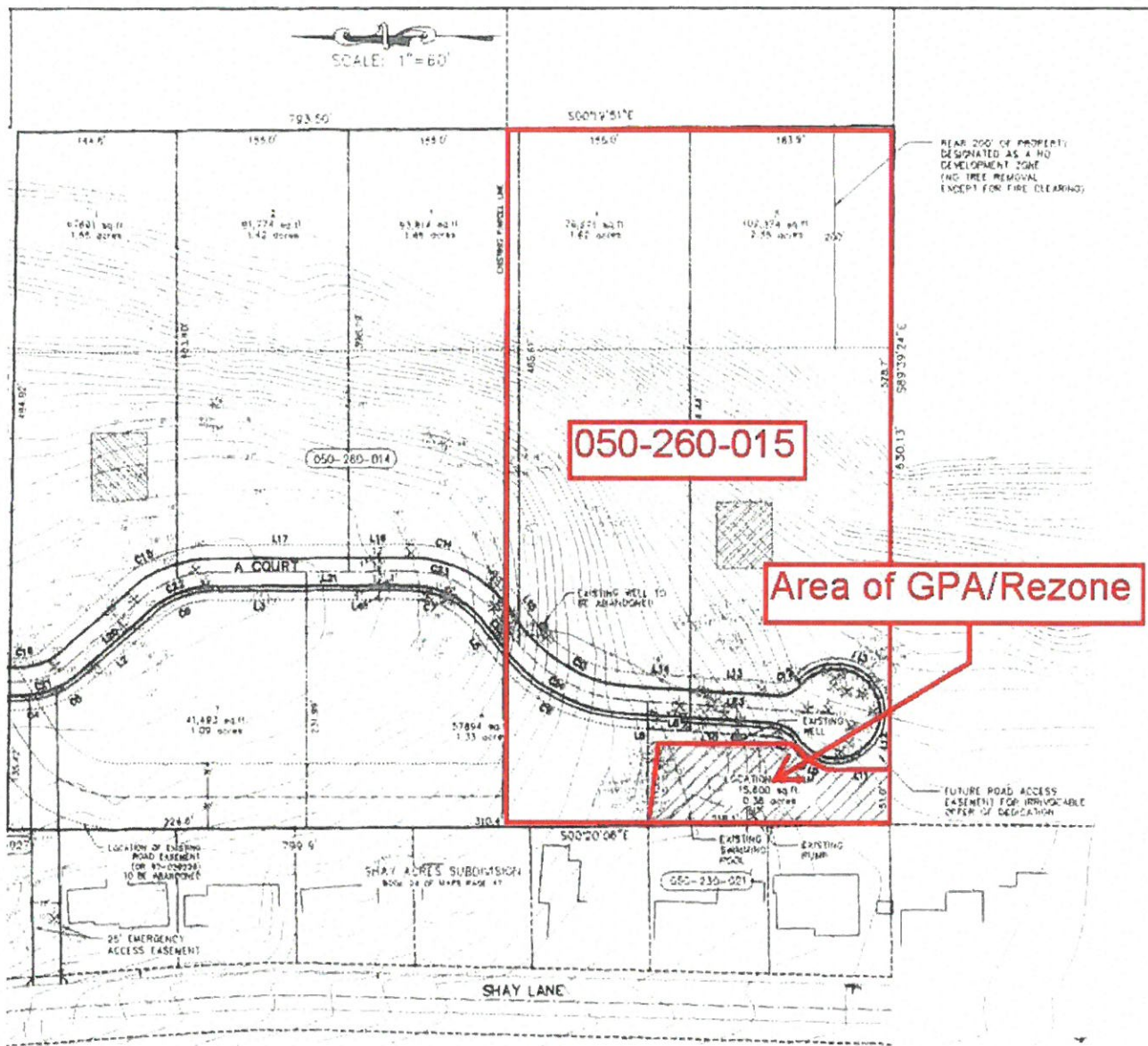
NOTICE IS HEREBY GIVEN by the Paradise Town Council that a public hearing will be held on **Tuesday, September 11, 2018** at 6:00 p.m., or as soon thereafter as possible, in the Town Hall Council Chambers, 5555 Skyway, Paradise, California, regarding the following matters:

a. **Item determined to be exempt from the requirements of the California Environmental Quality Act (CEQA):**

Walter Sonntag General Plan Amendment and Rezone Application (PL18-00151): Town Council consideration of a Planning Commission Resolution recommending Town Council approval of an amendment to the Town of Paradise General Plan land use designation affecting a ± 0.36 acre portion of a ± 5.31 acre property from Agricultural Residential (AR) to Town Residential (TR) and change the zoning for the same area from Agricultural Residential-1 Acre Minimum (AR-1) to Town Residential-1/3 acre Minimum (TR-1/3) to accommodate a concurrent lot line adjustment which will make an existing nonconforming property improvement compliant with town zoning regulations. No physical development is proposed. The project site is located at 0 Merrill Road, the last parcel on Merrill Road located within the eastern town limit; Assessor Parcel No. 050-260-015.

The project file is available for public inspection at the Town Development Services Department, Town Hall. If you challenge this matter in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Town Clerk at, or prior to, the public hearing. For further information please contact the Town Development Services Department (planning division), Town Hall, 5555 Skyway, Paradise, CA (530) 872-6291, extension 111.

Dina Volenski
Town Clerk



APPLICANT: Walter Sonntag

OWNER: Sonntag Family Living Trust

0 Merrill Rd

PROJECT DESCRIPTION:

General Plan amendment (AR to TR) and rezone application (AR-1 to TR-1/3) to accommodate a lot line adjustment, the recording of which is a condition of approval for a previously approved tentative subdivision map. No physical development, land division or increase in residential density is proposed or envisioned.

ZONING: AR 1

GENERAL PLAN: AR

FILE NO. PL18-00151

ASSESSOR PARCEL NO. 050-260-015

MEETING DATE: 09/11/18

050-260-015-000
SONNTAG FAMILY LIVING TRUST
SONNTAG WALTER M & DIANE RICHARDS
TRS
6674 SHAY LN
PARADISE CA 95969
050-230-022-000
COOK DONALD E & DEBORAH K
6676 SHAY LN
PARADISE CA 95969

050-230-024-000
CHRISTENSEN RUTH ANN
6680 SHAY LN
PARADISE CA 95969

050-370-002-000
LONG MARY L ETAL
BAKER SUSAN E LIVING TRUST
6015 SOUTH VIRGINIA ST E 474
RENO NV 89502

050-260-017-000
GAYLORD WILLIAM DAVID JR
PO BOX 2221
PARADISE CA 95967

050-230-018-000
GORMAN DALE G & CHRISTINE M
6675 SHAY LN
PARADISE CA 95969

050-260-007-000
BAKER LIVING TRUST
C/O BAKER MARLYN JENVEY TRUSTEE
1955 STARK LN
PARADISE CA 95969

050-260-014-000
SONNTAG FAMILY LIVING TRUST
SONNTAG WALTER M & DIANE RICHARDS
TRS
6674 SHAY LN
PARADISE CA 95969
050-230-019-000
LEE THOMAS MARK & MARGARET ANNA REV
TRUST
C/O LEE THOMAS M & MARGARET A TRUSTEES
6673 SHAY LN
PARADISE CA 95969

050-230-015-000
GREEN CHARLES D & CAROL A
6681 SHAY LN
PARADISE CA 95969

050-230-023-000
PHILLIPS PHILIP L & JOANNE M
6678 SHAY LN
PARADISE CA 95969

050-230-017-000
ELLSMORE PHILIP & SANDRA
6677 SHAY LN
PARADISE CA 95969

050-230-020-000
SPEERS TOMMIE T & JANICE M
6672 SHAY LN
PARADISE CA 95969

050-370-005-000
CHASEN-BREWER FAMILY TRUST
C/O CHASEN DORIS TRUSTEE
65 BARCELONA
RANCHO MIRAGE CA 92270

050-260-018-000
GAYLORD WILLIAM D & ANDREA L JT
C/O WILLIAMS ANDREW E & WINIFRED
2015 MERRILL RD
PARADISE CA 95969
050-230-025-000
HASTINGS VICTORIA LEE
6682 SHAY LN
PARADISE CA 95969

050-370-006-000
SHEPLER DAVID J & WASHBURN
MELISSA M
6667 SHAY LN
PARADISE CA 95969

050-230-016-000
TORLEY NANCY L
6679 SHAY LN
PARADISE CA 95969

050-230-021-000
SONNTAG FAMILY LIVING TRUST
C/O SONNTAG WALTER M & DIANE
RICHARDS TRS
6674 SHAY LN
PARADISE CA 95969
050-370-001-000
SMITH LESTER & LINDA
7905 CASTILIAN RD
DUBLIN CA 94568

EXCERPT OF PLANNING COMMISSION MINUTES – AUGUST 21, 2018

6. PUBLIC HEARING

- 6a. SONNTAG GENERAL PLAN AMENDMENT/REZONE APPLICATION (PL18-00151):** Planning Commission consideration of a resolution recommending Town Council approval of an amendment to the Town of Paradise General Plan land use designation affecting a ± 0.36 acre portion of a ± 5.31 acre property from Agricultural Residential (AR) to Town Residential (TR) and change the zoning for the same area from Agricultural Residential-1 Acre Minimum (AR-1) to Town Residential-1/3 acre Minimum (TR-1/3) to accommodate a concurrent lot line adjustment which will make an existing non-conforming property improvement compliant with town zoning regulations. No additional development is proposed. The project site is located at 0 Merrill Road, the last parcel on Merrill Road located within the eastern town limit; Assessor Parcel No. 050-260-015. After the public hearing, Adopt Planning Commission Resolution No. 18-2, “A Resolution of the Paradise Planning Commission Recommending Town Council Adoption of a Paradise General Plan Land Use Map Amendment and Rezoning of Certain Real Property Within the Town of Paradise (Walter Sonntag: PL18-00151).”

Assistant Planner Hartman provided an overview of the project. Ms. Hartman stated that the Sonntag General Plan Amendment (GPA) and Rezone will satisfy 2 of the 41 conditions from the previously approved, and extended, Sonntag Vesting Subdivision Map at the end of Merrill Rd. The lot line adjustment is to convey a $\pm .36$ acre land area from Merrill Road to 6674 Shay Lane which will correct a nonconforming land use where the property improvements crossed the property line; the rezone will change the property from AR-1 to TR 1/3 so that it will match the zoning on Shay Lane. This project is exempt from CEQA.

Chair Towslee opened the public hearing at 6:11 p.m.

1. Danielle Wyllie asked what the total acreage was with the lot line adjustment, if the lot line adjustment was one of the conditions and if all the conditions are in the file and requested a copy of the conditions of approval. Ms. Wyllie stated the previous report said that Shay Lane could one day go through to Stark Lane, doesn't think there are adequate road standards for that to happen and was concerned that the properties could be reduced into 1/3 acre lots.

Assistant Planner Hartman stated that the lot line adjustment is one of the 41 conditions of the Subdivision Map, that a copy of the conditions are available for her, that Dr. Sonntag does not expect to complete the subdivision map and that the zoning for the subdivision map is 1 acre minimums and Shay Lane is 1/3 acre minimums.

2. Dr. Sonntag stated that he is 81 years old, will not be pursuing the creation of the subdivision map due to the high costs and expenses of the proposed project and asked the Planning Commission to consider approving the General Plan Amendment and Rezone that he has requested.

Chair Towslee closed the public hearing at 6:24 p.m.

MOTION by Neumann, seconded by Clarkson, Adopted Planning Commission Resolution No. 18-2, “A Resolution of the Paradise Planning Commission Recommending Town Council Adoption of a Paradise General Plan Land Use Map Amendment and Rezoning of Certain Real Property Within the Town of Paradise (Walter Sonntag: PL18-00151).” Roll call vote was unanimous.

**TOWN OF PARADISE
PLANNING COMMISSION**

RESOLUTION NO. 18-2

**A RESOLUTION OF THE PARADISE PLANNING COMMISSION RECOMMENDING TOWN
COUNCIL ADOPTION OF A PARADISE GENERAL PLAN LAND USE MAP AMENDMENT
AND REZONING OF CERTAIN REAL PROPERTY WITHIN THE TOWN OF PARADISE
(WALTER SONNTAG; PL18-00151)**

WHEREAS, the Paradise Planning Commission has conducted a public hearing, pursuant to the California Planning and Zoning Law, concerning a proposed amendment to the Paradise General Plan and property rezone; and

WHEREAS, said public hearing also included review of potential environmental impacts, pursuant to the California Environmental Quality Act; and

WHEREAS, Sections 65353, 65354 and 65854 of the California Government Code require the Planning Commission to conduct a public hearing and notify the Town Council in writing of its recommendation; and

WHEREAS, the Planning Commission has considered the analysis and recommendation of the Community Development Department (planning division) and has considered the comments made at a public hearing conducted by the Planning Commission on August 21, 2018; and

WHEREAS, the Planning Commission has determined that an amendment to the Paradise General Plan Land Use Map for a Town Residential (TR) land use designation and its related zone change to a Town Residential – 1/3 Acre Minimum (TR-1/3) zoning district affecting property located at 0 Merrill Road and further identified as AP No. 050-260-015, as proposed, is in the public interest.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The Planning Commission of the Town of Paradise hereby finds:

- a. That the proposed project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption).
- b. That the general plan land use designation and zoning district requested to be assigned to the project property via the general plan amendment/rezone project application (PL18-

RESOLUTION NO. 18-2

00151) is appropriate and reasonable because it would assign a Town Residential (TR) General Plan land use designation and Town Residential-1/3 Acre Minimum (TR-1/3) zoning to a portion of property thereby meeting objectives of the 1994 Paradise General Plan policies that are applicable to the elimination of non-conforming uses.

SECTION 2. The Planning Commission of the Town of Paradise hereby recommends to the Town Council approval of the project application for Paradise General Plan Land Use Map amendment and its related zone change known as the Walter Sonntag (PL18-00151) application for property identified as AP No. 050-260-015 as described in Exhibit "A" and shown in Exhibit "B" attached hereto and made a part hereof by reference.

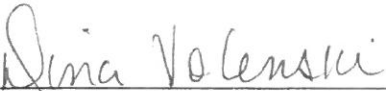
PASSED AND ADOPTED by the Planning Commission of the Town of Paradise this 21st day of August, 2018, by the following vote:

AYES: James Clarkson, Ray Groom, Kim Morris, Stephanie Neumann and
Anita Towslee, Chair
NOES: None
ABSENT: None
NOT VOTING: None



Anita Towslee, Chair

ATTEST: August 22, 2018



Dina Volenski, Planning Secretary

EXHIBIT "A"
REZONE DESCRIPTION
(Sonntag)

All that certain real property situate in the Town of Paradise, County of Butte, State of California described as follows:

Being a portion of the southwest quarter of the northeast quarter of Section 7, Township 22 North, Range 4 East, Mount Diablo Meridian more particularly described as follows:

BEGINNING at the center one quarter corner of said Section 7 as shown on that certain map filed for record in the Office of the Butte County Recorder on February 10, 1994 in Book 133 of Maps, at Page 9, said point also being the southeast corner of Lot 13 as shown on that certain map entitled "Shay Acres Subdivision" filed for record in the Office of the Butte County Recorder on June 28, 1960 in Book 24 of Maps, at Page 47;

Thence, along the east line of said Lot 13 and Lot 14 as shown on said Book 24 of Maps, at Page 47, North $00^{\circ}20'06''$ West, 218.13 feet to the northeast corner of said Lot 14;

Thence, leaving said east line, on an easterly extension of the north line of said Lot 14, North $89^{\circ}14'02''$ East, 88.53 feet;

Thence, leaving said easterly extension, South $03^{\circ}45'43''$ West, 115.11 feet to the beginning of a 20.00 foot radius curve, concave northwesterly;

Thence, Southwesterly, 17.45 feet along said curve, through a central angle of $49^{\circ}59'26''$ to the beginning of a 50.00 foot radius reverse curve, concave southeasterly;

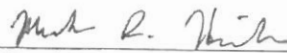
Thence, Southwesterly, 46.76 feet along said curve, through a central angle of $53^{\circ}34'59''$;

Thence, South $00^{\circ}10'44''$ West, 49.77 feet to the east-west centerline of said Section 7 as shown on said Book 133 of Maps, at Page 9;

Thence, along said east-west centerline, North $89^{\circ}39'24''$ West, 50.97 feet to the point of beginning.

Containing 0.36 acres more or less.

The basis of bearings of the above described property is the east line of said Book 24 of Maps, at Page 47.


NorthStar
Mark R. Herrick, PLS 8323



Date: 8-8-2013

Line Table		
Line #	Length	Direction
L1	111.13	N00° 20' 06"W
L5	88.53	N89° 14' 02"E
L6	115.11	S03° 45' 43"W
L7	49.77	S00° 10' 44"W
L8	50.97	N89° 39' 24"W
L13	107.00	N00° 20' 06"W

Curve Table			
Curve #	Length	Radius	Delta
C1	17.45	20.00	49°59'26"
C2	46.76	50.00	53°34'59"



SHAY LANE

NOTES:

1. THE BEARINGS AND DISTANCES SHOWN HEREON ARE BASED SOLELY UPON RECORD DATA AND DO NOT REPRESENT A BOUNDARY SURVEY OF THE PARCELS SHOWN. THE BASIS OF BEARINGS FOR THIS EXHIBIT IS THE EAST LINE OF LOT 14 AS SHOWN ON BOOK 24 OF MAPS, AT PAGE 47, THE BEARING OF SAID LINE BEING N00°20'06"W PER SAID MAP.

PARCEL 1
SONNTAG
APN 050-230-021
SN 1997-0029224
ZONING: TR 1/3

EX.HOUSE

LOT 15

LOT 14

LOT 13

WROUGHT IRON
FENCE AROUND
POOL

TRAMPOLINE

1.5' TALL RETAINING WALL
POOL EQUIPMENT

15" OAK
26" PINE

PORTION OF PARCEL 2 TO
REZONE TO TR 1/3.
±0.36 AC

PARCEL 2
SONNTAG
APN 050-260-015
SN 1997-0029228
ZONING: AR-1

POINT OF BEGINNING.
CENTER 1/4 CORNER SEC. 7,
T22N, R4E MDM

SURVEYOR'S STATEMENT:

THIS PLAT REPRESENTS A REZONE AS
APPROVED BY THE TOWN OF PARADISE AND NO
NEW PARCELS ARE CREATED.

Mark R. Herrick
MARK R. HERRICK, PLS 8323

8-8-2018
DATE



PARCEL AREAS	EXISTING	NEW
050-230-021	±0.32 AC	±0.68 AC
050-260-015	±5.06 AC	±4.70 AC



111 MISSION RANCH BLVD. SUITE 100, CHICO, CA 95926
PHONE: (530) 893-1600 www.northstareng.com

EXHIBIT B
REZONE APPLICATION FOR
WALTER AND DIANE SONNTAG
A PORTION OF THE SW 1/4 OF THE NE 1/4 OF
SECTION 7, T 22 N, R 4 E, M.D.M.
TOWN OF PARADISE, COUNTY OF BUTTE, CALIFORNIA

SCALE: 1" = 150'
JOB NO.: 8161
DATE: 06/07/2018
DRAWN BY: MRH/FW
CHECKED BY:
SHEET NO.

1 OF

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Butte

From: (Public Agency): Town of Paradise
5555 Skyway

Paradise, CA 95969

(Address)

Project Title: Sonntag General Plan Amendment and Property Rezone Request (PL18-00151)

Project Applicant: Walter Sonntag

Project Location - Specific:

Project Location - City: Paradise

Project Location - County: Butte

Description of Nature, Purpose and Beneficiaries of Project:

Name of Public Agency Approving Project: Town of Paradise

Name of Person or Agency Carrying Out Project: Town of Paradise at the request of project applicant

Exempt Status: (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Categorical Exemption. State type and section number: _____
- ☒ Statutory Exemptions. State code number: CEQA Guidelines section 15061 (General Rule Ex.)

Reasons why project is exempt:

Lead Agency

Contact Person: Craig Baker

Area Code/Telephone/Extension: 530-872-6291 x11

If filed by applicant:

1. Attach certified document of exemption finding.

2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: [Signature] Date: 08/07/2018 Title: CDD Director

☒ Signed by Lead Agency ☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

TOWN OF PARADISE

ORDINANCE NO. _____

AN ORDINANCE REZONING CERTAIN REAL PROPERTY FROM "AR-1" (AGRICULTURAL RESIDENTIAL, 1-ACRE MINIMUM) TO A "TR-1/3" (TOWN RESIDENTIAL-1/3 ACRE MINIMUM) ZONE PURSUANT TO PARADISE MUNICIPAL CODE SECTIONS 17.45.500 ET. SEQ. (PL18-00151: WALTER SONNTAG)

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

SECTION 1. The hereinafter described real property situated in the Town of Paradise, State of California, shall be and is hereby zoned "TR-1/3" (Town Residential 1/3-Acre Minimum) as described in Chapter 17.14 of the Paradise Municipal Code and such land area shall be subject to the restrictions, restricted uses and regulations of such chapter. The real property so zoned is located at 0 Merrill Road in the Town of Paradise, and is more particularly identified as AP No. 050-260-015.

SECTION 2. This ordinance shall take effect thirty (30) days beyond the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance shall be published in a newspaper of general circulation 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.

/ / / / / / / /

/ / / / / / / /

/ / / / / / / /

ORDINANCE NO. ____

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of _____, 2018, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney

**TOWN OF PARADISE
RESOLUTION NO. 18-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE AMENDING THE
LAND USE MAP OF THE 1994 PARADISE GENERAL PLAN (PL18-00151: WALTER
SONNTAG)**

WHEREAS, the Paradise Planning Commission and the Paradise Town Council have conducted public hearings, pursuant to California planning and zoning law concerning a proposed amendment to the land use map of the 1994 Paradise General Plan; and

WHEREAS, such public hearings also included review of potential environmental impacts associated with the amendment to the Paradise General Plan, pursuant to requirements of the California Environmental Quality Act; and

WHEREAS, Section 65358 of the California Government Code allows a legislative body to amend its General Plan, and

WHEREAS, the action of the Town Council follows the requirements of Government Code Sections 65353, 65354, 65854 and 65090; and

WHEREAS, the Town Council has considered the analysis and recommendation of the Community Development Department; has received and considered the recommendations of the Planning Commission via adopted Planning Commission Resolution No. 18-2; and has considered the comments made at public hearings conducted by the Planning Commission and the Town Council; and on the basis thereof has determined pursuant to Section 65358 of the Government Code that a certain amendment of the 1994 Paradise General Plan Land Use Map is in the public interest; and

WHEREAS, the Paradise Planning Commission and the Town Council have determined that the proposed General Plan (land use map) amendment and rezone project is appropriate and reasonable because it would result in the assignment of general plan land use and zoning designations to the affected property that is appropriate and reasonable in a manner that promotes the adjustment of existing lot lines that will **a)** correct a non-conforming use in regards to Town zoning regulations and **b)** result in a singular and consistent zoning district throughout the resultant parcel.

RESOLUTION NO. 18-_____

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

Section 1. The Town Council hereby finds that, because there is no physical development proposed or envisioned in association with the requested actions, there is no possibility of a significant effect on the environment, and further finds that the requested actions are exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption) based on the materials submitted in association with the requested actions, the associated staff report and all public comments relating to the project.

Section 2. The Town Council hereby adopts this amendment to the 1994 Paradise General Plan known as PL18-00151, assigning a Town Residential (TR) General Plan land use map designation for a +/-0.36 acre land area located at 0 Merrill Road in Paradise and further identified as AP No. 050-260-015, as described in Exhibit "A" and shown in Exhibit "B" attached hereto.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____ day of _____ 2018, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney

DEPARTMENT USE ONLY:

Receipt No. 33822

Fee 3618.80

Project No. PL18-00151

TOWN OF PARADISE

APPLICATION FOR GENERAL PLAN AMENDMENT/REZONING
(Including TEXT ONLY Amendments)

Applicant's Name Walter and Diane Sonntag Phone 530-877-1593
Applicant's Mailing Address 6674 Shay lane Paradise, CA 95969
Applicant's Interest in Property (Owner, Lessee*, Other*) Owner
Owner's Name Walter and Diane Sonntag Phone _____
Owner's Mailing Address 6674 Shay lane Paradise, CA 95969
Property Address 6674 Shay Lane Paradise, CA
Engineer (Name, Address) NorthStar (Mark Herrick) 111 Mission Ranch Blvd., Suite 100 Chico, CA 95926
AP Number(s) 050-260-015,050-230-021 Zone _____ Existing Use Residential

Check all that apply: 1. ☐ General Plan Amendment A. ☐ Map Change
2. ☐ Rezoning B. ☐ Text Change

(For MAP changes, complete entire application. For TEXT ONLY changes, attach a separate sheet detailing the requested change and your reason for the change.)

Present General Plan Designation AR Present Zoning AR-1
Requested General Plan Designation TR Requested Zoning TR 1/3

Location, dimensions and size of area(s) to be amended/rezoned: APN 021 lot size is 0.32 acres

APN 015 lot size is 5.31 acres

Is this application a part of a related development project (e.g., use permit, land division, etc.)? Yes, the project is part of TSM SD-05-2 and the rezone and related lot line adjustment are part of the Conditions of App

Applicant=s reasons for amendment/rezoning:(attach additional sheets if necessary) _____
To modify their residential lot and move the line such that the pool and improvements are all on one property
and zoned correctly.

FOR GENERAL PLAN MAP AMENDMENT: How would the amendment be of environmental, social and economic benefit to the Town? This will clean up and existing non-compliant residential lot.

[If additional information and remarks, attach supplemental sheet(s).]

*NOTE: If applicant is NOT the property owner, the owner=s signature or attached letter of authorization signed by owner MUST accompany this application.

I hereby declare under penalty of perjury that the above statements and attached plot plan are true, accurate, complete, and correct to the best of my knowledge and belief.

Applicant's Signature Walter M. Sonntag Date 7/9/01
Property Owner Signature Walter M. Sonntag Date 7/9/01
(If applicable)



**Town of Paradise
Council Agenda Summary
Date: September 11, 2018**

Agenda Item: 6a

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Approved by: Lauren Gill, Town Manager
Subject: Operating and Capital Budget Update

Council Action Requested:

1. Consider and file the information presented; and
2. Approve a resolution of the Town Council, amending the salary pay plan for Town of Paradise employees for the fiscal year 2018-19; and
3. Approve recommended budget adjustments; or

Alternatives:

1. Deny salary pay plan adjustment and direct staff to address the vacant position in another way; and
2. Deny budget adjustments and direct staff to maintain original adopted budget.

Background:

The 2017/18 Operating and Capital Budgets were adopted June 27, 2017. Staff kept Council informed of circumstances or situations that significantly impacted the budget through periodic budget updates and a comprehensive mid-year financial update. Currently, the last of the transactions for the 2017/18 fiscal year are being recorded and the annual financial statement audit has started.

The 2018/19 priority-setting meeting held on February 27, 2018 started the budget process for adopting the Operating and Capital Budgets for 2018/19. The 2018/19 budget was adopted June 26, 2018 and about two months of transactions have currently been recorded.

Discussion:

General Fund - 1010

Nearly all of the transactions for the 2017/18 fiscal year have been recorded, and staff estimates that there will be a change in net position of about \$90,000 (exclusive of Measure C). As always, Council approves a conservative budget and there are sufficient expenditure controls in place to keep departments from exceeding their

budgets. Following are the material changes to the most recent estimates.

Property taxes

The Town has received the final property tax payments for the 2017/18 fiscal year. Thus, staff requests the following budget adjustments for 2018/19.

	2017/18 Amended Budget	2017/18 Estimated Actual	2018/19 Adopted Budget	2018/19 Proposed Adjustment
Secured & Residual	\$4,739,480	\$4,735,916	\$4,934,804	(\$15,997)
Unsecured	243,691	233,304	246,128	(10,491)
Prior Secured & Unsecured	5,500	8,692	5,500	500
Supplemental	62,954	69,865	64,214	7,048
Homeowners Apportionment	65,294	65,294	65,294	0
Totals	\$5,116,919	\$5,113,071	\$5,315,940	(\$18,940)

Sales Tax

There is still one receipt of sales tax pending for the 2017/18 fiscal year. Staff currently recommends no adjustment for the 2018/19 fiscal year.

Transient Occupancy Tax

Final receipts received for the 2017/18 fiscal year resulted in \$15,564 more than expected with total receipts of \$240,589. Thus, staff recommends increasing the 2018/19 budget by \$15,542.

Town Legal Services

At the time the 2018/19 preliminary budget was finalized, the contract to extend the services of the Town Attorney had not yet been finalized. It is recommended to increase the 2018/19 legal budget by \$11,820 to cover the terms of the approved agreement.

Town Hall Facilities

The Town Hall air conditioning/heating unit failed at the end of the fiscal year resulting in an unexpected expenditure of \$6,436. Other savings within the central service program offset that added expenditure. No adjustment is currently recommended for the 2018/19 fiscal year.

Police Department

The police administration budget is estimated to end the 2017/18 fiscal year with savings of about \$41,000. About \$20,000 is specifically related to the Chief vacancy and a result of salary and recruitment incentive savings. About \$5,000 savings from drug and alcohol screening tests. \$7,500 savings from a radio infrastructure maintenance project.

Police operations will be over budget by about \$13,000. CalPERS retirement

contributions were higher than expected. In addition, the cost of fuel has increased, and sexual assault exams were more than anticipated.

Despite increased costs for retiree health and accrual bank payoffs, the communications budget will reflect savings of about \$30,000. This is mostly from salary and benefit savings from continuing vacancies.

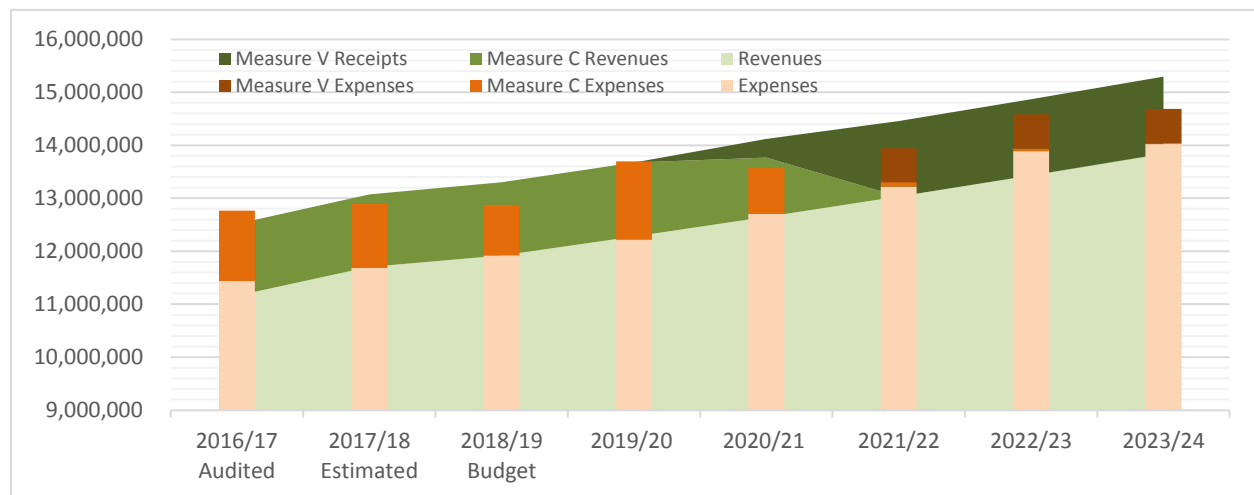
Currently there is additional savings in the 2018/19 budget from the continued vacancy of the Police Chief position. Staff will bring forward appropriate budget adjustment recommendations as plans for the replacement are finalized.

Measure C

As Town Council is aware, Measure C has been instrumental in sustaining services for the Town of Paradise since going into effect in April 2015. It has maintained CAL FIRE staffing levels, brought police staffing back to workable capacity, replaced long deferred public safety vehicles and equipment, supported animal control operations and leveraged grant monies to improve road conditions throughout town.

Now, half way through the temporary six-year tax measure, projections indicate that, without an extension of the tax measure or some other revenue source, expenses will exceed revenues and that cuts will be necessary to balance budgets once Measure C revenues have all been used.

The following graph illustrates how a sales tax extension would improve the financial projection over the same five years. Measure V would pick up where Measure C expires. The Town would have funding to maintain current service levels, funding to address deferred replacements and maintenance, and perhaps a little funding to enhance service or address roads. The five-year projection, with Measure V, shows that between \$300,000 and \$600,000 would be available each year for equipment replacements, enhancements and roads.



As Council is also aware, the remaining Measure C funds have been fully committed and planned. Therefore, until approval of the tax extension is determined, staff will make every effort to only fine tune commitment amounts and timing. As such, some of the projects committed for the 2017/18 fiscal year have ran into the 2018/19 year so the following adjustments are recommended to update estimates and apportion funding between years.

	2017/18 Amended Budget	2017/18 Estimated Actual	2018/19 Adopted Budget	2018/19 Proposed Adjustment
Fire Electrical Panel & Transfer Switch	20,000	102	0	8,250
Animal Control Rendering Setup & Maintenance	13,700	251	0	13,227
Animal Control Epoxy/Concrete Repairs	12,127	5,990	0	6,200
Construct Fleet Bay & Lift	126,158	104,801	0	21,357

An updated financial plan is attached for Town Council's review. It shows that \$1.34 million in Measure C reserves will be available after Measure C expiration to maintain some minimal ongoing expenses for 2 years after Measure C expires. It should be noted, that even with these reserves, the Town will begin cutbacks if come November the Measure V sales tax extension is not passed.

Building Safety and Wastewater Fund – 2030

With a steady flow of development and the continued vacancy of the Building Official/Fire Marshal, the Building Safety and Wastewater Fund will have a positive change in fund balance of about \$115,000 for 2017/18 once all final transactions have been posted. Revenues are above budget about \$88,000. Plan check fees and building permits accounting for about \$70,000 of the increase. Also, with the full implementation of the Fire Prevention Inspector, fire inspections will exceed budget by about \$8,200.

	2013/14 audited	2014/15 audited	2015/16 audited	2016/17 audited	2017/18 estimated actual
Plan check fees	76,949	67,321	78,964	75,250	110,602
Building permits	189,638	243,733	215,313	236,262	299,048

There is expected to be expenditure savings of about \$16,000 in 2017/18. About \$9,000 of that is from the Building Official/Fire Marshal vacancy. At the time of the 2018/19 budget adoption, it was expected that this position would be filled. At present, the

position is still not filled, but being managed by having the former Fire Marshal/Building & Onsite Official work part-time on evenings and weekends. It is recommended that this position be updated in position control and be added back to the salary pay plan. The revised salary pay plan is attached for review. It is likely that this arrangement will continue until the first of the year, so the recommended budget adjustment is a savings of \$17,877 for 2018/19.

Animal Control Services Fund – 2070

There is not expected to be any material changes from budget estimates for the 2017/18 fiscal year for Animal Control Services. The last of the animal control donation funds will be transferred to help balance the fund in the amount of about \$16,000. A little salary savings from the vacant position was offset by overtime costs. With one vacant position the entire year, the Animal Control function cost about \$300,000 with 35% funded by Measure C.

The Town is slowly rebuilding this function to a sustainable level. The final vacant position was recently filled. The 2018/19 budget is about \$362,000 with 47% funding by Measure C. Currently no budget adjustments are recommended.

Gas Tax/Street Maintenance Fund – 2120

The Gas Tax fund will end the 2017/18 fiscal year with about a \$27,000 change to its net position. The fund received about \$55,000 less revenues than expected. About \$41,000 less than expected from grant reimbursements for salaries. There was salary and benefit savings for about \$30,000, and repair and maintenance service savings of about \$25,000 to offset the reduced revenues. The division is depending on SB1, the road repair and accountability act of 2017, to maintain operations and provide some matching funds for future capital improvement projects.

The division currently has one staffing vacancy. Staff will wait to bring forward budget adjustments for the 2018/19 year until that position is filled and a trend for receipts can be determined.

Fiscal Impact:

The Town is most certainly at a crossroad financially. The Town is in a holding pattern until November 2018 to see whether the community will extend the 0.50% sales tax in order to maintain service levels. The SB1 repeal is also on the ballot in November which if approved would affect the Town's ability to maintain roads. In the meantime, the Town will stay its current course and maintain budgets.

Following is the estimated impact to the financial position of the funds with the recommended budget adjustments.

General Fund – 1010	2017/18	2018/19
---------------------	---------	---------

Operating and Capital Budget Update
September 11, 2018

	Estimated Actual	Proposed Budget
Revenues	\$11,713,372	\$11,916,811
Measure C Revenues	1,368,621	1,382,307
Total Revenues	\$13,081,993	\$13,299,118
Expenses	\$11,619,741	\$11,932,029
Measure C Expenses	1,140,958	1,001,939
Total Expenses	\$12,760,699	\$12,933,968
Unassigned – cash flow reserve	\$1,456,882	\$1,481,531
Measure C Service Extension Reserves	\$723,007	\$1,103,375

Building Safety & Wastewater – 2030	2017/18 Estimated Actual	2018/19 Proposed Budget
Revenues	\$1,059,972	\$968,853
Expenses	944,190	1,017,919
Net Change	\$115,782	(\$49,066)
Ending Fund Balance	\$599,022	\$549,956

Animal Control Services - 2070	2017/18 Estimated Actual	2018/19 Proposed Budget
Revenues	\$197,900	\$362,470
Expenses	197,900	362,470
Net Change	\$0	\$0
Ending Fund Balance	\$0	\$0

Gas Tax/Street Maintenance - 2120	2017/18 Estimated Actual	2018/19 Proposed Budget
Revenues	\$1,152,979	\$1,480,319
Expenses	1,126,132	1,235,103
Net Change	\$26,847	\$245,216
Ending Fund Balance	\$117,836	\$363,052

**TOWN OF PARADISE
RESOLUTION NO. 18-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
AMENDING THE SALARY PAY PLAN FOR TOWN OF PARADISE EMPLOYEES FOR THE FISCAL YEAR 2018-2019**

WHEREAS, the Town wishes to revise the salary pay plan; and

WHEREAS, the salary pay plan will incorporate all salary paid within the Town into one salary pay plan.

NOW, THEREFORE be it resolved by the Town Council of the Town of Paradise, that the Town of Paradise salary pay plan attached to this resolution is hereby added to the salary pay plan for the fiscal year 2018-2019.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 11th day of September, 2018, by the following vote:

AYES:

NOES: None

ABSENT: None

NOT VOTING: None

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

TOWN OF PARADISE

SALARY PAY PLAN FY 2018/19 - Amendment 09/11/18

Head Count	Approve FTE's	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
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COMMUNITY DEVELOPMENT (PLANNING, CODE ENFORCEMENT & BUILDING SAFETY & WASTE WATER)

1.00	0.35	PART TIME/HOURLY FIRE MARSHAL/BUILDING & ONSITE SANITARY OFFICIAL							
		HOURLY	28	35.85	37.64	39.52	41.50	43.58	45.76

Town of Paradise
Measure C (0.50% Transaction and Use Tax)
Financial Plan as of September 11, 2018

Description	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Totals
Revenues	1,236,212	1,355,070	1,368,621	1,382,307	1,396,130	1,410,091	8,148,431
2nd Investigation Position	110,238	164,899	112,644	172,070	171,905	171,905	
Police Cadets (3) (2) (1)	55,241	46,410	47,806	27,924	27,924	27,924	
Lieutenant Transition & Training		22,050					
15 Police Cars	13,597	36,404	75,512	100,000	100,000	100,000	
Body Cameras	14,786	5,917	5,917	5,917	5,917		
K9 Program	9,514	10,516	9,284	10,005	10,005	10,005	
Enhanced PD Training	16,101	14,101	13,454	15,000	15,000	15,000	
Roof Replacement		1,712	46,670				
LiveScan Machine	11,670						
PD Siding & Repairs	97,251	54,863					
Patrol Cameras & Cases		3,240					
Men's Locker Room Floor		4,102					
Emergency Electrical/Generator		85,718					
Police Totals	328,398	449,932	311,287	330,916	330,751	324,834	2,076,118
Maintain CAL FIRE Contract	144,401	141,120	243,687	250,000	250,000	250,000	
Fire Engine 81 & 82	98,226	125,793	167,183	167,183	167,183	127,033	
Future Apparatus Funding		50,000					
Electrical Panel & Transfer Switch			102	8,250			
Apparatus Equipment		1,788					
SCBA's	24,931	3,048					
Exhaust Extraction	21,674						
Station 81 Storage Wall		1,411					
Fire Totals	289,232	323,160	410,972	425,433	417,183	377,033	2,243,013

Town of Paradise
Measure C (0.50% Transaction and Use Tax)
Financial Plan as of September 11, 2018

Description	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Totals
Support for 2 AC Officers & Rabies Vaccine	25,079	32,230	29,437				
Rendering Setup and Maintenance			251	13,227			
Officer and Supervisor Training		991	-				
Sanitation Unit/Isolation Units	5,405	6,442					
Raised beds, metal bowls, air conditioner, computer		2,497	889				
Online dog licensing program & setup		10,000	3,840				
Washing Machine Cover & Concrete Repairs		2,200	5,990	6,200			
Support to Maintain Operations			63,075	168,806	160,000	160,000	
Animal Control Totals	30,484	54,360	103,482	188,233	160,000	160,000	696,559
Maxwell Drive SR2S			100,014				
Bille Overlay (Fern to Oliver)			110,402				
Fleet Repair Facility Construction & Lift			104,801	21,357			
Pedestrian Safety Crossing	24,779						
Pearson Road Improvements	200,502						
Almond Street Multi-Modal					388,000		
Ponderosa SR2S				36,000	157,000		
2016 Overlay & Markings		500,913					
Public Works Totals	225,281	500,913	315,217	36,000	545,000	-	1,622,411
Total Expenses	873,395	1,328,365	1,140,958	980,582	1,452,934	861,867	6,638,101
Net Total	362,817	26,705	227,662	401,725	(56,804)	548,224	1,510,330
Designated Reserves							
10% Fixed Reserve			203,711	203,711	203,711	203,710	814,843
Police Car Payments							174,637
Contingency Reserve							520,850
Unassigned							(0)

529,735.28	
<u>5,570.89</u>	Add ons
535,306.17	

(175,750.00)	185000 x 5%
(50,000.00)	

309,556.17



Budget Performance Report

Fiscal Year to Date 08/30/18

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3110.311	Property Tax Current Secured	4,934,804.00	.00	4,934,804.00	.00	.00	.00	4,934,804.00	0	4,716,371.59
3110.312	Property Tax Current Unsecured	246,128.00	.00	246,128.00	.00	.00	.00	246,128.00	0	233,303.59
3110.314	Property Tax Residual	.00	.00	.00	.00	.00	.00	.00	+++	19,544.24
3110.315	Property Tax Prior Secured/Unsecured	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	8,692.31
3110.320	Property Tax General Supplemental	64,214.00	.00	64,214.00	.00	.00	.00	64,214.00	0	69,864.97
3130.325	General Sales and Use Tax Sales and Use Tax	1,930,459.00	.00	1,930,459.00	.00	.00	.00	1,930,459.00	0	1,822,280.97
3167.330	Real Property Transfer Tax Real Property Transfer Tax	90,463.00	.00	90,463.00	13,325.38	.00	13,325.38	77,137.62	15	91,982.78
3182.335	Franchise Taxes Franchise Taxes	1,004,500.00	.00	1,004,500.00	.00	.00	.00	1,004,500.00	0	977,312.10
3185.340	Transient Occupancy Tax Transient Occupancy Tax	226,778.00	.00	226,778.00	.00	.00	.00	226,778.00	0	240,589.49
3210.110	Business Licenses and Permits Business Regulation	13,000.00	.00	13,000.00	174.68	.00	415.19	12,584.81	3	4,727.09
3210.120	Business Licenses and Permits Bingo Regulation	66.00	.00	66.00	.00	.00	.00	66.00	0	41.51
3215.100	DOJ/FBI Fees Fingerprinting/Processing	.00	.00	.00	736.00	.00	785.00	(785.00)	+++	(209.00)
3320.100	Federal Revenue - Other Refunds and Reimbursements	.00	.00	.00	.00	.00	.00	.00	+++	2,749.37
3345.100	State Revenues - Other Refunds & Reimbursements	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
3351.001	Property Tax Homeowners Apportionment	65,294.00	.00	65,294.00	.00	.00	.00	65,294.00	0	65,294.20
3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,416,196.00	.00	2,416,196.00	.00	.00	.00	2,416,196.00	0	2,342,664.04
3410.101	Administrative Services General Administrative Fees	35.00	.00	35.00	.00	.00	.00	35.00	0	16.92
3410.104	Administrative Services Returned Check Processing	100.00	.00	100.00	25.57	.00	51.14	48.86	51	102.28
3410.106	Administrative Services Building Rental	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
3410.107	Administrative Services Electronic Audio Reproduction	.00	.00	.00	.00	.00	.00	.00	+++	18.15
3410.112	Administrative Services Printed Material Production/Sale	200.00	.00	200.00	.00	.00	15.25	184.75	8	134.01
3410.113	Administrative Services Document Copying	200.00	.00	200.00	.00	.00	30.00	170.00	15	398.25
3410.114	Administrative Services Document Certification	150.00	.00	150.00	15.00	.00	45.00	105.00	30	432.58
3410.150	Administrative Services Late Fees	30.00	.00	30.00	.00	.00	.00	30.00	0	48.32
3610.100	Interest Revenue Investments	13,000.00	.00	13,000.00	.00	.00	.00	13,000.00	0	11,240.46
3610.200	Interest Revenue Miscellaneous	10.00	.00	10.00	.00	.00	.00	10.00	0	15.91
3630.200	Rents and Royalties Billboard Rents and Leases	440.00	.00	440.00	.00	.00	.00	440.00	0	441.00
3901.100	Refunds & Reimbursements Miscellaneous	5,000.00	.00	5,000.00	481.50	.00	481.50	4,518.50	10	6,703.77
3902.100	Miscellaneous Revenue General	10,000.00	.00	10,000.00	507.29	.00	607.28	9,392.72	6	12,852.29
3902.110	Miscellaneous Revenue Cash Over and Short	.00	.00	.00	.00	.00	.00	.00	+++	89.33
3910.030	Transfers In From Development Services Fund	213,678.00	.00	213,678.00	.00	.00	.00	213,678.00	0	196,561.70
3910.070	Transfers In From Animal Control	56,437.00	.00	56,437.00	.00	.00	.00	56,437.00	0	49,107.00
3910.110	Transfers In From Local Transportation Fund	4,547.00	.00	4,547.00	.00	.00	.00	4,547.00	0	4,546.00
3910.120	Transfers In From State Gas Tax Fund	196,090.00	.00	196,090.00	.00	.00	.00	196,090.00	0	173,245.00
3910.132	Transfers In From HSIP Grant	.00	.00	.00	.00	.00	.00	.00	+++	8,620.63
3910.133	Transfers In From ATP Grant	.00	.00	.00	.00	.00	.00	.00	+++	6.38



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3910.140	Transfers In From Traffic Safety Fund	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	5,500.00
3910.160	Transfers In From BHS Development Svcs Fund	45,866.00	.00	45,866.00	.00	.00	.00	45,866.00	0	40,025.93
3910.215	Transfers In From Aband Vehicle Abate Fund	16,000.00	.00	16,000.00	.00	.00	.00	16,000.00	0	16,844.47
3910.221	Transfers In From WWAD	.00	.00	.00	.00	.00	.00	.00	+++	6,278.38
3910.650	Transfers In From Successor Agency to RDA NH	8,765.00	.00	8,765.00	.00	.00	.00	8,765.00	0	8,251.00
3910.710	Transfers In Equipment Replacement Fund	.00	.00	.00	.00	.00	.00	.00	+++	6,963.00
Program 0000 - Non Program Activity Totals		\$11,580,600.00	\$0.00	\$11,580,600.00	\$15,265.42	\$0.00	\$15,755.74	\$11,564,844.26	0%	\$11,168,492.01
Department 00 - Non Department Activity Totals		\$11,580,600.00	\$0.00	\$11,580,600.00	\$15,265.42	\$0.00	\$15,755.74	\$11,564,844.26	0%	\$11,168,492.01
Department 25 - Finance										
Program 4420 - Measure C TUT										
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	1,382,307.00	.00	1,382,307.00	.00	.00	.00	1,382,307.00	0	1,360,260.41
Program 4420 - Measure C TUT Totals		\$1,382,307.00	\$0.00	\$1,382,307.00	\$0.00	\$0.00	\$0.00	\$1,382,307.00	0%	\$1,360,260.41
Program 5005 - Rental Properties										
3630.100	Rents and Royalties Commercial Prop Rents & Leases	18,000.00	.00	18,000.00	1,500.00	.00	3,000.00	15,000.00	17	18,001.00
3901.100	Refunds & Reimbursements Miscellaneous	2,100.00	.00	2,100.00	267.05	.00	540.70	1,559.30	26	2,338.97
Program 5005 - Rental Properties Totals		\$20,100.00	\$0.00	\$20,100.00	\$1,767.05	\$0.00	\$3,540.70	\$16,559.30	18%	\$20,339.97
Department 25 - Finance Totals		\$1,402,407.00	\$0.00	\$1,402,407.00	\$1,767.05	\$0.00	\$3,540.70	\$1,398,866.30	0%	\$1,380,600.38
Department 30 - Police										
Program 0000 - Non Program Activity										
3320.100	Federal Revenue - Other Refunds and Reimbursements	2,000.00	.00	2,000.00	.00	.00	949.12	1,050.88	47	.00
3345.004	State Revenues - Other POST Reimbursements	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	1,165.80
3345.100	State Revenues - Other Refunds & Reimbursements	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	274.75
3380.100	Local Government Revenue Fines and Forfeitures	23,000.00	.00	23,000.00	.00	.00	.00	23,000.00	0	26,272.72
3380.112	Local Government Revenue Property Room Proceeds	450.00	.00	450.00	.00	.00	.00	450.00	0	847.76
3410.113	Administrative Services Document Copying	20.00	.00	20.00	.00	.00	.00	20.00	0	2.25
3421.100	Police Vehicle Repossession	250.00	.00	250.00	27.41	.00	54.82	195.18	22	486.97
3421.103	Police Weapons Storage Fee	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
3421.105	Police Cite Sign Off / VIN Verification	950.00	.00	950.00	114.88	.00	319.90	630.10	34	1,219.60
3421.110	Police DUI Accident & Arrest Processing	2,000.00	.00	2,000.00	.00	.00	1,049.73	950.27	52	4,203.01
3421.111	Police Vehicle Impound Fee	1,000.00	.00	1,000.00	321.42	.00	482.13	517.87	48	4,017.75
3421.115	Police Police Report (Copy)	8,000.00	.00	8,000.00	656.26	.00	1,334.86	6,665.14	17	8,635.06
3421.120	Police Fingerprint Processing	6,000.00	.00	6,000.00	426.72	.00	693.42	5,306.58	12	5,836.42
3421.122	Police Visa/Clearance Letter	90.00	.00	90.00	15.74	.00	15.74	74.26	17	95.43
3421.128	Police Statutory Registration	300.00	.00	300.00	.00	.00	31.11	268.89	10	277.08
3421.130	Police Reproduce/Sale of Tapes & Photos	150.00	.00	150.00	.00	.00	18.89	131.11	13	261.43
3421.140	Police Alarm System Registration	3,300.00	.00	3,300.00	373.42	.00	373.42	2,926.58	11	6.64



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Fund 1010 - General Fund										
REVENUE										
Department 30 - Police										
Program 0000 - Non Program Activity										
3421.141	Police False Alarm Response	4,500.00	.00	4,500.00	352.78	.00	352.78	4,147.22	8	7,560.20
3421.180	Police Special Services	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	375.68
3421.185	Police Bicycle License	11.00	.00	11.00	.00	.00	3.93	7.07	36	94.44
3421.187	Police Subpoena Duces Tecum	31.00	.00	31.00	15.00	.00	15.00	16.00	48	45.74
3901.100	Refunds & Reimbursements Miscellaneous	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	1,004.88
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,971.90
3902.100	Miscellaneous Revenue General	100.00	.00	100.00	.00	.00	23.00	77.00	23	31.96
Program 0000 - Non Program Activity Totals		\$66,052.00	\$0.00	\$66,052.00	\$2,303.63	\$0.00	\$5,717.85	\$60,334.15	9%	\$69,427.47
Department 30 - Police Totals		\$66,052.00	\$0.00	\$66,052.00	\$2,303.63	\$0.00	\$5,717.85	\$60,334.15	9%	\$69,427.47
Department 35 - Fire										
Program 0000 - Non Program Activity										
3345.100	State Revenues - Other Refunds & Reimbursements	75,000.00	.00	75,000.00	.00	.00	.00	75,000.00	0	187,836.30
3380.103	Local Government Revenue Fines and Citations Fire	3,000.00	.00	3,000.00	.00	.00	350.00	2,650.00	12	7,325.00
3422.304	Fire Fuel Reduction Burn Permit	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	2,838.67
3422.315	Fire Residential Burning Regulation	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	4,999.93
3422.335	Fire Land Clearing Fire Regulation	76.00	.00	76.00	.00	.00	.00	76.00	0	76.41
3422.339	Fire State Licensed Fire Inspection	.00	.00	.00	.00	.00	.00	.00	+++	93.17
3422.344	Fire Negligent/Reckless Cost Recovery	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
3901.100	Refunds & Reimbursements Miscellaneous	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	.00	.00	+++	.01
Program 0000 - Non Program Activity Totals		\$84,876.00	\$0.00	\$84,876.00	\$0.00	\$0.00	\$350.00	\$84,526.00	0%	\$203,169.49
Department 35 - Fire Totals		\$84,876.00	\$0.00	\$84,876.00	\$0.00	\$0.00	\$350.00	\$84,526.00	0%	\$203,169.49
Department 40 - Community Development										
Program 4720 - CDD Planning										
3380.101	Local Government Revenue Fines and Citations Comm Develop	25,000.00	.00	25,000.00	.00	.00	1,700.00	23,300.00	7	56,415.00
3400.102	CDD Planning Time Extension Review	.00	.00	.00	.00	.00	.00	.00	+++	400.92
3400.104	CDD Planning Tentative Parcel Map	2,075.00	.00	2,075.00	.00	.00	.00	2,075.00	0	1,754.50
3400.109	CDD Planning Street Address Change Review	176.00	.00	176.00	175.66	.00	175.66	.34	100	175.66
3400.111	CDD Planning Landscape Plan	849.00	.00	849.00	.00	.00	.00	849.00	0	848.52
3400.123	CDD Planning Tree Pres/Protect Plan Review	95.00	.00	95.00	.00	.00	94.28	.72	99	.00
3400.130	CDD Planning General Plan Amend and Rezoning	.00	.00	.00	.00	.00	2,906.67	(2,906.67)	+++	2,906.67
3400.138	CDD Planning Development Agreement	.00	.00	.00	.00	.00	1,184.72	(1,184.72)	+++	.00
3400.139	CDD Planning Research on Request	285.00	.00	285.00	.00	.00	.00	285.00	0	266.05
3400.143	CDD Planning EIR Study Review	.00	.00	.00	.00	.00	.00	.00	+++	574.26
3400.170	CDD Planning Use Permit Class A	700.00	.00	700.00	.00	.00	.00	700.00	0	1,414.20
3400.171	CDD Planning Use Permit Class B	1,250.00	.00	1,250.00	.00	.00	1,252.88	(2.88)	100	.00



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Fund 1010 - General Fund										
REVENUE										
Department 40 - Community Development										
Program 4720 - CDD Planning										
3400.173	CDD Planning Temporary Use Permit	140.00	.00	140.00	.00	.00	.00	140.00	0	140.54
3400.174	CDD Planning Administrative Permit	2,500.00	.00	2,500.00	282.84	.00	565.68	1,934.32	23	3,540.34
3400.176	CDD Planning Home Occupation Permit	1,050.00	.00	1,050.00	.00	.00	.00	1,050.00	0	1,271.73
3400.177	CDD Planning Site Plan/Use Permit Mod Class A	375.00	.00	375.00	.00	.00	.00	375.00	0	319.00
3400.178	CDD Planning Site Plan/Use Permit Mod Class B	650.00	.00	650.00	.00	.00	.00	650.00	0	1,303.00
3400.184	CDD Planning Site Plan Review Class A	660.00	.00	660.00	.00	.00	.00	660.00	0	659.96
3400.185	CDD Planning Site Plan Review Class B	.00	.00	.00	.00	.00	.00	.00	+++	1,002.30
3400.186	CDD Planning Site Plan Review Class C	.00	.00	.00	.00	.00	.00	.00	+++	1,553.57
3400.200	CDD Planning Tree Felling Permit	18,000.00	.00	18,000.00	3,288.66	.00	4,209.21	13,790.79	23	19,383.47
3400.307	CDD Planning Design Review Application	1,000.00	.00	1,000.00	87.83	.00	263.49	736.51	26	2,601.00
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	.00	.00	+++	2,500.00
Program 4720 - CDD Planning Totals		\$54,805.00	\$0.00	\$54,805.00	\$3,834.99	\$0.00	\$12,352.59	\$42,452.41	23%	\$99,030.69
Program 4780 - CDD - Waste Management										
3182.335	Franchise Taxes Franchise Taxes	40,445.00	.00	40,445.00	.00	.00	.00	40,445.00	0	40,465.43
3345.200	State Revenues - Other Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	(3,159.00)
3380.104	Local Government Revenue Fines and Citations Waste Mgmt	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,010.00
Program 4780 - CDD - Waste Management Totals		\$42,445.00	\$0.00	\$42,445.00	\$0.00	\$0.00	\$0.00	\$42,445.00	0%	\$38,316.43
Department 40 - Community Development Totals		\$97,250.00	\$0.00	\$97,250.00	\$3,834.99	\$0.00	\$12,352.59	\$84,897.41	13%	\$137,347.12
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
3402.201	PW Engineering Final Parcel Map	879.00	.00	879.00	.00	.00	.00	879.00	0	879.30
3402.220	PW Engineering Land Divisn/Pvt Develop Projects	46,000.00	.00	46,000.00	6,997.02	.00	13,994.04	32,005.96	30	2,784.55
3402.223	PW Engineering Engineering Site Plan	352.00	.00	352.00	.00	.00	.00	352.00	0	351.72
3402.224	PW Engineering Grading Check/Inspection	1,500.00	.00	1,500.00	212.38	.00	508.86	991.14	34	2,631.59
3402.227	PW Engineering Lot Merger Review	700.00	.00	700.00	.00	.00	.00	700.00	0	518.44
3402.228	PW Engineering Lot Line Adjustment	1,500.00	.00	1,500.00	(509.70)	.00	397.57	1,102.43	27	3,629.08
3402.230	PW Engineering Engineer Drain Plan/Calc Review	1,000.00	.00	1,000.00	.00	.00	129.61	870.39	13	777.66
3402.232	PW Engineering Erosion Control Plan Review	500.00	.00	500.00	194.42	.00	194.42	305.58	39	.00
3402.250	PW Engineering Oversized Vehicle Regulation	900.00	.00	900.00	96.00	.00	128.00	772.00	14	1,004.00
3402.270	PW Engineering Encroachment Permit Fees	15,500.00	.00	15,500.00	1,061.92	.00	6,290.79	9,209.21	41	19,450.15
Program 4740 - Public Works - Engineering Totals		\$68,831.00	\$0.00	\$68,831.00	\$8,052.04	\$0.00	\$21,643.29	\$47,187.71	31%	\$32,026.49
Program 4745 - Paradise Community Park										
3470.251	Parks & Recreation Space Rental	2,500.00	.00	2,500.00	330.00	.00	330.00	2,170.00	13	2,920.00
Program 4745 - Paradise Community Park Totals		\$2,500.00	\$0.00	\$2,500.00	\$330.00	\$0.00	\$330.00	\$2,170.00	13%	\$2,920.00
Department 45 - Public Works Totals		\$71,331.00	\$0.00	\$71,331.00	\$8,382.04	\$0.00	\$21,973.29	\$49,357.71	31%	\$34,946.49
REVENUE TOTALS		\$13,302,516.00	\$0.00	\$13,302,516.00	\$31,553.13	\$0.00	\$59,690.17	\$13,242,825.83	0%	\$2.96



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Fund 1010 - General Fund										
EXPENSE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
5225	Bank Fees and Charges	13,500.00	.00	13,500.00	.00	.00	837.60	12,662.40	6	13,855.45
5260	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	201.48
5280.100	Bad Debt Write Off Expense	300.00	.00	300.00	.00	.00	.00	300.00	0	288.46
5501	Debt Service Payment - Principal	523,423.00	.00	523,423.00	.00	.00	.00	523,423.00	0	536,962.90
5502	Debt Service Payment - Interest	496,577.00	.00	496,577.00	.00	.00	.00	496,577.00	0	448,037.10
5502.201	Debt Service Payment - Interest Tax Anticipation Notes	29,167.00	.00	29,167.00	.00	.00	.00	29,167.00	0	28,442.18
5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	7,100.00	.00	7,100.00	.00	.00	.00	7,100.00	0	7,100.00
5910.060	Transfers Out To Cluster Septic System #1	.00	.00	.00	.00	.00	.00	.00	+++	4,338.52
5910.611	Transfers Out GASB 45 Retiree Medical Trust	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	51,394.00
5910.615	Transfers Out Asset Sales Proceeds Fund	.00	.00	.00	.00	.00	.00	.00	+++	242,581.00
5910.855	Transfers Out To Special Projects Donations	.00	.00	.00	.00	.00	.00	.00	+++	561.20
5910.923	Transfers Out To TOP Housing Loan Fund	7,973.00	.00	7,973.00	.00	.00	.00	7,973.00	0	.00
Program 0000 - Non Program Activity Totals		\$1,085,540.00	\$0.00	\$1,085,540.00	\$0.00	\$0.00	\$837.60	\$1,084,702.40	0%	\$1,333,762.29
Department 00 - Non Department Activity Totals		\$1,085,540.00	\$0.00	\$1,085,540.00	\$0.00	\$0.00	\$837.60	\$1,084,702.40	0%	\$1,333,762.29
Department 10 - Legislative										
Program 4000 - Town Council										
5101	Salaries - Permanent	18,000.00	.00	18,000.00	1,470.00	.00	2,940.00	15,060.00	16	17,640.00
5107	Car Allowance/Mileage	5,400.00	.00	5,400.00	450.00	.00	900.00	4,500.00	17	5,400.00
5111	Medicare	339.00	.00	339.00	28.25	.00	56.55	282.45	17	339.30
5112.102	Retirement Contribution Social Security	1,451.00	.00	1,451.00	120.90	.00	241.80	1,209.20	17	1,450.80
5113	Worker's Compensation	231.00	.00	231.00	.00	.00	61.35	169.65	27	222.36
5202.100	Operating Supplies General	25.00	.00	25.00	.00	.00	.00	25.00	0	.00
5219.100	Printing General	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5220.100	Employee Development General	12,625.00	.00	12,625.00	.00	.00	.00	12,625.00	0	12,368.00
5304	Furniture & Equipment	1,850.00	.00	1,850.00	1,649.92	.00	1,649.92	200.08	89	.00
Program 4000 - Town Council Totals		\$40,021.00	\$0.00	\$40,021.00	\$3,719.07	\$0.00	\$5,849.62	\$34,171.38	15%	\$37,420.46
Department 10 - Legislative Totals		\$40,021.00	\$0.00	\$40,021.00	\$3,719.07	\$0.00	\$5,849.62	\$34,171.38	15%	\$37,420.46
Department 15 - Town Clerk										
Program 4100 - Town Clerk										
5101	Salaries - Permanent	121,680.00	.00	121,680.00	9,044.80	.00	15,747.14	105,932.86	13	105,311.38
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	43.92
5106.100	Incentives & Admin Leave Administrative Leave	3,631.00	.00	3,631.00	.00	.00	.00	3,631.00	0	3,323.63
5111	Medicare	1,817.00	.00	1,817.00	123.61	.00	213.35	1,603.65	12	1,480.90
5112.101	Retirement Contribution PERS	29,499.00	.00	29,499.00	780.26	.00	20,137.76	9,361.24	68	25,733.87
5113	Worker's Compensation	1,561.00	.00	1,561.00	.00	.00	414.43	1,146.57	27	1,401.20
5114.101	Health Insurance Medical	17,126.00	.00	17,126.00	1,301.20	.00	2,598.05	14,527.95	15	0.24



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 15 - Town Clerk										
Program 4100 - Town Clerk										
5114.102	Health Insurance Dental	.00	.00	.00	99.90	.00	199.30	(199.30)	+++	1,186.80
5114.103	Health Insurance Vision	.00	.00	.00	10.90	.00	21.75	(21.75)	+++	127.50
5115	Unemployment Compensation	.00	.00	.00	54.57	.00	108.12	(108.12)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,601.00	.00	1,601.00	42.80	.00	85.49	1,515.51	5	487.14
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	95.98	.00	182.76	(182.76)	+++	1,009.30
5119.100	Retiree Costs Medical Insurance	13,160.00	.00	13,160.00	.00	.00	1,076.71	12,083.29	8	13,047.66
5201.100	Office Supplies General	175.00	.00	175.00	.00	.00	5.42	169.58	3	57.16
5202.100	Operating Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	261.38
5204	Subscriptions and Code Books	200.00	.00	200.00	.00	.00	.00	200.00	0	842.54
5210.100	Postage General	150.00	.00	150.00	.00	.00	6.28	143.72	4	118.21
5213.100	Professional/Contract Services General	8,148.00	.00	8,148.00	.00	.00	749.00	7,399.00	9	8,019.56
5214.100	Repair and Maint Service General	3,333.00	.00	3,333.00	41.51	.00	2,776.73	556.27	83	427.35
5218.100	Advertising General	2,075.00	.00	2,075.00	.00	.00	428.75	1,646.25	21	2,025.93
5219.100	Printing General	.00	.00	.00	.00	.00	.00	.00	+++	16.50
5221	Election-County Services	31,000.00	.00	31,000.00	.00	.00	.00	31,000.00	0	.00
Program 4100 - Town Clerk Totals		\$235,156.00	\$0.00	\$235,156.00	\$11,595.53	\$0.00	\$44,751.04	\$190,404.96	19%	\$180,432.17
Department 15 - Town Clerk Totals		\$235,156.00	\$0.00	\$235,156.00	\$11,595.53	\$0.00	\$44,751.04	\$190,404.96	19%	\$180,432.17
Department 20 - Administrative Services										
Program 4200 - Town Manager										
5101	Salaries - Permanent	123,018.00	.00	123,018.00	9,462.92	.00	16,491.43	106,526.57	13	115,670.27
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	706.75
5106.100	Incentives & Admin Leave Administrative Leave	6,025.00	.00	6,025.00	.00	.00	.00	6,025.00	0	5,849.71
5107	Car Allowance/Mileage	1,584.00	.00	1,584.00	132.00	.00	264.00	1,320.00	17	1,583.00
5111	Medicare	270.00	.00	270.00	22.72	.00	40.10	229.90	15	283.43
5112.101	Retirement Contribution PERS	34,778.00	.00	34,778.00	853.66	.00	25,043.24	9,734.76	72	31,465.71
5113	Worker's Compensation	1,578.00	.00	1,578.00	.00	.00	418.95	1,159.05	27	1,448.28
5114.101	Health Insurance Medical	6,449.00	.00	6,449.00	438.06	.00	876.14	5,572.86	14	5,254.59
5114.102	Health Insurance Dental	.00	.00	.00	93.20	.00	186.40	(186.40)	+++	1,118.16
5114.103	Health Insurance Vision	.00	.00	.00	3.36	.00	6.72	(6.72)	+++	39.69
5115	Unemployment Compensation	.00	.00	.00	60.28	.00	119.55	(119.55)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,000.00	.00	1,000.00	28.66	.00	57.32	942.68	6	329.33
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	100.42	.00	199.20	(199.20)	+++	1,128.04
5119.100	Retiree Costs Medical Insurance	36,400.00	.00	36,400.00	.00	.00	2,993.56	33,406.44	8	36,717.61
5201.100	Office Supplies General	20.00	.00	20.00	.00	.00	.00	20.00	0	.00
5202.100	Operating Supplies General	40.00	.00	40.00	.00	.00	.00	40.00	0	.00
5210.100	Postage General	7.00	.00	7.00	.00	.00	.00	7.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4200 - Town Manager										
5213.100	Professional/Contract Services General	3,500.00	.00	3,500.00	.00	.00	3,500.00	.00	100	3,700.00
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	625.70
Program 4200 - Town Manager Totals		\$214,669.00	\$0.00	\$214,669.00	\$11,195.28	\$0.00	\$50,196.61	\$164,472.39	23%	\$205,920.27
Program 4201 - Central Services										
5101	Salaries - Permanent	40,154.00	.00	40,154.00	3,088.81	.00	5,383.45	34,770.55	13	39,049.46
5111	Medicare	582.00	.00	582.00	36.85	.00	62.19	519.81	11	468.94
5112.101	Retirement Contribution PERS	2,895.00	.00	2,895.00	211.34	.00	518.66	2,376.34	18	3,081.02
5113	Worker's Compensation	515.00	.00	515.00	.00	.00	136.78	378.22	27	482.78
5114.101	Health Insurance Medical	11,922.00	.00	11,922.00	867.46	.00	1,734.92	10,187.08	15	10,409.52
5114.102	Health Insurance Dental	.00	.00	.00	99.90	.00	199.56	(199.56)	+++	1,196.00
5114.103	Health Insurance Vision	.00	.00	.00	10.90	.00	21.43	(21.43)	+++	123.83
5115	Unemployment Compensation	.00	.00	.00	16.27	.00	32.25	(32.25)	+++	(659.11)
5116.101	Life and Disability Insurance Life & Disab.	660.00	.00	660.00	13.92	.00	27.84	632.16	4	159.24
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	32.78	.00	65.54	(65.54)	+++	370.54
5202.100	Operating Supplies General	2,840.00	.00	2,840.00	466.82	.00	535.66	2,304.34	19	2,949.92
5203.100	Repairs and Maint Supplies General	2,000.00	.00	2,000.00	.00	.00	5.33	1,994.67	0	2,420.40
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	184.24	(184.24)	+++	.00
5210.100	Postage General	65.00	.00	65.00	.00	.00	.00	65.00	0	40.91
5211.135	Utilities Water and Sewer	890.00	.00	890.00	.00	.00	109.84	780.16	12	904.88
5211.137	Utilities Electric and Gas	36,720.00	.00	36,720.00	.00	.00	3,130.04	33,589.96	9	26,284.92
5212.100	Insurance General	207,040.00	.00	207,040.00	.00	.00	209,543.00	(2,503.00)	101	217,180.00
5213.100	Professional/Contract Services General	39,935.00	.00	39,935.00	.00	.00	13,459.71	26,475.29	34	57,697.62
5214.100	Repair and Maint Service General	14,318.00	.00	14,318.00	.00	.00	.00	14,318.00	0	14,301.25
5215.100	Rents and Leases Miscellaneous	1,593.00	.00	1,593.00	129.31	.00	258.62	1,334.38	16	1,593.25
5218.100	Advertising General	100.00	.00	100.00	.00	.00	.00	100.00	0	248.15
5219.100	Printing General	1,000.00	.00	1,000.00	134.69	.00	134.69	865.31	13	1,282.23
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	114.82
5225	Bank Fees and Charges	.00	.00	.00	.00	.00	.00	.00	+++	1.89
5260	Miscellaneous	33,316.00	.00	33,316.00	.00	.00	34,696.94	(1,380.94)	104	30,341.89
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	20,688.35
5500	Bond Payments - Fiscal Agent	4,250.00	.00	4,250.00	.00	.00	1,698.81	2,551.19	40	4,250.08
Program 4201 - Central Services Totals		\$400,795.00	\$0.00	\$400,795.00	\$5,109.05	\$0.00	\$271,939.50	\$128,855.50	68%	\$434,982.78
Program 4202 - Information Technology										
5101	Salaries - Permanent	99,403.00	.00	99,403.00	7,336.00	.00	12,784.00	86,619.00	13	92,526.01
5106.100	Incentives & Admin Leave Administrative Leave	4,237.00	.00	4,237.00	.00	.00	.00	4,237.00	0	3,916.00
5111	Medicare	1,503.00	.00	1,503.00	114.26	.00	201.14	1,301.86	13	1,381.81



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4202 - Information Technology										
5112.101	Retirement Contribution PERS	31,525.00	.00	31,525.00	690.24	.00	23,383.53	8,141.47	74	20,722.90
5113	Worker's Compensation	1,275.00	.00	1,275.00	.00	.00	338.62	936.38	27	1,145.78
5114.101	Health Insurance Medical	5,205.00	.00	5,205.00	433.74	.00	867.48	4,337.52	17	5,204.88
5115	Unemployment Compensation	.00	.00	.00	50.43	.00	100.18	(100.18)	+++	659.11
5116.101	Life and Disability Insurance Life & Disab.	968.00	.00	968.00	21.40	.00	42.80	925.20	4	243.39
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	77.84	.00	135.70	(135.70)	+++	684.07
5199.199	Other Fund Support IT-Serv from Tech Fee	(92,500.00)	.00	(92,500.00)	.00	.00	.00	(92,500.00)	0	(85,000.00)
5202.100	Operating Supplies General	7,200.00	.00	7,200.00	872.87	.00	1,198.87	6,001.13	17	12,806.16
5203.100	Repairs and Maint Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	8.17
5209.101	Auto Fuel Expense Town Vehicles	800.00	.00	800.00	.00	.00	.00	800.00	0	1,159.69
5209.105	Auto Fuel Expense Employee Personal Vehicle Use	.00	.00	.00	7.73	.00	7.73	(7.73)	+++	.00
5210.100	Postage General	150.00	.00	150.00	.00	.00	.00	150.00	0	31.69
5213.100	Professional/Contract Services General	13,250.00	.00	13,250.00	.00	.00	.00	13,250.00	0	17,330.56
5214.100	Repair and Maint Service General	61,022.00	.00	61,022.00	3,674.82	.00	4,940.50	56,081.50	8	56,935.96
5215.106	Rents and Leases Copiers	4,730.00	.00	4,730.00	383.22	.00	766.44	3,963.56	16	4,729.87
5216.100	Communications General Services	37,730.00	.00	37,730.00	3,045.45	.00	5,843.03	31,886.97	15	37,282.89
5218.100	Advertising General	.00	.00	.00	.00	.00	41.27	(41.27)	+++	191.26
5220.100	Employee Development General	.00	.00	.00	.00	.00	279.95	(279.95)	+++	3,625.00
5225	Bank Fees and Charges	3,750.00	.00	3,750.00	.00	.00	103.69	3,646.31	3	1,769.90
5304	Furniture & Equipment	2,501.00	.00	2,501.00	.00	.00	.00	2,501.00	0	2,633.22
5501	Debt Service Payment - Principal	42,229.00	.00	42,229.00	.00	.00	.00	42,229.00	0	36,631.00
Program 4202 - Information Technology Totals		\$224,978.00	\$0.00	\$224,978.00	\$16,708.00	\$0.00	\$51,034.93	\$173,943.07	23%	\$216,731.32
Program 4203 - HR and Risk Management										
5101	Salaries - Permanent	67,294.00	.00	67,294.00	5,012.64	.00	8,735.77	58,558.23	13	62,149.34
5106.100	Incentives & Admin Leave Administrative Leave	3,216.00	.00	3,216.00	.00	.00	.00	3,216.00	0	1,825.20
5111	Medicare	1,022.00	.00	1,022.00	62.21	.00	105.71	916.29	10	795.77
5112.101	Retirement Contribution PERS	21,342.00	.00	21,342.00	471.64	.00	15,837.89	5,504.11	74	13,958.78
5113	Worker's Compensation	863.00	.00	863.00	.00	.00	229.22	633.78	27	770.22
5114.101	Health Insurance Medical	15,871.00	.00	15,871.00	1,127.70	.00	2,255.40	13,615.60	14	13,532.40
5114.102	Health Insurance Dental	.00	.00	.00	174.34	.00	348.68	(348.68)	+++	2,092.08
5114.103	Health Insurance Vision	.00	.00	.00	15.02	.00	30.04	(30.04)	+++	177.34
5115	Unemployment Compensation	.00	.00	.00	27.46	.00	54.45	(54.45)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	932.00	.00	932.00	21.40	.00	42.80	889.20	5	259.74
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	53.20	.00	106.38	(106.38)	+++	574.85
5119.120	Retiree Costs PERS 1959 Survivor Benefits	3,475.00	.00	3,475.00	.00	.00	.00	3,475.00	0	4,061.20
5202.100	Operating Supplies General	284.00	.00	284.00	.00	.00	.00	284.00	0	0.25



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4203 - HR and Risk Management										
5204	Subscriptions and Code Books	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	4,830.14
5210.100	Postage General	20.00	.00	20.00	.00	.00	.00	20.00	0	15.95
5213.100	Professional/Contract Services General	1,932.00	.00	1,932.00	.00	.00	.00	1,932.00	0	1,468.96
Program 4203 - HR and Risk Management Totals		\$119,751.00	\$0.00	\$119,751.00	\$6,965.61	\$0.00	\$27,746.34	\$92,004.66	23%	\$106,902.22
Program 4300 - Legal Services										
5210.100	Postage General	10.00	.00	10.00	.00	.00	.00	10.00	0	.00
5213.100	Professional/Contract Services General	188,076.00	.00	188,076.00	.00	.00	15,483.00	172,593.00	8	182,312.00
Program 4300 - Legal Services Totals		\$188,086.00	\$0.00	\$188,086.00	\$0.00	\$0.00	\$15,483.00	\$172,603.00	8%	\$182,312.00
Department 20 - Administrative Services Totals		\$1,148,279.00	\$0.00	\$1,148,279.00	\$39,977.94	\$0.00	\$416,400.38	\$731,878.62	36%	\$1,146,848.59
Department 25 - Finance										
Program 4400 - Finance										
5101	Salaries - Permanent	146,411.00	.00	146,411.00	11,091.92	.00	19,229.13	127,181.87	13	134,219.51
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	109.83
5106.100	Incentives & Admin Leave Administrative Leave	5,309.00	.00	5,309.00	.00	.00	.00	5,309.00	0	4,845.00
5106.200	Incentives & Admin Leave Gym Reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	70.20
5107	Car Allowance/Mileage	2,066.00	.00	2,066.00	172.00	.00	343.00	1,723.00	17	2,040.00
5111	Medicare	2,230.00	.00	2,230.00	164.98	.00	287.09	1,942.91	13	2,070.80
5112.101	Retirement Contribution PERS	33,945.00	.00	33,945.00	940.42	.00	22,572.27	11,372.73	66	24,535.65
5113	Worker's Compensation	1,878.00	.00	1,878.00	.00	.00	498.54	1,379.46	27	1,662.60
5114.101	Health Insurance Medical	11,010.00	.00	11,010.00	711.34	.00	1,420.50	9,589.50	13	8,484.02
5114.102	Health Insurance Dental	.00	.00	.00	182.82	.00	364.79	(364.79)	+++	2,173.44
5114.103	Health Insurance Vision	.00	.00	.00	16.90	.00	33.72	(33.72)	+++	197.68
5115	Unemployment Compensation	.00	.00	.00	72.82	.00	143.29	(143.29)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,689.00	.00	1,689.00	44.30	.00	88.44	1,600.56	5	503.06
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	117.70	.00	206.26	(206.26)	+++	1,027.92
5119.100	Retiree Costs Medical Insurance	24,142.00	.00	24,142.00	.00	.00	1,910.13	22,231.87	8	24,721.65
5201.100	Office Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	111.11
5202.100	Operating Supplies General	230.00	.00	230.00	.00	.00	.00	230.00	0	741.09
5210.100	Postage General	1,550.00	.00	1,550.00	.00	.00	133.71	1,416.29	9	1,523.72
5213.100	Professional/Contract Services General	1,075.00	.00	1,075.00	.00	.00	113.61	961.39	11	1,044.12
5218.100	Advertising General	150.00	.00	150.00	.00	.00	41.27	108.73	28	109.30
5219.100	Printing General	950.00	.00	950.00	.00	.00	.00	950.00	0	1,389.47
5220.100	Employee Development General	110.00	.00	110.00	.00	.00	141.70	(31.70)	129	357.01
5304	Furniture & Equipment	2,400.00	.00	2,400.00	.00	.00	.00	2,400.00	0	.00
5501	Debt Service Payment - Principal	53.00	.00	53.00	.00	.00	.00	53.00	0	211.92
Program 4400 - Finance Totals		\$235,248.00	\$0.00	\$235,248.00	\$13,515.20	\$0.00	\$47,527.45	\$187,720.55	20%	\$9.10



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4420 - Measure C TUT										
Cost Center Activity 300 - Police Administration										
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	46,669.72
	Cost Center Activity 300 - Police Administration Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$46,669.72
Cost Center Activity 301 - Police Operations										
5101	Salaries - Permanent	77,334.00	.00	77,334.00	5,665.60	.00	9,872.80	67,461.20	13	44,061.40
5102	Salaries - Temporary	14,823.00	.00	14,823.00	1,006.34	.00	1,006.34	13,816.66	7	38,892.66
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	17.71	(17.71)	+++	8.59
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	.00	.00	.00	.00	+++	71.90
5104	Wages - PS Holiday Pay	4,024.00	.00	4,024.00	309.20	.00	613.92	3,410.08	15	2,324.02
5105	Salaries - Overtime/FLSA	35,000.00	.00	35,000.00	2,347.99	.00	4,632.18	30,367.82	13	17,720.83
5106.101	Incentives & Admin Leave School Incentive	3,136.00	.00	3,136.00	253.70	.00	506.20	2,629.80	16	1,694.12
5106.103	Incentives & Admin Leave Team Pay	.00	.00	.00	283.28	.00	493.64	(493.64)	+++	2,128.10
5106.200	Incentives & Admin Leave Gym Reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	180.00
5109.100	Allowances Uniform Allowance	930.00	.00	930.00	77.50	.00	155.00	775.00	17	503.75
5111	Medicare	1,961.00	.00	1,961.00	133.78	.00	230.02	1,730.98	12	1,590.52
5112.101	Retirement Contribution PERS	16,098.00	.00	16,098.00	1,160.64	.00	2,064.81	14,033.19	13	9,934.81
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	.00	.00	+++	947.59
5113	Worker's Compensation	19,490.00	.00	19,490.00	.00	.00	5,234.20	14,255.80	27	21,519.80
5114.101	Health Insurance Medical	17,994.00	.00	17,994.00	1,310.80	.00	2,621.60	15,372.40	15	11,545.16
5114.102	Health Insurance Dental	.00	.00	.00	168.34	.00	336.68	(336.68)	+++	1,094.21
5114.103	Health Insurance Vision	.00	.00	.00	15.02	.00	30.04	(30.04)	+++	97.63
5115	Unemployment Compensation	.00	.00	.00	59.05	.00	111.10	(111.10)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	968.00	.00	968.00	21.40	.00	42.80	925.20	4	139.10
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	63.12	.00	125.30	(125.30)	+++	397.00
5202.100	Operating Supplies General	3,380.00	.00	3,380.00	.00	117.15	.00	3,262.85	3	3,018.46
5213.100	Professional/Contract Services General	3,638.00	.00	3,638.00	.00	.00	66.00	3,572.00	2	589.42
5220.100	Employee Development General	26,223.00	.00	26,223.00	.00	.00	1,368.81	24,854.19	5	24,727.79
5501	Debt Service Payment - Principal	105,917.00	.00	105,917.00	7,552.25	.00	7,552.25	98,364.75	7	81,429.36
	Cost Center Activity 301 - Police Operations Totals	\$330,916.00	\$0.00	\$330,916.00	\$20,428.01	\$117.15	\$37,081.40	\$293,717.45	11%	\$264,616.22
Cost Center Activity 303 - Animal Control										
5101	Salaries - Permanent	.00	.00	.00	.00	.00	.00	.00	+++	13,854.88
5104	Wages - PS Holiday Pay	.00	.00	.00	.00	.00	.00	.00	+++	1,012.17
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	680.65
5109.100	Allowances Uniform Allowance	.00	.00	.00	.00	.00	.00	.00	+++	327.79
5111	Medicare	.00	.00	.00	.00	.00	.00	.00	+++	217.89
5112.101	Retirement Contribution PERS	.00	.00	.00	.00	.00	.00	.00	+++	1.16



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4420 - Measure C TUT										
Cost Center Activity 303 - Animal Control										
5113	Worker's Compensation	.00	.00	.00	.00	.00	.00	.00	+++	6,125.62
5114.101	Health Insurance Medical	.00	.00	.00	.00	.00	.00	.00	+++	2,602.40
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	.00	.00	+++	255.92
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	.00	.00	+++	26.04
5116.101	Life and Disability Insurance Life & Disab.	.00	.00	.00	.00	.00	.00	.00	+++	103.29
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	.00	.00	+++	113.78
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	895.52
5199.130	Other Payroll Expenses Interfund Payroll Transfers	.00	.00	.00	.00	.00	.00	.00	+++	63,075.00
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	2,250.00
5214.100	Repair and Maint Service General	.00	.00	.00	.00	.00	.00	.00	+++	4,090.52
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	5,990.46
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	888.93
5910.070	Transfers Out To Animal Control Fund	168,806.00	.00	168,806.00	.00	.00	.00	168,806.00	0	.00
Cost Center Activity 303 - Animal Control Totals		\$168,806.00	\$0.00	\$168,806.00	\$0.00	\$0.00	\$0.00	\$168,806.00	0%	\$103,482.02
Cost Center Activity 325 - Fire Administration										
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	102.18
Cost Center Activity 325 - Fire Administration Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$102.18
Cost Center Activity 326 - Fire Suppression										
5213.100	Professional/Contract Services General	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	243,389.12
5501	Debt Service Payment - Principal	167,183.00	.00	167,183.00	.00	.00	20,137.76	147,045.24	12	167,182.76
Cost Center Activity 326 - Fire Suppression Totals		\$417,183.00	\$0.00	\$417,183.00	\$0.00	\$0.00	\$20,137.76	\$397,045.24	5%	\$410,571.88
Cost Center Activity 345 - Public Works Fleet										
5303	Improvements	.00	.00	.00	.00	.00	3,893.63	(3,893.63)	+++	104,800.51
Cost Center Activity 345 - Public Works Fleet Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,893.63	(\$3,893.63)	+++	\$104,800.51
Cost Center Activity 350 - Public Works Streets										
5910.100	Transfers Out To Capital Projects	36,000.00	.00	36,000.00	.00	.00	.00	36,000.00	0	210,416.46
Cost Center Activity 350 - Public Works Streets Totals		\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$0.00	\$0.00	\$36,000.00	0%	\$210,416.46
Program 4420 - Measure C TUT Totals		\$952,905.00	\$0.00	\$952,905.00	\$20,428.01	\$117.15	\$61,112.79	\$891,675.06	6%	\$1,140,658.99
Program 5005 - Rental Properties										
5203.100	Repairs and Maint Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	13.05
5211.175	Utilities Rental Properties	2,600.00	.00	2,600.00	.00	.00	358.68	2,241.32	14	2,705.43
5214.100	Repair and Maint Service General	480.00	.00	480.00	40.00	.00	80.00	400.00	17	480.00
5501	Debt Service Payment - Principal	15,769.00	.00	15,769.00	1,433.48	.00	2,866.96	12,902.04	18	17,201.76
Program 5005 - Rental Properties Totals		\$18,849.00	\$0.00	\$18,849.00	\$1,473.48	\$0.00	\$3,305.64	\$15,543.36	18%	\$20,400.24
Department 25 - Finance Totals		\$1,207,002.00	\$0.00	\$1,207,002.00	\$35,416.69	\$117.15	\$111,945.88	\$1,094,938.97	9%	\$838,338.33



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Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4510 - Police Administration										
5101	Salaries - Permanent	323,524.00	.00	323,524.00	18,559.78	.00	32,343.19	291,180.81	10	307,050.85
5103.102	Differential Pay Out of Class	.00	.00	.00	353.28	.00	615.64	(615.64)	+++	1,648.31
5104	Wages - PS Holiday Pay	14,556.00	.00	14,556.00	741.84	.00	1,472.76	13,083.24	10	13,748.22
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	496.28
5106.100	Incentives & Admin Leave Administrative Leave	16,796.00	.00	16,796.00	855.88	.00	1,699.17	15,096.83	10	15,058.92
5106.101	Incentives & Admin Leave School Incentive	18,355.00	.00	18,355.00	1,045.44	.00	2,085.20	16,269.80	11	16,915.64
5106.200	Incentives & Admin Leave Gym Reimbursement	240.00	.00	240.00	.00	.00	90.00	150.00	38	540.00
5109.100	Allowances Uniform Allowance	2,790.00	.00	2,790.00	155.00	.00	310.00	2,480.00	11	2,480.00
5111	Medicare	5,456.00	.00	5,456.00	313.57	.00	557.45	4,898.55	10	5,277.98
5112.101	Retirement Contribution PERS	214,569.00	.00	214,569.00	3,723.74	.00	155,218.50	59,350.50	72	202,973.23
5113	Worker's Compensation	48,876.00	.00	48,876.00	.00	.00	12,980.96	35,895.04	27	44,837.44
5114.101	Health Insurance Medical	37,412.00	.00	37,412.00	1,995.18	.00	3,990.35	33,421.65	11	32,963.66
5114.102	Health Insurance Dental	.00	.00	.00	336.68	.00	673.36	(673.36)	+++	5,218.54
5114.103	Health Insurance Vision	.00	.00	.00	30.04	.00	60.08	(60.08)	+++	456.92
5115	Unemployment Compensation	500.00	.00	500.00	138.39	.00	275.40	224.60	55	.00
5116.101	Life and Disability Insurance Life & Disab.	3,532.00	.00	3,532.00	64.20	.00	128.40	3,403.60	4	941.10
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	193.18	.00	348.19	(348.19)	+++	2,213.73
5119.100	Retiree Costs Medical Insurance	59,119.00	.00	59,119.00	842.31	.00	6,797.48	52,321.52	11	56,979.29
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	12,908.44
5201.100	Office Supplies General	2,000.00	.00	2,000.00	.00	.00	143.41	1,856.59	7	1,614.60
5202.100	Operating Supplies General	7,654.00	.00	7,654.00	.00	.00	439.37	7,214.63	6	8,284.99
5203.100	Repairs and Maint Supplies General	3,000.00	.00	3,000.00	.00	.00	122.39	2,877.61	4	2,304.87
5204	Subscriptions and Code Books	100.00	.00	100.00	.00	.00	.00	100.00	0	197.60
5209.101	Auto Fuel Expense Town Vehicles	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5210.100	Postage General	2,000.00	.00	2,000.00	.00	69.66	12.85	1,917.49	4	2,420.82
5211.135	Utilities Water and Sewer	1,010.00	.00	1,010.00	.00	.00	.00	1,010.00	0	1,110.65
5211.137	Utilities Electric and Gas	25,500.00	.00	25,500.00	.00	.00	3,387.92	22,112.08	13	23,993.91
5211.139	Utilities Propane	300.00	.00	300.00	.00	.00	.00	300.00	0	134.71
5213.100	Professional/Contract Services General	27,522.00	.00	27,522.00	(18.00)	.00	12,617.94	14,904.06	46	29,397.56
5214.100	Repair and Maint Service General	27,887.00	.00	27,887.00	86.42	.00	2,783.65	25,103.35	10	27,759.28
5215.100	Rents and Leases Miscellaneous	566.00	.00	566.00	.00	.00	141.00	425.00	25	565.00
5215.106	Rents and Leases Copiers	4,020.00	.00	4,020.00	334.93	.00	669.86	3,350.14	17	4,133.86
5216.100	Communications General Services	7,600.00	.00	7,600.00	.00	.00	581.90	7,018.10	8	7,471.92
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	4,639.70
5219.100	Printing General	400.00	.00	400.00	.00	.00	.00	400.00	0	490.64
5220.100	Employee Development General	4,150.00	.00	4,150.00	.00	.00	625.00	3,525.00	15	1.44



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Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4510 - Police Administration										
5223.105	Meals and Refreshments Emergencies and Meetings	400.00	.00	400.00	.00	60.00	.00	340.00	15	707.66
5225	Bank Fees and Charges	552.00	.00	552.00	.00	.00	43.74	508.26	8	520.40
5260	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	77.04
5303	Improvements	4,946.00	.00	4,946.00	.00	.00	.00	4,946.00	0	37,506.15
5304	Furniture & Equipment	925.00	.00	925.00	825.24	.00	825.24	99.76	89	2,698.78
5501	Debt Service Payment - Principal	7,034.00	.00	7,034.00	.00	.00	.00	7,034.00	0	423.76
Program 4510 - Police Administration Totals		\$873,391.00	\$0.00	\$873,391.00	\$30,577.10	\$129.66	\$242,040.40	\$631,220.94	28%	\$881,603.89
Program 4520 - Police Operations										
5101	Salaries - Permanent	1,186,923.00	.00	1,186,923.00	86,678.47	.00	154,072.24	1,032,850.76	13	1,007,222.67
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	29,137.24
5103.102	Differential Pay Out of Class	.00	.00	.00	382.28	.00	755.16	(755.16)	+++	5,076.29
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	2,974.91	.00	5,231.21	(5,231.21)	+++	33,868.82
5103.108	Differential Pay Canine Maintenance	.00	.00	.00	615.80	.00	1,088.71	(1,088.71)	+++	7,599.35
5104	Wages - PS Holiday Pay	56,383.00	.00	56,383.00	4,410.14	.00	8,710.26	47,672.74	15	50,951.55
5105	Salaries - Overtime/FLSA	180,800.00	.00	180,800.00	20,793.98	.00	34,269.34	146,530.66	19	229,563.49
5106.101	Incentives & Admin Leave School Incentive	39,244.00	.00	39,244.00	4,227.92	.00	7,495.23	31,748.77	19	36,781.56
5106.103	Incentives & Admin Leave Team Pay	.00	.00	.00	480.64	.00	837.56	(837.56)	+++	6,178.32
5106.200	Incentives & Admin Leave Gym Reimbursement	180.00	.00	180.00	.00	.00	.00	180.00	0	.00
5109.100	Allowances Uniform Allowance	17,422.00	.00	17,422.00	1,451.84	.00	2,903.68	14,518.32	17	18,529.30
5111	Medicare	21,517.00	.00	21,517.00	1,671.77	.00	2,927.85	18,589.15	14	19,524.16
5112.101	Retirement Contribution PERS	765,598.00	.00	765,598.00	15,649.01	.00	592,083.22	173,514.78	77	589,483.05
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	.00	.00	+++	1,091.49
5113	Worker's Compensation	149,702.00	.00	149,702.00	.00	.00	39,706.30	109,995.70	27	157,148.84
5114.101	Health Insurance Medical	255,606.00	.00	255,606.00	18,470.62	.00	37,676.86	217,929.14	15	212,793.72
5114.102	Health Insurance Dental	.00	.00	.00	2,423.30	.00	4,846.60	(4,846.60)	+++	28,627.41
5114.103	Health Insurance Vision	.00	.00	.00	213.22	.00	426.44	(426.44)	+++	2,469.84
5115	Unemployment Compensation	500.00	.00	500.00	737.84	.00	1,437.06	(937.06)	287	682.00
5116.101	Life and Disability Insurance Life & Disab.	15,939.00	.00	15,939.00	406.60	.00	813.20	15,125.80	5	4,343.50
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	924.82	.00	1,857.34	(1,857.34)	+++	10,034.88
5119.100	Retiree Costs Medical Insurance	168,451.00	.00	168,451.00	.00	.00	13,498.85	154,952.15	8	165,836.49
5122	Accrual Bank Payoff	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(146,660.00)	.00	(146,660.00)	.00	.00	.00	(146,660.00)	0	(147,176.27)
5202.100	Operating Supplies General	19,378.00	.00	19,378.00	(71.11)	.00	273.58	19,104.42	1	31,229.13
5204	Subscriptions and Code Books	450.00	.00	450.00	.00	.00	.00	450.00	0	420.23
5209.101	Auto Fuel Expense Town Vehicles	45,000.00	.00	45,000.00	.00	.00	3,888.46	41,111.54	9	54,768.52
5213.100	Professional/Contract Services General	6,600.00	.00	6,600.00	.00	1,500.00	440.00	4,660.00	29	99.94



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4520 - Police Operations										
5214.100	Repair and Maint Service General	4,450.00	.00	4,450.00	.00	.00	.00	4,450.00	0	2,533.68
5216.100	Communications General Services	5,207.00	.00	5,207.00	.00	.00	989.02	4,217.98	19	5,005.11
5218.100	Advertising General	300.00	.00	300.00	.00	.00	160.42	139.58	53	194.79
5220.100	Employee Development General	27,319.00	.00	27,319.00	.00	.00	.00	27,319.00	0	14,969.18
5220.110	Employee Development Education Reimb MOU Program	550.00	.00	550.00	.00	.00	.00	550.00	0	.00
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	.00	.00	+++	45.00
5260	Miscellaneous	.00	.00	.00	(26.98)	.00	(.01)	.01	+++	.00
5304	Furniture & Equipment	1,017.00	.00	1,017.00	825.25	.00	825.25	191.75	81	15,151.87
5501	Debt Service Payment - Principal	1.00	.00	1.00	.00	.00	.00	1.00	0	.00
Program 4520 - Police Operations Totals		\$2,824,877.00	\$0.00	\$2,824,877.00	\$163,240.32	\$1,500.00	\$917,213.83	\$1,906,163.17	33%	\$2,613,395.15
Program 4530 - Public Safety Communications										
5101	Salaries - Permanent	399,967.00	.00	399,967.00	26,389.68	.00	46,190.04	353,776.96	12	303,887.37
5102	Salaries - Temporary	41,756.00	.00	41,756.00	2,799.17	.00	5,076.59	36,679.41	12	40,411.92
5103.102	Differential Pay Out of Class	.00	.00	.00	207.90	.00	375.71	(375.71)	+++	300.75
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	873.41	.00	1,507.85	(1,507.85)	+++	10,297.78
5104	Wages - PS Holiday Pay	18,408.00	.00	18,408.00	1,276.00	.00	2,532.20	15,875.80	14	14,192.06
5105	Salaries - Overtime/FLSA	46,633.00	.00	46,633.00	6,485.18	.00	11,958.75	34,674.25	26	56,394.15
5106.101	Incentives & Admin Leave School Incentive	14,826.00	.00	14,826.00	1,149.62	.00	2,296.73	12,529.27	15	13,190.82
5106.200	Incentives & Admin Leave Gym Reimbursement	225.00	.00	225.00	.00	.00	90.00	135.00	40	360.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	.00	.00	.00	.00	.00	.00	.00	+++	600.00
5109.100	Allowances Uniform Allowance	6,138.00	.00	6,138.00	454.72	(75.75)	985.19	5,228.56	15	5,874.75
5111	Medicare	7,742.00	.00	7,742.00	541.14	.00	961.47	6,780.53	12	6,159.81
5112.101	Retirement Contribution PERS	72,018.00	.00	72,018.00	2,374.54	.00	41,478.71	30,539.29	58	54,233.43
5113	Worker's Compensation	31,331.00	.00	31,331.00	.00	.00	8,322.74	23,008.26	27	28,862.34
5114.101	Health Insurance Medical	90,529.00	.00	90,529.00	7,018.14	.00	14,036.29	76,492.71	16	72,748.89
5114.102	Health Insurance Dental	.00	.00	.00	865.14	.00	1,730.28	(1,730.28)	+++	8,825.08
5114.103	Health Insurance Vision	.00	.00	.00	72.04	.00	144.08	(144.08)	+++	716.00
5115	Unemployment Compensation	500.00	.00	500.00	238.83	.00	473.30	26.70	95	.00
5116.101	Life and Disability Insurance Life & Disab.	6,180.00	.00	6,180.00	156.22	.00	312.44	5,867.56	5	1,670.54
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	280.02	.00	578.45	(578.45)	+++	3,142.82
5119.100	Retiree Costs Medical Insurance	55,995.00	.00	55,995.00	.00	.00	5,320.99	50,674.01	10	57,627.19
5122	Accrual Bank Payoff	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	3,296.40
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(70,110.00)	.00	(70,110.00)	.00	.00	.00	(70,110.00)	0	(50,000.00)
5202.100	Operating Supplies General	2,100.00	.00	2,100.00	.00	.00	.00	2,100.00	0	747.67
5204	Subscriptions and Code Books	149.00	.00	149.00	.00	.00	.00	149.00	0	9.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4530 - Public Safety Communications										
5213.100	Professional/Contract Services General	2,957.00	.00	2,957.00	.00	.00	80.26	2,876.74	3	3,860.59
5214.100	Repair and Maint Service General	38,652.00	.00	38,652.00	.00	.00	.00	38,652.00	0	35,668.00
5216.100	Communications General Services	20,000.00	.00	20,000.00	1,728.51	.00	3,354.43	16,645.57	17	19,701.29
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	180.54
5220.100	Employee Development General	4,676.00	.00	4,676.00	.00	.00	75.00	4,601.00	2	1,719.78
5220.110	Employee Development Education Reimb MOU Program	.00	.00	.00	.00	.00	.00	.00	+++	550.00
5304	Furniture & Equipment	1,017.00	.00	1,017.00	825.25	.00	825.25	191.75	81	673.96
5501	Debt Service Payment - Principal	439.00	.00	439.00	.00	.00	.00	439.00	0	1,755.48
Program 4530 - Public Safety Communications Totals		\$798,128.00	\$0.00	\$798,128.00	\$53,735.51	(\$75.75)	\$148,706.75	\$649,497.00	19%	\$697,798.41
Program 4550 - Fleet Management										
5101	Salaries - Permanent	64,459.00	.00	64,459.00	4,958.40	.00	8,570.28	55,888.72	13	59,513.23
5105	Salaries - Overtime/FLSA	1,200.00	.00	1,200.00	92.97	.00	92.97	1,107.03	8	880.99
5109.100	Allowances Uniform Allowance	500.00	.00	500.00	41.66	.00	83.32	416.68	17	499.92
5109.101	Allowances Boot Allowance	500.00	.00	500.00	.00	.00	500.00	.00	100	500.00
5109.102	Allowances Tool Allowance	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	1,000.00
5111	Medicare	981.00	.00	981.00	66.99	.00	134.86	846.14	14	819.55
5112.101	Retirement Contribution PERS	5,363.00	.00	5,363.00	378.52	.00	948.23	4,414.77	18	6,404.29
5113	Worker's Compensation	4,498.00	.00	4,498.00	.00	.00	1,194.62	3,303.38	27	3,612.68
5114.101	Health Insurance Medical	11,922.00	.00	11,922.00	867.46	.00	1,734.92	10,187.08	15	10,409.59
5114.102	Health Insurance Dental	.00	.00	.00	111.56	.00	223.12	(223.12)	+++	1,338.72
5114.103	Health Insurance Vision	.00	.00	.00	5.10	.00	10.20	(10.20)	+++	60.20
5115	Unemployment Compensation	.00	.00	.00	29.56	.00	66.85	(66.85)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	904.00	.00	904.00	21.40	.00	42.80	861.20	5	244.80
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	52.62	.00	105.24	(105.24)	+++	574.88
5119.100	Retiree Costs Medical Insurance	8,104.00	.00	8,104.00	.00	.00	663.04	7,440.96	8	7,898.70
5202.100	Operating Supplies General	2,000.00	.00	2,000.00	161.76	.00	658.69	1,341.31	33	1,634.24
5203.100	Repairs and Maint Supplies General	80,150.00	.00	80,150.00	2,740.24	.00	16,889.07	63,260.93	21	82,379.26
5203.300	Repairs and Maint Supplies Accident and Negligence	15,000.00	.00	15,000.00	240.32	.00	240.32	14,759.68	2	13,018.26
5204	Subscriptions and Code Books	2,080.00	.00	2,080.00	.00	.00	1,500.00	580.00	72	2,175.92
5209.101	Auto Fuel Expense Town Vehicles	700.00	.00	700.00	.00	.00	63.98	636.02	9	801.66
5210.100	Postage General	20.00	.00	20.00	.00	.00	.00	20.00	0	364.82
5213.100	Professional/Contract Services General	3,671.00	.00	3,671.00	120.00	.00	320.00	3,351.00	9	5,638.11
5214.100	Repair and Maint Service General	24,300.00	.00	24,300.00	856.26	.00	7,037.61	17,262.39	29	31,432.95
5214.300	Repair and Maint Service Accident and Negligence	5,000.00	.00	5,000.00	44.25	.00	44.25	4,955.75	1	5,634.70
5216.100	Communications General Services	900.00	.00	900.00	75.00	.00	150.00	750.00	17	900.00
5220.100	Employee Development General	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	0.02



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4550 - Fleet Management										
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	200.00	.00	200.00	.00	.00	.00	200.00	0	135.00
5910.611	Transfers Out GASB 45 Retiree Medical Trust	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	10,000.00
Program 4550 - Fleet Management Totals		\$245,952.00	\$0.00	\$245,952.00	\$10,864.07	\$0.00	\$42,274.37	\$203,677.63	17%	\$249,912.49
Department 30 - Police Totals		\$4,742,348.00	\$0.00	\$4,742,348.00	\$258,417.00	\$1,553.91	\$1,350,235.35	\$3,390,558.74	29%	\$4,442,709.94
Department 35 - Fire										
Program 0000 - Non Program Activity										
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	626.02
Program 0000 - Non Program Activity Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$626.02
Program 4610 - Fire - Administrative										
5101	Salaries - Permanent	36,634.00	.00	36,634.00	2,899.83	.00	5,053.67	31,580.33	14	37,189.54
5103.101	Differential Pay On Call	.00	.00	.00	.00	.00	.00	.00	+++	122.99
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	39.62	(39.62)	+++	.00
5106.200	Incentives & Admin Leave Gym Reimbursement	120.00	.00	120.00	.00	.00	.00	120.00	0	149.70
5109.100	Allowances Uniform Allowance	390.00	.00	390.00	18.94	.00	37.88	352.12	10	227.19
5109.101	Allowances Boot Allowance	.00	.00	.00	.00	.00	166.65	(166.65)	+++	165.00
5111	Medicare	537.00	.00	537.00	48.55	.00	89.36	447.64	17	633.88
5112.101	Retirement Contribution PERS	2,716.00	.00	2,716.00	198.40	.00	481.94	2,234.06	18	5,326.11
5113	Worker's Compensation	1,345.00	.00	1,345.00	.00	.00	357.22	987.78	27	1,122.78
5114.101	Health Insurance Medical	5,240.00	.00	5,240.00	404.80	.00	809.60	4,430.40	15	5,117.14
5115	Unemployment Compensation	.00	.00	.00	21.44	.00	43.95	(43.95)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	607.00	.00	607.00	19.98	.00	39.96	567.04	7	228.40
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	30.74	.00	61.32	(61.32)	+++	348.49
5119.100	Retiree Costs Medical Insurance	55,312.00	.00	55,312.00	.00	.00	4,756.00	50,556.00	9	60,813.54
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	413.54
5201.100	Office Supplies General	400.00	.00	400.00	6.01	.00	6.01	393.99	2	257.79
5202.100	Operating Supplies General	5,450.00	.00	5,450.00	117.96	.00	196.14	5,253.86	4	3,663.75
5203.100	Repairs and Maint Supplies General	5,500.00	.00	5,500.00	112.15	.00	1,381.47	4,118.53	25	5,883.85
5209.101	Auto Fuel Expense Town Vehicles	700.00	.00	700.00	.00	.00	59.18	640.82	8	726.43
5210.100	Postage General	200.00	.00	200.00	50.40	.00	84.71	115.29	42	358.87
5211.135	Utilities Water and Sewer	2,610.00	.00	2,610.00	.00	.00	256.13	2,353.87	10	2,648.50
5211.137	Utilities Electric and Gas	25,000.00	.00	25,000.00	91.43	.00	3,140.04	21,859.96	13	24,195.54
5211.139	Utilities Propane	600.00	.00	600.00	.00	.00	25.83	574.17	4	412.86
5213.100	Professional/Contract Services General	4,866.00	.00	4,866.00	.00	.00	.00	4,866.00	0	4,671.58
5214.100	Repair and Maint Service General	5,735.00	.00	5,735.00	847.20	.00	3,767.42	1,967.58	66	8,654.18
5215.106	Rents and Leases Copiers	2,260.00	.00	2,260.00	188.32	.00	376.64	1,883.36	17	2,324.33
5216.100	Communications General Services	10,767.00	.00	10,767.00	752.96	.00	1,615.32	9,151.68	15	11,169.16



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 35 - Fire										
Program 4610 - Fire - Administrative										
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	27.30
5219.100	Printing General	.00	.00	.00	.00	.00	.00	.00	+++	61.42
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	5.00	(5.00)	+++	.00
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	8,374.92
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	223.03
5501	Debt Service Payment - Principal	2,364.00	.00	2,364.00	.00	.00	.00	2,364.00	0	3,240.46
Program 4610 - Fire - Administrative Totals		\$169,353.00	\$0.00	\$169,353.00	\$5,809.11	\$0.00	\$22,851.06	\$146,501.94	13%	\$188,264.80
Program 4615 - Fire - EOC										
5202.100	Operating Supplies General	150.00	.00	150.00	.00	89.26	.00	60.74	60	.00
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	145.68	.00	(145.68)	+++	.00
5214.100	Repair and Maint Service General	4,760.00	.00	4,760.00	4,760.00	.00	4,760.00	.00	100	4,760.00
5216.100	Communications General Services	5,588.00	.00	5,588.00	455.44	.00	910.18	4,677.82	16	5,527.37
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	116.31	.00	(116.31)	+++	176.62
Program 4615 - Fire - EOC Totals		\$10,498.00	\$0.00	\$10,498.00	\$5,215.44	\$351.25	\$5,670.18	\$4,476.57	57%	\$10,463.99
Program 4620 - Fire - Prevention										
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	18.00
Program 4620 - Fire - Prevention Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$18.00
Program 4630 - Fire - Suppression										
5112.101	Retirement Contribution PERS	174,276.00	.00	174,276.00	.00	.00	174,276.00	.00	100	186,531.04
5119.100	Retiree Costs Medical Insurance	192,089.00	.00	192,089.00	.00	.00	15,990.46	176,098.54	8	193,212.18
5202.100	Operating Supplies General	12,300.00	.00	12,300.00	217.49	.00	3,438.86	8,861.14	28	11,781.85
5203.100	Repairs and Maint Supplies General	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	3,262.60
5209.101	Auto Fuel Expense Town Vehicles	18,000.00	.00	18,000.00	72.73	.00	1,359.98	16,640.02	8	19,557.15
5213.100	Professional/Contract Services General	3,424,279.00	.00	3,424,279.00	.00	.00	.00	3,424,279.00	0	3,228,975.80
5214.100	Repair and Maint Service General	14,030.00	.00	14,030.00	.00	.00	.00	14,030.00	0	8,638.39
5220.100	Employee Development General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	357.71
5223.105	Meals and Refreshments Emergencies and Meetings	25.00	.00	25.00	.00	.00	.00	25.00	0	21.80
5269.135	Emergency Incident Costs Fire Related	400.00	.00	400.00	.00	.00	.00	400.00	0	389.38
5304	Furniture & Equipment	24,852.00	.00	24,852.00	.00	.00	.00	24,852.00	0	28,778.23
5501	Debt Service Payment - Principal	68,738.00	.00	68,738.00	.00	.00	68,737.70	.30	100	68,737.70
Program 4630 - Fire - Suppression Totals		\$3,933,989.00	\$0.00	\$3,933,989.00	\$290.22	\$0.00	\$263,803.00	\$3,670,186.00	7%	\$3,750,243.83
Program 4640 - Fire - Volunteer Program										
5118	Volunteer Benefits	7,928.00	.00	7,928.00	.00	.00	783.47	7,144.53	10	3,493.36
5202.100	Operating Supplies General	800.00	.00	800.00	.00	.00	.00	800.00	0	172.18
5213.100	Professional/Contract Services General	3,800.00	.00	3,800.00	.00	.00	.00	3,800.00	0	3,973.81
Program 4640 - Fire - Volunteer Program Totals		\$12,528.00	\$0.00	\$12,528.00	\$0.00	\$0.00	\$783.47	\$11,744.53	6%	\$9.35



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 35 - Fire Totals		\$4,126,368.00	\$0.00	\$4,126,368.00	\$11,314.77	\$351.25	\$293,107.71	\$3,832,909.04	7%	\$3,957,255.99
Department 40 - Community Development										
Program 4720 - CDD Planning										
5101	Salaries - Permanent	84,547.00	.00	84,547.00	6,473.40	.00	11,281.44	73,265.56	13	81,441.61
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	25.46
5106.100	Incentives & Admin Leave Administrative Leave	1,883.00	.00	1,883.00	.00	.00	.00	1,883.00	0	1,726.82
5106.200	Incentives & Admin Leave Gym Reimbursement	25.00	.00	25.00	.00	.00	.00	25.00	0	.00
5107	Car Allowance/Mileage	552.00	.00	552.00	46.00	.00	92.00	460.00	17	552.00
5109.101	Allowances Boot Allowance	450.00	.00	450.00	.00	.00	450.00	.00	100	450.00
5111	Medicare	1,268.00	.00	1,268.00	84.99	.00	152.33	1,115.67	12	1,101.36
5112.101	Retirement Contribution PERS	16,465.00	.00	16,465.00	511.76	.00	17,164.87	(699.87)	104	20,444.09
5113	Worker's Compensation	3,849.00	.00	3,849.00	.00	.00	1,022.25	2,826.75	27	3,232.08
5114.101	Health Insurance Medical	15,303.00	.00	15,303.00	1,100.81	.00	2,201.64	13,101.36	14	13,513.44
5114.102	Health Insurance Dental	.00	.00	.00	153.10	.00	306.20	(306.20)	+++	1,837.20
5114.103	Health Insurance Vision	.00	.00	.00	12.46	.00	24.92	(24.92)	+++	147.12
5115	Unemployment Compensation	.00	.00	.00	37.51	.00	77.29	(77.29)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,114.00	.00	1,114.00	29.64	.00	59.28	1,054.72	5	339.08
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	68.66	.00	107.64	(107.64)	+++	450.96
5119.100	Retiree Costs Medical Insurance	15,127.00	.00	15,127.00	.00	.00	1,253.30	13,873.70	8	15,095.73
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	409.98
5201.100	Office Supplies General	150.00	.00	150.00	.00	.00	8.14	141.86	5	138.08
5202.100	Operating Supplies General	200.00	.00	200.00	.00	.00	7.59	192.41	4	197.88
5209.101	Auto Fuel Expense Town Vehicles	1,000.00	.00	1,000.00	.00	.00	39.51	960.49	4	1,106.67
5210.100	Postage General	700.00	.00	700.00	.00	.00	21.55	678.45	3	907.48
5213.100	Professional/Contract Services General	50.00	.00	50.00	.00	.00	.00	50.00	0	33.00
5214.100	Repair and Maint Service General	5,225.00	.00	5,225.00	.00	.00	5,224.60	.40	100	6,351.76
5216.100	Communications General Services	1,200.00	.00	1,200.00	96.01	.00	192.02	1,007.98	16	1,152.12
5218.100	Advertising General	800.00	.00	800.00	.00	.00	.00	800.00	0	1,119.74
5219.100	Printing General	.00	.00	.00	.00	.00	.00	.00	+++	26.94
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	.00	.00	+++	13.50
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	2,824.87
5501	Debt Service Payment - Principal	7,337.00	.00	7,337.00	.00	.00	.00	7,337.00	0	7,336.58
Program 4720 - CDD Planning Totals		\$157,245.00	\$0.00	\$157,245.00	\$8,614.34	\$0.00	\$39,686.57	\$117,558.43	25%	\$161,975.55
Program 4780 - CDD - Waste Management										
5101	Salaries - Permanent	35,897.00	.00	35,897.00	2,709.58	.00	4,721.96	31,175.04	13	33,843.55
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	43.65
5106.100	Incentives & Admin Leave Administrative Leave	1,812.00	.00	1,812.00	.00	.00	.00	1,812.00	0	1,586.00
5106.200	Incentives & Admin Leave Gym Reimbursement	43.00	.00	43.00	.00	.00	.00	43.00	0	.00



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 40 - Community Development										
Program 4780 - CDD - Waste Management										
5107	Car Allowance/Mileage	408.00	.00	408.00	34.00	.00	68.00	340.00	17	408.00
5111	Medicare	553.00	.00	553.00	38.09	.00	66.08	486.92	12	491.94
5112.101	Retirement Contribution PERS	9,901.00	.00	9,901.00	254.94	.00	447.48	9,453.52	5	3,019.48
5113	Worker's Compensation	461.00	.00	461.00	.00	.00	122.44	338.56	27	406.66
5114.101	Health Insurance Medical	4,298.00	.00	4,298.00	295.82	.00	591.63	3,706.37	14	4,070.16
5114.102	Health Insurance Dental	.00	.00	.00	52.60	.00	105.20	(105.20)	+++	631.20
5114.103	Health Insurance Vision	.00	.00	.00	5.18	.00	10.36	(10.36)	+++	61.16
5115	Unemployment Compensation	.00	.00	.00	16.81	.00	33.38	(33.38)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	419.00	.00	419.00	10.60	.00	21.20	397.80	5	121.20
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	28.74	.00	57.06	(57.06)	+++	326.58
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	702.83
5211.135	Utilities Water and Sewer	2,250.00	.00	2,250.00	.00	.00	.00	2,250.00	0	1,948.86
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	27.00
5501	Debt Service Payment - Principal	1,179.00	.00	1,179.00	.00	.00	.00	1,179.00	0	1,178.14
Program 4780 - CDD - Waste Management Totals		\$57,221.00	\$0.00	\$57,221.00	\$3,446.36	\$0.00	\$6,244.79	\$50,976.21	11%	\$48,866.41
Department 40 - Community Development Totals		\$214,466.00	\$0.00	\$214,466.00	\$12,060.70	\$0.00	\$45,931.36	\$168,534.64	21%	\$210,841.96
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
5101	Salaries - Permanent	20,510.00	.00	20,510.00	1,567.95	.00	2,717.96	17,792.04	13	19,019.00
5102	Salaries - Temporary	2,100.00	.00	2,100.00	595.00	.00	1,207.50	892.50	58	740.81
5105	Salaries - Overtime/FLSA	.00	.00	.00	87.62	.00	115.69	(115.69)	+++	397.46
5106.100	Incentives & Admin Leave Administrative Leave	932.00	.00	932.00	.00	.00	.00	932.00	0	855.00
5106.200	Incentives & Admin Leave Gym Reimbursement	14.00	.00	14.00	.00	.00	16.20	(2.20)	116	8.10
5107	Car Allowance/Mileage	360.00	.00	360.00	30.00	.00	60.00	300.00	17	360.00
5109.101	Allowances Boot Allowance	45.00	.00	45.00	.00	.00	45.00	.00	100	45.00
5111	Medicare	347.00	.00	347.00	34.81	.00	63.65	283.35	18	316.08
5112.101	Retirement Contribution PERS	2,820.00	.00	2,820.00	125.63	.00	1,262.45	1,557.55	45	2,842.87
5112.102	Retirement Contribution Social Security	.00	.00	.00	36.89	.00	74.86	(74.86)	+++	45.93
5113	Worker's Compensation	2,308.00	.00	2,308.00	.00	.00	611.92	1,696.08	27	1,951.06
5114.101	Health Insurance Medical	1,600.00	.00	1,600.00	104.10	.00	208.20	1,391.80	13	1,769.71
5114.102	Health Insurance Dental	.00	.00	.00	25.26	.00	50.52	(50.52)	+++	303.12
5114.103	Health Insurance Vision	.00	.00	.00	2.26	.00	4.52	(4.52)	+++	26.62
5115	Unemployment Compensation	.00	.00	.00	15.37	.00	31.65	(31.65)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	231.00	.00	231.00	6.74	.00	13.48	217.52	6	77.18
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	16.64	.00	32.72	(32.72)	+++	183.17
5119.100	Retiree Costs Medical Insurance	8,104.00	.00	8,104.00	.00	.00	663.04	7,440.96	8	98.70



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
5201.100	Office Supplies General	25.00	.00	25.00	.00	.00	21.54	3.46	86	51.40
5209.101	Auto Fuel Expense Town Vehicles	1,400.00	.00	1,400.00	48.65	.00	161.22	1,238.78	12	1,614.08
5210.100	Postage General	105.00	.00	105.00	.00	.00	82.59	22.41	79	206.35
5213.100	Professional/Contract Services General	6,000.00	.00	6,000.00	695.00	.00	1,420.00	4,580.00	24	6,481.00
5214.100	Repair and Maint Service General	2,612.00	.00	2,612.00	.00	.00	2,792.18	(180.18)	107	2,634.06
5216.100	Communications General Services	81.00	.00	81.00	6.76	.00	13.52	67.48	17	81.12
5218.100	Advertising General	100.00	.00	100.00	.00	.00	.00	100.00	0	174.14
5219.100	Printing General	.00	.00	.00	.00	.00	.00	.00	+++	26.94
5223.101	Meals and Refreshments Employee Meals-MOU	.00	.00	.00	17.55	.00	21.60	(21.60)	+++	21.60
	Overtime									
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	2,824.88
Program 4740 - Public Works - Engineering Totals		\$49,694.00	\$0.00	\$49,694.00	\$3,416.23	\$0.00	\$11,692.01	\$38,001.99	24%	\$50,955.38
Program 4745 - Paradise Community Park										
5202.100	Operating Supplies General	900.00	.00	900.00	17.22	.00	650.23	249.77	72	879.06
5203.100	Repairs and Maint Supplies General	3,000.00	.00	3,000.00	51.78	.00	97.13	2,902.87	3	3,431.74
5211.135	Utilities Water and Sewer	7,200.00	.00	7,200.00	.00	.00	1,185.49	6,014.51	16	7,375.99
5211.137	Utilities Electric and Gas	3,600.00	.00	3,600.00	.00	.00	346.57	3,253.43	10	3,434.60
5214.100	Repair and Maint Service General	.00	.00	.00	.00	.00	.00	.00	+++	414.51
5216.100	Communications General Services	240.00	.00	240.00	21.00	.00	41.30	198.70	17	239.96
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	3,877.92
Program 4745 - Paradise Community Park Totals		\$14,940.00	\$0.00	\$14,940.00	\$90.00	\$0.00	\$2,320.72	\$12,619.28	16%	\$19,653.78
Program 4747 - Public Facilities										
5203.100	Repairs and Maint Supplies General	500.00	.00	500.00	.00	.00	.00	500.00	0	214.20
5211.135	Utilities Water and Sewer	8,300.00	.00	8,300.00	.00	.00	1,093.87	7,206.13	13	7,983.00
5214.100	Repair and Maint Service General	500.00	.00	500.00	.00	.00	100.00	400.00	20	855.00
Program 4747 - Public Facilities Totals		\$9,300.00	\$0.00	\$9,300.00	\$0.00	\$0.00	\$1,193.87	\$8,106.13	13%	\$9,052.20
Department 45 - Public Works Totals		\$73,934.00	\$0.00	\$73,934.00	\$3,506.23	\$0.00	\$15,206.60	\$58,727.40	21%	\$79,661.36
EXPENSE TOTALS		\$12,873,114.00	\$0.00	\$12,873,114.00	\$376,007.93	\$2,022.31	\$2,284,265.54	\$10,586,826.15	18%	\$12,762,141.09
Fund 1010 - General Fund Totals										
REVENUE TOTALS		13,302,516.00	.00	13,302,516.00	31,553.13	.00	59,690.17	13,242,825.83	0%	12,993,982.96
EXPENSE TOTALS		12,873,114.00	.00	12,873,114.00	376,007.93	2,022.31	2,284,265.54	10,586,826.15	18%	12,762,141.09
Fund 1010 - General Fund Totals		\$429,402.00	\$0.00	\$429,402.00	(\$344,454.80)	(\$2,022.31)	(\$2,224,575.37)	\$2,655,999.68		\$231,841.87



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Fund 2030 - Building Safety & Waste Wtr Svcs										
REVENUE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
3320.100	Federal Revenue - Other Refunds and Reimbursements	.00	.00	.00	.00	.00	.00	.00	+++	502.43
3380.102	Local Government Revenue Fines and Citations Onsite	10,500.00	.00	10,500.00	.00	.00	900.00	9,600.00	9	12,228.00
3401.301	CDD Building Plan Check Fees	90,000.00	.00	90,000.00	20,399.97	.00	53,210.90	36,789.10	59	110,602.34
3401.302	CDD Building Construction Review-Bldg Permit	260,000.00	.00	260,000.00	38,829.41	.00	89,512.48	170,487.52	34	299,048.24
3401.306	CDD Building Development Permit/DIF Est Req	307.00	.00	307.00	.00	.00	.00	307.00	0	306.51
3401.308	CDD Building Solar System Plan Checks/Permits	.00	.00	.00	.00	.00	.00	.00	+++	2,145.57
3401.320	CDD Building Permit Valuation Surcharge	75.00	.00	75.00	33.00	.00	101.00	(26.00)	135	47.10
3404.116	Onsite Land Use Review	10,000.00	.00	10,000.00	894.35	.00	2,158.10	7,841.90	22	14,860.38
3404.117	Onsite Repairs to Maintain Existing Use	65,000.00	.00	65,000.00	9,899.91	.00	17,647.98	47,352.02	27	71,463.68
3404.118	Onsite New Installation Standard System	8,000.00	.00	8,000.00	544.39	.00	3,117.91	4,882.09	39	11,940.25
3404.119	Onsite Permit: Alteration/Expanded Use	2,000.00	.00	2,000.00	572.56	.00	1,145.12	854.88	57	3,721.64
3404.120	Onsite Review for Land Division	540.00	.00	540.00	.00	.00	540.96	(.96)	100	1,060.86
3404.123	Onsite Hourly Service Fee	400.00	.00	400.00	.00	.00	.00	400.00	0	1,336.66
3404.125	Onsite Escrow Clearance	50,000.00	.00	50,000.00	4,261.44	.00	9,634.56	40,365.44	19	54,134.18
3404.126	Onsite Building Permit Clearance	5,000.00	.00	5,000.00	393.64	.00	930.43	4,069.57	19	5,603.17
3404.127	Onsite Operating Permit/Annual	395,000.00	.00	395,000.00	1,521.68	.00	3,903.44	391,096.56	1	396,512.95
3404.128	Onsite Construct Install Permit Renewal	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
3404.129	Onsite Innovative System Review/Permit	.00	.00	.00	.00	.00	1,881.60	(1,881.60)	+++	.00
3404.137	Onsite Alternative Systems Review	5,250.00	.00	5,250.00	.00	.00	1,505.80	3,744.20	29	8,394.59
3404.138	Onsite Abandonment of Septic System	560.00	.00	560.00	143.14	.00	429.42	130.58	77	495.36
3404.150	Onsite Annual Evaluator License Fee	1,500.00	.00	1,500.00	.00	.00	311.12	1,188.88	21	1,704.65
3404.151	Onsite Extension Req for Eval or Repair	1,000.00	.00	1,000.00	99.27	.00	132.36	867.64	13	996.18
3404.160	Onsite Graywater System (Construction)	.00	.00	.00	.00	.00	.00	.00	+++	107.36
3410.150	Administrative Services Late Fees	5.00	.00	5.00	.00	.00	.00	5.00	0	6.89
3422.337	Fire Code Enforcement Inspection	30,000.00	.00	30,000.00	2,803.76	.00	5,266.71	24,733.29	18	33,219.23
3422.368	Fire Permit Fees	5,000.00	.00	5,000.00	1,057.60	.00	2,141.64	2,858.36	43	5,215.32
3610.100	Interest Revenue Investments	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
3901.100	Refunds & Reimbursements Miscellaneous	25,566.00	.00	25,566.00	14.00	.00	14.00	25,552.00	0	24,317.33
3902.100	Miscellaneous Revenue General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.01
3902.110	Miscellaneous Revenue Cash Over and Short	.00	.00	.00	.00	.00	.00	.00	+++	.99
Program 4730 - Building and Onsite Inspections Totals		\$968,853.00	\$0.00	\$968,853.00	\$81,468.12	\$0.00	\$194,485.53	\$774,367.47	20%	\$1,059,971.87
Department 40 - Community Development Totals		\$968,853.00	\$0.00	\$968,853.00	\$81,468.12	\$0.00	\$194,485.53	\$774,367.47	20%	\$1,059,971.87
REVENUE TOTALS		\$968,853.00	\$0.00	\$968,853.00	\$81,468.12	\$0.00	\$194,485.53	\$774,367.47	20%	\$1,059,971.87
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
5101	Salaries - Permanent	480,131.00	.00	480,131.00	27,505.63	.00	49,712.59	430,418.41	10	4.17



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Fund 2030 - Building Safety & Waste Wtr Svcs										
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
5102	Salaries - Temporary	.00	.00	.00	3,021.92	.00	5,377.24	(5,377.24)	+++	23,197.68
5103.101	Differential Pay On Call	.00	.00	.00	.00	.00	.00	.00	+++	246.01
5105	Salaries - Overtime/FLSA	.00	.00	.00	320.90	.00	612.00	(612.00)	+++	1,570.71
5106.100	Incentives & Admin Leave Administrative Leave	12,586.00	.00	12,586.00	.00	.00	.00	12,586.00	0	9,012.91
5106.200	Incentives & Admin Leave Gym Reimbursement	497.00	.00	497.00	.00	.00	.00	497.00	0	753.90
5107	Car Allowance/Mileage	1,680.00	.00	1,680.00	140.00	.00	278.00	1,402.00	17	1,632.00
5109.100	Allowances Uniform Allowance	455.00	.00	455.00	37.90	.00	75.80	379.20	17	454.89
5109.101	Allowances Boot Allowance	1,487.00	.00	1,487.00	.00	.00	1,183.35	303.65	80	1,485.00
5111	Medicare	6,490.00	.00	6,490.00	432.29	.00	796.59	5,693.41	12	6,079.30
5112.101	Retirement Contribution PERS	93,357.00	.00	93,357.00	2,619.84	.00	58,095.58	35,261.42	62	77,992.46
5113	Worker's Compensation	26,718.00	.00	26,718.00	.00	.00	7,093.49	19,624.51	27	22,591.50
5114.101	Health Insurance Medical	78,363.00	.00	78,363.00	4,210.12	.00	8,849.63	69,513.37	11	58,095.07
5114.102	Health Insurance Dental	.00	.00	.00	728.60	.00	1,455.52	(1,455.52)	+++	9,636.67
5114.103	Health Insurance Vision	.00	.00	.00	53.86	.00	107.57	(107.57)	+++	692.53
5115	Unemployment Compensation	.00	.00	.00	193.80	.00	409.12	(409.12)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	6,583.00	.00	6,583.00	136.88	.00	273.44	6,309.56	4	1,841.28
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	291.90	.00	578.03	(578.03)	+++	3,690.06
5119.100	Retiree Costs Medical Insurance	32,525.00	.00	32,525.00	.00	.00	2,677.31	29,847.69	8	32,357.26
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	236.93	(236.93)	+++	13,306.29
5201.100	Office Supplies General	300.00	.00	300.00	.00	.00	14.71	285.29	5	243.06
5202.100	Operating Supplies General	3,000.00	.00	3,000.00	(14.03)	.00	198.82	2,801.18	7	1,004.38
5204	Subscriptions and Code Books	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	994.07
5209.101	Auto Fuel Expense Town Vehicles	3,500.00	.00	3,500.00	.00	.00	261.72	3,238.28	7	3,208.23
5210.100	Postage General	1,800.00	.00	1,800.00	.00	.00	115.34	1,684.66	6	1,461.87
5213.100	Professional/Contract Services General	6,000.00	.00	6,000.00	.00	.00	139.00	5,861.00	2	4,737.00
5214.100	Repair and Maint Service General	39,185.00	.00	39,185.00	.00	.00	39,184.51	.49	100	41,091.39
5216.100	Communications General Services	3,700.00	.00	3,700.00	224.42	.00	448.84	3,251.16	12	2,840.17
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	738.76
5219.100	Printing General	200.00	.00	200.00	.00	.00	.00	200.00	0	80.82
5220.100	Employee Development General	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	3,475.93
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	25.00	(25.00)	+++	1.50
5225	Bank Fees and Charges	400.00	.00	400.00	.00	.00	35.00	365.00	9	422.12
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	3,759.95
5501	Debt Service Payment - Principal	12,661.00	.00	12,661.00	3,540.94	.00	4,077.60	8,583.40	32	8,742.33
5910.010	Transfers Out To General Fund	213,678.00	.00	213,678.00	.00	.00	.00	213,678.00	0	196,561.70
5910.611	Transfers Out GASB 45 Retiree Medical Trust	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	0.00



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Fund 2030 - Building Safety & Waste Wtr Svcs										
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections Totals		\$1,035,796.00	\$0.00	\$1,035,796.00	\$43,444.97	\$0.00	\$182,312.73	\$853,483.27	18%	\$927,022.97
Department 40 - Community Development Totals		\$1,035,796.00	\$0.00	\$1,035,796.00	\$43,444.97	\$0.00	\$182,312.73	\$853,483.27	18%	\$927,022.97
EXPENSE TOTALS		\$1,035,796.00	\$0.00	\$1,035,796.00	\$43,444.97	\$0.00	\$182,312.73	\$853,483.27	18%	\$927,022.97
Fund 2030 - Building Safety & Waste Wtr Svcs Totals										
REVENUE TOTALS		968,853.00	.00	968,853.00	81,468.12	.00	194,485.53	774,367.47	20%	1,059,971.87
EXPENSE TOTALS		1,035,796.00	.00	1,035,796.00	43,444.97	.00	182,312.73	853,483.27	18%	927,022.97
Fund 2030 - Building Safety & Waste Wtr Svcs Totals		(\$66,943.00)	\$0.00	(\$66,943.00)	\$38,023.15	\$0.00	\$12,172.80	(\$79,115.80)		\$132,948.90
Fund 2070 - Animal Control										
REVENUE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
3120.330 Other Taxes Voter Appointed Parcel Tax		132,362.00	.00	132,362.00	.00	.00	.00	132,362.00	0	132,152.00
3380.105 Local Government Revenue Fines and Citations Animal Cntrl		9,000.00	.00	9,000.00	.00	.00	1,100.00	7,900.00	12	8,609.99
3410.113 Administrative Services Document Copying		10.00	.00	10.00	9.75	.00	29.75	(19.75)	298	1.00
3410.150 Administrative Services Late Fees		800.00	.00	800.00	103.32	.00	285.90	514.10	36	1,056.99
3455.200 Animal Control Adoption Fees		8,000.00	.00	8,000.00	360.34	.00	723.76	7,276.24	9	4,851.42
3455.205 Animal Control Surrender/Euth/Disp Fees		1,900.00	.00	1,900.00	141.33	.00	630.46	1,269.54	33	2,546.06
3455.210 Animal Control Dog Licenses		25,000.00	.00	25,000.00	1,588.31	.00	3,562.44	21,437.56	14	19,043.37
3455.215 Animal Control Dangerous/Wild Animal Permit		142.00	.00	142.00	.00	.00	218.76	(76.76)	154	.00
3455.225 Animal Control Impound/Quarantine Fees		5,000.00	.00	5,000.00	818.55	.00	1,751.23	3,248.77	35	6,124.35
3455.226 Animal Control Impound Unaltered State Fee		800.00	.00	800.00	70.00	.00	210.00	590.00	26	925.00
3901.100 Refunds & Reimbursements Miscellaneous		6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	6,351.31
3902.100 Miscellaneous Revenue General		150.00	.00	150.00	.03	.00	(.06)	150.06	0	180.58
3910.010 Transfers In From General Fund		168,806.00	.00	168,806.00	.00	.00	.00	168,806.00	0	.00
3910.811 Transfers In From Animal Control Donations		4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	16,057.66
Program 4540 - Police - Animal Control Totals		\$362,470.00	\$0.00	\$362,470.00	\$3,091.63	\$0.00	\$8,512.24	\$353,957.76	2%	\$197,899.73
Department 30 - Police Totals		\$362,470.00	\$0.00	\$362,470.00	\$3,091.63	\$0.00	\$8,512.24	\$353,957.76	2%	\$197,899.73
REVENUE TOTALS		\$362,470.00	\$0.00	\$362,470.00	\$3,091.63	\$0.00	\$8,512.24	\$353,957.76	2%	\$197,899.73
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5101 Salaries - Permanent		143,776.00	.00	143,776.00	8,697.36	.00	15,035.03	128,740.97	10	86,663.06
5102 Salaries - Temporary		11,686.00	.00	11,686.00	900.00	.00	1,520.75	10,165.25	13	8,298.18
5104 Wages - PS Holiday Pay		6,055.00	.00	6,055.00	341.58	.00	678.22	5,376.78	11	3,340.66
5105 Salaries - Overtime/FLSA		2,000.00	.00	2,000.00	1,161.57	.00	2,592.59	(592.59)	130	8,163.88
5106.200 Incentives & Admin Leave Gym Reimbursement		90.00	.00	90.00	.00	.00	.00	90.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2070 - Animal Control										
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5109.100	Allowances Uniform Allowance	2,558.00	.00	2,558.00	156.32	.00	312.64	2,245.36	12	2,413.39
5111	Medicare	2,395.00	.00	2,395.00	169.01	.00	303.80	2,091.20	13	1,579.83
5112.101	Retirement Contribution PERS	19,024.00	.00	19,024.00	678.85	.00	8,019.57	11,004.43	42	12,927.02
5112.102	Retirement Contribution Social Security	.00	.00	.00	55.80	.00	94.28	(94.28)	+++	514.49
5113	Worker's Compensation	17,423.00	.00	17,423.00	.00	.00	4,627.48	12,795.52	27	9,927.58
5114.101	Health Insurance Medical	22,463.00	.00	22,463.00	1,192.80	.00	2,385.59	20,077.41	11	11,711.10
5114.102	Health Insurance Dental	.00	.00	.00	179.52	.00	359.04	(359.04)	+++	2,239.64
5114.103	Health Insurance Vision	.00	.00	.00	5.10	.00	10.20	(10.20)	+++	68.86
5115	Unemployment Compensation	500.00	.00	500.00	74.61	.00	150.75	349.25	30	3,403.00
5116.101	Life and Disability Insurance Life & Disab.	2,391.00	.00	2,391.00	58.86	.00	117.72	2,273.28	5	548.63
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	90.52	.00	181.03	(181.03)	+++	822.05
5119.100	Retiree Costs Medical Insurance	9,460.00	.00	9,460.00	.00	.00	782.09	8,677.91	8	9,436.49
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	298.51
5199.130	Other Payroll Expenses Interfund Payroll Transfers	.00	.00	.00	.00	.00	.00	.00	+++	(63,075.00)
5201.100	Office Supplies General	200.00	.00	200.00	.00	.00	.00	200.00	0	141.34
5202.100	Operating Supplies General	12,000.00	.00	12,000.00	.00	382.42	746.42	10,871.16	9	9,610.57
5203.100	Repairs and Maint Supplies General	300.00	.00	300.00	.00	.00	.00	300.00	0	144.16
5204	Subscriptions and Code Books	200.00	.00	200.00	.00	.00	.00	200.00	0	180.00
5209.101	Auto Fuel Expense Town Vehicles	2,750.00	.00	2,750.00	.00	.00	236.33	2,513.67	9	3,139.69
5211.135	Utilities Water and Sewer	1,317.00	.00	1,317.00	.00	.00	.00	1,317.00	0	1,160.92
5211.137	Utilities Electric and Gas	3,750.00	.00	3,750.00	.00	.00	402.90	3,347.10	11	3,427.58
5211.139	Utilities Propane	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	927.56
5213.100	Professional/Contract Services General	20,532.00	.00	20,532.00	.00	.00	1,670.85	18,861.15	8	17,581.31
5214.100	Repair and Maint Service General	8,746.00	.00	8,746.00	56.28	.00	127.41	8,618.59	1	1,510.86
5215.100	Rents and Leases Miscellaneous	1.00	.00	1.00	.00	.00	.00	1.00	0	1.00
5216.100	Communications General Services	2,300.00	.00	2,300.00	59.93	.00	170.86	2,129.14	7	1,664.73
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	283.34
5219.100	Printing General	1,150.00	.00	1,150.00	.00	.00	.00	1,150.00	0	117.34
5220.100	Employee Development General	8,160.00	.00	8,160.00	.00	.00	235.25	7,924.75	3	12.00
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	30.00	.00	30.00	.00	.00	15.00	15.00	50	15.00
5225	Bank Fees and Charges	550.00	.00	550.00	.00	.00	44.82	505.18	8	525.30
5260	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	4.99
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	5,916.88
5304	Furniture & Equipment	3,025.00	.00	3,025.00	825.25	.00	825.25	2,199.75	27	.00
5501	Debt Service Payment - Principal	1.00	.00	1.00	.00	.00	.00	1.00	0	.00
5910.010	Transfers Out To General Fund	56,437.00	.00	56,437.00	.00	.00	.00	56,437.00	0	7.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2070 - Animal Control										
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control Totals		\$362,470.00	\$0.00	\$362,470.00	\$14,703.36	\$382.42	\$41,645.87	\$320,441.71	12%	\$194,752.94
Department 30 - Police Totals		\$362,470.00	\$0.00	\$362,470.00	\$14,703.36	\$382.42	\$41,645.87	\$320,441.71	12%	\$194,752.94
EXPENSE TOTALS		\$362,470.00	\$0.00	\$362,470.00	\$14,703.36	\$382.42	\$41,645.87	\$320,441.71	12%	\$194,752.94
Fund 2070 - Animal Control Totals										
REVENUE TOTALS		362,470.00	.00	362,470.00	3,091.63	.00	8,512.24	353,957.76	2%	197,899.73
EXPENSE TOTALS		362,470.00	.00	362,470.00	14,703.36	382.42	41,645.87	320,441.71	12%	194,752.94
Fund 2070 - Animal Control Totals		\$0.00	\$0.00	\$0.00	(\$11,611.73)	(\$382.42)	(\$33,133.63)	\$33,516.05		\$3,146.79
Fund 2120 - State Gas Tax										
REVENUE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
3320.100	Federal Revenue - Other Refunds and Reimbursements	.00	.00	.00	.00	.00	.00	.00	+++	322.81
3355.001	State gas Tax Section 2106	105,000.00	.00	105,000.00	.00	.00	8,156.26	96,843.74	8	105,032.19
3355.002	State gas Tax Section 2107	195,000.00	.00	195,000.00	.00	.00	13,733.01	181,266.99	7	185,164.08
3355.003	State gas Tax Section 2107.5	6,000.00	.00	6,000.00	.00	.00	6,000.00	.00	100	6,000.00
3355.005	State gas Tax Section 2105	151,000.00	.00	151,000.00	.00	.00	10,392.66	140,607.34	7	142,276.47
3355.006	State gas Tax RSTP Regional Surface Trans Prog	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	324,201.77
3355.007	State gas Tax Section 2103	100,000.00	.00	100,000.00	.00	.00	9,138.03	90,861.97	9	102,099.24
3355.008	State gas Tax Section 2032	438,680.00	.00	438,680.00	.00	.00	.00	438,680.00	0	153,625.84
3355.009	State gas Tax SB1 Loan Repayment - Like 2103	29,805.00	.00	29,805.00	.00	.00	.00	29,805.00	0	29,805.34
3410.150	Administrative Services Late Fees	150.00	.00	150.00	.00	.00	12.59	137.41	8	161.28
3610.100	Interest Revenue Investments	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
3901.100	Refunds & Reimbursements Miscellaneous	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,930.30
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	598.76
3902.100	Miscellaneous Revenue General	500.00	.00	500.00	.00	.00	.00	500.00	0	2,612.03
3910.110	Transfers In From Local Transportation Fund	7,095.00	.00	7,095.00	.00	.00	.00	7,095.00	0	1,110.78
3910.112	Transfers In From Federal CMAQ Fund	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	29,523.88
3910.132	Transfers In From HSIP Grant	61,000.00	.00	61,000.00	.00	.00	.00	61,000.00	0	.00
3910.133	Transfers In From ATP Grant	77,689.00	.00	77,689.00	.00	.00	.00	77,689.00	0	67,516.70
3910.299	Transfers In From Grants Misc One Time Fund	.00	.00	.00	.00	.00	.00	.00	+++	997.48
Program 4750 - Public Works - Streets Maint. Totals		\$1,480,319.00	\$0.00	\$1,480,319.00	\$0.00	\$0.00	\$47,432.55	\$1,432,886.45	3%	\$1,152,978.95
Department 45 - Public Works Totals		\$1,480,319.00	\$0.00	\$1,480,319.00	\$0.00	\$0.00	\$47,432.55	\$1,432,886.45	3%	\$1,152,978.95
REVENUE TOTALS		\$1,480,319.00	\$0.00	\$1,480,319.00	\$0.00	\$0.00	\$47,432.55	\$1,432,886.45	3%	\$1,152,978.95



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Fund 2120 - State Gas Tax										
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5101	Salaries - Permanent	463,464.00	.00	463,464.00	33,385.79	.00	58,646.03	404,817.97	13	392,481.01
5102	Salaries - Temporary	2,100.00	.00	2,100.00	595.00	.00	1,207.50	892.50	58	740.81
5103.101	Differential Pay On Call	.00	.00	.00	1,521.00	.00	2,772.00	(2,772.00)	+++	20,806.50
5103.102	Differential Pay Out of Class	.00	.00	.00	9.42	.00	9.42	(9.42)	+++	249.49
5105	Salaries - Overtime/FLSA	12,000.00	.00	12,000.00	2,741.00	.00	4,093.50	7,906.50	34	26,355.61
5106.100	Incentives & Admin Leave Administrative Leave	9,323.00	.00	9,323.00	.00	.00	.00	9,323.00	0	8,714.87
5106.200	Incentives & Admin Leave Gym Reimbursement	86.00	.00	86.00	.00	.00	160.20	(74.20)	186	89.10
5107	Car Allowance/Mileage	2,208.00	.00	2,208.00	184.00	.00	368.00	1,840.00	17	2,208.00
5109.101	Allowances Boot Allowance	3,230.00	.00	3,230.00	.00	.00	3,230.00	.00	100	3,730.00
5111	Medicare	6,942.00	.00	6,942.00	556.48	.00	1,008.82	5,933.18	15	6,354.56
5112.101	Retirement Contribution PERS	73,393.00	.00	73,393.00	2,656.80	.00	42,330.76	31,062.24	58	65,141.70
5112.102	Retirement Contribution Social Security	.00	.00	.00	36.89	.00	74.87	(74.87)	+++	45.93
5113	Worker's Compensation	103,888.00	.00	103,888.00	.00	.00	27,586.01	76,301.99	27	95,087.38
5114.101	Health Insurance Medical	53,614.00	.00	53,614.00	3,877.62	.00	7,755.20	45,858.80	14	48,809.80
5114.102	Health Insurance Dental	.00	.00	.00	450.52	.00	949.80	(949.80)	+++	5,952.12
5114.103	Health Insurance Vision	.00	.00	.00	45.88	.00	91.76	(91.76)	+++	583.62
5115	Unemployment Compensation	.00	.00	.00	251.73	.00	512.68	(512.68)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	6,189.00	.00	6,189.00	158.36	.00	338.12	5,850.88	5	1,962.47
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	332.73	.00	659.98	(659.98)	+++	3,676.50
5119.100	Retiree Costs Medical Insurance	33,717.00	.00	33,717.00	.00	.00	2,154.37	31,562.63	6	24,750.54
5122	Accrual Bank Payoff	.00	.00	.00	873.95	.00	873.95	(873.95)	+++	234.28
5201.100	Office Supplies General	200.00	.00	200.00	.00	.00	8.45	191.55	4	200.07
5202.100	Operating Supplies General	4,500.00	.00	4,500.00	131.22	.00	311.21	4,188.79	7	6,898.56
5203.100	Repairs and Maint Supplies General	75,000.00	.00	75,000.00	1,382.17	.00	10,262.72	64,737.28	14	56,884.58
5204	Subscriptions and Code Books	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5209.101	Auto Fuel Expense Town Vehicles	14,000.00	.00	14,000.00	.00	.00	1,004.76	12,995.24	7	14,570.97
5210.100	Postage General	100.00	.00	100.00	.00	.00	.00	100.00	0	68.52
5211.135	Utilities Water and Sewer	.00	.00	.00	.00	.00	130.47	(130.47)	+++	260.94
5211.137	Utilities Electric and Gas	29,000.00	.00	29,000.00	.00	.00	2,680.17	26,319.83	9	29,052.18
5211.139	Utilities Propane	900.00	.00	900.00	.00	.00	.00	900.00	0	818.71
5213.100	Professional/Contract Services General	2,300.00	.00	2,300.00	.00	.00	.00	2,300.00	0	2,130.00
5214.100	Repair and Maint Service General	95,300.00	.00	95,300.00	525.00	.00	1,475.00	93,825.00	2	81,729.81
5215.131	Rents and Leases Street Maintenance Equipment	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	20.52
5216.100	Communications General Services	5,916.00	.00	5,916.00	748.39	.00	1,240.08	4,675.92	21	5,861.04
5218.100	Advertising General	500.00	.00	500.00	.00	.00	.00	500.00	0	76.55
5219.100	Printing General	250.00	.00	250.00	.00	.00	.00	250.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2120 - State Gas Tax										
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5220.100	Employee Development General	5,250.00	.00	5,250.00	100.00	.00	566.35	4,683.65	11	4,872.36
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	300.00	.00	300.00	278.55	.00	393.60	(93.60)	131	1,308.60
5260	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	312.00
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	3,673.02
5304	Furniture & Equipment	4,925.00	.00	4,925.00	4,600.08	3,316.23	6,745.07	(5,136.30)	204	.00
5501	Debt Service Payment - Principal	20,168.00	.00	20,168.00	2,472.90	.00	3,009.56	17,158.44	15	13,355.57
5910.010	Transfers Out To General Fund	196,090.00	.00	196,090.00	.00	.00	.00	196,090.00	0	173,245.00
5910.100	Transfers Out To Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	3,544.00
Program 4750 - Public Works - Streets Maint. Totals		\$1,235,103.00	\$0.00	\$1,235,103.00	\$57,915.48	\$3,316.23	\$182,650.41	\$1,049,136.36	15%	\$1,106,857.29
Department 45 - Public Works Totals		\$1,235,103.00	\$0.00	\$1,235,103.00	\$57,915.48	\$3,316.23	\$182,650.41	\$1,049,136.36	15%	\$1,106,857.29
EXPENSE TOTALS		\$1,235,103.00	\$0.00	\$1,235,103.00	\$57,915.48	\$3,316.23	\$182,650.41	\$1,049,136.36	15%	\$1,106,857.29
Fund 2120 - State Gas Tax Totals										
REVENUE TOTALS		1,480,319.00	.00	1,480,319.00	.00	.00	47,432.55	1,432,886.45	3%	1,152,978.95
EXPENSE TOTALS		1,235,103.00	.00	1,235,103.00	57,915.48	3,316.23	182,650.41	1,049,136.36	15%	1,106,857.29
Fund 2120 - State Gas Tax Totals		\$245,216.00	\$0.00	\$245,216.00	(\$57,915.48)	(\$3,316.23)	(\$135,217.86)	\$383,750.09		\$46,121.66
Grand Totals										
REVENUE TOTALS		16,114,158.00	.00	16,114,158.00	116,112.88	.00	310,120.49	15,804,037.51	2%	15,404,833.51
EXPENSE TOTALS		15,506,483.00	.00	15,506,483.00	492,071.74	5,720.96	2,690,874.55	12,809,887.49	17%	14,990,774.29
Grand Totals		\$607,675.00	\$0.00	\$607,675.00	(\$375,958.86)	(\$5,720.96)	(\$2,380,754.06)	\$2,994,150.02		\$414,059.22