



# Town of Paradise Town Council Meeting Agenda

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6:00 PM - February 14, 2017

Date/Time: 2<sup>nd</sup> Tuesday of each month at 6:00 p.m.

Location: Town Hall Council Chamber, 5555 Skyway, Paradise, CA

Mayor, Scott Lotter  
Vice Mayor, Jody Jones  
Council Member, Greg Bolin  
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  
Public Works Director/Town Engineer, Marc Mattox  
Division Chief, CAL FIRE/Paradise Fire, David Hawks  
Chief of Police, Gabriela Tazzari-Dineen

## 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

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation
- d. Roll Call
- e. p5 Proclamation - Catalyst Domestic Violence - Teen Dating Violence Awareness Month
- f. p6 Recognition of Quinn Ballou for Senior Project - IT Internship
- g. Presentation - Update on Paradise Sewer Project - Town Engineer Marc Mattox
- h. Presentation - Downtown Paradise Safety Project Final Report - Town Engineer Marc Mattox

## 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. p7 Approve Minutes of the January 10, 2017 Regular Town Council Meeting.
- 2b. p11 Approve January 2017 Cash Disbursements in the amount of \$1,175,039.82.
- 2c. p19 Adopt Resolution No. 17-03, A Resolution accepting Contract No. 16-11, PD Electrical Emergency Repairs, performed by Chico Electric of Chico, CA.
- 2d. p23 Adopt Resolution No. 17-04, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Business and Housing and Clerk Departments Pursuant to Government Code Section 34090. The records listed in Exhibit B and C have been retained for the required number of years and are eligible for destruction.

## 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. p30 Conduct the 2nd public hearing to solicit comments and/or suggestions regarding the 2017-2018 Annual Plan funding priorities. Community Development Block Grant (CDBG) funds are awarded for the purpose of community development activities that are directed toward revitalizing neighborhoods, for economic development and providing improved community facilities and services. Final action is scheduled for approval at the April 11, 2017 Council Meeting.

## 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. p62 Review the 2016/17 Operating and Capital Budget Status update and approve the recommended mid-year budget adjustments; and, provide direction to staff for scheduling a Town Council goal setting workshop to discuss 2017/18 budget priorities. (Roll Call Vote)

6b. p116 Authorize Northern Recycling and Waste Services (NRWS) to mail a Proposition 218 Notice to all property owners and ratepayers relating to the following:

- a. Extend the existing Franchise Agreement between the Town of Paradise and NRWS for ten years effective May 1, 2017 through April 30, 2027, adding a small charge for street sweeping services. (Roll Call Vote)

6c. p131 Consider implementing a business registration program that establishes a public safety link as well as a business data base that provides information on business activity being conducted in the Town of Paradise; and, waive the reading of the entire Ordinance and approve reading by title only and introduce Ordinance No. \_\_\_\_, An Ordinance Adding Chapter 5.22 to the Paradise Municipal Code Relating to Business Registration. (Roll Call Vote)

6d. p136 Consider adopting Resolution No. 17-\_\_, A Resolution of the Town Council of the Town of Paradise, California, Reporting Unexpended Development Impact Fees in Accordance with Government Code Section 66006. (Roll Call Vote)

6e. p149 Concur with staff recommendation to modify the Ponderosa Elementary SR2S Project scope to include a Class I Mixed-Use Pathway on the west side of Pentz Road between Bille Road and Wagstaff Road.

**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 - None.**

**10. ADJOURNMENT**

- 10a. Adjourn to February 28, 2017 at 6:30, Paradise Performing Arts Center, 777 Nunneley Road, Paradise, California 95969 for the purpose of holding a Regular Adjourned meeting pursuant to Government Code Section 54955.

|  |     |
|--|-----|
| 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: |     |
| _____  |     |
| TOWN/ASSISTANT TOWN CLERK SIGNATURE  |     |

**WHEREAS**, according to Catalyst Domestic Violence Services, one in three adolescents in the United States is a victim of physical, emotional, sexual or verbal abuse from a dating partner, a figure that far exceeds victimization rates for other types of violence affecting youth; and

**WHEREAS**, in 2016, the number of youth seeking services at Catalyst Domestic Violence Services as either victims of dating violence or as children of victims of dating violence exceeded 130 individuals; and

**WHEREAS**, women and girls between the ages of 16 and 24 experience the highest rates of intimate partner violence – almost three times the national average; and

**WHEREAS**, youth who experience violence in a dating relationship are at increased risk of substance abuse, depression, poor academic performance, teen pregnancy, suicide, eating disorders, and carrying patterns of abuse into future relationships; and

**WHEREAS**, it is essential to raise community awareness and to provide training for teachers, counselors and school staff so that they may recognize when youth are exhibiting signs of dating violence, including extreme jealousy, constant monitoring, and controlling behavior.

**NOW, THEREFORE** I, Scott Lotter, do hereby proclaim February 2017 as National Teen Dating Violence Awareness and Prevention Month. I urge all residents of Paradise to support efforts in their schools, community groups, and families to empower young people in learning skills to have safe and healthy relationships. I encourage community leaders to assist those experiencing abuse in finding and accessing information and support services, to engage in activities that prevent and respond to dating violence, to prioritize healthy relationships in their own lives, and to engage in discussions with community members of all ages about dating violence prevention in their communities.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 14<sup>th</sup> day of February, 2017.

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Scott Lotter, Mayor

# **CERTIFICATE OF RECOGNITION**

**WHEREAS**, Quinn Ballou, a Paradise High School student, offered his time as a Community Service Volunteer to the Town of Paradise; and,

**WHEREAS**, Quinn Ballou volunteered in the Business & Housing Department in the Summer of 2014 and in the Spring of 2015, during which time he helped with data entry, filing and copying where he was integral in the data conversion into their new loan processing software and the entry of insurance information; and,

**WHEREAS**, Quinn Ballou, volunteered in a supportive capacity to the Information Technology (IT) Department over the course of the 2015/16 School Year, during which time he created and tested Ethernet cables, installed and diagnosed issues with cat3/5/6 cabling, performed secure destruction of various media, assisted in the surplus and removal of E-Waste, setup and configured new desktop computers, created documentation of existing infrastructure, and provided end user support; and

**WHEREAS**, Quinn Ballou elected to do his Senior Project in January, 2017, by further volunteering in the Town's IT Department, interacting more directly with the Town employees (end users), to gain hands-on IT experience in an effort to see if working with computers may be a career fit. Indeed, Quinn has decided to pursue a degree at Chico State in Computer Science and will begin coursework in the fall.

**NOW, THEREFORE**, I, Scott Lotter, Mayor of the Town of Paradise, commend and thank Mr. Quinn Ballou for his volunteer spirit and approximate 450 community service volunteer hours during his High School years to 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 14<sup>th</sup> day of February, 2017.

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Scott Lotter, Mayor

**MINUTES  
PARADISE TOWN COUNCIL  
REGULAR MEETING – 6:00 PM – January 10, 2017**

**1. OPENING**

The Regular Meeting of the Paradise Town Council was called to order by Mayor Lotter 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 MEMBER PRESENT:** Greg Bolin, Jody Jones, Melissa Schuster, Michael Zuccolillo and Scott Lotter, Mayor.

**COUNCIL MEMEBERS ABSENT:** None

**STAFF PRESENT:** Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director/Town Treasurer Gina Will, Public Works Director/Town Engineer Marc Mattox, Administrative Analyst Colette Curtis, Business and Housing Services Director Kate Anderson, Police Chief Gabriela Tazzari-Dineen, Division Chief, CAL FIRE/Paradise, David Hawks, Community Development Director Craig Baker and Building Official/Fire Marshal Tony Lindsey.

- 1a. Police Chief Gabriela Tazzari-Dineen presented plaques to the Police Department Awardees of the Year and certificates were presented by Braden Pasini from Assemblyman Gallagher's office.

Steve Bertagna – 2016 Police Officer of the Year  
Kassidy Honea – 2016 Public Safety Dispatcher of the Year  
Valerie Lynch – 2016 Civilian Employee of the Year  
Wayne Ward - 2016 Volunteer in Police Service of the Year  
Jim Dill – 2016 Paradise Animal Shelter Helper (PASH) of the Year

**2. CONSENT CALENDAR**

Council Member Zuccolillo asked that agenda item 2(c) be pulled from the agenda due to a conflict of interest.

**MOTION by Bolin, seconded by Schuster,** approved consent calendar items 2a, 2b, 2d-2g as presented. Roll call vote was unanimous.

- 2a. Approved Minutes of the December 13, 2016 regular Town Council Meeting.
- 2b. Approved December 2016 cash disbursements in the amount of \$937,696.52
- 2c. Item removed from Consent Calendar.

- 2d. Adopted Resolution No. 17-02, A Resolution of the Town Council of the Town of Paradise Declaring Certain Town Property to be Surplus and Authorizing Disposal Thereof.
- 2e. Approved submission of a Substantial Amendment to the 2009/10 and 2013/14 CDBG Annual Plans to HUD. (The amendment re-allocates the \$80,000 in funding budgeted for Commercial Façade from the 2009/10 Program Year and the \$40,000 allocated to Business Assistance from the 2013/14 Program Year to Housing Assistance.)
- 2f. Accepted two cash donations to the Town of Paradise Animal Shelter in the amount of \$4,200.00 and applied it to Animal Control Donations 7811.30.4540.3650.100.
- 2g. 1. Accepted the cash donation from Cindy Haskett, Blue Team Realty, Inc. to the Town of Paradise Fire Department in the amount of \$5,000.00 and applied it to Fire Department Donations 7810.35.000.3650.100; and, 2. Approved \$5,000.00 budget appropriation from Fire Department Donations Fund Account 7810.35.4630.5304 for the purchase of radio and intercom equipment.

**2. ITEMS REMOVED FROM CONSENT CALENDAR**

Council Member Zuccolillo recused himself from voting on Agenda Item 2c and left the Council Chambers at 6:11 p.m.

- 2c. **MOTION by Jones, seconded by Bolin**, Adopted Resolution No. 17-01, A Resolution of the Town Council of the Town of Paradise Authorizing Submittal of an application to the California State Department of Housing and Community Development for funding under the HOME Investment Partnerships Program; and if selected, the execution of a standard agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Investment Partnerships Program. Ayes of Bolin, Jones, Schuster and Mayor Lotter and Not Voting – Zuccolillo.

Council Member Zuccolillo returned to the Council Chambers and took his seat on the dais at 6:12 p.m.

**4. PUBLIC COMMUNICATION - None**

**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. 1. Mayor Lotter announced that the Town Council would conduct a public hearing to solicit comments and/or suggestions regarding the 2017-2018 Annual Plan funding priorities; and, 2. Approve the formation of a public services sub-committee to consider input and requests for public services funding; and, 3. Appoint two Council members to the public services sub-committee.

The public hearing was opened at 6:14 p.m.

1. Ward Habriel asked if Measure C Funds were used for this, how it was decided and what kind of public oversight was in place.

Town Manager Gill stated that the CDBG Grant is awarded every year, has nothing to do with Measure C and that public services means different community organizations/members.

Mayor Lotter stated that the oversight and auditing requirements from the Federal Government are very stringent.

The public hearing was closed at 6:17 p.m.

**MOTION by Jones, seconded by Bolin**, approved the formation of a public services sub-committee to consider input and requests for public services funding and appointed Council Members Schuster and Zuccolillo to the public services sub-committee. Roll call vote was unanimous.

## **6. COUNCIL CONSIDERATION**

- 6a. Town Engineer/Public Works Director, Marc Mattox provided an informational update on the Paradise Police Department Building Electrical Emergency - Informational update only, no action requested.

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

- a. Council initiated agenda items – None
- b. Council reports on committee representation

Council Member Schuster toured the Butte County Mosquito Vector Control District.

Council Member Jones attended the BCAG committee meeting and informed that they have new meeting facilities that are available for communities that are members of BCAG.

Council Member Bolin thanked everyone for the work on the Council Chambers.

Mayor Lotter attended the LAFCO meeting.

- c. Future Agenda Items – Vice Mayor Jones asked that Business Registration be brought back at the February meeting for discussion.

**8. STAFF COMMUNICATION**

Town Manager Report - None  
Community Development Director – None

**9. CLOSED SESSION - None**

**10. ADJOURNMENT**

Mayor Lotter adjourned the Council meeting at 6:27 p.m.

Date Approved:

By:

\_\_\_\_\_  
Scott Lotter, Mayor

Attest:

\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk

# **TOWN OF PARADISE**

## **CASH DISBURSEMENTS REPORT**

FOR THE PERIOD OF  
JANUARY 1, 2017 - JANUARY 31, 2017

January 1, 2017 - January 31, 2017

| Check Date                     | Pay Period End | DESCRIPTION                            | AMOUNT              |
|--------------------------------|----------------|--|---------------------|
| 01/13/17                       | 01/08/17       | Net Payroll - Direct Deposits & Checks | \$110,597.73        |
| 01/27/17                       | 01/22/17       | Net Payroll - Direct Deposits & Checks | \$111,880.67        |
| <b>TOTAL NET WAGES PAYROLL</b> |                |  | <b>\$222,478.40</b> |

**Accounts Payable**

|   |                                     |
|---|-------------------------------------|
| PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.                     | \$247,497.13                        |
| OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.                | \$705,064.29                        |
| <b>TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE</b><br>(Detail attached) | <u><b>\$952,561.42</b></u>          |
| <b>GRAND TOTAL CASH DISBURSEMENTS</b>                                   | <u><u><b>\$1,175,039.82</b></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: 1/1/2017 - To Payment Date: 1/31/2017

| Number                       | Date       | Status         | Void Reason            | Reconciled/<br>Voided Date | Source             | Payee Name                                 | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|------------------------------|------------|----------------|------------------------|----------------------------|--------------------|--|-----------------------|----------------------|------------|
| AP - US Bank TOP AP Checking |            |                |                        |                            |                    |  |                       |                      |            |
| <u>Check</u>                 |            |                |                        |                            |                    |  |                       |                      |            |
| 65993                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65994                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65995                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65996                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65997                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65998                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 65999                        | 01/26/2017 | Voided/Spoiled | Incorrect Check Number | 01/26/2017                 | Converted/Imported |  | \$0.00                | \$0.00               | \$0.00     |
| 66176                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | BRUNO, SHERRY                              | \$213.63              |                      |            |
| 66177                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | BUZZARD , CHRIS                            | \$520.78              |                      |            |
| 66178                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | DELONG, SHELLEY                            | \$213.63              |                      |            |
| 66179                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | EVERBANK COMMERCIAL FINANCE, INC           | \$906.47              |                      |            |
| 66180                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | GALLAGHER, CRAIG                           | \$458.71              |                      |            |
| 66181                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | HAUNSCHILD, MARK                           | \$291.55              |                      |            |
| 66182                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | HONEYWELL, JANICE, J.                      | \$955.41              |                      |            |
| 66183                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | JEFFORDS, ROBERT, D.                       | \$478.07              |                      |            |
| 66184                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | MOORE, DWIGHT, L.                          | \$14,076.00           |                      |            |
| 66185                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | SBA Monarch Towers III LLC                 | \$131.59              |                      |            |
| 66186                        | 01/03/2017 | Open           |                        |                            | Accounts Payable   | WESTAMERICA BANK                           | \$770.70              |                      |            |
| 66187                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | A Stitch Above Embroidery & Shirt Printing | \$16.20               |                      |            |
| 66188                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | ACCESS INFORMATION PROTECTED               | \$36.98               |                      |            |
| 66189                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | ANDORA MEDIA                               | \$92.24               |                      |            |
| 66190                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | ARAMARK UNIFORM SERV. INC.                 | \$62.02               |                      |            |
| 66191                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | Asbury Environmental Services              | \$120.00              |                      |            |
| 66192                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T & CALNET3 - CIRCUIT LINES             | \$108.59              |                      |            |
| 66193                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T MOBILITY                              | \$83.70               |                      |            |
| 66194                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T/CALNET3 - REPEATER LINES              | \$295.44              |                      |            |
| 66195                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T/CALNET3 - COMMUNITY PARK              | \$19.70               |                      |            |
| 66196                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T/CALNET3 - Summary                     | \$2,538.42            |                      |            |
| 66197                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | AT&T/CALNET3 - TH/FDPD FIBER LINES         | \$1,114.56            |                      |            |
| 66198                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | Ayala, Manuel                              | \$322.00              |                      |            |
| 66199                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | Big O Tires                                | \$165.95              |                      |            |
| 66200                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | COMCAST CABLE                              | \$66.05               |                      |            |
| 66201                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | COMCAST CABLE                              | \$291.05              |                      |            |
| 66202                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | CRAIG DREBERTS AUTOMOTIVE                  | \$903.09              |                      |            |
| 66203                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | ELLIS ART & ENGINEERING                    | \$691.92              |                      |            |
| 66204                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | FEATHER RIVER HOSPITAL                     | \$88.00               |                      |            |
| 66205                        | 01/05/2017 | Open           |                        |                            | Accounts Payable   | Goodyear Tire & Rubber Compan              | \$769.09              |                      |            |

TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 1/1/2017 - To Payment Date: 1/31/2017

| Number | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                                       | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 66206  | 01/05/2017 | Open   |             |                            | Accounts Payable | Gosselin, Adam                                   | \$33.96               |                      |            |
| 66207  | 01/05/2017 | Open   |             |                            | Accounts Payable | HUNTERS PEST CONTROL                             | \$55.00               |                      |            |
| 66208  | 01/05/2017 | Open   |             |                            | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV<br>SVCS/US BANCORP | \$737.20              |                      |            |
| 66209  | 01/05/2017 | Open   |             |                            | Accounts Payable | INLAND BUSINESS MACHINES                         | \$737.58              |                      |            |
| 66210  | 01/05/2017 | Open   |             |                            | Accounts Payable | INTERSTATE OIL COMPANY                           | \$304.65              |                      |            |
| 66211  | 01/05/2017 | Open   |             |                            | Accounts Payable | JAMES RIOTTO & ASSOCIATES                        | \$765.00              |                      |            |
| 66212  | 01/05/2017 | Open   |             |                            | Accounts Payable | L.N. CURTIS & SONS                               | \$367.32              |                      |            |
| 66213  | 01/05/2017 | Open   |             |                            | Accounts Payable | MCGEE, MEGHAN A.                                 | \$25.00               |                      |            |
| 66214  | 01/05/2017 | Open   |             |                            | Accounts Payable | NEW PIG CORPORATION                              | \$241.18              |                      |            |
| 66215  | 01/05/2017 | Open   |             |                            | Accounts Payable | NORTHGATE PETROLEUM CO                           | \$4,446.93            |                      |            |
| 66216  | 01/05/2017 | Open   |             |                            | Accounts Payable | O'REILLY AUTO PARTS                              | \$697.78              |                      |            |
| 66217  | 01/05/2017 | Open   |             |                            | Accounts Payable | OFFICE DEPOT ACCT#36233169                       | \$911.93              |                      |            |
| 66218  | 01/05/2017 | Open   |             |                            | Accounts Payable | PACIFIC GAS & ELECTRIC                           | \$56.19               |                      |            |
| 66219  | 01/05/2017 | Open   |             |                            | Accounts Payable | PARADISE IRRIGATION DIST                         | \$726.29              |                      |            |
| 66220  | 01/05/2017 | Open   |             |                            | Accounts Payable | PARADISE POST/NORTH VALLEY<br>COMMTY MEDIA       | \$1,152.64            |                      |            |
| 66221  | 01/05/2017 | Open   |             |                            | Accounts Payable | PEERLESS BUILDING MAINT                          | \$1,440.00            |                      |            |
| 66222  | 01/05/2017 | Open   |             |                            | Accounts Payable | PETERS RUSH HABIB & MCKENNA                      | \$265.00              |                      |            |
| 66223  | 01/05/2017 | Open   |             |                            | Accounts Payable | Riebes Auto Parts                                | \$393.38              |                      |            |
| 66224  | 01/05/2017 | Open   |             |                            | Accounts Payable | RITE AID   | \$99.99               |                      |            |
| 66225  | 01/05/2017 | Open   |             |                            | Accounts Payable | S.B.R.P.S.T.C.                                   | \$140.00              |                      |            |
| 66226  | 01/05/2017 | Open   |             |                            | Accounts Payable | THOMAS ACE HARDWARE - ENG.<br>DEPT.              | \$929.82              |                      |            |
| 66227  | 01/05/2017 | Open   |             |                            | Accounts Payable | THOMAS ACE HARDWARE - FIRE<br>DEPT.              | \$37.96               |                      |            |
| 66228  | 01/05/2017 | Open   |             |                            | Accounts Payable | THOMAS ACE HARDWARE -<br>MOTORPOOL               | \$24.24               |                      |            |
| 66229  | 01/05/2017 | Open   |             |                            | Accounts Payable | THOMAS ACE HARDWARE -<br>POLICE DEPT.            | \$156.27              |                      |            |
| 66230  | 01/05/2017 | Open   |             |                            | Accounts Payable | Traffic Works, LLC                               | \$16,820.00           |                      |            |
| 66231  | 01/05/2017 | Open   |             |                            | Accounts Payable | TUCKER PEST CONTROL INC                          | \$126.00              |                      |            |
| 66232  | 01/05/2017 | Open   |             |                            | Accounts Payable | UNIFORMS TUXEDOS & MORE                          | \$1,930.81            |                      |            |
| 66233  | 01/05/2017 | Open   |             |                            | Accounts Payable | WITTMEIER AUTO CENTER                            | \$422.38              |                      |            |
| 66234  | 01/05/2017 | Open   |             |                            | Accounts Payable | Aflac  | \$189.92              |                      |            |
| 66235  | 01/05/2017 | Open   |             |                            | Accounts Payable | BLOOD SOURCE                                     | \$60.00               |                      |            |
| 66236  | 01/05/2017 | Open   |             |                            | Accounts Payable | Met Life   | \$8,754.11            |                      |            |
| 66237  | 01/05/2017 | Open   |             |                            | Accounts Payable | OPERATING ENGINEERS                              | \$832.50              |                      |            |
| 66238  | 01/05/2017 | Open   |             |                            | Accounts Payable | PARADISE POLICE OFFICERS<br>ASSOCIATION          | \$2,265.88            |                      |            |
| 66239  | 01/05/2017 | Open   |             |                            | Accounts Payable | SUN LIFE INSURANCE                               | \$4,433.64            |                      |            |
| 66240  | 01/05/2017 | Open   |             |                            | Accounts Payable | SUPERIOR VISION SVC NGLIC                        | \$685.13              |                      |            |
| 66241  | 01/05/2017 | Open   |             |                            | Accounts Payable | TOP CONFIDENTIAL MID MGMT<br>ASSOCIATION         | \$150.00              |                      |            |
| 66242  | 01/13/2017 | Open   |             |                            | Accounts Payable | ICMA 457 - VANTAGEPOINT                          | \$50.00               |                      |            |
| 66243  | 01/13/2017 | Open   |             |                            | Accounts Payable | STATE DISBURSEMENT UNIT                          | \$194.76              |                      |            |
| 66244  | 01/13/2017 | Open   |             |                            | Accounts Payable | STATE OF CALIFORNIA FRANCHISE<br>TAX BOARD       | \$470.74              |                      |            |
| 66245  | 01/19/2017 | Open   |             |                            | Accounts Payable | ACCESS INFORMATION<br>PROTECTED                  | \$52.98               |                      |            |

TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 1/1/2017 - To Payment Date: 1/31/2017

| Number | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                                       | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 66246  | 01/19/2017 | Open   |             |                            | Accounts Payable | ALHAMBRA   | \$39.75               |                      |            |
| 66247  | 01/19/2017 | Open   |             |                            | Accounts Payable | ARAMARK UNIFORM SERV. INC.                       | \$62.02               |                      |            |
| 66248  | 01/19/2017 | Open   |             |                            | Accounts Payable | AT&T & CALNET3 - CIRCUIT LINES                   | \$1,038.94            |                      |            |
| 66249  | 01/19/2017 | Open   |             |                            | Accounts Payable | Ayala, Manuel                                    | \$335.50              |                      |            |
| 66250  | 01/19/2017 | Open   |             |                            | Accounts Payable | Bauer Compressors                                | \$1,498.67            |                      |            |
| 66251  | 01/19/2017 | Open   |             |                            | Accounts Payable | Bear Electric Solutions                          | \$17,949.00           |                      |            |
| 66252  | 01/19/2017 | Open   |             |                            | Accounts Payable | Bertagna, Steve                                  | \$335.50              |                      |            |
| 66253  | 01/19/2017 | Open   |             |                            | Accounts Payable | Biometrics4ALL, Inc                              | \$1,361.76            |                      |            |
| 66254  | 01/19/2017 | Open   |             |                            | Accounts Payable | BURTON'S FIRE, INC.                              | \$69.22               |                      |            |
| 66255  | 01/19/2017 | Open   |             |                            | Accounts Payable | BUTTE CO RECORDER                                | \$34.00               |                      |            |
| 66256  | 01/19/2017 | Open   |             |                            | Accounts Payable | BUTTE REGIONAL TRANSIT                           | \$168,773.25          |                      |            |
| 66257  | 01/19/2017 | Open   |             |                            | Accounts Payable | Cal Signal Corp                                  | \$400.80              |                      |            |
| 66258  | 01/19/2017 | Open   |             |                            | Accounts Payable | CALIFORNIA BUILDING<br>STANDARDS COMMISSION      | \$82.00               |                      |            |
| 66259  | 01/19/2017 | Open   |             |                            | Accounts Payable | CALIFORNIA STATE DEPARTMENT<br>OF CONSERVATION   | \$342.72              |                      |            |
| 66260  | 01/19/2017 | Open   |             |                            | Accounts Payable | CALIFORNIA STATE DEPARTMENT<br>OF JUSTICE        | \$930.00              |                      |            |
| 66261  | 01/19/2017 | Open   |             |                            | Accounts Payable | CLARK ROAD ANIMAL HOSPITAL                       | \$9.00                |                      |            |
| 66262  | 01/19/2017 | Open   |             |                            | Accounts Payable | COLYER VET SERVICE                               | \$18.00               |                      |            |
| 66263  | 01/19/2017 | Open   |             |                            | Accounts Payable | COMCAST CABLE                                    | \$300.51              |                      |            |
| 66264  | 01/19/2017 | Open   |             |                            | Accounts Payable | COMCAST CABLE                                    | \$70.76               |                      |            |
| 66265  | 01/19/2017 | Open   |             |                            | Accounts Payable | CURRIER, GREGORY                                 | \$30.00               |                      |            |
| 66266  | 01/19/2017 | Open   |             |                            | Accounts Payable | DON'S SAW & MOWER                                | \$172.79              |                      |            |
| 66267  | 01/19/2017 | Open   |             |                            | Accounts Payable | DURHAM PENTZ TRUCK CENTER                        | \$347.82              |                      |            |
| 66268  | 01/19/2017 | Open   |             |                            | Accounts Payable | ELLIS ART & ENGINEERING                          | \$82.90               |                      |            |
| 66269  | 01/19/2017 | Open   |             |                            | Accounts Payable | Entersect  | \$84.95               |                      |            |
| 66270  | 01/19/2017 | Open   |             |                            | Accounts Payable | ESRI   | \$1,246.50            |                      |            |
| 66271  | 01/19/2017 | Open   |             |                            | Accounts Payable | EVERGREEN JANITORIAL SUPPLY,<br>INC.             | \$432.88              |                      |            |
| 66272  | 01/19/2017 | Open   |             |                            | Accounts Payable | FERGUSON ENTERPRISES INC                         | \$47.30               |                      |            |
| 66273  | 01/19/2017 | Open   |             |                            | Accounts Payable | FLATT, JUSTIN                                    | \$30.00               |                      |            |
| 66274  | 01/19/2017 | Open   |             |                            | Accounts Payable | FLORES, LUIS, A.                                 | \$64.00               |                      |            |
| 66275  | 01/19/2017 | Open   |             |                            | Accounts Payable | FLORES TOOL & FASTENER                           | \$146.47              |                      |            |
| 66276  | 01/19/2017 | Open   |             |                            | Accounts Payable | FOOTHILL MILL & LUMBER                           | \$12.19               |                      |            |
| 66277  | 01/19/2017 | Open   |             |                            | Accounts Payable | GRIGG, JAMES                                     | \$50.00               |                      |            |
| 66278  | 01/19/2017 | Open   |             |                            | Accounts Payable | Hard, Keith                                      | \$67.00               |                      |            |
| 66279  | 01/19/2017 | Open   |             |                            | Accounts Payable | HLP, INC / CHAMELEON<br>SOFTWARE PRODUCTS        | \$2,073.60            |                      |            |
| 66280  | 01/19/2017 | Open   |             |                            | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV<br>SVCS/US BANCORP | \$8,746.59            |                      |            |
| 66281  | 01/19/2017 | Open   |             |                            | Accounts Payable | INLAND BUSINESS MACHINES                         | \$27.28               |                      |            |
| 66282  | 01/19/2017 | Open   |             |                            | Accounts Payable | KEN'S HITCH & WELDING                            | \$32.40               |                      |            |
| 66283  | 01/19/2017 | Open   |             |                            | Accounts Payable | KNIFE RIVER CONSTRUCTION                         | \$756.72              |                      |            |
| 66284  | 01/19/2017 | Open   |             |                            | Accounts Payable | KOEFRAN INDUSTRIES                               | \$500.00              |                      |            |
| 66285  | 01/19/2017 | Open   |             |                            | Accounts Payable | LEAGUE OF CALIFORNIA CITIES                      | \$9,919.00            |                      |            |
| 66286  | 01/19/2017 | Open   |             |                            | Accounts Payable | LEHR AUTO ELECTRIC STOMMEL,<br>INC.              | \$406.13              |                      |            |
| 66287  | 01/19/2017 | Open   |             |                            | Accounts Payable | LES SCHWAB TIRE CENTER -<br>MOTORPOOL            | \$1,001.93            |                      |            |

# CASH DISBURSEMENTS REPORT

From Payment Date: 1/1/2017 - To Payment Date: 1/31/2017

| Number | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                                 | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 66288  | 01/19/2017 | Open   |             |                            | Accounts Payable | LOCATE PLUS CORPORATION                    | \$25.00               |                      |            |
| 66289  | 01/19/2017 | Open   |             |                            | Accounts Payable | MANN, URRUTIA, NELSON, CAS &<br>ASSOC, LLP | \$17,500.00           |                      |            |
| 66290  | 01/19/2017 | Open   |             |                            | Accounts Payable | Mark Thomas & Company Inc                  | \$24,597.58           |                      |            |
| 66291  | 01/19/2017 | Open   |             |                            | Accounts Payable | Meyers Police Canine Training              | \$600.00              |                      |            |
| 66292  | 01/19/2017 | Open   |             |                            | Accounts Payable | NCCSIF TREASURER                           | \$75,248.00           |                      |            |
| 66293  | 01/19/2017 | Open   |             |                            | Accounts Payable | Northern California Glove & Safety         | \$140.40              |                      |            |
| 66294  | 01/19/2017 | Open   |             |                            | Accounts Payable | NORTHGATE PETROLEUM CO                     | \$5,590.50            |                      |            |
| 66295  | 01/19/2017 | Open   |             |                            | Accounts Payable | NORTHSTAR ENGINEERING INC                  | \$22,473.74           |                      |            |
| 66296  | 01/19/2017 | Open   |             |                            | Accounts Payable | NORTHSTATE AGGREGATE, INC.                 | \$1,033.18            |                      |            |
| 66297  | 01/19/2017 | Open   |             |                            | Accounts Payable | NWN Corporation                            | \$1,558.88            |                      |            |
| 66298  | 01/19/2017 | Open   |             |                            | Accounts Payable | O'REILLY AUTO PARTS                        | \$1,829.21            |                      |            |
| 66299  | 01/19/2017 | Open   |             |                            | Accounts Payable | OFFICE DEPOT ACCT#36233169                 | \$286.45              |                      |            |
| 66300  | 01/19/2017 | Open   |             |                            | Accounts Payable | OROVILLE FORD                              | \$0.55                |                      |            |
| 66301  | 01/19/2017 | Open   |             |                            | Accounts Payable | PACIFIC GAS & ELECTRIC                     | \$9,894.64            |                      |            |
| 66302  | 01/19/2017 | Open   |             |                            | Accounts Payable | PARADISE COUNTER TOPS                      | \$955.00              |                      |            |
| 66303  | 01/19/2017 | Open   |             |                            | Accounts Payable | PARADISE SANITATION COMPANY                | \$365.00              |                      |            |
| 66304  | 01/19/2017 | Open   |             |                            | Accounts Payable | PARADISE SCREEN PRINT                      | \$332.64              |                      |            |
| 66305  | 01/19/2017 | Open   |             |                            | Accounts Payable | PEARSON ROAD COLLISION<br>REPAIR           | \$834.40              |                      |            |
| 66306  | 01/19/2017 | Open   |             |                            | Accounts Payable | RAINEY, CHRIS                              | \$82.00               |                      |            |
| 66307  | 01/19/2017 | Open   |             |                            | Accounts Payable | RAMOS, DANIEL J.                           | \$57.00               |                      |            |
| 66308  | 01/19/2017 | Open   |             |                            | Accounts Payable | Riebes Auto Parts                          | \$8.15                |                      |            |
| 66309  | 01/19/2017 | Open   |             |                            | Accounts Payable | SNAP-ON TOOLS                              | \$109.91              |                      |            |
| 66310  | 01/19/2017 | Open   |             |                            | Accounts Payable | Solarcity Corporation                      | \$19.41               |                      |            |
| 66311  | 01/19/2017 | Open   |             |                            | Accounts Payable | SPRAGUE, Deb                               | \$94.63               |                      |            |
| 66312  | 01/19/2017 | Open   |             |                            | Accounts Payable | Stalker Radar Applied Concepts, Inc.       | \$3,053.20            |                      |            |
| 66313  | 01/19/2017 | Open   |             |                            | Accounts Payable | STERICYCLE, INC.                           | \$556.15              |                      |            |
| 66314  | 01/19/2017 | Open   |             |                            | Accounts Payable | TeleCheck Services, Inc.                   | \$35.00               |                      |            |
| 66315  | 01/19/2017 | Open   |             |                            | Accounts Payable | THOMAS ACE HARDWARE - ENG.<br>DEPT.        | \$552.66              |                      |            |
| 66316  | 01/19/2017 | Open   |             |                            | Accounts Payable | THRIFTY ROOTER                             | \$583.00              |                      |            |
| 66317  | 01/19/2017 | Open   |             |                            | Accounts Payable | Traffic Works, LLC                         | \$6,200.00            |                      |            |
| 66318  | 01/19/2017 | Open   |             |                            | Accounts Payable | Tri Flame Propane                          | \$186.28              |                      |            |
| 66319  | 01/19/2017 | Open   |             |                            | Accounts Payable | Triangle Rock Products, LLC                | \$110.42              |                      |            |
| 66320  | 01/19/2017 | Open   |             |                            | Accounts Payable | TURNBOW, DAVID LYNN                        | \$30.00               |                      |            |
| 66321  | 01/19/2017 | Open   |             |                            | Accounts Payable | TURNBOW, DEBBIE                            | \$57.00               |                      |            |
| 66322  | 01/19/2017 | Open   |             |                            | Accounts Payable | UNIFORMS TUXEDOS & MORE                    | \$94.59               |                      |            |
| 66323  | 01/19/2017 | Open   |             |                            | Accounts Payable | VALLEY OAK VETERINARY CENTER               | \$135.10              |                      |            |
| 66324  | 01/19/2017 | Open   |             |                            | Accounts Payable | VALLEY TOXICOLOGY SERVICE                  | \$100.00              |                      |            |
| 66325  | 01/19/2017 | Open   |             |                            | Accounts Payable | VERIZON WIRELESS                           | \$522.30              |                      |            |
| 66326  | 01/19/2017 | Open   |             |                            | Accounts Payable | VERIZON WIRELESS                           | \$324.68              |                      |            |
| 66327  | 01/19/2017 | Open   |             |                            | Accounts Payable | VERIZON WIRELESS                           | \$185.02              |                      |            |
| 66328  | 01/19/2017 | Open   |             |                            | Accounts Payable | VERIZON WIRELESS                           | \$264.54              |                      |            |
| 66329  | 01/19/2017 | Open   |             |                            | Accounts Payable | VERIZON WIRELESS                           | \$206.00              |                      |            |
| 66330  | 01/19/2017 | Open   |             |                            | Accounts Payable | WITTMIEIER AUTO CENTER                     | \$605.28              |                      |            |
| 66331  | 01/27/2017 | Open   |             |                            | Accounts Payable | ICMA 457 - VANTAGEPOINT                    | \$50.00               |                      |            |
| 66332  | 01/27/2017 | Open   |             |                            | Accounts Payable | STATE DISBURSEMENT UNIT                    | \$194.76              |                      |            |
| 66333  | 01/27/2017 | Open   |             |                            | Accounts Payable | STATE OF CALIFORNIA FRANCHISE<br>TAX BOARD | \$388.62              |                      |            |



# CASH DISBURSEMENTS REPORT

From Payment Date: 1/1/2017 - To Payment Date: 1/31/2017

| Number             | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                              | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------------------|------------|--------|-------------|----------------------------|------------------|---|-----------------------|----------------------|------------|
| 66334              | 01/30/2017 | Open   |             |                            | Accounts Payable | Municipal Asset Management, Inc.        | \$20,137.76           |                      |            |
| Type Check Totals: |            |        |             |                            |                  |   | \$497,124.18          | \$0.00               | \$0.00     |
| 166 Transactions   |            |        |             |                            |                  |   |                       |                      |            |
| <u>EFT</u>         |            |        |             |                            |                  |   |                       |                      |            |
| 533                | 01/05/2017 | Open   |             |                            | Accounts Payable | CALPERS                                 | \$116,134.38          |                      |            |
| 534                | 01/06/2017 | Open   |             |                            | Accounts Payable | FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS | \$1,000.00            |                      |            |
| 535                | 01/09/2017 | Open   |             |                            | Accounts Payable | STATE BOARD OF EQUALIZATION             | \$354.00              |                      |            |
| 536                | 01/13/2017 | Open   |             |                            | Accounts Payable | CALPERS - RETIREMENT                    | \$27,643.44           |                      |            |
| 537                | 01/13/2017 | Open   |             |                            | Accounts Payable | EMPLOYMENT DEVELOPMENT DEPARTMENT       | \$3,928.60            |                      |            |
| 538                | 01/13/2017 | Open   |             |                            | Accounts Payable | ING LIFE INS & ANNUITY COMPANY          | \$6,430.17            |                      |            |
| 539                | 01/13/2017 | Open   |             |                            | Accounts Payable | INTERNAL REVENUE SERVICE                | \$18,357.20           |                      |            |
| 540                | 01/27/2017 | Open   |             |                            | Accounts Payable | CALPERS - RETIREMENT                    | \$27,588.51           |                      |            |
| 541                | 01/27/2017 | Open   |             |                            | Accounts Payable | EMPLOYMENT DEVELOPMENT DEPARTMENT       | \$3,884.87            |                      |            |
| 542                | 01/27/2017 | Open   |             |                            | Accounts Payable | ING LIFE INS & ANNUITY COMPANY          | \$6,372.77            |                      |            |
| 543                | 01/27/2017 | Open   |             |                            | Accounts Payable | INTERNAL REVENUE SERVICE                | \$18,437.13           |                      |            |
| 544                | 01/27/2017 | Open   |             |                            | Accounts Payable | Pierce Manufacturing Inc.               | \$225,306.17          |                      |            |
| Type EFT Totals:   |            |        |             |                            |                  |   | \$455,437.24          |                      |            |
| 12 Transactions    |            |        |             |                            |                  |   |                       |                      |            |

AP - US Bank TOP AP Checking Totals

| Checks | Status     | Count | Transaction Amount | Reconciled Amount |
|--------|------------|-------|--------------------|-------------------|
|        | Open       | 159   | \$497,124.18       | \$0.00            |
|        | Reconciled | 0     | \$0.00             | \$0.00            |
|        | Voided     | 7     | \$0.00             | \$0.00            |
|        | Stopped    | 0     | \$0.00             | \$0.00            |
|        | Total      | 166   | \$497,124.18       | \$0.00            |

| EFTs | Status     | Count | Transaction Amount | Reconciled Amount |
|------|------------|-------|--------------------|-------------------|
|      | Open       | 12    | \$455,437.24       | \$0.00            |
|      | Reconciled | 0     | \$0.00             | \$0.00            |
|      | Voided     | 0     | \$0.00             | \$0.00            |

# CASH DISBURSEMENTS REPORT

From Payment Date: 1/1/2017 - To Payment Date: 1/31/2017

| Number               | Date | Status | Void Reason | Reconciled/<br>Voided Date | Source        | Payee Name   | Transaction<br>Amount     | Reconciled<br>Amount     | Difference |
|----------------------|------|--------|-------------|----------------------------|---------------|--------------|---------------------------|--------------------------|------------|
|                      |      |        |             |                            | Total         | 12           | \$455,437.24              | \$0.00                   |            |
|                      |      |        |             | <b>All</b>                 | <b>Status</b> | <b>Count</b> | <b>Transaction Amount</b> | <b>Reconciled Amount</b> |            |
|                      |      |        |             |                            | Open          | 171          | \$952,561.42              | \$0.00                   |            |
|                      |      |        |             |                            | Reconciled    | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Voided        | 7            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Stopped       | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Total         | 178          | \$952,561.42              | \$0.00                   |            |
| <b>Grand Totals:</b> |      |        |             |                            |               |              |                           |                          |            |
|                      |      |        |             | <b>Checks</b>              | <b>Status</b> | <b>Count</b> | <b>Transaction Amount</b> | <b>Reconciled Amount</b> |            |
|                      |      |        |             |                            | Open          | 159          | \$497,124.18              | \$0.00                   |            |
|                      |      |        |             |                            | Reconciled    | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Voided        | 7            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Stopped       | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Total         | 166          | \$497,124.18              | \$0.00                   |            |
|                      |      |        |             | <b>EFTs</b>                | <b>Status</b> | <b>Count</b> | <b>Transaction Amount</b> | <b>Reconciled Amount</b> |            |
|                      |      |        |             |                            | Open          | 12           | \$455,437.24              | \$0.00                   |            |
|                      |      |        |             |                            | Reconciled    | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Voided        | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Total         | 12           | \$455,437.24              | \$0.00                   |            |
|                      |      |        |             | <b>All</b>                 | <b>Status</b> | <b>Count</b> | <b>Transaction Amount</b> | <b>Reconciled Amount</b> |            |
|                      |      |        |             |                            | Open          | 171          | \$952,561.42              | \$0.00                   |            |
|                      |      |        |             |                            | Reconciled    | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Voided        | 7            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Stopped       | 0            | \$0.00                    | \$0.00                   |            |
|                      |      |        |             |                            | Total         | 178          | \$952,561.42              | \$0.00                   |            |



**TOWN OF PARADISE**  
**Council Agenda Summary**  
**Date: February 14, 2017**

**Agenda No. 2(c)**

**ORIGINATED BY:** Marc Mattox, Public Works Director / Town Engineer

**REVIEWED BY:** Lauren Gill, Town Manager

**SUBJECT:** Paradise Police Building Primary & Backup Power Supply  
Emergency

**COUNCIL ACTION REQUESTED:**

1. Adopt Resolution No. 17-\_\_\_, A Resolution accepting Contract No. 16-11, PD Electrical Emergency Repairs, performed by Chico Electric of Chico, CA.

**Background:**

On June 29 at the Paradise Police Department, located at 5595 Black Olive Drive, an officer reported a burning smell coupled with several electrical surges in the building. Upon investigation, it was discovered that the transfer switch for the building had melted and been destroyed. This transfer switch is a dedicated piece of equipment which will automatically switch standard power from PG&E to emergency backup power from the standby generator during power outages. This switch is vital to the safety of the general public as the Paradise Police Department building must have constant power for the 911-dispatch center to perform their services. Furthermore, the building houses critical IT infrastructure valued over \$750,000.

During the initial work performed by Town staff to remove the immediate fire danger, power was manually transferred to the backup generator. Shortly after this was done, another failure occurred and power was completely lost to the building. Following a 10-minute outage, non-critical cooling systems were turned off and power was restored using the backup generator.

With the internal building temperatures steadily rising, staff was directed to hard-wire the power supply directly to the building, turning off the generator and bypassing the melted transfer switch. This condition was extremely dangerous as the building had no immediate backup power if an outage were to occur. Staff was prepared to re-wire the building back to the generator to serve only dispatch and IT, however, with response times this could take 1-2 hours – an unacceptable permanent condition. Lastly, should an outage have occurred and power not restored by generator within two hours, the building's IT infrastructure was vulnerable to a catastrophic loss.

On July 12, 2016, Paradise Town Council formally declared an emergency to repair or replace the building's primary and backup power supply infrastructure. This declaration was critical to shorten the amount of time whereas our emergency response building was in such a vulnerable state, compromising public safety. Using this action, staff was able to work directly with Chico Electric after considering several other contractors informally. Town Council approved a budget up to \$100,000 for the repairs.

Between July 13 and July 25, further investigation was performed at the Paradise Police Department building and the existing generator, serving PD, Fire and Fleet. Findings demonstrated that the current generator was indeed, undersized. After much consultation and alternatives analysis, it was determined the best solution was to replace the failed transfer

switch and install a new, dedicated backup generator to serve the Police Department only. The existing generator would continue to serve both Fire Station 81 and the Mechanic's shop.

On July 28, 2016, a formal contract was agreed to by the Town of Paradise and Chico Electric. The total contract amount is \$84,690. Services included in this cost are as follows:

#### Transfer Switch Replacement

Replacement of existing generator transfer switch in Police Department with new 400 amp 208Y/120 volt transfer switch and connect to existing generator. Bookcase in closet will require removal for clearance for new switch. New 400 amp feeders will be installed for line and load side interconnection to main electrical panel located in adjacent closet. Work to be performed during normal business hours with after-hours cut-over of power to new switch.

#### Generator Installation

Installation of new 100 Kw Peterson Caterpillar diesel fueled generator set with new concrete pad and tie in to main electrical panel. New generator to be installed just outside of main panel room on side of building. Proposal includes complete installation, engineering, tie-in, excavation, concrete pad, startup of unit, training, Butte County Air Quality inspection and rewire of existing Kohler generator to separate from the Police Department and power only the Fire Station and Maintenance building. New generator has room for over 40% growth and will serve the building well for decades to come.

#### **Analysis:**

The transfer switch was successfully replaced on July 29, whereby had an immediate power outage occurred, the existing generator could have been used.

The generator was ordered in early August to meet the demands of the building. The lead time for installation was 10-12 weeks, meaning installation and tie-in in early November.

The stock fuel tank for the new generator was 209 gallons. With current electrical demands, the unit will operate for 43 hours uninterrupted. This amount of runtime was determined to be inadequate in cases of a major power event. On August 24, staff directed Chico Electric to upgrade the fuel capacity to the maximum size of 394 gallons. With current electrical demands the unit will operate for 81 hours uninterrupted. This change order was ratified by staff and Chico Electric for a cost of \$3,225.00. Peterson Caterpillar provided Chico Electric with updated design drawings, reflecting the upgraded fuel tank for construction.

On November 1, 2016, the new generator arrived, on-time. However, upon inspection it was determined that the generator was sitting on the stock fuel tank. As each unit is manufactured individually, this was a major misstep by the manufacturer with implications in the form of completion delays. Chico Electric provided documentation showing the revised fuel tank was acknowledged by Peterson Caterpillar. On November 7, 2016, Chico Electric offered to absorb the costs of the change order (\$3,225.00) and fueling the tank to maximum capacity (\$1,200) upon installation of a new unit in 10-12 weeks.

During the week of January 3, 2017, the correct fueling tank was re-fitted to the generator. On January 13, the project was 100% complete with final permit requirements fully satisfied.

**Financial Impact:**

On July 26, 2016 at the Measure C Oversight Committee meeting, the Committee voted unanimously to fund these emergency repairs using Measure C. The original contract cost was \$84,690. Following award, staff approved a change order to upgrade the fuel tank, which has since been voided due to complications of the delivery, and these costs will be absorbed by Chico Electric. The final project cost is \$84,690.

**TOWN OF PARADISE  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF TOWN OF PARADISE  
ACCEPTING THE WORK PERFORMED UNDER THE PD ELECTRICAL  
EMERGENCY REPAIRS (CONTRACT NO. 16-11).**

WHEREAS, on July 12, 2016, the Town Council of the Town of Paradise formally declared an emergency necessitating repairs to primary and backup electrical power supply at the Paradise Police Department at 5595 Black Olive Drive; and

WHEREAS, the Town of Paradise has heretofore contracted with Chico Electric for certain work performed under that certain project known as the PD Electrical Emergency Repairs, being Contract No. 16-11; and

WHEREAS, said work of improvements, as called for by the contract between the Town of Paradise and Chico Electric, referable to said project was substantially completed on January 13, 2017 to the satisfaction of the Town; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Town Council of the Town of Paradise that it hereby accepts the work performed on those certain improvements, the subject of a contract between the Town of Paradise and Chico Electric, known and referred to as the PD Electrical Emergency Repairs.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the Town Council of the Town of Paradise at a regular meeting thereof held on the 14<sup>th</sup> day of February 2017.

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
Scott Lotter, Mayor

\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk

\_\_\_\_\_  
Dwight L. Moore, Town Attorney



**Town of Paradise  
Council Agenda Summary  
Date: February 14, 2017**

**Agenda Item: 2(d)**

**Originated by:** Dina Volenski, Town Clerk

**Reviewed by:** Lauren Gill, Town Manager

**Subject:** Authorize destruction of certain records maintained in the Town's Business and Housing and Clerk Departments in keeping with the principles of an effective and cost efficient Records Management Program

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**Council Action Requested:** Adopt Resolution No. 17-\_\_\_, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Business and Housing and Clerk Departments Pursuant to Government Code Section 34090. The records listed in Exhibit B and C have been retained for the required number of years and are eligible for destruction.

**Alternatives:** Consider making a determination that certain records listed for destruction have value to the agency, and direct that all or some records listed on Exhibits B and C continue to maintained.

**Background:** The Town Clerk Department has had an established records management program since the early 1980's. Based upon recommendations from the California Secretary of State, all Town records have been appraised, inventoried and scheduled with a retention/destruction code pursuant to Town of Paradise Resolution No. 04-27 (originally adopted in 1993 by Resolution No. 93-30). This resolution provides the Town with legal authority to dispose of certain records that are no longer of value to the agency.

**Discussion:** Once records have fulfilled their administrative, fiscal, or legal function they should be disposed of as soon as possible in order to maintain an efficient, effective and economical management of information. Resolution No. 04-27 provides the legal authority, with the Town Attorney's consent, to dispose of records that no longer serve the administrative, legal and/or fiscal purposes for which they were created.

**Conclusion:** Since the records are eligible for destruction and no longer have value to the Town, it is appropriate that the Council adopt the proposed resolution.

**Fiscal Impact Analysis:** No additional costs. The documents will be placed in the Chico Shred bin that is picked up on a monthly basis.

**TOWN OF PARADISE  
RESOLUTION NO. 17-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
AUTHORIZING DISPOSAL OF CERTAIN TOWN RECORDS MAINTAINED IN THE  
BUSINESS AND HOUSING AND TOWN CLERK DEPARTMENTS PURSUANT TO  
GOVERNMENT CODE SECTION 34090.**

**WHEREAS**, Government Code Section 34090 authorizes the head of a town department, with the written consent of the Town Attorney, to destroy certain records over two years of age upon approval of the legislative body; and,

**WHEREAS**, the Town Attorney consent is incorporated into this resolution as Exhibit A approving the destruction of those certain records set forth in Exhibits B and C; and,

**WHEREAS** the specific records are set forth on Exhibits B and C; and,

**WHEREAS**, the Town Clerk is requesting to dispose certain records maintained in the Business and Housing and Town Clerk Departments as set forth on the attached Exhibits B and C.

**NOW, THEREFORE**, the Town Council of the Town of Paradise does resolve as follows:

**SECTION 1:** The Town Clerk of the Town of Paradise is hereby authorized to dispose of the records set forth in Exhibit "B and C "of this resolution.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 14<sup>th</sup> day of February, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

\_\_\_\_\_  
Scott Lotter, Mayor

**ATTEST:**

\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Dwight L. Moore, Town Attorney



EXHIBIT "A"

**Consent to Destruction of Certain Records, Documents  
and Papers of the Town of Paradise**

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibits B and C attached to Resolution No. 17-04.

DATED:

\_\_\_\_\_  
DWIGHT L. MOORE, Town Attorney

**EXHIBIT "B"**  
**LIST OF FILES ELIGIBLE FOR DESTRUCTION**  
**Business & Housing**

| <b>Box #</b> | <b>Year/Category</b>      | <b>File Name</b>  |
|--------------|---------------------------|---|
| 1            | 1993-95/CDBG-TC EDC       | Incoming Correspondence, OEDP, Curbside Used Oil Collection Program   |
|              | 1992/EDD misc. grants     | EPA Small Flows Clearinghouse Demo Grant, misc. grant materials, HCD-NOFAs  |
|              | 1989-95/loose material    | TC EDC Board of Directors mtg agendas, minutes & correspondence, HCD info items/policy change notices/gen correspondece   |
| 2            | 1992-93/loose material    | CDGB 1992 grant manual, 1993 training manual  |
|              | 1992-93/EDD misc. grants  | Nat'l & Comm Trust Act 1993, Planning & Tech Asst grants (92 EDBG 208, RFP  |
|              | 1993/EDD misc. grants     | Police Hiring Supp Program, Recycling Mkt Dev Zone, Traffic Safety  |
| 3            | 1981-89/PEDC              | Minutes, agendas, general correspondence  |
| 4            | 1995/EDD                  | Budget, rev/exp reports, BC SBC, Mtg Credit Cert Program, realtors, correspondence, Bus Retention Program, press releases   |
|              | 1995/EDD                  | Ltr re: Dedicated Funding Sources, BC Target Industry Study, PEDC Agendas & correspondence 1995, TC EDC agendas   |
|              | 1993-96/loose material    | Operating & Capital Budgets FY 93/94 & FY 95/96   |
| 5            | 1990-97/PEDC              | minutes & agendas 1990-1997, steno pads, Target Industry Study, Re-use Revitalization Plan, Re-use Plan insert file, Downtown Revitalization Study                              |
| 6            | 1997/PEDC                 | misc correspondence, Business Development Loan Program, Downtown Paint Program PIC, membership terms PEDC   |
|              | 1994-99/general office    | Correspondence 1995-1999, timecards 8/94-5/98, Copeir Committee, phone msg pads 98-99, CDBG Program Session 94, CPS Trainings 94/95, GRC Workshop 97, misc budget info FY 96/97 |
| 7            | 1998-00/interoffice files | Americans with Disabilities Act, budget info 98-99 & 99-00, personnel   |

|    |                                    |  |
|----|------------------------------------|--|
| 7  | 1997-98/misc. files                | BC Job Creation Task Force, Welfare to Work, Contractor Plans, Agreements, Housing Plan 97 (by Housing Task Force)   |
| 8  | 1994-99/CDBG                       | misc correspondence 97-99, CDBG files 94-95 and 95-96  |
| 9  | 1998-00/misc                       | CCEPP grant file, Sr Handyman Program 2/98-6/00  |
| 10 | 1995-98/CDBG                       | HUD Program 95, CDBG files 96-97 & 97-98   |
| 11 | 1992-97/CDBG                       | TCEDC file 92-99, CAPER 94-97, subrecipients 94-95 and 95-96, CDBG Public Info Binder 95-96, Almond/Pearson Rd Construction Project  |
| 12 | 1996-02/CDBG                       | Handyman Waiver & Release Forms 97-02, subrecipient files 96-97, CDBG admin files 98/99  |
| 13 | 1994-00/CDBG                       | Public Info Binders 94-98, interoffice files 99-00, purchase orders 94-95, TCEDC file 00-01, CDBG admin files 99-00  |
| 14 | 1997-03/misc                       | subrecipient files 97-98, PEDC minutes, 98, CHAS Date/Census Data, HUD admin files 97-99, Sr. Handyman Release/Waivers 02-03   |
| 17 | 1999-04/misc                       | BCEDC 03, PEDC minutes/agendas 99, CDBG admin files 00-01, Town Budgets 02-03 and 03-04, ED - American Communities Apts.   |
| 18 | 1998-02/misc                       | CDBG Jobs/Housing Balance Improvement manual & application, subrecipients 98-99, CDBG admin files 01-02, Downtown Architectural Design Committee 90, Architectural Lanscape Design proposal 01   |
| 20 | 1995-05/misc                       | HOME application 02, MBA receipts 05, CDBG Citizen Participation Plan 00-01, Public Façade Projects 01-02 - Door Openers, WTC, Piedmont B&B, CDBG 95-96 Piedmont B&B - Paradise RLF  |
| 21 | 2000-05/Property Mgmt              | Neal Rd. - Suites 104, Black Olive - 5602, 5604 and 5632, Voice 5533-B Skyway, Neal Rd. plat map, grant deed and contracts, payments, lease apps - unsuccessful, billboards. purchase orders 00-05, County taxes, lease application, Neal Rd. misc |
| 24 | 1999-06/Public Facilities Projects | Parks & Rec brochures, Public Facilities projects 1999-2006  |
| 25 | 2004/misc                          | Sr. Handyman general program info, sales tax HDL, financial info 04, annual perform report, qtrly cash transactions, Paradise Grant Mgmt original working papers   |

|    |                              |   |
|----|------------------------------|---|
| 26 | 1996-03/misc                 | CDBG admin files 02-03, personnel, DIF general files and mitigation agreements, ED Micro-Business Asst Svcs, Bus. Loan apps - Micro-Enterprise program, Habitat for Humanity, new business outreach, ED Paradise Partnership Presentation, CA Bus Retention & Expansion program, tourism info |
| 27 | 2000-05/CDBG                 | 2000-2005 CDBG Subrecipient files   |
| 28 | 1996-05/misc                 | CDBG subrecipients, public service agreements, PEDC agendas/minutes   |
| 29 | 2000-01/PEDC                 | agendas/minutes, by-laws, misc correspondence, Housing Advisory agendas/minutes   |
| 31 | 1996-06/misc                 | CDBG admin files 96-06, ED Director 03, Housing Specialit 04, timecards 04  |
| 32 | 2003-04/CDBG                 | admin files   |
| 40 | 2003-10/misc                 | cash transactions 03-06, public notices/hearings 04-05, environ review 05-06, con plans 05-10, CDBG admin files 06-07   |
| 47 | 1995/CDBG grant files        | 1995 - CDBG Grant Files   |
| 48 | 1996-00/CDBG grant files     | 1996-2000 CDBG Grant Files  |
| 49 | 2005-06/Business Sign Review | 2005/2006 Sign review for Paradise Businesses   |
| 51 | 2009-12/EECBG Grant          | RFP samples, bid book, lighting conversion, safety lighting conversion, HVAC replacement  |
| 59 | 2006/consultant              | Consultant Files  |
| 60 | 2007-11/misc                 | purchase orders 07, receivables/payables 07, invoices 07-11   |
| 78 | 2006-15/misc                 | TBRA programs, property standards, LBP info, project data, FHA credit guidelines, website info, Green/Engery Star info, grant info, HOME Advisory Committee, local housing programs   |

Reviewed by:

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**EXHIBIT “C”**  
**LIST OF FILES ELIGIBLE FOR DESTRUCTION**  
**Town Clerk’s Department**

|           | <b>PERSONNEL – Closed + 2 years</b>                       |  |
|-----------|---|--|
| 8 Files   | Personnel Records 1982-83                                 |  |
|           |   |  |
|           | <b>LEGAL &amp; LEGISLATIVE - Supersede + 2</b>            |  |
| 1 File    | PERS – Attorney Opinion,<br>April 5, 1982                 |  |
|           |   |  |
|           | <b>ADMINISTRATION – Current Year + 2</b>                  |  |
| 1 File    | Community Attitude Survey 1997-98                         |  |
| 1 File    | Citizen of the Year 2003                                  |  |
| 1 File    | Travel Policy Revisions 1999                              |  |
| 1 File    | Special Message to Community on Terrorism 2001            |  |
| 1 File    | Paradise Public Facilities Corporation 1999               |  |
| 1 File    | Unlawful Harassment File 1997                             |  |
| 1 File    | Citizen Complaint Process Study 1995                      |  |
| 1 File    | Voter Registration Diskette, Instructions, Invoice 1997   |  |
| 1 File    | Public Safety Sales Tax Measure 1999-02                   |  |
| 1 File    | S.H. Cowell Foundation 2005-2009                          |  |
| 2 File    | Personnel Envelopes 1982                                  |  |
| 1 File    | I.D.A Referendum Petitions 1983                           |  |
| 1 File    | Citizen Newsletter from Town Manager Fall Issue 2001      |  |
| 1 File    | Citizen Newsletter Costs 2001                             |  |
| 1 File    | Public Records Request 1982 (CL+2)                        |  |
| 2 Binders | SNAP Information and Police Department SNAP info. 2002-11 |  |

Reviewed by:

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**Town of Paradise  
Council Agenda Summary  
Date: February 14, 2017**

**Agenda Item: 5(a)**

**Originated by:** Colette Curtis, Administrative Analyst II  
**Reviewed by:** Lauren Gill, Town Manager  
**Subject:** **Public Hearing for the Community Development Block Grant Program (CDBG) 2017-2018 Action Plan**

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**Council Action Requested:**

1. Conduct 2<sup>nd</sup> public hearing to solicit comments and/or suggestions regarding the 2017-2018 Annual Plan funding priorities.

**Background:**

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.

**Annual Plan Overview:**

The Town has not received its funding allocation for the program year, but is estimating that HUD will allocate approximately \$172,000, to the Town of Paradise for programs and projects that directly benefit the town's low and moderate-income residents. Funding priorities for this program year include:

- 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

### **Annual Action Plan and Public Meetings:**

The dates of the comment period and public hearings are as follows:

- **The Draft Annual Plan** will be available to the public on February 14, 2017. The plan will be available on the Town’s website ([www.townofparadise.com](http://www.townofparadise.com)); at the Butte County Public Library on Clark Road in Paradise, at the Paradise Senior Center; at the Family Resource Center and at the Paradise Chamber of Commerce. The public comment period is from February 14<sup>th</sup> – March 14<sup>th</sup> 2017. Written comments should be addressed to Colette Curtis, 5555 Skyway, Paradise, CA 95969.
- **Town Council on the final Annual Plan:** Tuesday, April 11, 2017, at 6:00 p.m., or as soon thereafter as possible, in the Town Hall Council Chambers at 5555 Skyway, Paradise, California. The Council will consider adopting the final 2017-2018 Annual Plan and receive additional public comment at this time.

### **Discussion:**

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.

**Fiscal Impact Analysis:**

The impact of this agenda item and subsequent actions related to the CDBG Program is positive. It will result in the award of approximately \$172,000 in federal funds as we estimate the Town may receive approximately the same amount of funding as last year.





# Town of Paradise Community Development Block Grant Annual Plan 2017-18

## Executive Summary

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The Town of Paradise, through its Community Development Block Grant (CDBG) program, has developed a strategy that focuses on cultivating Paradise as a viable community by providing decent housing, a suitable living environment, and by expanding economic opportunities, principally for low and moderate income persons.

This year, the Town will continue to support low and moderate income homeowners who need repairs to their home, and low income first-time homebuyers who are seeking down payment assistance to purchase a home. Loans for small, low income businesses will be offered this year as well. The Town will continue funding public services through our subrecipient funding process and allocate funds for the program's planning and administrative activities.

#### **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives for the 2017-18 program year are as follows:

1. Housing Assistance - Continue First Time Home Buyer Loans and Owner Occupied Rehabilitation Loans
2. Business Assistance - Renew program offering low income business owners loans to start or improve their business (code corrections, facade improvements, septic etc).



3. Public Services - Continue offering grants to non-profit community groups to provide services to the community. Previously funded programs include: Services for battered women and children, emergency overnight shelter to prevent homelessness, work training programs for at risk youth, college preparation for at risk youth, offering opportunities for educational advancement for low income youth, services for low income families, scholarships for low income youth to participate in sports.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The Town's past experience with CDBG funds has shown a great need in our community for affordable housing and services for low income residents. As a result, the Town continues to provide low income first time home buyers with assistance. The Town also continues to provide help to low income homeowners who need assistance with repairs and code corrections. Our past experience with subrecipients has also shown that there is a great need in our community for services for battered women, children, the elderly and low income families. The funding we grant to subrecipients is focused on providing for these needs.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

A public notice was published in the Paradise Post on December 31, 2016 outlining the noticing requirements of the Citizen Participation Plan and Annual Plan. The public notice announced the two public hearings that allowed citizens the opportunity to comment and make suggestions on the development of the 2017-2018 Annual Action Plan.

- **1st Public Hearing:** Tuesday, January 10, 2017 at 6:00 p.m. This public hearing was used to solicit suggestions and/or comments from the public regarding the 2017-2018 Annual Plan funding priorities.
- **2nd Public Hearing:** Tuesday, February 14, 2017 at 6:00 p.m., in the Town Hall Council Chambers at 5555 Skyway, Paradise, California. The Draft Annual Action plan was available for review by the Council and the public. This public hearing initiated a 30-day public comment period.



- **30-Day Public Comment Period:** February 14th-March 14th, 2017. The Draft Annual Action Plan was available for public review at the following locations, Paradise Public Library, Senior Center, Family Resource Center, Paradise Chamber of Commerce, Town Hall and could be downloaded via the Town's website.
- **Council Meeting:** Tuesday, April 11th, 2017, at 6:00 p.m., in the Town Hall Council Chambers at 5555 Skyway, Paradise, California. The Council reviewed the final draft of the 2017-2018 Annual Plan. Council adopted the drafts and approved submission of the documents to HUD.

## 5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were received for the 2017-2018 plan.

## 6. Summary of comments or views not accepted and the reasons for not accepting them

NA

## 7. Summary

The Town posted the public hearing notice in the Paradise Post and made it available on the Town's website. Community Service organizations were given information about the Annual Plan process and were encouraged to discuss these projects with individuals who visit their organizations. The draft plan was made available for review at the above mentioned locations, all of which are accessible to persons with disabilities.



**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name | Department/Agency |
|--------------------|------|-------------------|
| CDBG Administrator |      | Town of Paradise  |

**Table 1 – Responsible Agencies**

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

Colette Curtis

Administrative Analyst

5555 Skyway

Paradise CA 95969



(530) 872-6291 ext 112

ccurtis@townofparadise.com



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The town’s involvement with the Butte County Continuum of Care (CoC), which compiles an annual survey of the homeless population in Paradise, has provided the town with actual data regarding homelessness in the Town. The survey report which was provided to the town only counted the actual surveys filled out by homeless persons.

The Town provides assistance to non-profit organizations, which provide services to the homeless population. Through CDBG funding, the Town assists these organizations to find solutions and additional funding that can support this population. The town is working on a rental assistance program to assist individuals who are unable to rent on their own.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

NA



**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**



**Table 2 – Agencies, groups, organizations who participated**

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | Butte County Continuum of Care  |
|   | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Health  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> |   |





Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan      | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|-------------------|-------------------|--|
| Continuum of Care |                   |  |

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)



## AP-12 Participation – 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Town held two public hearings to solicit public comment on goals for the 2016-17 plan. Town staff also met with community groups to discuss the Town's goals and needs of the community.

#### Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach           | Summary of response/attendance  | Summary of comments received            | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|---|---|--|---------------------|
| 1          | Public Meeting   | Non-targeted/broad community | A public hearing was held during a formally noticed Council Meeting on two separate dates. Attendance was moderate at each. | There were no public comments received. | NA   |                     |



| Sort Order | Mode of Outreach | Target of Outreach           | Summary of response/attendance   | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|--|------------------------------|--|---------------------|
| 2          | Newspaper Ad     | Non-targeted/broad community | Public Notice published in the Paradise Post Newspaper with public participation process and dates for comments. | No comments were received.   | NA   |                     |

**Table 4 – Citizen Participation Outreach**





## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

Based on last year's allocation, we expect to receive approximately \$172,000. Funding from the 2009/10 Program Year (\$80,00) and 2013/14 Program Year (40,000) is currently going through the Substantial Amendment process and will be re-allocated for use in Housing Assistance during the 2017-18 Program Year.

#### Priority Table

| Program | Source of Funds  | Uses of Funds  | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|--|-----------------------|
|         |                  |  | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |  |                       |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 172,000                          | 0                  | 120,000                  | 292,000   | 0  |                       |

Annual Action Plan  
2017

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| Program | Source of Funds  | Uses of Funds | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|------------------|---------------|----------------------------------|--------------------|--------------------------|-----------|--|-----------------------|
|         |                  |               | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |  |                       |
| Other   | public - federal | Housing       | 0                                | 0                  | 0                        | 0         | 0  |                       |

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

NA

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

NA

**Discussion**



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

No Goals Found

| Sort Order | Goal Name          | Start Year | End Year | Category  | Geographic Area | Needs Addressed    | Funding           | Goal Outcome Indicator   |
|------------|--------------------|------------|----------|---|-----------------|--------------------|-------------------|--|
| 1          | Housing Assistance | 2015       | 2020     | Affordable Housing  | Paradise        | Affordable Housing |                   | Homeowner Housing Rehabilitated: 5 Household Housing Unit<br>Direct Financial Assistance to Homebuyers: 5 Households Assisted                  |
| 2          | Public Services    | 2015       | 2020     | Homeless<br>Non-Homeless<br>Special Needs<br>Non-Housing<br>Community Development | Paradise        | Homelessness       | CDBG:<br>\$25,800 | Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted<br>Homelessness Prevention: 10 Persons Assisted |

Table 6 – Goals Summary



**Goal Descriptions**

|   |                         |                    |
|---|-------------------------|--------------------|
| 1 | <b>Goal Name</b>        | Housing Assistance |
|   | <b>Goal Description</b> |                    |
| 2 | <b>Goal Name</b>        | Public Services    |
|   | <b>Goal Description</b> |                    |

Table 7 – Goal Descriptions

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

We estimate we will assist approximately 10 low income families with affordable housing.





## AP-35 Projects – 91.220(d)

### Introduction

| # | Project Name |
|---|--------------|
|   |              |

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs



## Projects

### AP-38 Projects Summary

#### Project Summary Information

#### Table 9 – Project Summary



## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

All funding will be directed within the Town Limits of Paradise. Paradise does not have geographical concentrations of low income or minority households. These households are spread throughout the Town, and as a result funding will be distributed based on eligibility and need.

### **Geographic Distribution**

| <b>Target Area</b> | <b>Percentage of Funds</b> |
|--------------------|----------------------------|
| Paradise           | 100                        |

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

### **Discussion**



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

This year the Town of Paradise plans to assist with affordable housing by providing two housing programs: First Time Home Buyer Assistance and Owner Occupied Rehabilitation. The Town will also provide funding to subrecipients who will support the homeless population in Paradise.

| One Year Goals for the Number of Households to be Supported |    |
|---|----|
| Homeless  | 5  |
| Non-Homeless  | 10 |
| Special-Needs   | 0  |
| Total   | 15 |

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households Supported Through |    |
|---|----|
| Rental Assistance   | 0  |
| The Production of New Units                                   | 0  |
| Rehab of Existing Units                                       | 5  |
| Acquisition of Existing Units                                 | 5  |
| Total   | 10 |

**Table 12 - One Year Goals for Affordable Housing by Support Type**

#### Discussion



## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Town continues to monitor Paradise Community Village (PCV), a low income housing facility the Town assisted with CDBG funds in 2013.

### **Actions planned during the next year to address the needs to public housing**

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

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

### **Discussion**



## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

Although the Town has approximately 27,000 residents, it is by no means an urban center in the North state, and with the lack of efficient public transportation, Paradise has not become a destination for homeless individuals such as other communities in our area- as seen in Chico and Oroville. The lack of social services and shelters, coupled with the fact that these services have been available in neighboring cities has lessened both the homeless population and urgency to address these needs in Paradise.

The Butte County Housing Authority is working with the Butte Continuum of Care, which is a conglomeration of public agencies and local nonprofits, who work together to hold an annual census of homelessness in Butte County. This survey was completed on January 30, 2013. The data is a point in time survey which makes it very hard to assess the actual homeless count, since it is only a one-day juncture and may not capture the whole picture or actual homelessness in Paradise. These parameters of the survey were kept in mind as the Town decided among priority needs in this category. The most recent point in time survey occurred on Jan. 25th 2017, however that data has not been released to date.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

#### **2013 Homeless Survey (Completed by Continuum of Care staff and volunteers)**

The 2013 survey data was compiled, and the following information, provides us with an overview of homelessness in Paradise. Over 1,553 surveys were given out in Butte County, 89 or 6% were completed in Paradise. The survey results show that 29% of respondents from Paradise were adults, 38% were adults in families and 29% were children. The report did state that approximately 10% of homeless youth are or have been part of the foster care system. The high number of homeless youth that came out of the survey could be justified because Paradise has a very high number of foster care youth and youth in group homes. HUD does not current define foster youth as ‘chronically homeless.’



## **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Town will continue to work with local non-profits and the homeless shelter in Chico (Torres Shelter) to make sure that the chronically homeless population in Paradise will be able to seek out services from these agencies and to also make sure that agencies are able to service this population. The Torres shelter accepts individuals from around the area, and Paradise homeless individuals are encouraged to seek shelter there if needed. Sojourner House on the Ridge (SHOR) operates a day center in Paradise, offering case management and referrals to Chico for overnight shelter at the Torres Shelter. There are non-profits in town that provide hot meals to residents of Paradise and they also help with emergency shelters if needed.

**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 town currently works with the local Continuum of Care program to prevent chronic homelessness within our jurisdiction. Youth for Change also provides services to homeless individuals and youth in foster and group homes. These programs focus on transitioning individuals from homelessness to permanent housing and independent living. The town will continue funding organizations that provide case management and credit counseling services to the homeless population to encourage and teach them how to be successful in their jobs and living situation.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

## **Discussion**



|  |
|--|
| <b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>        |
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family          |
| Tenant-based rental assistance   |
| Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds   |
| Total  |





## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

The Town encourages the development of affordable housing by initiating the following goals. The goals are used as incentives to assist with options of affordable housing construction. These bonuses and incentives are intended to contribute to the economic feasibility of affordable housing in developments proposed within the town.

- Softened the zoning requirements associated with secondary housing units to encourage development.
- The Paradise Zoning Ordinance Chapter 17.44 includes provisions about affordable housing incentives and residential density bonuses (Paradise Housing Element, 2014).

### **Actions it planned 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**

#### **return on residential investment**

The Town of has an adopted Fair Housing Impediments Analysis that provides an overview of the public policies which are in place to serve as barriers to affordable housing.

One of the barriers to affordable housing is the Town of Paradise's lack of a municipal wastewater treatment facility. Typical septic tanks and leach lines are adequate for single family development but this is not a viable alternative for new housing developments which are at higher densities. Typically, affordable housing units are built in clusters and would require a more advanced wastewater treatment system, which typically is very expensive and may lead to costs being passed on to the developer or whomever is financing the project.

The Town is currently exploring options for a sewer to service the more developed areas of Town.

### **Discussion**



## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

**Actions planned to address obstacles to meeting underserved needs**

**Actions planned to foster and maintain affordable housing**

**Actions planned to reduce lead-based paint hazards**

**Actions planned to reduce the number of poverty-level families**

**Actions planned to develop institutional structure**

**Actions planned to enhance coordination between public and private housing and social service agencies**

### **Discussion**



## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

#### Other CDBG Requirements

|   |       |
|---|-------|
| 1. The amount of urgent need activities   | 0     |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 0.00% |



## Discussion





**Town of Paradise  
Council Agenda Summary  
Date: February 14, 2017**

**Agenda Item: 6(a)**

**Originated by:** Lauren Gill, Town Manager  
Gina S. Will, Administrative Services Director/Town Treasurer

**Subject:** 2016/17 Operating and Capital Budget Status Update (Mid-Year Budget Review)

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**Council Action Requested:**

1. Review the report presented and approve the recommended mid-year budget adjustments; and,
2. Approve the Fire Prevention Inspector job description and salary pay plan; and
3. Provide direction to staff for scheduling a Town Council goal setting workshop to discuss 2017/18 budget priorities.

**Background:**

The Town has completed the first six months of the 2016/17 fiscal year. The 2016/17 operating and capital budget was adopted June 20, 2016. The Town has made progress in restoring some general fund cash flow reserves and addressing some other financial weaknesses; however, some financial challenges remain. True to its 2016/17 budget theme “the road to financial stability is a marathon not a sprint”, the Town is in its first leg of a long journey to restore true financial health and stability.

After more than six years of depleted reserves, delayed asset replacement and deferred maintenance, the community responded by passing a six year 0.50% transaction and use tax (Measure C) which took effect April 1, 2015. Measure C is expected to provide about \$1.2 million a year for six years. The appropriations for the 2016/17 Measure C monies were vetted through the Community Oversight Committee and approved by the Town Council and includes replacement of three police cars, purchase of a new fire engine, investment in town roads, public safety facility repairs, and support for police, fire and animal control services.

This mid-year budget report provides an opportunity for staff to do a comprehensive review of all budgeted accounts, including personnel expenditures. It is also the start of the next year budget cycle wherein a timeline for completion, a five-year budget projection is analyzed, and priorities are discussed.

**Discussion:**

**Fund 1010 – General Fund**

Staff analyzed a General Fund Budget Performance Report to date for the 2016/17 fiscal year in order to review trends or significant swings in revenues and expenses and to identify needed budget adjustments. A copy of this report is attached for review. The following information was derived from this analysis and highlights of the recommended adjustments are summarized below:

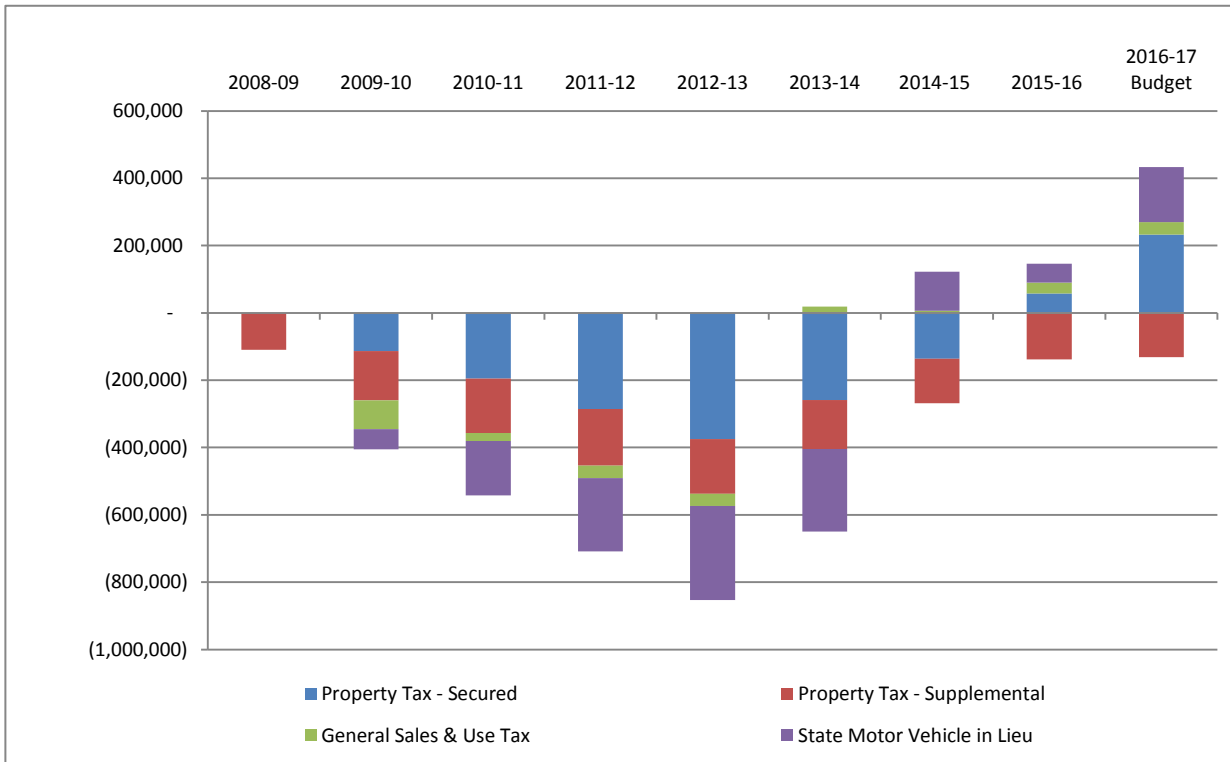
**Revenues**

|                  | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|------------------|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Measure C        | \$1,236,212                    | 1,200,000                    | 1,264,000                     | 64,000                           |
| Non Department   | 10,468,598                     | 10,664,475                   | 10,765,763                    | 101,288                          |
| Finance          | 18,849                         | 20,100                       | 20,100                        | 0                                |
| Police           | 74,511                         | 87,387                       | 80,012                        | (7,375)                          |
| Fire             | 98,873                         | 82,670                       | 78,828                        | (3,842)                          |
| Planning         | 49,515                         | 61,421                       | 62,235                        | 814                              |
| Waste Management | 82,896                         | 47,032                       | 47,032                        | 0                                |
| Engineering      | 34,442                         | 37,450                       | 29,926                        | (7,524)                          |
| Community Park   | 2,590                          | 2,750                        | 2,625                         | (125)                            |
| <b>Totals</b>    | <b>\$12,066,485</b>            | <b>\$12,203,285</b>          | <b>\$12,350,521</b>           | <b>\$147,236</b>                 |

- Measure C: The 0.50% transaction and use tax approved by the voters in November 2014, took effect April 1, 2015. The Town has now received six full quarters of receipts. The most recent quarter reflects receipts from July through September 2016. These receipts were higher than the same quarter in 2015/16. To remain conservative staff will assume that the remaining three quarters are equal to the prior year. The receipts to date support an estimate of about \$1.264 million for 2016/17. Thus, **staff recommends increasing Measure C Revenue budget \$64,000.**
  
- Property Taxes: The Town has received its first deposit of 2016/17 property tax receipts and final estimates from Butte County based on the finalized tax rolls. About 75% of the secured tax rolls are governed by Proposition 13 which means that property taxes cannot grow on those properties more than 2% per year. So, 25% of the properties are generating most of the growth. Secured property taxes are expected to grow 4.03% as compared to growth of 4.66% last year. Unsecured property taxes are expected to grow 3.01% after growth of 6.55% last year. Homeowner’s apportionment is expected to increase 1.30% after declining 2.75% last year.

For the first time in eight years, property value based taxes collectively have exceeded prerecession levels; although, Council should also take note of the following:

1. It will take several more years to make up the \$3.4 million in lost property value based revenues.



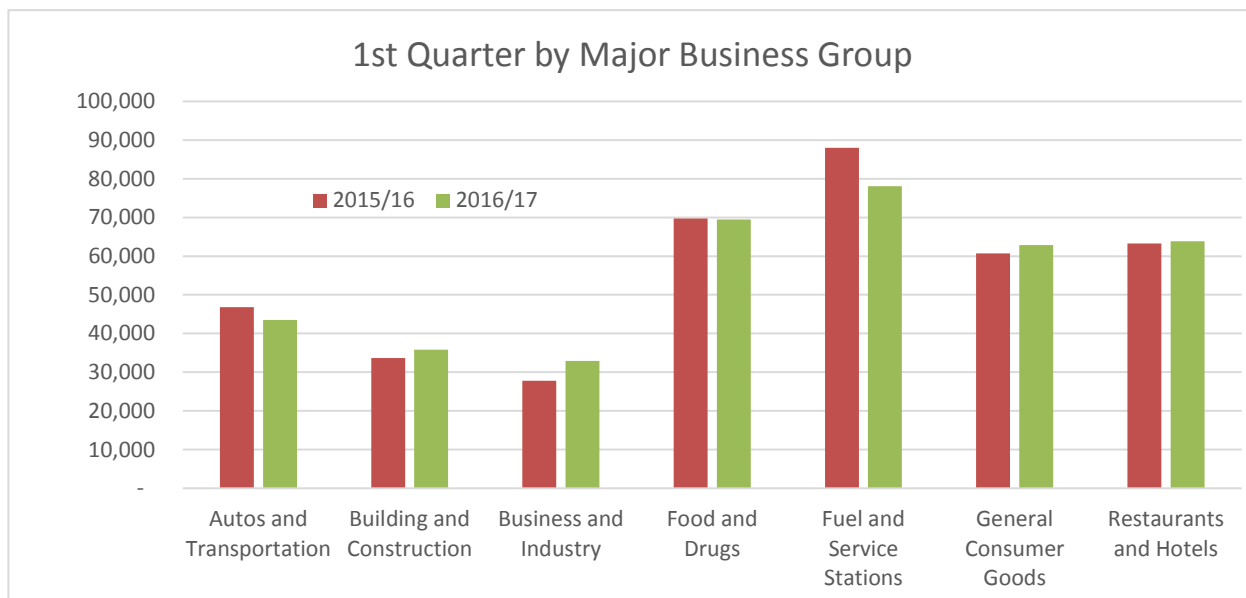
2. With about 75% of the properties restrained by a 2% growth rate, this also means then that 25% of properties will have to turn over or grow 9.9% in order for the Town to maintain property tax growth of 4%.
3. 44% of General Fund revenue (without Measure C) is generated from Property Taxes. With these constrained revenues, inflation or fast increasing CPI will create financial strain in future budgets

The following chart further summarizes property tax expectations and recommended budget adjustments for this 2016/17 budget year:

| Property Taxes              | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|-----------------------------|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Secured                     | \$4,359,503                    | \$4,490,288                  | \$4,535,132                   | \$44,844                         |
| Unsecured                   | 231,943                        | 232,210                      | 238,914                       | 6,704                            |
| Supplemental                | 44,205                         | 50,836                       | 50,836                        | 0                                |
| Homeowners<br>Apportionment | 65,655                         | 65,983                       | 66,507                        | 524                              |
| <b>Totals</b>               | <b>\$4,701,306</b>             | <b>\$4,839,317</b>           | <b>\$4,891,389</b>            | <b>\$52,072</b>                  |



- Motor Vehicle in Lieu (MVIL): The Town has received its first receipts and reviewed the County’s calculations of MVIL for 2016/17. Staff was too conservative in its estimates for 2016/17, and **recommends increasing MVIL \$34,292**. The Town will receive \$2.24 million in 2016/17 as compared to \$2.13 the prior year.
- Sales Tax: With the first quarter of 2016/17 sales tax receipts recorded, receipts remain flat. Analysis shows that growth in business groups are split with four increasing and three decreasing. Gasoline sales are the single largest contributor to sales tax generation in the Town, and with receipts continuing to lag behind the prior year, staff recommends keeping the sales tax budget conservative. No change is currently recommended. The Town is expected to receive \$1.84 million as compared to \$1.89 the prior year when it received some one time revenues associated with the unwind of the triple flip.



- Franchise Fees and Transient Occupancy Taxes (TOT): No budget adjustments are currently recommended by staff for Franchise Fees and TOT. Only one quarter of receipts have been recorded for the 2016/17 fiscal year and they align closely to budget estimates. The Town anticipates receiving \$908,159 in Franchise Fees and \$213,621 in TOT for 2016/17.
- State Mandated Claims Reimbursements: The last two years the State has released long deferred mandated cost claim reimbursements. For administrative claims the State issued \$44,670 in 2014/15 and \$13,369 in 2015/16. For police claims \$68,830 was released in 2014/15 and \$20,595.62 in 2015/16. As the Town is still owed \$218,810 according to the most recent report acquired from the State Controller’s Office, staff anticipated more payments in 2016/17. With half the year gone, \$9,169 was released for police claims, but

nothing for administrative claims. **Staff recommends decreasing the 2016/17 administrative account \$5,000 and the police account \$5,000.**

- *Police Services:* With the police department continuing to struggle with maintaining the budgeted compliment of fully trained officers, some of the correlated service revenues are less than budget. **Staff recommends decreasing police revenues \$2,375 in accounts like fines and DUI accident and arrest processing.**
- *Fire Equipment Rental:* With the drought, fire seasons the last several years have been especially demanding for the State of California. When possible, the Town lent resources to the State which resulted in rental income. A recent history of income amounts is shown below:

- 2015/16 \$89,635
- 2014/15 \$174,163
- 2013/14 \$24,601
- 2012/13 \$94,085
- 2011/12 \$5,609

\$75,000 was budgeted for 2016/17, and \$54,385 has already been received to date. **Staff recommends no adjustment at this time,** but Council should be reminded of the commitment to place any rental income above \$75,000 this fiscal year in the asset replacement fund for future equipment replacement.

- *Public Works/Engineering:* Currently public works/engineering service revenues are trending below budgeted levels in accounts like land division, grading checks, and drain plans. The especially wet winter may have delayed development projects, so **staff recommends decreasing engineering revenues \$7,524.**

To summarize, the Town is expected to receive \$147,236 more in revenues for 2016/17 than currently budgeted. \$64,000 in Measure C receipts and \$83,236 in other receipts. This is encouraging compared to the recent past and confirms that revenues have stabilized and show moderate growth.

Further, the Town continues to be challenged by its lack of diversified revenues. Thankfully Measure C is currently filling in the gap, allowing the Town to maintain quality services for the community. Because such a large portion of its revenues are constrained, the Town should be vigilant in recouping costs of special services so that the community as a whole isn't subsidizing the special services of a few. An amended master fee schedule is scheduled as part of the 2017/18 budget process.

**Expenses:**

|                    | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|--------------------|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Measure C          | \$873,395                      | \$1,413,958                  | \$1,402,106                   | \$(11,853)                       |
| Non Department     | 970,185                        | 1,014,301                    | 1,013,323                     | (978)                            |
| Administration     | 1,567,754                      | 1,577,499                    | 1,593,077                     | 15,578                           |
| Police             | 4,014,295                      | 4,081,530                    | 4,154,621                     | 73,091                           |
| Fire               | 3,479,832                      | 3,849,476                    | 3,823,703                     | (25,773)                         |
| Community Develop. | 173,462                        | 193,541                      | 194,054                       | 513                              |
| Public Works       | 267,808                        | 283,726                      | 285,972                       | 2,246                            |
| <b>Totals</b>      | <b>\$11,346,730</b>            | <b>\$12,414,031</b>          | <b>\$12,466,856</b>           | <b>\$52,825</b>                  |

**Measure C:**

Measure C has been essential in preserving services and maintaining a balanced budget this fiscal year. As previously reported, the Town is replacing public safety equipment, sustaining the CAL FIRE contract, planning road rehabilitation and addressing deferred maintenance issues with this funding. Following is a recap of the Measure C mid-year proposed budget for 2016/17.

**Measure C Updated**

|                                      | <u>2016/17<br/>Amended<br/>Budget</u> | <u>2016/17<br/>Proposed<br/>Budget</u> | <u>2016/17<br/>Budget<br/>Adjustments</u> |
|--------------------------------------|---------------------------------------|--|---|
| <b>Police Department</b>             |                                       |  |   |
| Lieutenant Transition                | \$15,218                              | \$15,218                               | \$0                                       |
| Lieutenant Training                  | 8,000                                 | 8,000                                  | 0   |
| 2 <sup>nd</sup> Phase Depart. Siding | 50,000                                | 50,000                                 | 0   |
| Men's Locker Room Floor              | 5,000                                 | 5,000                                  | 0   |
| Emergency Generator Replacement      | 90,000                                | 90,000                                 | 0   |
| 2 <sup>nd</sup> Investigator         | 160,964                               | 157,714                                | (3,250)                                   |
| Police Cadets (2)                    | 34,000                                | 46,153                                 | 12,153                                    |
| Police Cars                          | 100,000                               | 100,000                                | 0   |
| Body Cameras                         | 5,917                                 | 5,917                                  | 0   |
| Patrol Cameras and Cases             | 3,000                                 | 3,240                                  | 240                                       |
| Emergency 9-1-1 MIS                  | 10,000                                | 10,000                                 | 0   |
| Sawmill Peak Communication Study     | 3,000                                 | 3,000                                  | 0   |
| Officer Training                     | 15,000                                | 15,000                                 | 0   |
| K-9 Program                          | 10,000                                | 13,758                                 | 3,758                                     |
|                                      | <b>\$510,099</b>                      | <b>\$523,000</b>                       | <b>\$12,901</b>                           |
| <b>Animal Control</b>                |                                       |  |   |
| Increased Officer Hours              | \$31,056                              | \$30,647                               | (\$409)                                   |
| Officer and Supervisor Training      | 3,500                                 | 3,500                                  | 0   |

2016/17 Operating and Capital Budget Status Update (Mid-Year Review)  
 February 14, 2017

|  |                  |                  |                   |
|--|------------------|------------------|-------------------|
| Awning and Concrete Repairs            | 9,500            | 9,500            | 0                 |
| Animal Isolation Units                 | 7,000            | 7,000            | 0                 |
| Raised Beds, Metal Bowls, AC Unit      | 3,300            | 3,300            | 0                 |
| Online Dog Licensing Setup             | 10,000           | 10,000           | 0                 |
|  | <u>\$64,356</u>  | <u>\$63,947</u>  | <u>(\$409)</u>    |
| <b>Fire Department</b>                 |                  |                  |                   |
| CAL FIRE Contract                      | \$150,000        | \$150,000        | \$0               |
| Future Apparatus Funding               | 50,000           | 50,000           | 0                 |
| Storage Wall & Safety Door             | 3,470            | 3,470            | 0                 |
| E82; Blower, Gas Monitor, Tool Bracket | 5,500            | 5,500            | 0                 |
| SCBAs Matching Funds                   | 3,500            | 3,049            | (451)             |
| Fire Engines 81 & 82                   | 127,033          | 127,033          | 0                 |
|  | <u>\$339,503</u> | <u>\$339,052</u> | <u>(\$451)</u>    |
| <b>Public Works</b>                    |                  |                  |                   |
| 2016 Micro Surface and Markings        | 500,000          | 476,107          | (23,893)          |
|  | <u>\$500,000</u> | <u>\$476,107</u> | <u>(\$23,893)</u> |
| <br>Subtotal                           | <br>\$1,413,958  | <br>\$1,402,106  | <br>\$(11,853)    |

➤ Police Department:

Generally the cost of items budgeted from Measure C to support the Police Department are coming in at budgeted levels. The second investigative position is expected to cost a little less because of the officer currently in that position, but the current police trainee will cost a little more because she was already in the CalPERS system and the Town is required to continue those benefits. Further, training options for the K9's are limited. The cost of maintaining appropriate training more than tripled since the budget was adopted.

➤ Public Works

The micro surface and markings road rehabilitation project of 2016 was the only other budgeted item that differed notably from budget. The project cost \$23,893 less than expected.

Staff met with the Measure C Citizen Oversight Committee on January 24, 2017 where they approved the reporting of Measure C financial activity through December 31, 2016. In addition, staff informed the committee that Council approved the selling of the 2008 Sutphen engine in order to leverage the remaining value and purchase another new Pierce Enforcer Fire Engine. Further, staff shared the Measure C preliminary financial plan in order to demonstrate that there are adequate funds available to finance the Engine. As a reminder, following is the preliminary plan shared with Town Council on December 13, 2016:

Preliminary Measure C Financial Plan

|  | 2015/16   | 2016/17   | 2017/18   | 2018/19   | 2019/20   | 2020/21   | Totals    |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <i>Revenues/Projected Revenues</i>               | 1,236,212 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 7,236,212 |
| <i>Police</i>                                    |           |           |           |           |           |           |           |
| <i>2nd Investigation Position</i>                | 110,238   | 160,964   | 160,964   | 160,964   | 160,964   | 160,964   |           |
| <i>Police Cadets (3) (2) (1)</i>                 | 55,241    | 34,000    | 17,000    | 17,000    | 17,000    | 17,000    |           |
| <i>Lieutenant Transition &amp; Training</i>      |           | 23,218    |           |           |           |           |           |
| <i>15 Police Cars</i>                            | 13,597    | 100,000   | 100,000   | 100,000   | 100,000   | 100,000   |           |
| <i>Body Cameras</i>                              | 14,786    | 5,917     | 5,917     | 5,917     | 5,917     |           |           |
| <i>K9 Program</i>                                | 9,514     | 10,000    | 10,000    | 10,000    | 10,000    | 10,000    |           |
| <i>Enhanced PD Training</i>                      | 16,101    | 15,000    | 15,000    | 15,000    | 15,000    | 15,000    |           |
| <i>LiveScan Machine</i>                          | 11,670    |           |           |           |           |           |           |
| <i>PD Siding &amp; Repairs</i>                   | 97,251    | 50,000    |           |           |           |           |           |
| <i>Patrol Cameras &amp; Cases</i>                |           | 3,000     |           |           |           |           |           |
| <i>Emergency 9-1-1 MIS</i>                       |           | 10,000    |           |           |           |           |           |
| <i>Sawmill Peak Communication Study</i>          |           | 3,000     |           |           |           |           |           |
| <i>Men's Locker Room Floor</i>                   |           | 5,000     |           |           |           |           |           |
| <i>Emergency Electrical/Generator</i>            |           | 90,000    |           |           |           |           |           |
|  | 328,398   | 510,099   | 308,881   | 308,881   | 308,881   | 302,964   | 2,068,104 |
| <i>Fire</i>                                      |           |           |           |           |           |           |           |
| <i>Maintain CAL FIRE Contract</i>                | 144,401   | 150,000   | 150,000   | 150,000   | 150,000   | 150,000   |           |
| <i>Fire Engine 82</i>                            | 98,226    | 86,632    | 86,632    | 86,632    | 86,632    | 86,632    |           |
| <i>Future Apparatus Funding</i>                  |           | 50,000    |           |           |           |           |           |
| <i>Apparatus Equipment</i>                       |           | 5,500     |           |           |           |           |           |
| <i>SCBA's</i>                                    | 24,931    | 3,500     |           |           |           |           |           |
| <i>Exhaust Extraction</i>                        | 21,674    |           |           |           |           |           |           |
| <i>Station 81 Storage Wall</i>                   |           | 1,470     |           |           |           |           |           |
| <i>Station 82 Safety Door</i>                    |           | 2,000     |           |           |           |           |           |
|  | 289,232   | 299,102   | 236,632   | 236,632   | 236,632   | 236,632   | 1,534,862 |
| <i>Animal Control</i>                            |           |           |           |           |           |           |           |
| <i>Increased Hours for AC Officer</i>            | 25,079    | 34,556    | 34,556    | 34,556    | 34,556    | 34,556    |           |
| <i>Sanitation Unit</i>                           | 5,405     |           |           |           |           |           |           |
| <i>Raised beds, metal bowls, air conditioner</i> |           | 3,300     |           |           |           |           |           |
| <i>Online dog licensing program &amp; setup</i>  |           | 10,000    |           |           |           |           |           |
| <i>Awning &amp; Concrete Repairs</i>             |           | 9,500     |           |           |           |           |           |
| <i>Isolation Units</i>                           |           | 7,000     |           |           |           |           |           |
|  | 30,484    | 64,356    | 34,556    | 34,556    | 34,556    | 34,556    | 233,064   |

2016/17 Operating and Capital Budget Status Update (Mid-Year Review)  
 February 14, 2017

| <i>Public Works</i>                          |                |                  |                |                |                |                |                  |
|--|----------------|------------------|----------------|----------------|----------------|----------------|------------------|
| <i>Pedestrian Safety Crossing</i>            | 24,779         |                  |                |                |                |                |                  |
| <i>Pearson Road Improvements</i>             | 200,502        |                  |                |                |                |                |                  |
| <i>2016 Micro Surface &amp; Markings</i>     |                | 500,000          |                |                |                |                |                  |
|  | 225,281        | 500,000          | -              | -              | -              | -              | 725,281          |
| <b>Total Expenses</b>                        | <b>873,395</b> | <b>1,373,557</b> | <b>580,069</b> | <b>580,069</b> | <b>580,069</b> | <b>574,152</b> | <b>4,561,311</b> |
| <br>   |                |                  |                |                |                |                |                  |
| <b>Net Total</b>                             | <b>362,817</b> | <b>(173,557)</b> | <b>619,931</b> | <b>619,931</b> | <b>619,931</b> | <b>625,848</b> | <b>2,697,901</b> |
| <br>   |                |                  |                |                |                |                |                  |
| <i>Designated Reserves</i>                   |                |                  |                |                |                |                |                  |
| <i>Police Car Payments</i>                   | 86,403         | 86,403           | 86,403         | 86,403         | 86,403         | 86,403         |                  |
| <i>Unassigned</i>                            | 276,414        | 102,857          | 722,788        | 1,342,719      | 1,962,650      | 2,588,498      |                  |
| <br>   |                |                  |                |                |                |                |                  |
| <i>Options</i>                               |                |                  |                |                |                |                |                  |
| <i>10% Reserve</i>                           |                |                  | 180,000        | 180,000        | 180,000        | 180,000        | 720,000          |
| <br>   |                |                  |                |                |                |                |                  |
| <i>Maxwell Drive SR2S</i>                    |                |                  | 200,000        |                |                |                | 200,000          |
| <i>Almond Street Multi-Modal</i>             |                |                  |                | 388,000        |                |                | 388,000          |
| <i>Ponderosa SR2S</i>                        |                |                  |                | 193,000        |                |                | 193,000          |
| <br>   |                |                  |                |                |                |                |                  |
| <i>Fire Engine 81 (\$319K financed-4 yr)</i> |                | 40,401           | 80,803         | 80,803         | 80,803         | 40,401         | 323,212          |
| <br>   |                |                  |                |                |                |                |                  |
| <b>Total of Options</b>                      |                |                  |                |                |                |                | <b>1,824,212</b> |
| <br>   |                |                  |                |                |                |                |                  |
| <b>Net Remaining</b>                         |                |                  |                |                |                |                | <b>764,286</b>   |

The committee supported the purchase of a new fire engine. Also, there was mixed reaction to the financial plan. Some wanted more toward reserves and some wanted less. Some wanted assurance that the Town would begin weaning off the Measure C support sooner, especially for personnel related items, and some wanted more invested toward Town infrastructure now. All in all it was a healthy discussion and they all agreed that Measure C to date has been spent appropriately on voter approved items. Ultimately it will be up to Town Council to decide on the appropriate balance between funding immediate needs now and saving for future contingencies.

Administration:

Collectively administrative divisions are anticipated to increase \$15,578 for a variety of reasons including changes in staff and retiree health care elections, utility increases, increased LAFCO contributions, needed computer and equipment replacements, and increased financial transaction fees resulting from more online and credit card transactions as summarized below:

- ✓ Town Council (600)
- ✓ Town Clerk (4,749)

|                              |         |
|------------------------------|---------|
| ✓ Town Manager               | (827)   |
| ✓ Central Services           | 13,909  |
| ✓ Information Technology     | 5,379   |
| ✓ HR and Risk Management     | 166     |
| ✓ Legal Services             | (2,010) |
| ✓ Finance                    | 3,948   |
| ✓ Rental Properties          | 200     |
| ✓ Emergency Operation Center | 162     |

Police Department

- Police Administration: The division has settled in with two new Lieutenants after the retirement of two long term Lieutenants this fiscal year. Some of the assumptions used and the timing of those position replacements results in a needed increased budget appropriation for salaries, benefits and accrual payoffs of \$6,204.
- Police Operations: The Police Department continues to struggle to fill open and budgeted positions within police operations. The last few years, turnover within Police Operations has been increasing as shown below:

|         |     |
|---------|-----|
| 2013/14 | 11% |
| 2014/15 | 16% |
| 2015/16 | 26% |

Given the competition statewide for officers, the best option for replacing officers is currently by sponsoring them through the police academy. With the number of employees that the Town currently has, even in January 2018 when the most recent academy graduate is fully trained, the division will be less than fully staffed. Below is the current position control for Police Operations.

|                 | <b>Position Control</b> | <b>Actual</b> |                            |
|-----------------|-------------------------|---------------|----------------------------|
| Officer         | 12                      | 11            |                            |
| Officer Trainee | 0                       | 1             | June 2017 fully trained    |
| Officer Cadet   | 0                       | 1             | January 2018 fully trained |
| AB109 Officer   | 1                       | 1             |                            |
| Investigator    | 2                       | 1.5           |                            |
| Sergeant        | 4                       | 3             | As of March 2017           |
| <b>Totals</b>   | <b>19</b>               | <b>18.5</b>   |                            |

A careful staffing analysis recently completed shows that even with the full complement of 19 sworn officers in operations, the division will incur some overtime to cover vacations, illness and training. However, when the division has less than 19 sworn officers, overtime increases by about \$100,000 a year for each position not filled to maintain minimum staffing levels. Conversely, the analysis does not show a significant decrease in overtime when a position is added. The conclusion and recommendation by staff then is to somehow get ahead of the

hiring curve to minimize the time the division has less than 19 fully trained sworn officers. A more complete recommendation will come with the 2017/18 budget plan.

The total recommended increase to the police operations budget is \$66,217. The \$79,454 increase in overtime with the \$24,563 increase in accrual bank payoffs from terminating employees was offset by salary and benefit savings, and reduced retiree medical expenses.

Fire Department

Fire Administration: The division is expected to save about \$7,928. Most of the savings is the result of the current vacancy of the civilian fire prevention inspector. Staff is proposing to fill this position and have it report to the Fire Marshal/Building & Onsite Sanitary Official as described completely below under the heading of Building Safety and Wastewater Fund.

Fire Suppression: This division is expected to save about \$11,055. Retiree medical costs are coming in less than expected, gas prices are still relatively low, and additional savings are being found in operating supply accounts.

Volunteer Program: Savings of about \$6,790 are expected from this program. While the department has been actively recruiting volunteers, the number of volunteers continue to decline. A volunteer has similar training requirements as a firefighter, and the time commitment and physical ability associated with these requirements are making it more difficult to recruit and retain volunteers.

Community Development and Public Works

Very minimal net adjustments totaling \$2,759 are recommended in Community Development and Public Works divisions as summarized below:

|                           |         |
|---------------------------|---------|
| ✓ Planning                | 95      |
| ✓ Waste Management        | 418     |
| ✓ Engineering             | (1,333) |
| ✓ Paradise Community Park | 2,765   |
| ✓ Public Facilities       | 1,445   |
| ✓ Fleet Management        | (631)   |

**Fiscal Impact:**

Again, Measure C is the key to allowing the Town to move a few more paces forward and maintain quality services this fiscal year. Outside of Measure C, revenues are growing modestly and the Town is still addressing long-deferred expenditures. This year, the Town will maintain a balanced budget, and is only expected to add about \$21,771 to cash flow reserves. The Town is approaching its goal of a 10% cash flow reserve and by the end of the fiscal year will have achieved an 8.4% cash flow reserve with just over \$1.04 million. The Town has decreased its cash borrowing, but will continue to borrow until reserves are more adequately replenished. With active grant funded capital improvement projects, strong cash flow is even more vitally important as grants reimburse the Town after work has been completed. The following chart shows the progress that the Town is



making in rebuilding its General Fund Ending Fund Balance and Cash Flow Reserves:

|   | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|---|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Measure C Revenues                        | \$1,236,212                    | \$1,200,000                  | \$1,264,000                   | \$64,000                         |
| Measure C Expenses                        | (873,395)                      | (1,413,958)                  | (1,398,559)                   | (15,399)                         |
| Measure C Net Income                      | \$362,817                      | \$(213,958)                  | \$(134,559)                   | \$79,399                         |
| GF Revenues                               | \$10,830,273                   | \$11,003,285                 | \$11,086,521                  | \$83,236                         |
| GF Expenses                               | (10,473,335)                   | (11,000,073)                 | (11,064,750)                  | 64,677                           |
| GF Net Income                             | \$356,938                      | \$3,212                      | \$21,771                      | \$18,559                         |
| Measure C Ending Fund Balance             | \$646,091                      | \$432,133                    | \$507,985                     |                                  |
| GF Ending Fund Balance                    | 2,994,787                      | 2,997,999                    | 3,016,558                     |                                  |
| Total Ending Fund Balance                 | \$3,640,878                    | \$3,430,132                  | \$3,524,543                   |                                  |
| <i>Designated Reserves – Measure C</i>    |                                |                              |                               |                                  |
| Assigned – Final Year                     | 283,274                        | 283,274                      | 283,274                       |                                  |
| Assigned – Police Vehicles                | 86,403                         | 86,403                       | 86,403                        |                                  |
| Unassigned – Contingencies                | 276,414                        | 62,456                       | 138,308                       |                                  |
| <i>Designated Reserves – General Fund</i> |                                |                              |                               |                                  |
| Non-spendable (RDA & Other)               | 1,978,726                      | 1,950,203                    | 1,950,203                     |                                  |
| Assigned – Abatements                     | 20,000                         | 20,000                       | 20,000                        |                                  |
| Unassigned – Cash Flow                    | 996,061                        | 1,027,796                    | 1,046,355                     |                                  |

**Fund 2030 – Building Safety and Wastewater Services**

|                     | 2015/16 Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|---------------------|-----------------------------|------------------------------|-------------------------------|----------------------------------|
| Revenues            | \$899,580                   | \$866,544                    | \$886,051                     | \$19,507                         |
| Expenses            | (812,700)                   | (875,297)                    | (903,516)                     | 28,219                           |
| Net Income          | \$86,880                    | \$(8,753)                    | \$(17,466)                    | \$(8,713)                        |
| Ending Fund Balance | \$473,006                   | \$464,253                    | \$455,540                     |                                  |

Revenues:

Overall development revenues have leveled out. No large increases or decreases are expected. There will be modest growth of about 1.5% in plan check and building permit fees while other revenues sources like administrative citations and onsite repairs are contracting a bit.

Staff recommends creating a 40 hour Fire Prevention Inspector to replace the 18 hour Civilian Fire Prevention Inspector. The inspector will continue the duties of prevention by identifying fire hazards within the community and then working with the home and business owners to mitigate those hazards. In addition, the position will resurrect the fire hydrant maintenance program wherein fire hydrants are more proactively maintained and repaired. Finally, the position will inspect more of the businesses most prone to fire hazards and the larger dwellings and facilities where citizens gather. It is proposed that the position be funded 1/3 from the general fund fire department budget, 1/3 from the Paradise Irrigation District hydrant repair fund, and 1/3 from the Building Safety Wastewater fund. The total salary and benefit cost of this position at midrange is about \$51,900, thus each of the funding sources would be contributing about \$17,300 annually. If approved, the Town will begin recruiting and will likely fill the position around May 1<sup>st</sup> in time to begin reducing hazards for the fire season. A job description and salary pay plan is attached for review and approval.

With the funding for this position being transferred in and receipts to date, staff recommends increasing revenues about \$19,500. There are still conservative numbers built into the budget and they reflect expected revenues less than the prior fiscal year.

Expenses:

Collectively expenses for 2016/17 should be increased about \$28,200. This includes the prevention position discussed above. Further, with the vacancy of the Onsite Official, the division was able to reevaluate its staffing needs. The supervisory duties were absorbed into a new position Fire Marshal/Building & Onsite Official which allowed for the hire of a new inspector and a new technician all within the same salary and benefit budget. The only impact to the budget was a onetime payout of accruals of about \$10,500. There is also about an \$8,000 increased cost to the central service allocations.

Fiscal Impact:

The fund will end the fiscal year with a good healthy reserve which is important to maintain for equipment replacement purposes and to prepare for the inevitable next economic downturn. The fund as recommended currently appears to have found a good balance between the demands for service and the staffing required to meet those demands.

**Fund 2070 – Animal Control Services**

|                     | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|---------------------|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Revenues            | \$216,187                      | \$220,832                    | \$232,766                     | \$11,937                         |
| Expenses            | (224,700)                      | (220,832)                    | (230,849)                     | (10,017)                         |
| Net Income          | \$(8,513)                      | \$0                          | \$1,917                       | \$1,917                          |
| Ending Fund Balance | (1,917)                        | (1,917)                      | 0                             |                                  |

Revenues:

Many revenues for 2016/17 are currently trending less than expected. Citation receipts, dog licenses and impound fees are running below budgeted trends. PASH remains an essential partner in maintaining animal shelter services. PASH is expected to provide about \$16,500 in funding various shelter expenses for the care and comfort of the animals. In order to balance the fund, even more is expected to need to be transferred out of the animal control donation fund. In total revenues will need to be adjusted about \$12,000.

Expenses:

Expenses for 2016/17 will be about \$10,000 more than expected. PASH and the Town are working closely together to capture all the expenses of running the shelter. Up to last year, PASH was paying some of the shelter expenses directly which skewed the true picture of what it costs to run a complete Animal Control Services program. Now PASH is making sure that those expenses are being accounted for by the Town and are providing more of a contribution so that the Town can afford the added cost. With the recent shut down of a nearby rendering plant, the cost of disposing of deer and other road carcasses has also increased dramatically.

Fiscal Impact:

The fund will require a transfer from the animal control donation fund of \$42,697 in order to balance in 2016/17. This will leave about \$20,000 in the fund at the end of the fiscal year. Without increased revenues in other areas, this is enough to sustain services for about another year.

**Fund 2120 – State Gas Tax (Street Maintenance)**

|                     | 2015/16<br>Estimated<br>Actual | 2016/17<br>Amended<br>Budget | 2016/17<br>Proposed<br>Budget | 2016/17<br>Budget<br>Adjustments |
|---------------------|--------------------------------|------------------------------|-------------------------------|----------------------------------|
| Revenues            | \$991,628                      | \$1,052,871                  | \$1,025,582                   | \$(27,289)                       |
| Expenses            | (1,158,715)                    | (1,148,951)                  | (1,123,442)                   | (25,509)                         |
| Net Income          | \$(167,087)                    | \$(96,080)                   | \$(97,860)                    | \$(1,780)                        |
| Ending Fund Balance | 271,186                        | 175,106                      | 173,326                       |                                  |

Revenues:

While lower gasoline prices are helpful in a couple areas of the Town’s budget, it is detrimental to sales tax and gas tax revenues. Revised gas tax projections were recently released for 2016/17 and unfortunately, gas tax receipts will be about \$24,500 less than budgeted and about \$36,500 less than the prior fiscal year. The U.S. Energy Information Administration projects increasing gas

prices in 2017 and 2018; however, they are still projected less than 2015 prices. As part of the Governor's budget for next fiscal year, additional funding is proposed for street maintenance. There are differing estimates released on what that additional funding would provide annually from about \$82,000 a year to \$400,000 per year. Staff will be following these developments closely.

Expenses:

Savings in employee benefit elections, utilities and debt service is allowing staff to recommend a decrease in expenses of about \$25,500.

Fiscal Impact:

The fund will use \$97,860 of its already depleted reserves in 2016/17 leaving about \$173,326 to sustain services in the future. The fund has already cut contributions to capital improvement projects and will have to cut street maintenance services within 1.7 years without additional funding.

**Municipal Financial Health Diagnostic Tool:**

The Town will maintain its C- grade for fiscal year 2016/17 as the overall general fund outlook remains the same since the original budget was adopted. The Town is making progress on its fiscal health, but must continue to address depleted reserves, long-term obligations, diminished assets and diversity its revenue stream. Following are the items that remain a hindrance to the Town's financial health:

1. *Recurring General Fund Operating Deficits*

Measure C has temporarily cured the General Fund Operating Deficit, but the town must now diversity its revenue sources to prepare for when Measure C goes away.

2. *General Fund Unassigned (Cash Flow) Reserves are Inadequate*

A \$1,049,677 unassigned reserve is projected as of June 30, 2017 on a \$12.5 million budget which is 8.4% of the budget. The Town has a goal of 10%.

3. *Inadequate Cash and Short Term Investments*

The amount of the annual Tax Revenue Anticipation Note (TRAN) is being reduced; however, the Town still had to borrow \$2.25 million to build a cash flow bridge this fiscal year. The TRAN will cost \$32,000 in interest and issuance costs.

4. *Fixed and Personnel Costs Exceed 80% of Operating Expenditures*

The Town's fixed costs as a percent of operating expenditures have improved slightly from 87.7% for budget year 2015/16 to 87.3% for budget year 2016/17.

5. *Budget Balanced by Deferring Asset Maintenance*

For the second time in six years, Measure C has allowed the Town to budget asset replacement and maintenance in 2016/17. However, as Council knows Measure C will only last another 4 years.

6. *Pension Liabilities or Post-Employment Benefit Funding Deferred*

GASB 68 and CalPERS are requiring that the pension related unfunded liabilities be funded over time. The Town has another 14 years to pay on the Pension Obligation Bond and CalPERS is amortizing current unfunded liability over 20 + years. This leaves very little room in the budget to fund OPEB benefits (retiree health). \$150,000 to \$200,000 should be contributed toward these obligations, but the Town can only afford to contribute \$25,000 this fiscal year.

**General Fund Five Year Projection:**

Staff made some basic and conservative assumptions about revenue and expenditure growth for the next five years. Further, staff estimated and included CalPERS pension contribution increases, Pension Obligation Bond Increases, two more years of contracted employee COLA's and reductions for any lease purchases paid off. The result is that there is projected to be a little revenue that exceeds expenditures in a range from \$7,600 to \$200,000 in this five year projection. The challenge will be to prioritize the many items that will require funding. A list of the most important of these are indicated below:

- Measure C expires in just over 4 years, and while the Town has been careful to use Measure C mainly for asset replacement and deferred maintenance, there are some ongoing expenses being funded through this revenue source. The Measure C Preliminary Financial Plan includes a 10% reserve or \$720,000 that could fund some of these items for a few years:
  - 2<sup>nd</sup> Police Investigative Position
  - CAL FIRE contract support
  - 75% of Animal Control Officer
  - Police Officer training support
  - K-9 program
- The Town is currently in the 1<sup>st</sup> year of 3 year contracts with all of its employee groups which gave employees their first modest COLA in over seven years. The next contract will also have to find a balance between affordability and attracting and retaining qualified personnel.
- The first five year CAL FIRE personnel contract expires in June 2017 and the Town is

currently negotiating a new service contract. A not to exceed 5% escalator amounting to about \$150,000 a year was built into that contract. While the Town is negotiating a lower escalator for the renewal, if the State provides higher wages or benefits than what the escalator will cover, the Town may not be able to maintain the same level of service for its wildfire vulnerable community.

- The Town has been underfunding its OPEB (retiree medical) obligation. It will contribute \$25,000 this fiscal year when it should be contributing \$150,000 to \$200,000 per year to make the obligation manageable in the future.

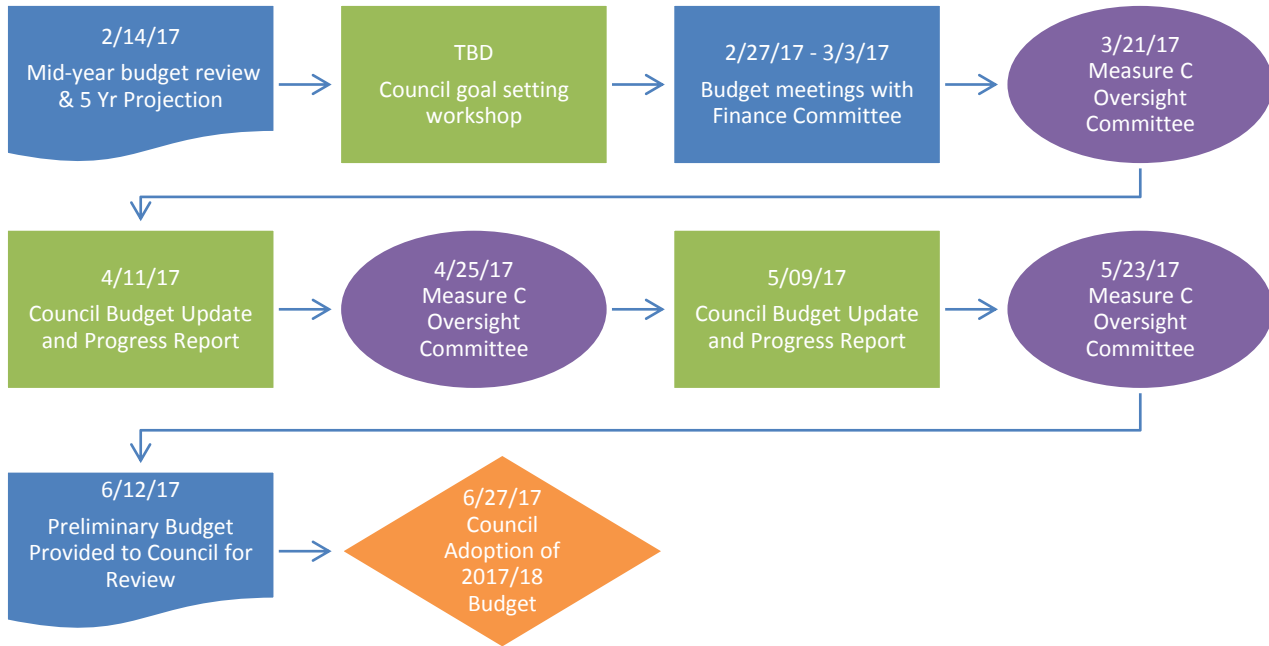
**2017/18 Budget Adoption Timeline:**

Starting with this mid-year budget report, the Mayor, Vice Mayor and Council members will have a number of opportunities to indicate their budget priorities and provide input during the budget process.

To review, the 2016/17 budget started with a Town Council priority setting session on February 25, 2016 where a list of priorities were identified and it was discussed that 4-5 items on the list could realistically be accomplished. Council and Staff will meet that expectation and following is an update on those priorities to date:

|    | <b>Priority</b>  | <b>Completion Date</b>    |
|----|--|---------------------------|
| 1  | CAL FIRE Contract Renewal                                    | April 2017                |
| 2  | Northern Recycling & Waste Services Franchise Agreement      | February 2017             |
| 3  | Paradise Sewer Project                                       | Ongoing – Draft Feb. 2017 |
| 4  | Town-wide Personnel Structure (Phase I)                      | July 2016                 |
| 5  | Business Identification/License                              | February 2017             |
| 6  | Master Fee Schedule Update                                   | Deferred to July 2017     |
| 7  | Facilities Best Use/Deferred Maintenance                     | Deferred to 2017/18       |
| 8  | Tourism/Economic Development                                 | Ongoing                   |
| 9  | Increased Traffic Enforcement                                | Deferred                  |
| 10 | Review Code Enforcement & Animal Control Processes (Phase I) | March 2016                |
| 11 | \$175,000 for Animal Shelter Addition                        | Deferred                  |

Following is the schedule for 2017/18 Budget Adoption:



**Conclusion:**

As expected, this 2016/17 fiscal year is one mile in a long marathon to achieve financial stability. Town Council, the Community and staff should be pleased with the continuing progress but recognize there are more challenges ahead. All funds are being carefully monitored and only sustainable expenses are being put back into budgets. Further, the Town is being good stewards of Measure C monies and is investing those funds as expected by the community in items that sustain and enhance the services provided to the community. However, the next mile on the horizon, the Town will need to focus on sustaining Animal Control Services and Gas Tax/Street Maintenance services. Final miles the focus will be on diversifying revenue sources and investing in future sustainability by providing funding for asset replacement and long-term obligations.



# General Fund - 1010

## 2016/17 Mid-Year Budget Report

### February 14, 2017

| Account                                 | Account Description                                      | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|---|--|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| Fund 1010 - General Fund                |  |                          |                        |                        |                          |                            |                                     |
| REVENUE                                 |  |                          |                        |                        |                          |                            |                                     |
| Department 00 - Non Department Activity |  |                          |                        |                        |                          |                            |                                     |
| Program 0000 - Non Program Activity     |  |                          |                        |                        |                          |                            |                                     |
| 3110.311                                | Property Tax Current Secured                             | 4,359,503                | 4,470,384              | 4,490,288              | 2,437,233                | 4,535,132                  | 44,844                              |
| 3110.312                                | Property Tax Current Unsecured                           | 231,943                  | 226,180                | 232,210                | 233,222                  | 238,914                    | 6,704                               |
| 3110.315                                | Property Tax Prior Secured/Unsecured                     | 8,540                    | 6,000                  | 7,000                  | 3,511                    | 7,000                      | -                                   |
| 3110.320                                | Property Tax General Supplemental                        | 44,205                   | 66,139                 | 50,836                 | 18,390                   | 50,836                     | -                                   |
| 3130.325                                | General Sales and Use Tax Sales and Use Tax              | 1,891,276                | 1,841,970              | 1,841,970              | 582,219                  | 1,842,270                  | 300                                 |
| 3167.330                                | Real Property Transfer Tax Real Property Transfer Tax    | 74,396                   | 78,826                 | 78,826                 | 38,649                   | 77,424                     | (1,402)                             |
| 3182.335                                | Franchise Taxes Franchise Taxes                          | 886,592                  | 908,159                | 908,159                | 158,312                  | 908,159                    | -                                   |
| 3185.340                                | Transient Occupancy Tax Transient Occupancy Tax          | 214,470                  | 213,621                | 213,621                | 68,169                   | 213,621                    | -                                   |
| 3210.110                                | Business Licenses and Permits Business Regulation        | 3,965                    | 3,900                  | 3,900                  | 1,891                    | 3,900                      | -                                   |
| 3210.120                                | Business Licenses and Permits Bingo Regulation           | 66                       | 132                    | 132                    | -                        | 132                        | -                                   |
| 3215.100                                | DOJ/FBI Fees Fingerprinting/Processing                   | (94)                     | -                      | -                      | 310                      | -                          | -                                   |
| 3345.100                                | State Revenues - Other Refunds & Reimbursements          | 13,369                   | 10,000                 | 10,000                 | -                        | 5,000                      | (5,000)                             |
| 3351.001                                | Property Tax Homeowners Apportionment                    | 65,655                   | 65,983                 | 65,983                 | 9,976                    | 66,507                     | 524                                 |
| 3356.001                                | State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax    | 2,132,433                | 2,206,406              | 2,206,406              | 1,120,349                | 2,240,698                  | 34,292                              |
| 3356.003                                | State Motor Vehicle In Lieu Section 11001.5 Prior Year   | 10,585                   | -                      | -                      | -                        | -                          | -                                   |
| 3410.101                                | Administrative Services General Administrative Fees      | 53                       | 45                     | 45                     | 28                       | 45                         | -                                   |
| 3410.104                                | Administrative Services Returned Check Processing        | 107                      | 200                    | 200                    | 128                      | 200                        | -                                   |
| 3410.106                                | Administrative Services Building Rental                  | 1,336                    | 350                    | 350                    | -                        | 200                        | (150)                               |
| 3410.107                                | Administrative Services Electronic Audio Reproduction    | -                        | 10                     | 10                     | 20                       | 20                         | 10                                  |
| 3410.112                                | Administrative Services Printed Material Production/Sale | 1,694                    | 550                    | 550                    | 15                       | 200                        | (350)                               |
| 3410.113                                | Administrative Services Document Copying                 | 353                      | 300                    | 300                    | 107                      | 215                        | (85)                                |
| 3410.114                                | Administrative Services Document Certification           | 120                      | 200                    | 200                    | 40                       | 100                        | (100)                               |
| 3410.150                                | Administrative Services Late Fees                        | 49                       | 25                     | 25                     | -                        | 15                         | (10)                                |
| 3610.100                                | Interest Revenue Investments                             | 7,186                    | 8,000                  | 8,000                  | 5                        | 8,000                      | -                                   |
| 3610.200                                | Interest Revenue Miscellaneous                           | 49                       | -                      | -                      | -                        | -                          | -                                   |
| 3630.200                                | Rents and Royalties Billboard Rents and Leases           | 453                      | 440                    | 440                    | 240                      | 440                        | -                                   |
| 3901.100                                | Refunds & Reimbursements Miscellaneous                   | 15                       | 100                    | 15,100                 | 15,258                   | 15,258                     | 158                                 |
| 3902.100                                | Miscellaneous Revenue General                            | 5,831                    | 5,000                  | 5,000                  | 4,735                    | 5,000                      | -                                   |
| 3902.110                                | Miscellaneous Revenue Cash Over and Short                | (1)                      | -                      | -                      | -                        | -                          | -                                   |
| 3910.030                                | Transfers In From Development Services Fund              | 165,499                  | 174,888                | 174,888                | -                        | 183,609                    | 8,721                               |
| 3910.070                                | Transfers In From Animal Control                         | 41,515                   | 44,439                 | 44,439                 | -                        | 44,495                     | 56                                  |
| 3910.110                                | Transfers In From Local Transportation Fund              | 2,902                    | 4,663                  | 4,663                  | -                        | 4,896                      | 233                                 |
| 3910.120                                | Transfers In From State Gas Tax Fund                     | 186,921                  | 181,203                | 181,203                | -                        | 185,246                    | 4,043                               |
| 3910.130                                | Transfers In From State Water Board Prop 1               | -                        | 7,371                  | 7,371                  | -                        | 7,371                      | -                                   |





# General Fund - 1010

## 2016/17 Mid-Year Budget Report

February 14, 2017

| Account                                    | Account Description                                      | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|--|--|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 3910.132                                   | Transfers In From HSIP Grant                             | -                        | 21,808                 | 21,808                 | -                        | 21,808                     | -                                   |
| 3910.140                                   | Transfers In From Traffic Safety Fund                    | 30,000                   | 30,000                 | 30,000                 | -                        | 30,000                     | -                                   |
| 3910.160                                   | Transfers In From BHS Development Svcs Fund              | 35,923                   | 41,840                 | 41,840                 | -                        | 41,840                     | -                                   |
| 3910.215                                   | Transfers In From Aband Vehicle Abate Fund               | 8,305                    | 5,500                  | 5,500                  | 9,338                    | 14,000                     | 8,500                               |
| 3910.650                                   | Transfers In From Successor Agency to RDA NH             | 11,476                   | 13,212                 | 13,212                 | -                        | 13,212                     | -                                   |
| 3910.710                                   | Transfers In Equipment Replacement Fund                  | 3,658                    | -                      | -                      | -                        | -                          | -                                   |
| 3910.900                                   | Transfers In From Transit Fund                           | 1,445                    | -                      | -                      | -                        | -                          | -                                   |
| 3910.970                                   | Transfers In From Self Insurance Trust Fund              | 26,806                   | -                      | -                      | -                        | -                          | -                                   |
| Program 0000 - Non Program Activity Totals |  | 10,468,598               | 10,637,844             | 10,664,475             | 4,702,145                | 10,765,763                 | 101,288                             |
| Department 25 - Finance                    |  |                          |                        |                        |                          |                            |                                     |
| Program 4420 - Measure C TUT               |  |                          |                        |                        |                          |                            |                                     |
| 3130.326                                   | General Sales and Use Tax Transactions and Use Tax (TUT) | 1,236,212                | 1,170,000              | 1,200,000              | 429,945                  | 1,264,000                  | 64,000                              |
| Program 4420 - Measure C TUT Totals        |  | 1,236,212                | 1,170,000              | 1,200,000              | 429,945                  | 1,264,000                  | 64,000                              |
| Program 5005 - Rental Properties           |  |                          |                        |                        |                          |                            |                                     |
| 3630.100                                   | Rents and Royalties Commercial Prop Rents & Leases       | 16,500                   | 18,000                 | 18,000                 | 10,501                   | 18,000                     | -                                   |
| 3901.100                                   | Refunds & Reimbursements Miscellaneous                   | 2,349                    | 2,100                  | 2,100                  | 1,211                    | 2,100                      | -                                   |
| Program 5005 - Rental Properties Totals    |  | 18,849                   | 20,100                 | 20,100                 | 11,712                   | 20,100                     | -                                   |
| Department 30 - Police                     |  |                          |                        |                        |                          |                            |                                     |
| Program 0000 - Non Program Activity        |  |                          |                        |                        |                          |                            |                                     |
| 3320.100                                   | Federal Revenue - Other Refunds and Reimbursements       | 2,378                    | 3,000                  | 3,000                  | -                        | 2,000                      | (1,000)                             |
| 3345.004                                   | State Revenues - Other POST Reimbursements               | 4,976                    | 11,000                 | 17,400                 | 17,417                   | 18,000                     | 600                                 |
| 3345.100                                   | State Revenues - Other Refunds & Reimbursements          | 20,596                   | 20,000                 | 20,000                 | 9,169                    | 15,000                     | (5,000)                             |
| 3380.100                                   | Local Government Revenue Fines and Forfeitures           | 19,827                   | 21,000                 | 21,000                 | 6,235                    | 19,000                     | (2,000)                             |
| 3380.106                                   | Local Government Revenue Administrative Citations Police | 100                      | -                      | -                      | -                        | -                          | -                                   |
| 3410.113                                   | Administrative Services Document Copying                 | 111                      | -                      | -                      | 2                        | 2                          | 2                                   |
| 3421.100                                   | Police Vehicle Repossession                              | 189                      | 200                    | 200                    | 147                      | 200                        | -                                   |
| 3421.103                                   | Police Weapons Storage Fee                               | -                        | 150                    | 150                    | -                        | -                          | (150)                               |
| 3421.105                                   | Police Cite Sign Off / VIN Verification                  | 611                      | 1,000                  | 1,000                  | 305                      | 650                        | (350)                               |
| 3421.110                                   | Police DUI Accident & Arrest Processing                  | 1,945                    | 2,000                  | 2,000                  | -                        | 1,000                      | (1,000)                             |
| 3421.111                                   | Police Vehicle Impound Fee                               | 336                      | 1,000                  | 1,000                  | 672                      | 1,200                      | 200                                 |
| 3421.115                                   | Police Police Report (Copy)                              | 8,831                    | 7,100                  | 7,100                  | 5,199                    | 9,000                      | 1,900                               |
| 3421.120                                   | Police Fingerprint Processing                            | 4,155                    | 5,500                  | 5,500                  | 3,268                    | 6,000                      | 500                                 |
| 3421.122                                   | Police Visa/Clearance Letter                             | 129                      | 80                     | 80                     | 16                       | 40                         | (40)                                |
| 3421.128                                   | Police Statutory Registration                            | 240                      | 500                    | 500                    | 60                       | 120                        | (380)                               |
| 3421.130                                   | Police Reproduce/Sale of Tapes & Photos                  | 112                      | 150                    | 150                    | 48                       | 100                        | (50)                                |
| 3421.140                                   | Police Alarm System Registration                         | 3,620                    | 2,500                  | 2,500                  | 818                      | 2,000                      | (500)                               |
| 3421.141                                   | Police False Alarm Response                              | 2,282                    | 2,000                  | 2,000                  | 633                      | 1,500                      | (500)                               |
| 3421.180                                   | Police Special Services                                  | 1,862                    | 1,400                  | 1,400                  | 1,558                    | 1,700                      | 300                                 |



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## 2016/17 Mid-Year Budget Report

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| Account                               | Account Description                                       | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|---------------------------------------|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 3421.185                              | Police Bicycle License                                    | 19                       | 7                      | 7                      | 11                       | 11                         | 4                                   |
| 3421.187                              | Police Subpoena Duces Tecum                               | 15                       | 100                    | 100                    | -                        | 50                         | (50)                                |
| 3901.100                              | Refunds & Reimbursements Miscellaneous                    | 717                      | 2,000                  | 2,000                  | 2,239                    | 2,239                      | 239                                 |
| 3901.125                              | Refunds & Reimbursements OJI and Disability               | 265                      | -                      | -                      | -                        | -                          | -                                   |
| 3901.140                              | Refunds & Reimbursements Negligence Cost Recovery Fees    | 210                      | 200                    | 200                    | -                        | 100                        | (100)                               |
| 3902.100                              | Miscellaneous Revenue General                             | 986                      | 100                    | 100                    | 70                       | 100                        | -                                   |
| Department 30 - Police Totals         |   | 74,511                   | 80,987                 | 87,387                 | 47,868                   | 80,012                     | (7,375)                             |
| Department 35 - Fire                  |   |                          |                        |                        |                          |                            |                                     |
| Program 0000 - Non Program Activity   |   |                          |                        |                        |                          |                            |                                     |
| 3345.100                              | State Revenues - Other Refunds & Reimbursements           | 89,635                   | 75,000                 | 75,000                 | 54,385                   | 75,000                     | -                                   |
| 3380.103                              | Local Government Revenue Fines and Citations Fire         | 690                      | 500                    | 500                    | 200                      | 500                        | -                                   |
| 3410.150                              | Administrative Services Late Fees                         | 68                       | 20                     | 20                     | -                        | -                          | (20)                                |
| 3422.303                              | Fire Out Of Hours Burning Response                        | 373                      | 250                    | 250                    | -                        | 250                        | -                                   |
| 3422.304                              | Fire Fuel Reduction Burn Permit                           | 1,438                    | 800                    | 800                    | 136                      | 800                        | -                                   |
| 3422.315                              | Fire Residential Burning Regulation                       | 6,509                    | 6,000                  | 6,000                  | 990                      | 2,000                      | (4,000)                             |
| 3422.335                              | Fire Land Clearing Fire Regulation                        | 75                       | -                      | -                      | 75                       | 75                         | 75                                  |
| 3422.344                              | Fire Negligent/Reckless Cost Recovery                     | -                        | -                      | -                      | 93                       | 93                         | 93                                  |
| 3901.100                              | Refunds & Reimbursements Miscellaneous                    | 85                       | 100                    | 100                    | 110                      | 110                        | 10                                  |
| Department 35 - Fire Totals           |   | 98,873                   | 82,670                 | 82,670                 | 55,989                   | 78,828                     | (3,842)                             |
| Department 40 - Community Development |   |                          |                        |                        |                          |                            |                                     |
| Program 4720 - CDD Planning           |   |                          |                        |                        |                          |                            |                                     |
| 3380.101                              | Local Government Revenue Fines and Citations Comm Develop | 12,169                   | 12,000                 | 20,500                 | 25,388                   | 27,000                     | 6,500                               |
| 3400.102                              | CDD Planning Time Extension Review                        | 1,377                    | 1,500                  | 1,500                  | 1,033                    | 1,500                      | -                                   |
| 3400.104                              | CDD Planning Tentative Parcel Map                         | 1,755                    | 3,500                  | 3,500                  | -                        | 1,750                      | (1,750)                             |
| 3400.106                              | CDD Planning Minor Map Modificaiton Review                | 320                      | 320                    | 320                    | -                        | 150                        | (170)                               |
| 3400.109                              | CDD Planning Street Address Change Review                 | 0                        | 135                    | 135                    | 68                       | 135                        | -                                   |
| 3400.111                              | CDD Planning Landscape Plan                               | 481                      | 720                    | 720                    | -                        | 350                        | (370)                               |
| 3400.130                              | CDD Planning General Plan Amend and Rezoning              | -                        | 2,500                  | 2,500                  | -                        | 1,250                      | (1,250)                             |
| 3400.139                              | CDD Planning Research on Request                          | 321                      | 400                    | 400                    | 80                       | 200                        | (200)                               |
| 3400.149                              | CDD Planning DIF Adjust/Waiver Application                | 160                      | -                      | -                      | -                        | -                          | -                                   |
| 3400.170                              | CDD Planning Use Permit Class A                           | 1,794                    | 1,196                  | 1,196                  | -                        | 500                        | (696)                               |
| 3400.171                              | CDD Planning Use Permit Class B                           | -                        | 1,000                  | 1,000                  | -                        | 500                        | (500)                               |
| 3400.172                              | CDD Planning Use Permit Class C                           | -                        | 1,750                  | 1,750                  | 1,721                    | 1,750                      | -                                   |
| 3400.173                              | CDD Planning Temporary Use Permit                         | 478                      | 500                    | 500                    | 212                      | 500                        | -                                   |
| 3400.174                              | CDD Planning Administrative Permit                        | 1,678                    | 2,000                  | 2,000                  | 1,878                    | 3,000                      | 1,000                               |
| 3400.176                              | CDD Planning Home Occupation Permit                       | 436                      | 500                    | 500                    | 218                      | 500                        | -                                   |
| 3400.178                              | CDD Planning Site Plan/Use Permit Mod Class B             | 1,119                    | -                      | -                      | -                        | -                          | -                                   |
| 3400.184                              | CDD Planning Site Plan Review Class A                     | 3,140                    | 2,300                  | 2,300                  | -                        | 1,150                      | (1,150)                             |



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| Account  | Account Description                                     | 2015/16 Estimated<br>Actual | 2016/17 Adopted<br>Budget | 2016/17 Amended<br>Budget | 2016/17 YTD<br>Transactions | Recommended<br>2016/17 Budget | 2016/17 Mid-Year<br>Budget Adjustments |
|----------|---|-----------------------------|---------------------------|---------------------------|-----------------------------|-------------------------------|--|
| 3400.200 | CDD Planning Tree Felling Permit                        | 22,336                      | 21,000                    | 21,000                    | 11,248                      | 21,000                        | -                                      |
| 3400.307 | CDD Planning Design Review Application                  | 1,952                       | 1,600                     | 1,600                     | 421                         | 1,000                         | (600)                                  |
|          | Program 4720 - CDD Planning Totals                      | 49,515                      | 52,921                    | 61,421                    | 42,266                      | 62,235                        | 814                                    |
|          | Program 4780 - CDD - Waste Management                   |                             |                           |                           |                             |                               |  |
| 3182.335 | Franchise Taxes Franchise Taxes                         | 38,104                      | 39,032                    | 39,032                    | 9,771                       | 39,032                        | -                                      |
| 3345.200 | State Revenues - Other Miscellaneous                    | 7,115                       | -                         | -                         | (11,375)                    | -                             | -                                      |
| 3380.104 | Local Government Revenue Fines and Citations Waste Mgmt | 37,676                      | 8,000                     | 8,000                     | 4,884                       | 8,000                         | -                                      |
|          | Program 4780 - CDD - Waste Management Totals            | 82,896                      | 47,032                    | 47,032                    | 3,280                       | 47,032                        | -                                      |
|          | Department 45 - Public Works                            |                             |                           |                           |                             |                               |  |
|          | Program 4740 - Public Works - Engineering               |                             |                           |                           |                             |                               |  |
| 3402.201 | PW Engineering Final Parcel Map                         | 1,759                       | 750                       | 750                       | -                           | 375                           | (375)                                  |
| 3402.220 | PW Engineering Land Divisn/Pvt Develop Projects         | 13,421                      | 13,000                    | 13,000                    | -                           | 6,500                         | (6,500)                                |
| 3402.222 | PW Engineering Improvement Agreement Review             | -                           | -                         | -                         | 132                         | 132                           | 132                                    |
| 3402.223 | PW Engineering Engineering Site Plan                    | 703                         | 400                       | 400                       | -                           | 200                           | (200)                                  |
| 3402.224 | PW Engineering Grading Check/Inspection                 | 3,261                       | 2,000                     | 2,000                     | 445                         | 1,000                         | (1,000)                                |
| 3402.226 | PW Engineering Cert of Correction with Hearing          | 528                         | 200                       | 200                       | -                           | 100                           | (100)                                  |
| 3402.227 | PW Engineering Lot Merger Review                        | -                           | 700                       | 700                       | 352                         | 700                           | -                                      |
| 3402.228 | PW Engineering Lot Line Adjustment                      | 1,231                       | 1,300                     | 1,300                     | 1,231                       | 1,300                         | -                                      |
| 3402.230 | PW Engineering Engineer Drain Plan/Calc Review          | 1,759                       | 2,500                     | 2,500                     | 440                         | 1,319                         | (1,181)                                |
| 3402.232 | PW Engineering Erosion Control Plan Review              | 879                         | 800                       | 800                       | -                           | 400                           | (400)                                  |
| 3402.250 | PW Engineering Oversized Vehicle Regulation             | 1,466                       | 800                       | 800                       | 526                         | 900                           | 100                                    |
| 3402.270 | PW Engineering Encroachment Permit Fees                 | 9,435                       | 15,000                    | 15,000                    | 9,684                       | 17,000                        | 2,000                                  |
|          | Program 4740 - Public Works - Engineering Totals        | 34,442                      | 37,450                    | 37,450                    | 12,809                      | 29,926                        | (7,524)                                |
|          | Program 4745 - Paradise Community Park                  |                             |                           |                           |                             |                               |  |
| 3470.251 | Parks & Recreation Space Rental                         | 2,340                       | 2,500                     | 2,500                     | 660                         | 2,500                         | -                                      |
| 3470.258 | Parks & Recreation Miscellaneous                        | 250                         | 250                       | 250                       | -                           | 125                           | (125)                                  |
|          | Program 4745 - Paradise Community Park Totals           | 2,590                       | 2,750                     | 2,750                     | 660                         | 2,625                         | (125)                                  |
|          | <b>REVENUE TOTALS</b>                                   | <b>12,066,485</b>           | <b>12,131,754</b>         | <b>12,203,285</b>         | <b>5,306,674</b>            | <b>12,350,521</b>             | <b>147,236</b>                         |
|          | <b>EXPENSE</b>  |                             |                           |                           |                             |                               |  |
|          | Department 00 - Non Department Activity                 |                             |                           |                           |                             |                               |  |
|          | Program 0000 - Non Program Activity                     |                             |                           |                           |                             |                               |  |
| 5225     | Bank Fees and Charges                                   | 9,647                       | 8,200                     | 8,200                     | 3,235                       | 12,500                        | 4,300                                  |
| 5280.100 | Bad Debt Write Off Expense                              | 227                         | 500                       | 500                       | 60                          | 60                            | (440)                                  |
| 5501     | Debt Service Payment - Principal                        | 570,929                     | 553,595                   | 553,595                   | -                           | 553,595                       | -                                      |
| 5502     | Debt Service Payment - Interest                         | -                           | 401,406                   | 401,406                   | -                           | 401,406                       | -                                      |
| 5502.150 | Debt Service Payment - Interest Interfund Loans         | 354,448                     | -                         | -                         | -                           | -                             | -                                      |



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| Account  | Account Description   | 2015/16 Estimated<br>Actual | 2016/17 Adopted<br>Budget | 2016/17 Amended<br>Budget | 2016/17 YTD<br>Transactions | Recommended<br>2016/17 Budget | 2016/17 Mid-Year<br>Budget Adjustments |
|--|---|-----------------------------|---------------------------|---------------------------|-----------------------------|-------------------------------|--|
| 5502.201                                       | Debt Service Payment - Interest Tax Anticipation Notes        | 23,719                      | 29,404                    | 29,404                    | -                           | 24,966                        | (4,438)                                |
| 5510.201                                       | Bond Payments - Issuance Costs Tax Anticipation Notes         | 7,650                       | 7,650                     | 7,650                     | 7,250                       | 7,250                         | (400)                                  |
| 5910.611                                       | Transfers Out GASB 45 Retiree Medical Trust                   | -                           | 7,500                     | 7,500                     | -                           | 7,500                         | -                                      |
| 5910.923                                       | Transfers Out To TOP Housing Loan Fund                        | 3,566                       | 6,046                     | 6,046                     | 3,023                       | 6,046                         | -                                      |
| Department 00 - Non Department Activity Totals |   | 970,185                     | 1,014,301                 | 1,014,301                 | 13,567                      | 1,013,323                     | (978)                                  |
| Department 10 - Legislative                    |   |                             |                           |                           |                             |                               |  |
| Program 4000 - Town Council                    |   |                             |                           |                           |                             |                               |  |
| 5101   | Salaries - Permanent  | 17,640                      | 18,000                    | 18,000                    | 9,555                       | 17,820                        | (180)                                  |
| 5107   | Car Allowance/Mileage   | 5,400                       | 5,400                     | 5,400                     | 2,925                       | 5,400                         | -                                      |
| 5111   | Medicare  | 339                         | 339                       | 339                       | 184                         | 339                           | -                                      |
| 5112.102                                       | Retirement Contribution Social Security                       | 1,451                       | 1,451                     | 1,451                     | 786                         | 1,451                         | -                                      |
| 5113   | Worker's Compensation   | 140                         | 198                       | 198                       | 181                         | 181                           | (17)                                   |
| 5202.100                                       | Operating Supplies General                                    | 37                          | 50                        | 50                        | -                           | 25                            | (25)                                   |
| 5219.100                                       | Printing General  | 46                          | 50                        | 50                        | 92                          | 92                            | 42                                     |
| 5220.100                                       | Employee Development General                                  | 11,800                      | 12,420                    | 12,420                    | 11,569                      | 12,000                        | (420)                                  |
| 5304   | Furniture & Equipment   | -                           | 800                       | 800                       | -                           | 800                           | -                                      |
| Program 4000 - Town Council Totals             |   | 36,853                      | 38,708                    | 38,708                    | 25,292                      | 38,108                        | (600)                                  |
| Department 15 - Town Clerk                     |   |                             |                           |                           |                             |                               |  |
| Program 4100 - Town Clerk                      |   |                             |                           |                           |                             |                               |  |
| 5101   | Salaries - Permanent  | 170,397                     | 113,788                   | 113,788                   | 51,868                      | 110,538                       | (3,250)                                |
| 5103.102                                       | Differential Pay Out of Class                                 | -                           | -                         | -                         | 611                         | -                             | -                                      |
| 5106.100                                       | Incentives & Admin Leave Administrative Leave                 | 6,586                       | 3,276                     | 3,276                     | -                           | 3,263                         | (13)                                   |
| 5107   | Car Allowance/Mileage   | 2,376                       | -                         | -                         | -                           | -                             | -                                      |
| 5111   | Medicare  | 2,487                       | 1,697                     | 1,697                     | 713                         | 1,628                         | (69)                                   |
| 5112.101                                       | Retirement Contribution PERS                                  | 31,315                      | 20,362                    | 20,362                    | 15,369                      | 20,121                        | (241)                                  |
| 5113   | Worker's Compensation   | 1,355                       | 1,250                     | 1,250                     | 1,145                       | 1,145                         | (105)                                  |
| 5114.101                                       | Health Insurance Medical                                      | 15,562                      | 23,595                    | 23,595                    | 8,410                       | 20,205                        | (3,390)                                |
| 5114.102                                       | Health Insurance Dental                                       | 2,675                       | -                         | -                         | 568                         | -                             | -                                      |
| 5114.103                                       | Health Insurance Vision                                       | 249                         | -                         | -                         | 65                          | -                             | -                                      |
| 5115   | Unemployment Compensation                                     | -                           | -                         | -                         | 376                         | -                             | -                                      |
| 5116.101                                       | Life and Disability Insurance Life & Disab.                   | 567                         | 1,009                     | 1,009                     | 199                         | 1,143                         | 134                                    |
| 5116.102                                       | Life and Disability Insurance Long Term/Short Term Disability | 1,112                       | -                         | -                         | 385                         | -                             | -                                      |
| 5119.100                                       | Retiree Costs Medical Insurance                               | 15,232                      | 14,968                    | 14,968                    | 7,455                       | 15,027                        | 59                                     |
| 5122   | Accrual Bank Payoff   | -                           | -                         | -                         | 1,501                       | 1,501                         | 1,501                                  |
| 5201.100                                       | Office Supplies General                                       | 110                         | 120                       | 120                       | 152                         | 175                           | 55                                     |
| 5202.100                                       | Operating Supplies General                                    | 213                         | -                         | -                         | -                           | -                             | -                                      |
| 5204   | Subscriptions and Code Books                                  | 213                         | 140                       | 140                       | -                           | 140                           | -                                      |
| 5210.100                                       | Postage General   | 116                         | 100                       | 100                       | 84                          | 160                           | 60                                     |



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|---|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5213.100                                | Professional/Contract Services General                        | 8,236                    | 6,163                  | 6,163                  | 3,961                    | 6,163                      | -                                   |
| 5218.100                                | Advertising General   | 1,447                    | 2,690                  | 2,690                  | 1,936                    | 3,200                      | 510                                 |
| 5221                                    | Election-County Services                                      | -                        | 18,000                 | 18,000                 | -                        | 18,000                     | -                                   |
| 5304                                    | Furniture & Equipment   | 1,756                    | -                      | -                      | -                        | -                          | -                                   |
| Program 4100 - Town Clerk Totals        |   | 262,005                  | 207,158                | 207,158                | 94,799                   | 202,409                    | (4,749)                             |
| Department 20 - Administrative Services |   |                          |                        |                        |                          |                            |                                     |
| Program 4001 - Tourism                  |   |                          |                        |                        |                          |                            |                                     |
| 5213.100                                | Professional/Contract Services General                        | -                        | -                      | -                      | 3,578                    | -                          | -                                   |
| Program 4001 - Tourism Totals           |   | -                        | -                      | -                      | 3,578                    | -                          | -                                   |
| Program 4200 - Town Manager             |   |                          |                        |                        |                          |                            |                                     |
| 5101                                    | Salaries - Permanent  | 100,961                  | 110,085                | 110,085                | 54,362                   | 110,085                    | -                                   |
| 5106.100                                | Incentives & Admin Leave Administrative Leave                 | 5,020                    | 5,417                  | 5,417                  | -                        | 5,417                      | -                                   |
| 5107                                    | Car Allowance/Mileage   | 1,559                    | 1,571                  | 1,571                  | 845                      | 1,566                      | (5)                                 |
| 5111                                    | Medicare  | 210                      | 235                    | 235                    | 128                      | 238                        | 3                                   |
| 5112.101                                | Retirement Contribution PERS                                  | 19,058                   | 23,970                 | 23,970                 | 19,199                   | 23,970                     | -                                   |
| 5113                                    | Worker's Compensation   | 791                      | 1,210                  | 1,210                  | 1,108                    | 1,108                      | (102)                               |
| 5114.101                                | Health Insurance Medical                                      | 6,174                    | 6,361                  | 6,361                  | 2,819                    | 6,335                      | (26)                                |
| 5114.102                                | Health Insurance Dental                                       | 1,038                    | -                      | -                      | 580                      | -                          | -                                   |
| 5114.103                                | Health Insurance Vision                                       | 38                       | -                      | -                      | 21                       | -                          | -                                   |
| 5115                                    | Unemployment Compensation                                     | -                        | -                      | -                      | 381                      | -                          | -                                   |
| 5116.101                                | Life and Disability Insurance Life & Disab.                   | 302                      | 775                    | 775                    | 164                      | 877                        | 102                                 |
| 5116.102                                | Life and Disability Insurance Long Term/Short Term Disability | 724                      | -                      | -                      | 480                      | -                          | -                                   |
| 5119.100                                | Retiree Costs Medical Insurance                               | 40,426                   | 41,586                 | 41,586                 | 20,882                   | 40,842                     | (744)                               |
| 5201.100                                | Office Supplies General                                       | -                        | 50                     | 50                     | -                        | 25                         | (25)                                |
| 5202.100                                | Operating Supplies General                                    | 144                      | 50                     | 50                     | -                        | 25                         | (25)                                |
| 5210.100                                | Postage General   | 4                        | 15                     | 15                     | -                        | 10                         | (5)                                 |
| 5213.100                                | Professional/Contract Services General                        | 3,500                    | 3,500                  | 3,500                  | 3,500                    | 3,500                      | -                                   |
| 5220.100                                | Employee Development General                                  | 65                       | -                      | -                      | -                        | -                          | -                                   |
| 5260                                    | Miscellaneous   | 6                        | -                      | -                      | -                        | -                          | -                                   |
| 5304                                    | Furniture & Equipment   | 1,756                    | -                      | -                      | -                        | -                          | -                                   |
| Program 4200 - Town Manager Totals      |   | 181,774                  | 194,825                | 194,825                | 104,469                  | 193,998                    | (827)                               |
| Program 4201 - Central Services         |   |                          |                        |                        |                          |                            |                                     |
| 5101                                    | Salaries - Permanent  | 32,971                   | 38,750                 | 38,750                 | 19,958                   | 39,390                     | 640                                 |
| 5111                                    | Medicare  | 404                      | 562                    | 562                    | 232                      | 513                        | (49)                                |
| 5112.101                                | Retirement Contribution PERS                                  | 2,194                    | 2,589                  | 2,589                  | 1,359                    | 2,612                      | 23                                  |
| 5113                                    | Worker's Compensation   | 271                      | 430                    | 430                    | 390                      | 390                        | (40)                                |
| 5114.101                                | Health Insurance Medical                                      | 9,369                    | 11,850                 | 11,850                 | 5,574                    | 11,690                     | (160)                               |
| 5114.102                                | Health Insurance Dental                                       | 1,005                    | -                      | -                      | 617                      | -                          | -                                   |



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|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5114.103                               | Health Insurance Vision                                       | 109                      | -                      | -                      | 65                       | -                          | -                                   |
| 5115                                   | Unemployment Compensation                                     | -                        | -                      | -                      | 114                      | -                          | -                                   |
| 5116.101                               | Life and Disability Insurance Life & Disab.                   | 205                      | 521                    | 521                    | 86                       | 500                        | (21)                                |
| 5116.102                               | Life and Disability Insurance Long Term/Short Term Disability | 259                      | -                      | -                      | 169                      | -                          | -                                   |
| 5201.100                               | Office Supplies General                                       | 5                        | -                      | -                      | -                        | -                          | -                                   |
| 5202.100                               | Operating Supplies General                                    | 1,840                    | 1,900                  | 1,900                  | 976                      | 1,900                      | -                                   |
| 5203.100                               | Repairs and Maint Supplies General                            | 1,169                    | 1,580                  | 1,580                  | 748                      | 1,608                      | 28                                  |
| 5209.101                               | Auto Fuel Expense Town Vehicles                               | 283                      | 400                    | 400                    | 15                       | 15                         | (385)                               |
| 5210.100                               | Postage General   | -                        | -                      | -                      | 34                       | 34                         | 34                                  |
| 5211.135                               | Utilities Water and Sewer                                     | 713                      | 724                    | 724                    | 332                      | 760                        | 36                                  |
| 5211.137                               | Utilities Electric and Gas                                    | 26,319                   | 24,250                 | 24,250                 | 17,217                   | 30,376                     | 6,126                               |
| 5212.100                               | Insurance General   | 172,379                  | 214,618                | 214,618                | 215,630                  | 216,130                    | 1,512                               |
| 5213.100                               | Professional/Contract Services General                        | 41,289                   | 41,750                 | 41,750                 | 34,401                   | 42,725                     | 975                                 |
| 5214.100                               | Repair and Maint Service General                              | 10,799                   | 10,560                 | 10,560                 | 5,067                    | 10,084                     | (476)                               |
| 5215.100                               | Rents and Leases Miscellaneous                                | 1,901                    | 1,700                  | 1,700                  | 1,012                    | 1,700                      | -                                   |
| 5218.100                               | Advertising General   | 168                      | 100                    | 100                    | 243                      | 243                        | 143                                 |
| 5219.100                               | Printing General  | 1,690                    | 1,330                  | 1,330                  | -                        | 1,330                      | -                                   |
| 5225                                   | Bank Fees and Charges   | -                        | -                      | -                      | 91                       | 91                         | 91                                  |
| 5260                                   | Miscellaneous   | 26,384                   | 27,679                 | 27,679                 | 31,241                   | 31,836                     | 4,157                               |
| 5303                                   | Improvements  | 1,745                    | 12,000                 | 22,054                 | 7,278                    | 23,370                     | 1,316                               |
| 5500                                   | Bond Payments - Fiscal Agent                                  | 4,331                    | 4,335                  | 4,335                  | 1,794                    | 4,294                      | (41)                                |
| Program 4201 - Central Services Totals |   | 337,803                  | 397,628                | 407,682                | 344,640                  | 421,591                    | 13,909                              |
| Program 4202 - Information Technology  |   |                          |                        |                        |                          |                            |                                     |
| 5101                                   | Salaries - Permanent  | 89,731                   | 90,854                 | 90,854                 | 47,107                   | 92,503                     | 1,649                               |
| 5106.100                               | Incentives & Admin Leave Administrative Leave                 | 3,764                    | 3,844                  | 3,844                  | -                        | 3,841                      | (3)                                 |
| 5111                                   | Medicare  | 1,438                    | 1,373                  | 1,373                  | 734                      | 1,445                      | 72                                  |
| 5112.101                               | Retirement Contribution PERS                                  | 15,078                   | 18,087                 | 18,087                 | 14,195                   | 18,226                     | 139                                 |
| 5113                                   | Worker's Compensation   | 693                      | 1,008                  | 1,008                  | 914                      | 914                        | (94)                                |
| 5114.101                               | Health Insurance Medical                                      | 5,205                    | 5,205                  | 5,205                  | 2,819                    | 5,204                      | (1)                                 |
| 5115                                   | Unemployment Compensation                                     | -                        | -                      | -                      | 357                      | -                          | -                                   |
| 5116.101                               | Life and Disability Insurance Life & Disab.                   | 228                      | 762                    | 762                    | 124                      | 795                        | 33                                  |
| 5116.102                               | Life and Disability Insurance Long Term/Short Term Disability | 559                      | -                      | -                      | 336                      | -                          | -                                   |
| 5199.199                               | Other Fund Support IT-Serv from Tech Fee                      | (80,000)                 | (82,000)               | (82,000)               | -                        | (82,000)                   | -                                   |
| 5202.100                               | Operating Supplies General                                    | 7,466                    | 5,190                  | 5,190                  | 4,355                    | 6,280                      | 1,090                               |
| 5209.101                               | Auto Fuel Expense Town Vehicles                               | 273                      | 350                    | 350                    | 106                      | 250                        | (100)                               |
| 5209.105                               | Auto Fuel Expense Employee Personal Vehicle Use               | 12                       | -                      | -                      | -                        | -                          | -                                   |
| 5210.100                               | Postage General   | 244                      | 200                    | 200                    | 30                       | 100                        | (100)                               |
| 5213.100                               | Professional/Contract Services General                        | 13,116                   | 11,000                 | 11,000                 | 374                      | 10,374                     | (626)                               |



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|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5214.100                                     | Repair and Maint Service General                              | 58,242                   | 56,021                 | 56,021                 | 51,108                   | 57,230                     | 1,209                               |
| 5215.106                                     | Rents and Leases Copiers                                      | 5,134                    | 4,260                  | 4,260                  | 2,282                    | 4,260                      | -                                   |
| 5216.100                                     | Communications General Services                               | 41,102                   | 36,095                 | 36,095                 | 21,290                   | 37,473                     | 1,378                               |
| 5218.100                                     | Advertising General   | 168                      | -                      | -                      | -                        | -                          | -                                   |
| 5220.100                                     | Employee Development General                                  | 200                      | 2,000                  | 2,000                  | -                        | 1,000                      | (1,000)                             |
| 5225   | Bank Fees and Charges   | 65                       | 785                    | 785                    | 946                      | 2,000                      | 1,215                               |
| 5304   | Furniture & Equipment   | 12,314                   | 6,575                  | 6,575                  | 4,156                    | 7,531                      | 956                                 |
| 5501   | Debt Service Payment - Principal                              | 36,740                   | 37,068                 | 37,068                 | 18,316                   | 36,631                     | (437)                               |
| 5502.150                                     | Debt Service Payment - Interest Interfund Loans               | -                        | 720                    | 720                    | -                        | 720                        | -                                   |
| Program 4202 - Information Technology Totals |   | 211,774                  | 199,397                | 199,397                | 169,549                  | 204,776                    | 5,379                               |
| Program 4203 - HR and Risk Management        |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | 54,678                   | 58,476                 | 58,476                 | 29,619                   | 59,150                     | 674                                 |
| 5106.100                                     | Incentives & Admin Leave Administrative Leave                 | 1,531                    | 2,795                  | 2,795                  | -                        | 2,398                      | (397)                               |
| 5111   | Medicare  | 689                      | 888                    | 888                    | 353                      | 822                        | (66)                                |
| 5112.101                                     | Retirement Contribution PERS                                  | 9,274                    | 11,642                 | 11,642                 | 9,074                    | 11,696                     | 54                                  |
| 5113   | Worker's Compensation   | 423                      | 642                    | 642                    | 588                      | 588                        | (54)                                |
| 5114.101                                     | Health Insurance Medical                                      | 13,532                   | 15,760                 | 15,760                 | 7,330                    | 15,735                     | (25)                                |
| 5114.102                                     | Health Insurance Dental                                       | 1,952                    | -                      | -                      | 1,091                    | -                          | -                                   |
| 5114.103                                     | Health Insurance Vision                                       | 172                      | -                      | -                      | 94                       | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | -                      | -                      | 176                      | -                          | -                                   |
| 5116.101                                     | Life and Disability Insurance Life & Disab.                   | 228                      | 670                    | 670                    | 124                      | 705                        | 35                                  |
| 5116.102                                     | Life and Disability Insurance Long Term/Short Term Disability | 428                      | -                      | -                      | 264                      | -                          | -                                   |
| 5119.120                                     | Retiree Costs PERS 1959 Survivor Benefits                     | 2,646                    | 2,646                  | 2,646                  | -                        | 2,646                      | -                                   |
| 5202.100                                     | Operating Supplies General                                    | 292                      | 318                    | 318                    | 11                       | 318                        | -                                   |
| 5210.100                                     | Postage General   | 18                       | 25                     | 25                     | 4                        | 15                         | (10)                                |
| 5213.100                                     | Professional/Contract Services General                        | 1,853                    | 1,900                  | 1,900                  | 1,390                    | 1,855                      | (45)                                |
| 5304   | Furniture & Equipment   | 786                      | -                      | -                      | -                        | -                          | -                                   |
| Program 4203 - HR and Risk Management Totals |   | 88,502                   | 95,762                 | 95,762                 | 50,117                   | 95,928                     | 166                                 |
| Program 4300 - Legal Services                |   |                          |                        |                        |                          |                            |                                     |
| 5210.100                                     | Postage General   | 7                        | 20                     | 20                     | 4                        | 10                         | (10)                                |
| 5213.100                                     | Professional/Contract Services General                        | 196,882                  | 185,012                | 185,012                | 92,851                   | 183,012                    | (2,000)                             |
| Program 4300 - Legal Services Totals         |   | 196,889                  | 185,032                | 185,032                | 92,855                   | 183,022                    | (2,010)                             |
| Department 25 - Finance                      |   |                          |                        |                        |                          |                            |                                     |
| Program 4400 - Finance                       |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | 146,711                  | 130,193                | 123,242                | 66,119                   | 130,903                    | 7,661                               |
| 5102   | Salaries - Temporary  | -                        | -                      | 2,348                  | 1,183                    | 1,183                      | (1,165)                             |
| 5106.100                                     | Incentives & Admin Leave Administrative Leave                 | 7,395                    | 4,741                  | 5,207                  | 327                      | 5,067                      | (140)                               |
| 5106.200                                     | Incentives & Admin Leave Gym Reimbursement                    | 149                      | -                      | -                      | -                        | -                          | -                                   |



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|---|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5107  | Car Allowance/Mileage   | 2,039                    | 2,035                  | 2,035                  | 1,105                    | 2,038                      | 3                                   |
| 5111  | Medicare  | 2,261                    | 1,986                  | 2,233                  | 1,198                    | 2,219                      | (14)                                |
| 5112.101  | Retirement Contribution PERS                                  | 26,845                   | 23,263                 | 22,876                 | 18,204                   | 23,438                     | 562                                 |
| 5113  | Worker's Compensation   | 1,130                    | 1,430                  | 1,430                  | 1,310                    | 1,310                      | (120)                               |
| 5114.101  | Health Insurance Medical                                      | 8,742                    | 15,884                 | 13,977                 | 4,639                    | 10,781                     | (3,196)                             |
| 5114.102  | Health Insurance Dental                                       | 2,050                    | -                      | -                      | 1,099                    | -                          | -                                   |
| 5114.103  | Health Insurance Vision                                       | 195                      | -                      | -                      | 101                      | -                          | -                                   |
| 5115  | Unemployment Compensation                                     | -                        | -                      | -                      | 581                      | -                          | -                                   |
| 5116.101  | Life and Disability Insurance Life & Disab.                   | 480                      | 1,164                  | 1,118                  | 240                      | 1,291                      | 173                                 |
| 5116.102  | Life and Disability Insurance Long Term/Short Term Disability | 915                      | -                      | -                      | 472                      | -                          | -                                   |
| 5119.100  | Retiree Costs Medical Insurance                               | 14,740                   | 19,781                 | 19,781                 | 8,318                    | 21,973                     | 2,192                               |
| 5122  | Accrual Bank Payoff   | -                        | 17,812                 | 17,812                 | 13,639                   | 13,639                     | (4,173)                             |
| 5201.100  | Office Supplies General                                       | 41                       | 40                     | 40                     | 30                       | 40                         | -                                   |
| 5202.100  | Operating Supplies General                                    | -                        | 150                    | 150                    | 988                      | 1,100                      | 950                                 |
| 5210.100  | Postage General   | 1,567                    | 1,800                  | 1,800                  | 649                      | 1,400                      | (400)                               |
| 5213.100  | Professional/Contract Services General                        | 636                      | 624                    | 624                    | 1,753                    | 2,000                      | 1,376                               |
| 5218.100  | Advertising General   | 15                       | -                      | -                      | 239                      | 239                        | 239                                 |
| 5219.100  | Printing General  | 573                      | 600                    | 600                    | 178                      | 600                        | -                                   |
| 5220.100  | Employee Development General                                  | 110                      | 110                    | 110                    | -                        | 110                        | -                                   |
| 5304  | Furniture & Equipment   | 786                      | 800                    | 800                    | -                        | 800                        | -                                   |
| 5501  | Debt Service Payment - Principal                              | 214                      | 218                    | 218                    | 106                      | 218                        | -                                   |
| Program 4400 - Finance Totals                           |   | 217,592                  | 222,631                | 216,401                | 122,477                  | 220,349                    | 3,948                               |
| Program 4420 - Measure C TUT                            |   |                          |                        |                        |                          |                            |                                     |
| Cost Center Activity 300 - Police Administration        |   |                          |                        |                        |                          |                            |                                     |
| 5102  | Salaries - Temporary  | -                        | 15,000                 | 15,000                 | 15,000                   | 15,000                     | -                                   |
| 5111  | Medicare  | -                        | 218                    | 218                    | 218                      | 218                        | -                                   |
| 5220.100  | Employee Development General                                  | -                        | 8,000                  | 8,000                  | 6,832                    | 8,000                      | -                                   |
| 5303  | Improvements  | 97,251                   | 45,000                 | 145,000                | 89,891                   | 145,000                    | -                                   |
| 5304  | Furniture & Equipment   | 11,670                   | -                      | -                      | -                        | -                          | -                                   |
| Cost Center Activity 300 - Police Administration Totals |   | 108,921                  | 68,218                 | 168,218                | 111,941                  | 168,218                    | -                                   |
| Cost Center Activity 301 - Police Operations            |   |                          |                        |                        |                          |                            |                                     |
| 5101  | Salaries - Permanent  | 47,937                   | 66,040                 | 66,040                 | 33,919                   | 66,437                     | 397                                 |
| 5102  | Salaries - Temporary  | 40,481                   | 26,176                 | 26,176                 | 14,175                   | 27,855                     | 1,679                               |
| 5103.102  | Differential Pay Out of Class                                 | -                        | -                      | -                      | 178                      | -                          | -                                   |
| 5104  | Wages - PS Holiday Pay  | 2,552                    | 3,479                  | 3,479                  | 2,382                    | 3,876                      | 397                                 |
| 5105  | Salaries - Overtime/FLSA                                      | 17,561                   | 10,000                 | 10,000                 | 12,186                   | 14,312                     | 4,312                               |
| 5106.101  | Incentives & Admin Leave School Incentive                     | 1,983                    | 2,962                  | 2,962                  | 2,336                    | 3,822                      | 860                                 |
| 5106.103  | Incentives & Admin Leave Team Pay                             | 2,203                    | -                      | -                      | 1,469                    | -                          | -                                   |





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|---|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5109.100  | Allowances Uniform Allowance                                  | 620                      | 930                    | 930                    | 465                      | 891                        | (39)                                |
| 5111  | Medicare  | 1,696                    | 1,822                  | 1,822                  | 1,084                    | 1,887                      | 65                                  |
| 5112.101  | Retirement Contribution PERS                                  | 28,408                   | 53,747                 | 53,747                 | 46,488                   | 53,095                     | (652)                               |
| 5112.102  | Retirement Contribution Social Security                       | 2,675                    | 1,623                  | 1,623                  | 1,801                    | 1,801                      | 178                                 |
| 5113  | Worker's Compensation   | 4,647                    | 7,786                  | 7,786                  | 7,133                    | 7,133                      | (653)                               |
| 5114.101  | Health Insurance Medical                                      | 4,033                    | 13,850                 | 13,850                 | 3,832                    | 16,175                     | 2,325                               |
| 5114.102  | Health Insurance Dental                                       | 1,272                    | -                      | -                      | 1,033                    | -                          | -                                   |
| 5114.103  | Health Insurance Vision                                       | 115                      | -                      | -                      | 92                       | -                          | -                                   |
| 5115  | Unemployment Compensation                                     | -                        | -                      | -                      | 394                      | -                          | -                                   |
| 5116.101  | Life and Disability Insurance Life & Disab.                   | 152                      | 727                    | 727                    | 170                      | 761                        | 34                                  |
| 5116.102  | Life and Disability Insurance Long Term/Short Term Disability | 350                      | -                      | -                      | 264                      | -                          | -                                   |
| 5202.100  | Operating Supplies General                                    | 4,813                    | 7,581                  | 7,581                  | 6,627                    | 7,821                      | 240                                 |
| 5213.100  | Professional/Contract Services General                        | 7,270                    | 18,638                 | 18,638                 | 2,492                    | 18,638                     | -                                   |
| 5220.100  | Employee Development General                                  | 22,326                   | 20,603                 | 20,603                 | 13,967                   | 24,361                     | 3,758                               |
| 5304  | Furniture & Equipment   | 8,869                    | -                      | -                      | -                        | -                          | -                                   |
| 5501  | Debt Service Payment - Principal                              | 19,514                   | 105,917                | 105,917                | 17,309                   | 105,917                    | -                                   |
| Cost Center Activity 301 - Police Operations Totals |   | 219,477                  | 341,881                | 341,881                | 169,795                  | 354,782                    | 12,901                              |
| Cost Center Activity 303 - Animal Control           |   |                          |                        |                        |                          |                            |                                     |
| 5101  | Salaries - Permanent  | 13,735                   | 20,101                 | 20,101                 | 10,310                   | 19,941                     | (160)                               |
| 5104  | Wages - PS Holiday Pay  | 1,089                    | 1,131                  | 1,131                  | 641                      | 1,130                      | (1)                                 |
| 5105  | Salaries - Overtime/FLSA                                      | 508                      | 500                    | 500                    | 232                      | 482                        | (18)                                |
| 5109.100  | Allowances Uniform Allowance                                  | 369                      | 512                    | 512                    | 277                      | 512                        | -                                   |
| 5111  | Medicare  | 199                      | 315                    | 315                    | 144                      | 296                        | (19)                                |
| 5112.101  | Retirement Contribution PERS                                  | 922                      | 1,425                  | 1,425                  | 721                      | 1,402                      | (23)                                |
| 5113  | Worker's Compensation   | 2,502                    | 2,370                  | 2,370                  | 2,171                    | 2,171                      | (199)                               |
| 5114.101  | Health Insurance Medical                                      | 2,928                    | 4,379                  | 4,379                  | 2,114                    | 4,373                      | (6)                                 |
| 5114.102  | Health Insurance Dental                                       | 310                      | -                      | -                      | 229                      | -                          | -                                   |
| 5114.103  | Health Insurance Vision                                       | 33                       | -                      | -                      | 24                       | -                          | -                                   |
| 5115  | Unemployment Compensation                                     | -                        | -                      | -                      | 70                       | -                          | -                                   |
| 5116.101  | Life and Disability Insurance Life & Disab.                   | 121                      | 323                    | 323                    | 93                       | 329                        | 6                                   |
| 5116.102  | Life and Disability Insurance Long Term/Short Term Disability | 94                       | -                      | -                      | 89                       | -                          | -                                   |
| 5202.100  | Operating Supplies General                                    | -                        | 600                    | 600                    | -                        | 600                        | -                                   |
| 5213.100  | Professional/Contract Services General                        | -                        | 10,000                 | 10,000                 | 10,000                   | 10,000                     | -                                   |
| 5220.100  | Employee Development General                                  | 2,258                    | 3,500                  | 3,500                  | 229                      | 3,500                      | -                                   |
| 5223.101  | Meals and Refreshments Employee Meals-MOU Overtime            | 11                       | -                      | -                      | 11                       | 11                         | 11                                  |
| 5303  | Improvements  | -                        | 9,500                  | 9,500                  | -                        | 9,500                      | -                                   |
| 5304  | Furniture & Equipment   | 5,405                    | 9,700                  | 9,700                  | -                        | 9,700                      | -                                   |
| Cost Center Activity 303 - Animal Control Totals    |   | 30,484                   | 64,356                 | 64,356                 | 27,354                   | 63,947                     | (409)                               |



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|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| Cost Center Activity 325 - Fire Administration         |   |                          |                        |                        |                          |                            |                                     |
| 5303   | Improvements                                      | 21,674                   | 3,470                  | 3,470                  | 1,411                    | 3,470                      | -                                   |
| Cost Center Activity 325 - Fire Administration Totals  |   | 21,674                   | 3,470                  | 3,470                  | 1,411                    | 3,470                      | -                                   |
| Cost Center Activity 326 - Fire Suppression            |   |                          |                        |                        |                          |                            |                                     |
| 5213.100   | Professional/Contract Services General            | 144,401                  | 150,000                | 150,000                | 32,194                   | 150,000                    | -                                   |
| 5304   | Furniture & Equipment                             | 36,525                   | 59,000                 | 59,000                 | 4,837                    | 8,549                      | (50,451)                            |
| 5501   | Debt Service Payment - Principal                  | 86,632                   | 86,632                 | 127,033                | 43,316                   | 127,033                    | -                                   |
| 5910.615   | Transfers Out To Asset Sales Proceeds             | -                        | -                      | -                      | -                        | 50,000                     | 50,000                              |
| Cost Center Activity 326 - Fire Suppression Totals     |   | 267,558                  | 295,632                | 336,033                | 80,346                   | 335,582                    | (451)                               |
| Cost Center Activity 350 - Public Works Streets        |   |                          |                        |                        |                          |                            |                                     |
| 5303   | Improvements                                      | 25,281                   | -                      | -                      | -                        | -                          | -                                   |
| 5910.100   | Transfers Out To Capital Projects                 | 200,000                  | 540,000                | 500,000                | 476,107                  | 476,107                    | (23,893)                            |
| Cost Center Activity 350 - Public Works Streets Totals |   | 225,281                  | 540,000                | 500,000                | 476,107                  | 476,107                    | (23,893)                            |
| Program 5005 - Rental Properties                       |   |                          |                        |                        |                          |                            |                                     |
| 5203.100   | Repairs and Maint Supplies General                | 71                       | -                      | -                      | -                        | -                          | -                                   |
| 5211.175   | Utilities Rental Properties                       | 2,480                    | 2,300                  | 2,300                  | 1,299                    | 2,500                      | 200                                 |
| 5213.100   | Professional/Contract Services General            | 900                      | -                      | -                      | -                        | -                          | -                                   |
| 5214.100   | Repair and Maint Service General                  | 930                      | 480                    | 480                    | 240                      | 480                        | -                                   |
| 5501   | Debt Service Payment - Principal                  | 17,202                   | 17,202                 | 17,202                 | 10,034                   | 17,202                     | -                                   |
| Program 5005 - Rental Properties Totals                |   | 21,582                   | 19,982                 | 19,982                 | 11,574                   | 20,182                     | 200                                 |
| Department 30 - Police                                 |   |                          |                        |                        |                          |                            |                                     |
| Program 0000 - Non Program Activity                    |   |                          |                        |                        |                          |                            |                                     |
| 5280.100   | Bad Debt Write Off Expense                        | 714                      | -                      | -                      | -                        | -                          | -                                   |
| Program 0000 - Non Program Activity Totals             |   | 714                      | -                      | -                      | -                        | -                          | -                                   |
| Program 4510 - Police Administration                   |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent                              | 335,624                  | 295,015                | 295,015                | 146,115                  | 310,578                    | 15,563                              |
| 5102   | Salaries - Temporary                              | -                        | 24,233                 | 24,233                 | 11,811                   | 14,144                     | (10,089)                            |
| 5103.102   | Differential Pay Out of Class                     | 187                      | -                      | -                      | 103                      | -                          | -                                   |
| 5104   | Wages - PS Holiday Pay                            | 14,554                   | 13,132                 | 13,132                 | 6,869                    | 13,864                     | 732                                 |
| 5105   | Salaries - Overtime/FLSA                          | -                        | 50                     | 50                     | 1,482                    | 1,532                      | 1,482                               |
| 5106.100   | Incentives & Admin Leave Administrative Leave     | 15,296                   | 17,147                 | 17,147                 | 7,345                    | 15,417                     | (1,730)                             |
| 5106.101   | Incentives & Admin Leave School Incentive         | 18,573                   | 16,550                 | 16,550                 | 8,324                    | 17,671                     | 1,121                               |
| 5106.200   | Incentives & Admin Leave Gym Reimbursement        | 270                      | 360                    | 360                    | 180                      | 360                        | -                                   |
| 5106.205   | Incentives & Admin Leave PS Recruitment Incentive | 3,300                    | -                      | -                      | -                        | -                          | -                                   |
| 5109.100   | Allowances Uniform Allowance                      | 3,617                    | 2,403                  | 2,403                  | 1,201                    | 2,480                      | 77                                  |
| 5111   | Medicare  | 6,106                    | 5,343                  | 5,343                  | 2,587                    | 5,383                      | 40                                  |
| 5112.101   | Retirement Contribution PERS                      | 207,122                  | 190,081                | 190,081                | 159,663                  | 192,814                    | 2,733                               |
| 5113   | Worker's Compensation                             | 25,543                   | 33,292                 | 33,292                 | 30,499                   | 30,498                     | (2,794)                             |



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|---|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5114.101                                    | Health Insurance Medical                                      | 37,474                   | 40,862                 | 40,862                 | 18,564                   | 41,186                     | 324                                 |
| 5114.102                                    | Health Insurance Dental                                       | 3,844                    | -                      | -                      | 2,292                    | -                          | -                                   |
| 5114.103                                    | Health Insurance Vision                                       | 435                      | -                      | -                      | 204                      | -                          | -                                   |
| 5115  | Unemployment Compensation                                     | -                        | -                      | -                      | 1,503                    | -                          | -                                   |
| 5116.101                                    | Life and Disability Insurance Life & Disab.                   | 927                      | 2,658                  | 2,658                  | 453                      | 2,746                      | 88                                  |
| 5116.102                                    | Life and Disability Insurance Long Term/Short Term Disability | 1,925                    | -                      | -                      | 965                      | -                          | -                                   |
| 5119.100                                    | Retiree Costs Medical Insurance                               | 47,207                   | 56,505                 | 56,505                 | 29,296                   | 55,312                     | (1,193)                             |
| 5122  | Accrual Bank Payoff   | 41,025                   | -                      | -                      | 1,217                    | 1,217                      | 1,217                               |
| 5201.100                                    | Office Supplies General                                       | 2,287                    | 2,600                  | 2,600                  | 779                      | 2,600                      | -                                   |
| 5202.100                                    | Operating Supplies General                                    | 6,308                    | 7,554                  | 7,554                  | 4,556                    | 7,554                      | -                                   |
| 5203.100                                    | Repairs and Maint Supplies General                            | 2,305                    | 2,050                  | 2,050                  | 891                      | 2,050                      | -                                   |
| 5204  | Subscriptions and Code Books                                  | 85                       | 100                    | 100                    | 85                       | 100                        | -                                   |
| 5210.100                                    | Postage General   | 1,920                    | 2,000                  | 2,000                  | 617                      | 2,000                      | -                                   |
| 5211.135                                    | Utilities Water and Sewer                                     | 858                      | 850                    | 850                    | 393                      | 900                        | 50                                  |
| 5211.137                                    | Utilities Electric and Gas                                    | 27,152                   | 27,000                 | 27,000                 | 13,524                   | 27,000                     | -                                   |
| 5211.139                                    | Utilities Propane   | 509                      | 500                    | 500                    | 78                       | 500                        | -                                   |
| 5213.100                                    | Professional/Contract Services General                        | 28,485                   | 35,380                 | 35,380                 | 19,126                   | 35,380                     | -                                   |
| 5214.100                                    | Repair and Maint Service General                              | 31,386                   | 36,055                 | 36,055                 | 12,654                   | 36,055                     | -                                   |
| 5215.100                                    | Rents and Leases Miscellaneous                                | 562                      | 567                    | 567                    | 282                      | 567                        | -                                   |
| 5215.106                                    | Rents and Leases Copiers                                      | 1,306                    | 4,020                  | 4,020                  | 2,020                    | 3,694                      | (326)                               |
| 5216.100                                    | Communications General Services                               | 5,356                    | 5,500                  | 5,500                  | 2,612                    | 5,500                      | -                                   |
| 5218.100                                    | Advertising General   | 109                      | -                      | -                      | 107                      | 107                        | 107                                 |
| 5219.100                                    | Printing General  | 2,275                    | 1,600                  | 1,600                  | 269                      | 1,000                      | (600)                               |
| 5220.100                                    | Employee Development General                                  | 689                      | 680                    | 680                    | 749                      | 749                        | 69                                  |
| 5220.110                                    | Employee Development Education Reimb MOU Program              | -                        | 550                    | 550                    | -                        | 550                        | -                                   |
| 5223.105                                    | Meals and Refreshments Emergencies and Meetings               | 426                      | 550                    | 550                    | 143                      | 400                        | (150)                               |
| 5225  | Bank Fees and Charges   | 766                      | 800                    | 800                    | 129                      | 600                        | (200)                               |
| 5304  | Furniture & Equipment   | -                        | 800                    | 800                    | -                        | 800                        | -                                   |
| 5501  | Debt Service Payment - Principal                              | 4,058                    | 3,161                  | 3,161                  | 2,330                    | 2,844                      | (317)                               |
| Program 4510 - Police Administration Totals |   | 879,870                  | 829,948                | 829,948                | 492,017                  | 836,152                    | 6,204                               |
| Program 4520 - Police Operations            |   |                          |                        |                        |                          |                            |                                     |
| 5101  | Salaries - Permanent  | 892,135                  | 1,060,816              | 1,060,816              | 517,016                  | 1,038,381                  | (22,435)                            |
| 5102  | Salaries - Temporary  | 10,254                   | 14,102                 | 14,102                 | 3,219                    | 30,399                     | 16,297                              |
| 5103.102                                    | Differential Pay Out of Class                                 | 3,398                    | -                      | -                      | 5,564                    | -                          | -                                   |
| 5103.105                                    | Differential Pay Swing/Graveyard Shift                        | 29,218                   | -                      | -                      | 18,150                   | -                          | -                                   |
| 5103.108                                    | Differential Pay Canine Maintenance                           | 6,951                    | -                      | -                      | 3,744                    | -                          | -                                   |
| 5104  | Wages - PS Holiday Pay  | 44,384                   | 50,498                 | 50,498                 | 27,831                   | 48,837                     | (1,661)                             |
| 5105  | Salaries - Overtime/FLSA                                      | 299,615                  | 205,000                | 205,000                | 162,057                  | 284,454                    | 79,454                              |



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|----------|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5106.101 | Incentives & Admin Leave School Incentive                     | 36,686                   | 38,604                 | 38,604                 | 20,515                   | 37,173                     | (1,431)                             |
| 5106.103 | Incentives & Admin Leave Team Pay                             | 2,892                    | -                      | -                      | 2,030                    | -                          | -                                   |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement                    | 180                      | 540                    | 540                    | -                        | 180                        | (360)                               |
| 5106.205 | Incentives & Admin Leave PS Recruitment Incentive             | 1,100                    | 2,000                  | 2,000                  | 1,000                    | 1,000                      | (1,000)                             |
| 5109.100 | Allowances Uniform Allowance                                  | 17,746                   | 16,570                 | 16,570                 | 9,760                    | 16,761                     | 191                                 |
| 5111     | Medicare  | 19,375                   | 20,056                 | 20,056                 | 10,644                   | 20,670                     | 614                                 |
| 5112.101 | Retirement Contribution PERS                                  | 432,810                  | 459,947                | 459,947                | 371,975                  | 455,584                    | (4,363)                             |
| 5112.102 | Retirement Contribution Social Security                       | 421                      | -                      | -                      | (831)                    | -                          | -                                   |
| 5113     | Worker's Compensation   | 89,059                   | 130,940                | 130,940                | 121,033                  | 121,033                    | (9,907)                             |
| 5114.101 | Health Insurance Medical                                      | 207,526                  | 276,757                | 276,757                | 130,683                  | 260,378                    | (16,379)                            |
| 5114.102 | Health Insurance Dental                                       | 24,758                   | -                      | -                      | 14,881                   | -                          | -                                   |
| 5114.103 | Health Insurance Vision                                       | 2,211                    | -                      | -                      | 1,374                    | -                          | -                                   |
| 5115     | Unemployment Compensation                                     | -                        | 5,000                  | 5,000                  | 5,255                    | -                          | (5,000)                             |
| 5116.101 | Life and Disability Insurance Life & Disab.                   | 3,496                    | 11,759                 | 11,759                 | 2,184                    | 11,957                     | 198                                 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | 7,192                    | -                      | -                      | 4,716                    | -                          | -                                   |
| 5119.100 | Retiree Costs Medical Insurance                               | 166,999                  | 177,032                | 177,032                | 81,506                   | 167,247                    | (9,785)                             |
| 5122     | Accrual Bank Payoff   | 55,566                   | -                      | -                      | 17,825                   | 24,563                     | 24,563                              |
| 5199.130 | Other Payroll Expenses Interfund Payroll Transfers            | (49,781)                 | (138,618)              | (138,618)              | (10,270)                 | (117,888)                  | 20,730                              |
| 5202.100 | Operating Supplies General                                    | 21,793                   | 20,050                 | 23,050                 | 11,653                   | 23,050                     | -                                   |
| 5204     | Subscriptions and Code Books                                  | 352                      | 500                    | 500                    | -                        | 500                        | -                                   |
| 5209.101 | Auto Fuel Expense Town Vehicles                               | 44,471                   | 45,000                 | 45,000                 | 20,922                   | 45,000                     | -                                   |
| 5213.100 | Professional/Contract Services General                        | 14,316                   | 9,200                  | 9,200                  | 3,708                    | 9,200                      | -                                   |
| 5214.100 | Repair and Maint Service General                              | 2,178                    | 3,150                  | 3,150                  | 698                      | 3,150                      | -                                   |
| 5216.100 | Communications General Services                               | 4,380                    | 3,900                  | 3,900                  | 1,948                    | 3,900                      | -                                   |
| 5217     | Extradition/Transportation Expen                              | 689                      | 100                    | 100                    | -                        | 100                        | -                                   |
| 5218.100 | Advertising General   | 326                      | 350                    | 350                    | 196                      | 350                        | -                                   |
| 5220.100 | Employee Development General                                  | 16,861                   | 20,150                 | 17,150                 | 898                      | 12,150                     | (5,000)                             |
| 5220.110 | Employee Development Education Reimb MOU Program              | 402                      | 1,650                  | 1,650                  | -                        | 1,650                      | -                                   |
| 5304     | Furniture & Equipment   | 3,099                    | 4,800                  | 4,800                  | 6,291                    | 6,291                      | 1,491                               |
|          | Program 4520 - Police Operations Totals                       | 2,413,056                | 2,439,853              | 2,439,853              | 1,568,173                | 2,506,070                  | 66,217                              |
|          | Program 4530 - Public Safety Communications                   |                          |                        |                        |                          |                            |                                     |
| 5101     | Salaries - Permanent  | 284,852                  | 372,023                | 372,023                | 167,647                  | 349,077                    | (22,946)                            |
| 5102     | Salaries - Temporary  | 43,731                   | 55,158                 | 55,158                 | 28,949                   | 58,012                     | 2,854                               |
| 5103.102 | Differential Pay Out of Class                                 | 1,007                    | -                      | -                      | 1,457                    | -                          | -                                   |
| 5103.105 | Differential Pay Swing/Graveyard Shift                        | 10,145                   | -                      | -                      | 6,187                    | -                          | -                                   |
| 5104     | Wages - PS Holiday Pay  | 14,109                   | 16,573                 | 16,573                 | 8,862                    | 15,946                     | (627)                               |
| 5105     | Salaries - Overtime/FLSA                                      | 51,893                   | 30,000                 | 30,000                 | 26,667                   | 52,210                     | 22,210                              |
| 5106.101 | Incentives & Admin Leave School Incentive                     | 10,512                   | 11,882                 | 11,882                 | 6,980                    | 14,081                     | 2,199                               |



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|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5106.200   | Incentives & Admin Leave Gym Reimbursement                    | 360                      | 180                    | 180                    | 90                       | 180                        | -                                   |
| 5106.205   | Incentives & Admin Leave PS Recruitment Incentive             | 1,100                    | -                      | -                      | 1,500                    | 1,500                      | 1,500                               |
| 5109.100   | Allowances Uniform Allowance                                  | 6,329                    | 6,081                  | 6,081                  | 3,910                    | 6,651                      | 570                                 |
| 5111   | Medicare  | 5,970                    | 7,129                  | 7,129                  | 3,493                    | 7,067                      | (62)                                |
| 5112.101   | Retirement Contribution PERS                                  | 39,920                   | 52,942                 | 52,942                 | 36,294                   | 51,010                     | (1,932)                             |
| 5113   | Worker's Compensation   | 14,752                   | 25,476                 | 25,476                 | 23,338                   | 23,338                     | (2,138)                             |
| 5114.101   | Health Insurance Medical                                      | 81,691                   | 83,070                 | 83,070                 | 41,727                   | 88,156                     | 5,086                               |
| 5114.102   | Health Insurance Dental                                       | 8,427                    | -                      | -                      | 4,527                    | -                          | -                                   |
| 5114.103   | Health Insurance Vision                                       | 694                      | -                      | -                      | 374                      | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | 2,500                  | 2,500                  | 1,670                    | -                          | (2,500)                             |
| 5116.101   | Life and Disability Insurance Life & Disab.                   | 1,711                    | 4,677                  | 4,677                  | 997                      | 4,723                      | 46                                  |
| 5116.102   | Life and Disability Insurance Long Term/Short Term Disability | 2,436                    | -                      | -                      | 1,619                    | -                          | -                                   |
| 5119.100   | Retiree Costs Medical Insurance                               | 58,983                   | 56,276                 | 56,276                 | 26,200                   | 54,269                     | (2,007)                             |
| 5122   | Accrual Bank Payoff   | 1,864                    | -                      | -                      | -                        | -                          | -                                   |
| 5199.130   | Other Payroll Expenses Interfund Payroll Transfers            | (50,000)                 | (50,000)               | (50,000)               | -                        | (50,000)                   | -                                   |
| 5202.100   | Operating Supplies General                                    | 2,769                    | 3,225                  | 3,225                  | 1,286                    | 3,225                      | -                                   |
| 5204   | Subscriptions and Code Books                                  | 144                      | 150                    | 150                    | -                        | 150                        | -                                   |
| 5213.100   | Professional/Contract Services General                        | 1,628                    | -                      | -                      | 2,457                    | 2,457                      | 2,457                               |
| 5214.100   | Repair and Maint Service General                              | 34,172                   | 36,880                 | 36,880                 | -                        | 36,880                     | -                                   |
| 5216.100   | Communications General Services                               | 21,901                   | 22,000                 | 22,000                 | 9,302                    | 20,500                     | (1,500)                             |
| 5218.100   | Advertising General   | 113                      | -                      | -                      | -                        | -                          | -                                   |
| 5220.100   | Employee Development General                                  | 1,439                    | 6,635                  | 6,635                  | -                        | 4,500                      | (2,135)                             |
| 5220.110   | Employee Development Education Reimb MOU Program              | 217                      | 1,100                  | 1,100                  | -                        | 1,100                      | -                                   |
| 5304   | Furniture & Equipment   | 1,260                    | 2,700                  | 2,700                  | 1,000                    | 2,700                      | -                                   |
| 5501   | Debt Service Payment - Principal                              | 66,524                   | 65,072                 | 65,072                 | 33,738                   | 64,667                     | (405)                               |
| Program 4530 - Public Safety Communications Totals |   | 720,654                  | 811,729                | 811,729                | 440,270                  | 812,399                    | 670                                 |
| Program 4550 - Fleet Management                    |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | 45,045                   | 55,386                 | 55,386                 | 28,439                   | 56,175                     | 789                                 |
| 5105   | Salaries - Overtime/FLSA                                      | 1,957                    | 900                    | 900                    | 1,370                    | 2,010                      | 1,110                               |
| 5109.100   | Allowances Uniform Allowance                                  | 456                      | 500                    | 500                    | 271                      | 500                        | -                                   |
| 5109.102   | Allowances Tool Allowance                                     | 1,000                    | 1,000                  | 1,000                  | 1,000                    | 1,000                      | -                                   |
| 5111   | Medicare  | 619                      | 838                    | 838                    | 404                      | 823                        | (15)                                |
| 5112.101   | Retirement Contribution PERS                                  | 4,358                    | 5,751                  | 5,751                  | 3,717                    | 5,720                      | (31)                                |
| 5113   | Worker's Compensation   | 1,433                    | 2,932                  | 2,932                  | 2,686                    | 2,686                      | (246)                               |
| 5114.101   | Health Insurance Medical                                      | 9,542                    | 11,850                 | 11,850                 | 5,638                    | 11,800                     | (50)                                |
| 5114.102   | Health Insurance Dental                                       | 1,148                    | -                      | -                      | 698                      | -                          | -                                   |
| 5114.103   | Health Insurance Vision                                       | 54                       | -                      | -                      | 32                       | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | -                      | -                      | 199                      | -                          | -                                   |



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| Account                              | Account Description   | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|--------------------------------------|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5116.101                             | Life and Disability Insurance Life & Disab.                   | 209                      | 646                    | 646                    | 124                      | 681                        | 35                                  |
| 5116.102                             | Life and Disability Insurance Long Term/Short Term Disability | 357                      | -                      | -                      | 254                      | -                          | -                                   |
| 5119.100                             | Retiree Costs Medical Insurance                               | 23,247                   | 21,529                 | 21,529                 | 2,735                    | 6,638                      | (14,891)                            |
| 5202.100                             | Operating Supplies General                                    | 3,781                    | 1,000                  | 1,000                  | 3,742                    | 4,500                      | 3,500                               |
| 5203.100                             | Repairs and Maint Supplies General                            | 89,423                   | 68,000                 | 68,000                 | 45,080                   | 72,500                     | 4,500                               |
| 5204                                 | Subscriptions and Code Books                                  | 1,836                    | 2,100                  | 2,100                  | 2,073                    | 2,100                      | -                                   |
| 5209.101                             | Auto Fuel Expense Town Vehicles                               | 606                      | 375                    | 375                    | 285                      | 550                        | 175                                 |
| 5210.100                             | Postage General   | 108                      | 20                     | 20                     | 10                       | 20                         | -                                   |
| 5213.100                             | Professional/Contract Services General                        | 5,743                    | 4,871                  | 4,871                  | 1,198                    | 4,000                      | (871)                               |
| 5214.100                             | Repair and Maint Service General                              | 35,071                   | 29,700                 | 29,700                 | 17,260                   | 33,000                     | 3,300                               |
| 5216.100                             | Communications General Services                               | 706                      | 900                    | 900                    | 488                      | 900                        | -                                   |
| 5220.100                             | Employee Development General                                  | 1,966                    | 2,000                  | 2,000                  | 406                      | 2,000                      | -                                   |
| 5223.101                             | Meals and Refreshments Employee Meals-MOU Overtime            | -                        | -                      | -                      | 345                      | 495                        | 495                                 |
| 5303                                 | Improvements  | 3,261                    | 800                    | 800                    | 248                      | 248                        | (552)                               |
| 5304                                 | Furniture & Equipment   | 1,079                    | 1,000                  | 1,000                  | 3,121                    | 3,121                      | 2,121                               |
| 5910.611                             | Transfers Out GASB 45 Retiree Medical Trust                   | -                        | 10,000                 | 10,000                 | -                        | 10,000                     | -                                   |
|                                      | Program 4550 - Fleet Management Totals                        | 233,004                  | 222,098                | 222,098                | 121,822                  | 221,467                    | (631)                               |
| Department 35 - Fire                 |   |                          |                        |                        |                          |                            |                                     |
| Program 0000 - Non Program Activity  |   |                          |                        |                        |                          |                            |                                     |
| 5280.100                             | Bad Debt Write Off Expense                                    | 192                      | -                      | -                      | -                        | -                          | -                                   |
|                                      | Program 0000 - Non Program Activity Totals                    | 192                      | -                      | -                      | -                        | -                          | -                                   |
| Program 4610 - Fire - Administrative |   |                          |                        |                        |                          |                            |                                     |
| 5101                                 | Salaries - Permanent  | 19,154                   | 20,632                 | 20,632                 | 10,505                   | 20,970                     | 338                                 |
| 5102                                 | Salaries - Temporary  | 12,238                   | 12,121                 | 12,121                 | 1,327                    | 3,658                      | (8,463)                             |
| 5111                                 | Medicare  | 529                      | 475                    | 475                    | 196                      | 380                        | (95)                                |
| 5112.101                             | Retirement Contribution PERS                                  | 16,438                   | 27,089                 | 27,089                 | 25,641                   | 26,553                     | (536)                               |
| 5112.102                             | Retirement Contribution Social Security                       | 759                      | -                      | -                      | 82                       | -                          | -                                   |
| 5113                                 | Worker's Compensation   | 540                      | 861                    | 861                    | 789                      | 789                        | (72)                                |
| 5114.101                             | Health Insurance Medical                                      | 2,863                    | 3,123                  | 3,123                  | 1,692                    | 3,123                      | -                                   |
| 5115                                 | Unemployment Compensation                                     | -                        | -                      | -                      | 98                       | -                          | -                                   |
| 5116.101                             | Life and Disability Insurance Life & Disab.                   | 108                      | 293                    | 293                    | 74                       | 306                        | 13                                  |
| 5116.102                             | Life and Disability Insurance Long Term/Short Term Disability | 158                      | -                      | -                      | 94                       | -                          | -                                   |
| 5119.100                             | Retiree Costs Medical Insurance                               | 66,086                   | 62,555                 | 62,555                 | 32,644                   | 61,072                     | (1,483)                             |
| 5122                                 | Accrual Bank Payoff   | 2,195                    | -                      | -                      | -                        | -                          | -                                   |
| 5201.100                             | Office Supplies General                                       | 197                      | 500                    | 500                    | 187                      | 400                        | (100)                               |
| 5202.100                             | Operating Supplies General                                    | 4,105                    | 4,285                  | 4,285                  | 1,378                    | 4,285                      | -                                   |
| 5203.100                             | Repairs and Maint Supplies General                            | 4,878                    | 5,000                  | 5,000                  | 3,112                    | 5,000                      | -                                   |
| 5210.100                             | Postage General   | 135                      | 200                    | 200                    | 102                      | 200                        | -                                   |



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| Account                                     | Account Description                             | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|---|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5211.135                                    | Utilities Water and Sewer                       | 2,002                    | 2,160                  | 2,160                  | 927                      | 2,225                      | 65                                  |
| 5211.137                                    | Utilities Electric and Gas                      | 20,117                   | 22,200                 | 22,200                 | 11,083                   | 22,200                     | -                                   |
| 5211.139                                    | Utilities Propane                               | 191                      | 500                    | 500                    | 136                      | 500                        | -                                   |
| 5213.100                                    | Professional/Contract Services General          | 5,224                    | 4,162                  | 4,162                  | 3,937                    | 4,050                      | (112)                               |
| 5214.100                                    | Repair and Maint Service General                | 7,602                    | 7,205                  | 7,205                  | 4,088                    | 7,205                      | -                                   |
| 5215.106                                    | Rents and Leases Copiers                        | 2,277                    | 2,280                  | 2,280                  | 1,304                    | 2,280                      | -                                   |
| 5216.100                                    | Communications General Services                 | 11,726                   | 11,560                 | 11,560                 | 5,402                    | 11,000                     | (560)                               |
| 5218.100                                    | Advertising General                             | 467                      | -                      | -                      | -                        | -                          | -                                   |
| 5223.105                                    | Meals and Refreshments Emergencies and Meetings | 87                       | -                      | -                      | -                        | -                          | -                                   |
| 5303  | Improvements                                    | 3,304                    | -                      | -                      | 31                       | 31                         | 31                                  |
| 5501  | Debt Service Payment - Principal                | 1,176                    | 3,516                  | 3,516                  | 1,620                    | 3,240                      | (276)                               |
| 5910.030                                    | Transfers Out to Development Services Fund      | -                        | -                      | -                      | -                        | 3,322                      | 3,322                               |
| Program 4610 - Fire - Administrative Totals |   | 184,555                  | 190,717                | 190,717                | 106,448                  | 182,789                    | (7,928)                             |
| Program 4615 - Fire - EOC                   |   |                          |                        |                        |                          |                            |                                     |
| 5202.100                                    | Operating Supplies General                      | -                        | 50                     | 50                     | -                        | 50                         | -                                   |
| 5203.100                                    | Repairs and Maint Supplies General              | 641                      | -                      | -                      | -                        | -                          | -                                   |
| 5214.100                                    | Repair and Maint Service General                | 7,013                    | 7,013                  | 7,013                  | 3,632                    | 7,264                      | 251                                 |
| 5216.100                                    | Communications General Services                 | 5,325                    | 5,489                  | 5,489                  | 2,772                    | 5,400                      | (89)                                |
| Program 4615 - Fire - EOC Totals            |   | 12,979                   | 12,552                 | 12,552                 | 6,404                    | 12,714                     | 162                                 |
| Program 4630 - Fire - Suppression           |   |                          |                        |                        |                          |                            |                                     |
| 5112.101                                    | Retirement Contribution PERS                    | 69,443                   | 123,424                | 123,424                | 123,258                  | 123,258                    | (166)                               |
| 5119.100                                    | Retiree Costs Medical Insurance                 | 194,211                  | 198,151                | 198,151                | 97,596                   | 192,637                    | (5,514)                             |
| 5202.100                                    | Operating Supplies General                      | 12,543                   | 15,300                 | 15,300                 | 7,170                    | 14,000                     | (1,300)                             |
| 5203.100                                    | Repairs and Maint Supplies General              | 2,387                    | 5,200                  | 5,200                  | 1,596                    | 4,200                      | (1,000)                             |
| 5209.101                                    | Auto Fuel Expense Town Vehicles                 | 16,858                   | 22,000                 | 22,000                 | 8,107                    | 20,500                     | (1,500)                             |
| 5213.100                                    | Professional/Contract Services General          | 2,835,887                | 3,127,311              | 3,127,311              | 683,219                  | 3,127,311                  | -                                   |
| 5214.100                                    | Repair and Maint Service General                | 7,400                    | 13,600                 | 13,600                 | 1,174                    | 12,000                     | (1,600)                             |
| 5220.100                                    | Employee Development General                    | 608                      | 1,000                  | 1,000                  | -                        | 1,000                      | -                                   |
| 5223.105                                    | Meals and Refreshments Emergencies and Meetings | 33                       | -                      | -                      | 25                       | 25                         | 25                                  |
| 5269.135                                    | Emergency Incident Costs Fire Related           | 400                      | 300                    | 300                    | 22                       | 300                        | -                                   |
| 5304  | Furniture & Equipment                           | 28,421                   | 21,410                 | 21,410                 | 2,227                    | 21,410                     | -                                   |
| 5501  | Debt Service Payment - Principal                | 114,265                  | 114,265                | 114,265                | 114,265                  | 114,265                    | -                                   |
| Program 4630 - Fire - Suppression Totals    |   | 3,282,456                | 3,641,961              | 3,641,961              | 1,038,658                | 3,630,906                  | (11,055)                            |
| Program 4640 - Fire - Volunteer Program     |   |                          |                        |                        |                          |                            |                                     |
| 5118  | Volunteer Benefits                              | 5,498                    | 8,218                  | 8,218                  | 2,104                    | 5,008                      | (3,210)                             |
| 5202.100                                    | Operating Supplies General                      | 951                      | 2,080                  | 2,080                  | -                        | 1,000                      | (1,080)                             |
| 5213.100                                    | Professional/Contract Services General          | 5,787                    | 6,500                  | 6,500                  | 1,390                    | 4,000                      | (2,500)                             |
| 5220.100                                    | Employee Development General                    | 393                      | -                      | -                      | -                        | -                          | -                                   |



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| Account  | Account Description   | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| Program 4640 - Fire - Volunteer Program Totals |   | 12,629                   | 16,798                 | 16,798                 | 3,494                    | 10,008                     | (6,790)                             |
| Department 40 - Community Development          |   |                          |                        |                        |                          |                            |                                     |
| Program 4720 - CDD Planning                    |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | 74,203                   | 78,605                 | 78,605                 | 40,294                   | 79,878                     | 1,273                               |
| 5102   | Salaries - Temporary  | 85                       | -                      | -                      | -                        | -                          | -                                   |
| 5106.100                                       | Incentives & Admin Leave Administrative Leave                 | 1,354                    | 1,382                  | 1,382                  | -                        | 1,382                      | -                                   |
| 5106.200                                       | Incentives & Admin Leave Gym Reimbursement                    | 50                       | 50                     | 50                     | 25                       | 50                         | -                                   |
| 5107   | Car Allowance/Mileage   | 554                      | 552                    | 552                    | 299                      | 552                        | -                                   |
| 5109.101                                       | Allowances Boot Allowance                                     | 450                      | 450                    | 450                    | 450                      | 450                        | -                                   |
| 5111   | Medicare  | 968                      | 1,174                  | 1,174                  | 510                      | 1,114                      | (60)                                |
| 5112.101                                       | Retirement Contribution PERS                                  | 8,018                    | 9,576                  | 9,576                  | 6,672                    | 9,644                      | 68                                  |
| 5113   | Worker's Compensation   | 1,485                    | 2,801                  | 2,801                  | 2,566                    | 2,566                      | (235)                               |
| 5114.101                                       | Health Insurance Medical                                      | 12,944                   | 15,931                 | 15,931                 | 7,939                    | 16,276                     | 345                                 |
| 5114.102                                       | Health Insurance Dental                                       | 1,664                    | -                      | -                      | 958                      | -                          | -                                   |
| 5114.103                                       | Health Insurance Vision                                       | 138                      | -                      | -                      | 78                       | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | -                      | -                      | 252                      | -                          | -                                   |
| 5116.101                                       | Life and Disability Insurance Life & Disab.                   | 316                      | 851                    | 851                    | 171                      | 788                        | (63)                                |
| 5116.102                                       | Life and Disability Insurance Long Term/Short Term Disability | 401                      | -                      | -                      | 221                      | -                          | -                                   |
| 5119.100                                       | Retiree Costs Medical Insurance                               | 15,169                   | 15,481                 | 15,481                 | 7,664                    | 15,236                     | (245)                               |
| 5201.100                                       | Office Supplies General                                       | 172                      | 150                    | 150                    | 41                       | 150                        | -                                   |
| 5202.100                                       | Operating Supplies General                                    | 301                      | 200                    | 200                    | 69                       | 200                        | -                                   |
| 5209.101                                       | Auto Fuel Expense Town Vehicles                               | 731                      | 700                    | 700                    | 393                      | 800                        | 100                                 |
| 5210.100                                       | Postage General   | 456                      | 600                    | 600                    | 183                      | 400                        | (200)                               |
| 5213.100                                       | Professional/Contract Services General                        | 200                      | 100                    | 100                    | -                        | 50                         | (50)                                |
| 5214.100                                       | Repair and Maint Service General                              | 6,533                    | 4,790                  | 4,790                  | 4,835                    | 4,835                      | 45                                  |
| 5216.100                                       | Communications General Services                               | 338                      | 810                    | 810                    | 439                      | 810                        | -                                   |
| 5218.100                                       | Advertising General   | 603                      | 600                    | 600                    | 281                      | 600                        | -                                   |
| 5501   | Debt Service Payment - Principal                              | -                        | 8,220                  | 8,220                  | 3,668                    | 7,337                      | (883)                               |
| Program 4720 - CDD Planning Totals             |   | 127,132                  | 143,023                | 143,023                | 78,008                   | 143,118                    | 95                                  |
| Program 4780 - CDD - Waste Management          |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | 31,040                   | 32,287                 | 32,287                 | 16,774                   | 32,884                     | 597                                 |
| 5106.100                                       | Incentives & Admin Leave Administrative Leave                 | 1,001                    | 1,022                  | 1,022                  | -                        | 1,022                      | -                                   |
| 5106.200                                       | Incentives & Admin Leave Gym Reimbursement                    | 86                       | 86                     | 86                     | 43                       | 86                         | -                                   |
| 5107   | Car Allowance/Mileage   | 408                      | 408                    | 408                    | 221                      | 408                        | -                                   |
| 5111   | Medicare  | 415                      | 489                    | 489                    | 213                      | 467                        | (22)                                |
| 5112.101                                       | Retirement Contribution PERS                                  | 5,264                    | 6,428                  | 6,428                  | 5,048                    | 6,478                      | 50                                  |
| 5113   | Worker's Compensation   | 239                      | 354                    | 354                    | 324                      | 325                        | (29)                                |
| 5114.101                                       | Health Insurance Medical                                      | 4,804                    | 5,510                  | 5,510                  | 2,599                    | 5,486                      | (24)                                |





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| Account  | Account Description   | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5114.102   | Health Insurance Dental                                       | 588                      | -                      | -                      | 329                      | -                          | -                                   |
| 5114.103   | Health Insurance Vision                                       | 59                       | -                      | -                      | 32                       | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | -                      | -                      | 105                      | -                          | -                                   |
| 5116.101   | Life and Disability Insurance Life & Disab.                   | 113                      | 314                    | 314                    | 61                       | 352                        | 38                                  |
| 5116.102   | Life and Disability Insurance Long Term/Short Term Disability | 228                      | -                      | -                      | 148                      | -                          | -                                   |
| 5211.135   | Utilities Water and Sewer                                     | 2,084                    | 2,300                  | 2,300                  | 886                      | 2,250                      | (50)                                |
| 5501   | Debt Service Payment - Principal                              | -                        | 1,320                  | 1,320                  | 589                      | 1,178                      | (142)                               |
| Program 4780 - CDD - Waste Management Totals     |   | 46,330                   | 50,518                 | 50,518                 | 27,374                   | 50,936                     | 418                                 |
| Department 45 - Public Works                     |   |                          |                        |                        |                          |                            |                                     |
| Program 4740 - Public Works - Engineering        |   |                          |                        |                        |                          |                            |                                     |
| 5101   | Salaries - Permanent  | -                        | 18,739                 | 18,739                 | 8,809                    | 18,163                     | (576)                               |
| 5105   | Salaries - Overtime/FLSA                                      | -                        | -                      | -                      | 28                       | 28                         | 28                                  |
| 5106.100   | Incentives & Admin Leave Administrative Leave                 | -                        | 839                    | 839                    | -                        | 839                        | -                                   |
| 5107   | Car Allowance/Mileage   | -                        | 360                    | 360                    | 165                      | 360                        | -                                   |
| 5109.101   | Allowances Boot Allowance                                     | -                        | 45                     | 45                     | -                        | -                          | (45)                                |
| 5111   | Medicare  | -                        | 290                    | 290                    | 123                      | 274                        | (16)                                |
| 5112.101   | Retirement Contribution PERS                                  | -                        | 1,886                  | 1,886                  | 1,124                    | 1,830                      | (56)                                |
| 5113   | Worker's Compensation   | -                        | 1,715                  | 1,715                  | 1,571                    | 1,571                      | (144)                               |
| 5114.101   | Health Insurance Medical                                      | -                        | 2,878                  | 2,878                  | 1,100                    | 2,593                      | (285)                               |
| 5114.102   | Health Insurance Dental                                       | -                        | -                      | -                      | 158                      | -                          | -                                   |
| 5114.103   | Health Insurance Vision                                       | -                        | -                      | -                      | 16                       | -                          | -                                   |
| 5115   | Unemployment Compensation                                     | -                        | -                      | -                      | 54                       | -                          | -                                   |
| 5116.101   | Life and Disability Insurance Life & Disab.                   | -                        | 184                    | 184                    | 34                       | 211                        | 27                                  |
| 5116.102   | Life and Disability Insurance Long Term/Short Term Disability | -                        | -                      | -                      | 70                       | -                          | -                                   |
| 5119.100   | Retiree Costs Medical Insurance                               | 12,321                   | 12,422                 | 12,422                 | 6,063                    | 12,093                     | (329)                               |
| 5201.100   | Office Supplies General                                       | -                        | -                      | -                      | 17                       | 17                         | 17                                  |
| 5202.100   | Operating Supplies General                                    | 166                      | -                      | -                      | 9                        | 9                          | 9                                   |
| 5209.101   | Auto Fuel Expense Town Vehicles                               | -                        | -                      | -                      | 204                      | 410                        | 410                                 |
| 5210.100   | Postage General   | 56                       | 100                    | 100                    | 103                      | 200                        | 100                                 |
| 5213.100   | Professional/Contract Services General                        | 5,275                    | 5,000                  | 5,000                  | 2,055                    | 4,500                      | (500)                               |
| 5214.100   | Repair and Maint Service General                              | 2,302                    | 2,395                  | 2,395                  | 2,395                    | 2,395                      | -                                   |
| 5216.100   | Communications General Services                               | -                        | -                      | -                      | 14                       | 23                         | 23                                  |
| 5218.100   | Advertising General   | 145                      | -                      | -                      | -                        | -                          | -                                   |
| 5223.101   | Meals and Refreshments Employee Meals-MOU Overtime            | -                        | -                      | -                      | 4                        | 4                          | 4                                   |
| Program 4740 - Public Works - Engineering Totals |   | 20,265                   | 46,853                 | 46,853                 | 24,115                   | 45,520                     | (1,333)                             |
| Program 4745 - Paradise Community Park           |   |                          |                        |                        |                          |                            |                                     |
| 5202.100   | Operating Supplies General                                    | 1,665                    | 2,625                  | 2,625                  | 606                      | 1,500                      | (1,125)                             |
| 5203.100   | Repairs and Maint Supplies General                            | 400                      | 800                    | 800                    | 1,065                    | 2,000                      | 1,200                               |



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|---|--|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| 5211.135  | Utilities Water and Sewer              | 3,629                    | 2,500                  | 2,500                  | 3,103                    | 5,000                      | 2,500                               |
| 5211.137  | Utilities Electric and Gas             | 3,547                    | 3,000                  | 3,000                  | 1,843                    | 3,500                      | 500                                 |
| 5213.100  | Professional/Contract Services General | 150                      | -                      | -                      | -                        | -                          | -                                   |
| 5214.100  | Repair and Maint Service General       | 80                       | 700                    | 700                    | 33                       | 350                        | (350)                               |
| 5216.100  | Communications General Services        | 226                      | 200                    | 200                    | 119                      | 240                        | 40                                  |
| Program 4745 - Paradise Community Park Totals               |  | 9,697                    | 9,825                  | 9,825                  | 6,768                    | 12,590                     | 2,765                               |
| Program 4747 - Public Facilities                            |  |                          |                        |                        |                          |                            |                                     |
| 5203.100  | Repairs and Maint Supplies General     | 31                       | 200                    | 200                    | 76                       | 200                        | -                                   |
| 5211.135  | Utilities Water and Sewer              | 4,621                    | 4,600                  | 4,600                  | 2,690                    | 6,000                      | 1,400                               |
| 5214.100  | Repair and Maint Service General       | 190                      | 150                    | 150                    | 195                      | 195                        | 45                                  |
| Program 4747 - Public Facilities Totals                     |  | 4,842                    | 4,950                  | 4,950                  | 2,961                    | 6,395                      | 1,445                               |
| <b>EXPENSE TOTALS</b>                                       |  | <b>11,346,730</b>        | <b>12,309,806</b>      | <b>12,414,031</b>      | <b>5,816,381</b>         | <b>12,466,856</b>          | <b>52,825</b>                       |
| General Fund without Measure C Revenues                     |  | 10,830,273               | 10,961,754             | 11,003,285             | 4,876,729                | 11,086,521                 | 83,236                              |
| Measure C Revenues  |  | 1,236,212                | 1,170,000              | 1,200,000              | 429,945                  | 1,264,000                  | 64,000                              |
| <b>REVENUE TOTALS</b>                                       |  | <b>12,066,485</b>        | <b>12,131,754</b>      | <b>12,203,285</b>      | <b>5,306,674</b>         | <b>12,350,521</b>          | <b>147,236</b>                      |
| General Fund without Measure C Expenses                     |  | 10,473,335               | 10,996,249             | 11,000,073             | 4,949,428                | 11,064,750                 | 64,677                              |
| Measure C Expenses  |  | 873,395                  | 1,313,557              | 1,413,958              | 866,953                  | 1,402,106                  | (11,853)                            |
| <b>EXPENSE TOTALS</b>                                       |  | <b>11,346,730</b>        | <b>12,309,806</b>      | <b>12,414,031</b>      | <b>5,816,381</b>         | <b>12,466,856</b>          | <b>52,825</b>                       |
| General Fund without Measure C Net Income                   |  | 356,938                  | (34,495)               | 3,212                  | (72,699)                 | 21,771                     | 18,559                              |
| Measure C Net Income  |  | 362,817                  | (143,557)              | (213,958)              | (437,008)                | (138,106)                  | 75,853                              |
| <b>NET INCOME TOTALS</b>                                    |  | <b>719,755</b>           | <b>(178,052)</b>       | <b>(210,746)</b>       | <b>(509,707)</b>         | <b>(116,335)</b>           | <b>94,411</b>                       |
| General Fund without Measure C Ending Fund Balance          |  | 2,994,787                | 2,960,292              | 2,997,999              |                          | 3,016,558                  |                                     |
| Measure C Ending Fund Balance                               |  | 646,091                  | 502,534                | 432,133                |                          | 507,985                    |                                     |
| <b>ENDING FUND BALANCE TOTALS</b>                           |  | <b>3,640,878</b>         | <b>3,462,826</b>       | <b>3,430,132</b>       |                          | <b>3,524,543</b>           |                                     |
| <b>DESIGNATED RESERVES - MEASURE C</b>                      |  |                          |                        |                        |                          |                            |                                     |
| Assigned - Final Year                                       |  | 283,274                  | 283,274                | 283,274                |                          | 283,274                    |                                     |
| Assigned - Police vehicle Payments                          |  | 86,403                   | 86,403                 | 86,403                 |                          | 86,403                     |                                     |
| Unassigned - Contingencies                                  |  | 276,414                  | 132,857                | 62,456                 |                          | 138,308                    |                                     |
| <b>DESIGNATED RESERVES - GENERAL FUND WITHOUT MEASURE C</b> |  |                          |                        |                        |                          |                            |                                     |
| Nonspendable (RDA and Other Loans)                          |  | 1,978,726                | 1,950,203              | 1,950,203              |                          | 1,950,203                  |                                     |
| Assigned - Property Abatements                              |  | 20,000                   | 20,000                 | 20,000                 |                          | 20,000                     |                                     |



# General Fund - 1010

## 2016/17 Mid-Year Budget Report

### February 14, 2017

| Account | Account Description    | 2015/16 Estimated<br>Actual | 2016/17 Adopted<br>Budget | 2016/17 Amended<br>Budget | 2016/17 YTD<br>Transactions | Recommended<br>2016/17 Budget | 2016/17 Mid-Year<br>Budget Adjustments |
|---------|------------------------|-----------------------------|---------------------------|---------------------------|-----------------------------|-------------------------------|--|
|         | Unassigned - Cash Flow | 996,061                     | 990,089                   | 1,027,796                 |                             | 1,046,355                     |  |



# Building Safety and Wastewater - 2030

2016/17 Mid-Year Budget Report  
February 14, 2017

| Account                                      | Account Description                                 | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |
|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|
| Fund 2030 - Building Safety & Waste Wtr Svcs |   |                          |                        |                        |                          |                            |                                     |
| <b>REVENUE</b>                               |   |                          |                        |                        |                          |                            |                                     |
| Department                                   | 40 - Community Development                          |                          |                        |                        |                          |                            |                                     |
| Program                                      | 4730 - Building and Onsite Inspections              |                          |                        |                        |                          |                            |                                     |
| 3380.102                                     | Local Government Revenue Fines and Citations Onsite | 24,218                   | 10,000                 | 15,000                 | 5,600                    | 12,000                     | (3,000)                             |
| 3380.103                                     | Local Government Revenue Fines and Citations Fire   | 269                      | 500                    | 500                    | -                        | 500                        | -                                   |
| 3380.107                                     | Local Government Revenue Building Safety            | 6,244                    | 500                    | 500                    | -                        | 500                        | -                                   |
| 3401.301                                     | CDD Building Plan Check Fees                        | 78,964                   | 75,000                 | 75,000                 | 49,399                   | 80,000                     | 5,000                               |
| 3401.302                                     | CDD Building Construction Review-Bldg Permit        | 215,313                  | 210,000                | 215,000                | 130,882                  | 219,000                    | 4,000                               |
| 3401.306                                     | CDD Building Development Permit/DIF Est Req         | 339                      | 200                    | 200                    | 170                      | 254                        | 54                                  |
| 3401.320                                     | CDD Building Permit Valuation Surcharge             | 53                       | 180                    | 180                    | 29                       | 50                         | (130)                               |
| 3404.116                                     | Onsite Land Use Review                              | 7,471                    | 7,000                  | 7,000                  | 6,903                    | 9,000                      | 2,000                               |
| 3404.117                                     | Onsite Repairs to Maintain Existing Use             | 74,645                   | 75,000                 | 75,000                 | 37,984                   | 70,000                     | (5,000)                             |
| 3404.118                                     | Onsite New Installation Standard System             | 6,120                    | 5,000                  | 5,000                  | 4,237                    | 6,000                      | 1,000                               |
| 3404.119                                     | Onsite Permit: Alteration/Expanded Use              | 1,891                    | 1,000                  | 1,000                  | 852                      | 1,112                      | 112                                 |
| 3404.120                                     | Onsite Review for Land Division                     | 589                      | 589                    | 589                    | 719                      | 719                        | 130                                 |
| 3404.125                                     | Onsite Escrow Clearance                             | 49,511                   | 49,000                 | 49,000                 | 27,882                   | 49,000                     | -                                   |
| 3404.126                                     | Onsite Building Permit Clearance                    | 6,591                    | 5,000                  | 5,000                  | 2,699                    | 5,000                      | -                                   |
| 3404.127                                     | Onsite Operating Permit/Annual                      | 394,203                  | 394,000                | 394,000                | 215,257                  | 394,000                    | -                                   |
| 3404.128                                     | Onsite Construct Install Permit Renewal             | 255                      | 255                    | 255                    | 471                      | 471                        | 216                                 |
| 3404.137                                     | Onsite Alternative Systems Review                   | 9,096                    | 6,000                  | 6,000                  | 3,258                    | 6,000                      | -                                   |
| 3404.138                                     | Onsite Abandonment of Septic System                 | 724                      | 520                    | 520                    | 260                      | 520                        | -                                   |
| 3404.150                                     | Onsite Annual Evaluator License Fee                 | 34                       | -                      | -                      | 823                      | 823                        | 823                                 |
| 3404.151                                     | Onsite Extension Req for Eval or Repair             | 1,530                    | 1,300                  | 1,300                  | 1,010                    | 1,500                      | 200                                 |
| 3410.150                                     | Administrative Services Late Fees                   | 3                        | -                      | -                      | 5                        | 5                          | 5                                   |
| 3422.337                                     | Fire Code Enforcement Inspection                    | 15,567                   | 9,500                  | 12,000                 | 8,814                    | 16,322                     | 4,322                               |
| 3422.368                                     | Fire Permit Fees                                    | 4,290                    | 3,500                  | 3,500                  | 1,911                    | 3,500                      | -                                   |
| 3610.100                                     | Interest Revenue Investments                        | 1,283                    | -                      | -                      | -                        | -                          | -                                   |
| 3610.150                                     | Interest Revenue Interfund Loans                    | 376                      | -                      | -                      | -                        | -                          | -                                   |
| 3901.100                                     | Refunds & Reimbursements Miscellaneous              | -                        | -                      | -                      | -                        | 3,322                      | 3,322                               |
| 3902.100                                     | Miscellaneous Revenue General                       | 2                        | -                      | -                      | 3,129                    | 3,129                      | 3,129                               |
| 3902.110                                     | Miscellaneous Revenue Cash Over and Short           | 1                        | -                      | -                      | 2                        | 2                          | 2                                   |
| 3910.010                                     | Transfers In From General Fund                      | -                        | -                      | -                      | -                        | 3,322                      | 3,322                               |
| <b>REVENUE TOTALS</b>                        |   | <b>899,580</b>           | <b>854,044</b>         | <b>866,544</b>         | <b>502,293</b>           | <b>886,051</b>             | <b>19,507</b>                       |
| <b>EXPENSE</b>                               |   |                          |                        |                        |                          |                            |                                     |
| Department                                   | 40 - Community Development                          |                          |                        |                        |                          |                            |                                     |



# Building Safety and Wastewater - 2030

2016/17 Mid-Year Budget Report  
February 14, 2017

Program 4730 - Building and Onsite Inspections

|                       |   |                |                |                |                |                |               |
|-----------------------|---|----------------|----------------|----------------|----------------|----------------|---------------|
| 5101                  | Salaries - Permanent  | 389,467        | 414,297        | 408,323        | 200,190        | 413,866        | 5,543         |
| 5102                  | Salaries - Temporary  | -              | -              | -              | 57             | 57             | 57            |
| 5106.100              | Incentives & Admin Leave Administrative Leave                 | 12,949         | 13,630         | 11,193         | 626            | 11,125         | (68)          |
| 5106.200              | Incentives & Admin Leave Gym Reimbursement                    | 562            | 485            | 485            | 277            | 554            | 69            |
| 5107                  | Car Allowance/Mileage   | 1,530          | 1,632          | 1,632          | 876            | 1,624          | (8)           |
| 5109.100              | Allowances Uniform Allowance                                  | -              | -              | 500            | -              | -              | (500)         |
| 5109.101              | Allowances Boot Allowance                                     | 650            | 650            | 650            | 1,150          | 1,150          | 500           |
| 5111                  | Medicare  | 5,713          | 5,477          | 5,349          | 2,988          | 5,826          | 477           |
| 5112.101              | Retirement Contribution PERS                                  | 67,125         | 82,784         | 75,793         | 63,922         | 81,470         | 5,677         |
| 5113                  | Worker's Compensation   | 8,489          | 23,693         | 23,693         | 21,705         | 21,705         | (1,988)       |
| 5114.101              | Health Insurance Medical                                      | 51,825         | 66,779         | 63,230         | 22,844         | 60,108         | (3,122)       |
| 5114.102              | Health Insurance Dental                                       | 9,936          | -              | -              | 5,219          | -              | -             |
| 5114.103              | Health Insurance Vision                                       | 566            | -              | -              | 295            | -              | -             |
| 5115                  | Unemployment Compensation                                     | -              | -              | -              | 1,476          | -              | -             |
| 5116.101              | Life and Disability Insurance Life & Disab.                   | 1,493          | 4,286          | 4,387          | 835            | 4,675          | 288           |
| 5116.102              | Life and Disability Insurance Long Term/Short Term Disability | 2,867          | -              | -              | 1,661          | -              | -             |
| 5119.100              | Retiree Costs Medical Insurance                               | 33,747         | 34,465         | 34,465         | 20,219         | 36,528         | 2,063         |
| 5122                  | Accrual Bank Payoff   | 1,636          | -              | -              | 10,969         | 10,969         | 10,969        |
| 5201.100              | Office Supplies General                                       | 310            | 350            | 350            | 75             | 250            | (100)         |
| 5202.100              | Operating Supplies General                                    | 1,307          | 1,750          | 1,750          | 320            | 1,200          | (550)         |
| 5204                  | Subscriptions and Code Books                                  | 4,276          | 3,800          | 3,800          | 1,416          | 3,800          | -             |
| 5209.101              | Auto Fuel Expense Town Vehicles                               | 2,245          | 2,500          | 2,500          | 1,196          | 2,400          | (100)         |
| 5210.100              | Postage General   | 1,696          | 2,000          | 2,000          | 826            | 1,800          | (200)         |
| 5213.100              | Professional/Contract Services General                        | 5,696          | 5,500          | 5,500          | 2,124          | 5,500          | -             |
| 5214.100              | Repair and Maint Service General                              | 32,667         | 33,000         | 33,000         | 35,919         | 35,919         | 2,919         |
| 5216.100              | Communications General Services                               | 2,481          | 3,310          | 3,310          | 1,139          | 2,300          | (1,010)       |
| 5218.100              | Advertising General   | 83             | -              | -              | 258            | 258            | 258           |
| 5219.100              | Printing General  | -              | -              | -              | -              | 100            | 100           |
| 5220.100              | Employee Development General                                  | 1,094          | 2,650          | 2,650          | 1,179          | 2,650          | -             |
| 5223.105              | Meals and Refreshments Emergencies and Meetings               | 26             | -              | -              | -              | -              | -             |
| 5225                  | Bank Fees and Charges   | -              | -              | -              | 70             | 280            | 280           |
| 5304                  | Furniture & Equipment   | 6,125          | 3,600          | 3,600          | -              | 3,600          | -             |
| 5501                  | Debt Service Payment - Principal                              | 640            | 7,249          | 7,249          | 1,844          | 5,193          | (2,056)       |
| 5910.010              | Transfers Out To General Fund                                 | 165,499        | 174,888        | 174,888        | -              | 183,609        | 8,721         |
| 5910.611              | Transfers Out GASB 45 Retiree Medical Trust                   | -              | 5,000          | 5,000          | -              | 5,000          | -             |
| <b>EXPENSE TOTALS</b> |   | <b>812,700</b> | <b>893,775</b> | <b>875,297</b> | <b>401,676</b> | <b>903,516</b> | <b>28,219</b> |



# Building Safety and Wastewater - 2030

2016/17 Mid-Year Budget Report  
February 14, 2017

|                     |         |          |         |         |          |         |
|---------------------|---------|----------|---------|---------|----------|---------|
| REVENUE TOTALS      | 899,580 | 854,044  | 866,544 | 502,293 | 886,051  | 19,507  |
| EXPENSE TOTALS      | 812,700 | 893,775  | 875,297 | 401,676 | 903,516  | 28,219  |
| NET INCOME TOTALS   | 86,880  | (39,731) | (8,753) | 100,617 | (17,466) | (8,713) |
| ENDING FUND BALANCE | 473,006 | 433,275  | 464,253 |         | 455,540  |         |



# Animal Control Services

2016/17 Mid-Year Budget  
February

| Account                                | Account Description   | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget |
|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|
| <b>Fund 2070 - Animal Control</b>      |   |                          |                        |                        |                          |                            |
| <b>REVENUE</b>                         |   |                          |                        |                        |                          |                            |
| Department 30 - Police                 |   |                          |                        |                        |                          |                            |
| Program 4540 - Police - Animal Control |   |                          |                        |                        |                          |                            |
| 3120.330                               | Other Taxes Voter Appointed Parcel Tax                        | 132,292                  | 132,362                | 132,362                | 72,867                   | 132,362                    |
| 3380.105                               | Local Government Revenue Fines and Citations Animal Cntrl     | 13,216                   | 12,000                 | 12,000                 | 3,060                    | 9,000                      |
| 3410.113                               | Administrative Services Document Copying                      | 12                       | 25                     | 25                     | -                        | 15                         |
| 3410.150                               | Administrative Services Late Fees                             | 1,171                    | 1,100                  | 1,100                  | 355                      | 800                        |
| 3455.200                               | Animal Control Adoption Fees                                  | 3,976                    | 4,200                  | 4,200                  | 2,092                    | 4,000                      |
| 3455.205                               | Animal Control Surrender/Euth/Disp Fees                       | 1,279                    | 1,300                  | 1,300                  | 555                      | 1,000                      |
| 3455.210                               | Animal Control Dog Licenses                                   | 20,683                   | 22,000                 | 22,000                 | 10,382                   | 21,000                     |
| 3455.215                               | Animal Control Dangerous/Wild Animal Permit                   | -                        | 71                     | 71                     | -                        | -                          |
| 3455.225                               | Animal Control Impound/Quarantine Fees                        | 5,286                    | 6,500                  | 6,500                  | 2,279                    | 4,500                      |
| 3455.226                               | Animal Control Impound Unaltered State Fee                    | 770                      | 500                    | 500                    | 455                      | 700                        |
| 3901.100                               | Refunds & Reimbursements Miscellaneous                        | 20,593                   | 11,900                 | 11,900                 | 250                      | 16,540                     |
| 3902.100                               | Miscellaneous Revenue General                                 | 2                        | -                      | -                      | 152                      | 152                        |
| 3910.811                               | Transfers In From Animal Control Donations                    | 16,908                   | 28,874                 | 28,874                 | -                        | 42,697                     |
| <b>REVENUE TOTALS</b>                  |   | <b>216,187</b>           | <b>220,832</b>         | <b>220,832</b>         | <b>92,447</b>            | <b>232,766</b>             |
| <b>EXPENSE</b>                         |   |                          |                        |                        |                          |                            |
| Department 30 - Police                 |   |                          |                        |                        |                          |                            |
| Program 4540 - Police - Animal Control |   |                          |                        |                        |                          |                            |
| 5101                                   | Salaries - Permanent  | 64,466                   | 70,692                 | 70,692                 | 36,428                   | 72,562                     |
| 5102                                   | Salaries - Temporary  | 19,874                   | 20,528                 | 20,528                 | 6,859                    | 14,884                     |
| 5104                                   | Wages - PS Holiday Pay  | 2,271                    | 2,284                  | 2,284                  | 1,349                    | 2,398                      |
| 5105                                   | Salaries - Overtime/FLSA                                      | 6,942                    | 1,000                  | 1,000                  | 1,020                    | 2,170                      |
| 5106.200                               | Incentives & Admin Leave Gym Reimbursement                    | 360                      | 270                    | 270                    | 90                       | 90                         |
| 5109.100                               | Allowances Uniform Allowance                                  | 1,990                    | 1,364                  | 1,364                  | 739                      | 1,364                      |
| 5111                                   | Medicare  | 1,371                    | 1,383                  | 1,383                  | 661                      | 1,334                      |
| 5112.101                               | Retirement Contribution PERS                                  | 8,226                    | 11,529                 | 11,529                 | 7,440                    | 11,156                     |
| 5112.102                               | Retirement Contribution Social Security                       | 1,235                    | -                      | -                      | 425                      | -                          |
| 5113                                   | Worker's Compensation   | 6,265                    | 9,063                  | 9,063                  | 8,303                    | 8,303                      |
| 5114.101                               | Health Insurance Medical                                      | 10,085                   | 12,739                 | 12,739                 | 5,639                    | 12,715                     |
| 5114.102                               | Health Insurance Dental                                       | 2,232                    | -                      | -                      | 1,200                    | -                          |
| 5114.103                               | Health Insurance Vision                                       | 69                       | -                      | -                      | 40                       | -                          |
| 5115                                   | Unemployment Compensation                                     | -                        | -                      | -                      | 324                      | 5,520                      |
| 5116.101                               | Life and Disability Insurance Life & Disab.                   | 440                      | 978                    | 978                    | 247                      | 1,034                      |
| 5116.102                               | Life and Disability Insurance Long Term/Short Term Disability | 526                      | -                      | -                      | 323                      | -                          |



# Animal Control Services

2016/17 Mid-Year Budget  
February

|                            |  |                |                |                |                |                |
|----------------------------|--|----------------|----------------|----------------|----------------|----------------|
| 5119.100                   | Retiree Costs Medical Insurance                    | 11,686         | 9,746          | 9,746          | 4,808          | 9,553          |
| 5201.100                   | Office Supplies General                            | 149            | 250            | 250            | 246            | 250            |
| 5202.100                   | Operating Supplies General                         | 6,892          | 3,910          | 3,910          | 5,267          | 7,900          |
| 5203.100                   | Repairs and Maint Supplies General                 | 820            | 500            | 500            | 24             | 250            |
| 5204                       | Subscriptions and Code Books                       | 90             | 190            | 190            | -              | 190            |
| 5209.101                   | Auto Fuel Expense Town Vehicles                    | 1,958          | 2,500          | 2,500          | 1,309          | 2,500          |
| 5210.100                   | Postage General                                    | 12             | 100            | 100            | 3              | 50             |
| 5211.135                   | Utilities Water and Sewer                          | 901            | 850            | 850            | 602            | 1,100          |
| 5211.137                   | Utilities Electric and Gas                         | 3,784          | 3,800          | 3,800          | 2,113          | 4,200          |
| 5211.139                   | Utilities Propane                                  | 834            | 1,080          | 1,080          | 582            | 1,000          |
| 5213.100                   | Professional/Contract Services General             | 17,917         | 9,375          | 9,375          | 6,868          | 13,500         |
| 5214.100                   | Repair and Maint Service General                   | 1,122          | 7,370          | 7,370          | 6,744          | 7,370          |
| 5215.100                   | Rents and Leases Miscellaneous                     | 1              | -              | -              | -              | -              |
| 5215.106                   | Rents and Leases Copiers                           | -              | 1              | 1              | -              | 1              |
| 5216.100                   | Communications General Services                    | 1,773          | 1,740          | 1,740          | 823            | 1,650          |
| 5218.100                   | Advertising General                                | 21             | -              | -              | 76             | 76             |
| 5219.100                   | Printing General                                   | -              | 420            | 420            | -              | 220            |
| 5220.100                   | Employee Development General                       | 1,882          | 280            | 280            | -              | 280            |
| 5223.101                   | Meals and Refreshments Employee Meals-MOU Overtime | 439            | 450            | 450            | 64             | 150            |
| 5225                       | Bank Fees and Charges                              | 1,221          | 1,200          | 1,200          | 131            | 600            |
| 5280.100                   | Bad Debt Write Off Expense                         | -              | -              | -              | 1,184          | 1,184          |
| 5303                       | Improvements                                       | 4,545          | -              | -              | -              | -              |
| 5304                       | Furniture & Equipment                              | 786            | 800            | 800            | -              | 800            |
| 5501                       | Debt Service Payment - Principal                   | -              | 1              | 1              | -              | -              |
| 5910.010                   | Transfers Out To General Fund                      | 41,515         | 44,439         | 44,439         | -              | 44,495         |
| <b>EXPENSE TOTALS</b>      |  | <b>224,700</b> | <b>220,832</b> | <b>220,832</b> | <b>101,928</b> | <b>230,849</b> |
| <b>REVENUE TOTALS</b>      |  | <b>216,187</b> | <b>220,832</b> | <b>220,832</b> | <b>92,447</b>  | <b>232,766</b> |
| <b>EXPENSE TOTALS</b>      |  | <b>224,700</b> | <b>220,832</b> | <b>220,832</b> | <b>101,928</b> | <b>230,849</b> |
| <b>NET INCOME TOTALS</b>   |  | <b>(8,513)</b> | <b>-</b>       | <b>-</b>       | <b>(9,481)</b> | <b>1,917</b>   |
| <b>ENDING FUND BALANCE</b> |  | <b>(1,917)</b> | <b>(1,917)</b> | <b>(1,917)</b> |                | <b>0</b>       |



# 2070

## Budget Report January 14, 2017

2016/17 Mid-Year  
Budget Adjustments

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-  
(3,000)  
(10)  
(300)  
(200)  
(300)  
(1,000)  
(71)  
(2,000)  
200  
4,640  
152  
13,823  
11,934

1,870  
(5,644)  
114  
1,170  
(180)  
-  
(49)  
(373)  
-  
(760)  
(24)  
-  
-  
5,520  
56  
-

# ;- 2070

## Budget Report January 14, 2017

(193)

-

3,990

(250)

-

-

(50)

250

400

(80)

4,125

-

-

-

(90)

76

(200)

-

(300)

(600)

1,184

-

-

(1)

56

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10,017

11,934

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10,017

1,917



# Gas Tax/Streets - 2120

## 2016/17 Mid-Year Budget Report

February 14, 2017

| Account                                      | Account Description   | 2015/16 Estimated Actual | 2016/17 Adopted Budget | 2016/17 Amended Budget | 2016/17 YTD Transactions | Recommended 2016/17 Budget | 2016/17 Mid-Year Budget Adjustments |            |         |         |        |
|--|---|--------------------------|------------------------|------------------------|--------------------------|----------------------------|-------------------------------------|------------|---------|---------|--------|
| Fund 2120 - State Gas Tax                    |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| <b>REVENUE</b>                               |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| Department 45 - Public Works                 |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| Program 4750 - Public Works - Streets Maint. |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| 3355.001                                     | State Gas Tax Section 2106                                    | 110,346                  | 84,779                 | 84,779                 | 55,393                   | 98,035                     | 13,256                              |            |         |         |        |
| 3355.002                                     | State Gas Tax Section 2107                                    | 191,800                  | 259,955                | 259,955                | 90,480                   | 231,832                    | (28,123)                            |            |         |         |        |
| 3355.003                                     | State Gas Tax Section 2107.5                                  | 6,000                    | 6,000                  | 6,000                  | 6,000                    | 6,000                      | -                                   |            |         |         |        |
| 3355.005                                     | State Gas Tax Section 2105                                    | 147,296                  | 163,855                | 163,855                | 74,861                   | 154,380                    | (9,475)                             |            |         |         |        |
| 3355.007                                     | State Gas Tax Section 2103                                    | 134,768                  | 63,625                 | 63,625                 | 46,900                   | 63,378                     | (247)                               | 578,214.00 | 553,625 | 590,210 | 24,589 |
| 3410.150                                     | Administrative Services Late Fees                             | 333                      | 200                    | 200                    | 39                       | 100                        | (100)                               |            |         |         |        |
| 3610.100                                     | Interest Revenue Investments                                  | 863                      | 100                    | 100                    | -                        | 500                        | 400                                 |            |         |         |        |
| 3901.100                                     | Refunds & Reimbursements Miscellaneous                        | 2,106                    | 2,000                  | 2,000                  | -                        | 1,000                      | (1,000)                             |            |         |         |        |
| 3901.140                                     | Refunds & Reimbursements Negligence Cost Recovery Fees        | 2,471                    | 3,500                  | 3,500                  | 1,287                    | 2,500                      | (1,000)                             |            |         |         |        |
| 3910.121                                     | Transfers In From RSTP Fund                                   | 298,002                  | 300,000                | 300,000                | -                        | 299,000                    | (1,000)                             |            |         |         |        |
| 3910.130                                     | Transfers In From State Water Board Prop 1                    | 8,009                    | 22,762                 | 22,762                 | -                        | 22,762                     | -                                   |            |         |         |        |
| 3910.132                                     | Transfers In From HSIP Grant                                  | 39,998                   | 53,616                 | 53,616                 | -                        | 53,616                     | -                                   |            |         |         |        |
| 3910.133                                     | Transfers In From ATP Grant                                   | 49,636                   | 92,479                 | 92,479                 | -                        | 92,479                     | -                                   |            |         |         |        |
| <b>REVENUE TOTALS</b>                        |   | <b>991,628</b>           | <b>1,052,871</b>       | <b>1,052,871</b>       | <b>274,959</b>           | <b>1,025,582</b>           | <b>(27,289)</b>                     |            |         |         |        |
| <b>EXPENSE</b>                               |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| Department 45 - Public Works                 |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| Program 4750 - Public Works - Streets Maint. |   |                          |                        |                        |                          |                            |                                     |            |         |         |        |
| 5101   | Salaries - Permanent  | 395,732                  | 450,389                | 450,389                | 209,727                  | 446,277                    | (4,112)                             |            |         |         |        |
| 5102   | Salaries - Temporary  | 19,957                   | -                      | -                      | 143                      | 143                        | 143                                 |            |         |         |        |
| 5103.101                                     | Differential Pay On Call                                      | 20,319                   | -                      | -                      | 10,899                   | -                          | -                                   |            |         |         |        |
| 5103.102                                     | Differential Pay Out of Class                                 | 1,002                    | -                      | -                      | 55                       | -                          | -                                   |            |         |         |        |
| 5105   | Salaries - Overtime/FLSA                                      | 6,197                    | 7,500                  | 7,500                  | 5,587                    | 9,462                      | 1,962                               |            |         |         |        |
| 5106.100                                     | Incentives & Admin Leave Administrative Leave                 | 9,457                    | 8,352                  | 8,352                  | 39                       | 8,376                      | 24                                  |            |         |         |        |
| 5106.200                                     | Incentives & Admin Leave Gym Reimbursement                    | 317                      | 389                    | 389                    | 194                      | 389                        | -                                   |            |         |         |        |
| 5107   | Car Allowance/Mileage   | 2,671                    | 2,208                  | 2,208                  | 1,234                    | 2,246                      | 38                                  |            |         |         |        |
| 5109.101                                     | Allowances Boot Allowance                                     | 3,300                    | 2,945                  | 2,945                  | 3,775                    | 3,775                      | 830                                 |            |         |         |        |
| 5111   | Medicare  | 5,855                    | 6,656                  | 6,656                  | 3,114                    | 6,497                      | (159)                               |            |         |         |        |
| 5112.101                                     | Retirement Contribution PERS                                  | 58,632                   | 65,843                 | 65,843                 | 47,930                   | 65,153                     | (690)                               |            |         |         |        |
| 5112.102                                     | Retirement Contribution Social Security                       | 1,253                    | -                      | -                      | -                        | -                          | -                                   |            |         |         |        |
| 5113   | Worker's Compensation   | 49,755                   | 84,130                 | 84,130                 | 77,736                   | 77,736                     | (6,394)                             |            |         |         |        |
| 5114.101                                     | Health Insurance Medical                                      | 61,373                   | 77,502                 | 77,502                 | 31,940                   | 66,286                     | (11,216)                            |            |         |         |        |
| 5114.102                                     | Health Insurance Dental                                       | 7,922                    | -                      | -                      | 3,576                    | -                          | -                                   |            |         |         |        |
| 5114.103                                     | Health Insurance Vision                                       | 822                      | -                      | -                      | 380                      | -                          | -                                   |            |         |         |        |
| 5115   | Unemployment Compensation                                     | 26                       | -                      | -                      | 1,579                    | -                          | -                                   |            |         |         |        |
| 5116.101                                     | Life and Disability Insurance Life & Disab.                   | 1,850                    | 4,906                  | 4,906                  | 1,042                    | 5,336                      | 430                                 |            |         |         |        |
| 5116.102                                     | Life and Disability Insurance Long Term/Short Term Disability | 3,114                    | -                      | -                      | 1,879                    | -                          | -                                   |            |         |         |        |
| 5119.100                                     | Retiree Costs Medical Insurance                               | 27,061                   | 29,932                 | 29,932                 | 12,386                   | 27,095                     | (2,837)                             |            |         |         |        |
| 5122   | Accrual Bank Payoff   | -                        | -                      | -                      | 1,643                    | 1,643                      | 1,643                               |            |         |         |        |
| 5201.100                                     | Office Supplies General                                       | 182                      | 150                    | 150                    | 26                       | 100                        | (50)                                |            |         |         |        |
| 5202.100                                     | Operating Supplies General                                    | 4,190                    | 2,450                  | 2,450                  | 4,635                    | 5,500                      | 3,050                               |            |         |         |        |
| 5203.100                                     | Repairs and Maint Supplies General                            | 62,613                   | 44,500                 | 44,500                 | 21,639                   | 44,500                     | -                                   |            |         |         |        |
| 5204   | Subscriptions and Code Books                                  | 1,014                    | 500                    | 500                    | 176                      | 500                        | -                                   |            |         |         |        |
| 5209.101                                     | Auto Fuel Expense Town Vehicles                               | 13,950                   | 15,000                 | 15,000                 | 5,463                    | 13,000                     | (2,000)                             |            |         |         |        |
| 5209.105                                     | Auto Fuel Expense Employee Personal Vehicle Use               | 208                      | -                      | -                      | -                        | -                          | -                                   |            |         |         |        |
| 5210.100                                     | Postage General   | 126                      | 300                    | 300                    | 45                       | 150                        | (150)                               |            |         |         |        |
| 5211.137                                     | Utilities Electric and Gas                                    | 35,417                   | 33,000                 | 33,000                 | (1,847)                  | 15,000                     | (18,000)                            |            |         |         |        |
| 5211.139                                     | Utilities Propane   | 448                      | 500                    | 500                    | 499                      | 1,000                      | 500                                 |            |         |         |        |
| 5213.100                                     | Professional/Contract Services General                        | 4,604                    | 2,300                  | 2,300                  | 2,176                    | 3,000                      | 700                                 |            |         |         |        |
| 5214.100                                     | Repair and Maint Service General                              | 92,247                   | 86,400                 | 84,800                 | 44,355                   | 93,800                     | 9,000                               |            |         |         |        |
| 5215.100                                     | Rents and Leases Miscellaneous                                | -                        | -                      | -                      | 305                      | 305                        | 305                                 |            |         |         |        |



# Gas Tax/Streets - 2120

2016/17 Mid-Year Budget Report

February 14, 2017

|                            |  |                  |                  |                  |                  |                  |                 |
|----------------------------|--|------------------|------------------|------------------|------------------|------------------|-----------------|
| 5215.131                   | Rents and Leases Street Maintenance Equipment      | 8,336            | 5,000            | 5,000            | 19               | 4,695            | (305)           |
| 5216.100                   | Communications General Services                    | 5,233            | 5,055            | 5,055            | 2,958            | 5,070            | 15              |
| 5218.100                   | Advertising General                                | 1,136            | 1,000            | 1,000            | 296              | 1,000            | -               |
| 5219.100                   | Printing General                                   | 1,324            | 750              | 750              | -                | 400              | (350)           |
| 5220.100                   | Employee Development General                       | 4,080            | 4,000            | 4,000            | 1,763            | 4,000            | -               |
| 5223.101                   | Meals and Refreshments Employee Meals-MOU Overtime | -                | -                | -                | 294              | 588              | 588             |
| 5280.100                   | Bad Debt Write Off Expense                         | 1,652            | -                | -                | 531              | 531              | 531             |
| 5301                       | Land   | 15,802           | -                | -                | -                | -                | -               |
| 5304                       | Furniture & Equipment                              | 11,848           | -                | 1,600            | 1,559            | 1,559            | (41)            |
| 5501                       | Debt Service Payment - Principal                   | 17,936           | 26,091           | 26,091           | 17,437           | 23,084           | (3,007)         |
| 5910.010                   | Transfers Out To General Fund                      | 186,921          | 181,203          | 181,203          | -                | 185,246          | 4,043           |
| 5910.100                   | Transfers Out To Capital Projects                  | 12,833           | -                | -                | 10,906           | -                | -               |
| <b>EXPENSE TOTALS</b>      |  | <b>1,158,715</b> | <b>1,148,951</b> | <b>1,148,951</b> | <b>528,093</b>   | <b>1,123,442</b> | <b>(25,509)</b> |
| <b>REVENUE TOTALS</b>      |  | <b>991,628</b>   | <b>1,052,871</b> | <b>1,052,871</b> | <b>274,959</b>   | <b>1,025,582</b> | <b>(27,289)</b> |
| <b>EXPENSE TOTALS</b>      |  | <b>1,158,715</b> | <b>1,148,951</b> | <b>1,148,951</b> | <b>528,093</b>   | <b>1,123,442</b> | <b>(25,509)</b> |
| <b>NET INCOME TOTALS</b>   |  | <b>(167,087)</b> | <b>(96,080)</b>  | <b>(96,080)</b>  | <b>(253,133)</b> | <b>(97,860)</b>  | <b>(1,780)</b>  |
| <b>ENDING FUND BALANCE</b> |  | <b>271,186</b>   | <b>175,106</b>   | <b>175,106</b>   |                  | <b>173,326</b>   |                 |

36,585





|                 |  |
|-----------------|--|
| JOB TITLE:      | Fire Prevention Inspector                  |
| DEPARTMENT:     | Community Development                      |
| REVISION DATE:  | February 14, 2017                          |
| HOURS:          | 40 hours per week                          |
| CLASSIFICATION: | Non-exempt                                 |
| UNIT:           | General Employees                          |
| REPORTS TO:     | Fire Marshal / Building & Onsite Official  |
| WORKS WITH:     | Contractors, Colleagues,<br>General Public |
| SUPERVISES:     | n/a  |

## **FIRE PREVENTION INSPECTOR**

### **DEFINITION**

Under general supervision of the Fire Marshal, issues fire permits, performs fire prevention inspections of properties to resolve potential violations of municipal, state, national laws, ordinances and regulations pertaining to the control and prevention of fires; inspects the storage and handling of hazardous materials; inspects vacant lots, residential and commercial properties for wildland fire hazards; inspection of fire protection systems, participates in public relations and public education programs; provides fire prevention information and general assistance to business owners, homeowners, tenants and the public; performs hydrant inspections and maintenance; and other related duties as required.

### **TYPICAL DUTIES, INCLUDING ESSENTIAL DUTIES**

Schedules, coordinates and conducts field inspections of fire prevention and fire safety programs for all types of commercial, residential buildings; inspects vacant lots, residential and commercial properties for wildland fire hazards; identifies corrective actions to be taken to ensure conformance with codes, laws and regulations; inspects and assists in the inspection of fire protection systems; prepares reports related to these inspections; prepares and assists with public education programs; assists with research and simple plan check review; hydrant flow requests; self-inspection programs; maintains proper, accurate records of inspections, investigations and other activities; inspects hydrants for damage and opens valves to check for proper operations; maintains hydrants to include weeding, lubricating, painting, replacing gaskets and service as needed to place the hydrants in proper working order; and performs other duties as required.

### **REQUIRED QUALIFICATIONS**

**Knowledge of:** California Fire Code, Health and Safety Code Title 19 and 24 and other codes relating to fire prevention and construction; basic report writing techniques including English usage, spelling, punctuation and grammar; possess basic computer knowledge and general familiarity with software programs.

**Ability to:** Understand and learn to apply codes, ordinances, laws, rules, regulations and policies; communicate effectively, both orally and in writing; prepare clear and accurate reports; work with minimal direction; meet deadlines; gain the understanding and cooperation of the public; establish and maintain effective working relationships with those contacted in the course of work; handle a variety of assignments simultaneously; maintain a high degree of efficiency in fire prevention techniques.

Desired Experience: Sufficient training and experience which demonstrates the possession of the knowledge and abilities to gain experience, training and knowledge required to perform the essential job functions. Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical method to obtain the required knowledge and abilities would be: One-year experience in firefighting, fire protection, fire prevention or building inspection laws, regulations and standards.

Required Education: High school diploma or equivalent, completion of at least 30 units at an approved college with course work in fire science, public administration, building inspection or related field. Ability to attain within first six (6) months of hire ICC Fire Inspector 1 certification or possession of Fire Prevention 1A, 1B and 1C.

Desired Education: Associate of Arts degree in Fire Science, Building Inspection Technology fields, Fire Prevention Officer I, PC 832 certification, ICC Fire Inspector I or II, Fire Plans Examiner certifications.

Required License: Valid Class C California driver's license in conformance with established Town employee driving standards.

Physical Standards: Work is performed mostly outdoors, but also works in an office environment. Outdoor work is required in the inspection of various projects, construction sites, vacant lots, commercial and residential properties or public works facilities. Hydrant inspection and maintenance requires working in and around moving traffic. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee is often required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk and hear and smell. The employee must occasionally lift and/or move up to 50 pounds.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, or risk of electrical shock.

The noise level in this work environment is usually quiet in the office, moderate to loud in the field.

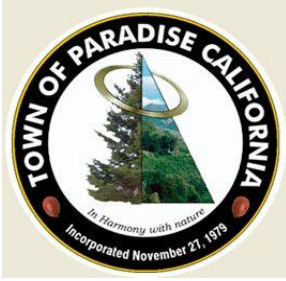


**TOWN OF PARADISE  
SALARY PAY PLAN FY 2016/17**

| Head Count | Approve FTE's | Position Title | Hours/Week | A Step | B Step | C Step | D Step | E Step | F Step |
|------------|---------------|----------------|------------|--------|--------|--------|--------|--------|--------|
|------------|---------------|----------------|------------|--------|--------|--------|--------|--------|--------|

**COMMUNITY DEVELOPMENT (BUILDING SAFETY & WASTEWATER)**

|             |             |                                  |    |           |           |           |           |           |           |
|-------------|-------------|----------------------------------|----|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>1.00</b> | <b>1.00</b> | <b>FIRE PREVENTION INSPECTOR</b> |    |           |           |           |           |           |           |
|             |             | HOURLY                           | 40 | 18.58     | 19.51     | 20.49     | 21.51     | 22.59     | 23.72     |
|             |             | BIWEEKLY                         |    | 1,486.40  | 1,560.80  | 1,639.20  | 1,720.80  | 1,807.20  | 1,897.60  |
|             |             | MONTHLY                          |    | 3,220.47  | 3,381.67  | 3,551.53  | 3,728.33  | 3,915.52  | 4,111.39  |
|             |             | ANNUAL                           |    | 38,646.40 | 40,580.80 | 42,619.20 | 44,740.80 | 46,987.20 | 49,337.60 |



## MEMORANDUM

**DATE:** February 14, 2017

**TO:** Town Council  
Citizens Oversight Committee  
Department Directors and Managers

**FROM:** Lauren Gill, Town Manager  
Gina Will, Administrative Services Director

### Town of Paradise 2017/18 Budget Adoption Timeline

|                             |   |
|-----------------------------|---|
| February 14, 2017           | 2016/17 Mid-Year Budget Review and Five Year Projection                               |
| February <u>TBD</u> , 2017  | Town Council goal setting workshop to determine budget priorities                     |
| February 2017               | Refinement of revenue and resources projections by Finance Director                   |
| February 27 – March 3, 2017 | Budget Discussions with Finance Committee   |
| March 13, 2017              | Preliminary Budget Packages to Departments  |
| March 21, 2017              | Meet with Citizens Oversight Committee to discuss possible uses for Measure “C” funds |
| April 11, 2017              | 2016/17 Budget Update and Discussions with Town Council on 2017/18 Budget Progress    |
| April 25, 2017              | Discussions with Citizens Oversight Committee on budget for Measure “C” funds         |

|                                  |   |
|----------------------------------|---|
| April 2017                       | Departments Work on Proposed 2017-18 Budgets  |
| <b>April 28, 2017 - Deadline</b> | Department Budgets Due to Town Manager & Administrative Services Director for Review              |
| May 2 – May 13, 2016             | Budget Meetings with each Department  |
| May 9, 2017                      | Discussions with Town Council on Budget Progress  |
| May 23, 2017                     | Discussions with Citizens Oversight Committee on Budget Progress                                  |
| May 15 – May 31, 2017            | Final Adjustments and Meetings with Finance Committee and Departments as Needed                   |
| June 1 – June 9, 2017            | Final Edits and Compilation of Budget   |
| <b>June 12, 2017</b>             | 2017-18 Preliminary Budget Provided to Town Council for Review                                    |
| <b>June 27, 2017</b>             | <b>Final Budget Review Session with Town Council &amp; 2017-18 Budget Adopted by Town Council</b> |



**TOWN OF PARADISE  
Council Agenda Summary  
February 14, 2017**

**Agenda No. 6(b)**

**ORIGINATED BY:** Marc Mattox, Public Works Director / Town Engineer

**REVIEWED BY:** Lauren Gill, Town Manager

**SUBJECT:** Extend the existing Franchise Agreement between the Town of Paradise and NRWS for ten years effective May 1, 2017 through April 30, 2027, adding a small charge for street sweeping (19 cents per month for most residential customers)

**COUNCIL ACTION REQUESTED:**

1. Authorize Northern Recycling and Waste Services (NRWS) to mail a Proposition 218 Notice to all property owners and ratepayers relating to the following:
  - a. Extend the existing Franchise Agreement between the Town of Paradise and NRWS for ten years effective May 1, 2017 through April 30, 2027, adding a small charge for street sweeping services

**Background:**

In 2007, the Town of Paradise approved a comprehensive Franchise Agreement with Northern Recycling and Waste Services (NRWS). The agreement requires NRWS to provide solid waste, recycling and vegetative waste collection services for all properties in the Town of Paradise. Other services offered through the franchise agreement include the Household Hazardous Waste Facility, Reuse Center, and Vegetative Waste Yard.

The current agreement, due to expire April 30, 2017, has an automatic three-year extension based on conditions of operation. Annual surveys show consistently high customer satisfaction ratings. NRWS is requesting an extension of the Agreement through 2027.

During this past year, representatives from the Town and NRWS met to consider the best terms for a franchise extension. Both sides considered conditions for granting an extension that would be mutually beneficial and that would improve the service received through the franchise agreement with NRWS. Making Paradise a more clean and safe community was the goal.

**Analysis:**

The committee found that under the terms of their current franchise agreement:

- NRWS staff has consistently provided a high level of customer service and has been a great partner in the community by donating waste bins at many community events and educating the public on tire and oil recycling, household hazardous waste disposal, composting, and construction demolition recycling.

- NRWS has applied and received grants on behalf of the Town of Paradise and has funded the construction and operation of the Household Hazardous Waste Center and Reuse Center (over \$500,000 in grants funds).
- The Reuse Center is open once a month for the free give away of Hazardous Household Waste products that are new or in high quality condition. This operation supports sustainability by reusing resources rather than throwing them away.

The committee also considered additional services that the franchisee could provide to be an even better partner in the community. One of the services that both sides agreed would be a good fit for the contract and a great benefit for the community is to add street sweeping for Town public roads.

Our streets and roads are the single most important and expensive asset that the community owns. This community asset must be maintained in order to withstand the demands of our traffic loads and weather impacts. Being a community of trees, the leaves and pine needles litter the roads and then clog the town's open ditches, which is our primary storm water drainage system. Keeping our roads clear of debris is crucial to public safety and to helping the roads last longer. Clearing the streets of debris in turn keeps the ditches free flowing, preventing flooding and water damage. Many cities are trending towards providing street sweeping through the waste franchise as it is directly related to solid and vegetative waste collection and aids in cleaning up litter, debris, and vegetative waste from public roadways – keeping the community clean and improving safety.

To that end, the Town requested NRWS to present a viable schedule for providing street sweeping services for the community at the lowest cost possible. NRWS proposed the following:

- 1,300 annual miles of street sweeping
- 80 hours of on-call sweeping or drainage inlet vacuuming

The start-up sweeping program would entail sweeping the Town's arterials and collectors eight times per year (Schedule A) and all other Town roads four times per year (Schedule B). A draft sweeping program is included in this staff report as *Attachment 1*.

It is staff's opinion that adding street sweeping to the franchise agreement would be very beneficial to the Town's streets and roads in the following ways:

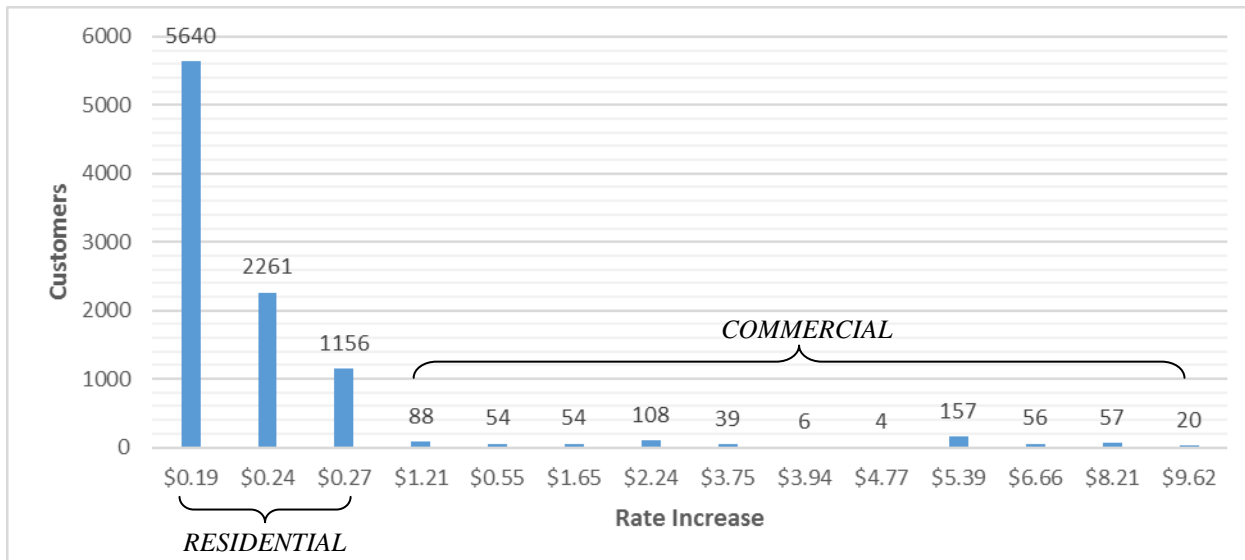
**Financial Impact:**

The new street sweeping services will change monthly collection rates, as shown in the table on the next page:

|             | Rate Type     | Current Rate | Proposed Rate | Percent Increase | Amount Increase |
|-------------|---------------|--------------|---------------|------------------|-----------------|
| Residential | 35 Gallon     | \$24.75      | \$24.94       | 0.75%            | \$0.19          |
|             | 65 Gallon     | \$32.17      | \$32.41       | 0.75%            | \$0.24          |
|             | 95 Gallon     | \$35.88      | \$36.15       | 0.75%            | \$0.27          |
| Commercial  | 35 Gallon     | \$24.75      | \$25.96       | 4.89%            | \$1.21          |
|             | 35 Gallon MF  | \$11.18      | \$11.73       | 4.89%            | \$0.55          |
|             | 65 Gallon     | \$33.78      | \$35.43       | 4.89%            | \$1.65          |
|             | 95 Gallon     | \$45.91      | \$48.15       | 4.89%            | \$2.24          |
|             | (2) 95 Gallon | \$76.73      | \$80.48       | 4.89%            | \$3.75          |
|             | 1 Yard        | \$80.67      | \$84.61       | 4.89%            | \$3.94          |
|             | 1.5 Yard      | \$97.45      | \$102.22      | 4.89%            | \$4.77          |
|             | 2 Yard        | \$110.25     | \$115.64      | 4.89%            | \$5.39          |
|             | 3 Yard        | \$136.13     | \$142.79      | 4.89%            | \$6.66          |
|             | 4 Yard        | \$167.95     | \$176.16      | 4.89%            | \$8.21          |
|             | 6 Yard        | \$196.81     | \$206.43      | 4.89%            | \$9.62          |

\* MF = Multi-Family

The breakdown of monthly rate changes by customer type (residential – container size, commercial – container size) is shown in the graph below:



**Action Requested:**

Staff recommends that Council authorize NRWS to mail a Proposition 218 Notice to all property owners and ratepayers relating to the following:

- a. Extension of the Franchise Agreement between the Town of Paradise and NRWS for ten years effective May 1, 2017 through April 30, 2027 based on the existing provisions of the current Franchise Agreement with NRWS, with additional charges for proposed street sweeping service by NRWS.

Approval of the franchise agreement will not be dependent upon approval of the addition of street sweeping services.

**Next Steps:**

The Town Attorney has opined that the Town needs to comply with the provisions of Proposition 218 concerning the proposed Franchise Agreement extension. The Proposition 218 process requires a specific set of actions to implement certain rate increases (including a franchise extension with additional benefits). According to the Town Attorney, the next steps for the consideration of the extension and street sweeping services are as follows:

1. A 45-day written notice by mail of a proposed fee or charges to the record owner of each parcel upon which the fee or charge is proposed for imposition. A copy of the notice is included as *Attachment 2*.
2. Not less than 45 days after the notice, the Town Council must hold a public hearing on the new or proposed fee or charge. If there is a written majority protest of those who would pay it, the fee or charge cannot be adopted. A “majority protest” would consist of 50% plus one of all the property owners or tenants who are customers of NRWS subject to the fee or charge within the Town’s jurisdiction. A copy of the protest ballot to be mailed with the notice is included as *Attachment 3*.

**Attachments:**

- Attachment 1** – Draft Street Sweeping Program
- Attachment 2** – Notice of Public Hearing
- Attachment 3** – Protest Ballot
- Attachment 4** – Information Flyer

## Draft Street Sweeping Program

| Month            | Schedule A<br>Sweep<br>Arterials &<br>Collectors Only | Schedule B<br>Sweep<br>All Public Roads |
|------------------|---|---|
| <b>January</b>   |   | X                                       |
| <b>February</b>  | X   |   |
| <b>March</b>     |   | X                                       |
| <b>April</b>     | X   |   |
| <b>May</b>       |   |   |
| <b>June</b>      |   |   |
| <b>July</b>      |   | X                                       |
| <b>August</b>    |   |   |
| <b>September</b> |   |   |
| <b>October</b>   | X   |   |
| <b>November</b>  |   | X                                       |
| <b>December</b>  | X   |   |

**Services shall include:**

1. 24hr notice “on-call” sweeping for 20 mobilizations with up to 80 hours of sweeping
2. Sweeper shall include a vacuum attachment for on-call drainage inlet cleanings.

**Proposed Startup Street Sweeping Details:**

| Public Street Name | Limits 1          | Limits 2          | Schedule<br>A | Schedule<br>B |
|--------------------|-------------------|-------------------|---------------|---------------|
| Almond Street      | Foster Road       | Elliott Rd.       | YES           | YES           |
| Bille Road         | Cliff Drive       | Skyway            | YES           | YES           |
| Bille Road         | Skyway            | Pentz Road        | YES           | YES           |
| Birch Street       | Black Olive Drive | Skyway            | YES           | YES           |
| Black Olive Drive  | Skyway            | Foster Road       | YES           | YES           |
| Black Olive Drive  | Foster Road       | Willow Street     | YES           | YES           |
| Boquest Boulevard  | Boquest Boulevard | Skyway            | YES           | YES           |
| Buschmann Road     | Foster Road       | State Highway 191 | YES           | YES           |
| Cedar Street       | Black Olive Drive | Almond Street     | YES           | YES           |
| Center Street      | Skyway            | End               | YES           | YES           |
| Central Park Drive | Maxwell Drive     | Clark Road        | YES           | YES           |
| Clark Road         | Pearson Road      | Skyway            | YES           | YES           |
| Elliott Road       | Oakmore Drive     | Skyway            | YES           | YES           |
| Elliott Road       | Skyway            | Cameron Court     | YES           | YES           |
| Fir Street         | Black Olive Drive | Skyway            | YES           | YES           |
| Foster Road        | Almond Street     | Pearson Road      | YES           | YES           |
| Foster Road        | Pearson Road      | Skyway            | YES           | YES           |



**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>      | <b>Limits 2</b>      | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|----------------------|----------------------|-------------------|-------------------|
| Foster Road               | Wayland Road         | Roe Road             | YES               | YES               |
| Foster Road               | Roe Road             | Almond Street        | YES               | YES               |
| Harrison Road             | Malibu Drive         | Stearns Road         | YES               | YES               |
| Maxwell Drive             | Elliott Road         | Skyway               | YES               | YES               |
| Neal Road                 | Para. Town Limit     | Roe Road             | YES               | YES               |
| Neal Road                 | Roe Road             | Skyway               | YES               | YES               |
| Nunneley Road             | Clark Road           | Sawmill Road         | YES               | YES               |
| Nunneley Road Ext         | Academy Drive        | Clark Road           | YES               | YES               |
| Oliver Road               | Skyway               | Wagstaff Road        | YES               | YES               |
| Pearson Road              | Skyway               | Clark Road           | YES               | YES               |
| Pearson Road              | Clark Road           | Pentz Road           | YES               | YES               |
| Pentz Road                | Town Limits          | Pearson Road         | YES               | YES               |
| Pentz Road                | Pearson Road         | Skyway               | YES               | YES               |
| Recreation Drive          | Buschmann Road       | ETMR (at gate)       | YES               | YES               |
| Roe Road                  | Neal Road            | Foster Road          | YES               | YES               |
| Sawmill Road              | End                  | Pearson Road         | YES               | YES               |
| Sawmill Road              | Bille Road           | Country Oak Drive    | YES               | YES               |
| Sawmill Road              | Pearson Road         | Bille Road           | YES               | YES               |
| Scottwood Road            | Buschmann Road       | Pearson Road         | YES               | YES               |
| Skyway                    | Paradise Town Limits | Paradise Town Limits | YES               | YES               |
| South Libby Road          | Bennett Road         | Pearson Road         | YES               | YES               |
| Stearns Road              | Pentz Road           | Country Club Drive   | YES               | YES               |
| Stearns Road              | Pearson Road         | Pentz Road           | YES               | YES               |
| Valley View Drive         | Bartels Place        | Oliver Drive         | YES               | YES               |
| Wagstaff Road             | Oliver Road          | Skyway               | YES               | YES               |
| Wagstaff Road             | Skyway               | Pentz Road           | YES               | YES               |
| Wayland Road              | Neal Road            | Foster Road          | YES               | YES               |
| Academy Drive             | Pearson Road         | Nunneley Rd. Ext.    | NO                | YES               |
| Acorn Ridge Drive         | Chandler Drive       | End                  | NO                | YES               |
| Alexander Court           | Bille Road Extension | End                  | NO                | YES               |
| Alpine Court              | De Mille Road        | End                  | NO                | YES               |
| American Way              | State Highway 191    | End                  | NO                | YES               |
| Angel Way                 | Newland Road         | 290's/o Pearson      | NO                | YES               |
| Apple Lane                | Foster Road          | End                  | NO                | YES               |
| Apple View Way            | Pentz Road           | End                  | NO                | YES               |
| Arany Court               | Pentz Road           | End                  | NO                | YES               |
| Arrowhead Court           | End                  | Pentz Road           | NO                | YES               |
| Aster Lane                | Camellia Drive       | End                  | NO                | YES               |
| Bader Mine Road           | Skyway               | Paradise Town Limit  | NO                | YES               |
| Bartels Place             | Redbud               | Valley View Drive    | NO                | YES               |
| Bella Vista Avenue        | Paloma Avenue        | Del Monte Avenue     | NO                | YES               |
| Bellview Drive            | Wagstaff Road        | End                  | NO                | YES               |
| Bennett Road              | Anchor Way           | So. Libby Road       | NO                | YES               |
| Berkshire Avenue          | Hillside Dr.         | Diamond Avenue       | NO                | YES               |
| Berkshire Way             | End                  | Bille Road           | NO                | YES               |

**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>      | <b>Limits 2</b>       | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|----------------------|-----------------------|-------------------|-------------------|
| Bille Road Extension      | Pentz Road           | 200' e/o Alexander Ct | NO                | YES               |
| Blue Danube Drive         | Xeno Place           | Country Club Drive    | NO                | YES               |
| Bonnie Lane               | Nunneley Road        | End                   | NO                | YES               |
| Brook Way                 | Twin Oaks            | End                   | NO                | YES               |
| Brookwood Circle          | End                  | Clark Road            | NO                | YES               |
| Butte View Terrace        | Pearson Road         | End                   | NO                | YES               |
| Cabernet Lane             | Clark Road           | Gate Lane             | NO                | YES               |
| Camellia Drive            | Oliver Road          | Oliver Road           | NO                | YES               |
| Camino                    | Elliott Road         | End                   | NO                | YES               |
| Candlewood Court          | End                  | Gate Lane             | NO                | YES               |
| Castle Drive              | Cliff Drive          | Oliver Road           | NO                | YES               |
| Cathy Lane                | Pearson Road         | End                   | NO                | YES               |
| Chandler Drive            | Redbud Drive         | Pinewood Drive        | NO                | YES               |
| Cherry Lane               | Pearson Road         | End                   | NO                | YES               |
| Chris Court               | Nedry Drive          | End                   | NO                | YES               |
| Circlewood Drive          | Filbert Street       | Circlewood Drive      | NO                | YES               |
| Circlewood Drive          | Neal Road            | Filbert Street        | NO                | YES               |
| Clearview Drive           | Xeno Place           | Stearns Road          | NO                | YES               |
| Cliff Drive               | Castle Drive         | Bille Road            | NO                | YES               |
| College Hill Road         | Pearson Road         | Pearson Road          | NO                | YES               |
| Conifer Drive             | Pentz Road           | End                   | NO                | YES               |
| Copeland Road             | Nunnely Road         | Elliott Road          | NO                | YES               |
| Coral Avenue              | Coral Extension      | Bille Road            | NO                | YES               |
| Coral Circle              | Coral Avenue         | End                   | NO                | YES               |
| Country Club Drive        | Pentz Road           | Stearns Road          | NO                | YES               |
| Country Oak Drive         | Himmel Street        | Sawmill Road          | NO                | YES               |
| Crandall Way              | Pentz Road           | Pentz Road            | NO                | YES               |
| Crestmoor Drive           | End                  | Valley View Drive     | NO                | YES               |
| Crestview Drive           | End                  | Valley View Drive     | NO                | YES               |
| Crestwood Drive           | Crestview Drive      | Crestview Drive       | NO                | YES               |
| Danika Court              | Bille Road Extension | End                   | NO                | YES               |
| Dawnridge Court           | Country Oak Drive    | End                   | NO                | YES               |
| De Mille Road             | De Mille Road        | Stearns Road          | NO                | YES               |
| De Mille Road             | De Mille Road        | Pentz Road            | NO                | YES               |
| Dean Road                 | Pentz Road           | 500' n/o Dean Pl.     | NO                | YES               |
| Debbie Lane               | Elliott Road         | End                   | NO                | YES               |
| Deer Creek Lane           | Lucky John Road      | Posey Lane            | NO                | YES               |
| Del Mar Avenue            | Elliott Road         | End                   | NO                | YES               |
| Del Monte Avenue          | Bella Vista Avenue   | Buschmann Rd.         | NO                | YES               |
| Delia Way                 | North Libby Road     | End                   | NO                | YES               |
| Deodara Way               | Ingalls Road         | End                   | NO                | YES               |
| Diamond Avenue            | End                  | Wagstaff Road         | NO                | YES               |
| Dogwood Lane              | End                  | Camellia Drive        | NO                | YES               |
| Dolores Drive             | Wagstaff Road        | End                   | NO                | YES               |
| Dolores Drive             | Wagstaff Road        | 850' s/o Wagstaff     | NO                | YES               |

**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>       | <b>Limits 2</b>      | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|-----------------------|----------------------|-------------------|-------------------|
| Drendel Circle            | Stearns Road          | Stearns Road         | NO                | YES               |
| Easy Street               | State Highway 191     | End                  | NO                | YES               |
| Edgewood Lane             | End of Pavement       | Pearson Road         | NO                | YES               |
| Edwards Lane              | 248' W/O Ripley Ln    | Ripley Lane          | NO                | YES               |
| El Toro Court             | Zenith Lane           | End                  | NO                | YES               |
| Evergreen Lane            | Wagstaff Road         | End                  | NO                | YES               |
| Ewald Court               | Clark Road            | End                  | NO                | YES               |
| Fairview Drive            | Maxwell Drive         | Maxwell Drive        | NO                | YES               |
| Falcon's View Court       | Country Club Dr.      | End                  | NO                | YES               |
| Feather Rock Court        | Falcon's View Court   | End                  | NO                | YES               |
| Fickett Lane              | End                   | Pentz Road           | NO                | YES               |
| Filbert Street            | Roe Road              | Sunburst Street      | NO                | YES               |
| Fir Street                | End                   | Boquest Boulevard    | NO                | YES               |
| Firland Drive             | End                   | Skyway               | NO                | YES               |
| Forest Circle             | End                   | Forest Lane          | NO                | YES               |
| Forest Lane               | Bille Road            | 230' n/o Forest Cir. | NO                | YES               |
| Fox Road                  | Hazel Way             | Sawmill Road         | NO                | YES               |
| Freestone Court           | Sawmill Road          | End                  | NO                | YES               |
| Garden View Lane          | End                   | Newland Road         | NO                | YES               |
| Gate Lane                 | End                   | Pentz Road           | NO                | YES               |
| Ginny Lane                | End                   | Pentz Road           | NO                | YES               |
| Glen Circle               | Pearson Road          | Pearson Road         | NO                | YES               |
| Glen Drive                | End                   | Pearson Road         | NO                | YES               |
| Glen Park Lane            | Glen Drive            | Glen Circle          | NO                | YES               |
| Glen Way                  | End                   | Glen Drive           | NO                | YES               |
| Golden Oaks Road          | End                   | Nunneley Road        | NO                | YES               |
| Graham Road               | Bille Road            | Wagstaff Road        | NO                | YES               |
| Green Oaks Drive          | End                   | Filbert Street       | NO                | YES               |
| Greenwood Drive           | Maxwell Drive         | Central Park Drive   | NO                | YES               |
| Gregory Lane              | Wagstaff Road         | End                  | NO                | YES               |
| Grinding Rock Road        | End                   | Neal Road            | NO                | YES               |
| Harvey Road               | Bille Road            | Wagstaff Road        | NO                | YES               |
| Hazel Way                 | End                   | Mabelle Way          | NO                | YES               |
| Heavenly Place            | Angel Drive           | Angel Drive          | NO                | YES               |
| Henson Road               | 370' w/o Butte View T | Butte View Terrace   | NO                | YES               |
| Hickory Way               | Circlewood Drive      | End                  | NO                | YES               |
| Highland Lane             | Sierra Park Drive     | Scottwood Road       | NO                | YES               |
| Hillpark Lane             | Pentz Road            | End                  | NO                | YES               |
| Himmel Street             | Bille Road            | Country Oak Drive    | NO                | YES               |
| Hollis Hill Drive         | Chandler Drive        | Acorn Ridge Dr.      | NO                | YES               |
| Hollybrook Drive          | Pentz Road            | End                  | NO                | YES               |
| Honey Run Road            | Para. Town Limit      | Honey Run Road       | NO                | YES               |
| Honey Run Road            | Honey Run Road        | Skyway               | NO                | YES               |
| Ingalls Road              | Nunneley Road         | Elliott Road         | NO                | YES               |
| Joseph's Court            | End                   | Country Club Drive   | NO                | YES               |

**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>      | <b>Limits 2</b>    | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|----------------------|--------------------|-------------------|-------------------|
| June Way                  | End                  | Shay Lane          | NO                | YES               |
| Keith Road                | Buschmann Rd.        | Sierra Park Drive  | NO                | YES               |
| Kenglo Drive              | Nunneley Road        | End                | NO                | YES               |
| Kibler Road               | Nunneley Road        | Young Avenue       | NO                | YES               |
| Laguna Court              | Malibu Drive         | End                | NO                | YES               |
| Lancaster Drive           | Bille Road           | Lancaster Drive    | NO                | YES               |
| Laurel Drive              | Castle Drive         | Bille Road         | NO                | YES               |
| Lillian Avenue            | End                  | Pentz Road         | NO                | YES               |
| Little Grand Canyon       | End                  | Honey Run Road     | NO                | YES               |
| Locksley Court            | Yorkshire Drive      | End                | NO                | YES               |
| Lofty Lane                | Skyway               | End                | NO                | YES               |
| Lucky John Road           | Bille Road           | Wagstaff Road      | NO                | YES               |
| Mabelle Way               | Hazel Way            | Sawmill Road       | NO                | YES               |
| Madrone Way               | Oliver Road          | Graham Road        | NO                | YES               |
| Malibu Drive              | Royal Canyon Drive   | End                | NO                | YES               |
| Maple Park Drive          | Clark Road           | Maple Park Drive   | NO                | YES               |
| Maxwood Drive             | Young Avenue         | Vista Knolls Drive | NO                | YES               |
| McKale Road               | State Highway 191    | End                | NO                | YES               |
| Melene Court              | Country Oak Drive    | End                | NO                | YES               |
| Merrill Road              | Pentz Road           | End                | NO                | YES               |
| Middle Libby Road         | Pearson Road         | Nunneley Road      | NO                | YES               |
| Molokai Drive             | Ridgecrest Drive     | End                | NO                | YES               |
| Montna Drive              | Skyway               | Montna Drive       | NO                | YES               |
| Mountain Meadow Ct        | Country Oak Drive    | End                | NO                | YES               |
| Nedry Drive               | Merrill Road         | End                | NO                | YES               |
| Neilsen Drive             | End                  | Elliott Road       | NO                | YES               |
| Newland Road              | Pearson Road         | Nunneley Road      | NO                | YES               |
| Newland Road              | Pearson Road         | Pearson Road       | NO                | YES               |
| Newman Avenue             | Pearson Road         | Paradise Avenue    | NO                | YES               |
| Nielsen Court             | Nielsen Drive        | End                | NO                | YES               |
| North Libby Road          | Elliott Road         | Bille Road         | NO                | YES               |
| Norwood Drive             | Pentz Road           | Johnson Drive      | NO                | YES               |
| Nottingham Drive          | Yorkshire Drive      | Crestview Drive    | NO                | YES               |
| Nottingham Park           | Crestview Drive      | End                | NO                | YES               |
| Nunneley Road             | Sawmill Road         | Homestead Place    | NO                | YES               |
| Oak Way                   | Bille Road           | Wagstaff Road      | NO                | YES               |
| Oakmore Drive             | Elliott Road         | Crestview Drive    | NO                | YES               |
| Oakwood Lane              | Skyway               | Foster Road        | NO                | YES               |
| Orchard Drive             | Foothill Road        | Pacific Drive      | NO                | YES               |
| Pacific Drive             | 850' w/o Orchard Dr. | Orchard Drive      | NO                | YES               |
| Paloma Avenue             | End                  | Buschmann Road     | NO                | YES               |
| Pamela Drive              | End                  | Bellview Drive     | NO                | YES               |
| Paradise Avenue           | Pearson Road         | End                | NO                | YES               |
| Paradisewood Drive        | Pentz Road           | End                | NO                | YES               |
| Park Way Drive            | End                  | Bennett Road       | NO                | YES               |

**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>    | <b>Limits 2</b> | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|--------------------|-----------------|-------------------|-------------------|
| Parkwood Way              | Wagstaff Road      | End             | NO                | YES               |
| Pine View Drive           | Elliott Road       | End             | NO                | YES               |
| Pinewood Court            | Pinewood Drive     | End             | NO                | YES               |
| Pinewood Drive            | Redbud Drive       | End             | NO                | YES               |
| Pintail Court             | Foster Road        | End             | NO                | YES               |
| Point West Drive          | Valley Ridge Drive | End             | NO                | YES               |
| Poppy Lane                | End                | Camellia Drive  | NO                | YES               |
| Posey Lane                | Bille Road         | Deer Creek Lane | NO                | YES               |
| Princeton Circle          | End                | Princeton Way   | NO                | YES               |
| Princeton Way             | End                | Skyway          | NO                | YES               |
| Puddle Duck Court         | Paradisewood Drive | End             | NO                | YES               |
| Queen Drive               | End                | Elliott Road    | NO                | YES               |
| Rankin Way                | Crestmoor Drive    | End             | NO                | YES               |
| Redbud Lane               | End                | Crestmoor Drive | NO                | YES               |
| Redwood Lane              | Vista Knolls Drive | Maxwood Drive   | NO                | YES               |
| Rexdale Lane              | Merrill Road       | End             | NO                | YES               |
| Richmond Road             | De Mille Road      | End             | NO                | YES               |
| Ridgecrest Drive          | Montna Drive       | End             | NO                | YES               |
| Ripley Lane               | Edwards Lane       | Bille Road      | NO                | YES               |
| Roberts Road              | West Wagstaff Road | Oliver Road     | NO                | YES               |
| Robin Place               | End                | Bellview Drive  | NO                | YES               |
| Rocky Lane                | Wagstaff Road      | Skyway          | NO                | YES               |
| Roe Road                  | Foster Road        | End             | NO                | YES               |
| Rose Lane                 | Redbud Drive       | Crestmoor Drive | NO                | YES               |
| Royal Canyon Drive        | Country Club Drive | End             | NO                | YES               |
| Royal Court               | Pinewood Drive     | End             | NO                | YES               |
| Royal Point Drive         | Point West Drive   | End             | NO                | YES               |
| Russell Drive             | Skyway             | Skyway          | NO                | YES               |
| Salida Circle             | End                | Salida Way      | NO                | YES               |
| Salida Way                | End                | Pentz Road      | NO                | YES               |
| Saxberg Drive             | End                | Clark Road      | NO                | YES               |
| Schmale Lane              | Skyway             | End             | NO                | YES               |
| Scott Drive               | End                | Foster Road     | NO                | YES               |
| Scottwood Road            | Kinsey Way         | Buschmann Road  | NO                | YES               |
| Scottwood Road            | Pearson Road       | East Oak Street | NO                | YES               |
| Sequoia Court             | Rocky Lane         | End             | NO                | YES               |
| Shadowbrook Way           | End                | Clark Road      | NO                | YES               |
| Shay Lane                 | End                | Merrill Road    | NO                | YES               |
| Sierra Park Drive         | Buschmann Road     | Pearson Road    | NO                | YES               |
| Starlight Court           | Neal Road          | End             | NO                | YES               |
| Sunburst Drive            | Hickory Way        | End             | NO                | YES               |
| Sunset Drive              | Cliff Drive        | Oliver Road     | NO                | YES               |
| Sweetbriar Lane           | Pentz Road         | End             | NO                | YES               |
| Sylmar Lane               | Merrill Road       | End             | NO                | YES               |
| Sylvan Way                | Sawmill Road       | End             | NO                | YES               |

**Attachment 1**

| <b>Public Street Name</b> | <b>Limits 1</b>    | <b>Limits 2</b>    | <b>Schedule A</b> | <b>Schedule B</b> |
|---------------------------|--------------------|--------------------|-------------------|-------------------|
| Tahoe Way                 | End                | Clark Road         | NO                | YES               |
| Thomasson Lane            | Lucky John Road    | Skyway             | NO                | YES               |
| Thornburg Road            | De Mille Road      | End                | NO                | YES               |
| Tokay Court               | End                | Country Club Drive | NO                | YES               |
| Topaz Circle              | End                | Circlewood Drive   | NO                | YES               |
| Trafalgar Square          | Country Club Drive | End                | NO                | YES               |
| Tranquil Drive            | Redbud Drive       | Crestmoor Drive    | NO                | YES               |
| Twin Oaks Drive           | Wagstaff Road      | End                | NO                | YES               |
| Valley Ridge Drive        | Valley View Drive  | Valley View Drive  | NO                | YES               |
| Valstream Drive           | End                | Oakmore Drive      | NO                | YES               |
| Vineyard Drive            | Pentz Road         | End                | NO                | YES               |
| Violet Way                | Queen Drive        | End                | NO                | YES               |
| Vista Knolls Drive        | End                | Bille Road         | NO                | YES               |
| Waggoner Road             | Lucky John Road    | End                | NO                | YES               |
| West Wagstaff road        | Bille Road         | Roberts Road       | NO                | YES               |
| Wildwood Lane             | End                | Skyway             | NO                | YES               |
| Willow Street             | Black Olive Drive  | Almond Street      | NO                | YES               |
| Windsor Drive             | Queen Drive        | End                | NO                | YES               |
| Woodbrook Circle          | End                | Clark Road         | NO                | YES               |
| Xeno Place                | End                | End                | NO                | YES               |
| York Towne Manor          | Pentz Road         | End                | NO                | YES               |
| Yorkshire Drive           | Pinewood drive     | Rankin Way         | NO                | YES               |
| Young Avenue              | Maxwood Drive      | Kibler Road        | NO                | YES               |
| Zenith Lane               | Dean Road          | End                | NO                | YES               |

**Attachment 2**

**TOWN OF PARADISE  
NOTICE OF PUBLIC HEARING CONCERNING AN EXTENSION OF THE  
NORTHERN RECYCLING AND WASTE SERVICE FRANCHISE AGREEMENT**

February 17, 2017

On April 11, 2017, at 6:00 p.m., or as soon thereafter as possible, the Town Council of the Town of Paradise will hold a public hearing at 5555 Skyway, Paradise, California, to consider extending the solid waste, recyclable materials and yard waste collection processing and disposal services Franchise Agreement between the Town and Northern Recycling and Waste Service (NRWS) and the Town of Paradise (TOWN).

The franchise agreement has been in effect since January 18, 2007. As proposed, the current franchise agreement would be extended until April 30, 2027. The existing basic terms of the proposed extension would not change except as follows:

1. Addition of street sweeping program by NRWS which would include 1,300 annual sweeping miles for Town public roadways and 80 hours of on-call sweeping and/or drainage inlet vacuuming.

All proposed fees for collection and disposal of waste are correlated with the sizes of collection containers and cost to provide the street sweeping program. Collection fees charged for services would be subject to increasing annually based on pass through increases in either the Consumer Price Index for ALL ITEMS FOR ALL URBAN CONSUMERS WEST URBAN AREA or the fees charged by Butte County for its gate rate at its disposal site (Pass Through Adjustments) as part of the extension of the Franchise Agreement. In no event shall the Pass Through Adjustments exceed 5% per annum.

**NRWS CURRENT AND PROPOSED FEES**

|             | Rate Type     | Current Monthly Rate | Proposed Monthly Rate | Percent Increase | Amount Increase | Customers Affected |
|-------------|---------------|----------------------|-----------------------|------------------|-----------------|--------------------|
| Residential | 35 Gallon     | \$24.75              | \$24.94               | 0.75%            | \$0.19          | 5,640              |
|             | 65 Gallon     | \$32.17              | \$32.41               | 0.75%            | \$0.24          | 2,261              |
|             | 95 Gallon     | \$35.88              | \$36.15               | 0.75%            | \$0.27          | 1,156              |
| Commercial  | 35 Gallon     | \$24.75              | \$25.96               | 4.89%            | \$1.21          | 88                 |
|             | 35 Gallon MF  | \$11.18              | \$11.73               | 4.89%            | \$0.55          | 54                 |
|             | 65 Gallon     | \$33.78              | \$35.43               | 4.89%            | \$1.65          | 54                 |
|             | 95 Gallon     | \$45.91              | \$48.15               | 4.89%            | \$2.24          | 108                |
|             | (2) 95 Gallon | \$76.73              | \$80.48               | 4.89%            | \$3.75          | 39                 |
|             | 1 Yard        | \$80.67              | \$84.61               | 4.89%            | \$3.94          | 6                  |
|             | 1.5 Yard      | \$97.45              | \$102.22              | 4.89%            | \$4.77          | 4                  |
|             | 2 Yard        | \$110.25             | \$115.64              | 4.89%            | \$5.39          | 157                |
|             | 3 Yard        | \$136.13             | \$142.79              | 4.89%            | \$6.66          | 56                 |
|             | 4 Yard        | \$167.95             | \$176.16              | 4.89%            | \$8.21          | 57                 |
| 6 Yard      | \$196.81      | \$206.43             | 4.89%                 | \$9.62           | 20              |                    |

## Attachment 2

At the public hearing the Town Council will consider all written protests against the proposed extension of the franchise agreement with NRWS for solid waste services. If written protests against the proposed extension of the franchise agreement with NRWS are presented by a majority of the owners of parcels, the Town will not approve the extension of the franchise agreement. If a parcel has a tenant who is directly responsible for the payment for solid waste collection services, that tenant may also submit a written protest. In no event will more than one protest be accepted for each parcel.

All written protests must be received by the Town prior to the conclusion of the public input portion of the Town Council hearing. Email and fax transmittals will not be accepted as a formal protest. All written protests must identify the property owner or tenant and the address of the property or parcel with a statement in protest of the proposed extension of the franchise agreement. (See enclosed Ballot.)

The Town Council will consider all written protests timely submitted and hear and consider all public comments made at the public hearing. Oral comments at the public hearing will not qualify as formal protests unless accompanied by a written protest. At the conclusion of the public hearing, the Town Council will determine whether to adopt the rate increases as set forth in this Notice relating to the proposed extension of the Franchise Agreement.

If, after the close of the public hearing, written protests against the proposed extension of the Franchise Agreement as outlined above are not presented by a majority of the record owners or tenant customers of record of the identified parcels, the Town Council will consider whether to approve the extension of the Franchise Agreement, including the Pass Through Adjustments and increases associated with street sweeping services by NRWS.

If you have any questions regarding the information provided in this notice, or the rate applicable to your property, please contact Northern Recycling & Waste Services at (530) 876-3340.



**PROTEST BALLOT**



I do hereby protest the proposed ten-year extension of the Franchise Agreement between the Town of Paradise and Northern Recycling and Waste Services for solid waste collection in the Town of Paradise, with additional charges for proposed street sweeping by Northern Recycling and Waste Services.

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_, Paradise, CA

Assessor's  
Parcel Number \_\_\_\_\_

Signature:

\_\_\_\_\_

**ONLY ONE VOTE PER PROPERTY**

Ballot must be delivered by U.S. mail or hand to the Town Clerk before the close of the Town Council public hearing on April 11, 2017 relating to the proposed extension of the franchise agreement and the proposed increases in charges for solid waste collection services.

Paradise Town Clerk address is:

5555 Skyway  
Paradise, CA 95969

# NRWS Street Sweeping Program

- Currently no street sweeping program in Paradise exists
- Program will sweep 1,300 public road miles annually
- Street sweeping removes litter and debris from roads
- Street sweeping reduces storm hazards and flooding
- Street sweeping keeps road reflective markers visible
- Street sweeping keeps road center and edge lines visible
- Street sweeping protects water quality in local creeks

## Why is NRWS Considering Street Sweeping?

- NRWS already manages solid waste and vegetative waste
- Street sweeping aligns with NRWS' core mission of keeping the community clean and safe

## What will this new service cost individual ratepayers?

- Rate increases vary by the size of your collection container
- Residential average increase is \$0.21/month (see attached)
- Commercial average increase is \$3.94/month (see attached)
- 100% of cost increase goes to new street sweeping service

## What are the next steps before this program is considered?

- If you agree with this new service and fee, no action is required
- If you would like to protest this new service and fee, please complete a written protest ballot (see attached) and submit to the Town of Paradise
  - All written protests must be received by the Town Clerk before 6:00 PM on April 11, 2017

## Who can I contact with questions about this program?

- Questions may be directed to the Town of Paradise at 872-6291 ext. 125 or [mmattox@townofparadise.com](mailto:mmattox@townofparadise.com)





**Town of Paradise  
Council Agenda Summary  
February 14, 2017**

**Agenda Item: 6(c)**

**Originated by:** Colette Curtis, Administrative Analyst II

**Reviewed By:** Lauren Gill, Town Manager

**Subject:** Consider implementing a business registration program that establishes a public safety link as well as a business data base that provides information on business activity being conducted in the Town of Paradise

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**Council Action Requested:**

Adopt Ordinance No. \_\_\_\_, An Ordinance Adding Chapter 5.22 to the Paradise Municipal Code Relating to Business Registration.

**Background/Discussion:**

The Town of Paradise currently requires special licenses for certain types of businesses in Town (e.g. bingo parlors, taxi services, pawn shops, etc.) It is a universal practice for municipalities to require a license or registration for businesses so that agencies have knowledge about who and what types of commerce is being conducted within its jurisdiction. The most compelling reason is for public safety purposes.

The Paradise business community has historically been opposed to a business registration program due to concerns about additional government regulation or involvement in their business—especially in the area of excessive and/or unnecessary costs or fees. These concerns are valid and were the essential factors used in exploring a straight-forward, low-cost registration program that benefits the business community and the public and also provides public safety personnel the information they need to effectively and efficiently respond to the needs of the business owner during a fire, crime or local emergency.

Some of the key reasons for adopting a town-wide business registration include:

- Many businesses require a business license for insurance, corporate, or other business reasons and a Town business license or registration certificate legitimizes their presence in a community.
- A business registration is the best way to announce to the community that a new business is opening its doors in Town and also provides information on business closures.
- As the entity responsible for the public safety and welfare of the entire

community, the Town needs to know not only who is conducting business in the community, but also when and where. One example that illustrates the importance of public safety is knowing what type of business and what, if any, hazardous chemicals/equipment are used in the operation of a particular business. As public safety officers and/or fire personnel enter a building or property, they need to know where and what types of materials are on site. Public safety personnel also need emergency contact information, as public safety is a 24/7 operation.

- Emergency contact information is important especially for after hours emergencies, e.g. when burglar/fire alarms go off in the middle of the night or during off hours, emergency contact information is essential to reach the business owner or responsible party. Being able to effectively reach individual or collective businesses owners during local emergencies with vital information is another link that is missing without a business registration program.
- A business inventory for peer-to-peer business activity as well as for the public to find local sources/contacts. A business inventory also helps in economic development planning
- Assisting businesses through the start-up process is the key to successful business planning. It is disheartening to have to tell a new business owner that their business is not zoned correctly or that they do not have sufficient septic capacity at their location. Requiring a business registration BEFORE opening a business will close the “misinformation” gap and assist new business owners through the process of opening a business the right way.

Keeping low impact to businesses at the top of the list, staff is proposing the Town adopt a low-cost registration that is simple and straightforward for business owners. All businesses both for profit and not-for-profit, will be required to register every year with one fee that covers the cost of collecting and maintaining the basic information. Businesses will be able to easily register on-line and pay a flat fee of \$40.00 per year. Emergency contact information will be collected and used by police and fire personnel for emergency purposes. To the extent allowed by law, all private information will be kept private; however, a business directory will be made available for business and public use.

### **Fiscal Impact Analysis:**

The Town Finance Director has calculated the cost of administering the Business Registration Program using staff time and technology costs in the equation. In an effort to keep costs low for businesses, Town Staff proposes the registration fee be \$40 per year, which is less than the estimated cost to the Town to administer the program. Without a current business registration program, it is impossible to know how many businesses currently operate within the Town.

**TOWN OF PARADISE  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADDING CHAPTER 5.22 TO THE PARADISE MUNICIPAL  
CODE RELATING TO BUSINESS REGISTRATION**

**THE TOWN COUNCIL OF THE TOWN OF PARADISE DOES ORDAIN AS  
FOLLOWS:**

**SECTION 1.** Chapter 5.22 is hereby added to the Paradise Municipal Code to read as follows:

**Chapter 5.22**

**BUSINESS REGISTRATION**

**Section:**

- 5.22.010 Purpose.**
- 5.22.020 Definition.**
- 5.22.030 Business Registration.**
- 5.22.040 Registration Information.**
- 5.22.050 Fee.**
- 5.22.060 Exemption.**
- 5.22.070 Penalty.**

**Section 5.22.010 Purpose.**

The purpose of this chapter is to provide for and establish an annual business registration program to promote and protect the health, safety and welfare of the citizens of the Town, The information collected by the Town through the program will be used to facilitate and enhance Town emergency services, including police, fire, and emergency medical services. It will also be used to help ensure that important and critical Town information, such as notices regarding local emergencies, road work, closures, and other pertinent information impacting business are distributed throughout the business community. The program will also promote the Town's business community through an online business list for the public.

**Section 5.22.020 Definition.**

A. Business means any for-profit or non-profit commercial, industrial, or professional operation, occupation, home occupancy, work or trade, or any other business of any kind, including, without limitation, any sole proprietorship, partnership, limited partnership, joint venture, association, corporation, limited liability company, franchisee, cooperative, or any other entity recognized by law doing business whether provided in a physical location or by a mobile service or activity within the jurisdiction of the Town.

B. Doing business means conducting or carrying on an activity or enterprise by which goods or services are provided to others.

**Section 5.22.030 Business Registration.**

Notwithstanding any other provision of Title 5, all business, doing business within the town jurisdiction shall register annually with the Town. Existing businesses shall register within thirty (30) days after the effective date of this chapter. All new businesses shall register before conducting any activities or providing any goods or services within the Town. After the initial registration, each business shall complete and file with the Town a new registration form each year by June 30.

**Section 5.22.040 Registration Information.**

The business registration required by this chapter shall be in addition to any other business license requirement of Title 5. All businesses shall provide to the Town the following registration information:

- Name of owner
- Mailing and site address
- Assessor's Parcel Number of business site
- Contact name and phone numbers, including emergency contacts
- Type of business
- Alarm company contact (if applicable)
- Building security information (lights, back entries, etc.)
- Hazardous substances used or maintained at business location

**Section 5.22.050 Fee.**

All registrants shall pay an administrative fee to the Town in accordance with the Town's Master Fee Schedule resolution adopted by the Town Council for business registration under this chapter. A business that is required to obtain a license under another chapter of this Title 5 shall be exempt from paying the fee under this section.

**Section 5.22.060 Exemption**

Nothing in this chapter shall be deemed or construed to apply to any person transacting and carrying on any business exempt by virtue of the Constitution or applicable statutes of the United States or of the State of California from the payment of such fees as are herein prescribed.

**Section 5.22.070 Penalty.**

It shall be unlawful and an infraction for any person to violate this chapter. If a person is found guilty of violating this chapter, the fine shall be in accordance with Government Code Section 36900.

Town of Paradise  
Ordinance No. \_\_\_\_

**SECTION 2. Effective Date.**

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

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise, County of Butte, State of California, on this \_\_ day of \_\_\_\_\_, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Scott Lotter, Mayor

Attest:

\_\_\_\_\_  
Dina Volenski, Town Clerk

Approved as to form:

\_\_\_\_\_  
Dwight L. Moore, Town Attorney



**Town of Paradise  
Council Agenda Summary  
Date: February 14, 2017**

**Agenda Item: 6(d)**

**Originated by:** Gina S. Will, Administrative Services Director/Town Treasurer  
**Reviewed by:** Lauren Gill, Town Manager  
**Subject:** Report of Development Impact Fees for the Town of Paradise for Fiscal Year Ended June 30, 2016

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**Council Action Requested:**

1. Consider Adopting Resolution No. 17-\_\_\_, A Resolution of the Town Council of the Town of Paradise, California, Reporting Unexpended Development Impact Fees in Accordance with Government Code Section 66006; or

**Alternatives:**

Refer the matter back to staff for further development and clarification

**Background:**

In April 1995 the Town of Paradise adopted a Development Impact Fee Program to address the cost of facilities and capital needs generated by new residential and commercial development. The purpose was to ensure that new growth paid its own way and didn't burden existing revenue sources. In January 2001 the program and associated fees were revised and updated. The program has five basic elements:

- Fire Facilities, Training and Equipment
- Law Enforcement Facilities, Training and Equipment
- Traffic Control Facilities
- Streets and Thoroughfares
- Drainage Facilities

In accordance with Section 66006 of the Government Code, the Town is required to prepare an annual report related to development impact fees. This report must contain the following information and be made available to the public 15 days prior to review at a public meeting:

1. A brief description of the type of fee in the fund.
2. The amount of the fee.
3. The beginning and ending amount of each fund.
4. The amount of the fees collected and interest earned.
5. An identification of each public improvement on which fees were expended and the percent of the public improvement funded with the fees.
6. An identification of approximate dates by which the construction of the public improvements will commence if the Town determines that sufficient funds have been collected to complete the project.
7. A description of each interfund transfer or loan made from the fund (if any).



8. The amount of refunds made of fees collected (if any).

Staff has completed a resolution with attached addendum which includes the required information for review and adoption. It reports on development impact fees for the fiscal years ended June 30, 2016.

**Discussion:**

Staff has completed a resolution with attached addendum which includes the required information for review and adoption. It reports on development impact fees for the fiscal year ended June 30, 2016.

\$42,804 was used in 2015/16 to purchase two used police vehicles in accordance with the Law Enforcement Facilities, Equipment and Training plan. The vehicles were left unmarked and are used in the investigations division for gang, drug and other sensitive investigations.

\$42,879 was used of the Drainage Facilities DIF funds in the 2015/16 fiscal year to improve drainage issues along Pearson as part of the Pearson Road Shoulder Widening Project. Funds were used from four of the drainage basins impacted by this project.

Over 30 individual drainage basins exist within the overall Drainage Facilities DIF funds so while collectively the fund has accumulated a reasonable balance, balances within each basin are not sufficient to properly address all drainage issues and without negatively impacting other basins. According to the plan, \$7.7 million is needed to address all drainage issues. Staff will continue to leverage these funds and address drainage issues in conjunction with other road rehabilitation projects.

**Conclusion/Fiscal Analysis:**

There is no financial impact to the Town of preparing and presenting these development impact fee reports.

**TOWN OF PARADISE**  
**RESOLUTION NO. 17-\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,  
REPORTING UNEXPENDED DEVELOPMENT IMPACT FEES IN ACCORDANCE WITH  
GOVERNMENT CODE SECTION 66006**

**WHEREAS**, Government Code section 66006 requires the Town to annually disclose to the public information concerning development impact fees it has received in connection with the approval of development projects; and

**WHEREAS**, pursuant to Government Code Section 66006, the Town made the information pertaining to the funds and improvements relating to development impact fees available to the public after mailing notice thereof to any interest party who has filed a written request with the Town Clerk for such information.

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

Section 1. Pursuant to Government Code section 66006, the Town Council made available to the public all required information for fiscal year ended June 30, 2016 as stated in the reports attached to this Resolution.

Section 2. On February 14, 2017, after considering the available information and all written and oral evidence provided to it, the Council adopted this Resolution.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 14<sup>th</sup> day of February 2017 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

\_\_\_\_\_  
Scott Lotter, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Dina Volenski, CMC, Town Clerk

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Dwight L. Moore, Town Attorney

**Town of Paradise**  
**Statement of Revenues, Expenditures, and Change in Fund Balances**  
**Streets and Thoroughfares (Fund 2510)**  
**For Fiscal Year Ended June 30, 2016**

Streets and Thoroughfares Impact Fees are necessary and imposed on new development in order to mitigate the impact of increased traffic on the Town's roadways. The originally adopted Management Services Institute Development Impact Fee Report indicates that street shoulder widening, street widening, road extension and connections will be necessary to keep traffic moving smoothly throughout Town as development continues. In January 2001 the schedule of development impact fees projects were updated and revised a copy of which is attached. It identifies 18 projects with a total estimated project cost of \$12,380,867.

|                               | <b>July 1, 2015 -<br/>June 30, 2016</b> |
|-------------------------------|---|
| <b>Beginning Balance</b>      | <b>508,557.99</b>                       |
| Revenues:                     |   |
| Impact Fees Collected: *      | 33,437.61                               |
| Interest and Other Earnings:  | 1,441.33                                |
| <b>Total Revenues:</b>        | <b>34,878.94</b>                        |
| Expenditures:                 | -                                       |
| <b>Total Expenditures:</b>    | <b>-</b>                                |
| <b>Ending Fund Balance **</b> | <b>543,436.93</b>                       |

\* Fees Calculated and Collected According to Resolution No. 01-04

\*\* 18 total projects identified with a total estimated cost of \$12.38 Million

EXHIBIT A - SCHEDULE 4.2

TOWN OF PARADISE  
 DEVELOPER FEES DETAIL  
 STREETS AND THROUGHFARES  
 (Revised 1/24/00)

| LINE #                              | DESCRIPTION                                  | LINEAL FEET | ESTIMATED COST | CONSTRUCTION NEEDS RESULTING FROM EXISTING POPULATION |                         | CONSTRUCTION NEEDS RESULTING FROM NEW DEVELOPMENT |              |                  |              |   |
|-------------------------------------|--|-------------|----------------|---|-------------------------|---|--------------|------------------|--------------|---|
|                                     |  |             |                | % NEED  | APPORTIONED DOLLAR COST | % NEED  | LOCAL IMPACT | TOWN-WIDE IMPACT | OUTSIDE TOWN |   |
| STREET SHOULDER WIDENING            |  |             |                |   |                         |   |              |                  |              |   |
| ST-01                               | SOUTH LIBBY ROAD FROM BENNETT TO PEARSON     | 4,224       | \$ 462,625     | 60  | \$ 277,575              | 40  | \$ 185,050   | 0                | 0            | 0 |
| ST-02                               | SAWMILL ROAD FROM PEARSON TO MAGADON         | 2,570       | 318,467        | 60  | 191,080                 | 40  | 127,387      | 0                | 0            | 0 |
| ST-03                               | EDGEWOOD ROAD FROM PEARSON TO S/O MARSTON    | 5,400       | 548,729        | 60  | 329,237                 | 40  | 219,492      | 0                | 0            | 0 |
| ST-04                               | PENTZ ROAD FROM PEARSON TO SOUTH TOWN LIMITS | 5,228       | 548,069        | 10  | 54,807                  | 90  | 0            | \$383,648        | \$ 164,421   | 0 |
| ST-05                               | PENTZ ROAD FROM BILLE TO PEARSON             | 8,800       | 884,197        | 15  | 132,630                 | 85  | 0            | 751,567          | 0            | 0 |
| ST-06                               | ROE ROAD FROM NEAL TO EAST TERMINUS          | 10,000      | 1,163,406      | 70  | 814,384                 | 30  | 349,022      | 0                | 0            | 0 |
| ST-07                               | NEAL ROAD FROM SKYWAY TO SOUTH TOWN LIMITS   | 8,900       | 915,320        | 40  | 366,128                 | 60  | 274,596      | 274,596          | 0            | 0 |
| ST-08                               | SCOTTWOOD FROM BUSCHMANN TO KINSEY           | 5,050       | 467,803        | 30  | 140,341                 | 70  | 280,682      | 46,780           | 0            | 0 |
| ST-09                               | OLIVER ROAD FROM BILLE TO VALLEY VIEW        | 1,900       | 196,175        | 15  | 29,426                  | 85  | 166,749      | 0                | 0            | 0 |
| STREET WIDENING (FROM 2 TO 4 LANES) |  |             |                |   |                         |   |              |                  |              |   |
| ST-10                               | SKYWAY FROM NORTH OF BILLE TO PENTZ          | 15,600      | 2,875,780      | 15  | 431,367                 | 85  | 0            | 287,578          | \$2,156,835  | 0 |
| ST-11                               | CLARK ROAD FROM NORTH OF WAGSTAFF TO SKYWAY  | 7,560       | 1,219,316      | 15  | 182,897                 | 85  | 0            | 121,932          | 914,487      | 0 |
| STREET EXTENSIONS & CONNECTIONS     |  |             |                |   |                         |   |              |                  |              |   |
| ST-12                               | BUSCHMANN FROM FOSTER TO SKYWAY              | 1,980       | 248,400        | 15  | 37,260                  | 85  | 0            | 211,140          | 0            | 0 |
| ST-13                               | ELLIOTT, FROM NIELSEN TO KIBLER              | 1,000       | 153,497        | 15  | 23,025                  | 85  | 0            | 130,472          | 0            | 0 |
| ST-14                               | FOREST SERVICE ROAD FROM SKYWAY TO CLARK     | 3,200       | 455,362        | 15  | 68,304                  | 85  | 387,058      | 0                | 0            | 0 |
| ST-15                               | KELLER FROM SAWMILL TO SOUTH LIBBY           | 1,400       | 236,583        | 50  | 118,292                 | 50  | 118,291      | 0                | 0            | 0 |
| ST-16                               | BENNETT FROM SOUTH LIBBY TO EDGEWOOD         | 2,750       | 405,711        | 60  | 243,427                 | 40  | 162,284      | 0                | 0            | 0 |
| MISCELLANEOUS PROJECTS              |  |             |                |   |                         |   |              |                  |              |   |
| ST-17                               | MISC. IMPROVEMENTS - WESTSIDE AREA           | ...         | \$ 789,227     | 0   | 0                       | 100   | \$ 789,227   | 0                | 0            | 0 |
| ST-18                               | MISC. IMPROVEMENTS - SOUTHSIDE AREA          | ...         | 492,200        | 0   | 0                       | 100   | 492,200      | 0                | 0            | 0 |
| TOTAL ESTIMATED PROJECT COSTS       |  |             | \$12,380,867   |   | \$3,440,180             |   | \$ 3,552,038 | \$2,207,713      | \$3,235,743  | 0 |

**Town of Paradise**  
**Statement of Revenues, Expenditures, and Change in Fund Balances**  
**Traffic Control Facilities (Fund 2520)**  
**For Fiscal Year Ended June 30, 2016**

The Town's growth will impact the level of congestion on all of the Town's roadways which is the reason Traffic Control Facilities Impact Fees are necessary and imposed on new development. The originally adopted Management Services Institute Development Impact Fee Report further explains that construction of new signals will be needed to avoid congestion in the future. In January 2001 the schedule of development impact fees projects were updated and revised a copy of which is attached. It identifies three projects with a total estimated project costs of \$490,000.

**July 1, 2015 -  
June 30, 2016**

|                               |                  |
|-------------------------------|------------------|
| <b>Beginning Balance</b>      | <b>64,032.19</b> |
| Revenues:                     |                  |
| Impact Fees Collected: *      | 2,726.11         |
| Interest and Other Earnings:  | 177.53           |
| <b>Total Revenues:</b>        | <b>2,903.64</b>  |
| Expenditures:                 |                  |
|                               | -                |
| <b>Total Expenditures:</b>    | <b>-</b>         |
| <b>Ending Fund Balance **</b> | <b>66,935.83</b> |

\* Fees Calculated and Collected According to Resolution No. 01-04

\*\* 3 total projects identified with a total estimated cost of \$490,000

TOWN OF PARADISE  
 DEVELOPER FEES DETAIL  
 TRAFFIC CONTROL FACILITIES (Revised 1/24/00)

| LINE #                        | DESCRIPTION                                       | ESTIMATED COST | CONSTRUCTION NEEDS RESULTING FROM EXISTING POPULATION |                         | CONSTRUCTION NEEDS RESULTING FROM NEW DEVELOPMENT |                         |                  |              |
|-------------------------------|---|----------------|---|-------------------------|---|-------------------------|------------------|--------------|
|                               |   |                | % NEED  | APPORTIONED DOLLAR COST | % NEED  | APPORTIONED DOLLAR COST | TOWN-WIDE IMPACT | OUTSIDE TOWN |
| TC-01                         | NEW TRAFFIC SIGNAL - SKYWAY & BUSCIIMANN          | \$150,000      | 15%   | \$22,500                | 85%   | \$127,500               |                  | 0            |
| TC-02                         | NEW TRAFFIC SIGNAL - PEARSON CHURCHILL <i>Rec</i> | 150,000        | 15%   | 22,500                  | 85%   | 127,500                 |                  | 0            |
| TC-03                         | NEW TRAFFIC SIGNAL - CLARK & BUSCIIMANN           | 190,000        | 15%   | 28,500                  | 85%   | 161,500                 |                  | 0            |
| TOTAL ESTIMATED PROJECT COSTS |   | \$ 490,000     | 15%   | \$ 73,500               | 85%   | \$ 416,500              |                  | \$ 0         |

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**Town of Paradise**  
**Statement of Revenues, Expenditures, and Change in Fund Balances**  
**Law Enforcement Facilities, Training and Equipment (Fund 2540)**  
**For Fiscal Year Ended June 30, 2016**

Law Enforcement Facilities Impact Fees are necessary and imposed on new development because future development will impact the Town's Police Department by requiring additional police officers and support staff, new equipment and vehicles and additional building space in order to maintain the same level of service. The originally adopted Management Services Institute Development Impact Fee Report supports this need. Additional equipment and facilities are necessary to accommodate the increased public safety demands of development. In January 2001 the schedule of development impact fees projects were updated and revised a copy of which is attached. It identifies 5 projects with a total estimated project costs of \$1,044,071.

|                                | July 1, 2015 -<br>June 30, 2016 |
|--------------------------------|---------------------------------|
| <b>Beginning Balance</b>       | <b>45,470.77</b>                |
| Revenues:                      |                                 |
| Impact Fees Collected: *       | 4,989.19                        |
| Interest and Other Earnings:   | 20.36                           |
| <b>Total Revenues:</b>         | <b>5,009.55</b>                 |
| Expenditures:                  |                                 |
| Two (2) police vehicles - 100% | (42,803.60)                     |
| <b>Total Expenditures:</b>     | <b>(42,803.60)</b>              |
| <b>Ending Fund Balance **</b>  | <b>7,676.72</b>                 |

\* Fees Calculated and Collected According to Resolution No. 01-04

\*\* 5 total projects identified with a total estimated project costs of \$1,044,071.

EXHIBIT A - SCHEDULE 6.2  
(Revised 1/24/00)

| TOWN OF PARADISE<br>DEVELOPER FEES DETAIL<br>LAW ENFORCEMENT FACILITIES, EQUIPMENT & TRAINING |  | CONSTRUCTION NEEDS<br>RESULTING FROM<br>EXISTING POPULATION |              | CONSTRUCTION NEEDS<br>RESULTING FROM<br>NEW DEVELOPMENT |              |                            |
|---|--|---|--------------|---|--------------|----------------------------|
| LINE<br>#   | DESCRIPTION  | ESTIMATED<br>COST   | %<br>NEED    | APPORTIONED<br>DOLLAR COST                              | %<br>NEED    | APPORTIONED<br>DOLLAR COST |
| PD-01   | Police facility expansion  |   |              |   |              |                            |
| PD-01   | A. Construction costs (3,500 sq. ft.)  | \$ 437,500  | 50%          | \$ 218,750  | 50%          | \$ 218,750                 |
| PD-01   | B. Design, engineering and contract admin.<br>(15% of building construction) | \$ 65,625   | 50%          | \$ 32,813   | 50%          | \$ 32,812                  |
| PD-01   | C. Contingence (10% of above costs)  | \$ 43,750   | 50%          | \$ 21,875   | 50%          | \$ 21,875                  |
| PD-02   | Vehicles (four vehicles at \$30,000; 3 @ \$20,000)                           | \$ 180,000  | 50%          | \$ 90,000   | 50%          | \$ 90,000                  |
| PD-03   | Training costs (see schedule 6.4)  | \$ 317,196  | 0%           | \$  | 100%         | \$ 317,196                 |
| <b>TOTAL ESTIMATED PROJECT COSTS</b>  |  | <b>\$1,044,071</b>  | <b>34.8%</b> | <b>\$ 363,438</b>                                       | <b>65.2%</b> | <b>\$ 680,633</b>          |



**Town of Paradise**  
**Statement of Revenues, Expenditures, and Change in Fund Balances**  
**Fire Facilities, Training and Equipment (Fund 2550)**  
**For Fiscal Year Ended June 30, 2016**

Fire Facilities Impact Fees were imposed on new development because new development increases the demand on public safety facilities and fire equipment through increased calls for services as shown in the originally adopted Management Services Institute Development Impact Fee Report. Additional equipment and facilities are necessary to accommodate the increased public safety demands of development. In January 2001 the schedule of development impact fees projects were updated and revised a copy of which is attached. It identifies 9 projects with a total estimated project costs of \$812,000.

|                               | <b>July 1, 2015 -<br/>June 30, 2016</b> |
|-------------------------------|---|
| <b>Beginning Balance</b>      | <b>19,156.72</b>                        |
| Revenues:                     |   |
| Impact Fees Collected: *      | 3,691.81                                |
| Interest and Other Earnings:  | 60.77                                   |
| <b>Total Revenues:</b>        | <b>3,752.58</b>                         |
| Expenditures:                 | -                                       |
| <b>Total Expenditures:</b>    | <b>-</b>                                |
| <b>Ending Fund Balance **</b> | <b>22,909.30</b>                        |

\* Fees Calculated and Collected According to Resolution No. 01-04

\*\* 9 total projects identified with total estimated project costs of \$812,000.

**EXHIBIT A – SCHEDULE 7.2**  
(Revised 1/24/00)

TOWN OF PARADISE  
DEVELOPER FEES DETAIL  
FIRE FACILITIES, EQUIPMENT & TRAINING

| LINE # | DESCRIPTION  | ESTIMATED COST    | CONSTRUCTION NEEDS RESULTING FROM EXISTING POPULATION |                         | CONSTRUCTION NEEDS RESULTING FROM NEW DEVELOPMENT |                         |
|--------|--|-------------------|---|-------------------------|---|-------------------------|
|        |  |                   | % NEEDED  | APPORTIONED DOLLAR COST | % NEEDED  | APPORTIONED DOLLAR COST |
| FD-01  | ACQUISITION OF COMMAND VEHICLE   | \$35,000.         | 85%   | \$29,750.               | 15%   | \$5,250.                |
| FD-02  | ACQUISITION OF BRUSH TRUCK (STATION #1)                                | \$180,000.        | 85%   | \$153,000.              | 15%   | \$27,000.               |
| FD-03  | FUEL TANK EXPANSION (STATION #2)                                       | \$65,000.         | 50%   | \$32,500.               | 50%   | \$32,500.               |
| FD-04  | REPLACEMENT OF RADIO EQUIPMENT   | \$40,000.         | 50%   | \$20,000.               | 50%   | \$20,000.               |
| FD-05  | REPLACEMENT OF BREATHING APPARATUS (32 UNITS) + AIR BOTTLES (32 UNITS) | \$48,000.         | 85%   | \$40,800.               | 15%   | \$7,200.                |
| FD-06  | RETROFIT ENGINE CAB TO FULLY ENCLOSED                                  | \$38,000.         | 67%   | \$25,460.               | 33%   | \$12,540.               |
| FD-07  | REPLACEMENT OF AIR COMPRESSOR  | \$24,000.         | 85%   | \$20,400.               | 15%   | \$3,600.                |
| FD-08  | TRAINING COSTS (SEE SCHEDULE 6.4)                                      | \$32,000.         | 0%  | 0                       | 100%  | \$32,000.               |
| FD-09  | REPLACEMENT OF LADDER TRUCK  | \$350,000.        | 45%   | \$157,500               | 55%   | \$192,500.              |
|        | <b>TOTAL ESTIMATED PROJECT COSTS</b>                                   | <b>\$812,000.</b> | <b>59%</b>  | <b>\$479,410</b>        | <b>41%</b>  | <b>\$332,500.</b>       |

**Town of Paradise**  
**Statement of Revenues, Expenditures, and Change in Fund Balances**  
**Drainage Facilities (Fund 2551)**  
**For Fiscal Year Ended June 30, 2016**

The Construction of flood control and storm drainage facilities is essential to the preservation of private property, public streets, curbs and other facilities. Drainage Facilities Impact fees are necessary and imposed on new development in order to build such facilities. The originally adopted Management Services Institute Development Impact Fee Report indicates that development will require the installation of additional storm drain lines and detention basins to handle increased runoff from developing areas. In January 2001 the schedule of development impact fees projects were updated and revised a copy of which is attached. It identifies 21 different projects with a total estimated project costs of \$9,632,425.

|   | <b>July 1, 2015 -<br/>June 30, 2016</b> |
|---|---|
| <b>Beginning Balance</b>                                  | <b>697,359.51</b>                       |
| Revenues:   |   |
| Impact Fees Collected: *                                  | 19,200.71                               |
| Interest and Other Earnings:                              | 1,820.67                                |
| <b>Total Revenues:</b>                                    | <b>21,021.38</b>                        |
| Expenditures:   |   |
| Pearson Road Drainage Improvements - Basin Clark 1 - 100% | (10,720.00)                             |
| Pearson Road Drainage Improvements - Basin Clark 2 - 100% | (10,720.00)                             |
| Pearson Road Drainage Improvements - Basin Pentz 1 - 100% | (10,720.00)                             |
| Pearson Road Drainage Improvements - Sawmill 1 - 100%     | (10,719.00)                             |
| <b>Total Expenditures:</b>                                | <b>(42,879.00)</b>                      |
| <b>Ending Fund Balance **</b>                             | <b>675,501.89</b>                       |

\* Fees Calculated and Collected According to Resolution No. 01-04

\*\* 21 total projects identified with a total estimated project costs of \$9,632,425

EXHIBIT A - SCHEDULE 9.2  
(Revised 1/24/00)

SCHEDULE 9.2  
TOWN OF PARADISE  
STORM DRAINAGE FACILITIES

| PROJECT NO.                 | DESCRIPTION                  | ORIGINAL ESTIMATED COST** | CURRENT ESTIMATED COST** | CONSTRUCTION NEEDS RESULTING FROM EXISTING POPULATION |                         | CONSTRUCTION NEEDS RESULTING FROM NEW DEVELOPMENT |                         |
|-----------------------------|------------------------------|---------------------------|--------------------------|---|-------------------------|---|-------------------------|
|                             |                              |                           |                          | % NEED  | APPORTIONED DOLLAR COST | % NEED  | APPORTIONED DOLLAR COST |
| STORM DRAINAGE IMPROVEMENTS |                              |                           |                          |   |                         |   |                         |
| SD-01                       | WAGSTAFF BASIN               | \$140,053                 | \$ 164,018               | 0.00  |                         | 100.00  | \$ 164,018              |
| SD-02                       | VALLEY VIEW BASIN            | 101,656                   | 119,050                  | 0.00  |                         | 100.00  | 119,050                 |
| SD-03                       | NORTH END OF HONEY RUN BASIN | 404,652                   | 567,584                  | 0.00  |                         | 100.00  | 567,584                 |
| SD-04                       | HONEY RUN 5 BASIN            | 306,302                   | 358,715                  | 0.00  |                         | 100.00  | 358,715                 |
| SD-05                       | LOWER SKYWAY BASIN           | 227,106                   | 266,061                  | 0.00  |                         | 100.00  | 266,061                 |
| SD-06                       | HOE 1 BASIN                  | 470,667                   | 551,205                  | 0.00  |                         | 100.00  | 551,205                 |
| SD-07                       | HOE 2 BASIN                  | 140,302                   | 173,784                  | 0.00  |                         | 100.00  | 173,784                 |
| SD-08                       | PEARNSON 5 BASIN             | 301,677                   | 446,988                  | 0.00  |                         | 100.00  | 446,988                 |
| SD-09                       | PEARNSON 5A BASIN            | 66,535                    | 77,921                   | 0.00  |                         | 100.00  | 77,921                  |
| SD-10                       | PEARNSON 1 BASIN             | 2,693,200                 | 3,154,048                | 42.73   | \$1,347,724             | 57.27   | 1,806,323               |
| SD-11                       | CLARK 1 BASIN                | 401,127                   | 563,456                  | 37.20   | 209,606                 | 62.80   | 353,850                 |
| SD-12                       | CLARK 2 BASIN                | 664,193                   | 777,846                  | 43.74   | 340,230                 | 56.26   | 437,616                 |
| SD-15                       | SAWMILL 1 BASIN              | 343,159                   | 401,879                  | 0.00  |                         | 100.00  | 401,879                 |
| SD-16                       | SAWMILL 4 BASIN              | 83,000                    | 97,202                   | 0.00  |                         | 100.00  | 97,202                  |
| SD-17                       | PENTZ 1 BASIN                | 1,079,737                 | 1,264,496                | 0.00  |                         | 100.00  | 1,264,496               |
| SD-18                       | PENTZ 5 BASIN                | 204,000                   | 238,907                  | 0.00  |                         | 100.00  | 238,907                 |
| SD-19                       | WEST BRANCH 11 BASIN         | 251,502                   | 294,632                  | 0.00  |                         | 100.00  | 294,632                 |
| SD-20                       | COUNTY CLUB BASIN            | 53,000                    | 62,070                   | 0.00  |                         | 100.00  | 62,070                  |
| SD-21                       | INDUSTRIAL PARK BASIN        | 44,003                    | 52,563                   | 0.00  |                         | 100.00  | 52,563                  |
| T O T A L                   |                              | 8,226,001                 | \$9,632,425              | 19.70   | \$1,897,561             | 80.30   | \$ 7,734,864            |

ORIGINAL PROJECT COSTS MSI STUDY, OCTOBER 1991  
\*\* CURRENT PROJECT COSTS, BASED UPON FIRMED UP BIDS SECOND CONSTRUCTION COST INDEX

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**TOWN OF PARADISE**  
**Council Agenda Summary**  
**Date: February 14, 2017**

**Agenda No. 6(e)**

**ORIGINATED BY:** Marc Mattox, Public Works Director / Town Engineer

**REVIEWED BY:** Lauren Gill, Town Manager

**SUBJECT:** Ponderosa Elementary SR2S Project Scope Change

**COUNCIL ACTION REQUESTED:**

1. Concur with staff recommendation to modify the Ponderosa Elementary SR2S Project scope to include a Class I Mixed-Use Pathway on the west side of Pentz Road between Bille Road and Wagstaff Road.

**Background:**

On September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) in the Department of Transportation (Senate Bill 99, Chapter 359 and Assembly Bill 101, Chapter 354). The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation. The ATP administered by the Division of Local Assistance, Office of Active Transportation and Special Programs. The objective of the ATP is to achieve the following objectives:

- Increase the proportion of biking and walking trips,
- Increase safety for non-motorized users,
- Increase mobility for non-motorized users,
- Advance the efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding,
- Ensure disadvantaged communities fully share in program benefits, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

On October 22, 2015, the California Transportation Committee announced the adoption of Statewide and Small Urban and Rural components of the program, including \$1,736,000 for the Ponderosa Elementary SR2S Project. The project, as awarded, consists of the construction of pedestrian sidewalks and bike lane facilities along Pentz Road in the proximity of Ponderosa Elementary School to improve pedestrian and bicyclist safety. The project includes widening the existing roadway, installation of concrete curb and gutter, replacement of roadside ditches with storm drainage improvements, and relocation of underground and overhead utilities.

On June 14, 2016, Paradise Town Council awarded a contract to NorthStar Engineering to perform environmental review, right of way, and preliminary engineering services for the subject project.

On August 9, 2016, Paradise Town Council concurred with staff recommendation to file a CEQA Notice of Exemption with the Butte County Recorder.

## **Analysis:**

The Ponderosa Elementary SR2S Project design has made significant progress since awarded in mid-2016. Following all surveying, data collection and other preliminary work, 30% plans were prepared for the project. The original scope included Class II Bicycle Lanes (5' wide) and pedestrian sidewalks (4' wide) on each side of Pentz Road between Bille Road and Wagstaff Road. It was at this level where design engineers re-examined the scope of work and the ultimate objectives of the project – to increase walking and bicycling (active transportation) to the school itself. In doing this, staff realized that the expectation for elementary school age children to use Class II Bicycle Lanes mere inches from traveling vehicles is an unrealistic expectation. As a result, the facilities would be used improperly or not at all.

A new scope approach will construct a Class I Mixed-Use Pathway (10' wide) on the west side of Pentz Road only. This facility will allow students to ride their bikes, walk or roll in both directions on a grade-separated pathway within the project limits. To accommodate for the loss in connectivity for the east side of the roadway, enhanced crosswalks will be installed with rectangular rapid flashing beacons at key intersections. Overall, the proposed changes will make the project safer, increase use, and provide a more efficient investment of the ATP funds.

The east side of the road connects a few dozen residences, whereas the west side connects to thousands. The project benefit calculations/changes are as follows:

- Original scope west side: 1,400 LF Sidewalk, 2,800 Bike Lane, moderate drainage improvements
- Proposed scope west side: 2,800 LF Class I Mixed Use Facility, rectangular rapid flashing beacons, moderate drainage improvements
  
- Original scope east side: 2,000 LF Sidewalk, 2,800 LF Bike Lane, immense drainage improvements
- Propose scope east side: rectangular rapid flashing beacons

Seeking further input, staff visited the Ponderosa Elementary School Parent Club and School Site Council. Both parents and school administrators alike agreed the likelihood of students using the project would increase with the proposed changes. The School Site Council formally voted to support the project scope modifications.

As a matter of process, staff is requesting Council concurrence of these design changes prior to a formal request being made to the California Transportation Commission. If approved, Town staff expects timely submission to CTC staff. If administrative approval cannot be granted, formal consideration will be required in May. The scope change review and approval process through the CTC is in place to ensure the changes do not negatively impact the promised ATP benefits and/or original scoring in the grant review competition. With these changes clearly increasing the net benefit to the community served, staff remains optimistic for a scope change approval.

The proposed changes will not affect project delivery, slated for construction in summer 2018.

## **Financial Impact:**

There is no change in financial impact for the project with these changes.