



TOWN OF PARADISE

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CAL FIRE/Butte County Fire

Paradise

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Town Council:

Tim Titus, Mayor

Scott Lotter, Vice Mayor

Greg Bolin, Council Member

Steve "Woody" Culleton, Council Member

John J. Rawlings, Council Member

TOWN COUNCIL AGENDA

REGULAR MEETING – 6:00 PM – October 08, 2013

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

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

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

1. OPENING

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America

- c. Invocation
- d. Roll Call
- e. Proclamations:
 - (1) Centennial of 4H Youth Development
 - (2) Domestic Violence Awareness Month
 - (3) Presentation by the Paradise Citizens' Alliance concerning their planned "Speak Up For Paradise" community-based quality of life survey.
 - (4) CAL FIRE Community Wildfire Protection Plan Presentation

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

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

- 3a. Approve Minutes of the September 10, 2013 Regular meeting and September 26, 2013 Special meeting.
- 3b. Approve cash disbursements report in the amount of \$654,084.21.
- 3c. Waive second reading of Town Ordinance No. 532 and adopt Town Ordinance No.532, An Ordinance of the Town of Paradise relating to Alarm Systems. The ordinance repeals current regulations and enacts a new chapter 9.60 of the Paradise Municipal Code that will allow for more effective tracking, monitoring, and enforcement of alarm related incidents.
- 3d. Accept the donation of a 2001 Ford F-350 pickup truck with four wheel drive from PG&E for use in the Public Works Maintenance fleet. Resolution No. 96-17 requires that donations be accepted by the Town Council.
- 3e. Adopt Resolution No. 13-50, A Resolution of the Town Council of the Town of Paradise, California, Approving Information Technology Policies & Procedures.

4. PUBLIC HEARING PROCEDURE

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

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

5. PUBLIC HEARINGS - None.

6. PUBLIC COMMUNICATION

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

7. COUNCIL CONSIDERATION

- 7a.** Consider (1) Waiving the first reading of Town Ordinance No. 533 and approve reading by title only; and, (2) Introducing Town Ordinance No. 533 "An Ordinance Amending Text Regulations and adopting the 2013 California Building Standards Code within Paradise Municipal Code Title 15 relating to Buildings and Construction", and directing the Town Attorney to prepare an ordinance for publication; **(ROLL CALL VOTE)** or, (3) Adopt an alternative directive to town staff regarding this agenda item. (NOTE: A decision not to amend the 2013 California Building Standards Code and adopt the attached Ordinance will result in the imposition of the 2013 California Building Standards Code without any amendments based on findings of fact.)
- 7b.** Consider approving recommended budget adjustments which increase the General Fund net income and increase the General Fund reserves by \$9,773.
- 7c.** Review and Consider Acknowledging "Recommendations to Improve Pedestrian Safety in the Town of Paradise" report prepared by California WALKS in partnership with UC Berkeley Safe Transportation Research and Education Center.

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council oral reports of their representation on Committees/Commissions.
- 8b. Discussion of future agenda items

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager oral reports

10. CLOSED SESSION - None.

11. ADJOURNMENT

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

Town of Paradise, California

PROCLAMATION

WHEREAS, 4-H has now reached its one-hundredth year in California, and one of its long standing clubs has been Pine Ridge 4-H in Paradise; and,

WHEREAS, 4-H is a youth driven organization that focuses on the 4 H's – Head, Heart, Hands and Health, Pine Ridge has provided opportunities for their youth to exemplify and promote the tenets of 4-H; and,

WHEREAS, many dedicated parents and adults within the community of Paradise have provided the Pine Ridge 4-H youth the ability to join projects such as agriculture mechanics (wood and welding), archery, fishing, Dutch oven cooking, public speaking, crafts, sewing, photography, floral arranging, cake decorating, scrap booking, honey bees, horse, lambs, beef, meat goats, rabbits, poultry, and swine; and,

WHEREAS, In addition to the many learning projects, Pine Ridge members are extremely involved in supporting the community of Paradise and do many service projects during the year such as adoption of a family at Christmas supported through several fundraisers over the course of the year, planting daffodils at Paradise Elementary School and the frontage of the PRPD on the Skyway with the Paradise Garden Club, maintaining a flower garden at the Grange Hall, visiting and contributing to the residents at Oak Knolls Retirement Home every month, holding canned food drives at Thanksgiving, and many other equally giving and productive contributions to the community of Paradise; and,

WHEREAS, 4-H values young people as a valuable resource, capable of providing solutions to the critical issues facing our communities, and helps 4-H youth create positive changes in every community in the State of California through building skills that help them thrive as competent, confident, caring leaders of character who are connected to others and contribute to their communities; and,

WHEREAS, 2013 is the Centennial Year of the California 4-H Youth Development Program with more than 73,400 youth being active in 4-H programs in the state of California, and as many as 13,400 adult volunteers; and,

NOW, THEREFORE I, Timothy Titus, Mayor of the Town of Paradise, hereby proclaim 2013 as **The Centennial Year of California 4-H Youth Development Program** in the Town of Paradise, and encourage everyone to join together in celebration of the 4-H Youth Development Program that has and will continue to uniquely prepare young people to step up to the challenges of a complex and rapidly changing world for the next 100 years.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 8th day of October, 2013.



Timothy Titus, Mayor

Town of Paradise, California

PROCLAMATION

WHEREAS, violence against women and children continues to become a more prevalent social problem as a result of the imbalance of power due to gender and age, with Catalyst providing shelter, counseling, advocacy, and other services to a total of 114 Paradise residents in a single year; and

WHEREAS, the problem of domestic violence is maintained by social indifference and is not confined to any individual circumstances or groups of people, but crosses all economic, racial, sexual, and social demographics; and

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, through the systematic use of physical, emotional, sexual, verbal and economic control and/or abuse; and

WHEREAS, the impact of domestic violence is wide ranging, directly affecting our families, our communities and society as a whole; and

WHEREAS, the prevalence of domestic violence may be diminished by educating and empowering the Paradise community to develop and maintain healthy relationships through the combined efforts of Catalyst Domestic Violence Services, the Paradise Police Department, and the Paradise Ridge Family Resource Center.

NOW, THEREFORE, I, Timothy Titus, Mayor of the Town of Paradise, in recognition of the important work done by domestic violence programs, do hereby proclaim the month of October 2013 as Domestic Violence Awareness Month and urge all citizens to participate in the scheduled activities and programs sponsored by Catalyst Domestic Violence Services to work towards building healthy relationships and eliminating intimate partner violence.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 8th day of October, 2013.




Timothy Titus, Mayor

Unit Strategic Fire Plan

Butte Unit



UNIT STRATEGIC FIRE PLAN AMENDMENTS

[illegible]

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SIGNATURE PAGE

Unit Strategic Fire Plan/Community Wildfire Protection Plan developed for Butte County:

This Plan:

- Was collaboratively developed. Interested parties, Federal, State, City, and County agencies within the Unit have been consulted and are listed in the plan.
- Identifies and prioritizes pre fire and post fire management strategies and tactics meant to reduce the loss of values at risk within the Unit.
- Is intended for use as a planning and assessment tool only. It is the responsibility of those implementing the projects to ensure that all environmental compliance and permitting processes are met as necessary.



Unit Chief
George Morris



Date



Pre-Fire Engineer
Joe Tapia



Date



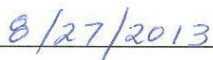
Butte County Fire Safe Council
Chair



Date



 **Butte County Board of Supervisors**
Chair



Date

EXECUTIVE SUMMARY

The California Fire Plan establishes a framework for reducing the risks associated with wildfire. By placing the emphasis on what needs to be done long before a fire starts, the fire plan strives to reduce firefighting costs and property losses, increase firefighter safety, and to enhance ecosystem health.

The CAL FIRE-Butte Unit Strategic Fire Plan has been developed upon the priority goals and objectives identified by the Department and by local collaborators. This plan addresses the pre-fire strategies and tactics that will be implemented in cooperation with the fire agencies in Butte County, the Butte County Fire Safe Council, local community groups, and landowners. Local stakeholder collaboration is a key element in identifying and addressing local issues. Many projects are initiated at the grass roots level. The successful implementation of this plan requires the cooperation and coordination of various agencies, community groups and individual landowners to accomplish the goals and objectives set forth.

The Butte Unit intends to implement this plan and place emphasis on the following goals and objectives:

- Engage and participate with local stakeholder groups (i.e., fire safe councils and others) to validate and prioritize the assets at risk.
- Promote an increasing level of compliance with defensible space laws and regulations.
- Educate landowners, residents and business owners about the risks and their incumbent responsibilities of living in the wildlands, including applicable regulations, prevention measures and preplanning activities.

By implementing a multi-faceted plan, using a combination of pre-fire treatments, including fuels reduction, prescribed burning, defensible space inspections, fire-resistant building construction standards enforcement, land use planning, and fire safety education, the Unit strives to increase life safety and to reduce property destruction, environmental impacts, and fire suppression costs.

SECTION I: UNIT OVERVIEW

UNIT DESCRIPTION

The Butte Unit is located on the eastern side of the northern Sacramento Valley and encompasses over 1.1 million acres. Approximately 220,000 people reside in the Unit. The bordering counties include: Plumas County on the northeast, Yuba County on the southeast, Sutter and Colusa Counties on the southwest, Glenn County on the west and Tehama County on the northwest. Approximately 52% of the Unit is designated State Responsibility Area (SRA), and approximately 14% is designated Federal Responsibility Area (FRA). The majority of the public lands include parts of the Lassen National Forest and the Plumas National Forest. The remaining 34% of the county is comprised of Local Responsibility Area (LRA). The LRA contains densely populated areas as well as lower density rural areas. The LRA experiences a large occurrence of wildfires and poses a significant threat to the adjacent SRA.

The Unit ranges in elevation from 60 feet to 7,000 feet above sea level and is divided in half with two topographical features. The Sacramento Valley section in the western portion of the county is relatively flat and is predominantly grassland and farmland. The foothills and mountainous region of the northern Sierra Nevada and southern Cascade Mountains comprise the eastern portion of the county. This area is scattered with homes and communities intermixed amongst woodland fuels creating a serious Wildland Urban Interface (WUI) problem. These are areas where wildland fire once burned only vegetation but now burns homes as well.

Butte County's foothills and mountains are carved up by several river drainages, the largest being the Feather River watershed which culminates in Lake Oroville. The Feather River watersheds include the West Branch of the North Fork east of Paradise, the North Fork separating Yankee Hill from Berry Creek, the Middle Fork separating Berry Creek and Feather Falls, and the South Fork separating Feather Falls from Forbestown and the La Porte Road communities. The northern part of Butte County is bisected by Butte Creek to the west of Paradise and by Big Chico Creek which separates the Forest Ranch and Cohasset ridges. The topography in these drainages differs significantly from the deep and very steep, heavily timbered drainages of the Feather River watershed to the moderately steep wide and generally brush filled Butte Creek and Chico Creek drainages. The drainages are oriented toward south and west aspects which lead to prolonged sun exposure and diminished fuel moisture in the wildland fuels.

Vegetation is grouped into three general fuel types: grass, brush and timber. There are a number of factors such as fuel type and size, loading (tons/acre), arrangement (vertical & horizontal), chemical composition, and dead and live fuel moisture that contribute to the flammability characteristics of vegetation.

The valley and lower foothills, up to approximately 1000' elevation, are covered by the grass fuel type. This fuel type is comprised of fine dead grasses and leaf litter which are the main carrier of fire. Fires in this fuel type react dramatically to changes in weather, particularly low relative humidity and high wind speed. Grassland fires can be very

difficult to control during gusty wind conditions and often spread over a large area quickly, threatening life and property.

The mid-foothill and lower mountain areas, generally between 1000' and 2000' elevation, are dominated by brush. Fire in this fuel type can burn readily, especially later in the summer as live fuel moistures drop to critical levels. Brush fuel, unlike grass fuel, does not react readily to changes in relative humidity. Brush fires can be difficult to control under normal summer burning conditions when their fuel moistures reach critical levels and become very difficult to control on steep topography and when subjected to strong winds.

The mountainous areas above 2000' elevation are generally covered by the timber fuel type. Timber fires burn readily, especially if they occur in overstocked stands, in stands with down dead material, and/or later in the summer as live fuel moistures drop. Timber fires can be difficult to control under normal summer burning conditions, but they become very difficult to control on steep topography and when subjected to strong winds.

Butte County has a Mediterranean climate with cool, wet winters and hot, dry summers. Precipitation is normally in the form of rain, ranging from approximately 20 to 80 inches per year, with snow in the higher elevations. The average high temperature for January is 55 degrees and for July is 96 degrees, with many days in which temperatures reach over 100 degrees.

The predominant summer weather pattern includes high to very high temperatures, low humidity and light to moderate south winds associated with high pressure weather gradients. Occasionally during the summer, dry weather fronts will approach northern California bringing increased wind speeds from the south on approach, then changing direction to northwest winds after passing the area.

Each year, especially in the autumn months, north wind events bring high temperatures, very low humidity and strong winds. These north wind events usually produce *red flag warning* conditions and provide the highest potential for extreme fire behavior. With the fuels already at their driest moisture content, north winds can create a severe fire weather situation.

Lightning is cyclic and is generally a minor occurrence. However, there have been lightning storms that have started numerous, damaging fires. The 1999 Butte Lightning Complex burned 33,000 acres. The 2008 Butte Lightning Complex destroyed or damaged over 100 structures and 59,000 acres.

The Butte Unit has a significant history of large fire occurrences. Over 500,000 acres have burned during the past fifty years. In 1990, the Campbell fire scorched 131,000 acres. The Poe fire burned 8,333 acres and destroyed 50 homes in Concow/Yankee Hill in 2001. More recently, the 2008 Humboldt fire burned over 23,000 acres and 351 structures near Paradise. Wildfire history is a significant factor of the pre-fire management planning process. Identifying where fires have occurred can help managers determine the most beneficial locations for pre-fire management projects.

UNIT PREPAREDNESS AND FIREFIGHTING CAPABILITIES

The Butte Unit is geographically divided into eight battalions. Cooperative fire protection “Schedule A” agreements are maintained with the Butte County Fire Department, City of Biggs Fire Department, City of Gridley Fire Department, and Town of Paradise Fire Department. During peak season preparedness, CAL FIRE/Butte County Fire Department resources include:

CAL FIRE Resources

- 270 Personnel
- 15 Engines
- 2 Transport/bulldozers
- 1 Air tactical plane
- 1 Air tanker
- 10 Fire stations
- 1 Camp (unstaffed)

County/City Resources (Staffed by CAL FIRE personnel)

- 14 Fire stations
- 14 Engines
- 1 Aerial (110') ladder truck

A typical State engine company is staffed with a minimum of one company officer and two firefighters. A typical County/City engine company is staffed with a minimum of one company officer and one firefighter.

During periods of extreme fire danger, the lookouts on Bald Mountain (in northern Butte County) and Bloomer Hill (in southern Butte County) are typically staffed, aiding in early fire detection. Local community fundraisers typically provide funding for daily staffing at Sawmill Peak lookout (near Paradise) during the summer months.

The Butte County Fire Department is a combination fire department. The delivery of fire department services is accomplished using both career and volunteer firefighters. Butte County has a strong and active volunteer firefighter program.

Butte County Volunteer Resources

- 16 Fire stations
- 17 Engines
- 16 Water tenders
- 14 Squads
- 2 Rescues
- 2 Breathing support units

Mutual/Automatic Aid Agreements

The Butte Unit maintains automatic aid agreements with all fire agencies within Butte County and with many adjacent to the county. These agencies include:

Within Butte County:

- Chico Fire Department
- El Medio Fire Protection District
- Oroville Fire Department
- Lassen National Forest
- Plumas National Forest

Adjacent to Butte County:

- Foothill Volunteer Fire Department
- Hallwood Community Services District
- Hamilton City Fire Department
- Loma Rica/Browns Valley Community Services District
- Marysville Fire Department
- Sutter County Fire Department
- Tehama County Fire Department

Dispatch Agreements

The Butte Unit Emergency Command Center maintains agreements to provide dispatch, communication, command and control, and “pre-arrival” emergency medical services to the following agencies:

- Butte County Fire Department
- Biggs Fire Department
- Gridley Fire Department
- Town of Paradise Fire Department

SECTION II: COLLABORATION

COMMUNITY / AGENCIES / FIRE SAFE COUNCILS

Representatives involved in the development of the Unit Strategic Fire Plan are included in the following table. Their organization and title are indicated below:

Plan Development Team:

| Organization | Title |
|----------------------------------|--------------------|
| Butte County Fire Safe Council | Executive Director |
| Berry Creek Fire Safe Council | Chairperson |
| Feather Falls Fire Safe Council | Chairperson |
| Forbestown Fire Safe Council | Chairperson |
| Paradise Fire Safe Council | Chairperson |
| Yankee Hill Fire Safe Council | Managing Director |
| Butte County Fire Department | Chief |
| City of Biggs Fire Department | Chief |
| City of Gridley Fire Department | Chief |
| Town of Paradise Fire Department | Chief |
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SECTION III: VALUES

A: VALUES

One primary goal of the Fire Plan is to identify, prioritize and protect the wide range of assets found throughout the wildlands of Butte County.

The wildland urban interface (WUI) in Butte County consists of communities at risk as well as the area around the communities that pose a fire threat. There are two types of WUI environments. The first is the true urban interface where development abruptly meets wildland. Within Butte County the town of Paradise and the community of Paradise Pines are examples of high density housing meeting wildland. The second WUI environment is referred to as the wildland urban intermix. Wildland urban intermix communities are rural, low density communities where homes are intermixed in wildland areas. For Butte County the communities of Cohasset, Forest Ranch, Concow, Yankee Hill, Berry Creek and Forbestown are examples. Wildland urban intermix communities are difficult to defend because they are sprawling communities over a large geographical area with mixed vegetation types throughout. This profile makes access, structure defense, and fire control difficult as fire can freely run through the community. There are over 30,000 structures spread throughout the SRA in the Butte Unit. This home construction has created a new fuel load within the wildland and has caused a shift in firefighting tactics to life safety and structure defense. Human impact on wildland areas has made it much more difficult to protect life and property during a wildland fire.

In addition to structures, many other assets are at risk in the wildland environment. These include but are not limited to:

- public infrastructure
- hydroelectric power facilities
- historic buildings
- ecosystem health
- wildlife habitat
- air quality
- soil erosion
- water quality
- rangeland
- timberland
- recreation
- scenic resources

Many of these assets are dependent upon each other, and their values will be considered when prioritizing pre-fire projects. Implementing a combination of pre-fire treatments will enhance the protection of these values.

B: COMMUNITIES

Twenty-four communities within the Butte Unit have been recognized as communities at risk. More information regarding communities at risk can be found at www.cafirealliance.org/communities_at_risk/.

| Community | Federal Threat | Federally Regulated |
|----------------|----------------|---------------------|
| Bangor | | |
| Berry Creek | X | X |
| Butte Creek | X | X |
| Butte Meadows | X | X |
| Chico | | X |
| Cohasset | X | X |
| Concow | X | X |
| Durham | | X |
| Feather Falls | X | X |
| Forbestown | | |
| Forest Ranch | X | X |
| Hurleton | X | X |
| Inskip | X | X |
| Jonesville | X | X |
| Magalia | X | |
| Oroville | | X |
| Oroville East | | X |
| Palermo | | X |
| Paradise | | X |
| Pentz | | X |
| Robinson Mills | X | X |
| South Oroville | | X |
| Stirling City | X | X |
| Thermalito | | |

SECTION IV: PRE-FIRE MANAGEMENT STRATEGIES

A: FIRE PREVENTION

The Butte Unit Fire Prevention Bureau is responsible for public education, public information, fire hazard abatement, fire planning, life safety and fire origin and cause investigations. Each of these programs is an important facet of a well-balanced fire prevention program.

The Fire Prevention Bureau supports the fire investigation needs of the Unit, assisting with complex fire investigations such as those involving fire fatalities, commercial structures, arson, or detailed follow-up investigative work. Through the fire investigation process, specific fire cause problems can be identified and will be addressed utilizing focused prevention efforts of education and enforcement programs. For example, over the past few years, fires have been caused by using machinery, such as lawn mowers, to cut standing dead grass. Mower blades striking rocks, mower exhaust igniting grass, mechanical failures and improper fueling techniques have all caused fires. To combat these preventable fires, the Department developed a brochure and a public service announcement (PSA) detailing the hazards of mowing dry grass during warm weather and the preventative measures for a landowner to utilize.

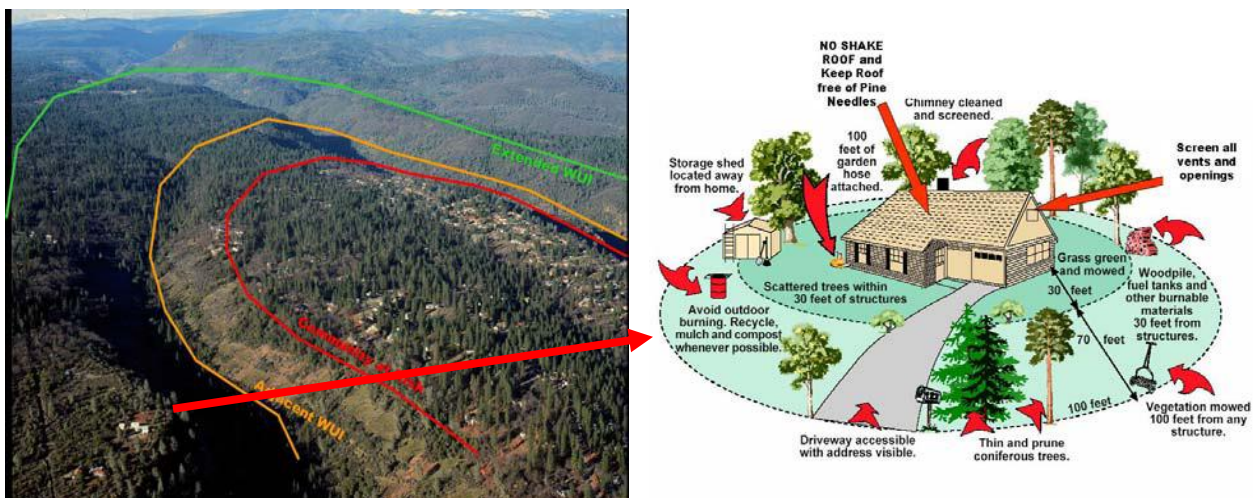
Priority projects are listed in Appendix A.

ENGINEERING & STRUCTURE IGNITABILITY

One key component of the fire plan is the protection of structures during the event of a wildfire. This critical asset is one of the most difficult and costly to defend during a wildfire. Compliance with Public Resources Code (PRC) 4291 regulations gives the best opportunity for structural survivability during a large wildfire. However, it is not enough to have defensible space without giving careful thought and effort toward improving the home's resistance to structural ignitability. Structural ignitability is a term that describes a structure's susceptibility to catch fire during a wildland fire. Aiding a fire in this capacity would be any item allowing an ember to readily start a new fire. Many structures can be destroyed well in advance of the main fire. During firestorms, fires are often fanned by strong winds creating a blizzard of embers which blow through the air. These embers can land in a receptive fuel bed on or near a structure. Receptive fuels include materials such as needles and leaves that accumulate on, under and near a home, material stored on or near the home such as yard furniture or woodpiles, and some types of building materials. Building materials that lend themselves readily to "structural ignitability" include the obvious shake roof and the not so obvious deck material and interior support members in the attic or sub-floor space. When reducing a structure's ignitability, the mitigation measures are best accomplished by the individual homeowner.

The illustration below displays the importance of maintaining PRC 4291 clearance as it relates to location in relevance to the community at risk and a home's place in the wildland urban interface (WUI). In this illustration, the identified home falls within the Extended WUI. The location at the top of a ridge would only increase the danger of a structure succumbing to a wildland fire. A structure such as this would benefit greatly by adhering to PRC 4291 compliance.

Detailed Illustration of the Home Ignition Zone



HOME IGNITION ZONE

- Fire resistant building construction
- Defensible space around the home 100 feet.

PRC 4291 regulations are enforced by fire station personnel and by focused inspection teams in pre-identified areas. Inspectors provide fire safety information and education materials to receptive landowners. If needed, re-inspections may be forwarded to an officer within the bureau for follow-up law enforcement action. Defensible space inspections remain a high priority fire prevention program in the Butte Unit.

Through a grant-funded project, the Butte County Fire Safe Council provides free assistance to residents, who meet certain income, age and ability requirements, to bring their residences into compliance with PRC 4291 regulations.

In January of 2008, new building codes were instituted to maintain high levels of fire and life safety. The California Building Standards Commission has adopted these codes that include provisions for ignition resistant construction standards in the WUI. Updated fire hazard severity zones will be used by building officials to determine appropriate construction materials for new or remodeled buildings in the WUI.

PRC 4290 regulations establish minimum wildfire protection standards in conjunction with building, construction and development in State Responsibility Areas (SRA), providing for emergency access, signage and building numbering, and vegetation modification. These regulations became effective September 1, 1991.

In coordination with the Butte County Department of Development Services, the Deputy Fire Marshal is responsible for enforcing the Butte County Improvement Standards and California Fire Code on all use permits, minor use permits and commercial building permits countywide. The Deputy Fire Marshal enforces PRC 4290, PRC 4291, Butte County Improvement Standards, and the California Fire Code, on all new building construction (commercial and residential) within Butte County. Installation of sprinkler systems in one and two family dwellings is enforced in accordance with National Fire Protection Association (NFPA) standard 13D and California Residential Code. Fire Protection planning is reviewed at the subdivision and parcel map level and typically implemented at the development stages of a project.

INFORMATION AND EDUCATION

The Information and Education programs in the Butte Unit are coordinated efforts, supported by the commitment of the Fire Prevention Bureau, Volunteers in Prevention (VIP's), fire station personnel, Butte County Fire Chief's Association, North Valley Fire Prevention Officers, and the Butte County Sherriff's Office.

Information

The public information function is covered 24 hours per day by Incident Command System (ICS) qualified Public Information Officers (PIO's) and by the Emergency Command Center personnel. The overall goal of this function is to keep our customers, the citizens of Butte County, informed by providing timely and accurate information to the varied media market in the northern Sacramento Valley.

Information Call Center and Joint Information Center training is conducted in cooperation with multiple agencies to foster inter-agency relations and to maintain the base of qualified call-taker personnel. The Butte Unit utilizes VIP's that are trained and experienced call-takers. These VIP's are vital to the information function during a significant incident.

In addition to CAL FIRE/Butte County Fire Department specific public information, the Butte County Fire Chief's Association PIO's, with representatives from CAL FIRE/Butte County Fire Department, Chico Fire Department, El Medio Fire Protection District, Oroville Fire Department, Paradise Fire Department and the U.S. Forest Service meet bi-monthly to plan joint information releases that cover message topics including: Summer Safety and Heightened Fire Danger, Changing Smoke Detector Batteries, Holiday Home Safety and Fall Home Heating Safety.

Education

Annually, thousands of Butte County residents, both children and adults, attend dozens of events including school programs, fair exhibits, and community events. Presentations that cover many topics, including Stop, Drop and Roll, Home Safety, Fire Safety, and Defensible Space, are provided.

The most intricate fire prevention education program taught in the Butte Unit is the Fire PALS (Fire Prevention and Life Safety) program. Fire PALS is an elementary school program produced in cooperation with the agencies from the Butte County Fire Chief's Association and the Butte County Sherriff's Office. Lessons include fire safety as well as life safety, including home exit plans, bicycle helmet use and firearm safety. Fire PALS presentations remain a high priority tool within the education program.

Contributing factors to the success of public education in the Butte Unit are the commitment of the VIP's, cooperation with multiple agencies, and community involvement by fire station personnel. The Butte County Fire Chief's Association, Butte County Fire Safe Council and the Butte County Sherriff's Office have all partnered with CAL FIRE to coordinate and deliver consistent safety programs and messages. Approximately 90-percent of the hours dedicated to education each year are provided

by fire station personnel. At community events station personnel bring a very important “personal” touch to the messages that are taught, which underscores our department’s commitment to customer service.

B. VEGETATION MANAGEMENT

The Butte Unit Resource Management staff administers numerous programs which support the Strategic Fire Plan.

Fuels Modification

Forest Practice – CAL FIRE Resource Management staff is responsible to enforce the California Forest Practice Act and Forest Practice Rules for timber operations on private timberlands. This enforcement process starts with the initial project review, and continues through the harvesting of timber to final completion. The treatment of logging slash to reduce the overall fuel hazard within timberland areas must comply with the rules and regulations, which generally apply around structures and along roads. During the review of commercial timber harvesting plans, CAL FIRE staff has opportunities to provide written recommendations to project proponents designed to facilitate a positive change in the methods in which timber operations are conducted. Our foresters continually look for ways to improve fire safety, hazard reduction, public safety, vehicular access, water sources, timing of operations, wildlife benefits, and other site specific mitigation measures necessary to support the Strategic Plan.

The Vegetation Management Program (VMP) is a cost-share program that utilizes prescribed fire, and mechanical means, for addressing wildland fire fuel hazards and other resource management issues on State Responsibility Area (SRA) lands. The use of prescribed fire models natural processes, restores fire to its historic role in wildland ecosystems, and provides significant fire hazard reduction benefits that enhance public and firefighter safety.

The VMP allows private landowners to enter into a contract with CAL FIRE to use prescribed fire to accomplish a combination of fire protection and resource management goals. The projects which fit within Butte's priority areas (e.g., those identified through the Fire Plan) and are considered to be of most value to the unit are those that have been completed initially and continue to be active over the years.

The California Forest Improvement Program (CFIP) is a state cost share program to assist private timberland owners in the management of their forest lands. Eligible practices include reforestation projects (funding up to 90% on lands damaged by wildfire) and fuel treatments accomplished through thinning, pruning, and follow-up fuel reduction.

Other grant-funded fuel reduction projects generally involve the construction or maintenance of fuel breaks in the Wildland-Urban Interface. Proposition 40 funded dollars have been used extensively within Butte County to construct fuel breaks and accomplish other fuels reduction projects. Three projects funded under the CNR (CAL FIRE Northern Region) Hazardous Fuels Treatment Grant created shaded fuel breaks in strategic locations near communities at risk within the Butte Unit.

Environmental Review

The California Environmental Quality Act (CEQA) requires public agencies to consider actions on projects that may directly or indirectly result in a physical change in the environment. When CAL FIRE funds, approves, permits, facilitates or carries out a project as lead agency, it is obligated to ensure that the appropriate steps are taken in complying with CEQA by preparing an environmental review. The review, conducted by the Unit Forester/Environmental Coordinator, ensures that CAL FIRE's statutory responsibilities within the Butte Unit are addressed in the project planning phase. Examples of CAL FIRE projects in Butte include facility construction, repairs, maintenance, and fire hazard clearance. Fuel reduction projects include shaded fuel breaks, prescribed burns, and live fire training burns.

Fire Suppression Repair

CAL FIRE has authority to conduct fire suppression repair operations during emergency incidents on State Responsibility Areas (SRA) under the Public Resources Code (PRC) Sections 4675 & 4676. Fire suppression damage includes impacts to resources and property caused by fire fighting efforts, including but not limited to potential soil erosion from dozer & hand lines, road opening and watercourse crossings. The primary objective is to mitigate fire suppression-caused damage to as close to pre-fire conditions as is reasonably possible. This is done by minimizing sediment delivery to watercourses, mitigating slope conditions to pre-fire drainage patterns, removing fire suppression-related debris, restoring or removing berms and barriers as necessary, repairing gates and fence lines removed for fire control access, and implementing appropriate mitigation measures (in consultation with a CAL FIRE archaeologist) to protect cultural and/or historic resource sites.

The Resource Management staff provides suppression repair duties in the Unit. Their natural resource background, training and knowledge of both fire control issues and methods of addressing complex environmental issues greatly support the Department's Strategic Plan. They work with the landowners and other stakeholders to provide a rapid post-fire assessment of burned areas. They have many private and agency contacts, and effectively utilize available resources, including CAL FIRE hand crews, to accomplish the restoration and protection activities.

Forest and Range Health

The CAL FIRE mission emphasizes management and protection of California's natural resources. Management of overstocked timber stands is necessary to achieve the goals of restoring, enhancing and protecting California's natural resources. Healthy forests are more productive, are more resistant to diseases that weaken trees or cause mortality, and generally are at lower risk to catastrophic wildfire. Restoring rangeland through prescribed burning of non-native noxious weeds, forbs and grasses promotes increased range health, which has environmental and socio-economic benefits.

SECTION V: PRE- FIRE MANAGEMENT TACTICS

DIVISION / BATTALION / PROGRAM PLANS

Battalion One – Paradise, Magalia, Stirling City

Collaborators

CAL FIRE / Butte County Fire Department; Town of Paradise Fire Department; Butte County; Paradise Fire Safe Council; Plumas National Forest/Lassen National Forest; Bureau of Land Management (BLM); Sierra Pacific Industries (SPI); Paradise Pines Property Owners Assoc (PPOA); Pacific Gas & Electric (PG&E)

Wildland Urban Interface Situation

Battalion One encompasses two large communities, Paradise and Paradise Pines (Magalia), and the smaller community of Stirling City. The Town of Paradise and community of Paradise Pines are more characteristic of an urban interface environment where wildland abruptly adjoins high density housing. Both communities are relatively large and densely populated, comprised substantially of an elderly population. Other areas within the battalion can be characterized as intermix areas, where houses are scattered amongst the wildland, such as those south of the Town of Paradise and north and east of the community of Paradise Pines.

Emergency access into and out of both communities is a real concern, due to limited, narrow roads and the expectation of large numbers of citizens trying to evacuate simultaneously. This is especially true in Magalia where the population density is very high and there is only one arterial road, the Skyway, leading in to and out of the community. This is further complicated by a stretch of the roadway that crosses Magalia Reservoir. To mitigate the traffic issues during an evacuation, several miles of the Skyway has been reconstructed and paved from Stirling City to Butte Meadows as a possible additional evacuation route. Evacuation plans, have also been created and distributed to the public and service providers in cooperation with the Butte County Fire Safe Council, Town of Paradise, and Butte County Office of Emergency Management.

Fuels

There is a wide range of vegetation types found within the Paradise Ridge. The vegetation types range from grass, chaparral brush mix, oak woodland and mixed-conifer timber. The lower elevations of Paradise have an overstory of ponderosa pine/California black oak mix, with an understory chaparral brush component consisting primarily of manzanita, ceanothus, scotch broom, and poisonoak. The upper elevations of Magalia and Stirling City have a mixed-conifer timber overstory including Douglas-fir, ponderosa pine, sugar pine, white fir and incense-cedar. Hardwood trees in the understory include California black oak, tanoak, canyon live oak, bigleaf maple and California laurel. There is also an understory chaparral brush component consisting primarily of manzanita, deer brush, ceanothus, scotch broom and poisonoak. Some areas of undeveloped lots or greenbelt areas have very dense brush which can affect fire behavior.

All of these vegetation types provide fire control problems because of overstocked and overgrown conditions due to years of successful fire suppression. The potential for a large, fuel driven fire is very real when fuel moisture conditions are conducive to burning. Fire control will be very difficult due to high fire intensities, leading to fire behavior problems such as long-range spotting, high rates of spread and long flame lengths. Direct attack may be impossible under these burning conditions for safety reasons. An indirect attack with a defensive approach is the most likely scenario for fire control.

Fuel breaks along the primary evacuation routes of Magalia / Paradise Pines continue to move forward as funding becomes available. Many projects have been completed, resulting in positive feedback from the population.

Topography

The most prominent topographic features within the battalion are the numerous steep canyons dispersed throughout the area. The two largest of these canyons, and most influential on fire behavior, are Butte Creek Canyon and the West Branch Feather River Canyon. Butte Creek Canyon borders Paradise and Magalia to the west, while West Branch Feather River Canyon borders both towns and Stirling City to the east. Less prominent canyons, but still very influential on fire behavior, are located along the south border of Paradise. The smaller canyons run north-south into town limits, but substantially decrease in size by the time they enter Paradise. These canyons include Nance, Hamlin, Berry, Clear Creek and Dry Creek.

Gently sloping, broad ridges make up most of the Paradise, Magalia and Stirling City residential areas. There are some smaller canyons entering both Paradise and Magalia. The canyons entering Magalia are Little Butte Creek and Middle Butte Creek. These canyons are relatively small where they enter Magalia. However, a well-established fire starting in either canyon would provide a substantial resistance to control. There are also numerous tributary drainages to all of the canyons entering Paradise and Magalia, which can substantially influence fire behavior.

Weather and Fire History

Seasonal weather patterns do not vary significantly from the Unit-wide averages. Historically, extreme weather conditions have not been the primary factor in large fires within the Paradise and Magalia area. However, there is a huge potential for weather to be a strong influence on fire behavior and should not be discounted. In June 2008, the wind-driven Humboldt fire burned over 23,000 acres and numerous structures within the battalion.

Battalion Projects

- PRC 4291 compliance inspections
- School fire prevention education presentations
- Community outreach/education at multiple community events
- Shaded fuel break projects along primary community escape routes
- Shaded fuel break projects adjacent to Magalia / Paradise Pines
- Visible Address Signs

Battalion Two – Cohasset, Forest Ranch, Butte Meadows/Jonesville

Collaborators

CAL FIRE / Butte County Fire Department; Cohasset Community Association; Buzztail Community Services District; Crown Point Road Association; Big Chico Creek Ecological Reserve; Forest Ranch Fire Safe Council; Butte Meadows/Jonesville Community Association; Sierra Pacific Industries; Lassen National Forest; CalTrans

Wildland Urban Interface Situation

Battalion Two encompasses the Chico foothills, Lower Butte Creek Canyon, the communities of Cohasset, Forest Ranch, Butte Meadows/Jonesville, and the Hwy 32 corridor from the Chico city limits to the Tehama County line. With the exception of the core area of these communities which are similar to an urban interface environment, the majority of the battalion can be characterized as intermix areas in which residences are scattered amongst the wildlands. This makes having the 100-ft defensible space requirement around structures vital. Protecting these structures from a wildfire threat is challenging, as they are not as densely located. This can require many more resources to accomplish as compared to a more urban interface environment where a single resource can potentially protect more than one structure when they are located in a more dense configuration. Additionally, the Cohasset area is faced with a 'one way in/one way out' evacuation concern.

Steep inaccessible terrain combined with light, flashy fuels at lower elevations and heavy fuel loading at higher elevations dominate the fire planning area. Fires that start in this area immediately threaten high value/high risk exposures and are often complicated by the challenges of wildland urban interface firefighting.

Fuels

There is a wide range of vegetation types found within the Battalion Two planning area. The vegetation types range from grass, chaparral brush mix, oak woodland, and timber.

Vegetation found within the communities of Cohasset and Forest Ranch is predominantly timber and associated brush. The timber type is primarily ponderosa pine/California black oak mix, with an understory chaparral brush component consisting primarily of manzanita, deerbrush, ceanothus, scotch broom, and poison oak. Some areas of undeveloped lots or greenbelt areas have very dense brush which can affect fire behavior.

The community of Butte Meadows/Jonesville has a mixed-conifer timber type. Species of conifer trees in the overstory include Douglas-fir, ponderosa pine, sugar pine, white fir and incense-cedar. Hardwood trees in the understory include California black oak, tanoak, canyon live oak, bigleaf maple and California laurel. There is also an understory chaparral brush component consisting primarily of manzanita, ceanothus, scotch broom, and poisonoak.

Vegetation found in the Chico foothills and in the canyons of lower Butte Creek, Little Chico Creek and Big Chico Creek range from grass and brush to oak woodland. Some species of trees in this area include gray pine, blue oak, California black oak and

California laurel. Brush species include toyon, western redbud, poisonoak and ceanothus.

All of these vegetation types provide fire control problems because of overstocked and overgrown conditions due to years of successful fire suppression. The potential for a large, fuel driven fire is very real when fuel moisture conditions are conducive to burning. Fire control will be very difficult due to high fire intensities leading to fire behavior problems such as long-range spotting, high rates of spread and long flame lengths. Direct attack may be impossible under these burning conditions for safety reasons. An indirect attack with a defensive approach is the most likely scenario for fire control.

Topography

Steep canyons and drainages are the dominant topographic features in the Cohasset/Forest Ranch Ridge Fire Planning Area. Typically these canyons/drainages have limited access for fire apparatus and have few options for control line placement which may allow fires to become well-established and very resistive to control efforts.

Weather and Fire History

Seasonal weather patterns do not vary significantly from the Unit-wide averages. The predominant summer weather pattern includes high to very high temperatures, low humidity and light to moderate south winds associated with high pressure weather gradients. North wind events usually produce *red flag warning* conditions and provide the highest potential for extreme fire behavior.

Lightning is cyclic in this area and is generally a minor occurrence. However, there have been lightning storms in the past that have started numerous, damaging fires. An example of this occurred in August of 1999 when 47 fires started by lightning burned over 33,000 acres across Butte County, the majority of which burned in the battalion.

Battalion Priorities

- PRC 4291 compliance inspections – the number of structures spread out throughout the area make this of vital importance
- Visible address signs – “help us find you”
- Shaded fuel break projects along primary community escape routes and firefighter ingress/egress routes.
- Sierra Pacific Industries H-line VMP/Shaded Fuel Break

Battalion Three – Durham, Richvale, Yankee Hill

Collaborators

CAL FIRE / Butte County Fire Department; Yankee Hill / Concow Fire Safe Council; Plumas National Forest; Sierra Pacific Industries

Wildland Urban Interface Situation

Battalion Three includes the communities of Butte Valley, Butte Community College, Durham, Richvale, Nelson, Dayton, Concow and Yankee Hill (a designated FIREWISE Community). It consists of about 80,000 acres of which the U.S. Government, Pacific Gas & Electric (PG&E), Sierra Pacific Industries and other timber companies and local landowners control the larger tracts of land. There are extensive hydroelectric power facilities and transmission lines, Union Pacific railroad and a State scenic route (Highway 70) in the Feather River Canyon. The Thermalito Irrigation District owns Concow Lake and much of the land surrounding it. The greatest concentration of population is on developed parcels along Highway 70, Concow Lake and the Big Bend area. Many areas have narrow access routes and inadequate defensible space. Another significant problem is the lack of water supply for fire protection with no pressurized community fire hydrants and very few large storage tanks. An evacuation plan, community information radio station, and a fee based “Fire and Weather Watch Webcam” were created in cooperation with the Yankee Hill Fire Safe Council and significant contributions from PG&E and Digital Path.net.

Fuels

The Local Responsibility Area (LRA) which is west of Highway 99 is primarily agricultural with orchards, rice and field crops. There is a diminishing amount of grass and valley oak, especially near the Sacramento River and the major creeks and sloughs. One exception to this is the Llano Seco Ranch where various government and private agencies are restoring parts of the ranch to native habitat.

The State Responsibility Area (SRA), which is east of Highway 99, is covered primarily by oak woodland and grass with some brush below 1000' elevation. Continuing up Highway 70 along the north fork of the Feather River Canyon, the fuel type transitions to brush, including manzanita, toyon and white thorn, which grow especially thick in the drainages. At approximately 2000' to 2500', the fuel transitions to a mixed-conifer timber type.

Topography

The elevations range from 200' to 4300'. The area west of Highway 99 is relatively flat agricultural orchards and crops. To the east of Highway 99, the Feather River drainages and their tributaries lend towards steep slopes and chimneys. This also contributes to strong and erratic wind patterns. Forest conditions are highly variable in the area.

Weather and Fire History

The steep drainages of the Feather River that exist from the Butte Valley into the Plumas National Forest contribute to strong and erratic diurnal wind patterns.

Seasonal weather patterns do not vary significantly from the Unit-wide averages. The predominant summer weather pattern includes high to very high temperatures, low humidity and light to moderate south winds associated with high pressure weather gradients. North wind events usually produce *red flag warning* conditions and provide the highest potential for extreme fire behavior.

In 2008 there was a lightning event that caused 15 to 21 fires (many of which burned together), this was the second significant lightning event in ten years.

The Yankee Hill – Concow area has a history of large wildfires. The Camp fire, which was part of the Butte Lightning Complex (2008), destroyed or damaged over 100 homes and accounted for a large portion of the 59,000 acres consumed during the siege; the Poe fire (2001) burned 8,333 acres and destroyed 50 homes; the Seventy fire (2001) burned 1,711 acres; the Concow fire (2000) burned 1,845 acres, killed one civilian, injured several firefighters and destroyed 16 homes; and a lightning event in 1999 burned tens of thousands of acres on the east side of Highway 70 north of Pulga.

Battalion Priorities

- PRC 4291 compliance inspections - the number of structures spread out throughout the area make this of vital importance
- Visible address signs – “help us find you” Shaded fuel break projects along primary community escape routes and firefighter ingress/egress routes.
- Fire Prevention Education – schools, community events, burn permit issuance
- Continue to explore future Vegetation Management Program opportunities.

Battalion Four – Chico Urban Area and surrounding valley and foothills

Collaborators

CAL FIRE / Butte County Fire Department; City of Chico Fire Department

Wildland Urban Interface Situation

Battalion Four encompasses an area of approximately 170 square miles with a population of about 50,000 people in the northwestern corner of Butte County, including the greater unincorporated area surrounding the City of Chico. CAL FIRE personnel staff three Butte County Fire Department fire stations that make up “Battalion Four” which maintains automatic aid agreements with the City of Chico, Tehama County and Hamilton City Fire Department in Glenn County. Critical infrastructure includes a Union Pacific Railroad main line, an underground petroleum pipeline, Highway 99 and Highway 32 as well as the Sacramento River. The Chico Foothills have seen a substantial increase in home development. Prescription emphasis is placed on public education and enforcement.

Fuels

The valley area contains a large agricultural component. The Chico foothills mainly consist of light to medium fuels such as annual grasses, oak woodland and chaparral brush mix. Combined with the topography and recent structural development, these fuels create a fire suppression concern due to their ability to readily support ignition and fire spread, especially under windy conditions.

Topography

The valley area is predominantly flat. The Chico foothills rise at approximately a 15% slope with a generally western aspect. The Butte Creek, Little Chico Creek and Big Chico Creek watercourses/drainages traverse the battalion.

Weather and Fire History

The valley (north) and Chico foothills do not exhibit any substantial differences to the Unit-wide weather pattern. Since the battalion lies in the lower elevations, annual rainfall is approximately 26” per year. The predominant summer weather pattern includes high to very high temperatures (above 100-degrees F), low humidity and light to moderate south winds associated with high pressure weather gradients.

North wind events usually produce red flag warning conditions and provide the highest potential for extreme fire behavior. Wind is the primary factor in large fire spread in the battalion. Large fires in Battalion Four include the Skyway fire which burned 425 acres in 2006 and the Humboldt fire which burned over 23,000 acres in 2008.

Battalion Priorities

- School fire prevention education presentations
- PRC 4291 compliance inspections

Battalion Five – Bangor, Berry Creek, Forbestown, Feather Falls

Collaborators

CAL FIRE / Butte County Fire Department; Berry Creek Fire Safe Council; Feather Falls Fire Safe Council; Forbestown Fire Safe Council; Plumas National Forest; Sierra Pacific Industries

Wildland Urban Interface Situation

Battalion Five spans three prominent ridges and covers the communities of Berry Creek, Brush Creek, Mountain House, Feather Falls, Forbestown, Clipper Mills and several Native American rancherias. There are also significant land holdings of Sierra Pacific Industries and State and Federal lands.

The community of Berry Creek is the most compact but is still considered a wildland urban *intermix*. Access and the remote location create a timely response concern in the event of a fast moving fire. The highest concentrations of structures are within the Lake Madrone development and along Bald Rock Road. The community also houses the summer retreat Camp Okizu. An evacuation plan has been created for the community.

The community of Feather Falls, on Lumpkin Ridge, is also a wildland urban intermix. Access/egress is via Lumpkin Road. Traffic from logging trucks and summer recreational travel increases seasonally. Many residents are located on remote roads that are ill-maintained, and address identification is often limited. An evacuation plan has been created for the community.

Forbestown Ridge includes the community of Forbestown, near the border with Yuba County. Steep mountainous roads increase emergency response times. The Butte County Fire Department maintains automatic aid agreements with the Foothill Fire Protection District and Loma Rica/Brownsville Community Services District, both in Yuba County.

The communities have active fire safe councils that are involved in evacuation planning, fuel hazard reduction and public outreach and education.

Fuels

Battalion Five consists of a wide range of vegetation types. Below 1000' elevation, annual grasses and oak woodland with blue and valley oak cover the lower foothills. At the 1000' elevation, the fuel type transitions to brush with species including manzanita, chaparral, toyon and white thorn, growing especially thick in the drainages. At approximately 2000' to 2500', the fuel transitions to a mixed-conifer timber type with associated brush in the understory.

Topography

Elevation ranges from 400 feet to over 4,000 feet. Prominent topographical features in the planning area are the numerous steep canyons dispersed throughout the area. The two main canyons form the Middle Fork and South Fork of Lake Oroville. The canyons contain numerous tributaries including Oregon Gulch, Cedar Ravine, Jack Hill Ravine and Forbestown Ravine to name a few. The remote nature of the area makes access difficult in to these areas.

Weather and Fire History

The predominant summer weather pattern includes high to very high temperatures, low humidity and light to moderate south winds associated with high pressure weather gradients. Occasionally during the summer, dry weather fronts will approach northern California bringing increased wind speeds from the south on approach, then changing direction to north winds after passing the area. North wind events usually produce *red flag warning* conditions and provide the highest potential for extreme fire behavior. To the east, areas of the adjacent Plumas Forest generate weather patterns that produce thunderstorms and dry lightning throughout the fire season.

Battalion Five has had several large fires occur in recent history. These fires include the South and Union fires that were part of the 1999 Butte Lightning Complex, the Frey fire that burned 4,000 acres of SRA in 2008 and the Craig fire that burned 2,001 acres in 2008.

Battalion Priorities

- PRC 4291 compliance inspections - the number of structures spread out throughout the area make this of vital importance
- Visible address signs – “help us find you”
- Community outreach/education at community events
- Shaded fuel break projects along primary community escape routes and firefighter ingress/egress routes.

Battalion Six – Oroville, Palermo, Kelly Ridge

Collaborators

CAL FIRE / Butte County Fire Department; City of Oroville Fire Department; El Medio Fire Protection District; Department of Fish & Game - Oroville Wildlife Area; Department of Parks & Recreation; Department of Water Resources

Wildland Urban Interface Situation

Battalion Six includes the communities of Cherokee, Oregon City, Thermalito, Kelly Ridge, WP Addition, Wyandotte, Copley Acres, and Palermo. The City of Oroville and the El Medio Fire Protection District lie within the battalion six boundaries. Automatic aid agreements are maintained with the City of Oroville Fire Department and the El Medio Fire Protection District. There is an extensive amount of State Parks and Department of Water Resources owned land throughout the area. There are two Native American rancherias within the planning area, both with gaming casinos and tribal communities (Mooretown and Berry Creek). CAL FIRE provides wildland fire protection to the Native American rancherias in the State Responsibility Area through our statewide agreement with the Bureau of Indian Affairs. The primary influencing factor for vegetation fires is light flashy fuels mixed in with numerous structures.

The City of Oroville and the El Medio Fire Protection District both have unique fire safety planning areas within their jurisdictions. The City of Oroville has large areas of wildland urban interface. The City has a weed abatement program to help alleviate the risk of wildfire to some of these occupancies. The El Medio Fire District has large areas of light flashy fuels, which have a yearly tendency to become ignited and spread rapidly into surrounding homes and businesses. The District attempts to mitigate this by conducting fuel hazard reduction burns in typically fire prone areas.

Critical infrastructure within this planning area includes the Department of Water Resources State Water Project (Oroville Dam/ Hyatt powerhouse, Diversion Dam/ power plant, Thermalito Powerhouse), Pacific Gas and Electric Company's high-voltage transmission infrastructure (major power grid), Union Pacific railroad's all-weather transcontinental route, and South Feather Water and Power's hydro-generating and water distribution infrastructure.

Pre-fire prescription emphasis is in education and enforcement (hazard reduction). The battalion, in cooperation with the Butte Fire Safe Council, was a participant in "Fire in the Foothills" – a fire safe community outreach program to reach fire prone residents in the Eastern foothills of Oroville. Firefighters maintain strong community ties, enhancing fire safety and prevention, by actively attending community meetings and events as well as participating in school education programs.

Fuels

The southern portion of the fire planning area is predominantly grass land. As the area extends north and east, the fuel types change with the increased slope in topography. Fuel types increase in size and type to include grass, oak woodland, and manzanita, chaparral, toyon and white thorn. The 11,869-acre Oroville Wildlife Area is primarily a riparian woodland habitat along the Feather River and grasslands around the Thermalito Afterbay.

Topography

The southern area is predominantly flat. As the area extends eastward into the adjoining planning area, the slope increases (up to 25%). The steepest slopes can be found leading up the Cherokee Ravine and the Oregon Gulch drainage. As the topography extends northeast, the slope is not as severe, but the area is scattered with multi-directional drainages. Access is problematic due to sporadic road placement.

Weather

The battalion does not exhibit any substantial differences to the Unit-wide weather patterns. Nightly downhill/down canyon winds develop on a regular basis in the eastern foothills, primarily below the Oroville Dam.

Fire History

Significant fire history (since 1990) includes wind driven grass/riparian fires and topographic driven brush/WUI fires (WUI listed if structures destroyed).

| | |
|--------------|---|
| Brush Fires: | Oregon Fire, 2004, 1,955 acres, WUI, Oregon Gulch Rd |
| | Canal Fire, 1989, 595 acres, WUI, East Oroville/Mt Ida Rd |
| | Table Fire, 1994, 1,132 acres, Schrimmer Ravine/Table Mtn |
| Grass Fires: | Wild Fire, 1990, 257 acres, WUI, Oroville Wildlife Area |
| | Larkin Fire, 2001, 627 acres, Oroville Wildlife Area |
| | Larkin Fire, 2000, 487 acres, Oroville Wildlife Area |
| | Seventy Fire, 2003, 608 acres, WUI, Hwy 70/Palermo |
| | Ophir Fire, 2008, 959 acres, WUI, Hwy 70/Palermo |
| | 149 Fire, 1995, 2,140 acres, Hwy 149/Cottonwood |
| | Nelson Fire, 1993, 744 acres, Nelson Rd/Campbell Hills |

Battalion Priorities

- Increase awareness within the planning area by continuing education on the importance of defensible space around structures, importance of exterior construction materials, ingress and egress, visibility/address, and access to water supplies.
- Conduct Vegetation Management Program activities in the Oroville Wildlife Area and the Lake Oroville State Park System.
- Reduce debris burning caused vegetation fires by education and enforcement

Battalion Seven – Biggs, Gridley

Collaborators

CAL FIRE / Butte County Fire Department; City of Biggs; City of Gridley; Department of Fish & Wildlife-Gray Lodge Wildlife Area; Sutter County Fire Department; Live Oak Fire Department; Loma Rica/Browns Valley Fire Department; Marysville Fire Department; Hallwood Community Services District

Wildland Urban Interface Situation

Battalion Seven encompasses the southwestern corner of Butte County including the cities of Biggs and Gridley, and the unincorporated communities of Honcut and Manzanita. Automatic aid agreements are maintained with Sutter County Fire Department/Live Oak, Marysville Fire Department/District 10-Hallwood Community Services District, and Loma Rica/Browns Valley Fire Department. The community of Honcut occasionally experiences a threat from a rapidly moving grass fire. Lack of volunteerism in the community caused the closure of the local Butte County Fire Department fire station in Honcut in the late 1990s. Where residents are diligent about proper weed abatement, the risk from wildland fire is considerably reduced.

The Gray Lodge Wildlife Area is a 9,100-acre crucial wetland wildlife habitat infrastructure within the battalion. The area has benefited from an aggressive Vegetation Management Program. A portion of the Oroville Wildlife Area extends into the battalion, encompassing most of the river bottom riparian area in East Biggs. This area may benefit from a future Vegetation Management Program agreement for controlled burning for habitat improvement.

Pre-fire prescription emphasis is placed on education and enforcement, especially municipal weed abatement. Firefighters seek to establish strong ties to the community through the maintenance of pre-fire plans, smoke detector installation, third grade education programs and other community education events.

The greatest risk of fire loss to the battalion is within the cities of Biggs and Gridley and the concentrated areas affecting agricultural processing plants, storage areas and crop acreage. Also, fires that start near the Feather River bottom may spread to adjacent fire sheds.

Fuels

The east side of the battalion is a transition zone at the edge of the Sacramento Valley. This “front” is characterized by grass fuels on the flat valley edge and blue oak woodland in the rolling foothills. The west side is the Upper Butte Sink of Butte Creek, an important flyway, fishery and wildlife habitat characterized by seasonal marshes, riparian habitat and a heavy loading of fine fuels. The two cities are surrounded by intensely farmed land. The Feather River bisects the battalion flowing from north to south. The river bottom contains a ten thousand-acre hardwood forest with its own unique fire regime.

Topography

Battalion Seven is predominantly flat. Elevation ranges from 50' to 110'. The river bottom contributes the only unique feature to the area.

Weather

Battalion Seven does not exhibit any substantial differences to the unit-wide weather pattern. The predominant summer weather pattern includes high to very high temperatures, low humidity and light to moderate southerly winds associated with high pressure weather gradients. North wind events usually produce red flag warning conditions and provide the highest potential for extreme fire behavior.

Battalion Priorities

Municipal weed abatement

Fire Code enforcement – City of Gridley

School fire prevention education presentations

Red Suspenders Day – community outreach event

Butte County Fair – Fire Resistant Landscaping and Building Materials Demonstration

Battalion Eight – Town of Paradise

Collaborators

CAL FIRE / Butte County Fire Department; Town of Paradise Fire Department; Paradise Fire Safe Council;

Wildland Urban Interface Situation

Battalion Eight is delineated by the incorporated area of the Town of Paradise which encompasses approximately 18 square miles. Battalion Eight is surrounded by SRA within Battalion One. The town is more characteristic of an urban interface environment where wildland abruptly adjoins high density housing. Approximately 26,000 people reside in the town.

Emergency access in to and out of the town is a real concern, due to limited, narrow roads and the expectation of large numbers of citizens trying to evacuate simultaneously. This is further complicated by a stretch of the roadway that crosses Magalia Reservoir. To mitigate the traffic issues during an evacuation, several miles of the Skyway has been reconstructed and paved from Stirling City to Butte Meadows as a possible additional evacuation route. Evacuation plans have been developed and distributed to the public and service providers in cooperation with the Butte County Fire Safe Council, Town of Paradise, and Butte County Office of Emergency Management.

Fuels

There is a wide range of vegetation types found within the Paradise Ridge. The vegetation types range from chaparral brush mix and oak woodland to mixed-conifer timber. The lower elevations of Paradise have an overstory of ponderosa pine/California black oak mix, with an understory chaparral brush component consisting primarily of manzanita, ceanothus, scotch broom, and poisonoak. Some areas of undeveloped lots or greenbelt areas have very dense brush which can affect fire behavior.

All of these vegetation types provide fire control problems because of overstocked and overgrown conditions due to years of successful fire suppression. The potential for a large, fuel driven fire is very real when fuel moisture conditions are conducive to burning. Fire control will be very difficult due to high fire intensities, leading to fire behavior problems such as long-range spotting, high rates of spread and long flame lengths. Direct attack may be impossible under these burning conditions for safety reasons.

Topography

Paradise is located on a broad, gently sloping ridge. The elevation ranges approximately from 1,000' to 2,300'. The most prominent topographic features within the battalion are the numerous steep canyons near the borders of the town. The two largest of these canyons, and most influential on fire behavior, are Butte Creek Canyon and the West Branch Feather River Canyon. Butte Creek Canyon borders to the west, while West Branch Feather River Canyon borders the battalion on the east. Less prominent canyons, but still very influential on fire behavior, are located along the southern border. These smaller canyons run north-south into the town limits, but substantially decrease in size by the time they enter Paradise. These canyons include Nance, Hamlin, Berry, Clear Creek and Dry Creek.

Weather and Fire History

Seasonal weather patterns do not vary significantly from the Unit-wide averages. Historically, extreme weather conditions have not been the primary factor in large fires within the Paradise area. However, there is a huge potential for weather to be a strong influence on fire behavior and should not be discounted. In June 2008, the wind-driven, 23,000-acre Humboldt fire burned 57 acres and several structures within the southwest corner of the battalion.

Battalion Projects

- Maintain completed and develop new shaded fuel breaks around the perimeter of the Town of Paradise
- Community outreach/education at community events
- Shaded fuel break projects along primary community escape routes
- Visible address signs

Training and Safety Bureau

The Butte Unit Training and Safety Bureau is responsible for the delivery and documentation of training for all career and volunteer personnel. The Bureau is also responsible to coordinate and facilitate the unit-wide training plan, match training courses with approved personnel training requests and maintain a central location for updated training records for all employees.

The Bureau will ensure that all federal, state and local training mandates, laws and regulations are followed as they pertain to training. The Bureau will operate within and enforce the policies, procedures and protocols of CAL FIRE, Butte County Fire Department and the Butte County Fire Chiefs Association.

Annually, the Training and Safety Bureau provides and/or coordinates approximately 30,000 student instructional hours to over 420 career and volunteer firefighters from CAL FIRE Butte Unit, Butte County Fire Department and personnel from other Butte County Training officer Association agencies. A significant amount of staff time is required to coordinate students, courses, instructors, recording and tracking training, and ensuring personnel ICS qualifications are accurately listed in the national Resource Ordering and Status System (ROSS).

Objectives

- Enforce state/federal law, and CAL FIRE-Butte County Fire Department training policies, procedures and protocols as they apply to career and volunteer personnel.
- Ensure that all personnel receive the opportunity for training that is required for their specific positions.
- Document all employees training in a common database (Train Tracker and TMS).
- Work with the CAL FIRE Region Office regarding the allocation of training for CAL FIRE personnel and the presentation of training at regional training locations.
- Work with cooperators at the Butte Community College to ensure communications, cooperation and coordination of all public safety training.
- Work with cooperators as a member of the Butte County Training Officers Association.
- Meet or exceed those training standards identified in the CAL-FIRE Training handbook.
- Implement the training priorities set by the Butte Unit's executive staff.
- Identify the needs of each employee to help achieve career development goals.
- Seek alternative funding sources in the form of grants, participation with universities and sharing courses with other agencies.

Mission

The Butte Unit Training and Safety Bureau Program goal is to assure quality service to the public by developing the skills and abilities of all CAL FIRE/Butte County Fire Department's career and volunteer personnel. This is accomplished through training that is economical, effective, and consistent with the needs of the public, the State of California, the County of Butte, the Department, and the employee.

Emergency Command Center

The Butte Unit Emergency Command Center (BTU ECC) provides command and control services, as well as "pre-arrival" emergency medical services, for all of the unincorporated areas of Butte County, City of Biggs, City of Gridley, Town of Paradise and the Mooretown Rancheria.

The BTU ECC is also the California Emergency Management Agency (Cal EMA) Fire Operational Area Mutual Aid Coordination Center for Butte County. As the Operational Area Coordinator, the BTU ECC has the responsibility to coordinate all fire mutual aid requests for all jurisdictions within Butte County. This responsibility gives the BTU ECC the authority to directly obtain resources from all neighboring counties including Yuba, Sutter, Plumas, Glenn, Colusa, Tehama, and Lassen.

The BTU ECC processes approximately 15,000 emergency incidents annually.

Objectives

- Continue to provide quality command and control services, as well as excellent customer service, to all of our customers.
- Pursue cooperative agreements with other departments and agencies to enhance efficiency of resource command and control within Butte County.
- Pursue available technology to more efficiently conduct command and control operations.
- Cooperate fully and effectively with allied agencies.

Mission

The mission of the Oroville Emergency Command Center is to provide a consistent, accurate, timely, and coordinated command and control system. "We will provide support, direction, and communications with our ultimate goal being the best service possible to all who depend on our team."

Butte County Fire Safe Council

The Butte County Fire Safe Council (BCFSC) is the County's largest ally in educating and assisting the public with wildfire preparedness. The BCFSC is funded by grants and community donations, and operates in cooperation with public works and fire agencies throughout Butte County.

The BCFSC is the "parent" organization to several active and organized local fire safe councils throughout the County. Local fire safe councils have been established in the Town of Paradise, Upper Ridge, Lower Pentz (below Paradise), Yankee Hill, Berry Creek, Forbestown, Feather Falls, Palermo-Oroville, Cohasset, and Forest Ranch. The BCFSC Board of Directors is comprised of representatives from the local councils and representatives of many public and private stakeholders throughout Butte County, including CAL FIRE/Butte County Fire Department.

Several defensible space assistance programs are provided by the BCFSC. The Fire Safe Home Visit Program allows residents to receive free expert advice to improve their home's chances of surviving a wildfire. The Chipping Program is available to chip brush and tree trimming slash for community members of the fire safe council. The Residents Assistance Program assists Butte County residents who are physically and financially unable to maintain defensible space around their home and have no other person to assist in the clearance.

The BCFSC is also a wildfire education outlet. The organization produces and distributes information to residents on public safety topics including wildfire safety and evacuation planning and preparedness. The "Wildfire in the Foothills" 6th grade education program educates students on proper planning to reduce risks and survive a wildfire. The FAST CAMP program provides teens one week of public safety training. .

The BCFSC has taken the lead to implement many fuel reduction projects. Projects typically involve shaded fuel breaks, reducing ground and ladder fuels along community escape routes. Many projects are implemented in cooperation with Butte County Public Works and CAL FIRE handcrews. Most projects are conceived, planned and implemented by the initiative and dedication of community volunteers with support from the BCFSC staff, local agencies and various grant funding sources.

Additional information regarding the BCFSC and the programs and resources it provides can be obtained at their website www.thenet411.net.

APPENDIX A: ACTIVE PRE- FIRE PROJECTS

Status Guide: A = Active, P = Planning, C = Completed, O = Ongoing, M = Maintenance.

| Batt Planning area | Project Number | Project Name | Status | Estimated Completion Year | Project Type | Net Acres |
|--------------------------|-------------------|---|--------|---------------------------------|---------------------|--------------|
| 1 | | Pine Ridge School Defensible Space | A | | Fuel reduction | |
| 1 | 2100-2011-FPL-013 | Paradise Lake Healthy Forest | P | 2014 | Fuel reduction | 146 |
| 1 | 2100-2012-OTH-023 | Trail Days | O | | Education | |
| 1 | | South Firhaven Neighborhood Fuels Reduction | O | 2014 | Fuel reduction | |
| 2 | | Big Chico Creek Ecological Preserve | O | | Fuel reduction | |
| 2 | 2100-2010-VMP-004 | SPI H-Line VMP | O | 2015 | Fuel reduction | 400 |
| 2 | 2100-2010-HFT-003 | Buzztail Shaded Fuel Break | A | 2013 | Fuel reduction | 21 |
| 2 | 2100-2010-HFT-001 | HWY 32 Roadside Fuel Reduction | A | 2013 | Fuel reduction | 49 |
| 2 | 2100-2011-FPL-015 | Crown Point Road Shaded Fuel Break | A | 2013 | Fuel reduction | 48 |
| 2 | | Scotch Broom Eradication | O | | Fuel reduction | |
| 3 | | Roadside Hazardous Fuels and Reforestation | O | | Fuel reduction | |
| 3 | | Yankee Hill/Concow Road Fuel Reduction-Safety Zones. | O | | Evacuation planning | |
| 3 | | Concow Lake Site Improvement and Invasive Broom Removal Phase I | O | | Fuel reduction | |
| 3 | | Yankee Hill County Roads Fuels Reduction | O | | Fuel reduction | |
| 3 | 2100-2011-FPL-017 | Concow Hazardous Fuels and Reforestation | O | | Fuel reduction | |
| 3 | | Deadwood Fuel Break & Biomass Removal | P | | Fuel reduction | |
| 3 | 2100-2011-FPL-017 | Concow Hazardous Fuels and Reforestation, Phase III | A | | Fuel reduction | |
| 3 | 2100-2011-FPL-017 | Concow Hazardous Fuels and Reforestation, Phase IV | A | | Fuel reduction | |
| 3 | | Yankee Hill Evacuation Plan | O | | Evacuation planning | |
| 3 | | Dooryard Education Visit Program | O | | Education | |
| 3 | | Detlow Rd Demonstration Site | O | | Fuel reduction | |
| 3 | | Water Source Identification and Mapping | O | | Mapping | |
| 3 | | Yankee Hill Emergency Communication System | O | | Information | |
| 3 | | Community Education Workshops | O | | Education | |
| 3 | | Jordan Hill Fuel Reduction Project | O | | Fuel reduction | |
| 5 | | Bangor Community Address Identification | O | | Address Signs | |
| 5 | | Bangor Community Address Identification | O | | Address Signs | |
| 5 | | Zink Rd/Martin Hill Rd Shaded Fuel | P | | Fuel reduction | |

| Batt Planning area | Project Number | Project Name | Status | Estimated Completion Year | Project Type | Net Acres |
|--------------------------|-------------------|---|--------|---------------------------------|-----------------------------|--------------|
| | | Break | | | | |
| 5 | 2100-2012-FPL-021 | Forbestown Road Shaded Fuel Break | A | | Fuel reduction | |
| 6 | 2100-2011-VMP-015 | Oroville Wildlife Area VMP | P | 2015 | Prescribed fire | 2000 |
| 6 | 2100-2011-VMP-001 | Loafer Creek VMP | P | 2015 | Prescribed fire | 937 |
| 6 | 2100-2012-OTH-022 | DWR Canyon Drive Fuel Reduction | A | 2015 | Fuel reduction | 17 |
| 7 | | Grey Lodge VMP | O | | prescribed fire | |
| 8 | | Paradise Clear Creek Shaded Fuel Break | P | | Fuel reduction | |
| 8 | | Paradise Defensible Space Program | O | | Inspections | |
| ALL | | Defensible Space Chipper Program | O | | Fuel reduction | |
| ALL | 2100-2012-OTH-023 | 6th Grade Education Program | O | | Education | |
| ALL | | Development of Fuel Model Brochures | O | | Education | |
| ALL | | Defensible Space Media Campaign | O | | Education | |
| ALL | | Special Needs Assistance Program | O | | Evacuation planning | |
| ALL | | Forest Stewardship Education Workshops | O | | Education | |
| ALL | | Residents Assistance Program | O | | Defensible space assistance | |
| ALL | 2100-2012-OTH-023 | Wildfire Safety Education Workshops | O | | Education | |
| ALL | | Butte County Defensible Space Shaded Fuel Breaks | O | | Fuel reduction | |
| ALL | 2100-2012-PRE-005 | Fire-resistant building material and landscaping Fair exhibit | O | | Education | |
| ALL | 2100-2012-PRE-005 | North Valley Fire PALS | O | | Education | |
| ALL | 2100-2011-PRE-001 | Targeted 4291 Inspections | O | | Inspections | |

Status Guide: A = Active, P = Planning, C = Completed, O = Ongoing, M = Maintenance.

APPENDIX B: UNIT GOALS AND OBJECTIVES

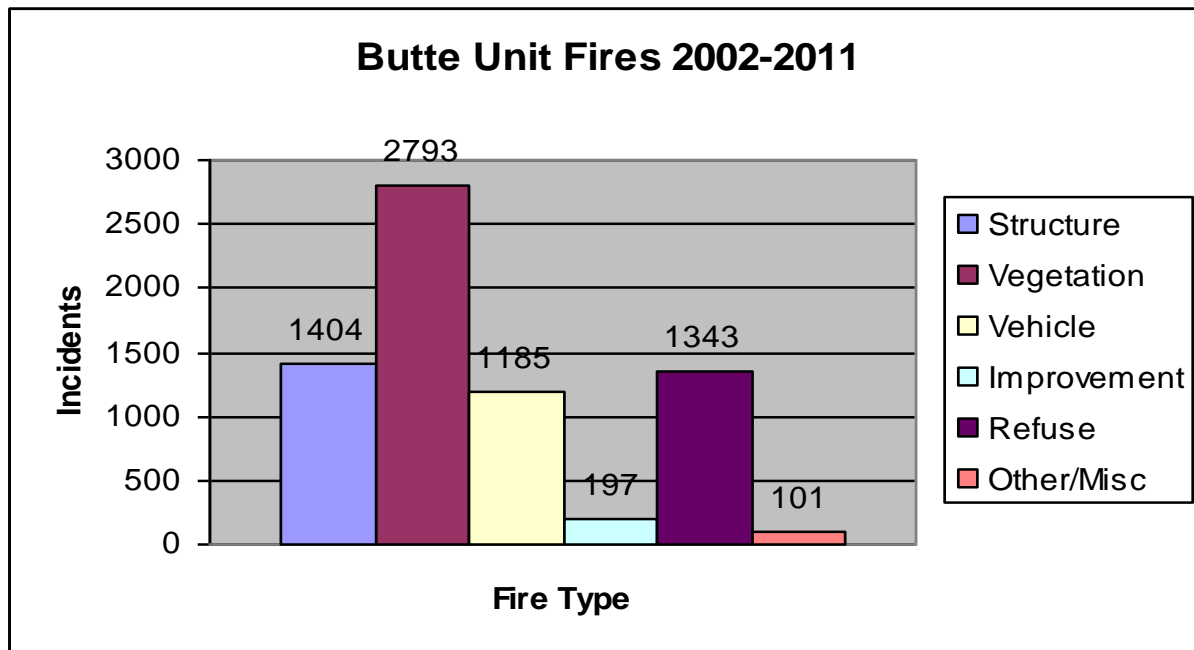
CAL FIRE identified seven goals in the 2010 Strategic Fire Plan for California. The goals, when implemented with the collaboration of local communities and groups, will enhance the protection of lives, property and natural resources from wildland fire, as well as improve environmental resilience to wildland fire. Community protection includes promoting the safety of the public and emergency responders, as well as protection of property and other improvements.

The Butte Unit may work on any of the Fire Plan goals at any given time based on available funding and other opportunities. The Butte Unit intends to place emphasis on the following goals and objectives:

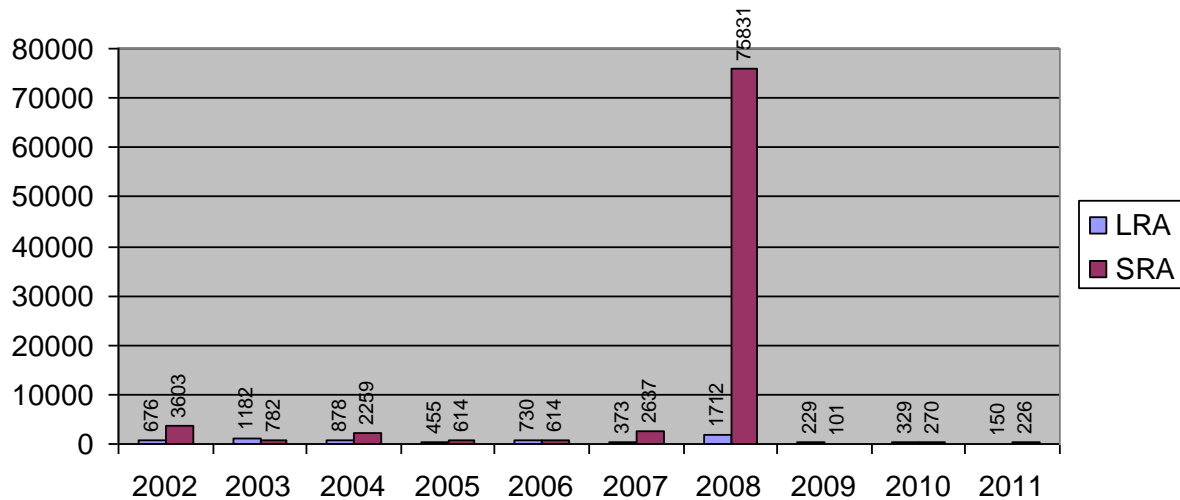
- Engage and participate with local stakeholder groups to validate and prioritize the assets at risk and identify, prioritize and implement pre-fire projects.
- Conduct defensible space inspections and promote an increasing level of compliance with defensible space laws and regulations
- Educate landowners, residents and business owners about the risks and their incumbent responsibilities of living in the wildlands, including applicable regulations, prevention measures and preplanning activities.

APPENDIX C: IGNITION ANALYSIS

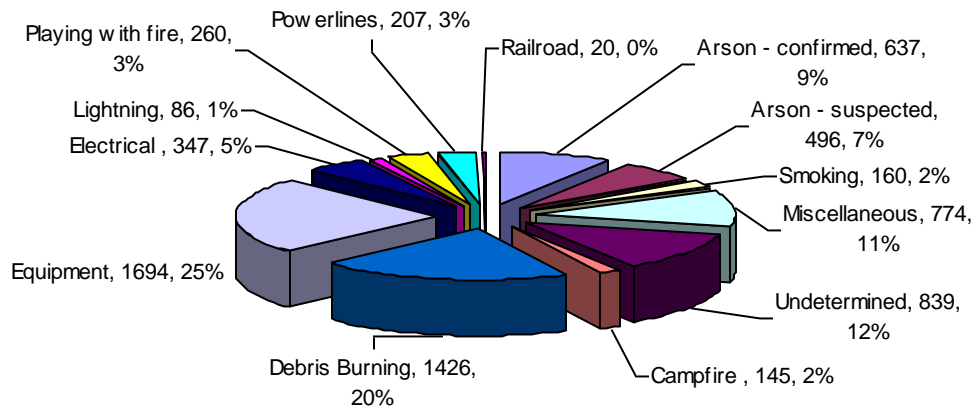
All fires within CAL FIRE/Butte County Fire Department jurisdiction are included in this analysis. The most common ignition cause in the Butte Unit during the past ten years has involved the use of equipment, at 25% of all ignitions. The second most common cause is debris burning at 20%. Most ignitions are associated with roads and areas of higher population density. Determining the cause of each ignition is an ongoing challenge. The causes of many fires can only be narrowed down to a few possibilities, therefore they are classified as 'undetermined'. Company officers attend training to hone their fire origin and cause investigation skills. The following charts illustrate the occurrence and cause of fires for the previous ten years.



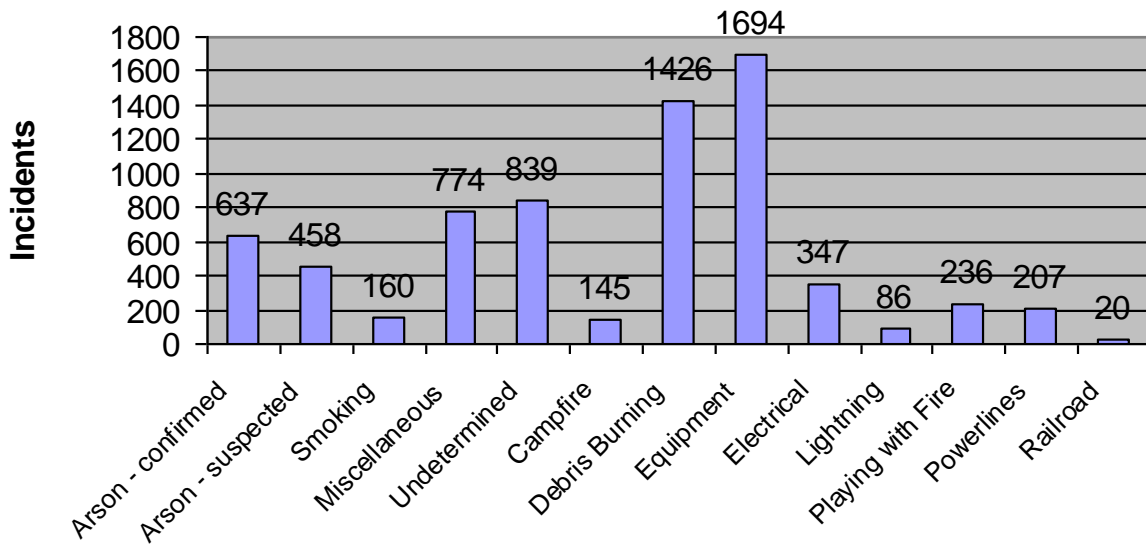
Butte Unit Acres Burned 2002-2011



Butte Unit Fire Causes 2002-2011



Butte Unit Fire Causes 2002-2011



APPENDIX D: COMPLETED AND PROPOSED PROJECTS

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|----------|--|--|--|--------------------|
| 1 | 2010 | Paradise | Trail way Fuels Reduction | Paradise FSC/ Paradise Fire Department | shaded fuel break project | Complete |
| 1 | 2010 | Paradise | Skyway Shaded Fuel Break | BCFSC/ Paradise Fire Department | shaded fuel break project along Skyway in both County and Town of Paradise | Complete |
| 1 | 2000 | Paradise | Paradise VMP | Paradise Fire Department | Honey Run to Neal Rd. 300' under power lines | Completed |
| 1 | 2003 | Paradise | Paradise Valley View Citizens Fuel Reduction | Paradise Citizens | Fuels Reduction project around homes | completed |
| 1 | 2003 | Paradise | West Branch Fuel Reduction Project | Paradise Fire Department | shaded fuel break project | Completed |
| 1 | 2003 | Paradise | Canyon Edge Fuel Reduction Project | Paradise Fire Department | 3 mile fuel reduction project along eastern edge of Paradise. | Completed |
| 1 | 2003 | Paradise | Dean Rd Roadside Fuel Reduction | BLM & Paradise Fire Department | One mile of roadside fuel reduction east of Paradise. | Completed |
| 1 | 2004 | Paradise | Evacuation Plan Print & Mail - 2004 | Paradise FSC/ Paradise Fire Department | 19,000 of the Wildland Fire Evacuation Plan printed and mailed to residents of Paradise and the Upper Ridge including Stirling City. | Completed |
| 1 | 2004 | Paradise | Top of Paradise Fuel Reduction Project - Canyon Edge FRP | Paradise FSC/ Paradise Fire Department | 6 mile fuel reduction project in upper Paradise on both the northeastern and northwestern flank. | Completed |
| 1 | 2004 | Paradise | Youth Wildland Fire Council | Paradise FSC/ Paradise Fire Department | Pilot program to involve teenagers in the Fire Safe Council. | Completed |
| 1 | 2007 | Paradise | Honey Road Fuel Reduction | Paradise FSC/ Paradise Fire Department | shaded fuel break project | Completed |
| 1 | 2007 | Paradise | Dry Creek Shaded Fuel Break and Watershed Protection Project | Paradise FSC/ Paradise Fire Department | shaded fuel break project | Completed |
| 1 | 2010 | Paradise | Quail Trails Fuel Reduction | BLM | Project completed July 2010. CCC crews cut and piled brush east of homes along the canyon - 1 acre | Completed/Maint. |
| 1 | 2003 | Paradise | Town Radio - AM 1500 | Paradise Fire Department | AM 1500 radio station with coverage to approximately 25,000 residents. | completed/on going |
| 1 | 2009 | Paradise | Berry Creek Shaded Fuel Break | Paradise FSC/ Paradise Fire Department | shaded fuel break project | Proposed |
| 1 | 2009 | Paradise | Hamlin Canyon | Paradise FSC/ | shaded fuel break project | Proposed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|-------------|---|--|--|-----------|
| | | | Shaded Fuel Break | Paradise Fire Department | | |
| 1 | 2009 | Paradise | Shaded Fuel Break Management and Maintenance Project | Paradise FSC/ Paradise Fire Department | shaded fuel break project | Proposed |
| 1 | 2009 | Paradise | Wildfire Safety Education Trailer | Paradise FSC/ Paradise Fire Department | wildfire safety education | Proposed |
| 1 | 2009 | Paradise | Pentz Rd. Shaded Fuel Break | BCFSC | shaded fuel break project along Pentz Rd. from County area to Town of Paradise Boundary | Proposed |
| 1 | 2009 | Paradise | Neal Rd. Shaded Fuel Break | BCFSC | shaded fuel break project along Neal Rd. in both County and Town of Paradise | Proposed |
| 1 | 2009 | Paradise | Clark Rd. Shaded Fuel Break | BCFSC | shaded fuel break project along Clark Rd. in both County and Town of Paradise | Proposed |
| 1 | 1999 | Upper Ridge | Wildland Safety Fair | Don Steele | Wildland Fire Safety Fair held at the POA in Paradise Pines that occurred during the lightning caused fire siege in August 1999. Ashes were falling on the fair. | Completed |
| 1 | 2000 | Upper Ridge | Compton Rd. | BLM | BLM land treated using Cal-Fire crews | Completed |
| 1 | 2001 | Upper Ridge | Upper Ridge Radio 1460 AM | | AM 1460 emergency radio station that reaches about 80% of the residents on the Upper Ridge. | Completed |
| 1 | 2002 | Upper Ridge | PPOA Greenbelt Fuel Reduction | Don Steele | Maintenance Plan for greenbelt | Completed |
| 1 | 2004 | Upper Ridge | PPOA Dooryard Education Program | Don Steele | Individual visits to homeowners upon request to provide customized information on wildland fire safety at their home. | Completed |
| 1 | 2004 | Upper Ridge | Upper Ridge Preservation Alliance | Don Steele | To assist in the formation of a group that would take on the task of developing and implementing a maintenance plan for the 17 mile fuel break | Completed |
| 1 | 2006 | Upper Ridge | Coutolenc Shaded Fuel Break and Watershed Protection Phases I - III | BCFSC | A 200' fuel break along the Coutolenc Road area provides watershed and protection and community protection during a wildland fire | Completed |
| 1 | 2010 | Upper Ridge | New Skyway Shaded Fuel Break | BCFSC | Shaded Fuel Break Project | Completed |
| 1 | 2010 | Upper Ridge | Magalia Reservoir Shaded Fuel Break | BCFSC | Shaded Fuel Break Project | Completed |
| 1 | 2008 | Upper Ridge | Paradise Lake | Paradise Irrigation | Paradise Lake Access | Completed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|-------------|--|------------------------------|---|---|
| | | | | District | | |
| 1 | 2010 | Upper Ridge | Humbug Rd. Shaded Fuel Break | BCFSC | SFB from intersection of Nimshew to Skyway | Completed |
| 1 | 2011 | Upper Ridge | Magalia PUSD | BCFSC | Fuel reduction on 60 acre PUSD parcel north of Rosewood | Completed |
| 1 | 2011 | Upper Ridge | Powellton Rd. SFB | BCFSC | From Doe Mill Rd. to Lovelock | Completed |
| 1 | 2001 | Upper Ridge | Upper Ridge Fuel Reduction Project 17 mile shaded fuel break | Cal-Fire & PID | 17 miles of Fuel Reduction around Paradise Pines and up to and along Nimshew Rd. and behind Fir Haven Community | Completed, maintenance work completed, fuel break condition inventoried, continued maintenance work necessary |
| 1 | 2010 | Upper Ridge | Old Dog Town Rd. | Paradise Irrigation District | Shaded Fuel Break Project | Completed/Maint. |
| 1 | 2009 | Upper Ridge | Doe Mill Rd. from Powleton to Butte Creek | Upper Ridge FSC | Shaded Fuel Break Project | Proposed |
| 1 | 2009 | Upper Ridge | PG&E Canal | Upper Ridge FSC | Shaded Fuel Break Project from Doe Mill to UR FSC northern boundary | Proposed |
| 1 | 2009 | Upper Ridge | Skyway Shaded Fuel Break | Upper Ridge FSC | both sides of Skyway from Old Magalia to URFSC northern boundary | Proposed |
| 1 | 2009 | Upper Ridge | Hup Coutolenc Rd. Shaded Fuel Break | BCFSC | Hup Coutolenc Rd. tie to Skyway to protect Magalia from a North wind event | Proposed |
| 1 | 2009 | Upper Ridge | Troy Estates | Upper Ridge FSC | Fuel reduction on two 10 acre parcels | Proposed |
| 1 | 2009 | Upper Ridge | 17 mile shaded fuel break north boundary | Upper Ridge FSC | Shaded Fuel Break Project | Proposed |
| 1 | 2009 | Upper Ridge | West Side of Old Magalia | Upper Ridge FSC | Shaded Fuel Break Project | Proposed |
| 1 | 2009 | Upper Ridge | Centerville Rd. Shaded Fuel Break | Upper Ridge FSC | Shaded Fuel Break Project | Proposed |
| 1 | 2009 | Upper Ridge | Coutolenc Rd. Dozer Line | Upper Ridge FSC | Extension of dozer line parallel to Coutolenc | Proposed |
| 1 | 2009 | Upper Ridge | Humbug Rd. Shaded Fuel Break | Upper Ridge FSC | SFB from intersection of Nimshew to Skyway | Proposed |
| 1 | 2009 | Upper Ridge | West Side of Old Magalia | Upper Ridge FSC | Shaded Fuel Break Project | Proposed |
| 1 | 2011 | Upper Ridge | Skyway Fuels reduction at | BLM | Project ties in to efforts with cooperators to develop a safer | Proposed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|---------------------------|--|---------|---|-----------|
| | | | Toadtown | | corridor along the Skyway. 100 feet each side of road - hand cut and chip - with possibility of masticating small sections. | |
| 1 | 2011 | Upper Ridge | Little Butte Creek SFB -Phase I - | BCFSC | Shaded Fuel Break- Fernglen Wy. to the East to Carnegie, across Middle Butte Creek to Wycliff wy. | Proposed |
| 1 | 2011 | Upper Ridge | Little Butte Creek SFB -Phase II | BCFSC | Shaded Fuel Break- Parallel South Park Drive to West Park Dr. to Ponderosa Wy. West on Ponderosa Wy. to Nimshew. South on Nimshew and back to the Little Butte Creek confluence. | Proposed |
| 1 | 2011 | Upper Ridge | Little Butte Creek SFB -Phase III | BCFSC | Phase 3- South of Nimshew Rd; Southwest of Middle Butte Creek and Little Butte Creek confluence. Proceeding southeast to Panorama Pt. continuing Northeast to Woodland Dr./Nutmeg Wy. | Proposed |
| 1 | 2011 | Upper Ridge | Little Butte Creek SFB -Phase IIII | BCFSC | Phase 4- North of Nutmeg wy. or Woodland Dr./Quail Wy. across Little Butte Creek to the North to Road N258-Athens Wy. | Proposed |
| 1 | 2012 | Upper Ridge | Upper Coutelenc SFB | BCFSC | Reduce hazardous fuel both sides of Upper Coutolenc Rd. for evacuation and fire fighter safety. Project ties to prior Coutlenc Rd. Shaded Fuel Break and Upper Ridge Shaded Fuel Break at Lovelock. | Proposed |
| 1 | 2012 | Upper Ridge | Pine Ridge School Hazardous Fuel Reduction | BCFSC | Reduce hazardous fuels around Pine Ridge School on either the Paradise Unified School District lands or BLM lands. This is a potential community assembly point but is very overgrown and posses a high fire risk to students and families. | Proposed |
| 1 | 2012 | Upper Ridge | PPPOA Shaded Fuel Break | BCFSC | Reduce Hazardous Fuel on the Paradise Pines Property Owners Association Lands to protect homes and watershed quality. | Proposed |
| 2 | 2008 | Butte Creek | Butte Creek Canyon Shaded Fuel Break | BCFSC | Shaded Fuel Break Project | Completed |
| 2 | 2009 | Butte Meadows/ Jonesville | Butte Meadows Community Evacuation Shelter | BMJCA | 2-3 acre fuels reduction at Fire Station 10 | Proposed |
| 2 | 2009 | Butte Meadows/ Jonesville | Butte Meadows Community Demonstration/Co | BMJCA | Establishing an evacuation location at Fire Station 10 to shelter 40 residents with | Proposed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|--------------------------|---|--------------------------------|--|--|
| | | | mmunication Site | | necessary equipment and supplies | |
| 2 | 2009 | Butte Meadows/Jonesville | Upper Humboldt Rd Shaded Fuel Break | BMJCA | Shaded fuels reduction on both sides of Rd. between Lomo and Jonesville | Proposed |
| 2 | 2009 | Butte Meadows/Jonesville | Emergency Advisory Radio | BMJCA | Low power emergency advisory radio | Proposed |
| 2 | 2009 | Butte Meadows/Jonesville | Community Evacuation Plan | BMJCA | create a community evacuation plan | Proposed |
| 2 | 2003 | Cohasset | Development of Community Evac Plan | Cohasset Community Association | Developed an evacuation plan for the 2000 residents on the Cohasset Ridge. | Completed and distributed, updated needed. |
| 2 | 2005 | Cohasset | Cohasset Rd Shaded Fuel Break | Cohasset Community Association | Roadside Fuel reduction along 4 miles of Cohasset Rd | Completed, maintenance follow up needed. |
| 2 | 2009 | Cohasset | Mann Nolta Shaded Fuel Break | Jim Brobeck | Shaded fuel break project | Proposed |
| 2 | 2009 | Cohasset | Emergency Advisory Radio | Cohasset Community Association | Low power emergency advisory radio | Proposed |
| 2 | 2009 | Cohasset | Evacuation Plan Update | Cohasset Community Association | Update of the community evacuation plan | Proposed |
| 2 | 1999 | Forest Ranch | Forest Ranch Wildfire Defense Plan | Citizens of Forest Ranch | booklet on living safely with wildfire | Completed |
| 2 | 2000 | Forest Ranch | Hwy 32 Demo Site | Citizens of Forest Ranch | Created a community demonstration site | Completed |
| 2 | 2001 | Forest Ranch | Forest Ranch area Forestwise Landscaping Brochure | Citizens of Forest Ranch | booklet on living safely with wildfire | Completed |
| 2 | 2008-2009 | Forest Ranch | Wilder Rd. Shaded Fuel Break | Citizens | shaded fuel break project | Proposed |
| 2 | 2008-2009 | Forest Ranch | Forest Ranch Headwaters Rd. Shaded Fuel Break | Headwaters Rd. Association | shaded fuel break project | Proposed |
| 2 | 2008-2009 | Forest Ranch | Doe Mill Rd. Shaded Fuel Break | citizens | shaded fuel break project | Proposed |
| 2 | 2012 | Forest Ranch | Schott Road Vegeration Mgmt. | Forest Ranch FSC | Fuel reduction/shaded fuel break | Proposed |
| 3 | 2008-2009 | West of Chico | Llano Seco | CAL FIRE | wildlife habitat, prescribed fire and hand work | Proposed |
| 3 | 2008-2009 | West of Chico | Howards Slough | CAL FIRE | wildlife habitat, prescribed fire and hand work | Proposed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|--------------------|---|---------|--|------------------------------|
| 3 | 2001 | Yankee Hill/Concow | Cherokee Clean-up | YHFSC | An illegal dumpsite, arson hit site, was cleaned up, 350 tires removed plus other debris, then gated off. | Completed |
| 3 | 2001 | Yankee Hill/Concow | Yankee Hill FSC Calendar 2003 | YHFSC | Community Calendar produced as a way to get fire prevention messages into the home. | Completed |
| 3 | 2001 | Yankee Hill/Concow | Poe Fire Clean-up | YHFSC | 14 parcels abandoned were cleaned up with assistance from 58 community volunteers and some contractual assistance to removing cars and debris. | Completed |
| 3 | 2005 | Yankee Hill/Concow | Crain Ridge Fuel Break and Watershed Protection | YHFSC | fuel break along a ridgeline above the Concow basin and Yankee Hill community. | Completed |
| 3 | 2008-2009 | Yankee Hill/Concow | Crain Ridge/Rim Road Shaded Fuel Break and Watershed and Protection | YHFSC | shaded fuel break project | Completed |
| 3 | 2008-2009 | Yankee Hill/Concow | Community Demonstration Sites | YHFSC | Expand and create new demonstration sites located at; Detlow Rd., Lunt Rd., Shuman Ln. - completed 2010, new site along Concow Lake 2012 | Completed/Ongoing |
| 3 | 2008-2009 | Yankee Hill/Concow | Jordan Hill Forest Density Thinning | BLM | shaded fuel break project | Proposed |
| 3 | 2008-2009 | Yankee Hill/Concow | Student After School Wildfire Program | YHFSC | Program to provide education and trade building skills for community students | Proposed |
| 3 | 2008-2010 | Yankee Hill/Concow | Biomass Utilization | YHFSC | Research and funding to sustain new and old methods of biomass utilization such as fire wood, pellet stove wood production | Proposed |
| 3 | 2011 | Yankee Hill/Concow | Concow Cabins | YHFSC | Design and establish affordable, sustainable housing fire safe, firewise designs for fire prone environments. Assist community residents in the wildland urban interface who are rebuilding a home lost to wildland fire and/or assist residents who want to retrofit and build a home. Continue education on firewise building design and materials, raise funding with an architect design contest and, build (20) FIREWISE - Concow Cabins for residents who lost their home in the 2008 Camp Fire. | Proposed |
| 3 | 2012 | Yankee Hill/Concow | Concow Hazardous Fuels and Reforestation, | YHFSC | Continuation of reducing the fuel load on parcels impacted by 2008 wildfire, expose and remove large | Proposed / Pending Agreement |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|--------------------|---|-------------------------|--|------------------------------|
| | | | Phase II | | dead tree material and run through a grinding operation to reutilize the biomass. | |
| 3 | 2012 | Yankee Hill/Concow | Concow Hazardous Fuels and Reforestation, Phase V | YHFSC | Continuation of reducing the fuel load on parcels impacted by 2008 wildfire, expose and remove large dead tree material and run through a grinding operation to reutilize the biomass. | Proposed / Pending Agreement |
| 3 | 2012 | Yankee Hill/Concow | Priority #1: Concow Hazardous Fuel Removal & Reforestation (includes biomass reutilization) | YHFSC | continue reducing fuel load, install street signs, reforestation, and education. | Proposed for 2012/2013 |
| 3 | 2012 | Yankee Hill/Concow | Priority #2: Roadside Hazardous Fuels - continue fuel reduction along county and private roads | YHFSC | continue reducing fuel load along county and private roads 60' wide, install signs, and education. Road targets - Trevor, Rich Gulch, Yankee Hill Road, Nelson Bar, Concow at Hwy 70, Skycrest, offshoots Detlow, Big Bend, and Dark Canyon. | Proposed for 2012/2013 |
| 3 | 2012 | Yankee Hill/Concow | Priority #3: FIREWISE Education: Landscape maintenance (invasive plants), home building/construction (concow cabins), and disaster preparedness (evac plan) | YHFSC | continue firewise communities status, booths, workshops, meetings, documents, and programs that educate residents and help them prepare for disaster. | Proposed for 2012/2013 |
| 4 | 2008-2009 | Chico FH | Bidwell Park Fuel Reduction | Friends of Bidwell Park | Fuels Reduction Work throughout Bidwell | Proposed |
| 4 | 2008-2009 | Chico FH | Little Chico Creek Arundo Donax Control | Susan Mason | Arundo Donax | Proposed |
| 5 | 2003 | Berry Creek | Berry Creek Evacuation Plan | Berry Creek FSC | Developed first community Evacuation Plan and distribution | Completed |
| 5 | 2005 | Berry Creek | Community Demonstration Area | Berry Creek FSC | Fire Safe Community Demonstration area located at Bald Rock Rd. and Sugar Pine Dr. | Completed |
| 5 | 2005 | Berry Creek | Berry Creek Fire Safe Calendar | Berry Creek FSC | 2005/2006 Community Calendar produced with fire prevention messages and information | Completed |
| 5 | 2007 | Berry Creek | Fire Safe Home Visit Program | Berry Creek FSC | Training of community members to conduct fire safe home visits | Completed |
| 5 | 2008 | Berry Creek | Lake Madrone | Berry Creek | Shaded fuel break project | Completed |

| Batt Planning area | Start Year | Location | Project Name | Sponsor | Description | Status |
|--------------------|------------|---------------|--|------------------------------------|--|--|
| | | | Shaded Fuel Break | FSC | | |
| 5 | 2008-2009 | Berry Creek | Firewise Demonstration Area | Berry Creek FSC | Drought tolerant and Native planting located at Fire Station 61 Harts Mill | Completed |
| 5 | 2003 | Berry Creek | Emergency Advisory Radio | Berry Creek FSC | AM 1250 Emergency Advisory Radio System | Completed |
| 5 | 1996 | Berry creek | Brush Creek DFPZ | USFS Plumas NF | Fuels Reduction Projects on USFS lands | Completed in 2007 Maintenance starting 2009 |
| 5 | 2008-2009 | Clipper Mills | Evacuation Planning, Community Education and Fuels Reduction | BCFSC | Evacuation Planning, Community Education and Fuels Reduction | Proposed |
| 5 | 2007 | Feather Falls | Feather Falls Shaded Fuel Break | BCFSC | 8 miles shaded fuel break on Lumpkin Rd. | Completed |
| 5 | 2008 | Feather Falls | Feather Falls Evacuation Plan | Feather Falls FSC | Community Evacuation Plan | Completed |
| 5 | 2010 | Forbestown | Forbestown Ridge Reflective Address Signs | Forbestown Ridge Fire Safe Council | Provide standard reflective address signs to all residences within the boundaries of the Forbestown Ridge FSC. | Proposed |
| 6 | 2004 | Oroville | Northeast Oroville Community Education and Outreach | BCFSC | This developed a community "demonstration site" to educate homeowners about thinning vegetation, also a booth was set up and many residents received brochures on how to create their defensible space around the home | Completed |
| 7 | 2008-2009 | Gridley | Little Dry Creek | CAL FIRE | wildlife habitat, prescribed fire and hand work | Proposed |
| | 2003 | County wide | Wild Fire Vs. Your Home Video | BCFSC | Provides homeowners with practical steps to make their home safer from wildland fire. | completed & distributed - new printed needed |
| | 2007 | County wide | Scotch Broom Eradication | BC Weed Management Area | Removal of invasive Scotch Broom | Proposed |

EXHIBITS: MAPS

Figure A: Unit Map

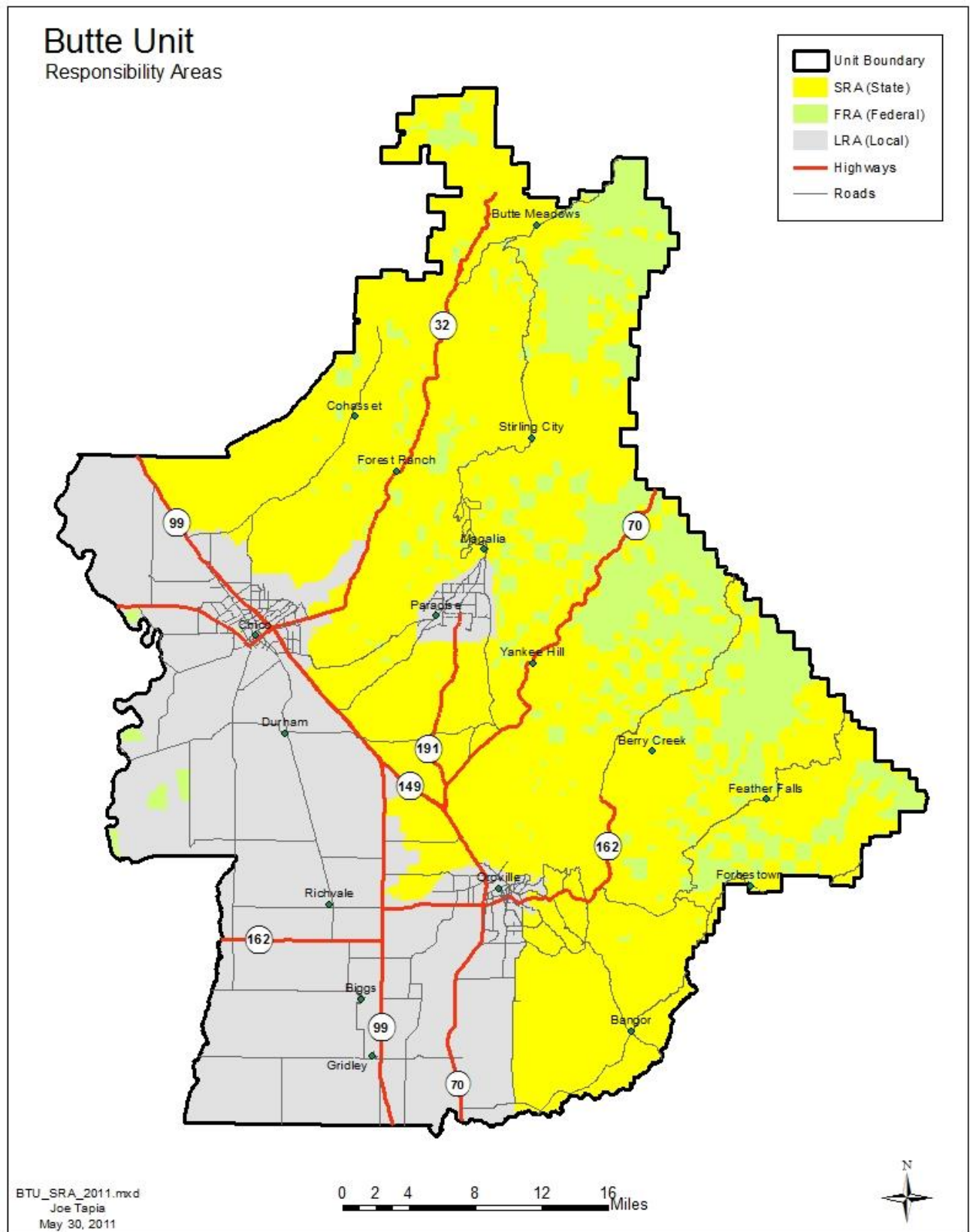


Figure B: Battalion Map

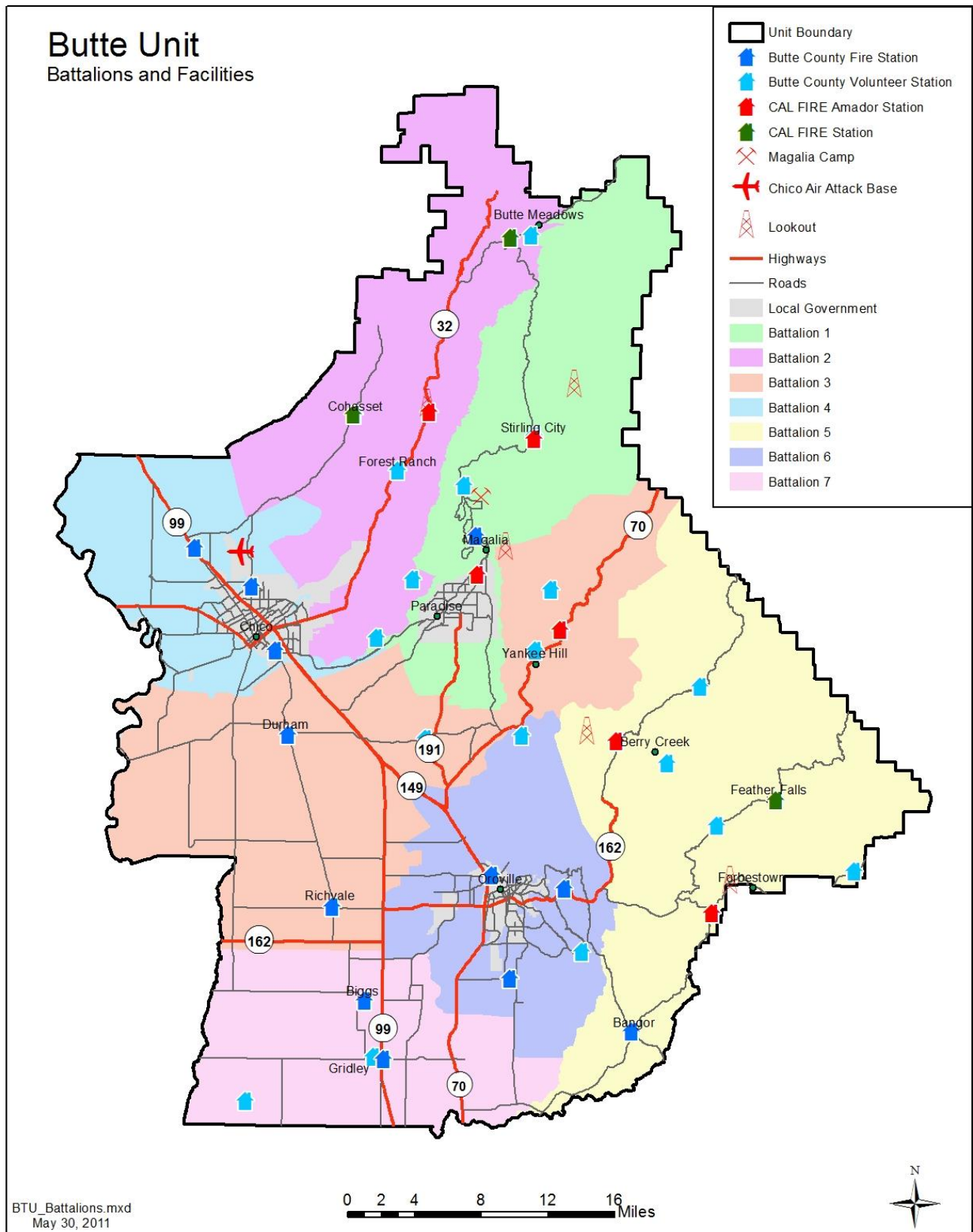


Figure C: Battalions 1 & 8 Map

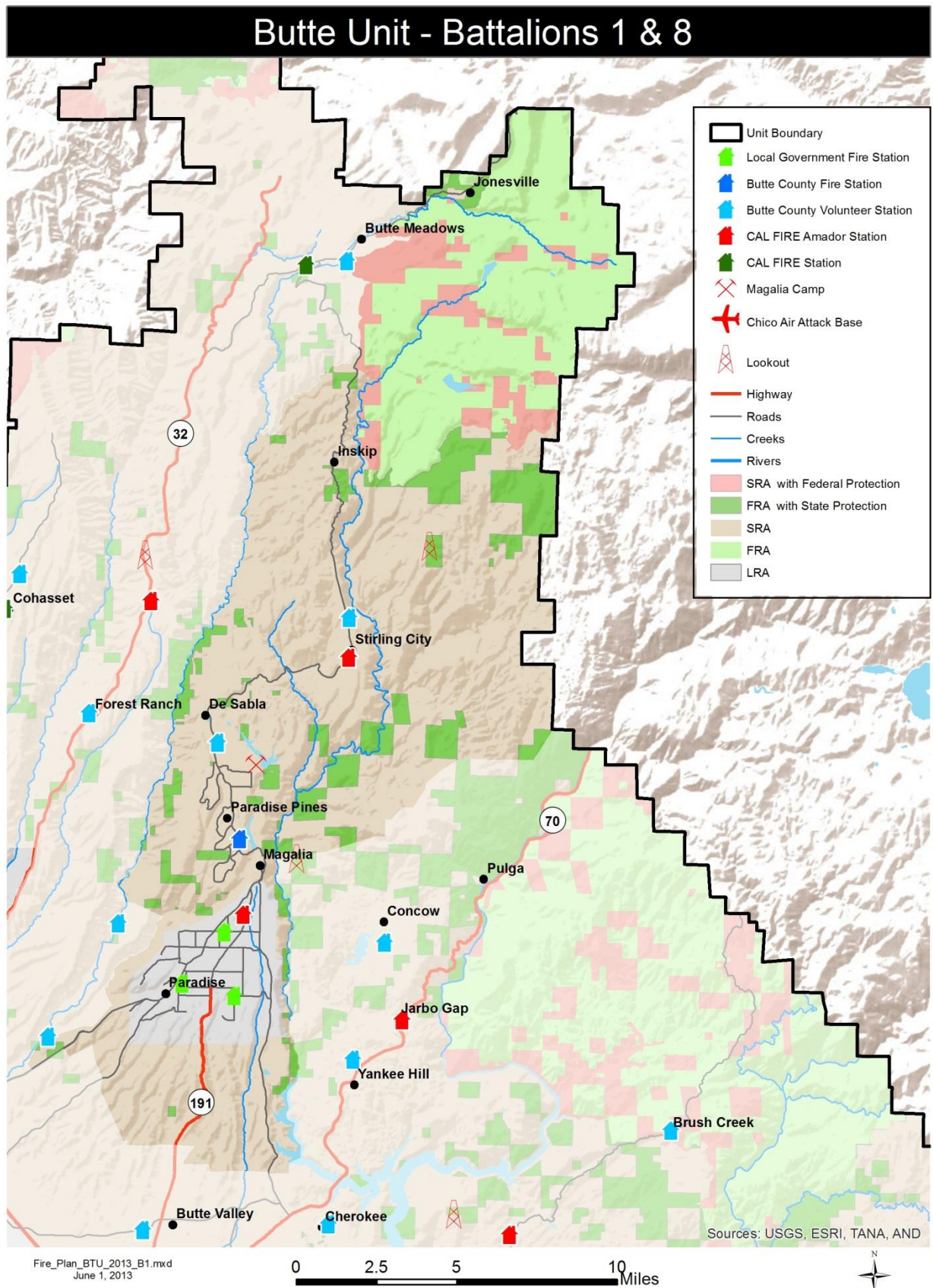


Figure D: Battalion 2 Map

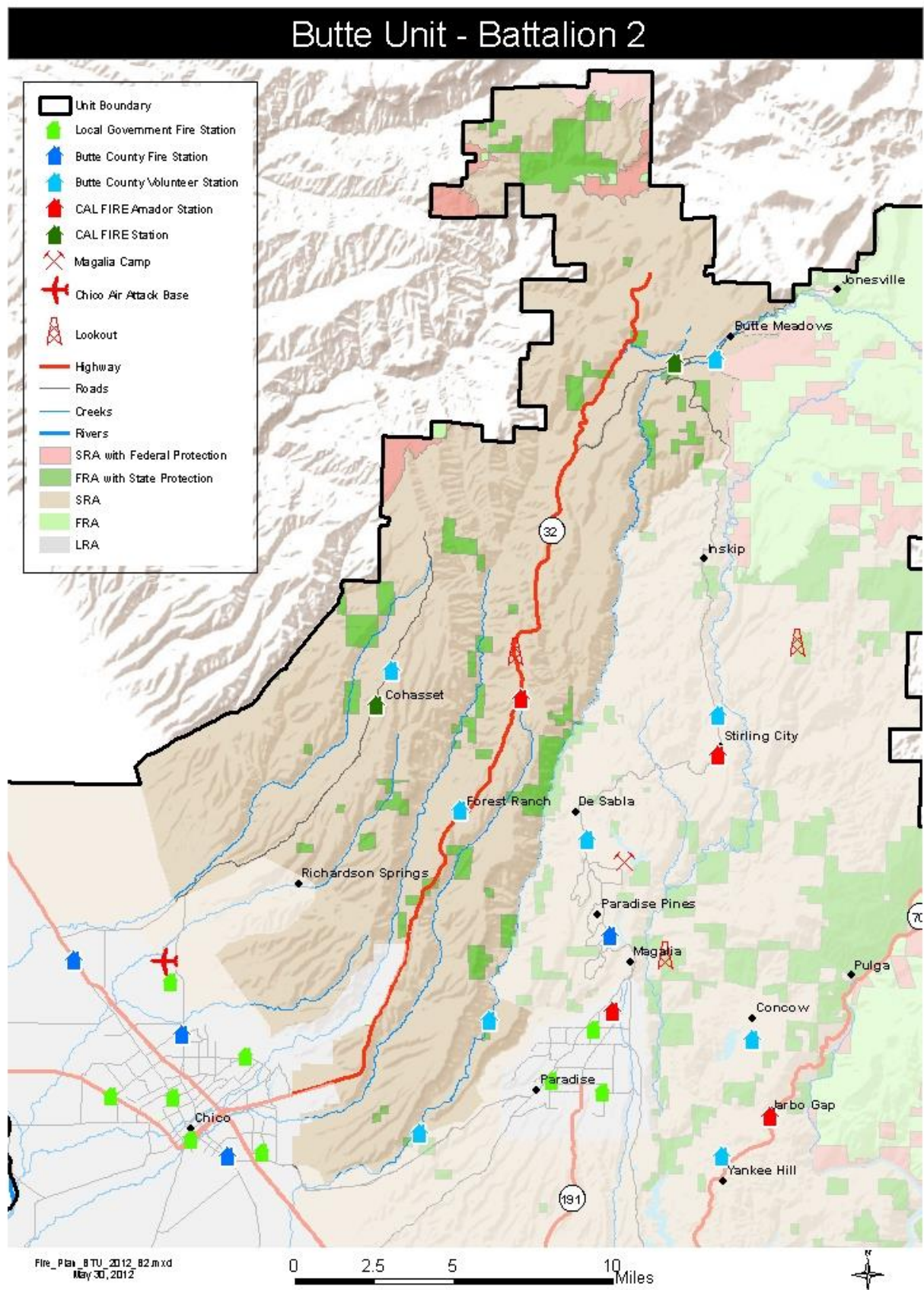


Figure E: Battalion 3 Map

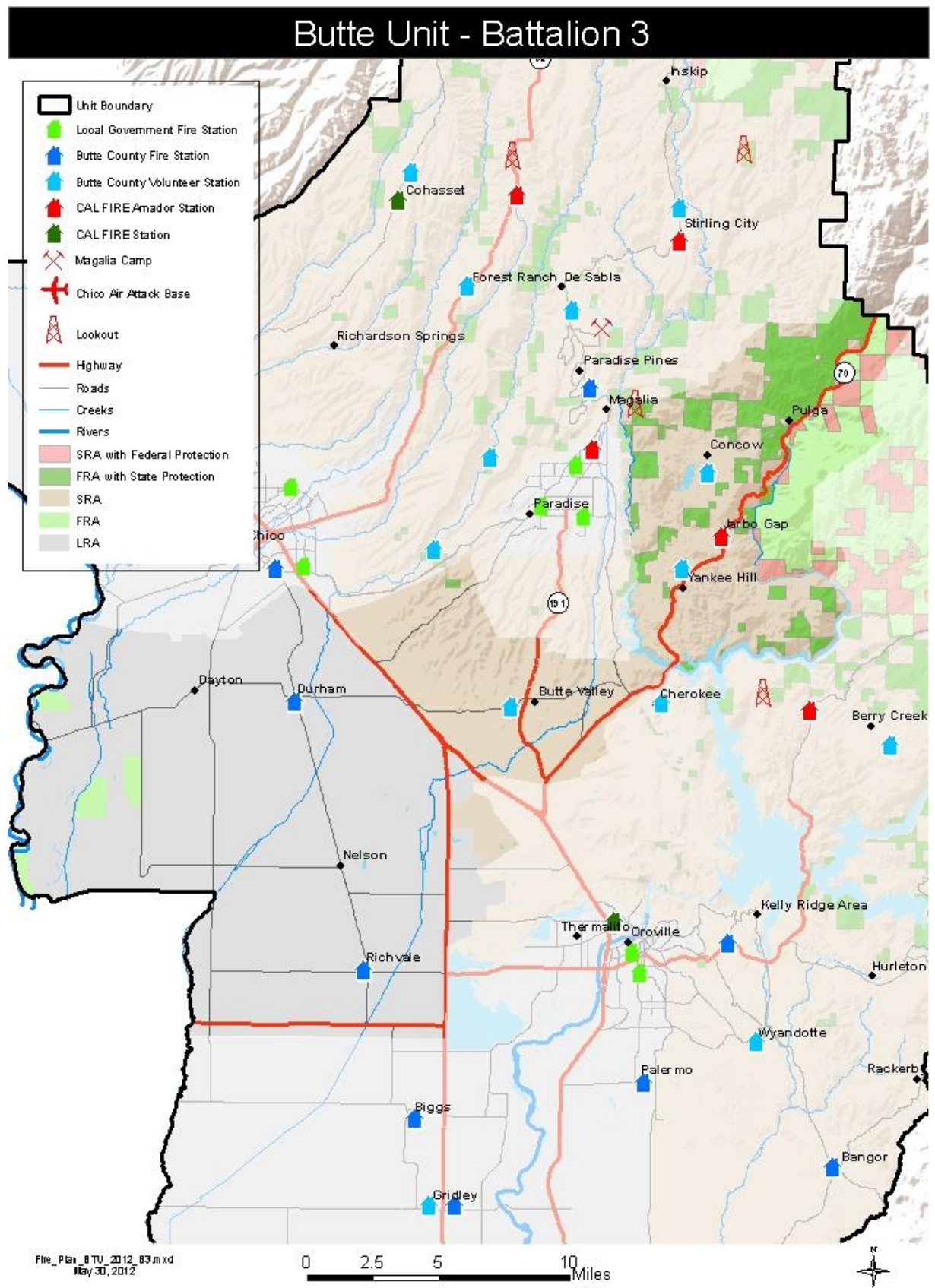


Figure F: Battalion 4 Map

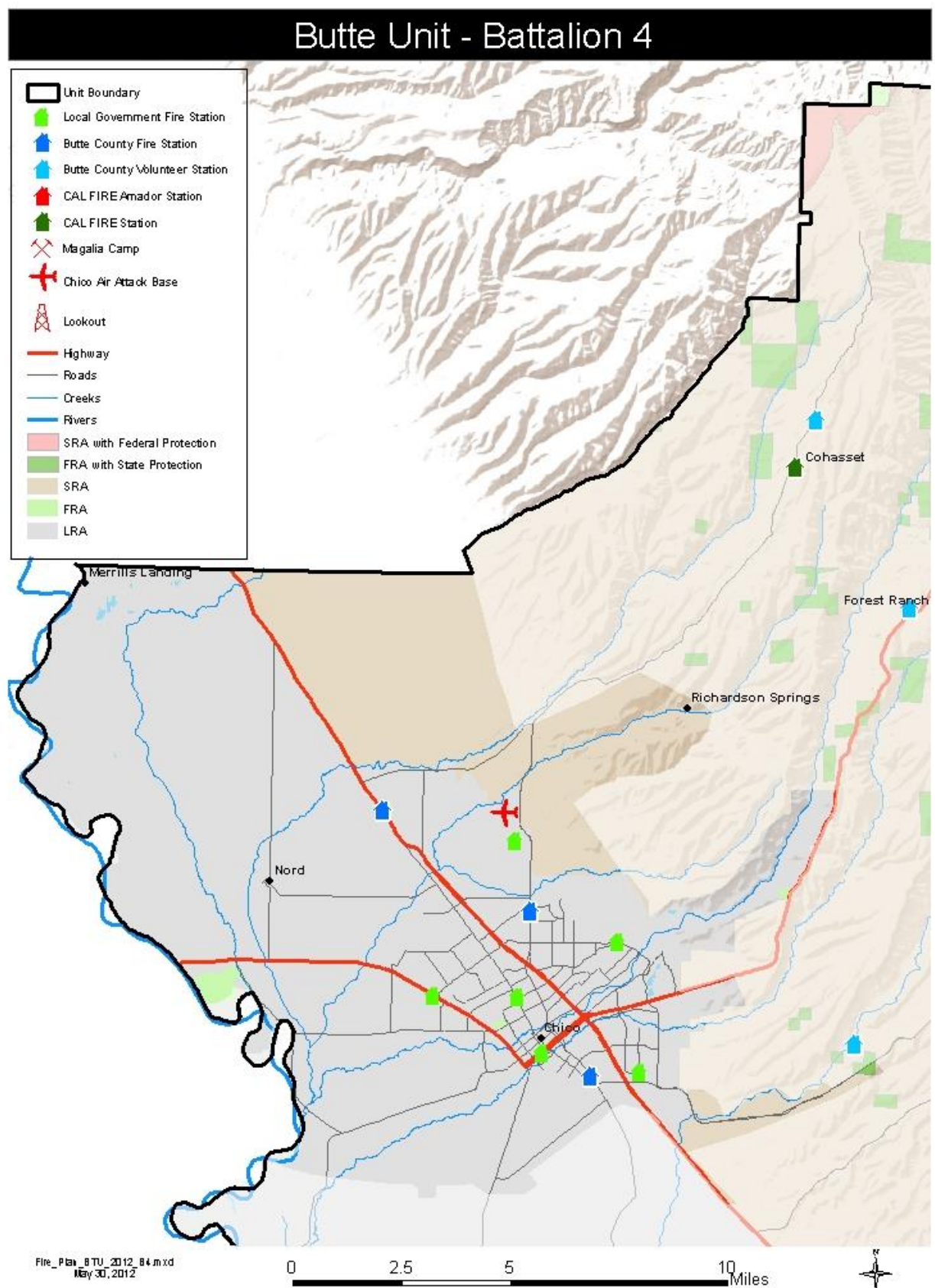


Figure G: Battalion 5 Map

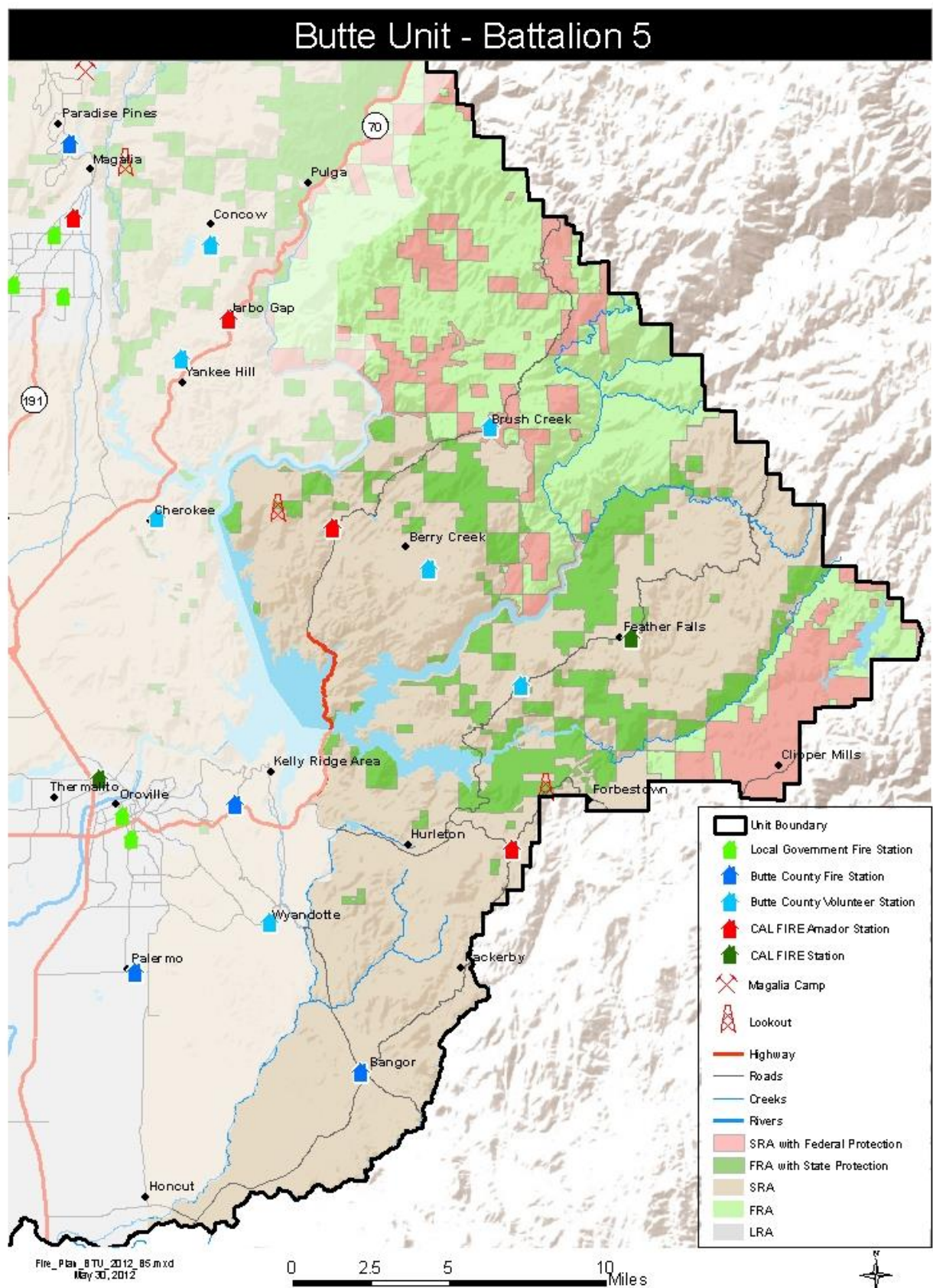


Figure H: Battalion 6 Map

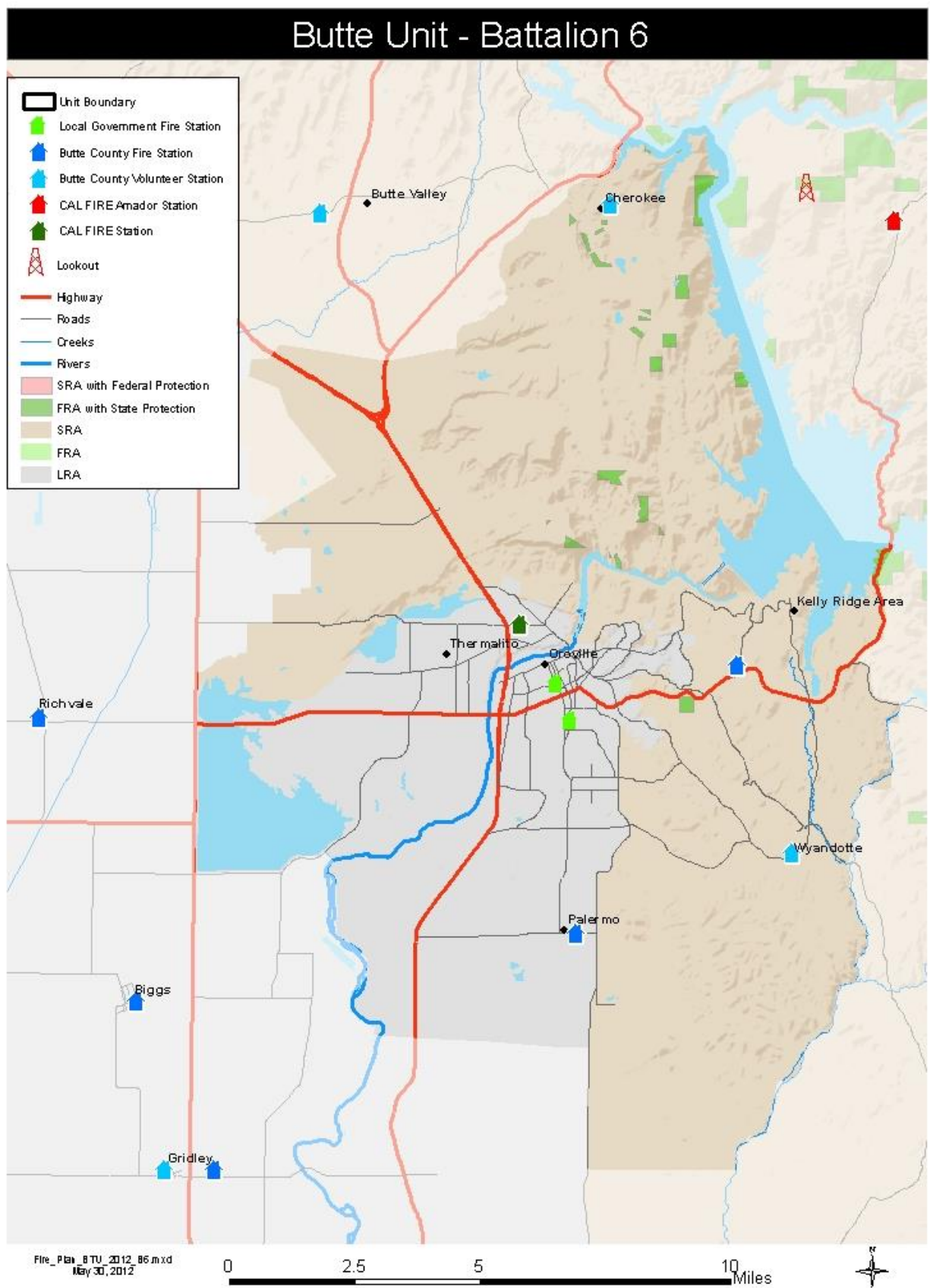
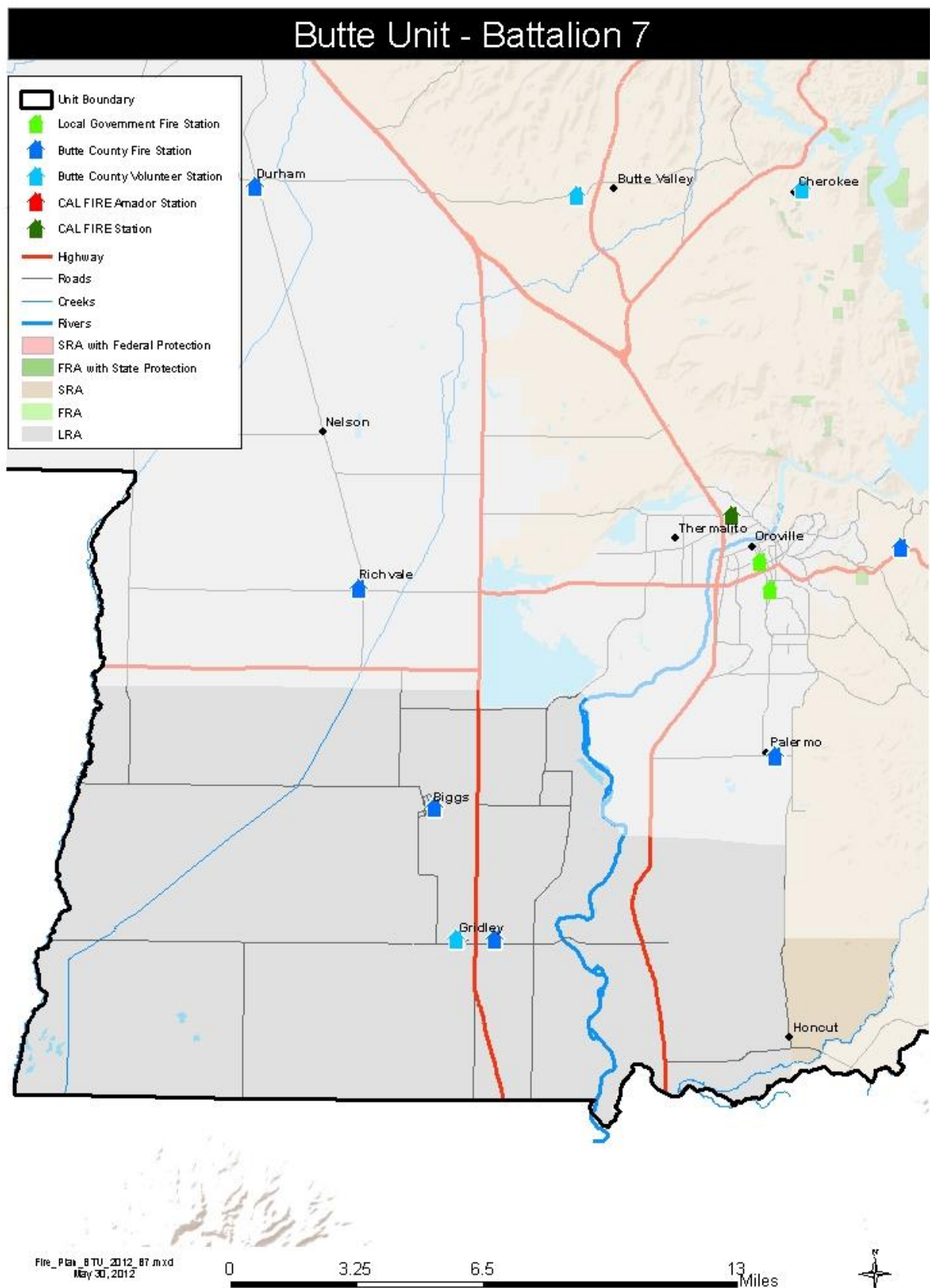


Figure I: Battalion 7 Map



SUPPLEMENT: 2012

Annual Report of Unit Accomplishments

Objective: Educate landowners, residents and business owners about the risks and their incumbent responsibilities of living in the wildlands, including applicable regulations, prevention measures and preplanning activities.

Over 30,000 Butte County residents attended presentations covering everything from Fire Safety to Defensible Space and Fire-Resistant Building Construction. 1,984 personnel-hours were dedicated to education during 58 events in 2011.

Objective: Increase the number and effectiveness of defensible space inspections and promote an increasing level of compliance with defensible space laws and regulations through the use of CAL FIRE staffing as available, public and private organizations, and alternative inspection methods.

The Butte Unit personnel performed 2,333 PRC 4291 defensible space inspections during 2011. They noted 953 violations which resulted in 4 citations being issued. The inspection areas were pre-selected based on two primary factors, proximity to recent fuel reduction projects and fire ignition data.

Working closely with both the County Planning and Building Departments and County Department of Environmental Health, the Butte County Fire Department performed Building Code inspections for 120 residential permits and 43 commercial permits.

Objective: Facilitate activities with individuals and organizations, as appropriate, to assist individual property owners in complying with fire safe regulations.

The Butte County Fire Safe Council manages a Resident Assistance Program and a residential Chipping Program which utilize volunteers and contractors to assist landowners comply with the requirements of PRC 4291.

Objective: Support the availability and utilization of CAL FIRE hand crews and other CAL FIRE resources, as well as public and private sector resources, for fuels management activities, including ongoing maintenance.

CAL FIRE crews were utilized to treat approximately 240 acres on 15 fuel reduction projects during 2011.

Objective: Analyze trends in fire cause and focus prevention and education efforts to modify behavior and effect change.

Number of Fires by Type 2011

| Structure | Vegetation | Vehicle | Improvement | Refuse | Other/Misc. | Total |
|-----------|------------|---------|-------------|--------|-------------|-------|
| 102 | 189 | 80 | 13 | 58 | 11 | 453 |

Acres Burned 2011

| Acres Burned | |
|--------------|-----|
| LRA | 150 |
| SRA | 226 |
| Total | 376 |

Number of Fires by Cause 2011

| Arson | Suspected Arson | Refuse-Escape | Electrical | Equipment | Other/Misc. | Powerline |
|-------|-----------------|---------------|------------|-----------|-------------|-----------|
| 61 | 32 | 73 | 24 | 93 | 52 | 18 |

| Lightning | Smoking | Undetermined | Playing with Fire | PWF-Fireworks | Railroad |
|-----------|---------|--------------|-------------------|---------------|----------|
| 5 | 6 | 73 | 14 | 1 | 0 |

SUPPLEMENT: 2013

Annual Report of Unit Accomplishments

Objective: Educate landowners, residents and business owners about the risks and their incumbent responsibilities of living in the wildlands, including applicable regulations, prevention measures and preplanning activities.

Over 31,000 Butte County residents attended presentations covering everything from Fire Safety to Defensible Space and Fire-Resistant Building Construction. 1,914 personnel-hours were dedicated to education during 59 events in 2012. Information and educational materials are also distributed from fire stations and administrative offices.

Objective: Enhance external communications.

A standardized information fact sheet was developed and is used on a consistent basis to provide timely and accurate information to the media and public in Butte County. By proactively providing information, the number of phone inquiries from the media and public has been reduced.

Training was conducted to maintain the skills of 20 trained volunteer call center staff that may be activated when a significant incident occurs.

Objective: Increase the number and effectiveness of defensible space inspections and promote an increasing level of compliance with defensible space laws and regulations through the use of CAL FIRE staffing as available, public and private organizations, and alternative inspection methods.

The Butte Unit personnel performed 150 PRC 4291 defensible space inspections during 2012. The inspection areas were pre-selected based on two primary factors, proximity to recent fuel reduction projects and fire ignition data.

Objective: Facilitate activities with individuals and organizations, as appropriate, to assist individual property owners in complying with fire safe regulations.

The Butte County Fire Safe Council manages a Resident Assistance Program and a residential Chipping Program which utilize volunteers and contractors to assist landowners comply with the requirements of PRC 4291. The chipping program assisted 499 property owners throughout Butte County.

Objective: Support the availability and utilization of CAL FIRE hand crews and other CAL FIRE resources, as well as public and private sector resources, for fuels management activities, including ongoing maintenance.

CAL FIRE committed 802 crew-days to projects within the Butte Unit. Fuel reduction activities were conducted on approximately 493 acres on 9 fuel projects during 2012.

Objective: Analyze trends in fire cause and focus prevention and education efforts to modify behavior and effect change.

The refuse and equipment fire-cause classes continue to be the leading causes of fires in the Butte Unit. Emphasis has been placed on educating the public by providing safe equipment-use fact sheets, releasing media statements, and discussing debris burning precautions when issuing burn permits to individuals.

Number of Fires by Type 2012

| Structure | Vegetation | Vehicle | Improvement | Refuse | Other/Misc. | Total |
|-----------|------------|---------|-------------|--------|-------------|-------|
| 90 | 208 | 72 | 10 | 89 | 7 | 476 |

Acres Burned 2012

| Acres Burned | |
|--------------|------|
| LRA | 262 |
| SRA | 1817 |
| Total | 2079 |

Number of Fires by Cause 2012

| Arson | Suspected Arson | Refuse-Escape | Electrical | Equipment | Other/Misc. | Powerline |
|-------|-----------------|---------------|------------|-----------|-------------|-----------|
| 37 | 35 | 102 | 21 | 109 | 45 | 14 |

| Lightning | Smoking | Undetermined | Playing with Fire | PWF-Fireworks | Railroad |
|-----------|---------|--------------|-------------------|---------------|----------|
| 1 | 6 | 99 | 4 | 3 | 0 |

MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – September 10, 2013

1. OPENING

The Regular Meeting of the Paradise Town Council was called to order by Mayor Timothy Titus at 6:00 pm in the Town Council Chamber located at 5555 Skyway, Paradise, California. Following the Pledge of Allegiance to the Flag of the United States of America, Council Member Rawlings offered an invocation.

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

STAFF PRESENT: Town Clerk Joanna Gutierrez, Town Manager Lauren Gill, Town Attorney Dwight L. Moore, Finance Director Will, Community Development Director Craig Baker, Police Chief Gabriela Tazzari-Dineen, Division Chief Rob Cone, CAL FIRE/Paradise Fire, Battalion Chief Curtis Lawrie, Assistant Town Clerk Dina Volenski, Associate Civil Engineer Marc Mattox, and Public Works Manager Paul Derr.

e. Presentations/Proclamations/Recognitions

- (1) Presentation by Oliver Allen, Butte Country Library Outreach
- (2) Proclamation recognizing *The Yellow Birds*, by Kevin Powers, as the community Book in Common
- (3) Proclamation Recognizing Constitution Week: September 17-23, 2013
- (4) Proclamation Recognizing Stanley D. McEtchin
- (5) Recognition of Jose Gallardo for Intern Engineering services
- (6) Recognition of Sarah Gomez for volunteer services in the Onsite Division
- (7) Presentation by Chief of Police Gabriela Tazzari-Dineen - Refurbished Patrol Vehicles

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

Following a MOTION by Culleton, seconded by Bolin, the following items were adopted by unanimous roll call vote:

- 3a. Approved Minutes of the August 13, 2013, Regular meeting.
- 3b. Approved cash disbursements in the amount of \$1,432,253.48. (310-10-29)
- 3c. Adopted Resolution No. 13-46, A Resolution Of The Town Council Of The Town Of Paradise Authorizing Disposal Or Destruction Of Certain Town Records Maintained In Storage in the Town Clerk Department Pursuant To Government Code Section 34090. (160-20-16)

- 3d. (1) Approved assignment of the agreement for traffic signal intersection maintenance from Republic ITS to Siemens ITS and, (2) Approved amendment adding the Pearson/Recreation Drive intersection to the list of traffic signal intersections maintained by the Town of Paradise; and, (3) Authorized the Mayor and Town Manager to execute the document on behalf of the Town of Paradise. (C96-03)
- 3e. (1) Awarded a two-year contract for Heating, Ventilation and Air Conditioning (HVAC) services to the low bidder, Sierra Refrigeration, Paradise, CA, for an annual amount of \$3,356.00 and a \$70 per hour call repair service fee. Term of contract: September 16, 2013 through September 15, 2015; and, (2) Authorized a budget appropriation in the amount of \$2,950 to Fund # 1010.20.4201.4214.100. (510-20-36)
- 3f. Authorized the Town Manager to execute the five-year Standard Software Maintenance Agreement (SSMA) with New World Systems (NWS) and the Addendum to the NWS SSMA. Fiscal Impact: A savings of \$2,559 to the Town's General Fund. (C05-23)

4. PUBLIC HEARING PROCEDURE

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

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

5. PUBLIC HEARINGS

Following a report from Town Manager Gill regarding the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program, Mayor Titus opened the public hearing at 6:23 pm. There were no speakers on the matter and the public hearing was closed at 6:23 pm.

- 5a. **MOTION by Rawlings, seconded by Culleton**, authorized the Town Manager to submit the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant Program (CDBG) to the Department of Housing and Urban Development. The CAPER outlines CDBG accomplishments and expenditures, as well as providing an evaluation of the Town's progress in meetings its community development goals and objectives. Roll call vote was unanimous. (710-10-80)

Following a report from Police Chief Tazzari-Dineen regarding the ordinance proposed to repeal current regulations and enacting a new chapter 9.60 of the Paradise Municipal Code that will allow for more effective tracking, monitoring, and enforcement of false alarm related incidents, Mayor Titus opened the public hearing at 6:40 pm to solicit public comment relating to the adoption of a resolution amending the master fee schedule to reflect changes to the alarm fee schedule that will be necessary if the ordinance is adopted.

1. Fred Aldred stated that he is representing the Paradise Tea Party and questioned if the old ordinance was written in 2004, why now is it now being considered for change; why is the alarm company responsible for data collection and also being charged a business license fee; why is there a charge for the first alarm; and, why charge residents who have never had an alarm go off.
2. Linda Lyons stated that she thinks the fees are being layered; that the alarm companies are being asked to do more paperwork and gather information from the people; that she thinks people will be afraid to use their alarms because of the potential for fees; and, that all alarm users are being punished for the false alarms of a few repeat offenders.
3. Paul Lyons stated that he would like the alarm companies to update the records when an alarm user moves or changes phone numbers.

Mayor Titus closed the public hearing at 6:45 pm.

5b. MOTION by Lotter, seconded by Culleton, (1) Waived the reading of entire Ordinance No. 532 and approve reading by title only; (2) Introduced Ordinance No. 532, An Ordinance repealing Paradise Municipal Code Chapter 9.60 and adding a new Chapter 9.60 relating to Alarm Systems; (3) Conducted a public hearing, solicited public comment and adopt Resolution No. 13-47, A Resolution of the Town Council of the Town of Paradise Amending the Master Schedule of Fees Relating to Town Services, to reflect changes to the alarm fee schedule; (4) Authorized the Town Manager to cancel the current alarm billing and tracking contract service with PM AM; and, (5) Authorized the Town Manager to enter into a contract with City Support for tracking and billing of alarm incidents as approved by the Town Attorney in an annual amount of \$3,761.42. Roll call vote was unanimous. (395-20-18 & 540-16-101)

6. PUBLIC COMMUNICATION – None.

7. COUNCIL CONSIDERATION

Town Manager Gill discussed the staff involvement to invite the California Walks to the Town of Paradise, that over 20 groups, organizations and companies from Paradise attended the workshop, and that Marc Mattox would present

information regarding the recommendations that resulted from the Pedestrian Safety Community Workshop hosted by UC Berkeley SafeTrec, California Walks and the Town of Paradise on September 5, 2013. Associate Civil Engineer Mattox presented a Power Point and discussed the unique situations that the community would like to address within the Town of Paradise; and, that the staff would like Council to approve the following policy recommendations at this time:

- Establish a 20' (twenty-foot) no parking zone on each side of a crosswalk, a process called "daylighting" to provide for pedestrian visibility at crosswalks; and,
- Remove one of the mid-block crosswalks located on Skyway north of Elliott, south of Oliver, during the 2013 Microsurfacing Project.

Mayor Titus opened the matter for public comment.

1. Tom Kelly stated that he thinks that the public safety problem is that the speed limits are too high and that cars are speeding through Town and threatening pedestrians.
2. Don Drowty stated that he has observed youth break into a run halfway through the crosswalk and that education in the schools could address personal safety measures that can be taken to protect oneself in the crosswalk.

7a. Council concurred with the recommended policy directions and directed the establishment of a 20' no-parking zone on each side of crosswalks in town; and, to the elimination of a crosswalk on Skyway north of Elliott, south of Oliver, during the 2013 Microsurfacing Project. Staff is to determine which of the two crosswalks in that area would best serve the needs of the pedestrians. (490-60-04)

Following a report from Associate Engineer Mattox regarding the request to authorize staff to issue Contract Change Order to Intermountain Slurry Seal for the implementation of a Two-Way Left-Turn Lane along Skyway between Jewell Road and Pearson Road, Skyway between Elliott Road and Center Street, Skyway between Maxwell Drive and Bille Road under Contract No. 13-03, Paradise Micro-Surfacing Project 2013, with a fiscal impact estimated at \$2,700, Mayor Titus opened the matter for public comment.

1. Louis Johnson stated that he has gathered traffic statistics that indicate two way turn lanes actually increase traffic accidents.
2. Michael Snyder stated that he came to talk about sidewalks, cited a Government Code Section that states there is a duty to improve pedestrian safety and accessibility, discussed other areas in Town where it is dangerous for pedestrians to walk such as on Pentz Road and Demille, and asked for more sidewalks and bike lanes in Paradise.

3. Michael Pollock stated that he is the owner of La Posada restaurant on Skyway, that he thinks eliminating parking in front of his restaurant will make traffic go faster, that the Town should be thinking about the speed limits, that if the two-way turn lane is approved there will be no access for delivery trucks, seniors will be precluded from accessing his business, and that this action will harm his business.
 4. Jennifer White stated that she and her husband own Dick's Floor Covering on Skyway across from La Posada, that she supports the addition of a center turn lane as the turn lane will make it safer for people to turn into their business and that she would like the speed limit lowered to 25 mph. Ms. White further stated that she bought the lot next to the business to accommodate parking for their customers.
- 7b. **MOTION by Lotter, seconded by Rawlings**, authorized staff to issue a Contract Change Order to Intermountain Slurry Seal for the implementation of a Two-Way Left-Turn Lane along Skyway between Jewell Road and Pearson Road, Skyway between Elliott Road and Center Street, Skyway between Maxwell Drive and Bille Road under Contract No. 13-03, Paradise Micro-Surfacing Project 2013, with a fiscal impact estimated at \$2,700. Roll call vote was unanimous. (510-20-59 & 950-40-18)
 - 7c. **MOTION by Lotter, seconded by Bolin**, (1) Concurred with staff's recommendation of Traffic Works to perform professional traffic engineering services for the Skyway HSIP Project; (2) Approved the proposed Professional Services Agreement with Traffic Works and authorizing the Town Manager and Town Mayor to execute; and, (3) Authorized the Town Manager to execute additional work orders up to 10% of the contract amount. Fiscal Impact \$84,900 to be funded by Federal HSIP grant monies with a 10% match from budgeted Town CIP funds. Roll call vote was unanimous. (510-20-65 & 950-40-19)
 - 7d. **MOTION by Lotter, seconded by Bolin**, reappointed current members Rich Eliot and Bill Morrison, to positions on the Tree Advisory Committee requiring academic knowledge and skill in care and maintenance of trees, which terms of office expired on 8/12/13; and, give direction to staff to advertise vacancy of position requiring individual(s) licensed in building or onsite trades. (740-62-12)
 - 7e. **MOTION by Culleton, seconded by Rawlings**, approved the recommended budget adjustments as presented. These current adjustments increase the General Fund net income and increase the General Fund reserves by \$19,751. Roll call vote was unanimous. (340-40-13)
 - 7f. **MOTION by Rawlings, seconded by Culleton**, adopting Resolution No. 13-48, A Resolution Authorizing and Approving the Borrowing of Funds for Fiscal Year 2013-2014, the Issuance and Sale of a 2013-

2014 Tax and Revenue Anticipation Note Therefor, and Approving Certain Other Actions Related Thereto. Roll call vote was unanimous. (350-40-14)

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council Member Culleton reported that he will be attending the League of California Cities (LCC) Annual Conference and the LCC Sacramento Valley Division Quarterly Meeting this month and that Senator Nielsen will be at the LCC Division Meeting.

Council Member Rawlings reported on his attendance at the Butte County Association of Governments (BCAG) meeting and that he requested that BCAG consider looking into providing another venue in Paradise to sell bus passes. Executive Director Jon Clark is to contact Town Manager Lauren Gill. Vice Mayor Lotter volunteered his business, Paradise Cinema Seven, as a ticket outlet - if the process is not too onerous - as they are open seven days a week, 365 days a year. Council Member Culleton informed Council that the BCAG has scheduled an unmet transit needs public hearing at the Town Hall for October 7, 2013.

- 8b. Discussion of future agenda items

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager oral reports: None.

10. CLOSED SESSION

- 10a. At 8:10 pm, Vice Mayor Lotter announced that at the request of the Town Manager, the Town Council will hold a closed session relating to performance evaluation of Town Manager, pursuant to Government Code Section 54957.

Mayor Titus reconvened the meeting at 9:52 pm and announced that no action was taken in closed session.

11. ADJOURNMENT

Mayor Titus adjourned the Council meeting at 9:52 pm.

DATE APPROVED:

By: _____
Timothy Titus, Mayor

Joanna Gutierrez, CMC, Town Clerk

**MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 3:15 PM – September 26, 2013**

The Special Meeting of the Town Council was called to order by Vice Mayor Scott Lotter at 3:15 pm in the Town Council Chamber located at 5555 Skyway, Paradise, California.

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

COUNCIL MEMBERS ABSENT: Timothy Titus, Mayor.

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Joanna Gutierrez and Finance Director Gina Will.

2. COUNCIL CONSIDERATION

- 2a. **MOTION by Culleton, seconded by Rawlings,** adopted Resolution No. 13-49, A Resolution of the Town of Paradise Authorizing the Town Manager to Execute an Agreement with the Successor Agency of the Paradise Redevelopment Agency. Roll call vote was unanimous; Mayor Titus absent and not voting. (510-20-66) This agreement allows the Town and the Successor Agency to re-enter into three loan agreements previously invalidated because they were made two or more years after formation of the Paradise Redevelopment Agency. The loans are dated March 27, 2007; March 9, 2010 and March 1, 2011

3. ADJOURNMENT

Vice Mayor Lotter adjourned the special Council Meeting at 3:20 pm.

DATE APPROVED:

By: _____
Scott Lotter, Vice Mayor

Joanna Gutierrez, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
SEPTEMBER 1, 2013 - SEPTEMBER 30, 2013

September 1, 2013 - September 30, 2013

| Check Date | Pay Period End | DESCRIPTION | AMOUNT |
|-------------------------|----------------|--|--------------|
| 09/13/13 | 09/08/13 | Net Payroll - Direct Deposits & Checks | \$110,474.74 |
| 09/27/13 | 09/22/13 | Net Payroll - Direct Deposits & Checks | \$106,981.42 |
| TOTAL NET WAGES PAYROLL | | | \$217,456.16 |

Accounts Payable

| | |
|--|----------------------------|
| PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC. | \$241,187.58 |
| OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC. | \$195,440.47 |
| TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached) | <u>\$436,628.05</u> |
| GRAND TOTAL CASH DISBURSEMENTS | <u><u>\$654,084.21</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: 9/1/2013 - To Payment Date: 9/30/2013

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|------------------------------|------------|------------|---------------|----------------------------|--------------------|--|-----------------------|----------------------|------------|
| AP - US Bank TOP AP Checking | | | | | | | | | |
| Check | | | | | | | | | |
| 58839 | 09/18/2013 | Reconciled | Printer Error | 08/02/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58840 | 09/18/2013 | Reconciled | Printer Error | 08/02/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58841 | 09/18/2013 | Reconciled | Printer Error | 08/02/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58842 | 09/18/2013 | Reconciled | Printer Error | 08/02/2013 | Converted/Imported | | \$0.00 | \$0.00 | \$0.00 |
| 58994 | 09/01/2013 | Open | | | Accounts Payable | BUZZARD, CHRIS | \$687.61 | | |
| 58995 | 09/01/2013 | Open | | | Accounts Payable | HAUNSCHILD, MARK | \$220.55 | | |
| 58996 | 09/01/2013 | Open | | | Accounts Payable | HOUSEWORTH, JERILYN | \$76.85 | | |
| 58997 | 09/01/2013 | Open | | | Accounts Payable | MOBILITE INVESTMENTS II, LLC | \$112.49 | | |
| 58998 | 09/01/2013 | Open | | | Accounts Payable | MOORE, DWIGHT, L. | \$13,110.00 | | |
| 58999 | 09/01/2013 | Open | | | Accounts Payable | ROUGH JR., CHARLES L. | \$81.77 | | |
| 59000 | 09/01/2013 | Open | | | Accounts Payable | US BANCORP OFFICE EQUIP FINANCE SERVICES | \$547.84 | | |
| 59001 | 09/01/2013 | Open | | | Accounts Payable | WESTAMERICA BANK | \$770.70 | | |
| 59002 | 09/01/2013 | Open | | | Accounts Payable | WHALEN, SUZANNE | \$40.88 | | |
| 59003 | 09/05/2013 | Open | | | Accounts Payable | ACCESS INFORMATION MANAGEMENT | \$51.36 | | |
| 59004 | 09/05/2013 | Open | | | Accounts Payable | ARAMARK UNIFORM SERV. INC. | \$98.12 | | |
| 59005 | 09/05/2013 | Open | | | Accounts Payable | BACKGROUNDS & MORE | \$300.00 | | |
| 59006 | 09/05/2013 | Open | | | Accounts Payable | Bauer Compressors | \$717.50 | | |
| 59007 | 09/05/2013 | Open | | | Accounts Payable | Big O Tires | \$497.41 | | |
| 59008 | 09/05/2013 | Open | | | Accounts Payable | CALIFORNIA STATE DEPARTMENT OF JUSTICE | \$64.00 | | |
| 59009 | 09/05/2013 | Open | | | Accounts Payable | CALIFORNIA STATE UNIVERSITY CHICO | \$320.42 | | |
| 59010 | 09/05/2013 | Open | | | Accounts Payable | Capitol Clutch and Brake, Inc | \$379.44 | | |
| 59011 | 09/05/2013 | Open | | | Accounts Payable | COMP | \$200.00 | | |
| 59012 | 09/05/2013 | Open | | | Accounts Payable | CONTRA COSTA COUNTY SHERIFF'S OFFICE | \$211.00 | | |
| 59013 | 09/05/2013 | Open | | | Accounts Payable | CONTRA COSTA COUNTY SHERIFF'S OFFICE | \$278.00 | | |
| 59014 | 09/05/2013 | Open | | | Accounts Payable | CREATIONS ENGRAVING | \$10.75 | | |
| 59015 | 09/05/2013 | Open | | | Accounts Payable | Daniel Alexander Law Offices | \$18.00 | | |
| 59016 | 09/05/2013 | Open | | | Accounts Payable | Dawson, Loren | \$132.13 | | |
| 59017 | 09/05/2013 | Open | | | Accounts Payable | DON'S SAW & MOWER | \$128.75 | | |
| 59018 | 09/05/2013 | Open | | | Accounts Payable | DOUGLAS R. THORN, ATTY AT LAW | \$9,515.50 | | |
| 59019 | 09/05/2013 | Open | | | Accounts Payable | DURHAM PENTZ TRUCK CENTER | \$781.60 | | |
| 59020 | 09/05/2013 | Open | | | Accounts Payable | Fresno City College | \$40.00 | | |
| 59021 | 09/05/2013 | Open | | | Accounts Payable | GREAT AMERICA LEASING CORP. | \$136.55 | | |
| 59022 | 09/05/2013 | Open | | | Accounts Payable | HINDERLITER, DE LLAMAS & ASSOCIATES INC. | \$493.13 | | |
| 59023 | 09/05/2013 | Open | | | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP | \$596.75 | | |
| 59024 | 09/05/2013 | Open | | | Accounts Payable | JAMES RIOTTO & ASSOCIATES | \$210.00 | | |
| 59025 | 09/05/2013 | Open | | | Accounts Payable | JC NELSON SUPPLY COMPANY | \$580.68 | | |
| 59026 | 09/05/2013 | Open | | | Accounts Payable | KOEFRAN INDUSTRIES | \$250.00 | | |
| 59027 | 09/05/2013 | Open | | | Accounts Payable | MARQUIS, JOSH | \$155.09 | | |
| 59028 | 09/05/2013 | Open | | | Accounts Payable | NEW PIG CORPORATION | \$252.15 | | |
| 59029 | 09/05/2013 | Open | | | Accounts Payable | NORTH VALLEY BARRICADE, INC. | \$1,693.13 | | |

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2013 - To Payment Date: 9/30/2013

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|---|-----------------------|----------------------|------------|
| 59030 | 09/05/2013 | Open | | | Accounts Payable | NORTHGATE PETROLEUM CO | \$14,331.98 | | |
| 59031 | 09/05/2013 | Open | | | Accounts Payable | O'REILLY AUTO PARTS | \$29.37 | | |
| 59032 | 09/05/2013 | Open | | | Accounts Payable | OFFICE DEPOT ACCT#36233169 | \$117.08 | | |
| 59033 | 09/05/2013 | Open | | | Accounts Payable | PACIFIC GAS & ELECTRIC | \$9,890.76 | | |
| 59034 | 09/05/2013 | Open | | | Accounts Payable | PARADISE AUTO BODY | \$1,002.50 | | |
| 59035 | 09/05/2013 | Open | | | Accounts Payable | PARADISE IRRIGATION DIST | \$1,531.42 | | |
| 59036 | 09/05/2013 | Open | | | Accounts Payable | PEERLESS BUILDING MAINT | \$887.65 | | |
| 59037 | 09/05/2013 | Open | | | Accounts Payable | PETERS RUSH HABIB & MCKENNA | \$240.00 | | |
| 59038 | 09/05/2013 | Open | | | Accounts Payable | PICKERING, ROBERT | \$550.00 | | |
| 59039 | 09/05/2013 | Open | | | Accounts Payable | PMAM CORPORATION | \$375.50 | | |
| 59040 | 09/05/2013 | Open | | | Accounts Payable | RIEBES AUTO PARTS | \$306.10 | | |
| 59041 | 09/05/2013 | Open | | | Accounts Payable | SCOTT, KENNETH & MARIANNE | \$150.00 | | |
| 59042 | 09/05/2013 | Open | | | Accounts Payable | Siebert, Dustin | \$213.50 | | |
| 59043 | 09/05/2013 | Open | | | Accounts Payable | SIERRA HEATING & AIR CONDITIONING | \$500.00 | | |
| 59044 | 09/05/2013 | Open | | | Accounts Payable | STAPLES BUSINESS ADVANTAGE | \$195.59 | | |
| 59045 | 09/05/2013 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - ENG. DEPT. | \$211.84 | | |
| 59046 | 09/05/2013 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - FIRE DEPT. | \$41.11 | | |
| 59047 | 09/05/2013 | Open | | | Accounts Payable | THOMAS ACE HARDWARE - POLICE DEPT. | \$43.85 | | |
| 59048 | 09/05/2013 | Open | | | Accounts Payable | THOMAS HYDRAULIC & HARDWARE SUPPLY, INC. | \$19.72 | | |
| 59049 | 09/05/2013 | Open | | | Accounts Payable | TUCKER PEST CONTROL INC | \$126.00 | | |
| 59050 | 09/05/2013 | Open | | | Accounts Payable | US BANCORP OFFICE EQUIP FINANCE SERVICES | \$24.19 | | |
| 59051 | 09/05/2013 | Open | | | Accounts Payable | VALLEY CLINICAL & CONSULTING SERVICES | \$450.00 | | |
| 59052 | 09/05/2013 | Open | | | Accounts Payable | WESTAMERICA BANK | \$2,826.80 | | |
| 59053 | 09/05/2013 | Open | | | Accounts Payable | WILSON PRINTING CO. | \$96.75 | | |
| 59054 | 09/05/2013 | Open | | | Accounts Payable | WITTMEIER AUTO CENTER | \$197.08 | | |
| 59055 | 09/05/2013 | Open | | | Accounts Payable | ZUMAR INDUSTRIES | \$183.44 | | |
| 59056 | 09/05/2013 | Open | | | Accounts Payable | BLOOD SOURCE | \$44.00 | | |
| 59057 | 09/05/2013 | Open | | | Accounts Payable | Met Life | \$6,560.81 | | |
| 59058 | 09/05/2013 | Open | | | Accounts Payable | OPERATING ENGINEERS | \$572.00 | | |
| 59059 | 09/05/2013 | Open | | | Accounts Payable | PARADISE FIREFIGHTERS ASSOCIATION | \$92.50 | | |
| 59060 | 09/05/2013 | Open | | | Accounts Payable | PARADISE FIREFIGHTERS ASSOCIATION - PAC DUES | \$39.00 | | |
| 59061 | 09/05/2013 | Open | | | Accounts Payable | PARADISE POLICE OFFICERS ASSOCIATION | \$2,189.56 | | |
| 59062 | 09/05/2013 | Open | | | Accounts Payable | SUN LIFE INSURANCE | \$3,462.71 | | |
| 59063 | 09/05/2013 | Open | | | Accounts Payable | SUPERIOR VISION SVC NGLIC | \$643.62 | | |
| 59064 | 09/05/2013 | Open | | | Accounts Payable | TOP CONFIDENTIAL MID MGMT ASSOCIATION | \$195.00 | | |
| 59065 | 09/13/2013 | Open | | | Accounts Payable | ICMA 457 - VANTAGEPOINT | \$550.00 | | |
| 59066 | 09/13/2013 | Open | | | Accounts Payable | STATE DISBURSEMENT UNIT | \$621.22 | | |
| 59067 | 09/12/2013 | Open | | | Accounts Payable | GRAY MATTER COMPUTING | \$4,091.30 | | |
| 59068 | 09/12/2013 | Open | | | Accounts Payable | LEAGUE OF CALIFORNIA CITIES | \$525.00 | | |
| 59069 | 09/12/2013 | Open | | | Accounts Payable | LEAGUE OF CALIFORNIA CITIES | \$525.00 | | |

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2013 - To Payment Date: 9/30/2013

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|--|-----------------------|----------------------|------------|
| 59070 | 09/19/2013 | Open | | | Accounts Payable | ACI ENTERPRISES, INC. | \$463.32 | | |
| 59071 | 09/19/2013 | Open | | | Accounts Payable | ARAMARK UNIFORM SERV. INC. | \$53.48 | | |
| 59072 | 09/19/2013 | Open | | | Accounts Payable | AT&T | \$104.70 | | |
| 59073 | 09/19/2013 | Open | | | Accounts Payable | AT&T | \$1,000.11 | | |
| 59074 | 09/19/2013 | Open | | | Accounts Payable | AT&T CALNET 2-REPEATER LINES | \$52.35 | | |
| 59075 | 09/19/2013 | Open | | | Accounts Payable | AT&T-COMMUNITY PARK | \$16.06 | | |
| 59076 | 09/19/2013 | Open | | | Accounts Payable | AT&T/CAL NET 2 | \$3,979.62 | | |
| 59077 | 09/19/2013 | Open | | | Accounts Payable | BACKGROUNDS & MORE | \$600.00 | | |
| 59078 | 09/19/2013 | Open | | | Accounts Payable | BUTTE CO RECORDER | \$85.00 | | |
| 59079 | 09/19/2013 | Open | | | Accounts Payable | BUTTE COMMUNITY COLLEGE | \$150.00 | | |
| 59080 | 09/19/2013 | Open | | | Accounts Payable | BUTTE REGIONAL TRANSIT | \$2,570.30 | | |
| 59081 | 09/19/2013 | Open | | | Accounts Payable | CALIFORNIA STATE DEPARTMENT OF JUSTICE | \$1,013.00 | | |
| 59082 | 09/19/2013 | Open | | | Accounts Payable | CERTIFION CORPORATION D.B.A. ENTERSECT | \$84.95 | | |
| 59083 | 09/19/2013 | Open | | | Accounts Payable | COMCAST CABLE | \$85.60 | | |
| 59084 | 09/19/2013 | Open | | | Accounts Payable | COMCAST CABLE | \$100.60 | | |
| 59085 | 09/19/2013 | Open | | | Accounts Payable | COMCAST CABLE | \$120.60 | | |
| 59086 | 09/19/2013 | Open | | | Accounts Payable | COMCAST CABLE | \$85.60 | | |
| 59087 | 09/19/2013 | Open | | | Accounts Payable | DAY WIRELESS SYSTEMS - MILWAUKIE, OR | \$150.50 | | |
| 59088 | 09/19/2013 | Open | | | Accounts Payable | DEPARTMENT OF FORESTRY & FIRE PROTECTION | \$68,737.70 | | |
| 59089 | 09/19/2013 | Open | | | Accounts Payable | ENLOE MEDICAL CENTER, INC. | \$220.00 | | |
| 59090 | 09/19/2013 | Open | | | Accounts Payable | EVERGREEN JANITORIAL SUPPLY, INC. | \$133.79 | | |
| 59091 | 09/19/2013 | Open | | | Accounts Payable | FOOTHILL MILL & LUMBER | \$36.76 | | |
| 59092 | 09/19/2013 | Open | | | Accounts Payable | I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP | \$787.04 | | |
| 59093 | 09/19/2013 | Open | | | Accounts Payable | INLAND BUSINESS MACHINES | \$834.49 | | |
| 59094 | 09/19/2013 | Open | | | Accounts Payable | JAMES RIOTTO & ASSOCIATES | \$295.00 | | |
| 59095 | 09/19/2013 | Open | | | Accounts Payable | JOHN REGH INLAND LEASING | \$789.60 | | |
| 59096 | 09/19/2013 | Open | | | Accounts Payable | MCGREGOR CONSTRUCTION CO INC | \$14.50 | | |
| 59097 | 09/19/2013 | Open | | | Accounts Payable | MENDON'S NURSERY | \$101.05 | | |
| 59098 | 09/19/2013 | Open | | | Accounts Payable | MOSS LEVY & HARTZHEIM | \$12,000.00 | | |
| 59099 | 09/19/2013 | Open | | | Accounts Payable | MUNICIPAL CODE CORP | \$350.45 | | |
| 59100 | 09/19/2013 | Open | | | Accounts Payable | MYERS STEVENS TOOHEY & COMPANY | \$50.40 | | |
| 59101 | 09/19/2013 | Open | | | Accounts Payable | NEUTRON INDUSTRIES INC | \$233.45 | | |
| 59102 | 09/19/2013 | Open | | | Accounts Payable | NORTH STATE RENDERING INC | \$20.00 | | |
| 59103 | 09/19/2013 | Open | | | Accounts Payable | NORTH VALLEY BARRICADE, INC. | \$129.00 | | |
| 59104 | 09/19/2013 | Open | | | Accounts Payable | NORTHGATE PETROLEUM CO | \$5,919.01 | | |
| 59105 | 09/19/2013 | Open | | | Accounts Payable | O'REILLY AUTO PARTS | \$279.82 | | |
| 59106 | 09/19/2013 | Open | | | Accounts Payable | OFFICE DEPOT ACCT#36233169 | \$253.26 | | |
| 59107 | 09/19/2013 | Open | | | Accounts Payable | PACIFIC GAS & ELECTRIC | \$43.42 | | |
| 59108 | 09/19/2013 | Open | | | Accounts Payable | PARADISE POST/NORTH VALLEY COMMITY MEDIA | \$110.90 | | |
| 59109 | 09/19/2013 | Open | | | Accounts Payable | PEERLESS BUILDING MAINT | \$562.90 | | |
| 59110 | 09/19/2013 | Open | | | Accounts Payable | SIEMENS INDUSTRY, INC | \$4,547.13 | | |

From Payment Date: 9/1/2013 - To Payment Date: 9/30/2013

Type EFT Totals:
AP - US Bank TOP AP Checking Totals

CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2013 - To Payment Date: 9/30/2013

| Number | Date | Status | Void Reason | Reconciled/ Voided Date | Source | Payee Name | Transaction Amount | Reconciled Amount | Difference |
|---------------|------|--------|-------------|----------------------------|---------|------------|-----------------------|----------------------|-------------------|
| | | | | | Voided | 0 | \$0.00 | \$0.00 | |
| | | | | | Stopped | 0 | \$0.00 | \$0.00 | |
| | | | | | Total | 142 | \$204,415.11 | \$0.00 | |
| | | | | | EFTs | Status | Count | Transaction Amount | Reconciled Amount |
| | | | | | | Open | 11 | \$232,212.94 | \$0.00 |
| | | | | | | Reconciled | 0 | \$0.00 | \$0.00 |
| | | | | | | Voided | 0 | \$0.00 | \$0.00 |
| | | | | | | Total | 11 | \$232,212.94 | \$0.00 |
| | | | | | All | Status | Count | Transaction Amount | Reconciled Amount |
| | | | | | | Open | 149 | \$436,628.05 | \$0.00 |
| | | | | | | Reconciled | 4 | \$0.00 | \$0.00 |
| | | | | | | Voided | 0 | \$0.00 | \$0.00 |
| | | | | | | Stopped | 0 | \$0.00 | \$0.00 |
| | | | | | | Total | 153 | \$436,628.05 | \$0.00 |
| Grand Totals: | | | | | | | | | |
| | | | | | Checks | Status | Count | Transaction Amount | Reconciled Amount |
| | | | | | | Open | 138 | \$204,415.11 | \$0.00 |
| | | | | | | Reconciled | 4 | \$0.00 | \$0.00 |
| | | | | | | Voided | 0 | \$0.00 | \$0.00 |
| | | | | | | Stopped | 0 | \$0.00 | \$0.00 |
| | | | | | | Total | 142 | \$204,415.11 | \$0.00 |
| | | | | | EFTs | Status | Count | Transaction Amount | Reconciled Amount |
| | | | | | | Open | 11 | \$232,212.94 | \$0.00 |
| | | | | | | Reconciled | 0 | \$0.00 | \$0.00 |
| | | | | | | Voided | 0 | \$0.00 | \$0.00 |
| | | | | | | Total | 11 | \$232,212.94 | \$0.00 |
| | | | | | All | Status | Count | Transaction Amount | Reconciled Amount |
| | | | | | | Open | 149 | \$436,628.05 | \$0.00 |
| | | | | | | Reconciled | 4 | \$0.00 | \$0.00 |
| | | | | | | Voided | 0 | \$0.00 | \$0.00 |
| | | | | | | Stopped | 0 | \$0.00 | \$0.00 |
| | | | | | | Total | 153 | \$436,628.05 | \$0.00 |



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: October 8, 2013**

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

AGENDA ITEM: 3c

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No.532

COUNCIL ACTION REQUESTED: Adopt a MOTION TO:

- (1) Waive second reading of the entire Town Ordinance No. 532 and approve reading by title only; AND
- (2) Adopt Town Ordinance No.532, an Ordinance of the Town of Paradise relating to Alarm Systems.

BACKGROUND: On September 10, 2013, the Town Council approved the first reading of the proposed amended Alarm System Ordinance.

DISCUSSION: Existing provisions of the Paradise Municipal Code have assisted the Town and the police department in dealing with alarm related calls for service and false alarm incidents. However, a review of the Paradise Municipal Code has revealed insufficient regulatory standards for effective tracking, monitoring and enforcement of alarm related incidents.

Among other things, the proposed revisions in the new ordinance will ensure that the Alarm Providers register with the Town and notify the police department of any new alarm system installation. The ordinance will require residential and business alarm customers to register with the Town yearly and will hold them accountable for false alarms. The proposed alarm ordinance continues to provide alarm customers with some leeway for human error as it extends one free false alarm per year, and waives fines for not registering their alarm system if the registration is completed and paid within 10 days of notification. The ordinance also has a built in incentive for residential and commercial alarm users where their annual registration fee will be waived if they have no false alarms during the fiscal year.

Town Staff recommends that the Town Council adopt the motion waiving the second reading of this entire ordinance, read it by title only and formally adopt Town Ordinance No. 532. Once adopted, the provisions of this ordinance will be effective thirty days thereafter.

FINANCIAL IMPACT: Publication costs in the approximate amount \$190 (a one-page ordinance summary must be published twice) and an approximate cost of \$17 per page for codification of the ordinance.

**TOWN OF PARADISE
ORDINANCE NO. _____**

**AN ORDINANCE OF THE TOWN OF PARADISE REPEALING CHAPTER 9.60 OF
THE PARADISE MUNICIPAL CODE AND ADDING A NEW CHAPTER 9.60 TO
THE PARADISE MUNICIPAL CODE RELATING TO ALARM SYSTEMS**

The Town Council of the Town of Paradise, State of California does **ordain as follows**:

SECTION 1. Chapter 9.60 of the Paradise Municipal Code is hereby repealed.

SECTION 2. A new Chapter 9.60 is hereby added to the Paradise Municipal Code to read:

**CHAPTER 9.60
ALARM SYSTEMS**

Sections:

| | |
|----------|---|
| 9.60.010 | Purpose |
| 9.60.020 | Definitions |
| 9.60.030 | Alarm System Registration Permit Required |
| 9.60.040 | Alarm Permit Registration |
| 9.60.050 | Alarm Provider Registration and License |
| 9.60.060 | Alarm Shut-Off Devices |
| 9.60.070 | Alarm Installation |
| 9.60.080 | Alarm Reporting |
| 9.60.90 | Alarm Activation at Premises Where an Alarm User Permit Has Not Been Issued |
| 9.60.100 | Reporting False Alarms – Fines and Penalties |
| 9.60.110 | False Alarm Fine(s) Appeal Process |
| 9.60.120 | Permit Revocation |
| 9.60.130 | Fines and Fees |

9.60.010 Purpose.

The purpose of this chapter is to provide a permit and registration system with appropriate regulations to facilitate the reduction of false alarms, provide police response and administration, and to advance the proper use of alarm systems by alarm users.

9.60.020 Definitions.

- A. "Alarm User" means the owner, occupant, or person in control of premises where a security or medical alarm is maintained within the Town of Paradise, excluding public schools.
- B. "Alarm Provider" means any person or other entity, whose business, purpose, or function is to install, service, or monitor security or medical alarms.
- C. "Alarm System" means a device or assembly of equipment and devices arranged to signal the presence of a condition such as (1) a robbery, (2) a burglary, home or business invasion, or (3) a medical emergency which is intended to summon an emergency police

response and/or emergency medical service. An alarm connected to equipment that alerts an alarm system at a premise is included within this definition. In this section, the term "Alarm System" shall include but is not limited to the following: "automatic hold-up alarm system", "burglar alarm system", "intrusion alarm system", "hold-up alarm system", "panic alarm system", and "personal emergency response system". Excluded from this definition and regulation from this Section are persons who use alarm systems to alert or signal persons within the premises in which the alarm system is located, of an attempted, unauthorized intrusion or hold-up attempt. If such a system, however, employs an audible signal emitting sounds, flashing lights, smoke or beacon designed to signal persons outside of the premises; such a system shall be within the definition of "Alarm System" and shall be regulated by this section.

- D. "False Alarm" means any alarm that is activated intentionally or accidentally, or by system malfunction when there is no intrusion, fire, smoke, or medical emergency. The Town shall have full authority and discretion to determine those situations and/or circumstances that may constitute a false alarm based on the following:
1. Error or mistake: Any action by any person or other entity owning or operating any dwelling, building, or place, or any action of an agent or employee thereof, which results in the activation of any alarm system when no emergency exists.
 2. Malfunction: Any unintentional activation of any alarm system caused by a mechanical malfunction, flaw in design, installation or maintenance of the system. Any activation caused by extraordinary violent conditions of nature, such as tornados, floods, or earthquakes, shall not be considered a malfunction.
 3. Intentional Misuse: Any intentional activation of an alarm system when no burglary, robbery, fire, or other emergency exists or is in progress.
 4. Alarms that are cancelled by the alarm company prior to a police officer being dispatched shall not be classified as a false alarm.
- E. "Principal" means the person or other entity whose premises are or will be protected by an alarm system. If the premise is leased, the principal shall be the person in possession or control of the protected premises, unless more than one tenant is served by a single alarm system, in which event, "principal", shall mean the owner of the protected premises.
- F. "Protected Premises" shall mean the area, which is or will be covered by an alarm system.

9.60.030 Alarm System Permit Required

- A. It is unlawful for any person or other entity to use, own or lease an alarm system or to be in control of a premise wherein an alarm system is operated or maintained without having first obtained an alarm system permit from the Town of Paradise as provided in this chapter.
- B. It is unlawful for any person or other entity to use, own or lease an alarm system or to be in control of a premise wherein an alarm system is operated or maintained when an alarm system permit has been revoked.
- C. An alarm system permit shall be obtained for each separately addressed operating premises.
- D. An alarm system permit is valid for one fiscal year, July 1 to June 30, unless revoked.
- E. Each applicant for an alarm system permit shall file a written application containing the following with the Town Police Department together with the fee established by Town Council resolution:
 1. The full legal name, address, and telephone number of the applicant.

2. The name, address, and telephone number of the premises where the alarm system is located.
 3. The type of alarm system at the protected premises.
 4. A list of three persons, including their addresses and telephone numbers, who can be contacted and will respond to the premises in the event of an emergency or to reset or deactivate the alarm system, or who could contact the alarm user if the alarm user is not at the protected premises.
 5. The name(s), address, telephone number, and state license number of the person or company that installed the alarm system.
 6. The name, address and telephone number of the person or company that is responsible for the maintenance and repair of the alarm system, if applicable.
 7. The phone number and address of the alarm monitoring station.
- F. Incomplete applications shall be returned to the applicant. An alarm system permit will not be issued until the completed application is received and approval for the permit has been granted by the Police Department.
- G. An application for an alarm system permit shall be denied if:
1. The applicant has failed to pay false alarm fees required by this chapter for a different protected premises under the applicant's ownership or control.
 2. The applicant has failed to comply with any provisions of this chapter.
- H. The Town Police Department shall be responsible for processing and issuing alarm system permits.

9.60.040 Alarm Permit Registration.

- A. Prior to an installation of an alarm system, the alarm user shall obtain a permit and register the alarm system with the Town Police Department.
- B. The alarm user shall pay the Town an annual permit renewal registration fee for each premise where an alarm control panel is in use. The annual permit fee shall be adopted by resolution of the Town Council.
- C. All alarm providers shall advise all alarm users with whom they do business that the alarm users must obtain an alarm system permit and register their alarm with the Town Police Department.
- D. By June 30th of each fiscal year, all alarm users shall renew their alarm user permit and registration with the Town Police Department.
- E. No annual permit renewal fee shall be charged for an alarm system that has had no false alarms during the previous twelve (12) months. (July 1 – June 30)

9.60.050 Alarm provider registration and license.

- A. An alarm provider contracted to install, maintain and/or provide monitoring an alarm shall possess a valid California-issued alarm company license and be registered with the Town as an alarm system provider. The California alarm licensing requirements shall apply to alarms installed by the owner or occupant in his or her residence. Alarm providers who have an inordinate number of system revocations may have their company removed from the Town alarm installer/monitor registration role.
- B. Alarm providers shall pay the Town an annual business registration fee as established by Town Council resolution.

- C. By June 30th of each fiscal year, all alarm providers shall renew their business registrations with the Town Police Department.

9.60.060 Alarm shut-off devices.

- A. Alarm systems equipped with audible signals, e.g. bells, horns, sirens, shall be fitted with a shut-off device that automatically silences the audible signal within ten (10) minutes of activation.
- B. Alarm systems equipped with audible signals that are not fitted with an automatic shut-off device shall be subject to deactivation by representatives of the Town Police Department. The alarm user shall be subjected to a shut-off fee adopted by Town Council resolution, in addition to any false alarm fees, which may be associated with an emergency police or medical response.

9.60.070 Alarm Installation.

Alarm system installation shall comply with the following:

1. Upon completion of an alarm installation, the alarm provider shall thoroughly instruct the alarm user in the proper operation, testing, and maintenance of the system.
2. Use only dual action hold-up devices and eliminate using “1+” duress keypad coding and money clips.
3. Implement procedures to prevent or cancel exit/entry false alarms. (Extend delay times, enable delays before dialing, enable panel cancel code, etc.)
4. Alarm systems shall contain a battery back-up system in case of a power surge, loss of power due to storms or cut wires.
5. Alarm users and alarm providers shall assign access codes to premise users that are unique to the individual such as driver’s license or social security numbers.
6. In commercial *robbery* alarm application, the alarm user shall locate a phone designated for alarm verification adjacent to the alarm code access panel.

9.60.080 Alarm reporting by Alarm Providers.

- A. When reporting alarms to the police, fire, emergency medical dispatch center, the alarm providers shall indicate whether verification was made.
- B. Alarm provider shall immediately notify the police, fire, and/or emergency medical dispatch center of all verified alarm cancellations.
- C. No false alarm fee shall be charged if the alarm is cancelled prior to a Town police officer being dispatched to a call for service.
- D. Alarm providers shall provide the Town an alarm user list on a format designated by the Town Police Department. The alarm user list shall be submitted to the Town Police Department no later than the 15th day of the month for the prior month.

9.60.090 False alarm prohibited.

- A. Any person who knowingly or willfully initiates a false alarm shall be guilty of an infraction.

9.60.100 False alarms – fees.

For each false alarm, an alarm user shall be required to pay the Town the fee or fees established by Town Council resolution.

9.60.110 False alarm fees appeal process.

- A. The Town Police Department shall notify the alarm user, in writing and/or by e-mail of each instance wherein the Police Department has recorded a false alarm. The alarm user shall have the opportunity within fourteen (14) days from the date of the notification to submit a report for the purpose of showing cause as to whether circumstances exist to warrant voiding the false alarm recordation. The Police Department shall review the alarm user's report and/or meet with the alarm user and issue a written finding to the alarm user as to whether or not the false alarm record action will be voided.
- B. Documentation provided to the Police Department of maintenance or repair to the alarm system after the occurrence of a false alarm may be considered in determining whether or not to assess the false alarm fee. No more than one false alarm fee per fiscal year shall be waived due to malfunction, maintenance, equipment failure, or user error.
- C. Severe weather, power outages, transmission line malfunctions, malicious acts of person(s) not under the control of the alarm user, or any other cause clearly beyond the control of the alarm user may be considered in determining whether or not action will be taken against the alarm user as provided for in this ordinance.

9.60.120 Permit revocation.

- A. Any alarmed premises, which has six (6) or more false alarms within a fiscal year shall subject the alarm user to permit revocation as provided herein.
- B. If Town records show six (6) or more false alarms within a fiscal year for any alarmed premises:
 - 1. The Police Department shall notify the alarm user by certified mail or e-mail, that his or her alarm permit shall be revoked thirty (30) days from date of mailing or e-mailing. The alarm user shall have fourteen (14) days from the date of mailing or e-mail to submit a written report to the Police Department describing action taken or to be taken to identify and eliminate the cause of the false alarms, and to request that his or her alarm system permit be reinstated.
 - 2. If the alarm user submits a report requesting reinstatement of his or her alarm system permit, the Police Department shall determine if the action taken or to be taken will substantially reduce the likelihood of false alarms. If the Police Department determines that the action will substantially reduce the likelihood of false alarms, the Police Department shall notify the alarm user that the request to reinstate the alarm system permit has been approved.
 - 3. If the alarm system permit is reinstated, and the Police Department responds to subsequent false alarm activations in the same fiscal year at the protected premises, the Police Department shall proceed with the permit revocation process again as described in this section.
 - 4. If the Police Department determines that the action taken, or to be taken, will not substantially reduce the likelihood of false alarms, the request for reinstatement shall be denied. The Police Department shall give notice by certified mail or e-mail to the alarm user that the permit will be revoked and that:

- i. The Police Department shall require the alarm provider to perform an inspection of the alarm system and provide a report to the Police Department.
- ii. The amount of fines and fees.
- iii. Amount of a reinstatement fee.
- iv. Attend alarm school/training.

9.60.130 Fines and Fees.

- A. Any alarm user who fails to pay any fines or fees provided for under this chapter or by Town Council resolution within thirty (30) days from the date of invoice requesting payment of same shall have the subject alarm system permit revoked. Any such alarm system permit shall not be reinstated until all the unpaid fees and fines are paid in full.
- B. Violation of this chapter by an alarm user shall be deemed an infraction. Any person found guilty of a violation of any of the provisions of this chapter shall, upon conviction, be subject to the penalty provisions pursuant to Government Code Section 36900. Each day that a violation is allowed to continue shall constitute a separate and distinct violation.

SECTION 3. This ordinance shall take effect thirty (30) days after the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance shall be published with the names of the members of the Town Council voting for and against it in a newspaper of general circulation published in the Town of Paradise, California.

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of October 2013, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Timothy Titus, Mayor

ATTEST:

By: _____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: October 8, 2013**

AGENDA ITEM No. 3(d)

ORIGINATED BY: Paul T. Derr, Public Works Manager

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Donation of a 2001 Ford F-350, Four-Wheel Drive Pickup Truck

RECOMMENDATION: Accept the donation of a 2001 Ford F-350, four-wheel drive pickup truck from PG&E for use in the Public Works Maintenance fleet.

BACKGROUND: On May 24, 2013, the Town's Fleet Manager was notified by Marty Parker of PG&E that his application for a donated vehicle had been approved. After a lengthy paperwork transfer procedure, the vehicle officially became property of the Town. This pickup truck, although over 10 years old, will replace one of the maintenance vehicles, which is over twenty years old. The Ford F-350 will soon be equipped with a snow plow and a dump bed transferred from the replaced vehicle. The replaced vehicle, once approved by Council, will be surplus and placed up for sale.

According to Town Resolution #96-17, donations shall be offered directly to the Town Council for acceptance.

FINANCIAL IMPACT: The donation of this pickup truck, valued at \$2,687.00, provides the necessary improvement to the Public Works Maintenance department and allows for the removal of a vehicle that has had constant repair issues. No General Fund monies are anticipated to be used for improvements to this vehicle.







**Town of Paradise
Council Agenda Summary
Date: October 8, 2013**

Agenda Item: 3e

Originated by: Josh Marquis, IT Manager
Reviewed by: Lauren Gill, Town Manager
Subject: Admin Policy 220 – Information Technology Policy & Procedures

Council Action Requested:

Approve Admin Policy 220 – Information Technology Policy & Procedures.

Discussion:

Information Technology (IT) policies and procedures are designed to provide for consistent behaviors throughout the Town of Paradise (Town) relating to Computing Assets. The policies and procedures also provide guidance on the use and management of Computing Assets.

Policies must be updated and maintained to remain effective. This update is a complete replacement of the previous policy which has become obsolete.

Admin Policy 220 was updated with significant input from the Information Technology Users Group (ITUG) at the Town and also from feedback during the meet and confer process with the Town's bargaining units.

Fiscal Impact Analysis:

There is no fiscal impact.

**TOWN OF PARADISE
RESOLUTION NO. 13-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE,
CALIFORNIA, APPROVING INFORMATION TECHNOLOGY POLICIES &
PROCEDURES**

WHEREAS, Information Technology (IT) is a continually progressing field; and

WHEREAS, IT policies and procedures are designed to provide for consistent behaviors throughout the Town of Paradise (Town) relating to Computing Assets. The policies and procedures also provide guidance on the use and management of Computing Assets; and

WHEREAS, the Town strives to ensure its policies remain effective through updates and maintenance; and

WHEREAS, the Town has met and conferred with the Town’s bargaining units concerning the policy.

NOW, THEREFORE BE IT RESOLVED BY the Town Council of the Town of Paradise, as follows:

SECTION 1. ADMIN POLICY 220 ADOPTION. The Town Council hereby approves the Information Technology Policies and Procedures set forth in Exhibit “A” attached as Admin Policy 220. This Policy shall supersede all prior Town policies relating to information technology.

SECTION 2. CONSTITUTIONALITY. If any portion of this resolution is declared invalid or unconstitutional, then it is the intention of the Town Council that all other sections of this resolution shall remain in full force and effect.

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SECTION 3. EFFECTIVE DATE. This resolution shall go into full force and effect immediately upon adoption.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 8th day of October, 2013 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Timothy Titus, Mayor

ATTEST:

BY: _____
Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney

Town of Paradise



220

Information Technology Policies & Procedures

Approved by: Town Council
On
October 08, 2013

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Article II. Overview

These Information Technology (IT) policies and procedures are designed to provide for consistent behaviors throughout the Town of Paradise (Town) relating to Computing Assets. The policies and procedures also provide guidance on the use and management of Computing Assets.

Article III. Policies

Users of Town Computing Assets are expected to act in a responsible manner by complying with all policies, relevant laws, and contractual agreements related to hardware, software or associated information.

This and any subsequent IT policy applies to all Users of Town Computing Assets.

This policy supersedes all department policies that cover the same content contained herein.

Section 3.01 Computer Use and Ethics

The Town of Paradise is committed to protecting the Town and its Users from inappropriate, illegal, or damaging actions by intentional or unintentional means both inside and outside the Town.

Town Computing Assets shall be used only for authorized Town business purposes in serving the interests of the organization and its public in the course of normal operations. Any exceptions from adopted Town policy are not authorized unless given In Writing by the Town Manager, his/her designee, or as defined by Town policy.

Users are advised that use of the Town's Computing Assets in accordance with this policy is mandatory; however, compliance does not constitute a guarantee of privacy, either expressed or implied. Users are advised that electronic communications, records, and/or notes are subject to the [California Public Records Act](#) and that there is no reasonable expectation or right of privacy associated with the use of the Town Computing Assets. Department heads, or the Town Manager, in association with the IT Manager, may at any time and without notification, monitor or review Computing Assets of any User.

A. Ownership and General Use

1) Ownership

All Town Computing Assets and any Content created on any Town Computing Asset is the sole property of the Town. The Town recognizes and strives to comply with all privacy and confidentiality laws applicable to the information created and/or stored on the Town Computing Assets. All resources and information created and/or stored on any Town Computing Assets is subject to review and/or inspection by the Town Manager, his/her designee(s), or as defined in this and any other applicable Town policy.

2) Accountability

Department heads are responsible for organizational adherence to Town policies and procedures, and are responsible for requesting approval, In Writing, of any exception(s) to those policies and procedures.

3) *Compliance*

The IT Manager shall be responsible for monitoring all Users for compliance with all Town IT policies and procedures and may monitor equipment, systems, network traffic, and stored data within the Town to ensure compliance with local, state, and federal laws.

4) *Incidental & Occasional Personal Use*

Incidental and occasional personal use of Computing Assets may occur when such use does not generate any additional Cost for the Town or where express authorization has been given by the department head. Any such incidental or occasional use of Town Computing Assets for personal purposes is subject to the provision of this and all other Town policies.

5) *Termination*

Authorization to use or access Town Computing Assets, including Remote Access and Internet use and/or access, may be revoked, withdrawn, or limited at any time at the sole discretion of the Town Manager, or his/her designee(s).

B. *Prohibited Use and Activities*

The following are prohibited uses of Town Computing Assets. Suspected illegal activities under local, state, federal or international laws shall be reported by the Town to the appropriate authorities. The following list is not intended to be comprehensive, rather it is an attempt to provide a framework for activities that are deemed to be unacceptable or prohibited uses of the Town Computing Assets.

The User is solely responsible for obtaining any needed clarification prior to action.

1) *Licensing*

Products that are not appropriately licensed for use by the Town or those that violate the rights of any person or organization protected by copyright, trade secret, patent or other intellectual property or similar laws or regulations shall not be used on Town Computing Assets or equipment authorized by the Town for use in a User's daily course of Town business.

2) *Copyright*

Unauthorized copying of copyrighted material including, but not limited to, digitization and distribution of photographs from magazines, books, or other copyrighted sources, and copyrighted music is prohibited.

3) *Online Shopping*

Purchasing or making an attempt to purchase any item or service offered via an Internet provider is prohibited. Exceptions shall be approved by the department head for purchases related to Town business and utilizing Town funds.

4) *Internet Radio*

Listening to or attempting to listen to internet radio is prohibited except for those relating to Town business. For example, AM 1500 and other information sources during a public safety event are approved. Further exceptions require approval of the department head and the Information Technology Manager.

5) *Instant Messaging, Text Messaging, & Other Non-Town Communication Methods*

Instant Messaging (IM), Text Messaging, & other non-Town communication methods are inherently insecure and are usually not protected by any encryption. Further, the previous methods do not provide any reliable authentication of the parties involved in the conversation. Therefore, the use of Instant Messaging (IM), Text Messaging, & other direct forms of communication shall be prohibited for any communication to any external source.

6) *Blogging, Newsgroups, Social Media, or Posting*

a) PURPOSE AND SCOPE

Blogging, newsgroups, social media, or posting for non-Town purposes using Town Computing Assets is strictly prohibited. Any work related blogging, newsgroups, social media, or posting shall not include any information or content that is in violation of this or any other Town policy.

7) *SPEECH, EXPRESSION AND CONDUCT*

To meet the Town's safety, performance, and public-trust requirements, Users are prohibited from using Town Computing Assets as follows:

- i. Speech or expression made pursuant to an official duty that tends to compromise or damage the mission, function, reputation or professionalism of the Town or its Users.
- ii. Speech or expression that, while not made pursuant to an official duty, is significantly linked to, or related to, the Town and tends to compromise or damage the mission, function, reputation, or professionalism of the Town or its Users.
- iii. Speech or expression that could reasonably be foreseen as creating a negative impact on the credibility of the User. For example, posting statements or expressions to a website that glorify or endorse dishonesty, unlawful discrimination, or illegal behavior.
- iv. Speech or expression of any form that could reasonably be foreseen as creating a negative impact on the safety of Users.
- v. Speech or expression that is contrary to the canons of the Law Enforcement Code of Ethics as adopted by the Town, for Users to which it applies.
- vi. Use or disclosure, through whatever means, of any information, photograph, video or other recording obtained or accessible as a result of a relationship with the Town for financial or personal gain, or any disclosure of such materials without the express authorization of the Town Manager. For employees of the Paradise Police Department authorization would be required from the Chief of Police or his/her designee (Penal Code § 146 (g)).
- vii. Posting, transmitting or disseminating any photographs, video or audio recordings, likenesses or images of Town logos, emblems, uniforms, badges, patches, marked vehicles, equipment or other material that specifically identifies the Town or one of its departments on any personal or social networking or other website or web page, without the express written permission of the Town Manager or department head.

- viii. Failure to take reasonable and prompt action to remove any content that is in violation of this policy and/or posted by others from any web page or website maintained by the User (e.g., social or personal website).

8) UNAUTHORIZED ENDORSEMENTS AND ADVERTISEMENTS

Unless specifically authorized by the Town Manager or department head, Users shall not represent the Town or identify themselves in any way as being affiliated with the Town in order to do any of the following (Government Code §§ 3206 & 3302):

- i. Endorse, support, oppose, or contradict any political campaign or initiative.
- ii. Endorse, support, oppose, or contradict any social issue, cause or religion.
- iii. Endorse, support, or oppose any product, service, company, or other commercial entity.
- iv. Appear in any commercial, social, or nonprofit publication or any motion picture, film, video, public broadcast or on any website.

Additionally, when it can reasonably be construed that a User, acting in his/her individual capacity or through some unofficial group, or organization (e.g., bargaining group), is affiliated with the Town, the User shall give a specific disclaiming statement that any such speech or expression is not representative of the Town.

Users retain his/her right to vote as they choose, to support candidates of his/her choice, and to express his/her opinions on political subjects and candidates at all times while off-duty.

However, Users shall not use his/her official authority or influence to interfere with or affect the result of an election or a nomination for office. Users shall also be prohibited from directly or indirectly using his/her official authority to coerce, command or advise another User to pay, lend, or contribute anything of value to a party, committee, organization, agency or person for political purposes (5 USC § 1502).

b) PRIVACY EXPECTATION

Users shall not have any expectation of privacy with regard to anything published or maintained through file-sharing software or any Internet site open to public view (e.g., Facebook, MySpace, DropBox, Google Drive).

The Town also reserves the right to access, audit, and disclose for whatever reason all messages, including attachments, and any information transmitted over any Town Computing Asset which is issued or maintained by the Town. Unless exceptions exist under other laws or regulations.

All information accessed or received over Town Computing Assets are considered Town records, and therefore are the property of the Town. The Town reserves the right to access, audit and disclose for whatever reason all messages, including attachments, that have been transmitted, accessed or received through any Town Computing Asset, or any such information placed into any Town Computing Asset. This includes records of all key strokes or web-browsing history made at any Town Computing Asset.

The fact that access to a database, service, or website requires a user name, password, or certificate shall not create an expectation of privacy if it is accessed through a Town Computing Asset.

9) *Network/Internet Use*

Users shall be allowed to access information on the internet only to the extent allowed by this policy. The use of any Town Computing Asset for internet use shall be related to Town business. Prohibited activities include, but are not limited to, the following:

a) PROHIBITED USE AND CONTENT

- i. For commercial or monetary gain.
- ii. For illegal activities.
- iii. Comments, images, or content that violates any Town policy, including but not limited to the Town's Unlawful Harassment Policy.
- iv. Comments, images, or content that is semi-nude, nude, sexual acts, or of an obscene nature.
- v. Comments, images, or content which are disparaging of any protected class under state or federal law.
- vi. Use which violates copyright laws.
- vii. For sale or purchase of personal items.
- viii. Any type of harassment or bullying of any person(s) or group(s).
- ix. Unauthorized distribution of Town data or information.
- x. Streaming, non-work related content such as audio, radio, video, etc.
- xi. Downloading any unauthorized software, game, screensaver, adware, spyware, malware, or toolbar.
- xii. Allow unauthorized users access to the internet or any Town Computing Asset.
- xiii. Accessing third-party remote access websites/applications without prior approval of the Information Technology Manager.
- xiv. Profanity.
- xv. Illegal Drug use or paraphernalia.

b) MONITORING

The Information Technology Manager or his/her designee(s) in the performance of their duties shall have access to all logs and records and shall proactively monitor as necessary to assure efficient performance and appropriate and acceptable use. Access to the Internet in violation of any part of this policy, any other Town policy, or any local, state or federal law shall be documented and reported to the appropriate person(s) or authorities.

10) *Gambling and Game Playing*

Gambling online or offline is strictly prohibited.

Game playing is prohibited except as approved in writing by department head.

11) *Malicious Programs and Illegal Material*

Exporting, storing, transmitting, or use of malicious programs, technical information, encryption software, or technology, in violation of international or regional export control, Town, local, state or federal law, regulation, or policy is illegal and prohibited.

The department head and the Information Technology Manager shall be consulted for his/her review and written approval prior to exporting, storing, transmitting, or use of any material that is in question.

12) *Installation or Un-installation of Software*

The intentional installation or un-installation of any program is prohibited unless performed by or with approval of the IT division or his/her designee(s). It is the responsibility of the department head to get authorization prior to installation of any program.

Any unintentional installation or un-installation of a program shall be reported immediately to the IT division.

Updates or new versions of currently installed and authorized programs are excluded and do not require approval. For example, updates to Adobe Reader, Adobe Flash Player, Oracle Java, Microsoft Office, and Microsoft Windows are authorized programs which require routine updates and do not require approval.

13) *Security Breach or Monitoring*

Effecting security breaches or disruptions of communications is prohibited. Security breaches include, but are not limited to, accessing data of which the individual is not the intended recipient or logging into a server, account, directory, or file that the individual is not expressly authorized to access, port scanning, security scanning, executing any form of network monitoring, or circumventing user authentication or security of any host, network, or account. For example, allowing, whether by intentional action or inaction, an unauthorized User access to any Town Computing Asset.

Exceptions shall be within defined job duties and specifically authorized and documented by the Information Technology Manager or his/her designee(s).

14) *Cellular Phones*

Forwarding of any services or features offered by any Town issued or Town reimbursed phone to a non-Town issued or non-Town reimbursed phone without approval of the Information Technology Manager or his/her designee(s) is prohibited.

C. Security and Proprietary Information

1) *Confidential or Sensitive*

Users shall take all necessary steps to prevent unauthorized access to confidential/sensitive information contained within any Town Computing Asset. Examples of confidential or sensitive information include, but are not limited to:

- a) [Protected Health Information](#)
- b) [Personally Identifiable Information](#)
- c) Employee data
- d) Bidder information
- e) Attorney/client communications
- f) Union/employee communications (except as may be required by law)

- g) Any Computing Asset system or network related information or data
- h) Any information defined or identified by a department or the Town Attorney as confidential/sensitive
- i) Any information as required by any local, state, or federal law to be confidential/sensitive.

2) User Responsibility

Users are required to perform in such a manner as to ensure that they:

- a) Use Town Computing Assets only in accordance with this and any other Town policy, and as assigned or expressly authorized.
- b) Not intentionally access records, case information, confidential personnel information, or other stored information not regularly assigned to the User, including information pertaining to family members, friends, neighbors, etc. Any unauthorized access shall be reported immediately to the User's supervisor, who, in turn shall immediately report the incident to the IT division.
- c) Not copy computer system generated confidential information to a disk or other External Device or print to paper media, unless expressly authorized by the department head. Documentation of the copying of confidential information to disk or other External Device shall be maintained by the authorizing department head for auditing purposes.
- d) Not provide access to unauthorized persons or entities either intentionally or by negligence.

3) Password Use Guidelines

Authorized Users are assigned accounts for his/her specific use based on his/her defined needs. Users are responsible for the security of his/her accounts. Passwords are a mechanism to enable users to keep his/her account secure.

System user identification and password integrity is an absolute necessity.

Users shall:

- a) Keep his/her password in a secure location.
- b) Not use personally identifiable information or easily guessed words.
- c) Not share his/her password with anyone including, but not limited to, his/her supervisor. Exceptions shall be approved In Writing by the department head or the IT Manager. Exceptions shall be documented by the IT division.
- d) Not use or attempt to use the account of another user. Exceptions shall be approved by the department head and the IT Manager.
- e) Report the knowledge of another User's password to the department head or IT division.
- f) Log off, lock, or shutdown any computer when it shall be unattended. If a computer does not automatically lock after no longer than 15 minutes of inactivity it is the Users responsibility to report the problem to the IT division. The computers in dispatch are exempt from this requirement.

3) Password Requirements

All the following are requirements for passwords used to access any Town software package, unless not supported in that software package.

- a) The password shall be at minimum 7 characters in length.
- b) Be changed at minimum every 90 days.
- c) Contain at a minimum 3 of the 4 following types:
 - i. Lower case letter (a, b, c, ...)
 - ii. Upper case letter (A, B, C, ...)
 - iii. Number (1, 2, 3, ...)
 - iv. Symbol (!, @, #, ...)
 - v. Special character
- d) Not contain personally identifiable information such as his/her name, etc.
- e) Not contain any common words (Paradise, Town, Building, etc.).

4) External Devices

Because information contained on portable computers and other external media devices is especially vulnerable, Users shall exercise the highest care in the handling, storage, and transportation of this equipment. No personal External Device shall be connected to any Town Computing Asset. Only Town-owned and authorized External Devices may connect to Town Computing Assets and only with prior written approval from the department head and the IT division.

Except where the Town Computing Asset is meant to be accessible. For example, public WiFi is offered at Town locations which is meant to be accessed without prior written approval.

5) Physical Security

Access to areas containing sensitive/confidential Town Computing Assets shall be physically restricted. Restricted Town Computing Asset areas include, but are not limited to, data centers, computer rooms, telephone closets, network router and hub rooms, voice-mail system rooms, and similar areas containing Town Computing Assets. All access to those areas shall be authorized and restricted. Shared purpose rooms or closets shall be avoided (i.e. janitor or general storage rooms/closets). It is the responsibility of the IT Manager to ensure this policy is enforced.

6) Wireless Security

No computer, device, or other item shall make or attempt to make any Wireless connection directly to, or from, any Town Computing Asset without prior authorization and written approval from the IT division. This section does not apply to Wireless human interface devices such as mice and keyboards.

The Town may provide public access to the internet via wireless methods and only by means provided by the IT division. This access is still covered by these policies but granting access does not require prior authorization or written approval.

No computer, device, or other item shall capture Wireless network traffic at any level.

7) Reporting

The assigned User of Town Computing Asset is considered the custodian of the resource. If the Town Computing Asset is lost, damaged, stolen, or otherwise becomes unavailable to the authorized User, they shall follow procedure Section 4.05 Possible Infection/Virus/Spyware/Malware/Security Breach/Theft/Loss.

8) Software Security

Whenever an authorized User, in connection with his / her role at the Town, requests software to be loaded or installed on a Town Computing Asset, or loads or installs software on a Town Computing Asset, he / she shall abide by the stipulations included in the license agreements associated with that software and applicable Town policy. It is the responsibility of anyone requesting installation of, or installing or loading, software onto a Town Computing Asset to be familiar with the license agreements for that software as documented by the vendor. Individual, authorized Users are responsible for software they load, install, or which they supply for loading or installing on any Town Computing Asset.

Taking Town owned software home or elsewhere off Town property to use on a non-Town Computing Asset, even if the purpose is to perform Town related work, is also prohibited unless such use is authorized In Writing and is permitted in the license agreement associated with the software. Unauthorized use constitutes theft of Town property unless the software license specifically allows concurrent use and such use has been approved In Writing by the department head. If the software license does not allow such use and a supervisor or department head requests a user to perform such work, the department is required to request the purchase of an additional license for installation on the User's Computing Asset.

Software purchased by, and/or licensed to, the Town of Paradise is a resource and, therefore, shall be safeguarded and accounted for in the same manner as other Town Computing Assets. All commercial software license agreements, records of purchase, and original and back-up disks (or other software distribution media) shall be kept by the IT division in a safe place and shall be made available for review or inspection by internal or external officials.

9) Encryption

Users may not install or use encryption software on any Town Computing Asset without first obtaining permission In Writing from his/her department head and the IT Manager.

A copy of any in use or planned to be in use encryption key and encryption software shall be given to the IT Manager for review, approval, and retention purposes.

10) Malicious Software

Potential sources of [Malicious Software](#) include, but are not limited to, shared media such as floppy disks or CDs, social networking sites, e-mail, e-mail attachments, and documents and programs downloaded from the Internet. Malicious Software is almost always costly to the Town whether through loss of data, staff time to recover a system, disruption or denial of services, or the delay of work.

With respect to Malicious Software safeguards, Users shall:

- a) Submit an AIMS ticket in accordance with Section 4.01D High Priority and continue until a response has been confirmed.
- b) Handle with caution any unexpected e-mail attachments or those received from senders not known by the authorized User. If an authorized User is unsure about the item in question, or how to handle the item, they shall contact the IT division and wait to open the item until told to do so by the IT division.
- c) Handle downloaded files and web pages viewed via the Internet with the same regard for caution as an e-mail attachment.
- d) Not install or execute any unauthorized software on any Town Computing Asset.
- e) Not modify or remove anti-Virus software.

Section 3.02 E-mail Use, Retention and Inspection

E-mail use and content is subject to all other applicable Town and department policies including, but not limited to, confidentiality, conflict of interest, general conduct, and unlawful harassment. For example, see the Town's Unlawful Harassment Policy.

Users expressly acknowledge and agree that the use of any Town Computing Assets, whether for business or personal use, shall be without any expectation of privacy by the User, sender and/or recipient of any communication.

Access to e-mail services is a privilege that may be wholly or partially restricted without prior notice and without consent of the User. All e-mail is subject to audit and periodic, un-announced monitoring or review by authorized individuals, as directed by any two of the following: the department head, IT Manager, Human Resources Manager, Town Manager, or Town Attorney.

A. Use and Content

1) Acceptable

The Town e-mail system shall be used for the communication between internal Users and external individuals and organizations and is considered an official communication medium. All messages shall be professional in content and purpose and adhere to all Town policies. Town e-mail shall be used only for business related communication except where Town policies allow for personal use. Department heads are responsible for enforcing these policies within his/her departments.

2) Prohibited

The following list is not intended to be comprehensive. It is provided as a framework for activities that are deemed to be unacceptable or prohibited uses of the Town e-mail system.

Suspected illegal activities under local, state, federal, or international laws shall be reported to the appropriate authorities.

a) Unsolicited or Junk Mail

Sending unsolicited e-mail messages includes the sending of "junk mail", "spam", or other advertising material to individuals who did not specifically request such materials.

b) Content

E-mail is not a secure medium. Un-encrypted e-mail shall not contain [Protected Health Information](#), [Personally Identifying Information](#), or any other privileged or sensitive information. If sensitive information shall be transmitted using e-mail, it is the responsibility of the User to ensure proper protection is used.

All confidential, privileged, or restricted e-mail originating from a Town of Paradise account shall have CONFIDENTIAL added to the beginning in all capitals. It is the responsibility of the User to ensure each and every outgoing message meets this requirement. Failure to do so may cause the information to be disclosed incorrectly.

c) Harassment

Any form of harassment via e-mail, telephone, text messaging, or paging, whether through language, content, frequency, or size of messages, or to intimidate others or interfere with the ability of a User to conduct Town business.

d) Evasion, "Spoofing" or "Snooping"

Unauthorized use or forging of e-mail header information or the solicitation of e-mail for any other e-mail address, other than that of the requestor's account, with the intent to harass or to collect replies. Constructing an e-mail message so that it appears to be from someone other than the actual sender. Obtaining or attempting to obtain access to the files or e-mail of others without prior, written permission of the User, User's supervisor, the department head, IT Manager, or the Town Manager.

e) Gain

Creating or forwarding any "chain letter", "Ponzi" or other "pyramid" schemes of any type whether or not for monetary or other gain. Any use for personal monetary gain or for commercial purposes not related to Town business.

f) Online Subscription or Purchase

Purchasing an item unrelated to Town business from an online retailer and/or submitting a Town phone number or e-mail address to a subscription service. For example, submitting a User's e-mail address to get daily coupons.

g) Town-wide e-mails

Broadcasting Town-wide e-mails unless approved by a User's department head, IT Manager, Town Manager, or his/her designee(s).

h) Copyright

Sending copies of documents or including the work of others in e-mail communications in violation of copyright laws.

i) Interception

Attempting to intercept, open, or prevent delivery of e-mail, except as required by authorized Users to diagnose or correct delivery problems.

Inadvertently received messages shall be reported to the sender immediately.

B. Responsibility and Retention

E-mail is considered a communications tool and not a storage mechanism. Backup of e-mail by the IT division shall be for disaster recovery purposes only. Backup by the IT division shall not be considered records retention. Any retention of e-mail communications is the responsibility of the sender/recipient of the message, not the backup process. Retention of e-mail communications by the sender/recipient is subject to the Town's Record Retention Schedule.

Once it becomes apparent that a subject may result in litigation, all email communications regarding the subject shall be retained and shall not be deleted.

C. Inspection

Reasons for inspection or review may include, but are not limited to system malfunctions, problems or general system failure, a lawsuit against the agency involving the User, or related to the User's duties, or because of an alleged or suspected violation of a Town policy, the need to perform or provide a service when the User is unavailable, or for policy enforcement.

Section 3.03 Training

A. Responsibility

Each department head is responsible for ensuring his/her assigned Users are trained to at least this minimum standard.

Each new User shall read and understand the Town IT Policies and Procedures in its entirety. If there is any conflict it is the User's responsibility to bring this conflict to the attention of his/her department head or the HR division. If the User requires clarification on any aspect of any Town policy, he/she shall obtain it from his/her department head or the HR division prior to beginning work.

Each department head is responsible for ensuring that all his/her current and future Users are given a copy of these policies and sign the acknowledgement form and forward it to the HR division for retention in the User's personnel file (See [Appendix 7.2](#)).

Training in the use of new software or equipment is the responsibility of each department head. Department heads are also required to ensure that Users sign an acknowledgement of training form and forward it to the HR division for retention in the User's personnel file (See [Appendix 7.1](#)).

Section 3.04 Remote Access and Use

Remote access and use is authorized only for approved Town business as determined by the department head. Any request for remote access shall be made In Writing to, and approved In Writing, by the IT Manager or his/her designee(s). Allowing access without ensuring this process is fully complete is providing unauthorized access to Town Computing Assets.

Users shall comply with all aspects of this policy and all other Town policies as outlined in the Town IT Policies and Procedures.

A. Requirements

1) Security

All remote access to Town Computing Assets shall be accomplished via secure methods specifically authorized by the IT Manager or his/her designee(s) and supported by the IT division.

Repeated unsuccessful attempts to sign on to remote facilities due to an incorrect username or password may result in temporary revocation of the account and/or privileges. Users shall call the IT division to have his/her account re-enabled.

Remote sessions which become inactive for a period greater than 20 minutes may become disconnected automatically.

2) Restricted Applications

Remote access shall not be permitted to applications which current local, state or federal security regulations prohibit.

3) Methods

Users accessing the Town remotely shall only do so with software issued by the IT division. As this software is a method of access, it shall be treated as such and not be [Disclosed](#).

4) Responsibility

Remote access is considered a privilege, and can be revoked at any time without cause by the Town Manager, authorizing department head, or the IT division.

All Users remotely accessing the Town network shall exercise due diligence in ensuring that Town Computing Assets, and non-Town computer systems used for this purpose, are free from [Malicious Software](#), have Virus protection installed, running, and fully up-to-date, are fully patched and up-to-date with all vendor recommended and required patches and updates, and are secured from unauthorized use.

At no time shall any User make available or viewable to any unauthorized party, for that specific system, any content or means of access. For example, Users shall take reasonable actions to ensure Computing Assets used for remote access are not left unattended while connected, or able to be connected without restriction, which could allow unauthorized access or viewing of Town Computing Assets.

5) Termination of Remote Access

When a User is no longer authorized all remote access services and related system rights shall be terminated. Notification of termination shall be made promptly by the department head to the IT division.

Any Town Computing Assets shall be immediately returned and any software shall be immediately and permanently removed and any installation media returned by the User to the Town.

6) Support

Support by the Town shall be provided only for Town Computing Assets used for remote access. Support shall be accomplished by the end User bringing the assigned Town Computing Assets to a

serviceable Town facility unless otherwise approved by the IT division. non-Town Computing Assets used for remote access shall not be serviced by the Town. The Town shall not be liable for damage to personal computers nor the data stored on them.

Users who use non-Town Computing Assets agree to submit those and all related Computing Assets to Town audits, and independent audits sponsored by the Town, performed to ensure compliance with Town policies and proper security controls.

Section 3.05 Third-Party Professional Service Organizations

This policy applies to any use of Third-Party Professional Service Organizations by any Town department.

An IT security risk assessment shall be performed prior to commencement of work, and in cooperation with the IT division to determine what, if any, security controls shall be implemented to protect the Town's Computing Assets and compliance with applicable laws, regulations, and best practices.

A. Responsibility

It is the responsibility of the Town Sponsoring Representative for the department requesting the use of the Third-Party Professional Service Organization to ensure all below requirements are met and continue to be met. The Town Sponsoring Representative shall be responsible for completing Appendix Section 7.03 Third-Party Confidentiality Agreement prior to requested access being granted.

B. Requirements

Third-party Professional Service Organizations shall:

- 1) Agree to share his/her IT policies and controls that shall be used to protect the Town's Computing Assets.
- 2) Submit to Town audits and independent audits sponsored by the Town, performed to ensure compliance with Town policies and proper security controls.
- 3) Sign the Town of Paradise Confidentiality Agreement and indicate receipt and acceptance of the Town's IT Policies and Procedures in its entirety. This applies to each member of the Third-Party Professional Service Organization who shall provide services to the Town or have access to Town Computing Assets.
- 4) Ensure compliance with the Town of Paradise IT Policies and Procedures.

Section 3.06 Electronic Device Disposal

For the purpose of this policy, disposal of electronic devices is defined as the removal of Computing Assets from service from a particular Town department. Computing Assets to be disposed of shall be cleaned in accordance with the standard below. If the equipment or media cannot be cleaned to the standard, then it is to be physically destroyed. Any device bound by this policy shall be handled by the IT division or his/her designee(s).

A. Requirements

Town Computing Assets to be removed from service, moved to another use in the Town, or sent to surplus shall be cleaned/wiped with an application or tool that meets or exceeds the [DoD 5220.22-M](#) standard.

Section 3.07 Hardware and Software

Hardware and software shall refer to any hardware or software, which is considered a Town Computing Asset.

A. Software

Software shall be compatible with all applicable Town Computing Assets; this includes but is not limited to, Town solutions for e-mail, authentication, security, Virus protection, policy inheritance, application control, system and application updating, and system monitoring.

It is the policy of the Town of Paradise to respect and adhere to all software copyrights and to adhere to the terms of all software licenses to which the Town is a party. It is also the policy of the Town to manage its software assets and to ensure that the Town and its Users install and use only legal software on its Computing Assets. No User shall use software in any manner inconsistent with its applicable license agreement, including giving or receiving software from any other User of Town Computing Asset.

Legitimate software shall be provided to all Users who need it.

1) Software Standards

The Town shall use standard, open, and available data formats wherever possible to ensure the cost effective and permanent availability of historical data and to aid in data sharing where applicable.

The following list is meant to provide a basic picture of Town recommended software and is not intended to be a conclusive or exclusive list.

- | | | |
|-----------------------------|---|--------------------------------|
| a) Desktop Operating System | - | Microsoft Windows |
| b) Server Operating System | - | Microsoft Windows Server* |
| c) e-mail and Messaging | - | Microsoft Exchange Server |
| d) Data Storage | - | Microsoft SQL Server** |
| e) Office Suite | - | Microsoft Office Suite |
| f) Internet | - | Microsoft Internet Explorer*** |
| g) Anti-Virus | - | Symantec Endpoint Protection |

*Except where Linux (Redhat based distribution) is required or recommended.

**Except where MySQL is required or recommended.

***Except where disallowed by the Department Of Justice.

B. Hardware

Hardware shall be compatible with all appropriate Town Computing Assets and shall not expose the Town to any additional risk. Hardware shall be configured with the resources recommended by the operating system developer.

All Town Computing Assets shall receive an Asset Tag from the IT division prior to use.

C. Storage

The original media, additional parts, and supporting documentation shall be kept in a safe storage area maintained by the IT division. The IT division shall also store all original software licenses, registration, and purchasing information in a safe storage area.

User manuals, if provided, shall be the responsibility of the department head or his/her designee(s) and may be loaned to Users for temporary use.

Article IV. Procedures for IT Requests

These IT request procedures are provided as examples of expected conduct but are not meant to be used in the place of good common sense.

Section 4.01 Contacting the IT division

A. Information to Provide to IT

To ensure all requests are handled effectively, please include as much of the following information as possible:

- 1) Description of the problem.
- 2) Name(s) of User(s) experiencing the problem(s).
- 3) Asset Tag(s) of any affected Town Computing Asset(s).
- 4) Steps taken to produce the problem.
- 5) Is the problem able to be produced reliably, intermittently, or not at all?
- 6) Department priority of request.
- 7) Date by which request should be completed.

B. Low Priority

A request that is low priority has little or no immediate, negative impact on a User's job function.

All requests of this classification shall be reported to the User's department IT liaison and/or department head.

C. Normal Priority

A request that is normal priority impacts one or multiple User's job functions but does not prevent them from doing his/her job.

All requests of this classification shall be reported to the User's department IT liaison and/or department head.

D. High Priority

A request that is high priority prevents one or multiple Users from performing his/her job or involves a service which shall directly impact customer service.

All requests of this classification shall be reported to the User's department IT liaison first but after a reasonable amount of time shall be followed-up to the Town Manager and IT Manager directly.

E. Methods

Requests for low and normal priorities shall only use methods I and II. High priority requests shall be made using methods III and IV where appropriate and only by authorized Users as method IV shall result in Cost.

- 1) e-mail to support@townofparadise.com
- 2) Phone call to IT office (530-872-6300,,,100)
- 3) Phone call to IT on-call mobile
- 4) Phone call to backup IT Service

Section 4.02 Software and Hardware Requests

All requests for hardware and software, including upgrades, shall be submitted to the department head, or his/her designee(s), who shall make the formal request to the IT division. All hardware and software acquired by the Town shall be approved by the IT division. Hardware and software shall be purchased only from reputable, established, and authorized sellers.

Hardware and software acquisition channels are restricted to ensure that the Town has a complete record of all hardware and software that has been purchased for Town Computing Assets and can register, support, and upgrade such hardware and software accordingly.

Section 4.03 Employee Hire

Department head shall notify the Human Resources division of the User's full name, job title, group memberships, supervisor, and start date. The Human Resources division shall then notify the IT division and Finance department with the date and time of hire.

Section 4.04 Employee Termination

Department heads shall notify the Human Resources division In Writing immediately of an employee planned or executed termination of employment. The Human Resources division shall then immediately notify the IT division and Finance department with the date and time of termination.

Section 4.05 Possible Infection/Virus/Spyware/Malware/Security Breach/Theft/Loss

In the event of possible infection/virus/spyware/malware/security breach/theft/loss treat the situation as a high priority and contact the IT division immediately using methods I or II. If contact cannot be made in 5-15 minutes, use any available contact method.

Article V. Enforcement

Any User of Town Computing Assets, found to have violated this or any other in effect Town policy may be subject to appropriate disciplinary action up to and including employment termination, termination of agreements, denial of service, and/or legal penalties, both criminal and civil. Further, the Town is obligated to report illegal activity to the appropriate law enforcement agency or agencies.

All IT activities shall be conducted pursuant to, and in accordance with Town policies. For example, the Town's definitions and responsibilities outlined in the Town's Unlawful Harassment Policy apply to activities involving Town Computing Assets for all Users.

Article VI. Definitions

Section 6.01 Town Computing Assets

Computing Assets shall mean: information or hardware of any kind processed by or used for processing by Town information systems, networks, software, equipment, materials, or implements which are owned, managed, operated, maintained, or in the custody or proprietorship of the Town or private entities. This includes, but is not limited to, desktops, laptops, PDA's, Smart Phones, BlackBerry's, Android based devices, Internet, Intranet, and Extranet applications, operating systems, network operating systems, storage media, network accounts, usage history, e-mail, file transfer protocol data, and documentation (which includes both temporary & permanent data).

Section 6.02 Third-Party Professional Service Organization

Third-Party Professional Service Organization shall mean: any non-Town organization that develops, installs, delivers, manages, monitors, or supports any Town Computing Asset. These services may be rendered with a local physical access, or via a variety of remote access options.

Section 6.03 User

User shall mean: any end User of Computing Assets including; elected officials, full-time, part-time, or temporary officers, agents, employees, contractors, consultants, affiliates, students, volunteers, staff from third party entities that provide service to the Town, and any individual authorized to use Town Computing Assets.

Section 6.04 Disclose

Disclose shall mean: to release, transfer, disseminate, or otherwise communicate all or any part of any record orally, In Writing, or by electronic or any other means to any person, entity, or storage medium which is not a Town Computing Asset.

Section 6.05 External Device

External Device shall mean: any portable or removable device that can be used to store or move data. External devices traditionally come in various shapes and forms, including, but not limited to: Universal Serial Bus (USB) memory sticks, thumb drives, flash memory cards, floppy disks, read/write compact disks (CD), digital video disks (DVD), magnetic tapes, cassettes, removable hard drives, external hard drives, digital cameras, digital video recorders, digital audio players, and digital voice recorders. External devices also include Personal Digital Assistants (PDA) such as Palm, Pocket PCs, BlackBerry and Android devices.

Section 6.06 Town Sponsoring Representative

Town Sponsoring Representative shall mean: Third-Party Professional Service Organizations require a Town representative who understands the implications and requirements of granting access to a third-party. This person shall be duly authorized by his/her department head and the IT division. They shall be responsible for ensuring the Third-Party Professional Service Organization reads, understands, and completes the Town of Paradise [Third-Party Confidentiality Agreement](#). They shall also be responsible for providing a copy to the IT division, and the Third-Party Professional Service Organization's authorized representative.

Section 6.07 Cost

Cost shall mean: a cost not necessarily measured in real dollars, but also in terms of compensation, data loss, bandwidth consumption, resource usage, security threat, work delays, etc.

Section 6.08 In Writing

In Writing shall mean: the term "In Writing" is defined as communication that is typed, written or printed in any medium of communication (i.e. e-mail, fax, etc).

Section 6.09 Asset Tag

Asset Tag shall mean: labels which are assigned to all Town Computing Assets and are a unique, 6-digit identifier for tracking and support purposes.

Section 6.10 Protected Health Information

Protected Health Information shall mean: As defined in the US Health Insurance Portability and Accountability Act (HIPAA), PHI is data with the following list of 18 identifiers.

<http://www.hhs.gov/ocr/privacy/hipaa/administrative/privacyrule/privrulepd.pdf>

Section 6.11 Personally Identifiable Information

Personally Identifiable Information shall mean: information that could be used to uniquely identify, contact, or locate any single User or that can be used with other available sources to uniquely identify a single User.

Section 6.12 Malicious Software

Malicious Software shall mean: software which intentionally or unintentionally disrupts Computing Assets, gathers confidential/sensitive information, or gains unauthorized access to Computing Assets.

Malicious software can include the following types: computer viruses, worms, trojan horses, spyware, adware, rootkits, and other malicious programs.

Malicious software is similarly defined as a computer contaminant per California Penal Code § 502(b)(10).

Article VII. Appendixes

Section 7.01 Acknowledgement of Training Form

Acknowledgement of Training Form

Your signature below attests that you have been provided _____ training via Computer Based Training or Instructor Led Training.

At this time, you should have an understanding of _____

Trainee Name (Print): _____ Date: _____

Signature: _____

Trainer Name (Print): _____ Date: _____

Signature: _____

Policy & Procedures Acknowledgement Form

A complete listing of the Town of Paradise IT Policies and Procedures is available on-line at <http://www.townofparadise.com>. Users may contact his/her supervisor if they wish to review a hard copy. The IT Policies and Procedures provides important information about The Town of Paradise and its IT operations. Users are expected to read through this policy and familiarize themselves with the IT policies and procedures of the Town.

In using the Town's Computing Assets, I understand and agree that it is my responsibility to read and comply with all of the policies contained in the Town of Paradise IT Policy and Procedures and any revisions of the provisions contained therein.

I understand that I have no reasonable expectation or right to privacy regarding use of Town Computing Assets and that all communications shall be subject to monitoring and review by the Town of Paradise.

I have received, read, and accept the provisions in the Town of Paradise IT Policies and Procedures.

User Name (please print)

User Signature

Date

Section 7.03

Third-Party Confidentiality Agreement



Town of Paradise *Confidentiality Agreement*

I, as a duly authorized representative of the below named company/agency, certify that all financial, statistical, personal, technical and other data and information relating to the Town of Paradise's (Town's) operations made available to our company/agency, or which becomes available to our company/agency, shall be protected by our company/agency from unauthorized use, disclosure, or use for pecuniary gain not specifically authorized by any Agreements our company/agency has with the Town of Paradise.

We agree to comply with all provisions of the Third-Party Professional Service Organizations Policy as required by the Town of Paradise IT Policies and Procedures throughout the performance of work under this agreement. The Town of Paradise IT Policies and Procedures may be found at <http://www.townofparadise.com/IT/ITPP.pdf> or a copy can be obtained from the Human Resource division.

Printed Name

Date

Signature

Job Title

Company/Agency Name

Company/Agency Address

Phone

Town of Paradise Sponsoring Representative Printed Name

Date

Town of Paradise Sponsoring Representative Signature

DEPARTMENT PROCESSING INSTRUCTIONS

Completed Signed Original Form
Completed Signed Copy

- Third-Party Professional Services Organization
- Information Technology Division Authorized Representative



**Town of Paradise
Council Agenda Summary
Date: October 8, 2013**

Agenda Item: 7a

ORIGINATED BY: Tony Lindsey, Building Official/Fire Marshal

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Consideration of an Ordinance amending Paradise Municipal Code Title 15 and adopting 2013 California Building Standards Code Title 24, Parts 1-6 and 8-12 with Town of Paradise Amendments

COUNCIL ACTION REQUESTED: Introduce Ordinance No. ____ amending and adopting the 2013 California Building Standards Code or an alternative action.

RECOMMENDATION: Adopt a **MOTION TO:**

1. Waive the first reading of Town Ordinance No. ____ and read by title only (roll call vote); **AND**
2. Introduce Town Ordinance No. ____, " An Ordinance Amending Text Regulations and adopting the 2013 California Building Standards Code within Paradise Municipal Code Title 15 relating to Buildings and Construction"; **OR**

Adopt an alternative directive to town staff regarding this agenda item (Note: A decision not to amend the 2013 California Building Standards Code and adopt the attached Ordinance will result in the imposition of the 2013 California Building Standards Code without any amendments based on findings of fact.

BACKGROUND:

The California Building Standards Code (CBSC) is revised by the State every three years with the goal of increased public safety in the built environment. Experience has demonstrated that when the latest building codes are adopted and properly enforced, losses from catastrophic fire or other natural disasters are dramatically reduced. This increased margin of safety is reflected in local insurance rates by the Insurance Service Organization (ISO), which gives enhanced ratings to jurisdictions that adopt the most up-to-date construction codes, among other criteria.

Enforcement of the CBSC by local jurisdictions is mandated by the California Health and Safety Code. This year, the California Building Standards Commission adopted the 2012 International Building Code; the 2012 International Residential Code; the 2013 California Green Building Code; the 2012 Uniform Plumbing Code; the 2012 Uniform Mechanical Code; the 2012 International Fire Code; and the 2011 National Electrical Code. Together, these codes constitute the 2013 CBSC.

Because local climatic, geologic, and topographic factors can vary greatly and do directly affect building safety, local amendments to the California Building Standards Code are permitted in accordance with Health and Safety Code Sections 17958.5, 17958.7 and 18941.5, when justified by findings of fact based upon local climatic, geologic, or topographical conditions. The Town may not be less restrictive than the State adopted standards but may be more restrictive in the scope of their findings.

DISCUSSION:

Staff recommends that the Town Council adopt the 2013 California Building Standards Code and the attached Ordinance, which includes Findings of Fact relating to the Town's amendments and repeals Paradise Municipal Code Chapters 15.01 to 15.13 and ADOPTS NEW CHAPTERS 15.01 to 15.13 which incorporate the Town of Paradise Amendments, and offer the Ordinance for first reading by title only.

In this code cycle staff reviewed the existing amendments in conjunction with the new codes and has made amendments that are consistent with the findings presented in the Ordinance. The code in previous years has only related fire protection mainly to the size of the building without or limited consideration to its character and use. In the 2013 codes this has become much more a priority and is now considering these factors in fire protection on size (typically 12,000 square feet) and its use and character, mainly for large assembly occupancies, hazardous occupancies, and furniture stores greater than 5,000 square feet. Based upon these changes and considerations of the codes renewed proactive approach to fire protection, staff felt that this new code approach is consistent with balancing both commercial development and public safety needs within the Town of Paradise.

It is staff's intent to provide training in coordination with other governmental entities within the region and the North Valley Contractors Association as we begin to learn more about all of the new codes and standards. Staff is well aware of the need for the training which includes our Town staff.

Lastly, staff is cognizant of the impact the new codes may have on our current processes and systems, as well as overall development in our community during this time of recovery. An example of this is the increased review and approval from our engineering and building departments relating to the adopted codes. This circumstance will allow us an opportunity to review and improve our systems, operations and processes with improved customer service as the goal.

FINANCIAL IMPACT:

Implementation of the 2013 California Building Standards Code will have fiscal impacts to the building industry statewide, as well as locally. The extent of these impacts and whether these impacts will ultimately prove positive or negative from a community's standpoint cannot be accurately judged at this time. There is no General Fund impact with the adoption of the Ordinance; however, indirect impacts will include the costs of training and enforcement of the new State codes and related versions with staff.

Town of Paradise

Ordinance No. ____

AN ORDINANCE OF THE TOWN OF PARADISE REPEALING PARADISE MUNICIPAL CODE CHAPTERS 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12, 15.13 AND ADOPTING NEW CHAPTERS 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12 AND 15.13 AND MAKING FINDINGS OF FACTS RELATING TO LOCAL CLIMATIC, GEOLOGICAL, AND TOPOGRAPHIC CONDITIONS, ALL RELATING TO THE AMENDMENTS AND ADOPTION OF THE 2013 CALIFORNIA BUILDING STANDARDS CODE

WHEREAS, the Town Council of the Town of Paradise hereby finds that the public health, safety and welfare will be best protected and served by the adoption of the 2013 California Building Standards Code as established and maintained by the State Building Standards Commission with certain amendments; and

WHEREAS, the Town of Paradise finds that its jurisdiction has certain climatic, topographic and geologic considerations, as set forth and incorporated herein, that can have a deleterious effect on emergency services such as fire protection and emergency medical services and on structures and buildings ; and

WHEREAS, except for the amendments authorized by Health and Safety Code sections 17958.5, 17958.7 and 18941.5, the Town of Paradise adopts ordinances and regulations imposing the building regulations contained in the regulations adopted by the State pursuant to the Health and Safety Code Section 17922; and

WHEREAS, sections 17958.5, 17958.7 and 18941.5 of the Health and Safety Code authorize the Town of Paradise to make changes or modifications to the California Building Standards Code as are reasonably necessary because of local climatic, topographic and geologic conditions; and

WHEREAS, the California Building Standards Code applies to all occupancies throughout the State; and

1 **WHEREAS, pursuant to Health and Safety Code section 17958.7** the Town of
2 Paradise has filed the amendments, additions, or deletions expressly marked and
3 identified as to the applicable findings with the California Building Standards
4 Commission at 2525 Natomas Park Drive, Sacramento, Suite 130, Sacramento,
5 California 95833-2936.

6 **NOW, THEREFORE,** The Town Council of the Town of Paradise does hereby ordain
7 as follows:

8 **SECTION 1.** Chapters **15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09,**
9 **15.10, 15.11, 15.12 and 15.13** of the Paradise Municipal Code are repealed.

10
11 **SECTION 2.** Chapters **15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09,**
12 **15.10, 15.11, 15.12 and 15.13** are hereby added to the Paradise Municipal Code to
13 read as follows:

14
15 **CHAPTER 15.01 FACTS AND FINDINGS**

16 **A. Changes or Modifications.** Pursuant to Section 17958.5, 17958.7 and 18941.5
17 of the State of California Health and Safety Code, the Town of Paradise adopts and
18 amends the 2013 California Building Standards Code (Title 24, Part 2)based on the
19 2012 International Building Code (ICC); the 2013 California Residential Code (Title
20 24, Part 2.5)based on the 2012 International Residential Code (ICC); the 2013
21 California Electrical Code (Title 24, Part 3)based on the 2011 National Electrical
22 Code (NFPA); the 2013 California Mechanical Code (Title 24, Part 4) based on the
23 2012 Uniform Mechanical Code (IAPMO); the 2013 California Plumbing Code (Title 24,
24 Part 5) based on the 2012 Uniform Plumbing Code (IAPMO); the 2013 California Fire
25 Code (Title 24, Part 9) based on the 2012 International Fire Code (IFC); the 2013
26 California Administrative Code (Title 24, Part 1); the 2013 California Energy Code
27 (Title 24, Part 6); the 2013 California Historical Building Code (Title 24, Part
28 8); the 2013 California Existing Building Code (Chapter 10; Title 24, Part 10); the

2013 California Green Building Standards Code (Cal Green, Title 24, Part 11) and the 2013 California Referenced Standards Code (Title 24, Part 12).

NOTE: The State of California officially adopted the 2013 California Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy, Historical, Fire, Existing Building, Green Building Standards, and Referenced Standards Codes in July of this year, and they become mandatory at the local level effective January 1, 2014.

B. Findings: Pursuant to Sections 17958.5, 17958.7 and 18941.5 of the State of California Health and Safety Code, the Town of Paradise has determined and finds the attached amendments, additions and/or modifications are needed and are reasonably necessary because of its local climatic, geologic and topographical conditions.

C. Local Conditions: Local conditions have an adverse effect on the potential for life and property loss, making necessary changes and modifications to the 2010 California Building Standards Code in order to establish and maintain an environment which will provide the community a desirable level of protection.

1. Climatic Conditions:

1A. On average the Town of Paradise has an annual rainfall of fifty-two to fifty-four inches of rain. However, in the summer months there is little, if any measurable precipitation. Winter months can be characterized by heavy rains and periodic heavy snow falls with accumulations above the 1800 foot level. During the year the temperatures range from the mid 20's to low 100's degrees in the summer months with light to gusty westerly winds. These drying winds mixed with the

density of vegetation, which is dominant throughout the Town, creates a hazardous fuel condition that can have severe consequences.

2. Geographical and Topographical Conditions:

2A. The Town of Paradise is located within Butte County in Northern California. It is approximately 100 miles north of Sacramento and within 15 miles east from the urban community of Chico. The Town of Paradise population is approximately 26,000+ and is the second largest community in Butte County. The Town encompasses 18.6 square miles and was incorporated in 1979. Prior to incorporation the Town was a County mountain community with older construction of light commercial and industrial with a predominant residential character.

2B. The Town of Paradise is located one thousand four hundred (1,400) to two thousand two hundred feet (2,200) above sea level and is bordered by rugged canyons, creating somewhat of a triangular shaped area in which the Town is situated.

2C. This environment has natural vegetative growth that is dense, both in the canyon areas and throughout the Town, which presents a challenge and difficulty in fighting and controlling the spread of wildfires. The Town of Paradise has been identified as a very high fire hazard severity zone pursuant to Government Code Section 51178.5 and 51179 which is based upon the climatic, topographic and geologic conditions combined with the dense vegetation throughout the Town.

2D. The topography of the Town presents problems in delivery of emergency services, including fire protection. Hilly terrain with narrow, winding roads with little circulation, limited escape routes, and limited ingress and egress to access the Town prevents rapid access and orderly evacuations. There are many miles of both public streets and private roads many of which were built years ago and many of the private roads are substandard in design and access capability due to topography.

2E. Combined with these features all weather surfaces based upon the soil and topographic conditions may not be able to support the imposed loads of fire apparatus and reduced accessibility to emergency response personnel. These conditions increase the likelihood of difficulty with approach angles, steep slopes and grades and the ability for emergency response personnel to be effective.

D. **Conclusion:** Local climatic, geologic, and topographic conditions impact the built environment and necessitate amendments to the California Building Standards Code. Therefore, it is found to be reasonably necessary that the State Building Standards Codes be changed or modified to mitigate the effects of the above conditions by the adoption of this ordinance. Furthermore, California Health and Safety Code Section 17958.7 requires that the modifications or change be expressly marked and identified as to each finding to which it refers. Therefore, the Town of Paradise finds that Exhibit "A" attached hereto provides the code sections that have been modified pursuant to the ordinance that are building standards as defined in the Health and Safety Code Section 18909 and the associated referenced conditions or modifications are due to local climatic, geologic and topographical considerations.

Chapter 15.02

2013 California Building Standards Code (Title 24, Part 2) Based upon the International Building Code (ICC)

Sections:

- 15.02.010 Adoption**
- 15.02.020 Chapter 1, Division II, Section 101.4 Referenced Codes, Amended**
- 15.02.030 Chapter 1, Division II, Section 101.4.1, Gas, Amended**
- 15.02.040 Chapter 1, Division II, Section 101.4.2, Mechanical, Amended**

1 15.02.050 Chapter 1, Division II, Section 101.4.3, Plumbing, Amended

2 15.02.060 Chapter 1, Division II, Section 101.4.5, Fire Prevention, Amended

3 15.02.070 Chapter 1, Division II, Section 103, Dept. of Building & Safety,

4 Deleted

5 15.02.080 Chapter 1, Division II, Section 105.2 Work Exempt from Permits, Added

6 15.02.090 Chapter 1, Division II, Section 105.3.2 Time Limitation of Application,

7 Amended

8 15.02.100 Chapter 1, Division II, Section 105.5 Expiration, Amended

9 15.02.110 Chapter 1, Division II, Section 105.8, Transferability, Added

10 15.02.120 Chapter 1, Division II, Section 107.5 Retention of Construction

11 Documents, Amended

12 15.02.130 Chapter 1, Division II, Section 107.6 Expiration of Plan Review, Added

13 15.02.140 Chapter 1, Division II, Section 109.2 Schedule of Permit Fees, Amended

14 15.02.150 Chapter 1, Division II, Section 109.4 Work Commencing Before Permit

15 Issuance, Amended

16 15.02.160 Chapter 1, Division II, Section 109.6 Refunds, Amended

17 15.02.170 Chapter 1, Division II, Section 110.3.9.1 Special Inspectors, Added

18 15.02.180 Chapter 1, Division II, Section 110.4 Inspection Agencies, Amended

19 15.02.190 Chapter 1, Division II, Section 111.1 Use and Occupancy, Amended

20 15.02.200 Chapter 1, Division II, Section 112.3 Authority to Disconnect Service

21 Utilities, Amended

22 15.02.210 Chapter 1, Division II, Section 114.4 Violation Penalties, Amended

23 15.02.220 Chapter 2, Section 202, Definitions, Added

24 15.02.230 Chapter 15, Section 1505.1.3 Roof Coverings, Amended

25 15.02.240 Chapter 16, Section 1603.1.3 Roof Snow Loads, Amended

26 15.02.250 Appendix "J", Section J101.1, Scope, Amended

27 15.02.260 Appendix "J", Section J101.3 Purpose, Added

28 15.02.270 Appendix "J", Section J101.4 Hazards Added

15.02.280 Appendix "J", Section J102 Definitions, Amended
15.02.290 Appendix "J", Section J103 Permits required, Amended
15.02.300 Appendix "J", Section J104.2 Site Plan Requirements, Amended
15.02.310 Appendix "J", Section J104.5 Bonds, Added
15.02.320 Appendix "J", Section J105.3 Inspections, Added
15.02.330 Appendix "J", Section J106.3 Rounding of cut slopes, Added
15.02.340 Appendix "J", Section J106.4 Private road construction, Added
15.02.350 Appendix "J", Section J106.4.1 Private road construction. Requirements,
Added
15.02.360 Appendix "J", Section J107.7 Rounding of fill slopes, Added
15.02.370 Appendix "J", Section J109.5 Overflow protection, Added
15.02.380 Appendix "J", Section J110.3 Disturbed surfaces, Added
15.02.390 Appendix "J", Section J110.4 Storm damage precautions, Added

Section 15.02.010 Adoption

The 2013 California Building Standards Code, Part 2, Volumes 1 and 2, including Appendix "B", "F", "G", "H", "I", "J", known as the California Building Code, as published and adopted by the California Building Standards Commission, including the Town's amendments set forth in this Chapter, is hereby adopted by reference and incorporated herein.

Section 15.02.020 Chapter 1, Division II, Section 101.4, Referenced Codes, is amended to read as follows:

The other codes listed in Sections 101.4.1 through 101.4.5 and referenced elsewhere in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference unless otherwise amended herein.

Section 15.02.030 Chapter 1, Division II, Section 101.4.1, Gas, is amended to read as follows:

1 The provisions of the California Plumbing Code shall apply to the installation of
2 gas piping from the point of delivery, gas appliances and related accessories as
3 covered in this code. These requirements apply to gas piping systems extending
4 from the point of delivery to the inlet connections of appliances and the
5 installation and operation of residential and commercial gas appliances and related
6 accessories.

7 **Section 15.02.040 Chapter 1, Division II, Section 101.4.2, Mechanical, is amended**
8 **to read as follows:**

9 The provisions of the California Mechanical Code shall apply to the installation,
10 alterations, repairs and replacement of mechanical systems, including equipment,
11 appliances, fixtures, fittings and/or appurtenances, including ventilation,
12 heating, cooling, air-conditioning and refrigeration systems, incinerators and
13 other energy-related systems.

14 **Section 15.02.050 Chapter 1, Division II, Section 101.4.3, Plumbing, is amended to**
15 **read as follows:**

16 The provisions of the California Plumbing Code shall apply to the installation,
17 alteration, repair and replacement of plumbing systems, including equipment,
18 appliances, fixtures, medical gas systems, fittings and appurtenances and, where
19 connected to a water or sewage system.

20 **Section 15.02.060 Chapter 1, Division II, Section 101.4.5, Fire Prevention, is**
21 **amended to read as follows:**

22 The provisions of the California Fire Code shall apply to matters affecting or
23 relating to structures, processes and premises from the hazard of fire and
24 explosion arising from the storage, handling and use of structures, materials and
25 devices; from conditions hazardous to life, property and or public welfare in the
26 occupancy of structures or premises; and from the construction, extension, repair,
27 alteration or removal of fire suppression and alarm systems or fire hazards in the
28 structure or on the premises from occupancy or operation.

Section 15.02.070 Chapter 1, Division II, Section 103, Department of Building and Safety is hereby deleted in its entirety.

The Department of Building and Safety identifying the creation of an enforcement agency, appointments and Deputies is hereby deleted in its entirety.

Section 15.02.080, Chapter 1, Division II, Section 105.2, Work Exempt from Permits, is added to read as follows,

14. Approved prefabricated carports which are entirely open on two or more sides, do not exceed 480 square feet in footprint, are installed in accordance with the manufacturer's instructions, and are located in compliance with applicable building or structure setbacks but not upon property located within the Town adopted Paradise Redevelopment Project area or a Paradise General Plan Scenic Highway Corridor.

15. Floor sheathing, decking and exterior siding repair - limited to 100 square feet of floor sheathing or siding and less than 100 linear board feet of decking.

16. Replacement, repair or overlay of less than 10% not to exceed 100 square feet of an existing roof within any 12-month period, all repairs shall be Class A only.

Section 15.02.090 Chapter 1, Division II, Section 105.3.2, Time Limitation of Application, is amended to read as follows:

An application for a permit for any proposed work shall expire one (1) year after the date of filing, unless the permit has been issued.

Section 15.02.100 Chapter 1, Division II, Section 105.5, Expiration, is amended to read as follows:

Every permit issued by the Building Official under the provisions of this code shall expire by limitation and become null and void after one (1) year from the date of issuance of such permit. Provided, however, that if the building or work authorized by such permit was commenced prior to such expiration and no changes have been made or will be made in the original plans and specifications for such building or work, a renewal permit shall be applied for at least thirty (30) days

1 prior to the original permit expiration date for projects for which a plans
2 examination was required. If application for a renewal permit has not been made
3 prior to the thirty (30) days, or if work was not commenced pursuant to the
4 original permit, a new permit application and fees shall be required. A renewed
5 permit shall expire and becomes null and void one (1) year beyond the expiration
6 date of the original or previously renewed permit.

7 **Section 15.02.110 Chapter 1, Division II, Section 105.8, Transferability, is added**
8 **to read as follows:**

9 A permit may be transferred from the original permittee to another person due to a
10 change of ownership, contractor, or death as long as there is no change in the
11 original plans or specifications, authorization of the design professional, and a
12 written notice is provided for and approved by the Town of Paradise Building
13 Official.

14 **Section 15.02.120 Chapter 1, Division II, Section 107.5, Retention of Construction**
15 **Documents, is amended to read as follows:**

16 One set of approved plans, specifications and computations shall be retained by the
17 Building Official until completion of the work covered therein and then per the
18 records retention requirements adopted by the Town; and one set of approved plans,
19 specifications and computations shall be returned to the applicant and shall be
20 kept on the site of the building or work at all times during which the work
21 authorized thereby is in progress.

22 **Section 15.02.130 Chapter 1, Division II, Section 107.6, Expiration of Plan Review,**
23 **is added to read as follows:**

24 Applications for which no permit has been issued shall expire one-year following
25 the date of application, or on the effective date of a new Town adopted edition of
26 any part of the California Building Standards Code, whichever comes later. Plans
27 and other data submitted for review may thereafter be returned to the applicant or
28

1 destroyed by the Building Official. In order to renew action on an application
2 after expiration, the applicant shall resubmit plans and pay a new plan review fee.

3 Exception: Such applications shall not expire under the following
4 circumstances:

5 1. If the Building Official determines the new code changes are minor,
6 additional reviews of the plans to determine compliance with the new codes may be
7 done in lieu of expiration. The normal hourly rate as determined by the Master Fee
8 Schedule adopted by the Town of Paradise Town Council shall apply to any additional
9 review.

10 2. Applications for which plans have been submitted as a result of a
11 compliance investigation shall expire 180 days following the date of application.
12 No extensions will be granted except in emergency situations approved prior to the
13 expiration by the Building Official.

14 **Section 15.02.140 Chapter 1, Division II, Section 109.2, Schedule of Permit Fees,**
15 **is amended to read as follows:**

16 On buildings, structures, electrical, gas, mechanical, fire protection systems, and
17 plumbing systems or alterations requiring a permit, a fee for each permit shall be
18 paid as required, in accordance with the Master Fee Schedule as adopted by the Town
19 of Paradise Town Council.

20 **Section 15.02.150 Chapter 1, Division II, Section 109.4, Work Commencing Before**
21 **Permit Issuance, is amended to read as follows:**

22 Any person who commences any work on a building, structure, electrical, gas,
23 mechanical, or plumbing system before first obtaining the necessary permits shall
24 be subject to a penalty equal to the permit fee to be paid in addition to the
25 permit fee when obtaining the building. All fees must be paid prior to release of
26 the permit.

1 **Section 15.02.160 Chapter 1, Division II, Section 109.6 Refunds, is amended to read**
2 **as follows:**

3 The Building Official may authorize refunding of a fee paid hereunder which was
4 erroneously paid or collected. The Building Official may authorize refunding of
5 not more than 80 percent of the permit or plan review fee paid when no work or plan
6 examination has been done under an application or permit issued in accordance with
7 this code, provided a written refund application is filed by the original permittee
8 prior to the expiration of the permit.

9 **Section 15.02.170 Chapter 1, Division II, Section 110.3.9.1 Special Inspectors, is**
10 **added to read as follows:**

11 The Special Inspector shall be a qualified person approved by the Building Official
12 after all certifications have been supplied, reviewed and approved by the Building
13 Official regarding their qualifications. The Special Inspector shall furnish
14 continuous inspection reports on the construction and work requiring his/her
15 employment as prescribed in the applicable codes. The Special Inspector shall
16 report to the Building Official in writing, noticing all code violations and other
17 information as required on forms, prescribed and/or approved by the Building
18 Official.

19 **Section 15.02.180 Chapter 1, Division II, Section 110.4 Inspection Agencies, is**
20 **amended to read as follows:**

21 The Building Official is authorized to accept reports of approved inspection
22 agencies, provided such agencies satisfy the requirements as to qualifications and
23 reliability. The inspection agencies shall have written approval from the Building
24 Official prior to any inspections. If written approval is not obtained prior to
25 actual inspections, the Building Official may reject all inspections reports and
26 the applicant shall cause to have all work re-inspected by an approved inspector.

1 **Section 15.02.190 Chapter 1, Division II, Section 111.1 Use and Occupancy, is**
2 **amended to read as follows:**

3 No building or structure shall be used or occupied, and no change in the existing
4 occupancy classification of a building or structure or portion thereof shall be
5 made until the Building Official has issued a certificate of occupancy therefore as
6 provided herein. Issuance of a certificate of occupancy shall not be construed as
7 an approval to violate any provisions of this code or other ordinance. Provided,
8 however, that no certificate of occupancy is required to be issued for Group R,
9 Division 3, and Group U Occupancies.

10 **Section 15.02.200 Chapter 1, Division II, Section 112.3 Authority to Disconnect**
11 **Service Utilities, is amended to read as follows:**

12 The Building Official and/or the Fire Chief shall have the authority to authorize
13 disconnection of utility services to buildings, structures or systems regulated by
14 this code and the codes referenced in case of an emergency, where necessary to
15 eliminate an immediate hazard to life, property or an immediate public health risk.
16 The Building Official shall have the authority to authorize disconnection of
17 utility service to buildings, structures or systems regulated by this code and the
18 codes referenced when any building service equipment is maintained in violation of
19 Section 105 of Chapter I, Division II, of the 2013 California Building Code, or of
20 the codes adopted herein, or in violation of a notice issued pursuant to the
21 provisions of Section 114 of Chapter I, Division II, of the 2013 California
22 Building Code. The Building Official and/or Fire Chief shall notify the serving
23 utility, and whenever possible the owner and occupant of the building, structure or
24 service system of the decision to disconnect prior to taking such action. If not
25 notified prior to disconnecting, the owner or occupant of the building, structure
26 or service system shall be notified in writing, as soon as practical thereafter.

1 **Section 15.02.210 Chapter 1, Division II, Section 114.4 Violation Penalties, is**
2 **amended to read as follows:**

3 (a) It shall be unlawful for any person, firm or corporation to erect, construct,
4 enlarge, alter, repair, move, improve, remove, convert, demolish, equipment use.
5 occupy or maintain any real property, building, structure, or building service
6 equipment or cause or permit the same to be done in violation of Title 15 of the
7 Paradise Municipal Code (PMC), this code or the technical codes as amended and
8 adopted by the town. Any person who violates any of the provisions of Title 15 of
9 the PMC, this code or the technical codes adopted by this jurisdiction or fails to
10 comply with any order made there under, or who builds in violation of any detailed
11 statement of specifications or plans submitted or approved there under, or any
12 certificate or permit issued there under, and from which no appeal has been taken,
13 or who fails to comply with such an order as affirmed or modified by the Board of
14 Appeals or by a court of competent jurisdiction within the time fixed herein, is
15 severally for each violation or noncompliance respectively guilty of an infraction
16 punishable by a fine not to exceed one thousand dollars (\$1,000.00). Each separate
17 day or any portion thereof during which any violation occurs or continues is a
18 separate offense, and upon conviction thereof shall be punishable as provided in
19 this section. Any person, firm or corporation found guilty of any such violation
20 shall be fully responsible for all of the town's costs relating to the enforcement,
21 investigation and prosecution of the offender.

22 The imposition of a penalty for any violation or noncompliance shall not
23 excuse the violation of noncompliance or permit it to continue; and all such
24 persons shall be required to correct or remedy such violations or defects within a
25 reasonable time; and when not otherwise specified, each day that prohibited
26 conditions are maintained shall constitute a separate offense.

27 (b) The application of the above penalty shall not be held to prevent the enforced
28 removal of the prohibited conditions,

1 (c) The issuance or granting of a permit or approval of plans and specifications
2 shall not be deemed or construed to be a permit for, or an approval of, any
3 violation of any of the provisions of these codes and shall not prevent the
4 administrative authority from thereafter requiring the correction of errors in said
5 plans or specifications or from preventing construction operations being carried on
6 there under when in violation of these codes or any other ordinance or from
7 revoking any certificate of occupancy or approval when issued in error. No permit
8 presuming to give authority to violate or cancel the provisions of this chapter
9 shall be valid, except insofar as the work or use which it authorized is lawful.

10 (d) Any violation of the provisions of Title 15 or of the technical codes as
11 adopted by the town shall be and is hereby declared to be unlawful and a public
12 nuisance and may be abated in the manner provided by law.

13 (e) The Town Attorney shall, upon the order of the Town Manager or his/her
14 designee, immediately commence action or proceedings for the abatement and removal
15 and enjoinder of any violation of Title 15 or of any technical codes as adopted by
16 the town as provided by law, and shall take such action and shall apply to such
17 courts of competent jurisdiction to grant such relief as will abate and remove such
18 building or structure or use, and restrain and enjoin any person from setting up,
19 building, maintaining, or using such real property, building, structure, use or
20 occupancy contrary to this code or the technical codes.

21 **Section 15.02.220 Chapter 2, Section 202, Definitions, the following have been**
22 **added:**

23 Administrative Authority: Shall be the Building Official or his/her designee.

24 Chief of the Bureau of Fire Prevention: Shall be the Fire Chief for the Town of
25 Paradise

26 City: Shall be the Town of Paradise

27 Fire Code: Shall be the 2013 California Fire Code as adopted by the Town of
28 Paradise

Section 15.02.230 Chapter 15, Section 1505.1.3, Roof Coverings, is amended to read as follows:

All roofing materials shall be installed in accordance with the manufacturer's installation instructions. The entire roof covering of every new structure shall be a minimum Class "A" roof covering. Any roof covering material applied in the alteration, repair or replacement of the roof of the existing structure shall be a minimum of a Class "A" roof covering. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within a one year period shall be a minimum of a Class "A" roof covering. The owner of any structure regulated by this code shall comply with the provisions of this section relating to roofing materials.

Section 15.02.240 Chapter 16, Section 1603.1.3 Roof Snow Loads, is amended to read as follows:

Snow loads full or unbalanced shall be considered in place of loads set forth in Table No. 1607.1, where such loading will result in larger members and connections. The minimum design snow load and roof live load for the Town of Paradise shall be twenty (20) pounds per square foot below elevation 1,800 feet and thirty (30) pounds per square foot at 1,800 feet and elevations above.

Potential accumulations of snow at roof valleys, parapets, roof structures and offsets in roofs of uneven configuration shall be considered. Where snow loads occur, the snow loads shall be determined by the Building Official.

15.02.250 Section J101.1 is amended to read as follows:

Section J101.1. This chapter sets forth rules and regulations to control excavation, grading and earthwork construction, including fills and embankments, and erosion and sediment control; establishes the administrative procedure for issuance of permits; and provides for approval of plans and inspection of grading, erosion and sediment control operations.

1 **15.02.260 Section J101.3 is amended to read as follows:**

2 Section J101.3. The purpose of this chapter is to safeguard life, limb, property
3 and the public welfare, and to preserve and enhance the natural environment by
4 preventing and eliminating conditions of accelerated erosion and by regulating
5 grading on private and public property in the incorporated areas of the Town of
6 Paradise.

7 **15.02.270 Section J101.4 is added to read as follows:**

8 (a) Hazardous Conditions. Whenever the Building Official and/or the Town Engineer
9 determines that any existing excavation, embankment or fill has become a hazard to
10 life and limb, or endangers structures, or adversely affects the safety, use, or
11 stability of a public way or drainage channel, the owner of the property upon which
12 the excavation, embankment, or fill is located, or other person or agent in control
13 of said property, upon receipt of notice in writing from the Building Official or
14 Town Engineer shall within the period specified therein repair, reconstruct or
15 remove such excavation, embankment, or fill so as to eliminate the hazard.

16 (b) Maintenance of Protective Devices and Rodent Control. The owner of any
17 property on which grading has been performed and a permit issued under the
18 provisions of this code, or any other person or agent in control of such property,
19 shall maintain in good condition and repair all drainage structures and other
20 protective devices and burrowing rodent control when shown on the grading plans
21 filed with the application for grading permit and approved as a condition precedent
22 to the issuance of such permit.

23 **15.02.280 Section J102 Definitions.** The following definitions are amended or added
24 to Section J102 with all other definitions in the section remaining unchanged:

25 Certifications Shall mean the specific inspections or tests required by the
26 Building Official or Town Engineer have been performed and that the results of such
27 tests are satisfactory and that all work complies with the conditions of the
28 permits and the requirements of this Chapter.

Design Engineer Shall be the Civil Engineer responsible for the preparation of the plans for the grading work.

Drainage Course Shall be a well defined natural or man-made channel which conveys storm runoff either year round or intermittently.

Hazardous Condition Shall be any natural ground, natural slope, excavation, fill, drainage device or erosion control device on public or private property is a menace to life and limb, or a danger to public safety, or endangers or adversely affects the safety, usability or stability of adjacent property, structures, or public or private facilities.

Hill Area Shall be any part of the Town with street grades of ten percent (10%) or greater.

Landscape Architect Shall be a person who holds a certificate to practice landscape architecture in the State of California.

Natural Grade Shall be the vertical location of the ground surface prior to excavation or fill.

Soil Testing Agency Shall be an agency regularly engaged in the testing of soils under the direction of a Civil Engineer experienced in soil mechanics.

Surface Drainage Shall be water flows over the ground surface

15.02.290 Section J103 Permits required, is amended to read as follows:

Section J103. No person shall do any grading, clearing or grubbing without first having obtained a grading permit from the Town Engineer except for the following:

1. An excavation which does not exceed two feet in vertical depth at its deepest point measured from the original ground surface and which does not create a cut slope greater than four feet in height and steeper than one and one-half horizontal to one vertical and does not exceed fifty cubic yards of material.

2. A fill that does not exceed one foot in vertical depth and is placed on natural terrain with a slope flatter than five horizontal to one vertical at its deepest point measured from the natural ground surface, or less than three feet in

1 depth, not intended to support structures, which do not exceed fifty cubic yards on
2 any one lot and does not change the existing drainage pattern.

3 3. Temporary excavations in a public street or right-of-way for which a
4 permit has been issued by the Department of Public Works.

5 4. An excavation below finish grade for a basement, footing, retaining
6 wall, swimming pool, or other structure authorized by a valid permit, which
7 excavation will be completely occupied by and retained by the structure authorized
8 by valid building permit.

9 5. A fill above existing grade, which fill will be retained by the
10 exterior wall of a building, a retaining wall, swimming pool or other structure
11 authorized by a valid building permit.

12 6. Gardening and routine agricultural crop management practices.

13 7. Excavations for utilities installed pursuant to permits issued by the
14 Building Department and/or the Department of Public Works.

15 8. Refuse disposal sites controlled by other regulations.

16 9. Mining, quarrying, excavating, processing, stockpiling of rock, sand,
17 gravel, aggregate or clay where established and provided for by law, provided such
18 operations do not affect the lateral support or increase the stresses in or
19 pressure upon any adjacent or contiguous buildings or property.

20 10. Exploratory excavations under the direction of soils engineers or
21 engineering geologist.

22 11. Routine maintenance of private roads.

23 12. Clearing of vegetation for fire protection purposes within one hundred
24 (100) feet of a dwelling unit. Any additional clearing for fire prevention, control
25 or suppression purposes is exempt when authorized or required in writing by a fire
26 prevention or suppression agency.

1 In addition, all excavations or fills that disturb one (1) acre or greater
2 must comply with the State Construction Stormwater Permit and supply a copy of the
3 required Storm Water Pollution Prevention Plan (SWPPP) to the Town Engineer.

4 **15.02.300 Section J104.2 is amended to read as follows:**

5 Section J104.2 Information on Plans and in Specifications. Plans shall be drawn to
6 scale upon substantial paper and shall be of sufficient clarity to indicate the
7 nature and extent of work proposed and shown in detail that they will conform to
8 provisions of ordinances, rules and regulations. The first sheet shall give the
9 location of the work and the name and address of the owner and the person by whom
10 they were prepared.

11 The plans shall include the following information:

12 1. Vicinity Map showing the project site in relationship to surrounding
13 areas, water courses, water bodies and other significant geographic features, roads
14 and structures.

15 2. Site Map and Grading plan showing: topographic and boundary survey with
16 existing and proposed contours, with enough off-site contours included to show how
17 surface water will flow onto and off the site; proposed limits of cuts and fills
18 and other earthwork; proposed retaining structures; existing off-site structures
19 within fifteen (15) feet of the site boundary and other off-site improvements,
20 including but not limited to underground utilities, septic systems, water wells and
21 french drains which may be affected by the grading work; public and private
22 easements of record; typical sections of areas to be graded and profiles of all
23 proposed traveled ways for vehicles and pedestrians; all proposed uses for the
24 site; all proposed divisions; rock disposal areas, buttress fills or other specials
25 features.

26 3. Drainage plan showing: all drainage devices, walls, cribbing or other
27 protective devices and estimated runoff; building site including elevations of
28

1 floors with respect to finish site grade and locations of proposed stoops, slabs
2 and fences that may affect drainage.

3 4. A statement of the quantities of material to be excavated and/or filled
4 and the amount of such material to be imported to or exported from the site.

5 5. A statement of the estimated starting and completion dates for work
6 covered by the permit.

7 6. Erosion and Sediment control plans when required by the Town Engineer
8 shall be prepared by a Registered Civil Engineer or Certified Engineering Geologist
9 and shall include all the following:

10 (a) Interim measures designed to prevent excessive storm runoff of
11 water or solid materials onto adjacent property, streets or watercourses including,
12 but not limited to short term erosion control planting, waterproof slope covering,
13 check dams, interceptor ditches, benches, storm drains, dissipation structures,
14 diversion dikes, retarding berms and barriers, devices to trap, store and filter
15 out sediment and storm water retention basins.

16 (b) A narrative description of measure to be taken, planting materials
17 and specifications, maintenance provisions and fertilizers. A statement: the plans
18 are subject to change as conditions change.

19 (c) Calculations of anticipated storm water run off and sediment
20 volumes shall be included, if required by the Building Official or the Town
21 Engineer.

22 (d) The name, address and contact telephone number of the person
23 responsible for emergency call out in the event of apparent danger to life or
24 property as determined by the Town Engineer or Building Official.

25 **15.02.310 Section J104.5 is added to read as follows:**

26 Section J104.5 Bonds.

27 (a) Bond Requirements. Whenever an application for grading permit is filed
28 for the excavation or fill and the nature of the work is such that if left

1 incomplete it will create a hazard to human life or endanger adjoining property, or
2 property at a higher or lower level, or to any street or street improvement or any
3 other public property, the Town Engineer shall, before issuing the grading permit,
4 require the applicant to guarantee faithful performance and payment of labor and
5 material in an amount determined by the Town Engineer, which shall be not less than
6 one hundred percent (100%) of the total estimated cost of the work, including
7 corrective work necessary to remove or eliminate geological hazards. An additional
8 cash deposit may be required by the Town Engineer in the form of a cash bond
9 sufficient to cover the cost of site cleanup and debris removal. Where grading is
10 required on property adjacent to the grading site to complete a project
11 satisfactorily, the owner of the adjacent property need not provide additional
12 security if the original guarantee is of sufficient amount to include such
13 additional grading. Each bond and agreement shall remain in effect until the work
14 authorized by the grading permit is completed and approved by the Town Engineer.

15 (b) Type of Bond. A guarantee of faithful performance and payment of
16 labor and material, when required under the provisions of this section, shall be
17 provided by one of the following methods:

18 1. Bonds executed by the applicant, as principal, and a corporate surety
19 authorized to do business in the state, as surety, and in a form furnished by the
20 Town Engineer and approved by the Town Attorney.

21 2. A cash deposit with the Town.

22 3. An instrument or instruments of credit from one or more financial
23 institutions subject to regulation by the state or federal government pledging that
24 the funds necessary to meet the performance are on deposit and guaranteed for
25 payment, and an agreement that the funds designated by the instrument shall become
26 trust funds for the purpose of securing faithful performance and payment of labor
27 and material. The instrument of credit and agreement shall first be approved by
28 the Town Attorney.

1 (c) Procedure on Default.

2 1. Whenever the Town Engineer finds that a default has occurred in the
3 performance of any term or condition of any grading permit, written notice of the
4 fact of default shall be given to the principal and to the corporate surety,
5 financial institution or the depositor, stating the work to be done and the period
6 of time deemed by the Town Engineer to be reasonably necessary for the completion
7 of such work. Thirty days after the receipt of such notice the principal or the
8 surety shall perform or cause the required work to be performed by commencing and
9 diligently prosecuting the work to its completion. If either or both of them fail
10 to commence such work within thirty (30) days, or having so commenced the work,
11 fail, neglect or refuse to proceed diligently to complete the same within the time
12 so specified in the notice, then the Town may enter the premises and do the work,
13 and the cost and expense of doing the work so specified shall be the obligation of
14 the principal and the surety, and shall be a part of the terms of the performance
15 bond in consideration of the issuance of the grading permit.

16 2. If a cash bond has been posted, notice of default as provided by
17 subdivision 1 of this subsection is given to the depositor, and if the depositor
18 fails to cause the required work to be resumed as set forth in the notice within
19 thirty (30) days after receipt thereof, the Town Engineer shall proceed without
20 delay and without further notice or proceedings whatsoever to use the cash
21 deposited, or any portion thereof, and cause the required work to be completed by
22 such mode as he deems convenient. The balance of such cash deposit, if any, shall,
23 upon the completion of the work, be returned to the depositor or his successor or
24 assigns after deducting ten percent (10%) thereof.

25 3. If an instrument of credit is used to guarantee performance, notice of
26 default shall be given, as provided in subdivision 1 of this subsection to the
27 principal and to the financial institution issuing the instrument of credit, and if
28 the principal fails to cause the required work to be resumed as set forth in the

notice within thirty (30) days after receipt thereof, the Town Engineer shall make a demand upon the financial institution for the payment of the estimated costs from the trust fund held by the financial institution pursuant to the agreement. Upon receipt of said sum, the Town Engineer shall proceed without delay and without further notice or proceedings whatsoever to use the sum, or any portion thereof, and cause the required work to be completed by such mode as he deems convenient. The balance of such sum, if any, shall, upon the completion of the work, be returned to the financial institution, its successors or assigns, after deducting ten percent (10%) thereof; but if the financial institution fails or refuses to pay over said sum, then the Town Engineer shall proceed as in subdivision 1 of this subsection and shall look to said institution for the costs and expenses of the work, and the contractual liability of such institution therefore shall be a term or condition of its agreement.

15.02.320 Section J105.3 is added to read as follows:

Section J105.3 Inspections. The owner or his agent shall notify the Town Engineer twenty-four (24) hours in advance of the time when the grading operation is ready for each of the following inspections:

1. Initial inspection. When the permittee is ready to begin work, but before any grading or brushing is started;

2. Toe Inspection. After the natural ground is exposed and prepared to receive fill, but prior to the placement of any fill;

3. Excavation Inspection. After the excavation is started, but before the vertical depth of the excavation exceeds ten (10) feet;

4. Fill Inspection. After the fill emplacement is started, but before the vertical height of the lifts exceeds ten (10) feet;

5. Drainage Device Inspection. After forms, pipe and wire mesh are in place, but before any concrete is placed;

1 6. Final Inspection. When all work, including installation of all
2 drainage structures, other protective devices, irrigation systems, planting and
3 slope stabilization has been completed as per the approved grading plan and
4 required reports have been submitted;

5 7. Other Inspection. In addition to the called inspections above, the
6 Town Engineer may make periodic inspections of the grading operations to ascertain
7 compliance with the provisions of this chapter.

8 **15.02.330 Section J106.3 is added to read as follows:**

9 Section J106.3 Rounding of cut slopes. All cut slopes shall be rounded into the
10 existing terrain to produce a contoured transition from cut face to natural ground
11 where conditions permit.

12 **15.02.340 Section J106.4 is added to read as follows:**

13 Section J106.4 Private Road Construction. All private road construction shall
14 conform to the requirements of Section J106.4.1.

15 **15.02.350 Section J106.4.1 is added to read as follows:**

16 Section J106.4.1 Private Road Construction. (1) All private road construction
17 involving grading shall be done under permit pursuant to the provisions of this
18 section and shall be subject to the requirements stated in the Town of Paradise
19 Resolution titled, "Public and Private Road Standards of the Town of Paradise."

20 **15.02.360 Section J107.7 is added to read as follows:**

21 Section J107.7 Rounding of Fill Slopes. All fill slopes shall be rounded into the
22 existing terrain to produce a contoured transition from fill face to natural ground
23 where conditions permit.

24 **15.02.370 Section J109.5 is added to read as follows:**

25 Section J109.5 Overflow Protection. Berms, swales or other devices shall be
26 provided at the top of cut or fill slopes to prevent surface waters from
27 overflowing onto and damaging the face of the slope. Gutters or other special
28

1 drainage controls shall be provided where the proximity of runoff from buildings or
2 other structures is such as to pose a potential hazard to slope integrity.

3 **15.02.380 Section J110.3 is added to read as follows:**

4 Section J110.3 Disturbed Surfaces. All disturbed surfaces resulting from grading
5 operations shall be prepared and maintained to control erosion. This control may
6 consists of effective planting such as rye grass, barley or some other fast
7 germinating seed. The Town Engineer may require watering of planted areas to
8 assure growth. Dust from grading operations must be controlled. The owner or
9 contractor may be required to keep adequate equipment on the grading site to
10 prevent dust problems.

11 **15.02.390 Section J110.4 is added to read as follows:**

12 Section J110.4 Storm Damage Precautions.

13 1. The period between the first day of October and the following fifteenth
14 day of April is found and determined to be the period in which heavy rainfall
15 normally occurs in the Town. During this period, no grading work in excess of two
16 hundred fifty (250) cubic yards may be commenced on any single grading site if the
17 Town Engineer determines by inspection that such work will endanger the public
18 health or safety.

19 2. If grading operations are to be conducted during such period, plans for
20 erosion control devices shall be submitted to the Town Engineer and design approval
21 obtained prior to starting work.

22 3. All persons performing any grading operations during such period shall
23 put into effect all safety precautions which are necessary to protect public and
24 private property and access ways. All loose dirt shall be removed from the grading
25 site and adequate anti-erosion or drainage devices, debris basins, or other safety
26 devices shall be installed to protect persons and property from damage of any kind.
27 All temporary erosion control devices, including desilting basins, shall be
28 installed and be operative no later than the first day of November of each year.

Chapter 15.03

2013 California Residential Code (Title 24, Part 2.5) Based upon the 2012
International Residential Code (ICC)

Sections

15.03.010 Adoption

15.03.020 Chapter 1, Division II, Section R101.2, Scope, Amended

15.03.030 Chapter 1, Division II, Section R102.1, General, Amended

15.02.035 Chapter 1, Division II, Section R105.2 Work Exempt from Permits, Added

15.03.040 Chapter 1, Division II, Section R105.3.2, Time Limitation of
Application, Amended

15.03.050 Chapter 1, Division II, Section R108.5, Refunds, Amended

15.03.060 Chapter 1, Division II, Section R108.6, Work Commencing before Issuance
of Permit, Amended

15.03.070 Chapter 3, Section R313.2, Automatic Fire Sprinkler Systems, Amended

15.03.080 Chapter 9, Section R902.1, Roof Coverings, Amended

15.03.090 Appendix K, Section AK101.1, General Wall and Floor Assemblies, Amended

Section 15.03.010 2013 California Residential Code Title 24, Part 2.5, is adopted
as follows:

The 2010 California Residential Code, Title 24, Part 2.5 including Appendix "G",
"H" and "K" known as the California Residential Code, as published and adopted by
the California Building Standards Commission, including the Town's amendments, is
hereby adopted by reference and incorporated herein as if fully set forth.

Section 15.03.020, Chapter 1, Division II, Section R101.2, Scope, is amended to
read as follows:

The provisions of the California Residential Code shall apply to the construction,
alteration, movement, enlargement, replacement, repair, equipment, use and

1 occupancy, location, removal, and demolition of detached one and two family
2 dwellings and town houses not more than three stories above grade plane in height
3 with a separate means of egress and their accessory structures.

4 **Section 15.03.030, Chapter 1, Division II, Section R102.1, General, is amended to**
5 **read as follows:**

6 Where there is a conflict between a general requirement and a specific requirement,
7 the specific requirement shall be applicable. Where in any specific case,
8 different sections of the code specify different materials, methods of construction
9 or other requirements the most restrictive shall govern. Where in any specific
10 case, the California Residential Code does not have a provision that is included in
11 the California Residential Code that would be applicable due to the type or method
12 of construction the California Building Code provisions will apply.

13 **Section 15.02.035, Chapter 1, Division II, Section R105.2, Work Exempt from**
14 **Permits, is added to read as follows:**

15 14. Approved prefabricated carports which are entirely open on two or more sides,
16 do not exceed 480 square feet in footprint, are installed in accordance with the
17 manufacturer's instructions, and are located in compliance with applicable building
18 or structure setbacks but not upon property located within the Town adopted
19 Paradise Redevelopment Project area or a Paradise General Plan Scenic Highway
20 Corridor.

21 15. Floor sheathing, decking and exterior siding repair - limited to 100 square
22 feet of floor sheathing or siding and less than 100 linear board feet of decking.

23 16. Replacement, repair or overlay of less than 10% not to exceed 100 square feet
24 of an existing roof within any 12-month period, all repairs shall be Class A only.

25 **Section 15.03.040, Chapter 1, Division II, Section R105.3.2, Time Limitation of**
26 **Application, is amended to read as follows:**

27 An application for a permit for any proposed work shall expire one (1) year after
28 the date of filing, unless the permit has been issued.

1 **Section 15.03.050 Chapter 1, Division II, Section R108.5, Refunds, is amended to**
2 **read as follows:**

3 The Building Official may authorize refunding of a fee paid hereunder which was
4 erroneously paid or collected. The Building Official may authorize refunding of
5 not more than 80 percent of the permit or plan review fee paid when no work or plan
6 examination has been done under an application or permit issued in accordance with
7 this code, provided a written refund application is filed by the original permittee
8 prior to the expiration of the permit.

9 **Section 15.03.060 Chapter 1, Division II, Section R108.6, Work Commencing Before**
10 **Permit Issuance, is amended to read as follows:**

11 Any person who commences any work on a building, structure, electrical, gas,
12 mechanical, or plumbing system before first obtaining the necessary permits shall
13 be subject to a penalty equal to the permit fee to be paid in addition to the
14 permit fee when obtaining the building. All fees must be paid prior to release of
15 the permit.

16 **Section 15.03.070 Chapter 3, Section R313.2, One and Two Family Dwellings Automatic**
17 **Fire Sprinkler Systems, is amended to read as follows:**

18 An automatic residential fire sprinkler system meeting the requirements of NFPA 13D
19 or 13R and Title 24, Part Two, California Building Code, Chapter 9 shall be
20 installed in all new Residential occupancies.

21 Exception: An automatic residential fire sprinkler system shall not be
22 required for additions or alterations to existing building that are not already
23 equipped with an automatic residential fire sprinkler system. Any detached
24 Residential occupancy building accessory to a single or two family building
25 intended for intermittent use and less than 640 square feet will not require a
26 residential fire sprinkler system.

27 **Section 15.03.080 Chapter 9, Section 902.1, Roofing Covering Material, is amended**
28 **to read as follows:**

1 All roofing materials shall be installed in accordance with the manufacturer's
2 installation instructions. The entire roof covering of every new structure shall
3 be a minimum Class "A" roof covering. Any roof covering material applied in the
4 alteration, repair or replacement of the roof of the existing structure shall be a
5 minimum of a Class "A" roof covering. The entire roof covering of every existing
6 structure where more than 50 percent of the total roof area is replaced within a
7 one year period shall be a minimum of a Class "A" roof covering. The owner of any
8 structure regulated by this code shall comply with the provisions of this section
9 relating to roofing materials. Roof coverings on all structures within the Town of
10 Paradise shall be a Class "A" roof covering no later than January 1, 2015.

11 **Section 15.03.090 Appendix K, Section AK 101.1, General, Amended as follows:**

12 Wall and floor-ceiling assemblies separating dwelling units including those
13 separating town-house units shall comply with the California Building Code Title 24
14 Part 2 Section 1207.

15
16 **Chapter 15.04**

17 **2013 California Electrical Code (Title 24, Part 3) Based upon the 2011 National**
18 **Electrical Code (NFPA)**

19
20 **Sections**

21 **15.04.010 Adoption**

22 **Section 15.04.010 2013 California Electrical Code, Title 24, Part 3, is adopted as**
23 **follows:**

24 The 2013 California Building Standards Code, Title 24, Part 3, California
25 Electrical Code, as published and adopted by the California Building Standards
26 Commission, is adopted by reference and incorporated herein as if fully set forth
27 in this chapter.

Chapter 15.05

2013 California Mechanical Code (Title 24, Part 4) Based on the 2012 Uniform
Mechanical Code (IAPMO)

Sections

15.05.010 Adoption

Section 15.05.010 2013 California Mechanical Code (Title 24, Part 4), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 4, California Mechanical Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.06

2013 California Plumbing Code (Title 24, Part 5) Based upon the 2012 Uniform
Plumbing Code (IAPMO)

Sections

15.06.010 Adoption

Section 15.06.010 2013 California Plumbing Code (Title 24, Part 5), is adopted as follows:

The 2010 California Building Standards Code, Title 24, Part 5, California Plumbing Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.07

2013 California Energy Code (Title 24, Part 6)

Sections

15.07.010 Adoption

Section 15.07.010 2010 California Energy Code (Title 24, Part 6), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 6, California Energy Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.08

2013 California Historical Building Code (Title 24, Part 8)

Sections

15.08.010 Adoption

Section 15.08.010 2013 California Historical Building Code (Title 24, Part 8), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 8, California Historical Building Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.09

2013 California Fire Code (Title 24, Part 9)

Sections

15.09.010 Adoption

15.09.020 Chapter 1, Division II, Section 103, Dept. of Fire Prevention, Amended

15.09.030 Chapter 1, Division II, Section 105.2.3, Time Limitation of Application, Amended

1 15.09.040 Chapter 1, Division II, Section 105.6.29 Miscellaneous Combustible
2 Storage, Amended
3 15.09.050 Chapter 1, Division II, Section 109.4 Violation Penalties, Amended
4 15.09.060 Chapter 1, Division II, Section 111.4 Failure to Comply, Amended
5 15.09.070 Chapter 1, Division II, Section 113.3 Work commencing before permit
6 issuance.
7 15.09.080 Chapter 1, Division II, Section 113.5 Refunds, Amended
8 15.09.090 Chapter 2, Definitions, Sky Lantern, Added
9 15.09.100 Chapter 3, Section 307.1, General Open Burning, Added
10 15.09.110 Chapter 3, Section 308.6.3 Sky Lantern or similar devices, Added
11 15.09.120 Chapter 5, Section 502.1, Definitions, Amended
12 15.09.130 Chapter 5, Section 503.2.3, Surface, Amended
13 15.09.140 Chapter 5, Section 503.4.1 Roadway Design Features, Added
14 15.09.150 Chapter 5, Section 503.6 Gates, Amended
15 15.09.160 Chapter 5, Section 505.3, Map/Directory, Added
16 15.09.170 Chapter 5, Section 507.1.2, Required Water Supply, Added
17 15.09.180 Chapter 5, Section 510.6.1 Testing and proof of compliance, Amended
18 15.09.190 Chapter 9, Section 901.4.2, Non-required Fire Protection Systems,
19 Amended
20 15.09.200 Chapter 23, Section 2306.2.3, Aboveground Storage Tanks, Amended
21 15.09.210 Chapter 56, Fireworks, Deleted and Referred
22 15.09.220 Appendix B, Section B105.2 Exception 1.Reduced Fire Flow, Amended
23 15.09.230 Appendix C, Table C105.1, Distribution of Fire Hydrants, Amended
24 15.09.240 Appendix D, Table D103.4, Dead End Access, Amended
25

26 Section 15.09.010 2010 California Fire Code (Title 24, Part 9), is adopted as
27 follows:
28

1 The 2013 California Building Standards Code, Title 24, Part 9, including Appendix
2 "B", "C", "D", "H", "I", "K" known as the California Fire Code, as published and
3 adopted by the California Building Standards Commission, including the Town's
4 amendments, is hereby adopted by reference and incorporated herein as if fully set
5 forth.

6 **Section 15.09.020 Chapter 1, Division II, Section 103, Dept. of Fire Prevention, is**
7 **amended to read as follows:**

8 The California Fire Code shall be enforced by the Fire Prevention Bureau within the
9 Town of Paradise which is hereby established and which shall be operated under the
10 direction of the Fire Chief of the Fire Department. The Fire Chief of the Fire
11 Department may detail to the fire prevention bureau such members of the Fire
12 Department as may from time to time be necessary. The Fire Chief of the Fire
13 Department shall review, authorize, or require technical experts as may be
14 necessary in order to ensure that life and property protection requirements have
15 met the requirements of this and all other Title 24 codes and standards.

16 Sections 103.1; 103.2; and 103.3 are hereby deleted in their entirety.

17 **Section 15.09.030 Chapter 1, Division II, Section 105.2.3, Time Limitation of**
18 **Application, is amended to read as follows:**

19 An application for a permit for any proposed work shall expire one (1) year after
20 the date of filing, unless the permit has been issued.

21 **Section 15.09.040 Chapter 1, Division II, Section 106.6.29, Miscellaneous**
22 **Combustible Storage, is amended to read as follows:**

23 An operational permit is required to store in any building or upon any premises in
24 excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes,
25 barrels or similar containers, rubber tires, rubber, cork, firewood (retail or
26 storage) or similar combustible material.

27 **Section 15.09.050 Chapter 1, Division II, Section 109.3, Violation Penalties, is**
28 **amended to read as follows:**

1 Persons who shall violate a provision of this code or shall fail to comply with any
2 of the requirements thereof or shall erect, install, alter, repair or do work in
3 violation of the approved construction documents or directive of the fire code
4 official, or of a permit or certificate issued under the provisions of this code,
5 shall be subject to penalties as set forth in section 15.02.210. Each day that a
6 violation continues after due notice has been served shall be deemed a separate
7 offense.

8 **Section 15.09.060 Chapter 1, Division II, Section 111.4, Failure to Comply, is**
9 **amended to read as follows:**

10 Any person who shall continue any work after having been served with a stop work
11 order, except such work as that person is directed to perform to remove a violation
12 or unsafe condition, shall be liable to a fine of not less than \$100 or more than
13 \$500.

14 **Section 15.09.070 Chapter 1, Division II, Section 113.3, Work commencing before**
15 **permit issuance, is amended to read as follows:**

16 Any *person* who commences any work, activity or operation regulated by this code
17 before obtaining the necessary permits shall be subject to an additional fee that
18 is equal to 50% of the original permit fee, which shall be in addition to the
19 required permit fees.

20 **Section 15.09.080 Chapter 1, Division II, Section 113.5, Refunds, is amended to**
21 **read as follows:**

22 The Fire Marshal may authorize refunding of a fee paid hereunder which was
23 erroneously paid or collected. The Fire Marshal may authorize refunding of not
24 more than 80 percent of the permit or plan review fee paid when no work or plan
25 examination has been done under an application or permit issued in accordance with
26 this code, provided a written refund application is filed by the original permittee
27 prior to the expiration of the permit.

1 **Section 15.09.090 Chapter 2, Section 202, Definitions, Sky Lantern, is added as**
2 **follows:**

3 SKY LANTERN: An unmanned device with a fuel source that incorporates an open flame
4 in order to make the device airborne.

5 **Section 15.09.100 Chapter 3, Section 307.1, General Open Burning, is amended to**
6 **read as follows:**

7 Burn permits are required for all outdoor burning within the Town of Paradise
8 limits with the exception of barbeque equipment used for the preparation of food
9 and outdoor fireplaces or warming devices used in accordance with the manufacturers
10 specifications, approved screening not to exceed 3/8 inch opening and in a safe
11 manner.

12 Residential Burn Permits: Permits shall be issued annually, March 1st through May
13 31, and for one month in the fall and or as determined by the Fire Chief and a fee
14 in accordance with the Master Fee schedule of the Town of Paradise shall be
15 charged. Permits shall only be valid for the address, and name of the individual
16 cited on the permit. Permits shall not be transferable to other addresses or
17 individuals. Permits may be issued to persons to perform maintenance on
18 residential property, providing the owner of the residential property has given
19 their written consent and that is produced and verified as to the owner of record.
20 The owner shall be responsible for the cost of a Fire Department response caused by
21 the maintenance person as a result of an escape burn in violation of the rules of
22 the burn permit on behalf of the maintenance person. Residential burn permits
23 shall be issued for parcels containing one and two family residence, for which an
24 address has been issued by the Town of Paradise, and only for the purpose of
25 maintenance of vegetation growth on the parcel. Garbage, rubbish, demolition,
26 construction debris, lumber, painted or treated lumber, plywood, particle board,
27 petroleum waste, tires, plastics, cloth or other similar smoke producing materials
28 are strictly prohibited from being burned. All requirements provided for on the

1 burn permit must be followed at all times. Residents shall burn only on those days
2 specified in the permit for either the East or West Side of the Town. Burn bans
3 shall be strictly adhered to. Failure to follow the burn ban restrictions may
4 result in the requirements of Section 109.3 as amended to apply and any emergency
5 response cost recovery.

6 Land Clearing Permits: Land clearing permits are issued on an annual basis to
7 coincide with the time when open, outdoor burning is permitted, March 1st through
8 May 31, and for one month in the fall and or as determined by the Fire Chief. Land
9 clearing permits expire when seasonal burn bans go into effect in the late spring
10 of each year and shall be null and void. Persons burning on the property for which
11 a permit is issued shall be responsible for following all of the requirements of
12 that permit until the permit has expired or is revoked. The Fire Department may
13 revoke the permit at any time due to unsafe conditions, practices, or violations of
14 the permit. Burning of wood waste from trees, vines, or bushes on property being
15 developed for commercial or residential purposes, may be disposed of by open
16 outdoor fires on the property where it was grown, pursuant to the provisions of
17 section 41802-41805 of the California Health and Safety Code and in compliance with
18 the conditions of Butte County Air Quality Management District Rule 300, and
19 authorized by the Town of Paradise Fire Department. Permits are required by both
20 agencies prior to burning. All burning times must be strictly adhered to otherwise
21 it may require another method of disposal. The land clearing burn site must be
22 determined and inspected prior to releasing the permit by the Paradise Fire
23 Department. This site must be the only site authorized to burn once the permit is
24 issued. Any changes in site location will require additional inspections and fees.
25 The owner shall be responsible for the cost of a Fire Department response caused by
26 the maintenance person as a result of an escape burn in violation of the rules of
27 the burn permit on behalf of the maintenance person. Garbage, rubbish, demolition,
28 construction debris, lumber, painted or treated lumber, plywood, particle board,

1 petroleum waste, tires, plastics, cloth or other similar smoke producing materials
2 are strictly prohibited from being burned.

3 Fuel Reduction Permits: Fuel reduction permits are issued for parcels 2/3 acre or
4 larger on an annual basis to coincide with the non-fire season when open, outdoor
5 burning is permitted, March 1st through May 31, and for one month in the fall and or
6 as determined by the Fire Chief. Fuel reduction permits expire when the seasonal
7 burn ban goes into effect in the late spring of each year. Persons burning on the
8 property for which the permit is issued shall be responsible for following all of
9 the requirements of that permit as indicated until the permit expires or is
10 revoked. The Fire Department may revoke the permit at any time due to unsafe
11 burning conditions, practices, or violations of the permit. Burning of wood waste
12 from trees, vines, or bushes on existing improved property, may be disposed of by
13 open outdoor fires on the property where it was grown, pursuant to the provisions
14 of section 41802-41805 of the California Health and Safety Code and in compliance
15 with the conditions of Butte County Air Quality Management District Rule 300, and
16 authorized by the Town of Paradise Fire Department. All burning times must be
17 strictly adhered to otherwise it may require another method of disposal. The fuel
18 reduction burn site must be determined and inspected prior to releasing the permit
19 by the Paradise Fire Department. This site must be the only site authorized to
20 burn once the permit is issued. Any changes in site location will require
21 additional inspections and fees. The owner shall be responsible for the cost of a
22 Fire Department response caused by the maintenance person as a result of an escape
23 burn in violation of the rules of the burn permit on behalf of the maintenance
24 person. Garbage, rubbish, demolition, construction debris, lumber, painted or
25 treated lumber, plywood, particle board, petroleum waste, tires, plastics, cloth or
26 other similar smoke producing materials are strictly prohibited from being burned.

1 Campfires/Bon Fires/Recreational Fires and Special Event Fires: Permits are
2 required for these activities and a permit fee will be charged in accordance with
3 the Master Fee schedule adopted by the Town Council. A minimum of 48 hours notice
4 is required for the inspection. Such activities shall be in strict conformance
5 with the requirements provided for on the permit and the requirements within
6 Section 307 of the California Fire Code. Permits are only issued March 1st through
7 May 31st of each year. Permits will not be issued after May 31st, unless they are
8 approved by the Fire Chief.

9 **Section 15.09.110 Chapter 3, Section 308.6.3, is added to read as follows:** Sky
10 Lanterns or similar devices. The ignition and/or launching of a Sky Lantern or
11 similar device is prohibited. **Exceptions:** Upon approval of the fire code official,
12 sky lanterns may be used as necessary for religious or cultural ceremonies
13 providing that adequate safeguards have been taken as approved by the fire code
14 official. Sky Lanterns must be tethered in a safe manner to prevent them from
15 leaving the area and must be constantly attended until extinguished.

16 **Section 15.09.120 Chapter 5, Section 502.1 Definitions, is amended to read as**
17 **follows:**

18 Fire Apparatus Access Roads: Shall be a road that provides fire apparatus access
19 from the fire station to a facility, building or portion thereof. This is a
20 general term inclusive of all other terms such as fire lane, public street, private
21 street, parking lot, driveway, and lane or access roadway.

22 **Section 15.09.130 Chapter 5, Section 503.2.3, Surface, is amended to read as**
23 **follows:**

24 Fire apparatus access roads shall be designed and maintained to support the imposed
25 load of fire apparatus at 75,000 pounds and shall be surfaced so as to provide all-
26 weather driving capabilities.

1 **Section 15.09.140 Chapter 5, Section 503.4.1, Roadway Design Features, is added to**
2 **read as follows:**

3 Roadway design features (speed bumps, speed humps, speed control dips, etc.) which
4 may interfere with emergency apparatus responses shall not be installed on fire
5 apparatus access roadways.

6 **Section 15.09.150 Chapter 5, Section 503.6, Gates, is amended to read as follows:**

7 The installation of security gates across a fire apparatus access road shall be
8 approved by the Fire Marshal. Where security gates are installed, they shall have
9 an approved means of emergency operation. The emergency gates and emergency
10 operation shall be maintained operational at all times. Electric gate operators
11 are required when serving five or more residential lots, Assembly occupancies,
12 Hazardous occupancies, Institutional occupancies, and Storage occupancies and shall
13 be listed in accordance with UL 325. Gates intended for automatic operation shall
14 be designed, constructed and installed to comply with the requirements of ASTM F-
15 2200. Access keypads shall be provided that are coded with the fire department
16 emergency access code as specified. Plans and specifications shall be submitted
17 for review and approval by the Fire Prevention Bureau prior to installation.

18 **Section 15.09.160 Chapter 5, Section 505.3, Map/Directory, is added to read as**
19 **follows:**

20 A lighted directory map, meeting current Fire Department standards, shall be
21 installed at each driveway entrance to a multiple unit residential project and
22 mobile home parks, where the number of units in such projects exceeds 15.

23 **Section 15.09.170 Chapter 5, Section 507.1.2, Required Water Supply, is added to**
24 **read as follows:**

25 Residential one and two family dwellings shall comply with the fire flow
26 requirements of Appendix "B". Fire Flow may be reduced to 750 GPM at 20 PSI for
27 two hours when the unit is fully protected in accordance with NFPA 13D and there
28 are no exposures of other buildings within twenty (20) feet of each other;

otherwise the minimum required water supply capability will be in accordance with Appendix "B". In no case shall the water supply capability be less than 1000 GPM at 20 PSI for two hours within the requirements found in Appendix "B".

The required water supply for a detached "U" occupancy accessory to a Residential one and two family dwelling is not required to meet the water supply requirements of Appendix "B" if the "U" occupancy is less than 1500 square feet and separated from the dwelling unit by a minimum of 20 feet. If both requirements cannot be met then the requirements of Appendix "B" will apply.

Section 15.09.180 Chapter 5, Section 510.6.1 Testing and proof of compliance, is added to read as follows:

5. At the conclusion of the testing, a report, which shall verify compliance with Section 510.5.4, shall be submitted to the fire code official. In addition, one complete copy of the report shall be posted in the building, on the wall immediately adjacent to the Fire Alarm Control Panel.

Section 15.09.190 Chapter 9, Section 901.4.2, Non-required Fire Protection Systems, is amended to read as follows:

Any fire protection system not required by this code or the California Building Code shall be allowed to be furnished for complete protection only provided such installed system meets the requirements of this code and the California Building Code.

Section 15.09.200 Chapter 22, Section 2306.2.3, Aboveground Storage Tanks, is amended to read as follows:

The storage of class I, II, and III liquids in aboveground tanks outside of buildings is prohibited in all areas of the Town except in areas zoned as Industrial Services (I.S.).

Exception: The installation of approved listed above ground storage tanks shall be allowed in areas zoned for commercial purposes. Such tanks shall meet with State and County Environmental codes, and the California Fire and Building

Code requirements. Aggregate quantities and type(s) of liquid(s) to be stored shall not exceed 2,000 gallons. Tanks shall be located outside of buildings and in accordance with the requirements of the California Fire and Building Codes. On those rare occasions when there may be need for additional tank capacity beyond the 2,000 gallons, the applicant can submit a written request to the Fire Marshal. The Fire Marshal, after evaluating the circumstances, shall have the authority to modify the conditions to the installation of such tanks. Above ground storage tanks used only for heating fuels to heating appliances in areas zoned residential shall meet the requirements of the California Fire Code and the Town of Paradise Administrative policy but in no case shall tanks exceed 250 gallons.

Section 15.09.210 Chapter 56, Fireworks, is deleted, is amended and referred as follows:

Refer to Paradise Municipal Code Title 8 Chapter 8.44 for prohibition on fireworks. The storage of explosives and blasting agents is prohibited within the limits of the Town of Paradise, except for temporary storage between the hours of 6:00 a.m. and 6:00 p.m. for use in connection with blasting operations approved by the Fire Marshal. This prohibition shall not apply to stock of small arms ammunition and supplies for retail or approved manufacturing facilities as outlined under the California Fire Code.

Section 15.09.220 Appendix B, Section B105.2 Exception 1, Reduced Fire Flow, is amended to read as follows:

A reduction in required fire flow of 50 percent is allowed when the building is provided with an approved automatic sprinkler system installed in accordance with section 903.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500 GPM at 20 PSI for prescribed hours provided for in Table B105.1.

1 **Section 15.09.230 Appendix C, Table C105.1 Footnote "f", Distribution of Fire**
2 **Hydrants, is added to read as follows:**

3 Buildings or structures fully protected by an automatic fire sprinkler system and
4 classified as a single-two-family dwelling or a "U" occupancy in accordance with
5 the California Building Code shall provide a fire hydrant within 750 feet of the
6 building or structure by an approved path of travel. All other occupancies must
7 meet the requirements provided for in this table.

8 **Section 15.09.240 Appendix D, Table D103.4, Requirements for Dead-End Access, is**
9 **amended to read as follows:**

10 Table D103.4, Requirements for Dead End Access and Turn Around requirements shall
11 be used as a guide only. The Town of Paradise Fire Department Administrative
12 Policy for turn-around requirements shall be complied with as though set forth in
13 this amendment.

14 15 **Chapter 15.10**

16 **2013 California Existing Building Code (Title 24, Part 10)**

17 18 **Sections**

19 **15.10.010 Adoption**

20 **Section 15.10.010 2013 California Existing Building Code (Title 24, Part 10), is**
21 **adopted as follows:**

22 The 2013 California Building Standards Code, Title 24, Part 10, California Existing
23 Building Code, as published and adopted by the California Building Standards
24 Commission is adopted by reference and incorporated herein as if fully set forth in
25 this chapter.

Chapter 15.11

2013 California Green Building Standards Code (Title 24, Part 11)

Sections

15.11.010 Adoption

Section 15.11.010 2013 California Green Building Standards Code (Title 24, Part 11), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 11, California Green Building Standards Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.12

2013 California Administrative Code (Title 24, Part 1)

Sections

15.12.010 Adoption

Section 15.12.010 2013 California Administrative Code (Title 24, Part 1), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 1, California Administrative Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.13

2013 California Referenced Standards Code (Title 24, Part 12)

Sections

15.13.010 Adoption

Section 15.13.010 2013 California Referenced Standards Code (Title 24, Part 12), is adopted as follows:

The 2013 California Building Standards Code, Title 24, Part 12, California Referenced Standards Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

SECTION 3. This Ordinance shall take effect on January __, 2014. Before the expiration of fifteen (15) days after its passage, this Ordinance or a summary of it shall be published in a newspaper of general circulation within the Town of Paradise along with the names of the members of the Town Council of Paradise voting for and against the same.

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5 **Passed and adopted** by the Town Council of the Town of Paradise, County of Butte,
6 State of California, on this __ Day of _____ 2013 by the following vote:

7
8 AYES:

9
10 NOES:

11 ABSENT:

12 NOT VOTING:

13
14 _____
15 Timothy Titus, MAYOR

16 ATTEST:

17 _____ DATE: _____
18 JOANNA GUTIERREZ, CMC, TOWN CLERK

19
20 APPROVED AS TO FORM:

21
22 _____
23 DWIGHT L. MOORE, TOWN ATTORNEY
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EXHIBIT "A" FACTS & FINDING CORRELATION

| PARADISE MUNICIPAL CODE SECTION | CALIFORNIA CODE | CODE SECTION AMENDED | SHORT TITLE | REFERENCED FACT/FINDING (Page 3-5) |
|--|----------------------------|-------------------------------------|--|---|
| 15.02.010 | CBC | | Adoption | Health & Safety Code 17958.5 |
| 15.02.020 | CBC | 101.4 | Referenced Codes | Health & Safety Code 17958.5 |
| 15.02.030 | CBC | 101.4.1 | Gas - Plumbing Code | Administrative |
| 15.02.040 | CBC | 101.4.2 | Mechanical Code Reference to California | Administrative |
| 15.02.050 | CBC | 101.4.3 | Plumbing Code Reference to California | Administrative |
| 15.02.060 | CBC | 101.4.5 | Fire Prevention | Administrative |
| 15.02.070 | CBC | 103 | Department of Building & Safety | Deleted |
| 15.02.080 | CBC | 105.2 | Work Exempt from Permits | Administrative |
| 15.02.090 | CBC | 105.3.2 | Time Limitation of Application | Administrative |
| 15.02.100 | CBC | 105.5 | Expiration | Administrative |
| 15.02.110 | CBC | 105.8 | Transferability | Administrative |
| 15.02.120 | CBC | 107.5 | Retention of Construction Documents | Administrative |
| 15.02.130 | CBC | 107.6 | Expiration of Plan Review | Administrative |

| | | | | | |
|----|-----------|-----|-----------|-------------------------|-----------------|
| | | | | | |
| 1 | 15.02.140 | CBC | 109.2 | Schedule of Permit Fees | Administrative |
| 2 | 15.02.150 | CBC | 109.4 | Commencing Work/Permit | Administrative |
| 3 | 15.02.160 | CBC | 109.6 | Refunds | Administrative |
| 4 | 15.02.170 | CBC | 110.3.9.1 | Special Inspectors | Administrative |
| 5 | 15.02.180 | CBC | 110.4 | Inspection Agencies | Administrative |
| 6 | 15.02.190 | CBC | 111.1 | Use and Occupancy | Administrative |
| 7 | 15.02.200 | CBC | 112.3 | Disconnect Service | Administrative |
| 8 | | | | Utilities | |
| 9 | 15.02.210 | CBC | 114.4 | Violation Penalties | Administrative |
| 10 | 15.02.220 | CBC | 202 | Definitions | Administrative |
| 11 | 15.02.230 | CBC | 1505.1.3 | Roof Coverings | 1A, 2A, 2B, 2C |
| 12 | 15.02.240 | CBC | 1603.1.3 | Roof Snow Loads | 1A, 2A |
| 13 | 15.02.250 | CBC | J101.1 | Scope | Administrative |
| 14 | 15.02.260 | CBC | J101.3 | Purpose | Administrative |
| 15 | 15.02.270 | CBC | J101.4 | Hazards | Administrative |
| 16 | 15.02.280 | CBC | J102 | Definitions | Administrative |
| 17 | 15.02.290 | CBC | J103 | Permits Required | Administrative |
| 18 | 15.02.300 | CBC | J104.2 | Site Plan Requirements | Administrative |
| 19 | 15.02.310 | CBC | J104.5 | Bonds | Administrative |
| 20 | 15.02.320 | CBC | J105.3 | Inspections | Administrative |
| 21 | 15.02.330 | CBC | J106.3 | Rounding of cut slopes | 1A, 2A, 2B, 2D, |
| 22 | | | | | 2E |
| 23 | 15.02.340 | CBC | J106.4 | Private road | 1A, 2A, 2B, 2D, |
| 24 | | | | construction | 2E |
| 25 | 15.02.350 | CBC | J106.4.1 | Private road | 1A, 2A, 2B, 2D, |
| 26 | | | | construction | 2E |
| 27 | 15.02.360 | CBC | J107.7 | Rounding of fill slopes | 1A, 2A, 2B, 2D, |
| 28 | | | | | |

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| | | | | | |
| 1 | 15.02.370 | CBC | J109.5 | Overflow protection | 1A, 2A, 2B, 2D, |
| 2 | | | | | 2E |
| 3 | 15.02.380 | CBC | J110.3 | Disturbed surfaces | 1A, 2A, 2B, 2D, |
| 4 | | | | | 2E |
| 5 | 15.02.390 | CBC | J110.4 | Storm damage precautions | 1A, 2A, 2B, 2D, |
| 6 | | | | | 2E |
| 7 | | | | | |
| 8 | 15.03.010 | CRC | | Adoption | Health & Safety |
| 9 | | | | | Code 17958.5 |
| 10 | 15.03.020 | CRC | R101.2 | Scope | Administrative |
| 11 | 15.03.030 | CRC | R102.1 | General | Administrative |
| 12 | 15.03.040 | CRC | R105.3.2 | Time Limitation for | Administrative |
| 13 | | | | Application | |
| 14 | 15.03.050 | CRC | R108.5 | Refunds | Administrative |
| 15 | 15.03.060 | CRC | R108.6 | Commencing Work Before | Administrative |
| 16 | | | | Permit | |
| 17 | 15.03.070 | CRC | R313.2 | Automatic Fire | 1A, 2A, 2B, 2D |
| 18 | | | | Sprinklers | |
| 19 | 15.03.080 | CRC | R902.1 | Roof Coverings | 1A, 2A, 2B, 2C |
| 20 | 15.03.090 | CRC | AK101.1 | General Wall/Floor Ass. | 2C |
| 21 | | | | | |
| 22 | 15.04.010 | CEC | | Adoption | Health & Safety |
| 23 | | | | | Code 17958.5 |
| 24 | | | | | |
| 25 | 15.05.010 | CMC | | Adoption | Health & Safety |
| 26 | | | | | Code 17958.5 |
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|----|-----------|----------------|----------|--------------------------|-----------------|
| | | | | | |
| 1 | 15.06.010 | CPC | | Adoption | Health & Safety |
| 2 | | | | | Code 17958.5 |
| 3 | | | | | |
| 4 | 15.07.010 | Ca. Energy | | Adoption | Health & Safety |
| 5 | | Code | | | Code 17958.5 |
| 6 | | | | | |
| 7 | 15.08.010 | Ca. Historical | | Adoption | Health & Safety |
| 8 | | Code | | | Code 17958.5 |
| 9 | | | | | |
| 10 | 15.09.010 | CFC | | Adoption | Health & Safety |
| 11 | | | | | Code 17958.5 |
| 12 | 15.09.020 | CFC | 103 | Dept. of Fire Prevention | Administrative |
| 13 | 15.09.030 | CFC | 105.2.3 | Time Limitation of | Administrative |
| 14 | | | | Application | |
| 15 | 15.09.040 | CFC | 105.6.29 | Miscellaneous | 2A, 2B, 2D, |
| 16 | | | | Combustibles | |
| 17 | 15.09.050 | CFC | 109.3 | Violation Penalties | Administrative |
| 18 | 15.09.060 | CFC | 111.4 | Failure to Comply | Administrative |
| 19 | 15.09.070 | CFC | 113.3 | Work Commencing | Administrative |
| 20 | 15.09.080 | CFC | 113.5 | Refunds | Administrative |
| 21 | 15.09.090 | CFC | 202 | Sky Lantern | Administrative |
| 22 | 15.09.100 | CFC | 307.1 | General Open Burning | 1A, 2A, 2B, 2C, |
| 23 | | | | | 2D |
| 24 | 15.09.110 | CFC | 308.6.3 | Sky Lantern | 1A, 2A, 2B, 2C, |
| 25 | | | | | 2D |
| 26 | 15.09.120 | CFC | 502.1 | Definitions | Administrative |
| 27 | 15.09.130 | CFC | 503.2.3 | Surface-Access Roadways | 1A, 2A, 2B, 2D, |
| 28 | | | | | |

| | | | | |
|-----------|---|--------------------------|-----------------------------------|---------------------------------|
| | | | | 2E |
| 15.09.140 | CFC | 503.4.1 | Roadway Design Features | 1A, 2A, 2B, 2D, 2E |
| 15.09.150 | CFC | 503.6 | Gates | 2D, 2E |
| 15.09.160 | CFC | 505.3 | Map/Directory | 2D |
| 15.09.170 | CFC | 507.1.2 | Required Water Supply | 1A, 2A, 2B, 2D |
| 15.09.180 | CFC | 510.6.1 | Testing and Proof | Administrative |
| 15.09.190 | CFC | 901.4.2 | Non-Required Fire Prot. System | 2D |
| 15.09.200 | CFC | 2206.2.3 | Aboveground Storage Tanks | 1A, 2A, 2B |
| 15.09.210 | CFC | Chapter 33 | Fireworks | 1A, 2A, 2B, 2C, 2D |
| 15.09.220 | CFC | B105.2 Exception 1 | Reduced Fire Flow | 1A, 2A, 2B, 2D |
| 15.09.230 | CFC | C105.1 | Distribution of Fire Hydrants | 1A, 2A, 2B, 2D |
| 15.09.240 | CFC | D103.4 | Dead End Access | 1A, 2A, 2B, 2D, 2E |
| | | | | |
| 15.10.010 | Ca. Existing Building Code | | Adoption | Health & Safety Code 17958.5 |
| | | | | |
| 15.11.010 | Ca. Green Building Standards Code | | Adoption | Health & Safety Code 17958.5 |

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| | | | | |
| 15.12.010 | Ca. Administrative Code | | Adoption | Health & Safety Code 17958.5 |
| | | | | |
| 15.13.010 | Ca. Ref. Stds. | | Adoption | Health & Safety Code 17958.5 |



**Town of Paradise
Council Agenda Summary
Date: October 8, 2013**

Agenda Item: 7b

Originated by: Lauren Gill, Town Manager
Gina S. Will, Finance Director/Town Treasurer

Subject: Town 2013/14 Operating and Capital Budget Status Update

Council Action Requested:

Approve the following budget adjustments; or,

Alternatives:

Refer the matter back to staff for further development and consideration.

Background:

The 2013/14 Operating and Capital Budget was adopted June 25, 2013. Each month staff will complete analysis of the financial transactions recorded to date and additional information received to identify the potential impact to the 2013/14 budget. Monthly a report will be brought forward to Town Council updating them on the status of the budget and recommending appropriate budget adjustments.

Discussion:

Fund 1010 – General Fund

Staff ran and analyzed a General Fund Budget Performance Report to date for the 2012/13 fiscal year and 2013/14 budget in order to review trends or significant swings in revenues and expenses. A copy of this report is attached for review. The following information was derived from this analysis:

Fiscal Year 2012/13 Highlights

Most if not all financial transactions have now been recorded for the 2012/13 fiscal year. Collectively, the general fund ended the fiscal year in a better financial position than projected at the time of budget adoption. In comparison to the original estimates, the Town received about \$50,000 more in revenues. Also, departments worked hard to reduce their expenditures as much as possible. In addition, direction was given in April 2013, to curtail spending to only essential operating needs for the remainder of the 2012/13 budget year. Finally, the transitional first year CAL FIRE contract provided savings that requires further study and experience to extrapolate to future years. Expenditures came in about \$264,000 less than budget. A summary is provided below:

| | Projected 2012/13 | Estimated Actual 2012/13 | Budget Year 2013/14 |
|-------------------------------|----------------------|--------------------------------|---------------------------|
| Beginning Fund Balance | 1,312,604 | 1,312,604 | 1,362,173 |
| <i>Revenues</i> | | | |
| Property Taxes – Local | 4,219,064 | 4,208,876 | 4,284,476 |
| Non Property Taxes – Local | 2,652,267 | 2,692,692 | 2,712,220 |
| Shared Taxes – State | 1,995,137 | 2,010,584 | 2,023,437 |
| Charges for Local Services | 398,941 | 404,205 | 304,066 |
| Transfers In From Other Funds | 605,451 | 607,102 | 486,760 |
| Total Resources | 9,870,860 | 9,923,459 | 9,810,959 |
| <i>Expenditures</i> | | | |
| Non Departmental | 880,896 | 879,519 | 925,253 |
| Council and Town Clerk | 303,209 | 300,299 | 287,305 |
| Administration | 1,335,394 | 1,328,789 | 1,359,579 |
| Police Programs | 3,669,731 | 3,632,295 | 3,602,597 |
| Fire Programs | 3,674,658 | 3,459,065 | 3,337,640 |
| Community Development | 195,943 | 196,513 | 223,649 |
| Public Works – Engineering | 48,996 | 48,743 | 21,800 |
| Parks and Public Facilities | 29,496 | 28,667 | 16,830 |
| Total Expenditures | 10,138,323 | 9,873,891 | 9,774,653 |
| Net Income | (267,463) | 49,569 | 36,306 |
| Ending Fund Balance | 1,045,141 | 1,362,173 | 1,398,479 |

Fiscal Year 2013/14 Budget Year

While 2012/13 shows improvement and illustrates that the Town is headed in the right direction, it should not weaken the Town's resolve to remain fiscally responsible and conservative. The 2013/14 budget was very difficult to balance and all departments had to cut deeper in 2013/14 compared to 2012/13 in order to bring forward and maintain a balanced budget. Some important considerations to keep in mind:

1. The Town will still need to obtain TRANS financing in the amount of \$3,000,000 in order to maintain sufficient cash flow for the fiscal year.
2. The 2013/14 budget appropriates no monies for much need deferred facility maintenance projects, including leaky roofs and dilapidated buildings. Employees continue to donate time and resources to maintain working conditions including painting, cleaning and simple repairs.
3. Little is appropriated for equipment replacement and none for capital improvement.
4. Training budgets continue to be deferred for all departments even for public safety divisions.
5. For the 5th year employees provide salary concessions.
6. The Town is unable to contribute toward the retiree medical trust fund.

7. The now approved RDA loans will take many years to realize sizable repayments. Even when received, the payments will provide some cash flow relief, but no budget relief.
8. There are little undesignated reserves in the event of a major emergency.

Revenues

- Real Property Transfer Taxes continue to be rebounding more quickly than other categories showing that the housing market is very active. An average monthly receipt of these taxes is about \$4,500, but in September 2013, the Town received \$18,594. According to Butte County, one large property exchanged hands in addition to a number of residential sales. Staff recommends increasing the budget by \$13,000.
- As reported last month, the final sales tax receipts for 2012/13 have been posted. Attached is a summary of the data supplied by HdL Companies indicating that on an adjusted basis receipts were up 1.6% for the fiscal year and point of sale revenues were up 4.4% for 13 quarters. Per capita sales are 48% less than the County and 62% less than the State. Growth is beginning to flatten and budgeted numbers are just shy of 2007/08 actual. No additional budget adjustment is recommended at this time.

Expenses:

Administration

- The 2012/13 Town of Paradise annual financial audit which is now underway, will cost the Town \$3,227 more than budgeted. Staff issued an RFP for these services two years ago, but the cost differential was so extreme, the Town agreed to continue to engage the same audit firm. Staff will issue another RFP this year to see if the gap is reduced.

Police Department

- With three months of the fiscal year completed, operations overtime is currently running about \$15,000 above budgeted levels. Overtime from the investigation of a recent homicide is included and accounts for a portion of this overage. As the numbers are skewed as a result, staff recommends waiting to make a personnel related budget adjustment until later in the fiscal year.
- Two positions remain vacant in the public safety communications division. The positions have just entered background and that process can take 6-8 weeks. Rough estimates show that overtime is running about \$40,000 over budget, but that there is more than \$40,000 salary savings to offset that increased cost. Staff will bring forward budget recommendations once the positions are filled and related savings and expenses can be fully analyzed.

Fund 2030 – Building Safety & Waste Water Services

Review of the budget performance report for this fund indicates that most accounts are performing according to budget projections. Plan check fees and building permits are currently trending just above budgeted levels. There is currently one vacancy pending in this division. As soon as that position is filled, staff will bring forward any necessary budget adjustments.

Fund 2070 – Animal Control

This continues to be a fund that the Town must find a long term solution for funding and providing services. The fund is not self sustaining and currently is depending on animal control donations to balance. Currently revenue and most expenditure accounts are trending at budgeted levels. The animal control officer position will be filled imminently. Any related budget adjustments will be brought forward next month.

Fund 2120 – State Gas Tax (Street Maintenance)

The last three years this fund has been self-sustaining without transfers in from the general fund. Between staff layoffs and vacancies, the fund acquired a large ending fund balance. Also, last month the Town received the RSTP (Regional Surface Transportation Program) receipt for 2012/13. The receipt was \$65,562 more than budgeted which increases the ending fund balance. This fiscal year a portion of that ending fund balance is being used on vital road and street maintenance projects within the community.

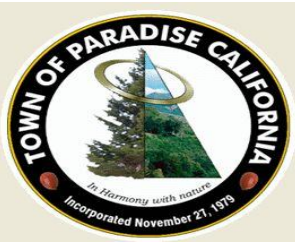
Conclusion:

Following are the recommended 2013/14 budget adjustments:

| 1010 – General Fund | | | |
|--------------------------------------|------------------|--------|-------------------------------|
| Beginning Fund Balance | | | 1,362,173 |
| Revenues | | | 9,324,199 |
| Recommended Adjustments | | | |
| 1. | 00.0000.3167.330 | 13,000 | Real property transfer tax |
| Adjusted Revenues | | | 9,337,199 |
| Transfers In | | | 486,760 |
| Total Resources | | | 9,823,959 |
| | | | |
| Expenditures | | | 9,774,653 |
| Recommended Adjustments | | | |
| 2. | 20.4201.5213.100 | 3,227 | Annual financial report audit |
| Adjusted Expenditures | | | 9,777,880 |
| Net Income | | | 46,079 |
| Projected Ending Fund Balance | | | 1,408,252 |

Fiscal Impact Analysis:

These current adjustments increase the General Fund net income and increase the General Fund reserves by \$9,773.

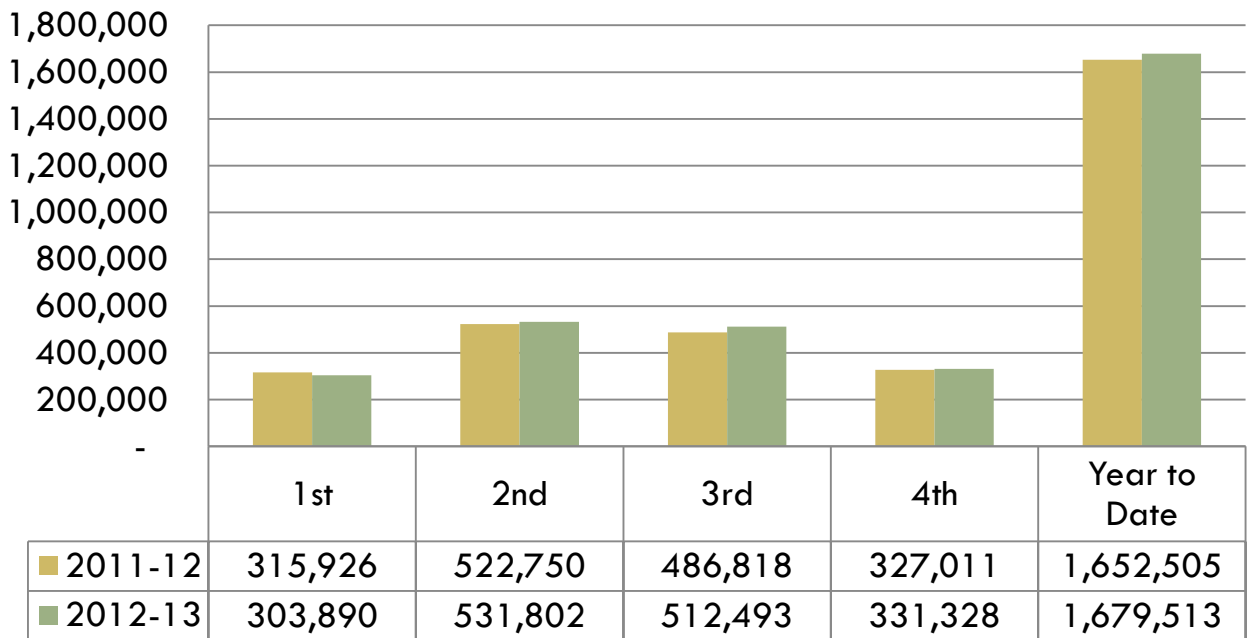


Sales Tax Update

FY 2012/13 – 4th Quarter

(April – June 2013)

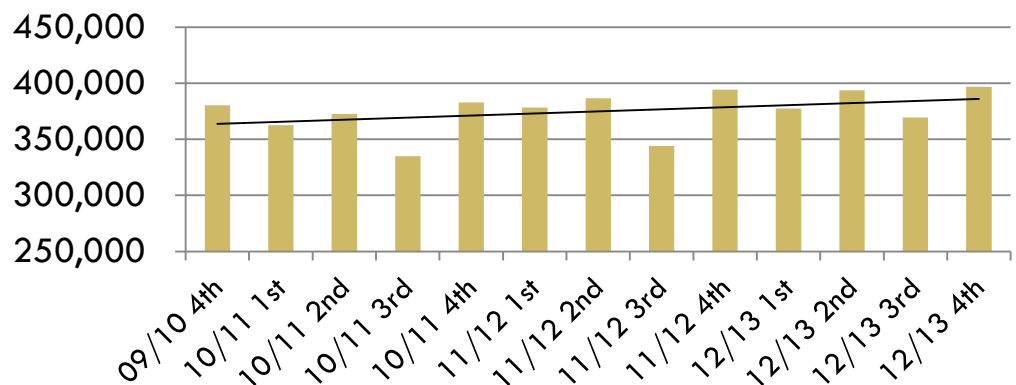
Fiscal Year to Date (4 Quarters)



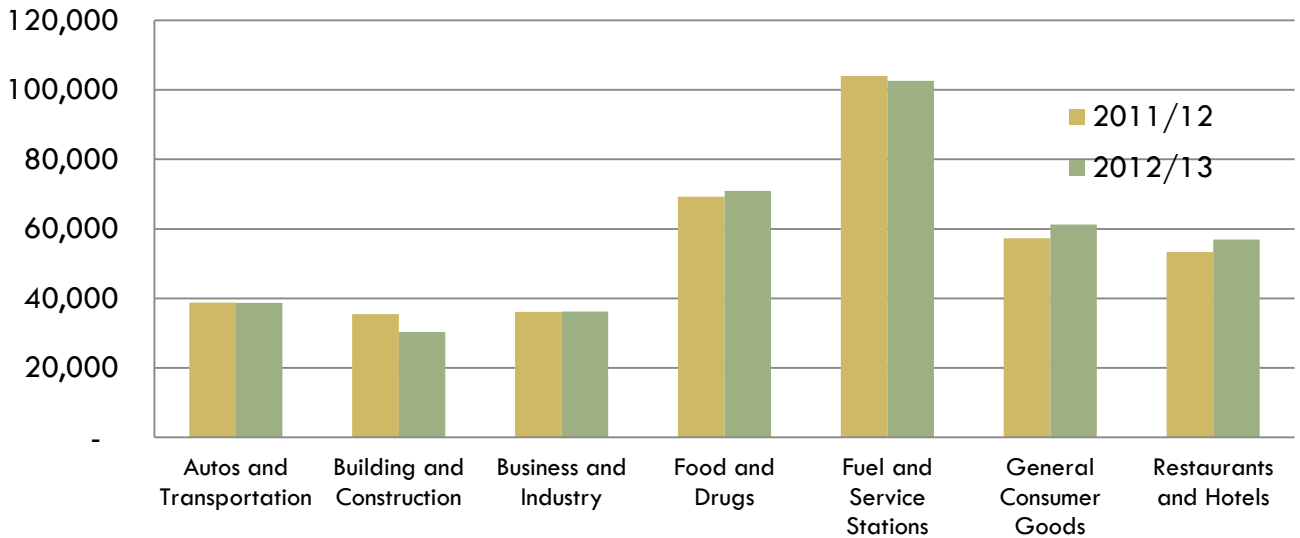
■ 1.6% Growth
in Sales Tax
Revenues
Year to Date

■ 4.4% Growth
in Point of
Sale Revenues
for 13
Quarters

13 Quarter "Point of Sale" Trend



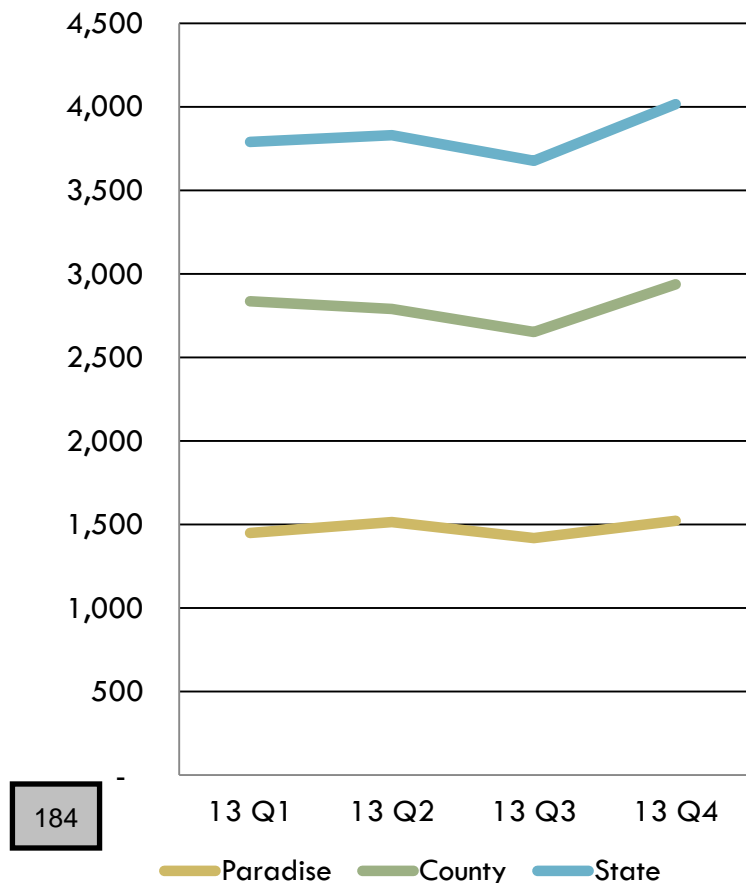
4th Quarter by Major Business Group



Top 25 Producers In Alphabetical Order

| | | |
|-----------------------------|--------------------------|----------------------|
| Arco AM PM Mini Mart | Grocery Outlet | Rite Aid |
| Arco Maxx for Less | K & B Mart | Safeway |
| Black Bear Diner | Kmart | Save Mart |
| CVS Pharmacy | Les Schwab Tire Center | Skyway Feed & Supply |
| Fast N Easy Market | McDonalds | Stop & Shop |
| Fastrip | Mike Ferguson Recreation | Taco Bell |
| Fastrip Food Store | Mountain Mikes Pizza | Thomas Ace Hardware |
| Feather River Medical Equip | Nella Oil | Walgreens |
| | Paradise Garden Ctr | |

Sales Per Capita





Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|--|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 00 - Non Department Activity | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 3110.311 | Property Tax Current Secured | 3,997,568.00 | .00 | 3,997,568.00 | .00 | .00 | .00 | 3,997,568.00 | 0 | 3,927,472.67 |
| 3110.312 | Property Tax Current Unsecured | 215,248.00 | .00 | 215,248.00 | .00 | .00 | .00 | 215,248.00 | 0 | 206,226.82 |
| 3110.315 | Property Tax Prior Secured/Unsecured | 7,344.00 | .00 | 7,344.00 | .00 | .00 | .00 | 7,344.00 | 0 | 7,031.60 |
| 3110.320 | Property Tax General Supplemental | 13,000.00 | .00 | 13,000.00 | .00 | .00 | .00 | 13,000.00 | 0 | 19,245.17 |
| 3130.325 | General Sales and Use Tax Sales and Use Tax | 1,703,356.00 | 15,000.00 | 1,718,356.00 | .00 | .00 | 107,327.73 | 1,611,028.27 | 6 | 1,688,196.98 |
| 3167.330 | Real Property Transfer Tax Real Property Transfer Tax | 48,116.00 | 3,200.00 | 51,316.00 | .00 | .00 | 25,883.40 | 25,432.60 | 50 | 48,899.71 |
| 3182.335 | Franchise Taxes Franchise Taxes | 811,865.00 | .00 | 811,865.00 | .00 | .00 | .00 | 811,865.00 | 0 | 811,052.23 |
| 3185.340 | Transient Occupancy Tax Transient Occupancy Tax | 178,967.00 | .00 | 178,967.00 | .00 | .00 | .00 | 178,967.00 | 0 | 190,085.20 |
| 3210.110 | Business Licenses and Permits Business Regulation | 2,900.00 | .00 | 2,900.00 | .00 | .00 | 300.40 | 2,599.60 | 10 | 3,209.25 |
| 3210.120 | Business Licenses and Permits Bingo Regulation | 132.00 | .00 | 132.00 | .00 | .00 | .00 | 132.00 | 0 | 148.50 |
| 3345.200 | State Revenues - Other Miscellaneous | 24,000.00 | .00 | 24,000.00 | .00 | .00 | .00 | 24,000.00 | 0 | 28,109.20 |
| 3351.001 | Property Tax Homeowners Apportionment | 70,437.00 | .00 | 70,437.00 | .00 | .00 | .00 | 70,437.00 | 0 | 69,436.18 |
| 3356.001 | State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax | 1,929,000.00 | .00 | 1,929,000.00 | .00 | .00 | .00 | 1,929,000.00 | 0 | 1,901,700.75 |
| 3356.003 | State Motor Vehicle In Lieu Section 11001.5 Prior Year | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 11,338.11 |
| 3410.101 | Administrative Services General Administrative Fees | .00 | .00 | .00 | .00 | .00 | 4.50 | (4.50) | +++ | 18.60 |
| 3410.104 | Administrative Services Returned Check Processing | 300.00 | .00 | 300.00 | .00 | .00 | 25.57 | 274.43 | 9 | 152.57 |
| 3410.112 | Administrative Services Printed Material Production/Sale | 400.00 | .00 | 400.00 | .00 | .00 | .01 | 399.99 | 0 | 950.15 |
| 3410.113 | Administrative Services Document Copying | 300.00 | .00 | 300.00 | .00 | .00 | 47.00 | 253.00 | 16 | 252.75 |
| 3410.114 | Administrative Services Document Certification | 100.00 | .00 | 100.00 | .00 | .00 | 140.00 | (40.00) | 140 | 30.00 |
| 3410.115 | Administrative Services Research on Request/Dept Records | 400.00 | .00 | 400.00 | .00 | .00 | .00 | 400.00 | 0 | 247.00 |
| 3410.150 | Administrative Services Late Fees | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | (1.50) |
| 3610.100 | Interest Revenue Investments | 7,000.00 | .00 | 7,000.00 | .00 | .00 | .70 | 6,999.30 | 0 | 4,472.10 |
| 3610.200 | Interest Revenue Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 27.20 |
| 3630.200 | Rents and Royalties Billboard Rents and Leases | 440.00 | .00 | 440.00 | .00 | .00 | .00 | 440.00 | 0 | 440.00 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | 1,000.00 | 22,689.00 | 23,689.00 | .00 | .00 | 20,996.80 | 2,692.20 | 89 | 364.74 |
| 3902.100 | Miscellaneous Revenue General | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 348.77 | 651.23 | 35 | 1,381.97 |
| 3902.110 | Miscellaneous Revenue Cash Over and Short | .00 | .00 | .00 | .00 | .00 | 98.26 | (98.26) | +++ | (85.24) |
| 3910.030 | Transfers In From Development Services Fund | 134,422.00 | .00 | 134,422.00 | .00 | .00 | 30,355.00 | 104,067.00 | 23 | 110,950.00 |
| 3910.070 | Transfers In From Animal Control | 31,260.00 | .00 | 31,260.00 | .00 | .00 | 9,814.00 | 21,446.00 | 31 | 24,605.00 |
| 3910.112 | Transfers In From Federal CMAQ Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,549.08 |
| 3910.120 | Transfers In From State Gas Tax Fund | 166,495.00 | .00 | 166,495.00 | .00 | .00 | 36,941.00 | 129,554.00 | 22 | 128,366.00 |
| 3910.140 | Transfers In From Traffic Safety Fund | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 5,000.00 | 25,000.00 | 17 | 30,000.00 |
| 3910.160 | Transfers In From BHS Development Svcs Fund | 29,621.00 | .00 | 29,621.00 | .00 | .00 | 9,250.00 | 20,371.00 | 31 | 24,027.00 |
| 3910.204 | Transfers In From State SLESF Grant Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 50,000.00 |
| 3910.215 | Transfers In From Aband Vehicle Abate Fund | 7,696.00 | .00 | 7,696.00 | .00 | .00 | .00 | 7,696.00 | 0 | 3,001.31 |
| 3910.510 | Transfers In From Impact Fees Road Imp Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,588.06 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|--|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 00 - Non Department Activity | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 3910.610 | Transfers In From TOP Trust Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,534.84 |
| 3910.628 | Transfers In From Gen Plan Fee | 39,447.00 | .00 | 39,447.00 | .00 | .00 | .00 | 39,447.00 | 0 | .00 |
| 3910.650 | Transfers In From Successor Agency to RDA NH | 2,009.00 | .00 | 2,009.00 | .00 | .00 | .00 | 2,009.00 | 0 | .00 |
| 3910.900 | Transfers In From Transit Fund | 4,691.00 | .00 | 4,691.00 | .00 | .00 | 922.00 | 3,769.00 | 20 | 3,976.00 |
| 3910.970 | Transfers In From Self Insurance Trust Fund | 41,119.00 | .00 | 41,119.00 | .00 | .00 | 41,119.00 | .00 | 100 | 215,505.00 |
| Program 0000 - Non Program Activity Totals | | \$9,499,633.00 | \$40,889.00 | \$9,540,522.00 | \$0.00 | \$0.00 | \$288,574.14 | \$9,251,947.86 | 3% | \$9,527,505.00 |
| Department 00 - Non Department Activity Totals | | \$9,499,633.00 | \$40,889.00 | \$9,540,522.00 | \$0.00 | \$0.00 | \$288,574.14 | \$9,251,947.86 | 3% | \$9,527,505.00 |
| Department 25 - Finance | | | | | | | | | | |
| Program 5005 - Rental Properties | | | | | | | | | | |
| 3901.100 | Refunds & Reimbursements Miscellaneous | 2,100.00 | .00 | 2,100.00 | .00 | .00 | 430.17 | 1,669.83 | 20 | 2,103.28 |
| Program 5005 - Rental Properties Totals | | \$2,100.00 | \$0.00 | \$2,100.00 | \$0.00 | \$0.00 | \$430.17 | \$1,669.83 | 20% | \$2,103.28 |
| Department 25 - Finance Totals | | \$2,100.00 | \$0.00 | \$2,100.00 | \$0.00 | \$0.00 | \$430.17 | \$1,669.83 | 20% | \$2,103.28 |
| Department 30 - Police | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 3320.100 | Federal Revenue - Other Refunds and Reimbursements | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 900.85 |
| 3345.004 | State Revenues - Other POST Reimbursements | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 5,196.20 | (196.20) | 104 | 26,766.86 |
| 3345.100 | State Revenues - Other Refunds & Reimbursements | 12,000.00 | .00 | 12,000.00 | .00 | .00 | 11,439.00 | 561.00 | 95 | 11,950.91 |
| 3380.100 | Local Government Revenue Fines and Forfeitures | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 1,770.16 | 28,229.84 | 6 | 24,800.29 |
| 3380.106 | Local Government Revenue Administrative Citations | 3,200.00 | .00 | 3,200.00 | .00 | .00 | .00 | 3,200.00 | 0 | 3,200.00 |
| Police | | | | | | | | | | |
| 3410.150 | Administrative Services Late Fees | .00 | .00 | .00 | .00 | .00 | 14.29 | (14.29) | +++ | .00 |
| 3421.100 | Police Vehicle Repossession | 200.00 | .00 | 200.00 | .00 | .00 | 42.00 | 158.00 | 21 | 126.00 |
| 3421.103 | Police Weapons Storage Fee | 200.00 | .00 | 200.00 | .00 | .00 | 80.18 | 119.82 | 40 | .00 |
| 3421.105 | Police Cite Sign Off / VIN Verification | 1,800.00 | .00 | 1,800.00 | .00 | .00 | 427.35 | 1,372.65 | 24 | 1,159.29 |
| 3421.110 | Police DUI Accident & Arrest Processing | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | .00 |
| 3421.111 | Police Vehicle Impound Fee | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 224.00 | 1,276.00 | 15 | 1,344.00 |
| 3421.115 | Police Police Report (Copy) | 6,000.00 | .00 | 6,000.00 | .00 | .00 | 1,611.61 | 4,388.39 | 27 | 5,718.40 |
| 3421.120 | Police Fingerprint Processing | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 1,463.00 | 6,537.00 | 18 | 6,713.72 |
| 3421.122 | Police Visa/Clearance Letter | 78.00 | .00 | 78.00 | .00 | .00 | 48.21 | 29.79 | 62 | 97.14 |
| 3421.128 | Police Statutory Registration | 500.00 | .00 | 500.00 | .00 | .00 | 120.00 | 380.00 | 24 | 330.00 |
| 3421.130 | Police Reproduce/Sale of Tapes & Photos | 150.00 | .00 | 150.00 | .00 | .00 | 64.28 | 85.72 | 43 | 156.00 |
| 3421.140 | Police Alarm System Registration | 150.00 | .00 | 150.00 | .00 | .00 | 44.00 | 106.00 | 29 | 282.00 |
| 3421.141 | Police False Alarm Response | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 301.84 | 1,898.16 | 14 | 2,136.94 |
| 3421.180 | Police Special Services | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 1,368.00 | 632.00 | 68 | 1,485.00 |
| 3421.187 | Police Subpoena Duces Tecum | .00 | .00 | .00 | .00 | .00 | 15.00 | (15.00) | +++ | 30.00 |
| 3421.235 | Police Deer Validation | .00 | .00 | .00 | .00 | .00 | 24.00 | (24.00) | +++ | .00 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 1,005.05 | (5.05) | 101 | 2,367.64 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

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|---|---|--------------------|-------------------|--------------------|----------------------------|------------------|--------------------|---------------------------|---------------|---------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 3901.140 | Refunds & Reimbursements Negligence Cost Recovery Fees | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 185.00 |
| 3902.100 | Miscellaneous Revenue General | .00 | .00 | .00 | .00 | .00 | 10.00 | (10.00) | +++ | 30.00 |
| Program 0000 - Non Program Activity Totals | | \$84,978.00 | \$0.00 | \$84,978.00 | \$0.00 | \$0.00 | \$25,268.17 | \$59,709.83 | 30% | \$89,780.04 |
| Department 30 - Police Totals | | \$84,978.00 | \$0.00 | \$84,978.00 | \$0.00 | \$0.00 | \$25,268.17 | \$59,709.83 | 30% | \$89,780.04 |
| Department 35 - Fire | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 3320.100 | Federal Revenue - Other Refunds and Reimbursements | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 30,975.14 |
| 3345.100 | State Revenues - Other Refunds & Reimbursements | 20,000.00 | .00 | 20,000.00 | .00 | .00 | .00 | 20,000.00 | 0 | 94,084.60 |
| 3380.103 | Local Government Revenue Fines and Citations Fire | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 2,786.99 |
| 3410.150 | Administrative Services Late Fees | 200.00 | .00 | 200.00 | .00 | .00 | 5.32 | 194.68 | 3 | 653.38 |
| 3422.303 | Fire Out Of Hours Burning Response | 500.00 | .00 | 500.00 | .00 | .00 | 176.00 | 324.00 | 35 | 55.59 |
| 3422.304 | Fire Fuel Reduction Burn Permit | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 1,032.00 |
| 3422.310 | Fire Report Copying | 200.00 | .00 | 200.00 | .00 | .00 | 13.00 | 187.00 | 6 | 204.00 |
| 3422.315 | Fire Residential Burning Regulation | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | 9,790.00 |
| 3422.330 | Fire Campfire/Special Activity Permit | 50.00 | .00 | 50.00 | .00 | .00 | 22.00 | 28.00 | 44 | .00 |
| 3422.335 | Fire Land Clearing Fire Regulation | 75.00 | .00 | 75.00 | .00 | .00 | .00 | 75.00 | 0 | 75.00 |
| 3422.344 | Fire Negligent/Reckless Cost Recovery | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 4,993.34 |
| 3422.375 | Fire Stand By | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 585.46 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 1,059.49 |
| Program 0000 - Non Program Activity Totals | | \$34,625.00 | \$0.00 | \$34,625.00 | \$0.00 | \$0.00 | \$216.32 | \$34,408.68 | 1% | \$146,294.99 |
| Department 35 - Fire Totals | | \$34,625.00 | \$0.00 | \$34,625.00 | \$0.00 | \$0.00 | \$216.32 | \$34,408.68 | 1% | \$146,294.99 |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4720 - CDD Planning | | | | | | | | | | |
| 3380.100 | Local Government Revenue Fines and Forfeitures | .00 | .00 | .00 | .00 | .00 | 800.00 | (800.00) | +++ | 300.00 |
| 3380.101 | Local Government Revenue Fines and Citations Comm Develop | 28,000.00 | .00 | 28,000.00 | .00 | .00 | 1,600.00 | 26,400.00 | 6 | 22,230.03 |
| 3400.104 | CDD Planning Tentative Parcel Map | 1,650.00 | .00 | 1,650.00 | .00 | .00 | .00 | 1,650.00 | 0 | .00 |
| 3400.106 | CDD Planning Minor Map Modificaiton Review | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 305.00 |
| 3400.108 | CDD Planning Road Name Review | 178.00 | .00 | 178.00 | .00 | .00 | .00 | 178.00 | 0 | 178.00 |
| 3400.109 | CDD Planning Street Address Change Review | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 76.00 |
| 3400.111 | CDD Planning Landscape Plan | 648.00 | .00 | 648.00 | .00 | .00 | 216.00 | 432.00 | 33 | 648.00 |
| 3400.123 | CDD Planning Tree Pres/Protect Plan Review | .00 | .00 | .00 | .00 | .00 | 80.19 | (80.19) | +++ | 95.00 |
| 3400.130 | CDD Planning General Plan Amend and Rezoning | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | .00 |
| 3400.139 | CDD Planning Research on Request | .00 | .00 | .00 | .00 | .00 | 77.49 | (77.49) | +++ | .00 |
| 3400.140 | CDD Planning Comm Zoning Interpretation | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 266.00 |
| 3400.147 | CDD Planning Remote (Offsite) Parking Review | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 95.00 |
| 3400.149 | CDD Planning DIF Adjust/Waiver Application | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 127.00 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4720 - CDD Planning | | | | | | | | | | |
| 3400.171 | CDD Planning Use Permit Class B | 952.00 | .00 | 952.00 | .00 | .00 | .00 | 952.00 | 0 | 952.00 |
| 3400.173 | CDD Planning Temporary Use Permit | 168.00 | .00 | 168.00 | .00 | .00 | .00 | 168.00 | 0 | 290.00 |
| 3400.174 | CDD Planning Administrative Permit | 2,360.00 | .00 | 2,360.00 | .00 | .00 | 694.41 | 1,665.59 | 29 | 2,308.00 |
| 3400.176 | CDD Planning Home Occupation Permit | 215.00 | .00 | 215.00 | .00 | .00 | 647.77 | (432.77) | 301 | 215.00 |
| 3400.177 | CDD Planning Site Plan/Use Permit Mod Class A | .00 | .00 | .00 | .00 | .00 | 290.00 | (290.00) | +++ | .00 |
| 3400.178 | CDD Planning Site Plan/Use Permit Mod Class B | 238.00 | .00 | 238.00 | .00 | .00 | .00 | 238.00 | 0 | .00 |
| 3400.184 | CDD Planning Site Plan Review Class A | 510.00 | .00 | 510.00 | .00 | .00 | .00 | 510.00 | 0 | 1,020.00 |
| 3400.186 | CDD Planning Site Plan Review Class C | .00 | .00 | .00 | .00 | .00 | 860.71 | (860.71) | +++ | .00 |
| 3400.195 | CDD Planning Public Convenience/Necessity | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 88.00 |
| 3400.200 | CDD Planning Tree Felling Permit | 19,000.00 | .00 | 19,000.00 | .00 | .00 | 5,018.15 | 13,981.85 | 26 | 19,686.00 |
| 3400.307 | CDD Planning Design Review Application | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 459.19 | 1,040.81 | 31 | 2,432.00 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | .00 | .00 | .00 | .00 | .00 | 463.77 | (463.77) | +++ | .00 |
| 3902.100 | Miscellaneous Revenue General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 108.92 |
| Program 4720 - CDD Planning Totals | | \$57,419.00 | \$0.00 | \$57,419.00 | \$0.00 | \$0.00 | \$11,207.68 | \$46,211.32 | 20% | \$51,419.95 |
| Program 4780 - CDD - Waste Management | | | | | | | | | | |
| 3182.335 | Franchise Taxes Franchise Taxes | 35,895.00 | .00 | 35,895.00 | .00 | .00 | .00 | 35,895.00 | 0 | 36,133.82 |
| 3340.400 | State Funding - Grants Waste Mgmt | .00 | .00 | .00 | .00 | .00 | 7,298.00 | (7,298.00) | +++ | .00 |
| 3345.200 | State Revenues - Other Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 175.00 |
| 3380.104 | Local Government Revenue Fines and Citations Waste Mgmt | 13,000.00 | .00 | 13,000.00 | .00 | .00 | 54.00 | 12,946.00 | 0 | 14,618.88 |
| Program 4780 - CDD - Waste Management Totals | | \$48,895.00 | \$0.00 | \$48,895.00 | \$0.00 | \$0.00 | \$7,352.00 | \$41,543.00 | 15% | \$50,927.70 |
| Department 40 - Community Development Totals | | \$106,314.00 | \$0.00 | \$106,314.00 | \$0.00 | \$0.00 | \$18,559.68 | \$87,754.32 | 17% | \$102,347.65 |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4740 - Public Works - Engineering | | | | | | | | | | |
| 3402.201 | PW Engineering Final Parcel Map | 1,360.00 | .00 | 1,360.00 | .00 | .00 | .00 | 1,360.00 | 0 | 680.00 |
| 3402.202 | PW Engineering Final Subdivision Map Review | .00 | .00 | .00 | .00 | .00 | 220.00 | (220.00) | +++ | .00 |
| 3402.220 | PW Engineering Land Divisn/Pvt Develop Projects | 10,000.00 | .00 | 10,000.00 | .00 | .00 | .00 | 10,000.00 | 0 | 7,035.20 |
| 3402.222 | PW Engineering Improvement Agreement Review | 260.00 | .00 | 260.00 | .00 | .00 | .00 | 260.00 | 0 | 260.00 |
| 3402.223 | PW Engineering Engineering Site Plan | 400.00 | .00 | 400.00 | .00 | .00 | .00 | 400.00 | 0 | 864.00 |
| 3402.224 | PW Engineering Grading Check/Inspection | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 1,452.50 |
| 3402.225 | PW Engineering Cert of Correct w/out Hearing | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | .00 |
| 3402.227 | PW Engineering Lot Merger Review | 400.00 | .00 | 400.00 | .00 | .00 | 928.42 | (528.42) | 232 | 684.00 |
| 3402.228 | PW Engineering Lot Line Adjustment | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 1,010.00 |
| 3402.230 | PW Engineering Engineer Drain Plan/Calc Review | 12,000.00 | .00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | 0 | 22,484.06 |
| 3402.232 | PW Engineering Erosion Control Plan Review | 400.00 | .00 | 400.00 | .00 | .00 | 351.72 | 48.28 | 88 | 721.00 |
| 3402.239 | PW Engineering Hourly Fee | .00 | .00 | .00 | .00 | .00 | 210.00 | (210.00) | +++ | .00 |
| 3402.250 | PW Engineering Oversized Vehicle Regulation | 500.00 | .00 | 500.00 | .00 | .00 | 350.50 | 149.50 | 70 | 568.00 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|--|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4740 - Public Works - Engineering | | | | | | | | | | |
| 3402.270 | PW Engineering Encroachment Permit Fees | 11,000.00 | .00 | 11,000.00 | .00 | .00 | 1,777.70 | 9,222.30 | 16 | 13,568.16 |
| Program 4740 - Public Works - Engineering Totals | | \$39,420.00 | \$0.00 | \$39,420.00 | \$0.00 | \$0.00 | \$3,838.34 | \$35,581.66 | 10% | \$49,326.92 |
| Program 4745 - Paradise Community Park | | | | | | | | | | |
| 3470.251 | Parks & Recreation Space Rental | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 660.00 | 2,340.00 | 22 | 4,801.60 |
| 3470.259 | Parks & Recreation Donations | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,300.00 |
| Program 4745 - Paradise Community Park Totals | | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$0.00 | \$660.00 | \$2,340.00 | 22% | \$6,101.60 |
| Department 45 - Public Works Totals | | \$42,420.00 | \$0.00 | \$42,420.00 | \$0.00 | \$0.00 | \$4,498.34 | \$37,921.66 | 11% | \$55,428.52 |
| REVENUE TOTALS | | \$9,770,070.00 | \$40,889.00 | \$9,810,959.00 | \$0.00 | \$0.00 | \$337,546.82 | \$9,473,412.18 | 3% | \$9,923,459.48 |
| EXPENSE | | | | | | | | | | |
| Department 00 - Non Department Activity | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 5225 | Bank Fees and Charges | 12,000.00 | .00 | 12,000.00 | .00 | .00 | 3,985.54 | 8,014.46 | 33 | 11,623.18 |
| 5280.100 | Bad Debt Write Off Expense | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 146.00 |
| 5501 | Debt Service Payment - Principal | 597,612.00 | .00 | 597,612.00 | .00 | .00 | .00 | 597,612.00 | 0 | 609,441.45 |
| 5502 | Debt Service Payment - Interest | 267,389.00 | .00 | 267,389.00 | .00 | .00 | .00 | 267,389.00 | 0 | 225,558.55 |
| 5502.150 | Debt Service Payment - Interest Interfund Loans | 3,152.00 | .00 | 3,152.00 | .00 | .00 | .00 | 3,152.00 | 0 | 5,606.31 |
| 5502.201 | Debt Service Payment - Interest Tax Anticipation Notes | 37,500.00 | .00 | 37,500.00 | .00 | .00 | .00 | 37,500.00 | 0 | 19,743.75 |
| 5510.201 | Bond Payments - Issuance Costs Tax Anticipation Notes | 7,400.00 | .00 | 7,400.00 | .00 | .00 | .00 | 7,400.00 | 0 | 7,400.00 |
| Program 0000 - Non Program Activity Totals | | \$925,253.00 | \$0.00 | \$925,253.00 | \$0.00 | \$0.00 | \$3,985.54 | \$921,267.46 | 0% | \$879,519.24 |
| Department 00 - Non Department Activity Totals | | \$925,253.00 | \$0.00 | \$925,253.00 | \$0.00 | \$0.00 | \$3,985.54 | \$921,267.46 | 0% | \$879,519.24 |
| Department 10 - Legislative | | | | | | | | | | |
| Program 4000 - Town Council | | | | | | | | | | |
| 5101 | Salaries - Permanent | 18,000.00 | .00 | 18,000.00 | .00 | .00 | 4,410.00 | 13,590.00 | 24 | 17,340.00 |
| 5107 | Car Allowance/Mileage | 5,400.00 | .00 | 5,400.00 | .00 | .00 | 1,350.00 | 4,050.00 | 25 | 5,400.00 |
| 5111 | Medicare | 339.00 | .00 | 339.00 | .00 | .00 | 84.85 | 254.15 | 25 | 339.17 |
| 5112.102 | Retirement Contribution Social Security | 1,451.00 | .00 | 1,451.00 | .00 | .00 | 362.70 | 1,088.30 | 25 | 1,450.80 |
| 5113 | Worker's Compensation | 198.00 | .00 | 198.00 | .00 | .00 | 49.51 | 148.49 | 25 | 179.00 |
| 5202.100 | Operating Supplies General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 376.29 |
| 5220.100 | Employee Development General | 9,575.00 | 2,525.00 | 12,100.00 | .00 | .00 | 1,080.00 | 11,020.00 | 9 | 10,628.50 |
| Program 4000 - Town Council Totals | | \$34,963.00 | \$2,525.00 | \$37,488.00 | \$0.00 | \$0.00 | \$7,337.06 | \$30,150.94 | 20% | \$35,713.76 |
| Department 10 - Legislative Totals | | \$34,963.00 | \$2,525.00 | \$37,488.00 | \$0.00 | \$0.00 | \$7,337.06 | \$30,150.94 | 20% | \$35,713.76 |
| Department 15 - Town Clerk | | | | | | | | | | |
| Program 4100 - Town Clerk | | | | | | | | | | |
| 5101 | Salaries - Permanent | 160,229.00 | .00 | 160,229.00 | .00 | .00 | 36,511.20 | 123,717.80 | 23 | 157,264.33 |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | 107.99 | (107.99) | +++ | 283.26 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 8,257.00 | .00 | 8,257.00 | .00 | .00 | .00 | 8,257.00 | 0 | 8,178.72 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|---------------------|-------------------|---------------------|----------------------------|------------------|--------------------|---------------------------|---------------|---------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 15 - Town Clerk | | | | | | | | | | |
| Program 4100 - Town Clerk | | | | | | | | | | |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 90.00 |
| 5107 | Car Allowance/Mileage | 2,400.00 | .00 | 2,400.00 | .00 | .00 | 600.00 | 1,800.00 | 25 | 2,400.00 |
| 5111 | Medicare | 2,478.00 | .00 | 2,478.00 | .00 | .00 | 512.94 | 1,965.06 | 21 | 2,319.79 |
| 5112.101 | Retirement Contribution PERS | 18,498.00 | .00 | 18,498.00 | .00 | .00 | 4,227.71 | 14,270.29 | 23 | 19,412.24 |
| 5113 | Worker's Compensation | 1,766.00 | .00 | 1,766.00 | .00 | .00 | 441.59 | 1,324.41 | 25 | 1,665.00 |
| 5114.101 | Health Insurance Medical | 18,022.00 | .00 | 18,022.00 | .00 | .00 | 3,905.44 | 14,116.56 | 22 | 15,612.77 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 469.92 | (469.92) | +++ | 2,269.24 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 71.82 | (71.82) | +++ | 293.18 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 263.48 | (263.48) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 1,429.00 | .00 | 1,429.00 | .00 | .00 | 142.50 | 1,286.50 | 10 | 570.00 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 232.22 | (232.22) | +++ | 883.62 |
| 5119.100 | Retiree Costs Medical Insurance | 22,066.00 | .00 | 22,066.00 | .00 | .00 | 3,663.08 | 18,402.92 | 17 | 22,399.41 |
| 5201.100 | Office Supplies General | 200.00 | .00 | 200.00 | .00 | .00 | 12.90 | 187.10 | 6 | 176.42 |
| 5202.100 | Operating Supplies General | 150.00 | .00 | 150.00 | .00 | .00 | 13.44 | 136.56 | 9 | 141.71 |
| 5204 | Subscriptions and Code Books | 1,705.00 | .00 | 1,705.00 | .00 | .00 | 59.14 | 1,645.86 | 3 | 2,087.10 |
| 5210.100 | Postage General | 200.00 | .00 | 200.00 | .00 | .00 | 21.90 | 178.10 | 11 | 175.93 |
| 5213.100 | Professional/Contract Services General | 10,223.00 | .00 | 10,223.00 | .00 | .00 | 2,886.15 | 7,336.85 | 28 | 7,665.47 |
| 5214.100 | Repair and Maint Service General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 315.15 |
| 5218.100 | Advertising General | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 179.11 | 1,820.89 | 9 | 1,760.68 |
| 5220.100 | Employee Development General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,310.00 |
| 5221 | Election-County Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 17,117.76 |
| 5501 | Debt Service Payment - Principal | 194.00 | .00 | 194.00 | .00 | .00 | 97.00 | 97.00 | 50 | 193.95 |
| Program 4100 - Town Clerk Totals | | \$249,817.00 | \$0.00 | \$249,817.00 | \$0.00 | \$0.00 | \$54,419.53 | \$195,397.47 | 22% | \$264,585.73 |
| Department 15 - Town Clerk Totals | | \$249,817.00 | \$0.00 | \$249,817.00 | \$0.00 | \$0.00 | \$54,419.53 | \$195,397.47 | 22% | \$264,585.73 |
| Department 20 - Administrative Services | | | | | | | | | | |
| Program 4200 - Town Manager | | | | | | | | | | |
| 5101 | Salaries - Permanent | 88,514.00 | .00 | 88,514.00 | .00 | .00 | 19,090.87 | 69,423.13 | 22 | 32,138.63 |
| 5102 | Salaries - Temporary | .00 | .00 | .00 | .00 | .00 | 44.96 | (44.96) | +++ | 46,687.20 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 4,336.00 | .00 | 4,336.00 | .00 | .00 | .00 | 4,336.00 | 0 | 4,447.00 |
| 5107 | Car Allowance/Mileage | 1,560.00 | .00 | 1,560.00 | .00 | .00 | 332.00 | 1,228.00 | 21 | 168.00 |
| 5111 | Medicare | 194.00 | .00 | 194.00 | .00 | .00 | 30.73 | 163.27 | 16 | 1,579.93 |
| 5112.101 | Retirement Contribution PERS | 10,219.00 | .00 | 10,219.00 | .00 | .00 | 2,122.83 | 8,096.17 | 21 | 3,743.75 |
| 5113 | Worker's Compensation | 976.00 | .00 | 976.00 | .00 | .00 | 244.05 | 731.95 | 25 | 244.00 |
| 5114.101 | Health Insurance Medical | 5,549.00 | .00 | 5,549.00 | .00 | .00 | 1,662.68 | 3,886.32 | 30 | 5,311.62 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 159.12 | (159.12) | +++ | 561.98 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 7.83 | (7.83) | +++ | 47.22 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 20 - Administrative Services | | | | | | | | | | |
| Program 4200 - Town Manager | | | | | | | | | | |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 112.10 | (112.10) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 659.00 | .00 | 659.00 | .00 | .00 | 57.29 | 601.71 | 9 | 126.49 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 111.78 | (111.78) | +++ | 199.18 |
| 5119.100 | Retiree Costs Medical Insurance | 43,305.00 | .00 | 43,305.00 | .00 | .00 | 6,513.93 | 36,791.07 | 15 | 35,504.49 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | 277.73 | (277.73) | +++ | 34,370.37 |
| 5201.100 | Office Supplies General | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 39.86 |
| 5202.100 | Operating Supplies General | 100.00 | .00 | 100.00 | .00 | .00 | 46.72 | 53.28 | 47 | .00 |
| 5210.100 | Postage General | .00 | .00 | .00 | .00 | .00 | 6.32 | (6.32) | +++ | 4.68 |
| 5213.100 | Professional/Contract Services General | .00 | .00 | .00 | .00 | .00 | 77.00 | (77.00) | +++ | 18.64 |
| 5214.100 | Repair and Maint Service General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 500.00 |
| 5260 | Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 234.30 |
| 5501 | Debt Service Payment - Principal | 194.00 | .00 | 194.00 | .00 | .00 | 97.00 | 97.00 | 50 | 193.95 |
| Program 4200 - Town Manager Totals | | \$155,706.00 | \$0.00 | \$155,706.00 | \$0.00 | \$0.00 | \$30,994.94 | \$124,711.06 | 20% | \$166,121.29 |
| Program 4201 - Central Services | | | | | | | | | | |
| 5101 | Salaries - Permanent | 115,371.00 | .00 | 115,371.00 | .00 | .00 | 27,221.32 | 88,149.68 | 24 | 121,151.15 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 3,574.00 | .00 | 3,574.00 | .00 | .00 | .00 | 3,574.00 | 0 | 3,763.76 |
| 5111 | Medicare | 1,782.00 | .00 | 1,782.00 | .00 | .00 | 411.63 | 1,370.37 | 23 | 1,786.16 |
| 5112.101 | Retirement Contribution PERS | 12,575.00 | .00 | 12,575.00 | .00 | .00 | 3,142.71 | 9,432.29 | 25 | 13,361.33 |
| 5113 | Worker's Compensation | 1,272.00 | .00 | 1,272.00 | .00 | .00 | 318.05 | 953.95 | 25 | 1,281.00 |
| 5114.101 | Health Insurance Medical | 14,363.00 | .00 | 14,363.00 | .00 | .00 | 2,604.93 | 11,758.07 | 18 | 11,921.57 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 113.73 | (113.73) | +++ | 1,339.31 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 14.56 | (14.56) | +++ | 104.30 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 212.10 | (212.10) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 1,136.00 | .00 | 1,136.00 | .00 | .00 | 114.00 | 1,022.00 | 10 | 455.34 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 175.48 | (175.48) | +++ | 659.21 |
| 5122 | Accrual Bank Payoff | 3,962.00 | .00 | 3,962.00 | .00 | .00 | .00 | 3,962.00 | 0 | .00 |
| 5199.199 | Other Fund Support IT-Serv from Tech Fee | (53,000.00) | .00 | (53,000.00) | .00 | .00 | (8,830.00) | (44,170.00) | 17 | (51,000.00) |
| 5201.100 | Office Supplies General | 1,486.00 | .00 | 1,486.00 | .00 | .00 | 405.06 | 1,080.94 | 27 | 409.52 |
| 5202.100 | Operating Supplies General | 19,358.00 | .00 | 19,358.00 | .00 | .00 | 397.93 | 18,960.07 | 2 | 21,576.27 |
| 5203.100 | Repairs and Maint Supplies General | 700.00 | .00 | 700.00 | .00 | .00 | 2,636.31 | (1,936.31) | 377 | 477.80 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 400.00 | .00 | 400.00 | .00 | .00 | 65.01 | 334.99 | 16 | 101.88 |
| 5209.105 | Auto Fuel Expense Employee Personal Vehicle Use | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 200.42 |
| 5210.100 | Postage General | 75.00 | .00 | 75.00 | .00 | .00 | .00 | 75.00 | 0 | 18.27 |
| 5211.135 | Utilities Water and Sewer | 730.00 | .00 | 730.00 | .00 | .00 | 37.40 | 692.60 | 5 | 716.55 |
| 5211.137 | Utilities Electric and Gas | 22,950.00 | .00 | 22,950.00 | .00 | .00 | 2,221.63 | 20,728.37 | 10 | 21,631.46 |
| 5212.100 | Insurance General | 211,455.00 | .00 | 211,455.00 | .00 | .00 | 219,867.84 | (8,412.84) | 104 | 174,852.88 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 20 - Administrative Services | | | | | | | | | | |
| Program 4201 - Central Services | | | | | | | | | | |
| 5213.100 | Professional/Contract Services General | 40,705.00 | .00 | 40,705.00 | .00 | .00 | 12,493.13 | 28,211.87 | 31 | 50,398.25 |
| 5214.100 | Repair and Maint Service General | 70,007.00 | 347.00 | 70,354.00 | .00 | (4,000.00) | 43,392.17 | 30,961.83 | 56 | 71,604.53 |
| 5215.100 | Rents and Leases Miscellaneous | 1,419.00 | .00 | 1,419.00 | .00 | .00 | 698.05 | 720.95 | 49 | 1,320.04 |
| 5215.106 | Rents and Leases Copiers | 5,134.00 | .00 | 5,134.00 | .00 | .00 | 1,283.55 | 3,850.45 | 25 | 5,128.26 |
| 5216.100 | Communications General Services | 29,628.00 | .00 | 29,628.00 | .00 | .00 | 5,194.84 | 24,433.16 | 18 | 28,656.30 |
| 5218.100 | Advertising General | .00 | .00 | .00 | .00 | .00 | 71.06 | (71.06) | +++ | .00 |
| 5219.100 | Printing General | 500.00 | .00 | 500.00 | .00 | .00 | 342.93 | 157.07 | 69 | 316.05 |
| 5225 | Bank Fees and Charges | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 100.00 |
| 5260 | Miscellaneous | 25,331.00 | .00 | 25,331.00 | .00 | .00 | 24,925.30 | 405.70 | 98 | 22,978.84 |
| 5304 | Furniture & Equipment | 14,480.00 | (4,603.00) | 9,877.00 | .00 | .00 | .00 | 9,877.00 | 0 | 7,698.19 |
| 5500 | Bond Payments - Fiscal Agent | 2,500.00 | .00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | 0 | 2,500.00 |
| 5501 | Debt Service Payment - Principal | 10,235.00 | .00 | 10,235.00 | .00 | .00 | 5,116.36 | 5,118.64 | 50 | 12,424.12 |
| 5510 | Bond Payments - Issuance Costs | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | .00 |
| Program 4201 - Central Services Totals | | \$560,328.00 | (\$4,256.00) | \$556,072.00 | \$0.00 | (\$4,000.00) | \$344,647.08 | \$215,424.92 | 61% | \$527,932.76 |
| Program 4203 - HR and Risk Management | | | | | | | | | | |
| 5101 | Salaries - Permanent | 36,119.00 | .00 | 36,119.00 | .00 | .00 | 8,152.09 | 27,966.91 | 23 | 37,326.46 |
| 5105 | Salaries - Overtime/FLSA | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 44.44 |
| 5111 | Medicare | 524.00 | .00 | 524.00 | .00 | .00 | 110.90 | 413.10 | 21 | 552.64 |
| 5112.101 | Retirement Contribution PERS | 4,170.00 | .00 | 4,170.00 | .00 | .00 | 941.17 | 3,228.83 | 23 | 4,116.14 |
| 5113 | Worker's Compensation | 398.00 | .00 | 398.00 | .00 | .00 | 99.52 | 298.48 | 25 | 359.00 |
| 5114.101 | Health Insurance Medical | 15,391.00 | .00 | 15,391.00 | .00 | .00 | 3,383.10 | 12,007.90 | 22 | 9,796.16 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 409.98 | (409.98) | +++ | 1,017.27 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 41.64 | (41.64) | +++ | 93.68 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 57.41 | (57.41) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 458.00 | .00 | 458.00 | .00 | .00 | 57.00 | 401.00 | 12 | 211.85 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 56.85 | (56.85) | +++ | 235.15 |
| 5119.120 | Retiree Costs PERS 1959 Survivor Benefits | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 2,256.00 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 924.87 |
| 5201.100 | Office Supplies General | 25.00 | .00 | 25.00 | .00 | .00 | .00 | 25.00 | 0 | 53.74 |
| 5202.100 | Operating Supplies General | 450.00 | .00 | 450.00 | .00 | .00 | .00 | 450.00 | 0 | 463.39 |
| 5210.100 | Postage General | 100.00 | .00 | 100.00 | .00 | .00 | 4.14 | 95.86 | 4 | 64.60 |
| 5213.100 | Professional/Contract Services General | 1,650.00 | .00 | 1,650.00 | .00 | .00 | 947.70 | 702.30 | 57 | 1,607.58 |
| 5220.100 | Employee Development General | 800.00 | .00 | 800.00 | .00 | .00 | .00 | 800.00 | 0 | 785.27 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | 48.51 |
| Program 4203 - HR and Risk Management Totals | | \$62,135.00 | \$0.00 | \$62,135.00 | \$0.00 | \$0.00 | \$14,261.50 | \$47,873.50 | 23% | \$59,956.75 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|---------------------|--------------------|---------------------|----------------------------|---------------------|---------------------|---------------------------|---------------|---------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 20 - Administrative Services | | | | | | | | | | |
| Program 4300 - Legal Services | | | | | | | | | | |
| 5210.100 | Postage General | 10.00 | .00 | 10.00 | .00 | .00 | .46 | 9.54 | 5 | 1.35 |
| 5213.100 | Professional/Contract Services General | 172,320.00 | 20,126.00 | 192,446.00 | .00 | .00 | 46,813.00 | 145,633.00 | 24 | 174,078.71 |
| Program 4300 - Legal Services Totals | | \$172,330.00 | \$20,126.00 | \$192,456.00 | \$0.00 | \$0.00 | \$46,813.46 | \$145,642.54 | 24% | \$174,080.06 |
| Department 20 - Administrative Services Totals | | \$950,499.00 | \$15,870.00 | \$966,369.00 | \$0.00 | (\$4,000.00) | \$436,716.98 | \$533,652.02 | 45% | \$928,090.86 |
| Department 25 - Finance | | | | | | | | | | |
| Program 4400 - Finance | | | | | | | | | | |
| 5101 | Salaries - Permanent | 141,776.00 | .00 | 141,776.00 | .00 | .00 | 32,642.14 | 109,133.86 | 23 | 141,678.53 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 7,297.00 | .00 | 7,297.00 | .00 | .00 | .00 | 7,297.00 | 0 | 7,328.33 |
| 5107 | Car Allowance/Mileage | 2,160.00 | .00 | 2,160.00 | .00 | .00 | 540.00 | 1,620.00 | 25 | 2,160.00 |
| 5111 | Medicare | 2,193.00 | .00 | 2,193.00 | .00 | .00 | 465.35 | 1,727.65 | 21 | 2,106.49 |
| 5112.101 | Retirement Contribution PERS | 16,368.00 | .00 | 16,368.00 | .00 | .00 | 3,768.32 | 12,599.68 | 23 | 19,030.42 |
| 5113 | Worker's Compensation | 1,563.00 | .00 | 1,563.00 | .00 | .00 | 390.83 | 1,172.17 | 25 | 1,543.00 |
| 5114.101 | Health Insurance Medical | 18,546.00 | .00 | 18,546.00 | .00 | .00 | 4,127.05 | 14,418.95 | 22 | 16,374.50 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 447.96 | (447.96) | +++ | 2,059.00 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 49.26 | (49.26) | +++ | 191.71 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 239.28 | (239.28) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 1,261.00 | .00 | 1,261.00 | .00 | .00 | 124.26 | 1,136.74 | 10 | 497.20 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 205.04 | (205.04) | +++ | 771.60 |
| 5119.100 | Retiree Costs Medical Insurance | 11,814.00 | .00 | 11,814.00 | .00 | .00 | 1,525.38 | 10,288.62 | 13 | 9,322.57 |
| 5201.100 | Office Supplies General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 37.09 |
| 5202.100 | Operating Supplies General | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 449.09 |
| 5210.100 | Postage General | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 228.98 | 1,271.02 | 15 | 1,531.15 |
| 5213.100 | Professional/Contract Services General | 1,220.00 | .00 | 1,220.00 | .00 | .00 | 58.18 | 1,161.82 | 5 | 555.63 |
| 5218.100 | Advertising General | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | .00 |
| 5219.100 | Printing General | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | 859.91 |
| 5220.100 | Employee Development General | 364.00 | .00 | 364.00 | .00 | .00 | .00 | 364.00 | 0 | 124.00 |
| 5260 | Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 60.00 |
| 5304 | Furniture & Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,451.45 |
| Program 4400 - Finance Totals | | \$207,062.00 | \$0.00 | \$207,062.00 | \$0.00 | \$0.00 | \$44,812.03 | \$162,249.97 | 22% | \$208,131.67 |
| Program 5005 - Rental Properties | | | | | | | | | | |
| 5211.175 | Utilities Rental Properties | 2,100.00 | .00 | 2,100.00 | .00 | .00 | 215.25 | 1,884.75 | 10 | 2,120.46 |
| Program 5005 - Rental Properties Totals | | \$2,100.00 | \$0.00 | \$2,100.00 | \$0.00 | \$0.00 | \$215.25 | \$1,884.75 | 10% | \$2,120.46 |
| Department 25 - Finance Totals | | \$209,162.00 | \$0.00 | \$209,162.00 | \$0.00 | \$0.00 | \$45,027.28 | \$164,134.72 | 22% | \$210,252.13 |
| Department 30 - Police | | | | | | | | | | |
| Program 4510 - Police Administration | | | | | | | | | | |
| 5101 | Salaries - Permanent | 319,715.00 | .00 | 319,715.00 | .00 | .00 | 71,570.64 | 248,144.36 | 22 | 307,907.60 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--------------------------------------|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4510 - Police Administration | | | | | | | | | | |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | 18.83 | (18.83) | +++ | 184.33 |
| 5104 | Wages - PS Holiday Pay | 14,513.00 | .00 | 14,513.00 | .00 | .00 | 3,194.88 | 11,318.12 | 22 | 13,817.40 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 13,015.00 | .00 | 13,015.00 | .00 | .00 | .00 | 13,015.00 | 0 | 1,899.20 |
| 5106.101 | Incentives & Admin Leave School Incentive | 8,400.00 | .00 | 8,400.00 | .00 | .00 | 2,025.00 | 6,375.00 | 24 | 8,100.00 |
| 5109.100 | Allowances Uniform Allowance | 2,360.00 | .00 | 2,360.00 | .00 | .00 | 589.98 | 1,770.02 | 25 | 2,359.92 |
| 5111 | Medicare | 5,191.00 | .00 | 5,191.00 | .00 | .00 | 1,121.25 | 4,069.75 | 22 | 4,832.68 |
| 5112.101 | Retirement Contribution PERS | 89,112.00 | .00 | 89,112.00 | .00 | .00 | 20,019.26 | 69,092.74 | 22 | 88,337.04 |
| 5113 | Worker's Compensation | 49,876.00 | .00 | 49,876.00 | .00 | .00 | 12,471.48 | 37,404.52 | 25 | 41,688.00 |
| 5114.101 | Health Insurance Medical | 38,545.00 | .00 | 38,545.00 | .00 | .00 | 8,590.83 | 29,954.17 | 22 | 33,915.61 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 704.88 | (704.88) | +++ | 3,374.16 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 102.00 | (102.00) | +++ | 402.66 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 574.78 | (574.78) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 2,588.00 | .00 | 2,588.00 | .00 | .00 | 236.58 | 2,351.42 | 9 | 946.32 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 439.82 | (439.82) | +++ | 1,639.33 |
| 5119.100 | Retiree Costs Medical Insurance | 61,206.00 | .00 | 61,206.00 | .00 | .00 | 9,482.64 | 51,723.36 | 15 | 57,829.94 |
| 5119.120 | Retiree Costs PERS 1959 Survivor Benefits | 1,249.00 | .00 | 1,249.00 | .00 | .00 | .00 | 1,249.00 | 0 | 1,248.00 |
| 5201.100 | Office Supplies General | 2,862.00 | .00 | 2,862.00 | .00 | .00 | 409.65 | 2,452.35 | 14 | 1,682.86 |
| 5202.100 | Operating Supplies General | 6,676.00 | .00 | 6,676.00 | .00 | .00 | 587.53 | 6,088.47 | 9 | 7,638.18 |
| 5203.100 | Repairs and Maint Supplies General | 2,070.00 | .00 | 2,070.00 | .00 | .00 | 447.87 | 1,622.13 | 22 | 2,097.80 |
| 5204 | Subscriptions and Code Books | 75.00 | .00 | 75.00 | .00 | .00 | .00 | 75.00 | 0 | 62.14 |
| 5210.100 | Postage General | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 667.76 | 1,532.24 | 30 | 1,862.97 |
| 5211.135 | Utilities Water and Sewer | 875.00 | .00 | 875.00 | .00 | .00 | 67.57 | 807.43 | 8 | 817.79 |
| 5211.137 | Utilities Electric and Gas | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 2,592.35 | 27,407.65 | 9 | 26,944.52 |
| 5211.139 | Utilities Propane | 1,700.00 | .00 | 1,700.00 | .00 | .00 | 194.96 | 1,505.04 | 11 | 1,508.95 |
| 5213.100 | Professional/Contract Services General | 43,208.00 | .00 | 43,208.00 | .00 | .00 | 8,053.26 | 35,154.74 | 19 | 43,403.97 |
| 5214.100 | Repair and Maint Service General | 37,804.00 | .00 | 37,804.00 | .00 | .00 | 5,496.63 | 32,307.37 | 15 | 34,368.42 |
| 5215.100 | Rents and Leases Miscellaneous | 614.00 | .00 | 614.00 | .00 | .00 | 300.59 | 313.41 | 49 | 611.71 |
| 5215.106 | Rents and Leases Copiers | 1,010.00 | .00 | 1,010.00 | .00 | .00 | 1,085.25 | (75.25) | 107 | 4,335.96 |
| 5216.100 | Communications General Services | 7,205.00 | .00 | 7,205.00 | .00 | .00 | 936.55 | 6,268.45 | 13 | 5,677.55 |
| 5218.100 | Advertising General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 56.11 |
| 5219.100 | Printing General | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | 1,846.41 |
| 5220.100 | Employee Development General | 650.00 | .00 | 650.00 | .00 | .00 | 630.00 | 20.00 | 97 | 8,340.51 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | 100.00 | .00 | 100.00 | .00 | .00 | 40.00 | 60.00 | 40 | 248.06 |
| 5225 | Bank Fees and Charges | 1,733.00 | .00 | 1,733.00 | .00 | .00 | 193.51 | 1,539.49 | 11 | 1,761.54 |
| 5304 | Furniture & Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 855.43 |
| 5501 | Debt Service Payment - Principal | 4,791.00 | .00 | 4,791.00 | .00 | .00 | 1,487.68 | 3,303.32 | 31 | 4,790.62 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4510 - Police Administration Totals | | \$750,843.00 | \$0.00 | \$750,843.00 | \$0.00 | \$0.00 | \$154,334.01 | \$596,508.99 | 21% | \$717,393.69 |
| Program 4520 - Police Operations | | | | | | | | | | |
| 5101 | Salaries - Permanent | 1,072,617.00 | .00 | 1,072,617.00 | .00 | .00 | 228,150.85 | 844,466.15 | 21 | 1,012,415.62 |
| 5102 | Salaries - Temporary | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 817.76 |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | 434.36 | (434.36) | +++ | 3,459.23 |
| 5103.105 | Differential Pay Swing/Graveyard Shift | .00 | .00 | .00 | .00 | .00 | 7,257.61 | (7,257.61) | +++ | 32,716.84 |
| 5103.108 | Differential Pay Canine Maintenance | .00 | .00 | .00 | .00 | .00 | 671.76 | (671.76) | +++ | 3,654.60 |
| 5104 | Wages - PS Holiday Pay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 20,062.20 |
| 5105 | Salaries - Overtime/FLSA | 200,000.00 | .00 | 200,000.00 | .00 | .00 | 50,648.18 | 149,351.82 | 25 | 197,453.25 |
| 5106.101 | Incentives & Admin Leave School Incentive | 40,345.00 | .00 | 40,345.00 | .00 | .00 | 10,862.34 | 29,482.66 | 27 | 40,800.11 |
| 5106.103 | Incentives & Admin Leave Team Pay | .00 | .00 | .00 | .00 | .00 | 1,257.60 | (1,257.60) | +++ | 5,300.54 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | 840.00 | .00 | 840.00 | .00 | .00 | 180.00 | 660.00 | 21 | 540.00 |
| 5109.100 | Allowances Uniform Allowance | 682.00 | .00 | 682.00 | .00 | .00 | 170.52 | 511.48 | 25 | 7,615.75 |
| 5111 | Medicare | 19,060.00 | .00 | 19,060.00 | .00 | .00 | 4,268.76 | 14,791.24 | 22 | 18,213.45 |
| 5112.101 | Retirement Contribution PERS | 283,356.00 | .00 | 283,356.00 | .00 | .00 | 63,277.30 | 220,078.70 | 22 | 273,972.72 |
| 5113 | Worker's Compensation | 127,871.00 | .00 | 127,871.00 | .00 | .00 | 31,974.09 | 95,896.91 | 25 | 100,517.00 |
| 5114.101 | Health Insurance Medical | 261,652.00 | .00 | 261,652.00 | .00 | .00 | 59,001.90 | 202,650.10 | 23 | 228,373.79 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 5,907.02 | (5,907.02) | +++ | 24,864.00 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 592.30 | (592.30) | +++ | 2,350.88 |
| 5115 | Unemployment Compensation | 6,529.00 | .00 | 6,529.00 | .00 | .00 | 2,193.72 | 4,335.28 | 34 | 11,700.00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 10,580.00 | .00 | 10,580.00 | .00 | .00 | 1,026.00 | 9,554.00 | 10 | 4,237.00 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 1,636.57 | (1,636.57) | +++ | 6,583.19 |
| 5119.100 | Retiree Costs Medical Insurance | 99,379.00 | .00 | 99,379.00 | .00 | .00 | 16,051.07 | 83,327.93 | 16 | 95,003.34 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 3,139.78 |
| 5199.130 | Other Payroll Expenses Interfund Payroll Transfers | (144,800.00) | .00 | (144,800.00) | .00 | .00 | (3,970.00) | (140,830.00) | 3 | (151,873.79) |
| 5202.100 | Operating Supplies General | 11,100.00 | .00 | 11,100.00 | .00 | .00 | 151.42 | 10,948.58 | 1 | 18,371.45 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 68,000.00 | .00 | 68,000.00 | .00 | .00 | 14,145.95 | 53,854.05 | 21 | 66,582.51 |
| 5213.100 | Professional/Contract Services General | 8,000.00 | .00 | 8,000.00 | .00 | .00 | .00 | 8,000.00 | 0 | 6,422.73 |
| 5214.100 | Repair and Maint Service General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,042.56 |
| 5216.100 | Communications General Services | 6,600.00 | .00 | 6,600.00 | .00 | .00 | 1,140.30 | 5,459.70 | 17 | 6,626.01 |
| 5217 | Extradition/Transportation Expen | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 54.43 |
| 5218.100 | Advertising General | 600.00 | .00 | 600.00 | .00 | .00 | .00 | 600.00 | 0 | .00 |
| 5220.100 | Employee Development General | 13,750.00 | .00 | 13,750.00 | .00 | .00 | 2,851.11 | 10,898.89 | 21 | 31,275.43 |
| 5220.110 | Employee Development Education Reimb MOU Program | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 550.00 | 1,650.00 | 25 | 1,100.00 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 65.76 |
| 5304 | Furniture & Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 855.43 |
| 5501 | Debt Service Payment - Principal | 193.00 | .00 | 193.00 | .00 | .00 | 96.65 | 96.35 | 50 | 193.30 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4520 - Police Operations Totals | | \$2,089,254.00 | \$0.00 | \$2,089,254.00 | \$0.00 | \$0.00 | \$500,527.38 | \$1,588,726.62 | 24% | \$2,074,506.87 |
| Program 4530 - Public Safety Communications | | | | | | | | | | |
| 5101 | Salaries - Permanent | 315,168.00 | .00 | 315,168.00 | .00 | .00 | 51,386.84 | 263,781.16 | 16 | 329,180.97 |
| 5102 | Salaries - Temporary | 93,620.00 | .00 | 93,620.00 | .00 | .00 | 22,628.91 | 70,991.09 | 24 | 75,613.34 |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | 104.60 | (104.60) | +++ | 1,344.89 |
| 5103.105 | Differential Pay Swing/Graveyard Shift | .00 | .00 | .00 | .00 | .00 | 2,774.75 | (2,774.75) | +++ | 10,966.64 |
| 5104 | Wages - PS Holiday Pay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 6,499.96 |
| 5105 | Salaries - Overtime/FLSA | 32,200.00 | .00 | 32,200.00 | .00 | .00 | 17,281.20 | 14,918.80 | 54 | 42,694.29 |
| 5106.101 | Incentives & Admin Leave School Incentive | 7,114.00 | .00 | 7,114.00 | .00 | .00 | 1,152.74 | 5,961.26 | 16 | 7,986.50 |
| 5109.100 | Allowances Uniform Allowance | 682.00 | .00 | 682.00 | .00 | .00 | 170.52 | 511.48 | 25 | 3,367.92 |
| 5111 | Medicare | 6,507.00 | .00 | 6,507.00 | .00 | .00 | 1,404.68 | 5,102.32 | 22 | 6,727.71 |
| 5112.101 | Retirement Contribution PERS | 32,181.00 | .00 | 32,181.00 | .00 | .00 | 6,261.17 | 25,919.83 | 19 | 37,832.81 |
| 5112.102 | Retirement Contribution Social Security | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 227.30 |
| 5113 | Worker's Compensation | 22,570.00 | .00 | 22,570.00 | .00 | .00 | 5,643.62 | 16,926.38 | 25 | 16,100.00 |
| 5114.101 | Health Insurance Medical | 102,887.00 | .00 | 102,887.00 | .00 | .00 | 16,926.81 | 85,960.19 | 16 | 86,140.81 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 1,685.95 | (1,685.95) | +++ | 9,445.85 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 163.14 | (163.14) | +++ | 887.66 |
| 5115 | Unemployment Compensation | 5,300.00 | .00 | 5,300.00 | .00 | .00 | 717.89 | 4,582.11 | 14 | 6,025.00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 3,651.00 | .00 | 3,651.00 | .00 | .00 | 253.68 | 3,397.32 | 7 | 1,660.72 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 375.84 | (375.84) | +++ | 2,125.70 |
| 5119.100 | Retiree Costs Medical Insurance | 59,179.00 | .00 | 59,179.00 | .00 | .00 | 8,933.05 | 50,245.95 | 15 | 47,026.55 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | 1,997.96 | (1,997.96) | +++ | 14,333.88 |
| 5199.130 | Other Payroll Expenses Interfund Payroll Transfers | (50,000.00) | (5,000.00) | (55,000.00) | .00 | .00 | (8,340.00) | (46,660.00) | 15 | .00 |
| 5202.100 | Operating Supplies General | 2,150.00 | .00 | 2,150.00 | .00 | .00 | 53.66 | 2,096.34 | 2 | 3,193.60 |
| 5204 | Subscriptions and Code Books | 152.00 | .00 | 152.00 | .00 | .00 | 144.00 | 8.00 | 95 | 144.00 |
| 5213.100 | Professional/Contract Services General | 6,000.00 | .00 | 6,000.00 | .00 | .00 | 1,885.29 | 4,114.71 | 31 | 3,560.90 |
| 5214.100 | Repair and Maint Service General | 33,564.00 | .00 | 33,564.00 | .00 | .00 | .00 | 33,564.00 | 0 | 31,065.00 |
| 5216.100 | Communications General Services | 28,450.00 | .00 | 28,450.00 | .00 | .00 | 4,351.26 | 24,098.74 | 15 | 24,861.97 |
| 5218.100 | Advertising General | .00 | .00 | .00 | .00 | .00 | 59.36 | (59.36) | +++ | 5.69 |
| 5220.100 | Employee Development General | 1,340.00 | .00 | 1,340.00 | .00 | .00 | (91.25) | 1,431.25 | -7 | 3,240.40 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 62.66 |
| 5501 | Debt Service Payment - Principal | 64,785.00 | .00 | 64,785.00 | .00 | .00 | 30,987.72 | 33,797.28 | 48 | 68,071.68 |
| Program 4530 - Public Safety Communications Totals | | \$767,500.00 | (\$5,000.00) | \$762,500.00 | \$0.00 | \$0.00 | \$168,913.39 | \$593,586.61 | 22% | \$840,394.40 |
| Program 4550 - Fleet Management | | | | | | | | | | |
| 5101 | Salaries - Permanent | 64,168.00 | .00 | 64,168.00 | .00 | .00 | 14,808.00 | 49,360.00 | 23 | 62,712.00 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 2,715.00 | .00 | 2,715.00 | .00 | .00 | .00 | 2,715.00 | 0 | 2,720.96 |
| 5109.100 | Allowances Uniform Allowance | 500.00 | .00 | 500.00 | .00 | .00 | 124.98 | 375.02 | 25 | 499.92 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|-----------------------|---------------------|-----------------------|----------------------------|------------------|---------------------|---------------------------|---------------|-----------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4550 - Fleet Management | | | | | | | | | | |
| 5109.102 | Allowances Tool Allowance | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 1,000.00 | .00 | 100 | 1,000.00 |
| 5111 | Medicare | 992.00 | .00 | 992.00 | .00 | .00 | 197.04 | 794.96 | 20 | 821.56 |
| 5112.101 | Retirement Contribution PERS | 7,408.00 | .00 | 7,408.00 | .00 | .00 | 1,724.03 | 5,683.97 | 23 | 6,971.01 |
| 5113 | Worker's Compensation | 2,814.00 | .00 | 2,814.00 | .00 | .00 | 703.64 | 2,110.36 | 25 | 2,640.00 |
| 5114.101 | Health Insurance Medical | 15,391.00 | .00 | 15,391.00 | .00 | .00 | 3,385.51 | 12,005.49 | 22 | 13,530.26 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 409.98 | (409.98) | +++ | 1,552.93 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 41.64 | (41.64) | +++ | 166.56 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 99.80 | (99.80) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 648.00 | .00 | 648.00 | .00 | .00 | 57.00 | 591.00 | 9 | 228.00 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 103.42 | (103.42) | +++ | 405.77 |
| 5119.100 | Retiree Costs Medical Insurance | 10,441.00 | .00 | 10,441.00 | .00 | .00 | 1,048.72 | 9,392.28 | 10 | 10,562.15 |
| 5201.100 | Office Supplies General | 25.00 | .00 | 25.00 | .00 | .00 | .00 | 25.00 | 0 | .00 |
| 5202.100 | Operating Supplies General | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 729.18 |
| 5203.100 | Repairs and Maint Supplies General | 31,050.00 | .00 | 31,050.00 | .00 | .00 | 8,960.11 | 22,089.89 | 29 | 32,983.12 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 169.06 | 1,330.94 | 11 | 1,681.44 |
| 5210.100 | Postage General | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | 50.42 |
| 5213.100 | Professional/Contract Services General | 2,800.00 | .00 | 2,800.00 | .00 | .00 | 246.50 | 2,553.50 | 9 | 2,804.75 |
| 5214.100 | Repair and Maint Service General | 24,600.00 | .00 | 24,600.00 | .00 | .00 | 2,661.04 | 21,938.96 | 11 | 26,781.74 |
| 5216.100 | Communications General Services | 900.00 | .00 | 900.00 | .00 | .00 | 126.81 | 773.19 | 14 | 961.65 |
| 5220.100 | Employee Development General | 1,500.00 | .00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | 0 | .00 |
| 5303 | Improvements | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 918.00 | 82.00 | 92 | .00 |
| 5501 | Debt Service Payment - Principal | 4,365.00 | .00 | 4,365.00 | .00 | .00 | 2,183.01 | 2,181.99 | 50 | 4,365.67 |
| Program 4550 - Fleet Management Totals | | \$173,967.00 | \$0.00 | \$173,967.00 | \$0.00 | \$0.00 | \$38,968.29 | \$134,998.71 | 22% | \$174,169.09 |
| Department 30 - Police Totals | | \$3,781,564.00 | (\$5,000.00) | \$3,776,564.00 | \$0.00 | \$0.00 | \$862,743.07 | \$2,913,820.93 | 23% | \$3,806,464.05 |
| Department 35 - Fire | | | | | | | | | | |
| Program 0000 - Non Program Activity | | | | | | | | | | |
| 5280.100 | Bad Debt Write Off Expense | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,662.28 |
| Program 0000 - Non Program Activity Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$2,662.28 |
| Program 4610 - Fire - Administrative | | | | | | | | | | |
| 5101 | Salaries - Permanent | 34,017.00 | .00 | 34,017.00 | .00 | .00 | 5,186.88 | 28,830.12 | 15 | 22,732.80 |
| 5102 | Salaries - Temporary | .00 | .00 | .00 | .00 | .00 | 2,663.28 | (2,663.28) | +++ | 11,540.88 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | .00 | .00 | .00 | .00 | .00 | 90.00 | (90.00) | +++ | .00 |
| 5111 | Medicare | 493.00 | .00 | 493.00 | .00 | .00 | 126.46 | 366.54 | 26 | 542.24 |
| 5112.101 | Retirement Contribution PERS | 3,310.00 | .00 | 3,310.00 | .00 | .00 | 598.80 | 2,711.20 | 18 | 2,507.08 |
| 5112.102 | Retirement Contribution Social Security | .00 | .00 | .00 | .00 | .00 | 165.12 | (165.12) | +++ | 715.53 |
| 5113 | Worker's Compensation | 754.00 | .00 | 754.00 | .00 | .00 | 188.54 | 565.46 | 25 | 727.00 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 35 - Fire | | | | | | | | | | |
| Program 4610 - Fire - Administrative | | | | | | | | | | |
| 5114.101 | Health Insurance Medical | 3,123.00 | .00 | 3,123.00 | .00 | .00 | 780.72 | 2,342.28 | 25 | 3,122.88 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 64.48 | (64.48) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 284.00 | .00 | 284.00 | .00 | .00 | 34.20 | 249.80 | 12 | 136.80 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 36.42 | (36.42) | +++ | 146.65 |
| 5119.100 | Retiree Costs Medical Insurance | 58,649.00 | .00 | 58,649.00 | .00 | .00 | 9,764.57 | 48,884.43 | 17 | 57,157.10 |
| 5201.100 | Office Supplies General | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 69.59 | 930.41 | 7 | 814.19 |
| 5202.100 | Operating Supplies General | 1,510.00 | .00 | 1,510.00 | .00 | .00 | 206.39 | 1,303.61 | 14 | 2,926.71 |
| 5203.100 | Repairs and Maint Supplies General | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 1,023.94 | 3,976.06 | 20 | 5,143.33 |
| 5204 | Subscriptions and Code Books | 960.00 | .00 | 960.00 | .00 | .00 | .00 | 960.00 | 0 | 945.99 |
| 5209.105 | Auto Fuel Expense Employee Personal Vehicle Use | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 15.54 |
| 5210.100 | Postage General | 330.00 | .00 | 330.00 | .00 | .00 | 9.66 | 320.34 | 3 | 361.56 |
| 5211.135 | Utilities Water and Sewer | 2,340.00 | .00 | 2,340.00 | .00 | .00 | 226.51 | 2,113.49 | 10 | 2,349.28 |
| 5211.137 | Utilities Electric and Gas | 19,000.00 | .00 | 19,000.00 | .00 | .00 | 2,060.39 | 16,939.61 | 11 | 17,963.91 |
| 5211.139 | Utilities Propane | 550.00 | .00 | 550.00 | .00 | .00 | 17.75 | 532.25 | 3 | 310.44 |
| 5213.100 | Professional/Contract Services General | 5,130.00 | .00 | 5,130.00 | .00 | .00 | 19.65 | 5,110.35 | 0 | 4,619.37 |
| 5214.100 | Repair and Maint Service General | 15,004.00 | .00 | 15,004.00 | .00 | .00 | 252.00 | 14,752.00 | 2 | 10,520.15 |
| 5215.106 | Rents and Leases Copiers | 6,600.00 | .00 | 6,600.00 | .00 | .00 | 1,708.84 | 4,891.16 | 26 | 6,630.25 |
| 5216.100 | Communications General Services | 12,060.00 | .00 | 12,060.00 | .00 | .00 | 2,474.72 | 9,585.28 | 21 | 13,979.22 |
| 5219.100 | Printing General | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 53.54 |
| 5220.100 | Employee Development General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 459.00 |
| 5303 | Improvements | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 232.28 | 3,767.72 | 6 | 7,281.30 |
| 5304 | Furniture & Equipment | 901.00 | .00 | 901.00 | .00 | .00 | .00 | 901.00 | 0 | 855.42 |
| 5501 | Debt Service Payment - Principal | 387.00 | .00 | 387.00 | .00 | .00 | 193.00 | 194.00 | 50 | 10,830.14 |
| Program 4610 - Fire - Administrative Totals | | \$175,902.00 | \$0.00 | \$175,902.00 | \$0.00 | \$0.00 | \$28,194.19 | \$147,707.81 | 16% | \$185,388.30 |
| Program 4615 - Fire - EOC | | | | | | | | | | |
| 5202.100 | Operating Supplies General | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | 71.26 |
| 5203.100 | Repairs and Maint Supplies General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 52.64 |
| 5213.100 | Professional/Contract Services General | 120.00 | .00 | 120.00 | .00 | .00 | .00 | 120.00 | 0 | 152.00 |
| 5214.100 | Repair and Maint Service General | 5,910.00 | .00 | 5,910.00 | .00 | .00 | .00 | 5,910.00 | 0 | 12,000.00 |
| 5216.100 | Communications General Services | 4,001.00 | .00 | 4,001.00 | .00 | .00 | 623.44 | 3,377.56 | 16 | 4,001.05 |
| Program 4615 - Fire - EOC Totals | | \$10,081.00 | \$0.00 | \$10,081.00 | \$0.00 | \$0.00 | \$623.44 | \$9,457.56 | 6% | \$16,276.95 |
| Program 4630 - Fire - Suppression | | | | | | | | | | |
| 5101 | Salaries - Permanent | .00 | .00 | .00 | .00 | .00 | 90.86 | (90.86) | +++ | 693,301.79 |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,710.68 |
| 5104 | Wages - PS Holiday Pay | .00 | 1,565.00 | 1,565.00 | .00 | .00 | 1,855.82 | (290.82) | 119 | 33,021.49 |
| 5105 | Salaries - Overtime/FLSA | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 212,301.24 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 35 - Fire | | | | | | | | | | |
| Program 4630 - Fire - Suppression | | | | | | | | | | |
| 5105.200 | Salaries - Overtime/FLSA State Assistance Overtime | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 46,794.00 |
| 5106.102 | Incentives & Admin Leave Emergency Medical Tech | .00 | .00 | .00 | .00 | .00 | 45.00 | (45.00) | +++ | 4,118.55 |
| 5106.103 | Incentives & Admin Leave Team Pay | .00 | .00 | .00 | .00 | .00 | 18.40 | (18.40) | +++ | 28,271.10 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,298.47 |
| 5109.100 | Allowances Uniform Allowance | .00 | .00 | .00 | .00 | .00 | 127.34 | (127.34) | +++ | 11,377.75 |
| 5111 | Medicare | .00 | .00 | .00 | .00 | .00 | 30.77 | (30.77) | +++ | 15,152.91 |
| 5112.101 | Retirement Contribution PERS | .00 | .00 | .00 | .00 | .00 | 157.89 | (157.89) | +++ | 195,175.94 |
| 5113 | Worker's Compensation | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 120,898.00 |
| 5114.101 | Health Insurance Medical | .00 | .00 | .00 | .00 | .00 | 2,100.74 | (2,100.74) | +++ | 142,194.76 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 12,846.20 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,176.96 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 16.19 | (16.19) | +++ | 11,700.00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,204.00 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | (2.00) | 2.00 | +++ | 1,411.00 |
| 5119.100 | Retiree Costs Medical Insurance | 209,182.00 | .00 | 209,182.00 | .00 | .00 | 34,348.12 | 174,833.88 | 16 | 217,605.70 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | 15.22 | (15.22) | +++ | 94,954.79 |
| 5202.100 | Operating Supplies General | 19,404.00 | .00 | 19,404.00 | .00 | .00 | 1,379.09 | 18,024.91 | 7 | 21,399.90 |
| 5203.100 | Repairs and Maint Supplies General | 9,000.00 | .00 | 9,000.00 | .00 | .00 | 568.60 | 8,431.40 | 6 | 2,430.00 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 32,000.00 | .00 | 32,000.00 | .00 | .00 | 5,617.89 | 26,382.11 | 18 | 31,191.70 |
| 5213.100 | Professional/Contract Services General | 2,667,690.00 | .00 | 2,667,690.00 | .00 | .00 | 854.50 | 2,666,835.50 | 0 | 1,245,241.24 |
| 5214.100 | Repair and Maint Service General | 17,000.00 | .00 | 17,000.00 | .00 | .00 | .00 | 17,000.00 | 0 | 12,286.25 |
| 5216.100 | Communications General Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,213.74 |
| 5220.100 | Employee Development General | 2,500.00 | .00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | 0 | 2,137.86 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 16.95 |
| 5269.135 | Emergency Incident Costs Fire Related | 2,000.00 | .00 | 2,000.00 | .00 | .00 | 497.27 | 1,502.73 | 25 | 1,914.01 |
| 5304 | Furniture & Equipment | 29,000.00 | .00 | 29,000.00 | .00 | .00 | .00 | 29,000.00 | 0 | 10,942.63 |
| 5501 | Debt Service Payment - Principal | 141,405.00 | (7,589.00) | 133,816.00 | .00 | .00 | 119,152.19 | 14,663.81 | 89 | 73,107.22 |
| Program 4630 - Fire - Suppression Totals | | \$3,129,181.00 | (\$6,024.00) | \$3,123,157.00 | \$0.00 | \$0.00 | \$166,873.89 | \$2,956,283.11 | 5% | \$3,250,396.83 |
| Program 4640 - Fire - Volunteer Program | | | | | | | | | | |
| 5118 | Volunteer Benefits | 18,601.00 | .00 | 18,601.00 | .00 | .00 | 2,480.27 | 16,120.73 | 13 | 13,216.40 |
| 5202.100 | Operating Supplies General | 2,000.00 | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | 0 | 800.35 |
| 5213.100 | Professional/Contract Services General | 16,970.00 | .00 | 16,970.00 | .00 | .00 | .00 | 16,970.00 | 0 | 6,233.25 |
| 5220.100 | Employee Development General | 1,010.00 | .00 | 1,010.00 | .00 | .00 | .00 | 1,010.00 | 0 | 368.00 |
| Program 4640 - Fire - Volunteer Program Totals | | \$38,581.00 | \$0.00 | \$38,581.00 | \$0.00 | \$0.00 | \$2,480.27 | \$36,100.73 | 6% | \$20,618.00 |
| Department 35 - Fire Totals | | \$3,353,745.00 | (\$6,024.00) | \$3,347,721.00 | \$0.00 | \$0.00 | \$198,171.79 | \$3,149,549.21 | 6% | \$3,475,342.36 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4720 - CDD Planning | | | | | | | | | | |
| 5101 | Salaries - Permanent | 93,813.00 | .00 | 93,813.00 | .00 | .00 | 21,555.54 | 72,257.46 | 23 | 92,837.56 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 2,510.00 | .00 | 2,510.00 | .00 | .00 | .00 | 2,510.00 | 0 | 2,351.88 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | 468.00 | .00 | 468.00 | .00 | .00 | 27.00 | 441.00 | 6 | 81.00 |
| 5107 | Car Allowance/Mileage | 1,128.00 | .00 | 1,128.00 | .00 | .00 | 282.00 | 846.00 | 25 | 1,128.00 |
| 5111 | Medicare | 1,413.00 | .00 | 1,413.00 | .00 | .00 | 291.98 | 1,121.02 | 21 | 1,462.48 |
| 5112.101 | Retirement Contribution PERS | 6,679.00 | .00 | 6,679.00 | .00 | .00 | 1,541.19 | 5,137.81 | 23 | 7,867.66 |
| 5113 | Worker's Compensation | 2,215.00 | .00 | 2,215.00 | .00 | .00 | 553.86 | 1,661.14 | 25 | 2,547.00 |
| 5114.101 | Health Insurance Medical | 22,996.00 | .00 | 22,996.00 | .00 | .00 | 4,455.75 | 18,540.25 | 19 | 14,147.83 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 442.74 | (442.74) | +++ | 1,260.28 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 52.80 | (52.80) | +++ | 198.04 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 149.63 | (149.63) | +++ | 558.53 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 935.00 | .00 | 935.00 | .00 | .00 | 102.90 | 832.10 | 11 | 336.17 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 127.66 | (127.66) | +++ | 500.03 |
| 5119.100 | Retiree Costs Medical Insurance | 16,089.00 | .00 | 16,089.00 | .00 | .00 | 2,574.82 | 13,514.18 | 16 | 16,094.75 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 9,690.78 |
| 5201.100 | Office Supplies General | 50.00 | .00 | 50.00 | .00 | .00 | .00 | 50.00 | 0 | 104.22 |
| 5202.100 | Operating Supplies General | 400.00 | .00 | 400.00 | .00 | .00 | .00 | 400.00 | 0 | 452.19 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 1,900.00 | .00 | 1,900.00 | .00 | .00 | 146.05 | 1,753.95 | 8 | 1,427.64 |
| 5210.100 | Postage General | 400.00 | .00 | 400.00 | .00 | .00 | 75.88 | 324.12 | 19 | 367.62 |
| 5213.100 | Professional/Contract Services General | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 216.00 | 29,784.00 | 1 | 298.00 |
| 5214.100 | Repair and Maint Service General | 8,276.00 | .00 | 8,276.00 | .00 | .00 | 8,027.59 | 248.41 | 97 | 7,147.34 |
| 5218.100 | Advertising General | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 378.76 |
| 5219.100 | Printing General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 50.31 |
| 5220.100 | Employee Development General | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 300.00 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 28.85 |
| 5501 | Debt Service Payment - Principal | 580.00 | .00 | 580.00 | .00 | .00 | 290.00 | 290.00 | 50 | 2,662.81 |
| Program 4720 - CDD Planning Totals | | \$190,852.00 | \$0.00 | \$190,852.00 | \$0.00 | \$0.00 | \$40,913.39 | \$149,938.61 | 21% | \$164,279.73 |
| Program 4780 - CDD - Waste Management | | | | | | | | | | |
| 5101 | Salaries - Permanent | 21,624.00 | .00 | 21,624.00 | .00 | .00 | 4,990.19 | 16,633.81 | 23 | 21,205.23 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 641.00 | .00 | 641.00 | .00 | .00 | .00 | 641.00 | 0 | 600.48 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | 79.00 | .00 | 79.00 | .00 | .00 | 19.80 | 59.20 | 25 | 59.40 |
| 5107 | Car Allowance/Mileage | 288.00 | .00 | 288.00 | .00 | .00 | 72.00 | 216.00 | 25 | 288.00 |
| 5111 | Medicare | 327.00 | .00 | 327.00 | .00 | .00 | 68.73 | 258.27 | 21 | 299.34 |
| 5112.101 | Retirement Contribution PERS | 2,497.00 | .00 | 2,497.00 | .00 | .00 | 576.10 | 1,920.90 | 23 | 2,775.69 |
| 5113 | Worker's Compensation | 238.00 | .00 | 238.00 | .00 | .00 | 59.51 | 178.49 | 25 | 224.00 |
| 5114.101 | Health Insurance Medical | 4,393.00 | .00 | 4,393.00 | .00 | .00 | 978.39 | 3,414.61 | 22 | 3,626.48 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4780 - CDD - Waste Management | | | | | | | | | | |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 98.76 | (98.76) | +++ | 430.71 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 11.64 | (11.64) | +++ | 46.56 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 35.17 | (35.17) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 210.00 | .00 | 210.00 | .00 | .00 | 22.80 | 187.20 | 11 | 91.20 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 35.00 | (35.00) | +++ | 136.59 |
| 5211.135 | Utilities Water and Sewer | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 184.67 | 2,315.33 | 7 | 2,449.50 |
| Program 4780 - CDD - Waste Management Totals | | \$32,797.00 | \$0.00 | \$32,797.00 | \$0.00 | \$0.00 | \$7,152.76 | \$25,644.24 | 22% | \$32,233.18 |
| Department 40 - Community Development Totals | | \$223,649.00 | \$0.00 | \$223,649.00 | \$0.00 | \$0.00 | \$48,066.15 | \$175,582.85 | 21% | \$196,512.91 |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4740 - Public Works - Engineering | | | | | | | | | | |
| 5101 | Salaries - Permanent | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 11,412.07 |
| 5105 | Salaries - Overtime/FLSA | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 38.27 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 103.65 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2.70 |
| 5109.101 | Allowances Boot Allowance | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 45.00 |
| 5111 | Medicare | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 178.01 |
| 5112.101 | Retirement Contribution PERS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,105.22 |
| 5113 | Worker's Compensation | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 967.00 |
| 5114.101 | Health Insurance Medical | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,723.71 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 311.54 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 24.07 |
| 5116.101 | Life and Disability Insurance Life & Disab. | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 51.85 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | (2.83) | 2.83 | +++ | 116.98 |
| 5119.100 | Retiree Costs Medical Insurance | 10,385.00 | .00 | 10,385.00 | .00 | .00 | 1,702.36 | 8,682.64 | 16 | 11,263.85 |
| 5201.100 | Office Supplies General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 39.71 |
| 5202.100 | Operating Supplies General | 300.00 | .00 | 300.00 | .00 | .00 | .00 | 300.00 | 0 | 218.95 |
| 5204 | Subscriptions and Code Books | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 129.30 |
| 5209.101 | Auto Fuel Expense Town Vehicles | .00 | .00 | .00 | .00 | .00 | 586.91 | (586.91) | +++ | 791.34 |
| 5210.100 | Postage General | 150.00 | .00 | 150.00 | .00 | .00 | 1.58 | 148.42 | 1 | 68.16 |
| 5213.100 | Professional/Contract Services General | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 608.00 | 3,392.00 | 15 | 11,621.49 |
| 5214.100 | Repair and Maint Service General | 6,278.00 | .00 | 6,278.00 | .00 | .00 | 4,537.33 | 1,740.67 | 72 | 5,224.59 |
| 5216.100 | Communications General Services | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 896.33 |
| 5219.100 | Printing General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1.00 |
| 5220.100 | Employee Development General | 300.00 | .00 | 300.00 | .00 | .00 | .00 | 300.00 | 0 | 131.96 |
| 5501 | Debt Service Payment - Principal | 387.00 | .00 | 387.00 | .00 | .00 | 96.35 | 290.65 | 25 | 2,275.86 |
| Program 4740 - Public Works - Engineering Totals | | \$21,800.00 | \$0.00 | \$21,800.00 | \$0.00 | \$0.00 | \$7,529.70 | \$14,270.30 | 35% | \$48,742.61 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 1010 - General Fund | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4745 - Paradise Community Park | | | | | | | | | | |
| 5101 | Salaries - Permanent | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 7,103.75 |
| 5103.101 | Differential Pay On Call | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 895.50 |
| 5105 | Salaries - Overtime/FLSA | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 227.19 |
| 5109.101 | Allowances Boot Allowance | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 60.00 |
| 5111 | Medicare | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 136.22 |
| 5112.101 | Retirement Contribution PERS | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 806.57 |
| 5113 | Worker's Compensation | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 930.00 |
| 5114.101 | Health Insurance Medical | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,105.94 |
| 5116.101 | Life and Disability Insurance Life & Disab. | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 48.45 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 49.86 |
| 5202.100 | Operating Supplies General | 2,650.00 | .00 | 2,650.00 | .00 | .00 | 49.43 | 2,600.57 | 2 | 3,210.98 |
| 5203.100 | Repairs and Maint Supplies General | 1,650.00 | .00 | 1,650.00 | .00 | .00 | 19.35 | 1,630.65 | 1 | 2,425.46 |
| 5211.135 | Utilities Water and Sewer | 2,600.00 | .00 | 2,600.00 | .00 | .00 | 334.53 | 2,265.47 | 13 | 2,818.67 |
| 5211.137 | Utilities Electric and Gas | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 311.98 | 2,688.02 | 10 | 3,015.70 |
| 5213.100 | Professional/Contract Services General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 50.00 |
| 5214.100 | Repair and Maint Service General | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 188.15 | 811.85 | 19 | 861.55 |
| 5215.100 | Rents and Leases Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 100.00 |
| 5216.100 | Communications General Services | 190.00 | .00 | 190.00 | .00 | .00 | 31.69 | 158.31 | 17 | 187.58 |
| 5223.101 | Meals and Refreshments Employee Meals-MOU Overtime | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 3.00 |
| 5260 | Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 81.00 |
| 5304 | Furniture & Equipment | 300.00 | .00 | 300.00 | .00 | .00 | .00 | 300.00 | 0 | .00 |
| Program 4745 - Paradise Community Park Totals | | \$11,390.00 | \$0.00 | \$11,390.00 | \$0.00 | \$0.00 | \$935.13 | \$10,454.87 | 8% | \$24,117.42 |
| Program 4747 - Public Facilities | | | | | | | | | | |
| 5203.100 | Repairs and Maint Supplies General | 400.00 | .00 | 400.00 | .00 | .00 | 93.22 | 306.78 | 23 | 123.82 |
| 5211.135 | Utilities Water and Sewer | 4,300.00 | .00 | 4,300.00 | .00 | .00 | 577.11 | 3,722.89 | 13 | 4,425.62 |
| 5214.100 | Repair and Maint Service General | 740.00 | .00 | 740.00 | .00 | .00 | .00 | 740.00 | 0 | .00 |
| Program 4747 - Public Facilities Totals | | \$5,440.00 | \$0.00 | \$5,440.00 | \$0.00 | \$0.00 | \$670.33 | \$4,769.67 | 12% | \$4,549.44 |
| Department 45 - Public Works Totals | | \$38,630.00 | \$0.00 | \$38,630.00 | \$0.00 | \$0.00 | \$9,135.16 | \$29,494.84 | 24% | \$77,409.47 |
| EXPENSE TOTALS | | \$9,767,282.00 | \$7,371.00 | \$9,774,653.00 | \$0.00 | (\$4,000.00) | \$1,665,602.56 | \$8,113,050.44 | 17% | \$9,873,890.51 |
| Fund 1010 - General Fund Totals | | | | | | | | | | |
| REVENUE TOTALS | | 9,770,070.00 | 40,889.00 | 9,810,959.00 | .00 | .00 | 337,546.82 | 9,473,412.18 | 3 | 9,923,459.48 |
| EXPENSE TOTALS | | 9,767,282.00 | 7,371.00 | 9,774,653.00 | .00 | (4,000.00) | 1,665,602.56 | 8,113,050.44 | 17 | 9,873,890.51 |
| Fund 1010 - General Fund Totals | | \$2,788.00 | \$33,518.00 | \$36,306.00 | \$0.00 | \$4,000.00 | (\$1,328,055.74) | \$1,360,361.74 | | \$49,568.97 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 2030 - Building Safety & Waste Wtr Svcs | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4730 - Building and Onsite Inspections | | | | | | | | | | |
| 3380.102 | Local Government Revenue Fines and Citations Onsite | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 1,225.00 | 6,775.00 | 15 | 9,585.01 |
| 3401.301 | CDD Building Plan Check Fees | 40,154.00 | .00 | 40,154.00 | .00 | .00 | 15,307.27 | 24,846.73 | 38 | 40,684.52 |
| 3401.302 | CDD Building Construction Review-Bldg Permit | 153,935.00 | .00 | 153,935.00 | .00 | .00 | 41,543.40 | 112,391.60 | 27 | 126,214.77 |
| 3401.306 | CDD Building Development Permit/DIF Est Req | 76.00 | .00 | 76.00 | .00 | .00 | 76.00 | .00 | 100 | .00 |
| 3401.307 | CDD Building Design Review Application | 64.00 | .00 | 64.00 | .00 | .00 | .00 | 64.00 | 0 | 192.00 |
| 3401.308 | CDD Building Solar System Plan Checks/Permits | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 72.00 |
| 3401.320 | CDD Building Permit Valuation Surcharge | 163.00 | .00 | 163.00 | .00 | .00 | 96.00 | 67.00 | 59 | 41.00 |
| 3404.116 | Onsite Land Use Review | 3,800.00 | .00 | 3,800.00 | .00 | .00 | 2,409.16 | 1,390.84 | 63 | 3,237.00 |
| 3404.117 | Onsite Repairs to Maintain Existing Use | 58,000.00 | .00 | 58,000.00 | .00 | .00 | 20,103.31 | 37,896.69 | 35 | 52,881.96 |
| 3404.118 | Onsite New Installation Standard System | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 2,356.34 | (856.34) | 157 | 2,155.40 |
| 3404.119 | Onsite Permit: Alteration/Expanded Use | 1,000.00 | .00 | 1,000.00 | .00 | .00 | 259.74 | 740.26 | 26 | 905.00 |
| 3404.120 | Onsite Review for Land Division | 575.00 | .00 | 575.00 | .00 | .00 | 68.70 | 506.30 | 12 | .00 |
| 3404.123 | Onsite Hourly Service Fee | 113.00 | .00 | 113.00 | .00 | .00 | .00 | 113.00 | 0 | 228.00 |
| 3404.125 | Onsite Escrow Clearance | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 10,133.46 | 19,866.54 | 34 | 28,864.00 |
| 3404.126 | Onsite Building Permit Clearance | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 1,259.11 | 1,740.89 | 42 | 3,072.00 |
| 3404.127 | Onsite Operating Permit/Annual | 380,900.00 | 200.00 | 381,100.00 | .00 | .00 | 4,494.42 | 376,605.58 | 1 | 365,925.62 |
| 3404.128 | Onsite Construct Install Permit Renewal | 240.00 | .00 | 240.00 | .00 | .00 | .00 | 240.00 | 0 | 480.00 |
| 3404.137 | Onsite Alternative Systems Review | 1,200.00 | .00 | 1,200.00 | .00 | .00 | 2,454.78 | (1,254.78) | 205 | 1,392.00 |
| 3404.138 | Onsite Abandonment of Septic System | .00 | .00 | .00 | .00 | .00 | 129.87 | (129.87) | +++ | 117.00 |
| 3404.150 | Onsite Annual Evaluator License Fee | 800.00 | .00 | 800.00 | .00 | .00 | .00 | 800.00 | 0 | 1,056.00 |
| 3404.151 | Onsite Extension Req for Eval or Repair | .00 | .00 | .00 | .00 | .00 | 259.74 | (259.74) | +++ | .00 |
| 3410.150 | Administrative Services Late Fees | 50.00 | .00 | 50.00 | .00 | .00 | (1.35) | 51.35 | -3 | 57.90 |
| 3422.337 | Fire Code Enforcement Inspection | 17,840.00 | .00 | 17,840.00 | .00 | .00 | 1,758.00 | 16,082.00 | 10 | 19,088.60 |
| 3422.339 | Fire State Licensed Fire Inspection | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 100.30 |
| 3422.346 | Fire Administrative Fees | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 78.00 |
| 3422.368 | Fire Permit Fees | 4,865.00 | .00 | 4,865.00 | .00 | .00 | 1,290.00 | 3,575.00 | 27 | 3,960.00 |
| 3610.150 | Interest Revenue Interfund Loans | 3,152.00 | .00 | 3,152.00 | .00 | .00 | .00 | 3,152.00 | 0 | 5,606.31 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | .00 | .00 | .00 | .00 | .00 | 1,462.68 | (1,462.68) | +++ | .00 |
| 3902.100 | Miscellaneous Revenue General | .00 | 1,463.00 | 1,463.00 | .00 | .00 | .00 | 1,463.00 | 0 | 10.02 |
| 3902.110 | Miscellaneous Revenue Cash Over and Short | .00 | .00 | .00 | .00 | .00 | .01 | (.01) | +++ | .00 |
| Program 4730 - Building and Onsite Inspections Totals | | \$709,527.00 | \$1,663.00 | \$711,190.00 | \$0.00 | \$0.00 | \$106,685.64 | \$604,504.36 | 15% | \$666,004.41 |
| Department 40 - Community Development Totals | | \$709,527.00 | \$1,663.00 | \$711,190.00 | \$0.00 | \$0.00 | \$106,685.64 | \$604,504.36 | 15% | \$666,004.41 |
| REVENUE TOTALS | | \$709,527.00 | \$1,663.00 | \$711,190.00 | \$0.00 | \$0.00 | \$106,685.64 | \$604,504.36 | 15% | \$666,004.41 |
| EXPENSE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4730 - Building and Onsite Inspections | | | | | | | | | | |
| 5101 | Salaries - Permanent | 313,279.00 | .00 | 313,279.00 | .00 | .00 | 71,076.85 | 242,202.15 | 23 | 312,289.24 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|---------------------|-------------------|---------------------|----------------------------|------------------|---------------------|---------------------------|---------------|---------------------|
| Fund 2030 - Building Safety & Waste Wtr Svcs | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 40 - Community Development | | | | | | | | | | |
| Program 4730 - Building and Onsite Inspections | | | | | | | | | | |
| 5102 | Salaries - Temporary | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 952.80 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 10,433.00 | .00 | 10,433.00 | .00 | .00 | .00 | 10,433.00 | 0 | 10,576.79 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | 140.00 | .00 | 140.00 | .00 | .00 | 215.10 | (75.10) | 154 | 105.30 |
| 5107 | Car Allowance/Mileage | 984.00 | .00 | 984.00 | .00 | .00 | 246.00 | 738.00 | 25 | 984.00 |
| 5109.101 | Allowances Boot Allowance | 300.00 | .00 | 300.00 | .00 | .00 | 300.00 | .00 | 100 | 300.00 |
| 5111 | Medicare | 4,712.00 | .00 | 4,712.00 | .00 | .00 | 1,040.41 | 3,671.59 | 22 | 4,674.27 |
| 5112.101 | Retirement Contribution PERS | 35,678.00 | .00 | 35,678.00 | .00 | .00 | 8,037.34 | 27,640.66 | 23 | 35,157.31 |
| 5113 | Worker's Compensation | 23,871.00 | .00 | 23,871.00 | .00 | .00 | 5,968.94 | 17,902.06 | 25 | 23,065.00 |
| 5114.101 | Health Insurance Medical | 66,981.00 | .00 | 66,981.00 | .00 | .00 | 14,404.95 | 52,576.05 | 22 | 55,613.97 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 1,795.92 | (1,795.92) | +++ | 7,716.06 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 112.32 | (112.32) | +++ | 446.58 |
| 5115 | Unemployment Compensation | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 534.96 | 4,465.04 | 11 | 9,289.55 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 3,342.00 | .00 | 3,342.00 | .00 | .00 | 324.35 | 3,017.65 | 10 | 1,367.89 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 490.56 | (490.56) | +++ | 1,977.65 |
| 5119.100 | Retiree Costs Medical Insurance | 70,432.00 | .00 | 70,432.00 | .00 | .00 | 7,707.34 | 62,724.66 | 11 | 47,722.24 |
| 5122 | Accrual Bank Payoff | .00 | .00 | .00 | .00 | .00 | 571.73 | (571.73) | +++ | .00 |
| 5201.100 | Office Supplies General | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 340.53 |
| 5202.100 | Operating Supplies General | 500.00 | .00 | 500.00 | .00 | .00 | 74.49 | 425.51 | 15 | 439.84 |
| 5203.100 | Repairs and Maint Supplies General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2.82 |
| 5204 | Subscriptions and Code Books | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 2,422.67 | 77.33 | 97 | 475.92 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 597.10 | 3,402.90 | 15 | 4,192.39 |
| 5210.100 | Postage General | 800.00 | .00 | 800.00 | .00 | .00 | 209.46 | 590.54 | 26 | 987.83 |
| 5213.100 | Professional/Contract Services General | 7,000.00 | .00 | 7,000.00 | .00 | .00 | 75.00 | 6,925.00 | 1 | 6,792.00 |
| 5214.100 | Repair and Maint Service General | 23,029.00 | .00 | 23,029.00 | .00 | .00 | 22,337.63 | 691.37 | 97 | 19,888.23 |
| 5216.100 | Communications General Services | 2,100.00 | .00 | 2,100.00 | .00 | .00 | 367.02 | 1,732.98 | 17 | 1,771.33 |
| 5219.100 | Printing General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 114.84 |
| 5220.100 | Employee Development General | .00 | .00 | .00 | .00 | .00 | 800.00 | (800.00) | +++ | 1,105.00 |
| 5220.110 | Employee Development Education Reimb MOU Program | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 207.50 |
| 5280.100 | Bad Debt Write Off Expense | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 533.96 |
| 5501 | Debt Service Payment - Principal | 387.00 | .00 | 387.00 | .00 | .00 | 193.00 | 194.00 | 50 | 10,219.59 |
| 5910.010 | Transfers Out To General Fund | 134,422.00 | .00 | 134,422.00 | .00 | .00 | 30,355.00 | 104,067.00 | 23 | 110,950.00 |
| Program 4730 - Building and Onsite Inspections Totals | | \$710,090.00 | \$0.00 | \$710,090.00 | \$0.00 | \$0.00 | \$170,258.14 | \$539,831.86 | 24% | \$670,260.43 |
| Department 40 - Community Development Totals | | \$710,090.00 | \$0.00 | \$710,090.00 | \$0.00 | \$0.00 | \$170,258.14 | \$539,831.86 | 24% | \$670,260.43 |
| EXPENSE TOTALS | | \$710,090.00 | \$0.00 | \$710,090.00 | \$0.00 | \$0.00 | \$170,258.14 | \$539,831.86 | 24% | \$670,260.43 |

Fund **2030 - Building Safety & Waste Wtr Svcs Totals**



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| REVENUE TOTALS | | 709,527.00 | 1,663.00 | 711,190.00 | .00 | .00 | 106,685.64 | 604,504.36 | 15 | 666,004.41 |
| EXPENSE TOTALS | | 710,090.00 | .00 | 710,090.00 | .00 | .00 | 170,258.14 | 539,831.86 | 24 | 670,260.43 |
| Fund 2030 - Building Safety & Waste Wtr Svcs Totals | | (\$563.00) | \$1,663.00 | \$1,100.00 | \$0.00 | \$0.00 | (\$63,572.50) | \$64,672.50 | | (\$4,256.02) |
| Fund 2070 - Animal Control | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4540 - Police - Animal Control | | | | | | | | | | |
| 3120.330 | Other Taxes Voter Appointed Parcel Tax | 131,075.00 | 2,800.00 | 133,875.00 | .00 | .00 | .00 | 133,875.00 | 0 | 131,121.90 |
| 3380.105 | Local Government Revenue Fines and Citations Animal Cntrl | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 100.00 | 3,900.00 | 2 | 6,334.70 |
| 3410.113 | Administrative Services Document Copying | .00 | .00 | .00 | .00 | .00 | 16.25 | (16.25) | +++ | .00 |
| 3410.150 | Administrative Services Late Fees | 1,500.00 | .00 | 1,500.00 | .00 | .00 | 342.30 | 1,157.70 | 23 | 2,756.41 |
| 3455.200 | Animal Control Adoption Fees | 4,000.00 | .00 | 4,000.00 | .00 | .00 | 806.00 | 3,194.00 | 20 | 3,840.00 |
| 3455.205 | Animal Control Surrender/Euth/Disp Fees | 2,500.00 | .00 | 2,500.00 | .00 | .00 | 635.51 | 1,864.49 | 25 | 2,944.90 |
| 3455.210 | Animal Control Dog Licenses | 20,000.00 | .00 | 20,000.00 | .00 | .00 | 4,549.72 | 15,450.28 | 23 | 18,831.08 |
| 3455.225 | Animal Control Impound/Quarantine Fees | 7,000.00 | .00 | 7,000.00 | .00 | .00 | 696.32 | 6,303.68 | 10 | 7,533.98 |
| 3455.235 | Animal Control Deer Validation | 28.00 | .00 | 28.00 | .00 | .00 | .00 | 28.00 | 0 | 28.00 |
| 3610.100 | Interest Revenue Investments | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .28 |
| 3901.100 | Refunds & Reimbursements Miscellaneous | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 149.50 |
| 3902.100 | Miscellaneous Revenue General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,005.93 |
| 3910.811 | Transfers In From Animal Control Donations | 21,542.00 | .00 | 21,542.00 | .00 | .00 | 3,592.00 | 17,950.00 | 17 | 14,264.00 |
| Program 4540 - Police - Animal Control Totals | | \$191,645.00 | \$2,800.00 | \$194,445.00 | \$0.00 | \$0.00 | \$10,738.10 | \$183,706.90 | 6% | \$188,810.68 |
| Department 30 - Police Totals | | \$191,645.00 | \$2,800.00 | \$194,445.00 | \$0.00 | \$0.00 | \$10,738.10 | \$183,706.90 | 6% | \$188,810.68 |
| REVENUE TOTALS | | \$191,645.00 | \$2,800.00 | \$194,445.00 | \$0.00 | \$0.00 | \$10,738.10 | \$183,706.90 | 6% | \$188,810.68 |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4540 - Police - Animal Control | | | | | | | | | | |
| 5101 | Salaries - Permanent | 59,429.00 | (9,783.00) | 49,646.00 | .00 | .00 | 1,823.03 | 47,822.97 | 4 | 31,440.56 |
| 5102 | Salaries - Temporary | 18,321.00 | 2,119.00 | 20,440.00 | .00 | .00 | 11,810.47 | 8,629.53 | 58 | 39,156.04 |
| 5104 | Wages - PS Holiday Pay | 1,843.00 | (620.00) | 1,223.00 | .00 | .00 | 86.01 | 1,136.99 | 7 | 1,890.98 |
| 5105 | Salaries - Overtime/FLSA | 1,800.00 | (150.00) | 1,650.00 | .00 | .00 | 74.64 | 1,575.36 | 5 | 673.27 |
| 5109.100 | Allowances Uniform Allowance | 682.00 | (108.00) | 574.00 | .00 | .00 | 62.44 | 511.56 | 11 | 682.08 |
| 5111 | Medicare | 1,177.00 | (87.00) | 1,090.00 | .00 | .00 | 236.83 | 853.17 | 22 | 955.90 |
| 5112.101 | Retirement Contribution PERS | 7,367.00 | (1,854.00) | 5,513.00 | .00 | .00 | 673.67 | 4,839.33 | 12 | 5,317.68 |
| 5112.102 | Retirement Contribution Social Security | .00 | .00 | .00 | .00 | .00 | 497.32 | (497.32) | +++ | 1,547.59 |
| 5113 | Worker's Compensation | 6,542.00 | .00 | 6,542.00 | .00 | .00 | 1,635.83 | 4,906.17 | 25 | 6,472.00 |
| 5114.101 | Health Insurance Medical | 11,614.00 | (1,170.00) | 10,444.00 | .00 | .00 | 2,428.88 | 8,015.12 | 23 | 10,407.89 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,144.52 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 120.72 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 124.09 | (124.09) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 423.00 | (129.00) | 294.00 | .00 | .00 | .00 | 294.00 | 0 | 228.00 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|--|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 2070 - Animal Control | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 30 - Police | | | | | | | | | | |
| Program 4540 - Police - Animal Control | | | | | | | | | | |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 197.05 |
| 5119.100 | Retiree Costs Medical Insurance | 19,649.00 | 8,675.00 | 28,324.00 | .00 | .00 | 5,203.51 | 23,120.49 | 18 | 18,843.42 |
| 5122 | Accrual Bank Payoff | .00 | 2,811.00 | 2,811.00 | .00 | .00 | 2,811.23 | (.23) | 100 | .00 |
| 5201.100 | Office Supplies General | 200.00 | .00 | 200.00 | .00 | .00 | .00 | 200.00 | 0 | 270.35 |
| 5202.100 | Operating Supplies General | 2,820.00 | .00 | 2,820.00 | .00 | .00 | 153.44 | 2,666.56 | 5 | 2,864.17 |
| 5203.100 | Repairs and Maint Supplies General | 500.00 | .00 | 500.00 | .00 | .00 | 13.76 | 486.24 | 3 | 646.51 |
| 5204 | Subscriptions and Code Books | 135.00 | .00 | 135.00 | .00 | .00 | .00 | 135.00 | 0 | 90.00 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 5,000.00 | .00 | 5,000.00 | .00 | .00 | 606.49 | 4,393.51 | 12 | 4,670.72 |
| 5210.100 | Postage General | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 73.60 |
| 5211.135 | Utilities Water and Sewer | 1,100.00 | .00 | 1,100.00 | .00 | .00 | 78.40 | 1,021.60 | 7 | 1,016.58 |
| 5211.137 | Utilities Electric and Gas | 3,700.00 | .00 | 3,700.00 | .00 | .00 | 301.38 | 3,398.62 | 8 | 3,393.16 |
| 5211.139 | Utilities Propane | 3,174.00 | .00 | 3,174.00 | .00 | .00 | .00 | 3,174.00 | 0 | 2,380.89 |
| 5213.100 | Professional/Contract Services General | 8,028.00 | .00 | 8,028.00 | .00 | .00 | 876.00 | 7,152.00 | 11 | 8,694.32 |
| 5214.100 | Repair and Maint Service General | 1,020.00 | .00 | 1,020.00 | .00 | .00 | .00 | 1,020.00 | 0 | 612.53 |
| 5215.100 | Rents and Leases Miscellaneous | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 92.45 |
| 5216.100 | Communications General Services | 2,363.00 | .00 | 2,363.00 | .00 | .00 | 342.03 | 2,020.97 | 14 | 2,334.80 |
| 5218.100 | Advertising General | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 46.89 |
| 5219.100 | Printing General | 212.00 | .00 | 212.00 | .00 | .00 | 199.95 | 12.05 | 94 | 260.18 |
| 5220.100 | Employee Development General | 120.00 | .00 | 120.00 | .00 | .00 | .00 | 120.00 | 0 | 3.79 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 25.42 |
| 5225 | Bank Fees and Charges | 500.00 | .00 | 500.00 | .00 | .00 | 84.00 | 416.00 | 17 | 718.67 |
| 5280.100 | Bad Debt Write Off Expense | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 42.32 |
| 5304 | Furniture & Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,855.43 |
| 5501 | Debt Service Payment - Principal | 194.00 | .00 | 194.00 | .00 | .00 | 97.00 | 97.00 | 50 | 193.65 |
| 5910.010 | Transfers Out To General Fund | 31,260.00 | .00 | 31,260.00 | .00 | .00 | 9,814.00 | 21,446.00 | 31 | 24,605.00 |
| Program 4540 - Police - Animal Control Totals | | \$189,373.00 | (\$296.00) | \$189,077.00 | \$0.00 | \$0.00 | \$40,034.40 | \$149,042.60 | 21% | \$173,969.13 |
| Department 30 - Police Totals | | \$189,373.00 | (\$296.00) | \$189,077.00 | \$0.00 | \$0.00 | \$40,034.40 | \$149,042.60 | 21% | \$173,969.13 |
| EXPENSE TOTALS | | \$189,373.00 | (\$296.00) | \$189,077.00 | \$0.00 | \$0.00 | \$40,034.40 | \$149,042.60 | 21% | \$173,969.13 |
| Fund 2070 - Animal Control Totals | | | | | | | | | | |
| REVENUE TOTALS | | 191,645.00 | 2,800.00 | 194,445.00 | .00 | .00 | 10,738.10 | 183,706.90 | 6 | 188,810.68 |
| EXPENSE TOTALS | | 189,373.00 | (296.00) | 189,077.00 | .00 | .00 | 40,034.40 | 149,042.60 | 21 | 173,969.13 |
| Fund 2070 - Animal Control Totals | | \$2,272.00 | \$3,096.00 | \$5,368.00 | \$0.00 | \$0.00 | (\$29,296.30) | \$34,664.30 | | \$14,841.55 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|--|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 2120 - State Gas Tax | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4750 - Public Works - Streets Maint. | | | | | | | | | | |
| 3355.001 | State Gas Tax Section 2106 | 86,023.00 | .00 | 86,023.00 | .00 | .00 | 10,021.66 | 76,001.34 | 12 | 106,638.32 |
| 3355.002 | State Gas Tax Section 2107 | 211,771.00 | .00 | 211,771.00 | .00 | .00 | 19,500.18 | 192,270.82 | 9 | 189,478.81 |
| 3355.003 | State Gas Tax Section 2107.5 | 6,000.00 | .00 | 6,000.00 | .00 | .00 | .00 | 6,000.00 | 0 | 6,000.00 |
| 3355.005 | State Gas Tax Section 2105 | 113,813.00 | .00 | 113,813.00 | .00 | .00 | 11,013.10 | 102,799.90 | 10 | 115,631.96 |
| 3355.006 | State Gas Tax RSTP Regional Surface Trans Prog | 270,000.00 | .00 | 270,000.00 | .00 | .00 | .00 | 270,000.00 | 0 | 335,653.32 |
| 3355.007 | State Gas Tax Section 2103 | 233,375.00 | .00 | 233,375.00 | .00 | .00 | 39,417.09 | 193,957.91 | 17 | 209,958.67 |
| 3410.150 | Administrative Services Late Fees | 100.00 | .00 | 100.00 | .00 | .00 | 50.95 | 49.05 | 51 | 120.23 |
| 3610.100 | Interest Revenue Investments | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 57.73 |
| 3901.140 | Refunds & Reimbursements Negligence Cost Recovery Fees | 5,000.00 | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | 0 | 7,274.87 |
| 3902.100 | Miscellaneous Revenue General | 32,500.00 | .00 | 32,500.00 | .00 | .00 | 32,000.00 | 500.00 | 98 | 1,157.51 |
| 3910.110 | Transfers In From Local Transportation Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 3,852.18 |
| 3910.112 | Transfers In From Federal CMAQ Fund | 41,683.00 | .00 | 41,683.00 | .00 | .00 | 22,548.24 | 19,134.76 | 54 | 48,995.86 |
| 3910.132 | Transfers In From HSIP Grant | 15,165.00 | .00 | 15,165.00 | .00 | .00 | .00 | 15,165.00 | 0 | 5,117.91 |
| 3910.510 | Transfers In From Impact Fees Road Imp Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 1,242.49 |
| 3910.900 | Transfers In From Transit Fund | 2,657.00 | .00 | 2,657.00 | .00 | .00 | .00 | 2,657.00 | 0 | .00 |
| Program 4750 - Public Works - Streets Maint. Totals | | \$1,018,087.00 | \$0.00 | \$1,018,087.00 | \$0.00 | \$0.00 | \$134,551.22 | \$883,535.78 | 13% | \$1,031,179.86 |
| Program 4755 - Public Works - Maint. Projects | | | | | | | | | | |
| Cost Center Activity 472 - Digout | | | | | | | | | | |
| 3910.110 | Transfers In From Local Transportation Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 74,203.72 |
| Cost Center Activity 472 - Digout Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$74,203.72 |
| Cost Center Activity 473 - Road Markings/Legends | | | | | | | | | | |
| 3910.110 | Transfers In From Local Transportation Fund | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 30,653.65 |
| Cost Center Activity 473 - Road Markings/Legends Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$30,653.65 |
| Program 4755 - Public Works - Maint. Projects Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$104,857.37 |
| Department 45 - Public Works Totals | | \$1,018,087.00 | \$0.00 | \$1,018,087.00 | \$0.00 | \$0.00 | \$134,551.22 | \$883,535.78 | 13% | \$1,136,037.23 |
| REVENUE TOTALS | | \$1,018,087.00 | \$0.00 | \$1,018,087.00 | \$0.00 | \$0.00 | \$134,551.22 | \$883,535.78 | 13% | \$1,136,037.23 |
| EXPENSE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4750 - Public Works - Streets Maint. | | | | | | | | | | |
| 5101 | Salaries - Permanent | 438,118.00 | .00 | 438,118.00 | .00 | .00 | 95,016.43 | 343,101.57 | 22 | 382,107.76 |
| 5103.101 | Differential Pay On Call | .00 | .00 | .00 | .00 | .00 | 4,662.00 | (4,662.00) | +++ | 19,530.00 |
| 5103.102 | Differential Pay Out of Class | .00 | .00 | .00 | .00 | .00 | 24.30 | (24.30) | +++ | 54.90 |
| 5105 | Salaries - Overtime/FLSA | 8,000.00 | .00 | 8,000.00 | .00 | .00 | 1,361.15 | 6,638.85 | 17 | 4,746.25 |
| 5106.100 | Incentives & Admin Leave Administrative Leave | 7,742.00 | .00 | 7,742.00 | .00 | .00 | .00 | 7,742.00 | 0 | 5,776.99 |
| 5106.200 | Incentives & Admin Leave Gym Reimbursement | 731.00 | .00 | 731.00 | .00 | .00 | 2.70 | 728.30 | 0 | 5.40 |
| 5107 | Car Allowance/Mileage | 432.00 | .00 | 432.00 | .00 | .00 | 111.00 | 321.00 | 26 | 504.00 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 2120 - State Gas Tax | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4750 - Public Works - Streets Maint. | | | | | | | | | | |
| 5109.101 | Allowances Boot Allowance | 2,100.00 | .00 | 2,100.00 | .00 | .00 | 2,100.00 | .00 | 100 | 1,995.00 |
| 5111 | Medicare | 5,744.00 | .00 | 5,744.00 | .00 | .00 | 1,235.95 | 4,508.05 | 22 | 5,921.45 |
| 5112.101 | Retirement Contribution PERS | 45,667.00 | .00 | 45,667.00 | .00 | .00 | 10,362.96 | 35,304.04 | 23 | 40,244.57 |
| 5113 | Worker's Compensation | 48,314.00 | .00 | 48,314.00 | .00 | .00 | 12,080.90 | 36,233.10 | 25 | 54,792.00 |
| 5114.101 | Health Insurance Medical | 76,213.00 | .00 | 76,213.00 | .00 | .00 | 16,913.01 | 59,299.99 | 22 | 60,390.89 |
| 5114.102 | Health Insurance Dental | .00 | .00 | .00 | .00 | .00 | 2,124.87 | (2,124.87) | +++ | 8,662.72 |
| 5114.103 | Health Insurance Vision | .00 | .00 | .00 | .00 | .00 | 216.79 | (216.79) | +++ | 761.96 |
| 5115 | Unemployment Compensation | .00 | .00 | .00 | .00 | .00 | 759.43 | (759.43) | +++ | .00 |
| 5116.101 | Life and Disability Insurance Life & Disab. | 4,537.00 | .00 | 4,537.00 | .00 | .00 | 479.25 | 4,057.75 | 11 | 1,748.06 |
| 5116.102 | Life and Disability Insurance Long Term/Short Term Disability | .00 | .00 | .00 | .00 | .00 | 665.59 | (665.59) | +++ | 2,437.00 |
| 5119.100 | Retiree Costs Medical Insurance | 18,867.00 | .00 | 18,867.00 | .00 | .00 | 3,138.72 | 15,728.28 | 17 | 18,947.39 |
| 5201.100 | Office Supplies General | 100.00 | .00 | 100.00 | .00 | .00 | 4.07 | 95.93 | 4 | 136.68 |
| 5202.100 | Operating Supplies General | 3,330.00 | .00 | 3,330.00 | .00 | .00 | 594.11 | 2,735.89 | 18 | 2,100.05 |
| 5203.100 | Repairs and Maint Supplies General | 52,800.00 | .00 | 52,800.00 | .00 | 1,693.13 | 3,562.79 | 47,544.08 | 10 | 50,668.04 |
| 5204 | Subscriptions and Code Books | 500.00 | .00 | 500.00 | .00 | .00 | .00 | 500.00 | 0 | 230.55 |
| 5209.101 | Auto Fuel Expense Town Vehicles | 29,500.00 | .00 | 29,500.00 | .00 | .00 | 4,540.10 | 24,959.90 | 15 | 25,188.54 |
| 5209.105 | Auto Fuel Expense Employee Personal Vehicle Use | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | .00 |
| 5210.100 | Postage General | 20.00 | .00 | 20.00 | .00 | .00 | .00 | 20.00 | 0 | 2.70 |
| 5211.137 | Utilities Electric and Gas | 30,000.00 | .00 | 30,000.00 | .00 | .00 | 2,581.96 | 27,418.04 | 9 | 28,522.04 |
| 5211.139 | Utilities Propane | 3,000.00 | .00 | 3,000.00 | .00 | .00 | .00 | 3,000.00 | 0 | 1,381.33 |
| 5213.100 | Professional/Contract Services General | 4,900.00 | .00 | 4,900.00 | .00 | .00 | 423.00 | 4,477.00 | 9 | 28,709.41 |
| 5214.100 | Repair and Maint Service General | 114,831.00 | .00 | 114,831.00 | .00 | .00 | 6,597.13 | 108,233.87 | 6 | 72,066.58 |
| 5215.100 | Rents and Leases Miscellaneous | 13,000.00 | .00 | 13,000.00 | .00 | .00 | .00 | 13,000.00 | 0 | .00 |
| 5215.131 | Rents and Leases Street Maintenance Equipment | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 3,168.75 |
| 5216.100 | Communications General Services | 5,660.00 | .00 | 5,660.00 | .00 | .00 | 763.48 | 4,896.52 | 13 | 3,062.84 |
| 5218.100 | Advertising General | 100.00 | .00 | 100.00 | .00 | .00 | .00 | 100.00 | 0 | 1,617.12 |
| 5219.100 | Printing General | 150.00 | .00 | 150.00 | .00 | .00 | .00 | 150.00 | 0 | 57.92 |
| 5220.100 | Employee Development General | 5,750.00 | .00 | 5,750.00 | .00 | .00 | .00 | 5,750.00 | 0 | 1,327.22 |
| 5223.101 | Meals and Refreshments Employee Meals-MOU Overtime | 400.00 | .00 | 400.00 | .00 | .00 | .00 | 400.00 | 0 | 12.00 |
| 5223.105 | Meals and Refreshments Emergencies and Meetings | 1,000.00 | .00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | 0 | 61.15 |
| 5280.100 | Bad Debt Write Off Expense | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 729.12 |
| 5304 | Furniture & Equipment | 12,400.00 | 4,500.00 | 16,900.00 | .00 | .00 | 4,091.30 | 12,808.70 | 24 | 2,434.11 |
| 5501 | Debt Service Payment - Principal | 29,854.00 | .00 | 29,854.00 | .00 | .00 | 97.00 | 29,757.00 | 0 | 37,963.22 |
| 5910.010 | Transfers Out To General Fund | 166,495.00 | .00 | 166,495.00 | .00 | .00 | 36,941.00 | 129,554.00 | 22 | 128,366.00 |
| 5910.100 | Transfers Out To Capital Projects | 45,051.00 | .00 | 45,051.00 | .00 | .00 | .00 | 45,051.00 | 0 | .00 |
| Program 4750 - Public Works - Streets Maint. Totals | | \$1,175,406.00 | \$4,500.00 | 06.00 | \$0.00 | \$1,693.13 | \$211,450.99 | \$966,761.88 | 18% | \$996,431.71 |



Budget Performance Report

Fiscal Year to Date 06/30/14

Exclude Rollup Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 2120 - State Gas Tax | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 45 - Public Works | | | | | | | | | | |
| Program 4755 - Public Works - Maint. Projects | | | | | | | | | | |
| Cost Center Activity 471 - Overlay | | | | | | | | | | |
| 5213.100 Professional/Contract Services General | | 79,000.00 | (633.00) | 78,367.00 | .00 | .00 | 74,448.88 | 3,918.12 | 95 | .00 |
| Cost Center Activity 471 - Overlay Totals | | \$79,000.00 | (\$633.00) | \$78,367.00 | \$0.00 | \$0.00 | \$74,448.88 | \$3,918.12 | 95% | \$0.00 |
| Cost Center Activity 472 - Digout | | | | | | | | | | |
| 5213.100 Professional/Contract Services General | | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 74,203.72 |
| Cost Center Activity 472 - Digout Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$74,203.72 |
| Cost Center Activity 473 - Road Markings/Legends | | | | | | | | | | |
| 5213.100 Professional/Contract Services General | | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 30,653.65 |
| Cost Center Activity 473 - Road Markings/Legends Totals | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$30,653.65 |
| Program 4755 - Public Works - Maint. Projects Totals | | \$79,000.00 | (\$633.00) | \$78,367.00 | \$0.00 | \$0.00 | \$74,448.88 | \$3,918.12 | 95% | \$104,857.37 |
| Department 45 - Public Works Totals | | \$1,254,406.00 | \$3,867.00 | \$1,258,273.00 | \$0.00 | \$1,693.13 | \$285,899.87 | \$970,680.00 | 23% | \$1,101,289.08 |
| EXPENSE TOTALS | | \$1,254,406.00 | \$3,867.00 | \$1,258,273.00 | \$0.00 | \$1,693.13 | \$285,899.87 | \$970,680.00 | 23% | \$1,101,289.08 |
| Fund 2120 - State Gas Tax Totals | | | | | | | | | | |
| REVENUE TOTALS | | 1,018,087.00 | .00 | 1,018,087.00 | .00 | .00 | 134,551.22 | 883,535.78 | 13 | 1,136,037.23 |
| EXPENSE TOTALS | | 1,254,406.00 | 3,867.00 | 1,258,273.00 | .00 | 1,693.13 | 285,899.87 | 970,680.00 | 23 | 1,101,289.08 |
| Fund 2120 - State Gas Tax Totals | | (\$236,319.00) | (\$3,867.00) | (\$240,186.00) | \$0.00 | (\$1,693.13) | (\$151,348.65) | (\$87,144.22) | | \$34,748.15 |
| Grand Totals | | | | | | | | | | |
| REVENUE TOTALS | | 11,689,329.00 | 45,352.00 | 11,734,681.00 | .00 | .00 | 589,521.78 | 11,145,159.22 | 5 | 11,914,311.80 |
| EXPENSE TOTALS | | 11,921,151.00 | 10,942.00 | 11,932,093.00 | .00 | (2,306.87) | 2,161,794.97 | 9,772,604.90 | 18 | 11,819,409.15 |
| Grand Totals | | (\$231,822.00) | \$34,410.00 | (\$197,412.00) | \$0.00 | \$2,306.87 | (\$1,572,273.19) | \$1,372,554.32 | | \$94,902.65 |



TOWN OF PARADISE
Council Agenda Summary
Date: October 8, 2013

Agenda No. 7(c)

ORIGINATED BY: Marc Mattox, Associate Civil Engineer
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Pedestrian Safety Community Workshop Final Report
COUNCIL ACTION REQUESTED:

1. Acknowledge "Recommendations to Improve Pedestrian Safety in the Town of Paradise" report made by California WALKS in partnership with UC Berkeley Safe Transportation Research and Education Center.

Background:

In June 2013, Town staff partnered with UC Berkeley and California Walks to host a Pedestrian Safety Community Workshop. The workshop was grant-funded through the California Office of Traffic Safety and aims to improve walking safety and increase walking at the community level. California Walks contacted Town staff and requested assistance in facilitating the effort to address local Paradise issues.

The workshop took place on September 5, 2013 at the Paradise Ridge Family Resource Center. Representatives of over 20 Paradise groups, organizations and businesses attended the workshop. The workshop had a primary focus on walking safety and engaged attendees to discuss action items on which the Town of Paradise as a community can take the "next step".

After a successful workshop, immediate recommendations were brought before Town Council at the September 10, 2013 Council Meeting. Those recommendations included establishing a "day-lighting policy" which restricts on-street parking adjacent to crosswalks and removing the midblock crosswalk on Skyway, just south of Oliver Road.

A final component of the workshop includes a written report prepared by California WALKS which is to be used as a guide to assist the Town of Paradise in becoming a safer community.

Analysis:

Since the September 10 Council meeting staff has moved forward Council's recommendations to eliminate one Skyway crosswalk and implement the day-lighting policy. The crosswalk removed just south of Oliver Road was not replaced after the Town's micro-surfacing project was completed. After removal, pedestrians are encouraged to use the signalized intersections at Skyway/Elliott and Skyway/Oliver or the remaining midblock crosswalk adjacent to Terry Ashe Park.

In addition, the day-lighting policy has been implemented in the Downtown Paradise area between Pearson Road and Elliott Road on Skyway. This policy restricts on-street parking twenty (20) feet in each direction adjacent to all crosswalks. With this policy in place, motorists and pedestrians can notice an increase sight distances when pedestrians are crossing the street.

On September 30, 2013, California WALKS delivered the final workshop report titled, "Recommendations to Improve Pedestrian Safety in the Town of Paradise". This report,

attached as Exhibit A, summarizes overall walkability and pedestrian safety observations of downtown Paradise, as well as specific recommendations from community residents who attended the September 5, 2013, Community Pedestrian Safety Training facilitated by California WALKS staff members. The report is intended for use by Town of Paradise staff members, parents, community residents, and professionals.

Financial Impact:

There are no financial impacts at this time.

Alternatives:

None.

RECOMMENDATIONS TO IMPROVE PEDESTRIAN SAFETY IN THE TOWN OF PARADISE



September 2013

By Tony Dang, Wendy Alfsen, California WALKS

This report is funded by the UC Berkeley Safe Transportation Research and Education Center (SafeTREC) and the California Office of Traffic Safety through the National Highway Traffic Safety Administration.



Recommendations to Improve Pedestrian Safety in the Town of Paradise

BY TONY DANG, WENDY ALFSEN, CALIFORNIA WALKS

INTRODUCTION

In response to the recent death of a Paradise youth who was struck on Skyway Road, the Town of Paradise invited California WALKS to facilitate a workshop providing community residents, Town staff members, and other professionals with an overview of pedestrian safety best practices, to conduct a walkability assessment of areas near the downtown core, and to lead small group discussions to develop specific recommendations for Town Council to improve the safety and walkability of Paradise. This report summarizes overall walkability and pedestrian safety observations of downtown Paradise, as well as specific recommendations from community residents who attended the September 5, 2013, Community Pedestrian Safety Training facilitated by California WALKS staff members. This report is intended for use by Town of Paradise staff members, parents, community residents, and professionals.

BACKGROUND

Community Pedestrian Safety Training Program

The Community Pedestrian Safety Training (CPST) program is a long-running, joint project of the University of California at Berkeley, Safe Transportation Research and Education Center (SafeTREC) and California WALKS. Funding for this project is provided by the California Office of Traffic Safety (OTS) through the National Highway Traffic Safety Administration. The purpose of the CPST is to empower and train local neighborhood residents and safety advocates to collaborate with local officials and agency staff to make their community safer and more pleasant to walk. The half-day training is designed to provide participants with pedestrian safety best practices and a range of proven strategies (the 8 E's) to address pedestrian safety. Participants are then guided on a walkability assessment of a nearby corridor before setting pedestrian safety priorities and actionable next steps for their community.

For a summary of outcomes from past CPST workshops, please visit:

http://californiawalks.org/wp-content/uploads/2012/07/CPST_Outcomes_2009-11.pdf

Paradise's Pedestrian Collision History

Over a ten-year period (2002-2011), there have been a total of 67 pedestrian collisions in the Town of Paradise, of which 5 have been fatal. In analyzing the collision data, the following trends were established:

- Motorists are at-fault for these collisions more often than pedestrians (61% v. 39%);
- Failure to yield to pedestrians with the right-of-way was found to be the primary collision factor for 50% of all collisions in this time period; and
- Collisions occur primarily along major arterial roads in Town, namely Skyway Road, Clark Road, Pearson Road, and Elliott Road.

Existing Pedestrian Safety Issues in the Town of Paradise

Traffic Volumes & Speed along Skyway Road

Skyway Road serves as the Town of Paradise's main commercial corridor and is the primary connection to employment and shopping in the greater Chico area. However, a large number of drivers use Skyway as a primary commute route to other destinations within Butte County and accordingly, drivers treat Skyway more like an expressway than a main street. Furthermore, many of the sidewalks along Skyway do not have a buffer zone between pedestrians and traffic, which creates an uncomfortable and perceived unsafe walking environment.

Cal WALKS Recommendation:

- **Implement gateway treatments** at entry points to downtown as a traffic calming measure. Gateways can be used as a visual cue to drivers that they are entering a different environment that will require them to drive more slowly. Additionally, gateways are often used to convey a sense of neighborhood identity and sense of place. Generally, gateway treatments alone cannot discourage speeding traffic without additional traffic calming measures. However, with the upcoming Highway Safety Improvement Program (HSIP) project, many traffic calming measures are already being considered, such as a road diet, bulb-outs/curb extensions, and pedestrian safety islands. Together, the HSIP improvements along with a gateway treatment could contribute to reductions in traffic speed along Skyway Road. Gateway treatments can vary from simple monument signs to more elaborate street spanning arches, and costs for such designs can be as much as \$75,000. Potential funding sources include future cycles of the HSIP, as well as the newly established state Active Transportation Program.



GATEWAY TREATMENT IN DOWNTOWN GRIDLEY, CA

Sidewalk Connectivity & Americans with Disability Act (ADA) Compliance

One of the major issue areas Cal WALKS observed—reiterated many times by workshop participants—is the discontinuous nature of sidewalks outside of the downtown core, as well as the poor state of repair of existing sidewalks and curb ramps. The poor state of repair of sidewalks in the downtown core creates an environment that is difficult to navigate on foot, and the lack of safe walking connections to more residential streets can encourage residents to drive to the downtown core for shopping and entertainment even if they are within reasonable walking distance. Improving the walking conditions in the downtown core and the connections to it

can help with existing or planned downtown revitalization efforts by encouraging more people to be out on foot enjoying what the community has to offer.



**ACCESSIBILITY BARRIERS AT BUS STOP
ON SKYWAY ROAD**

Cal WALKS Recommendations:

- **Seek funding to repair sidewalks** in the downtown core up to ADA standards. Potential sources of funding include the state Active Transportation Program, state Transportation Development Act/Local Transportation Fund (under Article 8), or the State Community Development Block Grant program.
- **Collaborate with Butte County Association of Governments (BCAG) to evaluate accessibility barriers** of transit stops and seek funding to remove barriers.
- **Explore the feasibility of a downtown business improvement district** to fund sidewalk repair and maintenance, as well as for pedestrian-scale streetscape improvements and amenities. This would require buy-in and approval by the local business owners, Town Council, and County Supervisors.

SEPTEMBER 5 WORKSHOP

The Paradise CPST was hosted on September 5 at the Paradise Ridge Family Resource Center. The workshop was attended by 28 participants representing a wide range of organizations and disciplines, including:

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> • Town of Paradise Government Agencies <ul style="list-style-type: none"> ○ Vice Mayor ○ Council Members ○ Town Manager's Office ○ Town Engineer ○ Community Development Department ○ Police Department ○ Parks and Recreation Department ○ Planning Commission | <ul style="list-style-type: none"> • Paradise Ridge Family Resource Center • Paradise Senior Center • Downtown Businesses (The Law Office of Joseph Earley, Juice and Java) • Parents, Other Members of the Community • Feather River Hospital • Traffic Works • Board of Realtors • Let's Move Coalition • Butte County Supervisor Doug Teeter (District 5) • Butte County Association of Governments (BCAG) | <ul style="list-style-type: none"> • Butte County Department of Public Health • Butte County Board of Education • Butte County Bicycle Coalition • Strengthening Families Initiative, First 5 Butte County • Center for Nutrition & Physical Activity Promotion (CNAP), CSU Chico • Safe Routes to School Program, City of Chico |
|--|---|--|

Reflections from Walkability Assessment

Walkability assessments were conducted in small groups primarily along Skyway Road, with one group evaluating parts of Pearson and smaller side streets (Fir, Almond) as well. Participants were asked to complete a standardized walkability checklist form from the national Pedestrian and Bicycle Information Center (PBIC)—a national clearinghouse for pedestrian- and bicycle-related resources. Cal WALKS received 12 completed assessment forms. The top 3 issues identified by participants during the walk assessment dealt with sidewalk maintenance and Americans with Disabilities Act (ADA) compliance (sidewalk obstructions and need for ADA-compliant or repair of curb ramps). The next tier of issues identified by the majority of respondents touched upon sidewalk connectivity (or lack of sidewalks/paths/shoulders) and perceived high traffic speeds. Respondents also expressed that they felt too close to traffic when walking, that crosswalk markings were faded and needed to be restriped, and that they observed a fair amount of driver inattention/distracted driving. Using the PBIC scoring scale (1 being the worst walking conditions and 5 being the most pleasant), respondents were evenly split between a score of 1-3.

Community Resident Recommendations

Following the walkability assessment, workshop participants were divided into three groups to discuss and provide concrete recommendations for the following three topics: Pedestrian Safety Education, Highway Safety Improvement Program grant project for Skyway Road, and Marked Crosswalks as part of the Skyway Micro-surfacing Project.

Pedestrian Safety Education

Two small work groups discussed how best to develop and disseminate pedestrian safety education messages within the Town of Paradise. Both groups pinpointed key safety messages they wanted to be communicated and then developed various dissemination strategies the Town can pursue.

SAFETY MESSAGES

After much discussion, the groups settled on the following as key safety messages that need to be taught and broadcast to all Paradise residents:

- Make eye contact with drivers before and while crossing.
- Look both ways before beginning to cross.
- Marked crosswalks are not absolutely safe and caution must still be exercised when crossing.
- Failing to exercise caution while walking or crossing has real-world consequences.
- Do not use electronic devices while walking, especially high school-age youth.
- Distracted driving has real-world consequences.
- When no sidewalk is present, walk against traffic.
- When walking at night, wear reflective clothing or some sort of illumination.

RESIDENT RECOMMENDATIONS

- **Establish a traffic safety commission/committee** (or equivalent) for the Town of Paradise: This commission or committee would be coordinating body to develop and champion education efforts and would be the central focal point for the Town to disseminate information about engineering projects to residents.

- **Create a “Rules of the Road” postcard** to capture key messages in short, easy-to-understand language. This postcard could be distributed to community centers, schools, as well as mailed directly to the older adult population. One participant suggested exploring whether the postcard could be placed within phone books before they are distributed to residents. This postcard could also form the basis for short public service announcements either on the radio or at the local movie theater. Another suggested that these key messages should be developed as short, sweet, and catchy—comparable to “Stop, Drop and Roll.”
- **Utilize existing and free newsletters** at the senior center, garden club, church, schools to disseminate safety messages.
- **Organize a crosswalk action** to educate both drivers about their responsibility to yield to pedestrians, as well as pedestrians on how to cross the street safely and properly. These actions could be accompanied with onsite educational panels on how to cross safely. These actions could also be themed around holidays or as “Run for your life” style events to maximize local media coverage and to extend the educational reach of the messages.
- **Utilize social media, particularly the Town’s Facebook page** to reach residents (especially younger ones) with traffic safety messages. Explore using boosted posts on Facebook to maximize reach.
- **Coordinate education efforts with existing programming in high schools.** Introduce the importance of pedestrian and bicycle safety education to PTAs to cultivate local champions to work with the schools. Explore whether safety education can be incorporated into a driver’s education or health education (9th grade) class. Participants agreed that working with high school age youth would work best if pedestrian safety skills are framed within the broader context of driving safely. One participant suggested exploring whether the driver’s education classes could require students to learn and demonstrate how to walk/bike safely and navigate on transit before students receive their completion certificate to apply for a driver’s license permit. Another suggested that traffic safety could be introduced to service clubs, youth organizations, or as potential senior projects to have the youth teach traffic safety skills to their peers.
- **Encourage peer mentorship for elementary school students.** Tap into the existing Big Buddies program to have older youth teach and demonstrate pedestrian safety skills to younger children.
- **Encourage parents to educate their younger children 1-on-1.** Provide parents with the Rules of the Road postcard, which they can use to model good behavior to their young children.
- **Start a walking school bus for elementary school students** from Clark/Pearson and Skyway/Pearson to schools.
- **Host traffic safety assemblies in elementary schools.**

Cal WALKS Recommendation:

Seek funding for education and enforcement efforts through the California Office of Traffic Safety grants or including an education and/or enforcement component in future Highway Safety Improvement Program (HSIP) or Active Transportation Program grant applications.

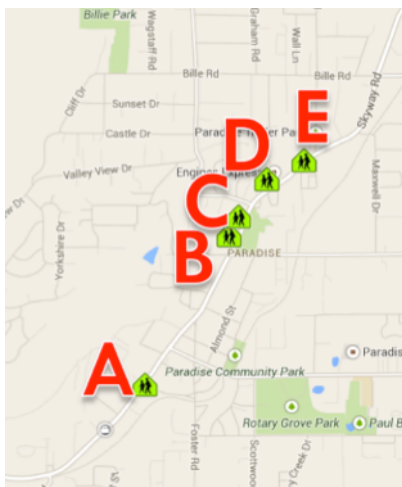
Skyway Road, Highway Safety Improvement Project (HSIP) Project

Town Engineer Marc Mattox presented preliminary design options for the upcoming HSIP project for Skyway Road. The Skyway HSIP project is currently in the preliminary engineering phase and is expected to go into construction in Summer 2014. Skyway currently has four travel lanes, two parking lanes, and eight uncontrolled crossings. The HSIP project provides funding to improve safety along Skyway Road between Vista Way and Elliott Road.

RESIDENT RECOMMENDATIONS

Overall, workshop participants strongly supported the road diet countermeasure as part of the HSIP project, as well as the addition of refuge islands, bulb-outs, and pedestrian activated flashing beacons. Participants strongly recommend that ADA compliance be addressed along Skyway as part of the HSIP project since the micro-surfacing project will not be upgrading any curb ramps nor repairing sidewalks. It was also suggested that the Town rename or brand the project as something less wonky and more approachable and descriptive about what the HSIP project will accomplish. In terms of how best to educate the Town's residents about the project and to build support for it, participants suggested the Town engage with the following audiences:

- Local media outlets to help get the word out about the project and its benefits;
- Downtown businesses to alleviate concerns about construction impacts and to make the case that the improvements will help with revitalization efforts;
- Parents/schools/PTAs; and
- Seniors and disabled population.



EXISTING UNCONTROLLED MARKED CROSSWALKS

Marked Crosswalk Safety along Skyway Road

The Town currently has a micro-surfacing contract that will be improving the pavement condition along Skyway Road from Neal to Pearson and from Elliott to Bille. The project will first require the removal of all striping along these sections of Skyway Road, and upon completion, restriping can follow existing markings or be modified. Town Engineer Marc Mattox posed the following three questions to workshop participants in light of this project: 1) Should the uncontrolled, marked crosswalks be re-striped upon the completion of the micro-surfacing project? 2) Should the Town adopt a daylighting/no-parking next to crosswalks policy? and 3) Should the Town adopt an overall policy for when crosswalks should be marked?

RESIDENT RECOMMENDATIONS

After much discussion, workshop participants felt strongly that Crosswalks A (Skyway at Black Olive), D (Skyway at Center), and E (Skyway South of Maxwell) should be maintained and restriped upon completion of the micro-surfacing project. Participants reasoned that the distance to the nearest signalized crossing for these 3 crosswalks is too far.

For Crosswalks B (Skyway North of Elliott) and C (Skyway South of Oliver), participants ran out of time to make a final decision on whether both crosswalks should be restriped. Participants decided that they could support either: combining the 2 crosswalks into a single crosswalk between Pearson and Elliott or eliminating only one of the two crosswalks, **NOT both**. In either scenario, participants expressed that it was important to ensure that the resulting crosswalk be as ADA-compliant as feasible.

Adopt a Standardized Daylighting Policy

In addition to restriping Skyway Road, the micro-surfacing project presents the Town with the opportunity to implement daylighting treatments, where parking is restricted (through the use of painted red curbs and signs) near crosswalks to increase pedestrian visibility. If implemented along existing crosswalks along Skyway in the downtown corridor, this could reduce parking by a total of 4-6 on-street spaces.

Fully understanding this trade-off, workshop participants supported the adoption of a formal Town daylighting policy for all marked crosswalks. Participants recommend that the policy could be worded as follows: “Parking may be restricted up to 24’ on each side of a marked crosswalk, with final determinations for implementing daylighting made by the Town Engineer.” The workshop participants’ intent is to ensure that the Town Engineer has reasonable discretion to implement the daylighting policy, while also requesting that any such determinations are documented in a clear and objective manner that articulates the Town Engineer’s thought process. Workshop participants also remarked that there is plenty of free, off-street parking available to the public (for example, the parking lot at the Family Resource Center) and suggested improved signage to direct drivers to such parking.

Crosswalk Marking & Enhancement Policy

Workshop participants ran out of time to discuss whether the Town should adopt a crosswalk marking and enhancement policy that would set up local standards for when a crosswalk should be marked and when such a marked crosswalk requires additional safety treatments (such as pedestrian activated flashing beacons or refuge islands). Cal WALKS recommends that the Town further engage the public and solicit feedback on a crosswalk marking and enhancement policy and recommends reviewing similar crosswalk policies as a starting point (for example, Caltrans Traffic Operations Policy Directive 12-03 and Washington County, Oregon’s midblock crossing policy).

ACKNOWLEDGMENTS

California WALKS would like to thank the Town of Paradise for hosting the Community Pedestrian Safety Training, as well as Rockin’ Rooster Bistro and Blue Sugar Cupcakes for providing refreshments for the workshop! Thank you to our funders: UC Berkeley Safe Transportation Research and Education Center (SafeTREC), the California Office of Traffic Safety, and the National Highway Traffic Safety Administration.