



# Town of Paradise Town Council Meeting Agenda 6:00 P.M. - July 10, 2018

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Town Hall Council Chamber, 5555 Skyway, Paradise, CA

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

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

## Meeting Procedures

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

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

## 1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call
  
- 1e. Presentation on the health of the Ponderosa Pines in the Town of Paradise by CAL FIRE Unit Forester, Dave Derby.
- 1f. Presentation - Update on the Yellowstone Kelly Memorial Trailway project and upcoming celebration, September 6, 2018.

## 2. CONSENT CALENDAR

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

- 2a. p5 Approve minutes of the June 12, 2018 and June 26, 2018 Regular Town Council meetings.
- 2b. p14 Approve June 2018 cash disbursements in the amount of \$944,254.32.
- 2c. p21 Adopt Resolution No. 18-22, A Resolution of the Town Council of the Town of Paradise Amending and Re-Adopting Conflict of Interest Code for the Agencies and Departments of the Town of Paradise which Incorporate by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest.
- 2d. p27 Approve an agreement between Town of Paradise and Peerless Building Maintenance of Redding, CA for Town Hall and Police Department janitorial services and authorize the Town Manager to execute the Agreement to cover a four (4) year period from July 1, 2018 to June 30, 2022.
- 2e. p40 Authorize the Town Manager to execute a three-year (FY 18/19-20/21) GIS maintenance agreement with the CSU, Chico Research Foundation. (The GIC provides both basic and specialized data maintenance, such as spatially referenced road, parcel, land use, zoning, aerial images, drainage, and topography data. Additionally, the GIC provides the Paradise Fire Department with updated Map Books and Dispatch with the most current parcel and road data to aid with dispatch)

## 3. ITEMS REMOVED FROM CONSENT CALENDAR

## 4. PUBLIC COMMUNICATION

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

## 5. PUBLIC HEARINGS

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

### Public Hearing Procedure:

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

5a. p46 Conduct the duly noticed and scheduled public hearing and upon conclusion of this public hearing, introduce and adopt the Planning Commission's recommended actions; 1. Concur with the Planning Director's determination that the project application is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption); and 2. Concur with the project recommended General Plan land use map amendment and rezone action adopted by the Planning Commission on June 19, 2018, and embodied within Planning Commission Resolution No. 18-1; and 3. Adopt Town of Paradise Resolution No. 18-\_\_\_, "A Resolution of the Town Council of the Town of Paradise Adopting a Negative Declaration and Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00093; Jerome Balasek); and 4. Waive the first reading of Town Ordinance No. \_\_\_ and ready by title only; and 5. Introduce the Town of Paradise Ordinance No.\_\_\_\_, "An Ordinance Rezoning Certain Real Properties from "RR-1" (Rural Residential, 1-Acre Minimum) to a "TR-1/2" (Town Residential- 1/2 Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00093; Jerome Balasek). ROLL CALL VOTE

## 6. COUNCIL CONSIDERATION - None

## 7. COUNCIL INITIATED ITEMS AND REPORTS

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

## 8. STAFF COMMUNICATION

- 8a. Town Manager Report
  - Community Development Director

**9. CLOSED SESSION**

9a. Pursuant to Government Code section 54956.9(d)(1), the Town Council will hold a closed session with the Town Attorney Dwight L. Moore and Town Manager Lauren M. Gill relating to the following pending litigation:

Gary E Richardson, et al. vs. Town of Paradise - County of Butte, Superior Court Case No. 17CV00180

**10. ADJOURNMENT**

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

**MINUTES  
PARADISE TOWN COUNCIL  
REGULAR MEETING – 6:00 PM – June 12, 2018**

**1. OPENING**

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

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

**COUNCIL MEMBERS ABSENT:** Mike Zuccolillo

**STAFF PRESENT:** Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director Gina Will, Public Works Director/Town Engineer Marc Mattox, Administrative Analyst Colette Curtis, Business and Housing Services Director Kate Anderson, Acting Police Chief Eric Reinbold, Division Chief David Hawks and Community Development Director Craig Baker.

- 1a. A presentation on the Butte County Mosquito and Vector Control District was presented by Matthew Ball.
- 1b. An update on the latest Evacuation Plan and demonstration of Evacuation Zone Finder was presented by Division Chief David Hawks.
- 1c. An update on the Paradise Ridge Fire Safe Council and introduction of the new Chair, Dan Roskopf, was given by Phil John, current Chair of the Paradise Ridge Fire Safe Council.

**2. CONSENT CALENDAR**

**MOTION by Bolin, seconded by Schuster,** approved consent calendar items 2a-2l as presented. Roll Call vote was unanimous.

- 2a. Approved minutes of the May 8, 2018 Regular Town Council meeting.
- 2b. Approved May 2018 cash disbursements in the amount of \$2,726,458.03.  
(310-10-32)
- 2c. Authorized the Town Manager to negotiate for the most reasonable cost to purchase (1) XG-1541-HA High Availability Netgate Security Gateway Appliance.
- 2d. Awarded and approved an agreement between the Town of Paradise and Advanced Building Maintenance for Town Hall and Police Department janitorial services and authorized the Town Manager to execute the

agreement to cover a four (4) year period from July 1, 2018 to June 30, 2022 as approved by the Town Attorney. (510-20-195)

- 2e. Awarded and approved an agreement between the Town of Paradise and Frank's Air Conditioning and Heating for the procurement and installation of a Heating and Cooling Split System and authorized the Town Manager to execute an agreement approved by the Town Attorney. (510-20-196, 280-20-004)
- 2f. Awarded and approved an agreement between the Town of Paradise and Chico Electric of Chico, CA for the purchase and replacement of an automatic transfer switch and authorized the Town Manager to execute an agreement therefore as approved by the Town Attorney. (510-20-198, 280-50-01)
- 2g. Reviewed and filed the 3rd Quarter Investment Report for the Fiscal Year Ended June 30, 2018. (360-30-06)
- 2h. Authorized the Town Manager to renew an agreement with Meyer's Police Canine Training to continue the monthly K9 maintenance training contract. (510-20-135)
- 2i. Awarded and approved an agreement between the Town of Paradise and Riebes Auto Parts of Paradise, CA for the procurement and installation of a 14,000 lb fleet hoist and authorized the Town Manager to execute an agreement approved by the Town Attorney. (510-20-199, 280-20-004)
- 2j. 1. Declared items from Public Works as surplus property; and, 2. Adopted Resolution No. 18-12, A Resolution of the Town Council of the Town of Paradise declaring certain Town Equipment to be surplus and obsolete and authorizing disposal through sale or donation by the Town Manager or her designee. (380-10-03)
- 2k. Adopted Resolution No. 18-13, A Resolution of the Town Council of the Town of Paradise approving the Updated 2017 Paradise/Upper Ridge Evacuation Plan as the official evacuation plan for town residents and guests. (440-05-23)
- 2l. Accepted the donation of a Homak Tool Cart from Gary Satterfield and Jimmy Petit of Paradise Napa Auto Parts / Riebes to the Town of Paradise for the Public Works Department Fleet Division. (395-50-13)

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

### **4. PUBLIC COMMUNICATION**

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

1. Michelle John, Paradise Unified School District Superintendent, announced to the Town Council that the School Board will be voting to approve a bond measure to be placed on the November election to update the 80 year old buildings.

**5. PUBLIC HEARINGS - None.**

**6. COUNCIL CONSIDERATION**

6a. Consider and file the information presented; and provide any alternative direction to staff concerning budget development.

Administrative Services Director Gina Will provided the Town Council with an update on the current budget, the impact of Measure C and the theme for the 2018/2019 budget "Stay the Course". Ms. Will informed the Council that the preliminary budget will be available for review on June 15, 2018 and the meeting to approve the budget is scheduled for June 26, 2018. No direction was given by Council, the information will be filed.

**7. COUNCIL INITIATED ITEMS AND REPORTS**

7a. Council initiated agenda items

7a. Consider designating a voting delegate and alternate(s) and providing direction to the Town's voting delegate regarding the League of California Cities (LCC) proposed resolutions for the 2018 annual conference.

Town Council concurred to designate Council Member Schuster as the Voting Delegate and Scott Lotter as the Alternate Delegate. No direction was provided at this time because no resolutions have been released by the LCC for the annual conference.

7b. Council reports on committee representation

Council Member Lotter attended the League of California Cities Public Safety Policy Committee meeting, LAFCO and the ribbon cutting at Starbucks.

Council Member Schuster attended the Butte County Mosquito and Vector Control meeting, LAFCO, Wine in the Pines, the mock Town Council meetings at Paradise High School, judged senior projects at Paradise High School, attended the Starbucks ribbon cutting and the swear in of the new Police Officer.

Mayor Jones attended the Butte County Association of Governments (BCAG), Butte County Air Quality Control District and provided an updated on the Transit Center. BCAG did not receive the grant funding for the Transit Center, but will re-apply in the Fall. Mayor Jones also provided a handout regarding the projects that SB1 is funding. Mayor Jones also attended Wine in the Pines and the Starbucks ribbon cutting.

7c. Future Agenda Items - NONE

**8. STAFF COMMUNICATION**

8a. Town Manager Report – Manager Gill asked Fire Chief David Hawks to provide a brief update on the trees and the Sphaeropsis Blight in Paradise. Division Chief Hawks stated that the CAL FIRE Forest pathologist came to town for 10 days and determined that the trees were associated with the Blight. The pathologist or forester will come to the next Town Council meeting to do a presentation on the condition of the trees in Paradise.

- Community Development Director Craig Baker reported on the following projects: Safeway/Black Olive Village Project, Lynn’s Optimo, Woodview Retirement Cottages, Parcel map on East Dottie Lane, Jack in the Box remodel, General Plan Amendment/Rezone application, completed architectural review project, approved rental agreement for party in the Park, Hudson’s Appliance expansion and potential revocation of a site plan review permit.

Manager Gill invited the Town Council to participate in the Town booth at Party in the Park.

## **9. CLOSED SESSION**

At 6:46 p.m. Mayor Jones announced that the Town Council would take a five minute recess and then will go into closed session for the following three items:

- 9a. Pursuant to Government Code Section 54957(b)(1), the Town Council will hold a closed session concerning the appointment of a Police Chief.
- 9b. Pursuant to Government Code section 54956.9(d)(1), the Town Council will hold a closed session with the Town Attorney Dwight L. Moore and Town Manager Lauren M. Gill relating to the following pending litigation:  
  
Town of Paradise vs. Gary E Richardson, et al. - County of Butte, Superior Court Case No. 17CV00180
- 9c. Pursuant to Government Code section 54957(b)(1) the Town Council will hold a closed session to consider amending and restating of the agreement between the Town of Paradise and Dwight L. Moore for Town Attorney services.

At 7:15 Mayor Jones reconvened the meeting and announced that direction was given, no action was taken.

## **10. ADJOURNMENT**

- 10a. At 7:15 Mayor Jones adjourned the meeting to June 26, 2018 at 3:00 p.m., Paradise Town Hall, 5555 Skyway, Paradise, CA for the purpose of holding a regular adjourned meeting pursuant to Government Code Section 54955.

Date Approved:

By:



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Jody Jones, Mayor

Attest:

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Dina Volenski, CMC, Town Clerk

**MINUTES  
PARADISE TOWN COUNCIL  
REGULAR MEETING – 3:00 PM – June 26, 2018**

**1. OPENING**

The Adjourned Regular Meeting of the Town Council was called to order at 3:00 p.m. in the Council Chamber located at 5555 Skyway, Paradise, California. Following the Pledge of Allegiance to the Flag of the United States of America, Council Member Zuccolillo offered an invocation

**COUNCIL MEMBER PRESENT:** Greg Bolin, Scott Lotter, Michael Zuccolillo and Jody Jones, Mayor.

**COUNCIL MEMBER ABSENT:** Melissa Schuster

**STAFF PRESENT:** Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director/ Town Treasurer Gina Will, Community Development Director Craig Baker, Public Works Director/ Town Engineer Marc Mattox,, Human Resources Manager Crystal Peters, Acting Police Chief Eric Reinbold, Administrative Analyst Collette Curtis, Information Technology Manager Josh Marquis.

**2. CONSENT CALENDAR**

**MOTION by Zuccolillo, seconded by Bolin,** approved consent calendar items 2a and 2b. Roll call vote was unanimous with Schuster absent and not voting.

- 2a. Accepted a cash donation to the Town of Paradise Animal Control Shelter in the amount of \$2,500.00 from Rabobank and applied it to Animal Control Donations, fund 7811.30.4540.3650.100.
- 2b. Adopted Resolution No. 18-14, A Resolution of the Town Council of the Town of Paradise Approving an Amended and Restated Agreement for Professional Services with Town Attorney Dwight L. Moore.

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

**4. PUBLIC COMMUNICATION - None.**

**5. PUBLIC HEARINGS**

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

**Public Hearing Procedure:**

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

- 5a. Mayor Jones announced that the Town Council would conduct the duly noticed and scheduled public hearing establishing an Updated and Revised Master Schedule of Fees. Upon conclusion of the public hearing consider approving Resolution No. 18-15, A Resolution of the Town Council of the Town of Paradise, California, establishing a new Master Fee Schedule for Town Services including for permit, building, zoning and all fees relating to specific Town services during the 2018/2019 Fiscal Year. (repealing the fee schedules previously adopted by resolutions 17-38).

Administrative Services Director Gina Will presented a brief overview of the proposed Master Fee Schedule, explained the methodology to determine the actual cost for each service and highlighted the changes.

Mayor Jones opened the public hearing at 3:13 p.m.

There were no speakers for or against the item.

Mayor Jones closed the public hearing at 3:13 p.m.

**MOTION by Lotter, seconded by Zuccolillo**, approved Resolution No. 18-15, A Resolution of the Town Council of the Town of Paradise, California, establishing a new Master Fee Schedule for Town Services including for permit, building, zoning and all fees relating to specific Town services during the 2018/2019 Fiscal Year. (repealing the fee schedules previously adopted by resolutions 17-38) Roll call vote was unanimous with Schuster absent and not voting.

## 6. COUNCIL CONSIDERATION

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

- 6a. **MOTION by Zuccolillo, seconded by Lotter**, approved staff recommended budget adjustments for the 2017/18 fiscal year. Roll call vote was unanimous with Schuster absent and not voting.
- 6b. Administrative Services Director Gina Will presented the proposed budget for Fiscal Year 2018/2019.
- 6c. **MOTION by Zuccolillo, seconded by Bolin** adopted Resolution No. 18-16, A Resolution of the Town Council of the Town of Paradise, Approving Job Descriptions and revising the Personnel Structure for Certain Town of Paradise Positions for the Fiscal Year 2018-2019. Roll call vote was unanimous with Schuster absent and not voting.

- 6d. **MOTION by Zuccolillo, seconded by Bolin**, adopted Resolution No. 18-17 A Resolution of the Town Council of the Town of Paradise Adopting the Final Budget for The Town of Paradise Including all Attachments, Appendices and other related Documents for the 2018-2019 Fiscal Year ending June 30, 2019. Roll call vote was unanimous with Schuster absent and not voting.
- 6e. **MOTION by Zuccolillo, seconded by Bolin**, adopted Resolution No. 18-18, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Annual Appropriation Limit (Exhibit A) for Fiscal Year 2018-2019. Roll call vote was unanimous with Schuster absent and not voting.
- 6f. **MOTION by Zuccolillo, seconded by Bolin**, adopted Resolution No. 18-19 A Resolution of the Town Council of the Town of Paradise Amending the General Fund Reserves for Fiscal Year 2018/2019. Roll call vote was unanimous with Schuster absent and not voting.
- 6g. **MOTION by Zuccolillo, seconded by Bolin**, adopted Resolution No. 18-20, A Resolution of the Town Council of the Town of Paradise approving and adopting the Town of Paradise Capital Improvement Plan (CIP) for the 2018-2019 Fiscal Year. Roll call vote was unanimous with Schuster absent and not voting.
- 6h. **MOTION by Zuccolillo, seconded by Bolin**, adopted Resolution No. 18-21, A Resolution of the Town Council of the Town of Paradise Adopting the Amended Salary Pay Plan for Town of Paradise Employees for the Fiscal Year 2018-2019. Roll call vote was unanimous with Schuster absent and not voting.
- 6i. Accept the findings of the Animal Control Committee regarding future operation of Animal Control.

Acting Police Chief Reinbold presented the analysis of Services and funding options for Animal Control (A/C) and Shelter Services from the Animal Control Committee. The Committee was established to look into A/C and consider options for the future of the operation. The three options that were considered are: 1. Ceasing to provide Animal Control or Shelter Services; and, 2. Contracting out Animal Control and/or Shelter Services; and, 3. Retaining both Animal Control and Shelter Services in house.

Chief Reinbold explained that the funding for A/C is funded by Measure N, which imposes a \$1.00 per month tax on every parcel within the Town of Paradise to fund the operation and maintenance of the animal control services and shelter, Measure C, service fees, donations and PASH. Measure C is contributing 39% of the resources, but will sunset in 2021 unless it is extended to 2031 and Measure N covers less than half of the current budget. The committee recommended to continue funding A/C

with Measure C and looking at Measure N for a possible increase after Measure C expires.

**MOTION by Lotter, seconded by Bolin**, accepted the findings of the Animal Control Committee regarding future operations of Animal Control which are: 1. Maintain Animal Control as a Town function, rather than contracting with another agency for this service; 2, Continue to utilize Measure C to fund the shortfall in the Animal Control budget until Measure C expires, either in 2021 or 2031, depending on the results of the November election; and, 3. Monitor the staffing level for the next year to determine if the current staffing level is the best fit for the division. Roll call vote was unanimous with Schuster absent and not voting.

**7. COUNCIL INITIATED ITEMS AND REPORTS**

7a. Council initiated agenda items - None

7b. Council reports on committee representation

Council Member Lotter encouraged everyone to see the new lighting on the Trailway.

7c. Future Agenda Items - None

**8. STAFF COMMUNICATION**

8a. Town Manager Report - None

- Community Development Director Report - None

**9. CLOSED SESSION - None.**

**10. ADJOURNMENT**

Mayor Jones adjourned the Council meeting at 4:28 p.m.

Date Approved:

By: \_\_\_\_\_  
Jody Jones, Mayor

Attest:

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

# **TOWN OF PARADISE**

## **CASH DISBURSEMENTS REPORT**

FOR THE PERIOD OF  
**JUNE 1, 2018 - JUNE 30, 2018**

June 1, 2018 - June 30, 2018

<b>Check Date</b>	<b>Pay Period End</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
06/01/18	05/27/18	Net Payroll - Direct Deposits & Checks	\$154,230.57
06/15/18	06/10/18	Net Payroll - Direct Deposits & Checks	\$121,046.75
06/29/18	06/24/18	Net Payroll - Direct Deposits & Checks	\$128,185.10
<b>TOTAL NET WAGES PAYROLL</b>			<b>\$403,462.42</b>

**Accounts Payable**

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$313,569.42
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$227,222.48
<b>TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE</b> (Detail attached)	<b><u>\$540,791.90</u></b>
<b>GRAND TOTAL CASH DISBURSEMENTS</b>	<b><u><u>\$944,254.32</u></u></b>

APPROVED BY: \_\_\_\_\_  
LAUREN GILL, TOWN MANAGER

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

TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 6/1/2018 - To Payment Date: 6/30/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking									
Check									
72155	06/01/2018	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$350.00		
72156	06/01/2018	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
72157	06/04/2018	Open			Accounts Payable	EVERBANK COMMERCIAL FINANCE, INC	\$906.47		
72158	06/04/2018	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
72159	06/04/2018	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
72160	06/04/2018	Open			Accounts Payable	MOORE, DWIGHT, L.	\$14,076.00		
72161	06/04/2018	Open			Accounts Payable	Santander Leasing LLC	\$7,926.51		
72162	06/04/2018	Open			Accounts Payable	SBA Monarch Towers III LLC	\$136.85		
72163	06/04/2018	Open			Accounts Payable	TAZZARI-DINEEN, GABRIELA	\$842.31		
72164	06/04/2018	Open			Accounts Payable	WESTAMERICA BANK	\$4,987.11		
72165	06/06/2018	Open			Accounts Payable	Aflac	\$189.92		
72166	06/06/2018	Open			Accounts Payable	BLOOD SOURCE	\$58.00		
72167	06/06/2018	Open			Accounts Payable	Met Life	\$8,253.51		
72168	06/06/2018	Open			Accounts Payable	OPERATING ENGINEERS	\$912.00		
72169	06/06/2018	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,209.48		
72170	06/06/2018	Open			Accounts Payable	SUN LIFE INSURANCE	\$4,577.29		
72171	06/06/2018	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$656.90		
72172	06/06/2018	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$100.00		
72173	06/07/2018	Open			Accounts Payable	A Stitch Above Embroidery & Shirt Printing	\$176.63		
72174	06/07/2018	Open			Accounts Payable	Anthony J Mainz, Trustee	\$80.51		
72175	06/07/2018	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$56.46		
72176	06/07/2018	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$109.26		
72177	06/07/2018	Open			Accounts Payable	AT&T MOBILITY	\$85.20		
72178	06/07/2018	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$297.23		
72179	06/07/2018	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$20.27		
72180	06/07/2018	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$2,775.56		
72181	06/07/2018	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,116.60		
72182	06/07/2018	Open			Accounts Payable	Bear Electric Solutions	\$70.00		
72183	06/07/2018	Open			Accounts Payable	Bertagna, Steve	\$30.00		
72184	06/07/2018	Open			Accounts Payable	Big O Tires	\$24.00		
72185	06/07/2018	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$3,692.00		
72186	06/07/2018	Open			Accounts Payable	CHICO IMMEDIATE CARE	\$75.00		
72187	06/07/2018	Open			Accounts Payable	CHIEF SUPPLY CORP., INC.	\$535.95		
72188	06/07/2018	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$321.57		
72189	06/07/2018	Open			Accounts Payable	Doty, Kelly	\$227.47		
72190	06/07/2018	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$192.69		
72191	06/07/2018	Open			Accounts Payable	Eagle Security Systems	\$193.50		
72192	06/07/2018	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$1,467.00		
72193	06/07/2018	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,156.82		
72194	06/07/2018	Open			Accounts Payable	FASTENAL	\$105.49		
72195	06/07/2018	Open			Accounts Payable	FEDERAL EXPRESS	\$35.62		



TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 6/1/2018 - To Payment Date: 6/30/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72196	06/07/2018	Open			Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$110.07		
72197	06/07/2018	Open			Accounts Payable	Goodyear Tire & Rubber Company	\$2,359.36		
72198	06/07/2018	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.31		
72199	06/07/2018	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$3,197.15		
72200	06/07/2018	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$12,401.89		
72201	06/07/2018	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$21.57		
72202	06/07/2018	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$671.86		
72203	06/07/2018	Open			Accounts Payable	KEN'S HITCH & WELDING	\$1,177.19		
72204	06/07/2018	Open			Accounts Payable	Mark Thomas & Company Inc	\$3,896.01		
72205	06/07/2018	Open			Accounts Payable	Mark Thomas & Company Inc	\$8,953.00		
72206	06/07/2018	Open			Accounts Payable	MID VALLEY TERMITE	\$145.00		
72207	06/07/2018	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$107.24		
72208	06/07/2018	Open			Accounts Payable	MUNICIPAL CODE CORP	\$399.00		
72209	06/07/2018	Open			Accounts Payable	NEWMAN TRAFFIC SIGNS	\$4,456.38		
72210	06/07/2018	Open			Accounts Payable	NORTH VALLEY BARRICADE, INC.	\$268.08		
72211	06/07/2018	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$7,971.62		
72212	06/07/2018	Open			Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$746.17		
72213	06/07/2018	Open			Accounts Payable	Nuance Communications, Inc	\$7,379.74		
72214	06/07/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$63.69		
72215	06/07/2018	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$109.63		
72216	06/07/2018	Open			Accounts Payable	OROVILLE FORD	\$215.12		
72217	06/07/2018	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$119.79		
72218	06/07/2018	Open			Accounts Payable	PARADISE AUTO BODY	\$3,773.74		
72219	06/07/2018	Open			Accounts Payable	PARADISE GARDEN CENTER	\$92.52		
72220	06/07/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$1,053.22		
72221	06/07/2018	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$433.95		
72222	06/07/2018	Open			Accounts Payable	Paradise Printing	\$296.31		
72223	06/07/2018	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$880.00		
72224	06/07/2018	Open			Accounts Payable	R B SPENCER INC	\$2,072.86		
72225	06/07/2018	Open			Accounts Payable	Riebes Auto Parts	\$408.83		
72226	06/07/2018	Open			Accounts Payable	SAFEGUARD FIRE PROTECTION	\$87.50		
72227	06/07/2018	Open			Accounts Payable	Spherion Staffing	\$762.84		
72228	06/07/2018	Open			Accounts Payable	SUTTER BUTTES COMMUNICATIONS, INC.	\$1,326.00		
72229	06/07/2018	Open			Accounts Payable	T and S DVBE Inc.	\$3,442.62		
72230	06/07/2018	Open			Accounts Payable	The SpyGlass Group LLC	\$4,348.32		
72231	06/07/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$244.52		
72232	06/07/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$39.72		
72233	06/07/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$16.37		
72234	06/07/2018	Open			Accounts Payable	Tri Flame Propane	\$114.30		
72235	06/07/2018	Open			Accounts Payable	UNIFORMS TUXEDOS & MORE	\$337.79		
72236	06/07/2018	Voided	Incorrect Vendor	06/20/2018	Accounts Payable	WSROP Graphic Communications	\$169.00		
72237	06/07/2018	Open			Accounts Payable	WURTH USA INC.	\$120.68		

TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 6/1/2018 - To Payment Date: 6/30/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72238	06/15/2018	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$350.00		
72239	06/15/2018	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
72240	06/21/2018	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$89.73		
72241	06/21/2018	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$926.64		
72242	06/21/2018	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$56.46		
72243	06/21/2018	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,044.68		
72244	06/21/2018	Open			Accounts Payable	Bear Electric Solutions	\$2,035.00		
72245	06/21/2018	Open			Accounts Payable	Bender Rosenthal, Inc.	\$480.87		
72246	06/21/2018	Open			Accounts Payable	Biometrics4ALL, Inc	\$15.75		
72247	06/21/2018	Open			Accounts Payable	Bomgar Corporation	\$1,832.61		
72248	06/21/2018	Open			Accounts Payable	BUTTE CO RECORDER	\$74.00		
72249	06/21/2018	Open			Accounts Payable	BUTTE CO SHERIFF'S OFFICE	\$4,760.00		
72250	06/21/2018	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$856.00		
72251	06/21/2018	Open			Accounts Payable	CARRIGAN, GERALD	\$255.00		
72252	06/21/2018	Open			Accounts Payable	CLARK ROAD ANIMAL HOSPITAL	\$9.00		
72253	06/21/2018	Open			Accounts Payable	COLYER VET SERVICE	\$66.00		
72254	06/21/2018	Open			Accounts Payable	COMCAST CABLE	\$76.01		
72255	06/21/2018	Open			Accounts Payable	COMCAST CABLE	\$217.31		
72256	06/21/2018	Open			Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$61.50		
72257	06/21/2018	Open			Accounts Payable	DATCO SERVICES CORPORATION	\$189.00		
72258	06/21/2018	Open			Accounts Payable	DON'S SAW & MOWER	\$99.01		
72259	06/21/2018	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$406.00		
72260	06/21/2018	Open			Accounts Payable	Entersect	\$84.95		
72261	06/21/2018	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$224.92		
72262	06/21/2018	Open			Accounts Payable	GENESIS SOCIETY	\$1,000.00		
72263	06/21/2018	Open			Accounts Payable	HireRight, Inc.	\$8.13		
72264	06/21/2018	Open			Accounts Payable	HOLDREGE & KULL, CONSULTING ENGINEERS	\$711.60		
72265	06/21/2018	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$249.42		
72266	06/21/2018	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$511.33		
72267	06/21/2018	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$250.00		
72268	06/21/2018	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$500.00		
72269	06/21/2018	Open			Accounts Payable	Lara, Kasey	\$271.31		
72270	06/21/2018	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$102.40		
72271	06/21/2018	Open			Accounts Payable	Meyers Police Canine Training	\$600.00		
72272	06/21/2018	Open			Accounts Payable	Michael Baker International, Inc.	\$4,486.25		
72273	06/21/2018	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		
72274	06/21/2018	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$74.84		
72275	06/21/2018	Open			Accounts Payable	MUNICIPAL CODE CORP	\$399.00		
72276	06/21/2018	Open			Accounts Payable	MYERS STEVENS TOOHEY & COMPANY	\$75.60		
72277	06/21/2018	Open			Accounts Payable	NCCSIF TREASURER	\$7,253.00		
72278	06/21/2018	Open			Accounts Payable	NORTHSTAR	\$5,593.27		
72279	06/21/2018	Open			Accounts Payable	NWN Corporation	\$5,333.63		
72280	06/21/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$66.73		
72281	06/21/2018	Open			Accounts Payable	OFFICE DEPOT ACCT#3623316	\$47.52		

TOWN OF PARADISE

# CASH DISBURSEMENTS REPORT

From Payment Date: 6/1/2018 - To Payment Date: 6/30/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
72282	06/21/2018	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$8,183.06		
72283	06/21/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$314.31		
72284	06/21/2018	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$456.15		
72285	06/21/2018	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$211.83		
72286	06/21/2018	Open			Accounts Payable	Paradise Printing	\$53.88		
72287	06/21/2018	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$560.00		
72288	06/21/2018	Open			Accounts Payable	PETERS RUSH HABIB & MCKENNA	\$2,340.00		
72289	06/21/2018	Open			Accounts Payable	R B SPENCER INC	\$1,291.51		
72290	06/21/2018	Open			Accounts Payable	RE CONSTRUCTION	\$1,293.00		
72291	06/21/2018	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$50.00		
72292	06/21/2018	Open			Accounts Payable	Speedo Check	\$624.00		
72293	06/21/2018	Open			Accounts Payable	Spherion Staffing	\$762.84		
72294	06/21/2018	Open			Accounts Payable	STATEWIDE TRAFFIC SAFETY & SIGNS INC	\$2,143.44		
72295	06/21/2018	Open			Accounts Payable	Taft Union High School	\$169.00		
72296	06/21/2018	Open			Accounts Payable	TeleCheck Services, Inc.	\$35.00		
72297	06/21/2018	Open			Accounts Payable	The Lead Detective Agency, Jeff, Van Slooten	\$900.00		
72298	06/21/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$72.74		
72299	06/21/2018	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$162.80		
72300	06/21/2018	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
72301	06/21/2018	Open			Accounts Payable	VALLEY OAK VETERINARY CENTER	\$308.05		
72302	06/21/2018	Open			Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$180.00		
72303	06/21/2018	Open			Accounts Payable	VERIZON WIRELESS	\$115.57		
72304	06/21/2018	Open			Accounts Payable	VERIZON WIRELESS	\$599.22		
72305	06/21/2018	Open			Accounts Payable	VERIZON WIRELESS	\$523.90		
72306	06/21/2018	Open			Accounts Payable	VERIZON WIRELESS	\$302.08		
72307	06/21/2018	Open			Accounts Payable	VERIZON WIRELESS	\$104.70		
72308	06/21/2018	Open			Accounts Payable	WILGUS FIRE CONTROL INC	\$35.00		
Type Check Totals:							154 Transactions	\$239,432.69	
<b>EFT</b>									
733	06/01/2018	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,524.62		
734	06/01/2018	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$8,945.91		
735	06/01/2018	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$5,257.88		
736	06/01/2018	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$29,676.93		
738	06/06/2018	Open			Accounts Payable	CALPERS	\$115,342.35		
739	06/11/2018	Open			Accounts Payable	STATE BOARD OF EQUALIZATION	\$1.89		
740	06/15/2018	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,662.77		
741	06/15/2018	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,246.67		
742	06/15/2018	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$5,224.08		
743	06/15/2018	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$16,994.62		
744	06/28/2018	Open			Accounts Payable	CALPERS - RETIREMENT	\$60,481.49		
Type EFT Totals:							11 Transactions	\$301,359.21	

AP - US Bank TOP AP Checking Totals

# CASH DISBURSEMENTS REPORT

From Payment Date: 6/1/2018 - To Payment Date: 6/30/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
<b>Checks</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	153	\$239,263.69	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$169.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					<b>Total</b>	<b>154</b>	<b>\$239,432.69</b>	<b>\$0.00</b>	
<b>EFTs</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	11	\$301,359.21	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					<b>Total</b>	<b>11</b>	<b>\$301,359.21</b>	<b>\$0.00</b>	
<b>All</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	164	\$540,622.90	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$169.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					<b>Total</b>	<b>165</b>	<b>\$540,791.90</b>	<b>\$0.00</b>	
<b>Grand Totals:</b>									
<b>Checks</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	153	\$239,263.69	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$169.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					<b>Total</b>	<b>154</b>	<b>\$239,432.69</b>	<b>\$0.00</b>	
<b>EFTs</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	11	\$301,359.21	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					<b>Total</b>	<b>11</b>	<b>\$301,359.21</b>	<b>\$0.00</b>	
<b>All</b>									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	164	\$540,622.90	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$169.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					<b>Total</b>	<b>165</b>	<b>\$540,791.90</b>	<b>\$0.00</b>	



**TOWN OF PARADISE  
COUNCIL AGENDA SUMMARY**  
July 10, 2018

**ORIGINATED BY:** Dina Volenski, Town Clerk

**AGENDA ITEM:** 2(c)

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

**SUBJECT:** Amendment to positions listed in the Town of Paradise Conflict of Interest Code

**COUNCIL ACTION REQUESTED:** Adopt Resolution No. 18-\_\_, A Resolution of the Town Council of the Town of Paradise Amending and Re-Adopting Conflict of Interest Code for the Agencies and Departments of the Town of Paradise Which Incorporate by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest.

**BACKGROUND:** Government Code Section 87300, et seq., requires every local government agency to adopt and promulgate a Conflict of Interest Code that sets forth Town officials/employees who make decisions that might benefit them financially and, as such, must publicly disclose certain financial interests. The proposed resolution incorporates by reference the Fair Political Practices Commission adopted regulation (2 Cal. Code of Reg., Section 18730) which contains the terms of a standard model Conflict of Interest Code.

**DISCUSSION:** Upon review, it was determined that Appendix B to the Town Conflict of Interest Code needs to be amended to remove the Senior Planner, and change the designations for the Fleet Manager to Fleet Shop Maintenance Foreman and Assistant Planner to Assistant Planner/CDD Manager positions with the appropriate disclosure categories.

**FINANCIAL IMPACT:** None

**TOWN OF PARADISE  
RESOLUTION NO. 18-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE AMENDING AND RE-ADOPTING CONFLICT OF INTEREST CODE FOR THE AGENCIES AND DEPARTMENTS OF THE TOWN OF PARADISE WHICH INCORPORATE BY REFERENCE THE FAIR POLITICAL PRACTICES COMMISSION'S STANDARD MODEL CONFLICT OF INTEREST**

**WHEREAS**, the Political Reform Act, Government Code Section 87300, et seq., requires every local government agency to adopt and promulgate a Conflict of Interest Code; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Reg., Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which will be amended to conform to amendments in the Political Reform Act; and

**WHEREAS**, this Town Council has determined that the attached Appendices A, B and C accurately set forth those positions which should be designated and the categories of financial interests which should be made reportable;

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

1. The provisions of Title 2 of the California Code of Regulations Section 18730 and any amendment to it duly adopted by the Fair Political Practices Commission along with the attached Appendices in which Town officials and employees are designated and disclosure categories are set forth, are hereby amended and re-adopted and incorporated by reference and constitute the Conflict of Interest Codes of the Town of Paradise.

2. Persons holding designated positions shall file statements of economic interest pursuant to Section 18730. All designated employees shall file their statement with the Paradise Town Clerk to whom the Town Council hereby delegates the authority to carry out the duties of filing officer.

3. Statements of economic interest for members of the Town Council, Planning Commission Town Manager, Town Attorney, Director of Finance/Town Treasurer shall be filed with the Town Clerk who shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission.

"AMENDS RESOLUTION 16-71"

**RESOLUTION NO. 18-\_\_\_, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE AMENDING AND RE-ADOPTING CONFLICT OF INTEREST CODE FOR THE AGENCIES AND DEPARTMENTS OF THE TOWN OF PARADISE WHICH INCORPORATE BY REFERENCE THE FAIR POLITICAL PRACTICES COMMISSION'S STANDARD MODEL CONFLICT OF INTEREST**

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of July, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

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Jody Jones, Mayor

**ATTEST:**

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Dina Volenski, CMC, Town Clerk

**APPROVED AS TO FORM:**

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Dwight L. Moore, Town Attorney

"AMENDS RESOLUTION 16-71"

**APPENDIX A  
RESOLUTION NO. 18-\_\_**

**GENERAL PROVISIONS**

When a designated employee is required to disclose investments and sources of incomes, he/she need only disclose investments in business entities and sources of income which do business in the Town of Paradise, plan to do business in the Town of Paradise or have done business in the Town of Paradise within the past two years. In addition to other activities, a business entity is doing business within the Town of Paradise if it owns real property within the Town limits. When a designated employee is required to disclose interests in real property, he need only disclose real property which is located in whole or in part within, or no more than two miles outside, the boundaries of the Town of Paradise or within two miles of any land owned or used by the Town of Paradise.

Designated employees shall disclose their financial interest pursuant to the appropriate disclosure category as indicated in Appendix B.

**DISCLOSURE CATEGORIES**

**Category 1: Designated Employees Whose Duties are Broad and Indefinable**

All sources of income, interests in real property, and investments and business positions in business entities.

**Category 2: Designated Employees Whose Duties Involve Contracting or Purchasing**

Contracts or makes purchases for entire agency: Investments and business positions in business entities and sources of income which provide services, supplies, materials, machinery or equipment of the type utilized by the agency.

Contracts or makes purchases for specific department within the agency: Investments and business positions in business entities and sources of income which provide services, supplies, materials, machinery or equipment of the type utilized by the designated employee's department or division.

**Category 3: Designated Employees Whose Duties Involve Regulatory, Permit, or Licensing Powers**

All investments and business positions in business entities and sources of income which are subject to the regulatory permit or licensing authority of the Town.

**Category 4: Designated Employees Whose Decisions May Affect Real Property Interests**

Investments and business positions in business entities and sources of income which engage in land development, construction or the acquisition or sale of real property, and all interests in real property.

"AMENDS RESOLUTION 16-71"



**APPENDIX B  
RESOLUTION 16-\_\_**

Town Council	1
Successor Agency to Paradise Redevelopment Agency Director	1
Planning Commissioners	1
Oversight Board to the Successor Agency to the Paradise Redevelopment Agency	1
Town Manager/Successor Agency Manager	1
Assistant Town Manager	1
Town Attorney/Successor Agency Counsel	1
Administrative Services / Finance Director/Successor Agency Administrative Services/Finance Director	1
Town Clerk/Successor Agency/Oversight Board Clerk	1
Housing Coordinator	4
Information Technology (IT) Manager	2
Fleet Shop Maintenance Foreman	2
Chief of Police	1
Police Lieutenant	2
Fire Chief	1
Building Official/Onsite Sanitary Official	3
Fire Battalion Chief	2
Community Development Department (CDD) Director	1
Assistant Planner/CDD Manager	2
Code Enforcement Officer	3
Public Works Director/Town Engineer	1
Associate Engineer	3
Construction Inspector	3
Building/Onsite Inspector	3
Assistant Onsite Sanitary Official	<del>1</del> 3
Senior Building/Onsite Inspector	3
Senior Accountant	3
Public Works Manager	2
Town Engineer	1

"AMENDS RESOLUTION 16-71"

**APPENDIX C  
RESOLUTION NO. 18-\_\_**

**Consultant/Contract Employee Disclosure Category**

Consultants/contract employees shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Town Attorney may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's/contractor's duties and, based upon that description, a statement of the extent of disclosure requirements. The Town Attorney's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

"AMENDS RESOLUTION 16-71"



**TOWN OF PARADISE**  
**Council Agenda Summary**  
**July 10, 2018**

**Agenda No. 2(d)**

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

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

**SUBJECT:** Town Hall and Police Department Janitorial Services

**COUNCIL ACTION REQUESTED:**

1. Approve an agreement between Town of Paradise and Peerless Building Maintenance of Redding, CA for Town Hall and Police Department janitorial services and authorize the Town Manager to execute the Agreement to cover a four (4) year period from July 1, 2018 to June 30, 2022.

**BACKGROUND:**

On May 18, 2018, a Request for Proposals/Bids was advertised for Town of Paradise Contract Janitorial Service. On May 19, 2018 advertising was placed in the Paradise Post. Included in the bid package was a complete description of all services required under the contract, including frequencies and level of detail.

On June 4, 2018, 3 bids were received for this current request. Bid results broken down by year and total cost over the life of the four year contract is shown below for each bidder.

<i>Bid No. 1 – Peerless Building Maintenance of Redding, CA</i>	<i>\$96,840.00</i>
<i>Bid No. 2 – Advanced Building Maintenance, Inc. of Sacramento, CA</i>	<i>\$84,720.00**</i>
<i>Bid No. 3 – Tony Fraga Building Service, Inc. of Roseville, CA</i>	<i>\$35,980.00***</i>

*\*\* Bid No. 2 was awarded at the June 12, 2018 Council meeting. Following distribution of contracts and requests for insurance certificates, Advanced Building maintenance notified the Town in writing that they would not be executing the contract due to their inability to hire labor and keep costs at their stated bid prices.*

*\*\*\* Bid No. 3 has been withdrawn due to a mathematical error in not multiplying their monthly costs by twelve to compare annual costs.*

Staff is recommending that the Town Council authorize the Town Manager to execute a four-year agreement with Peerless Building Maintenance of Redding, CA effective from July 1, 2018 to June 30, 2022.

Peerless is experienced in public sector office services and has been serving the Town of Paradise admirably since 2004. Their staff is very familiar with service expectations and is prepared to provide services for through 2022.

**FINANCIAL IMPACT:**

This new contract represents a first-year cost increase of \$3,900 to the Town from the previous contract of \$17,280 per year for both facilities. This increase and programmed cost increases are due to slated minimum wage increases over the next few years. The contract amount is currently included in the 2018/2019 budget. A breakdown of the annual costs projected for each facility is provided below:

<b>Fiscal Year</b>	<b>Town Hall Annual Cost</b>	<b>Police Department Annual Cost</b>	<b>Total Annual Cost</b>
2018/2019	\$8,400	\$13,320	<b>\$21,720</b>
2019/2020	\$9,060	\$14,400	<b>\$23,460</b>
2020/2021	\$9,600	\$15,300	<b>\$24,900</b>
2021/2022	\$10,260	\$16,500	<b>\$26,760</b>
<b>TOTAL CONTRACT COST</b>			<b>\$96,840</b>

## JANITORIAL SERVICE AGREEMENT

This Agreement, made and entered into this 10th Day of July, 2018, by and between the Town of Paradise, hereinafter called "**TOWN**" and Peerless Building Maintenance hereinafter called "**CONTRACTOR**."

### WITNESSETH:

Whereas, it is necessary for TOWN to contract for janitorial services; and

Whereas, CONTRACTOR has agreed to perform the janitorial services as per Exhibit "A" and "C" for a period beginning July 1, 2018 through June 30, 2022 and to comply with Exhibit "B" insurance requirements

Now, therefore, it hereby is agreed between the TOWN and CONTRACTOR as follows:

1. CONTRACTOR shall perform the janitorial services for the TOWN at the Town Hall and the Town Police Facility for a period commencing July 1, 2018 and ending on June 30, 2022, as set forth in Exhibit "A" and in accordance with this Agreement.
2. CONTRACTOR agrees to comply with the following provisions:
  - a. CONTRACTOR shall perform the janitorial tasks in accordance with frequency shown on Exhibit "A" and "C".
  - b. CONTRACTOR shall supply all equipment required in the performance of the janitorial services shown on Exhibit "A" and "C" at their own expense.
  - c. CONTRACTOR shall be available for emergency cleaning call outs between the hours of 7:30 a.m. to 12:00 p.m. at an hourly cost of **\$25.00** plus the cost of the necessary materials.
  - d. This Agreement may be terminated without cause by either party after a thirty (30) day written notice. The TOWN shall have the right to terminate this Agreement immediately for cause. Cause shall include any conviction of CONTRACTOR or CONTRACTOR'S employees of a misdemeanor or felony involving dishonesty, illegal substances or moral turpitude. In any event, this Agreement will automatically terminate June 30, 2022.
3. TOWN agrees to compensate CONTRACTOR for the janitorial services under this Agreement plus the costs for paper and other products not exceeding \$1,500 per year. All products purchased by the Town of Paradise will be guaranteed by CONTRACTOR to be "Green Seal approved." The cost breakdown for each facility during each fiscal year is shown on the next page:

<b>Fiscal Year</b>	<b>Town Hall Monthly Cost</b>	<b>Town Hall Annual Cost</b>	<b>Police Department Monthly Cost</b>	<b>Police Department Annual Cost</b>	<b>Total Annual Cost</b>
2018/2019	\$700	\$8,400	\$1,110	\$13,320	<b>\$21,720</b>
2019/2020	\$755	\$9,060	\$1,200	\$14,400	<b>\$23,460</b>
2020/2021	\$800	\$9,600	\$1,275	\$15,300	<b>\$24,900</b>
2021/2022	\$855	\$10,260	\$1,375	\$16,500	<b>\$26,760</b>

4. The parties intend that CONTRACTOR in performing services herein specified, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. CONTRACTOR shall be free to contract for similar work to be performed for other employers while CONTRACTOR is providing services under this Agreement. CONTRACTOR is not to be considered an agent or employee of TOWN and is not entitled to participate in any of the benefits that TOWN provides for its employees.

5. CONTRACTOR shall indemnify and hold TOWN, its officers, boards thereof, its employees and agents harmless of and free from any and all claims, liability, or costs which might arise out of or relating to Contractor's tortious conduct under this AGREEMENT. Should TOWN, or any of its officers, boards and commissions, and members thereof, its employees or agents, be named in any suit, or should any claim be made against it or any of them by suit or otherwise, whether the same may be groundless or not, arising out of or relating to this AGREEMENT, CONTRACTOR shall defend TOWN and said officers, boards, and commissions, and members thereof, its employees and agents, and shall indemnify them for attorney's fees, court costs, and any judgment rendered against them of any sums paid out in settlement or otherwise.

In accordance with Exhibit "B" (attached hereto) CONTRACTOR shall procure and maintain for the duration of the contract insurance coverage against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONTRACTOR, CONTRACTOR's agents, representatives, employees or subcontractors.

6. CONTRACTOR and his employees that enter Town facilities must be cleared through a Live Scan fingerprint process at the Paradise Police Department facility. CONTRACTOR must pay for Live Scans for all employees that will be entering either premises under the contract. CONTRACTOR will not allow persons unauthorized by the Paradise Police Department through the Live Scan background check process to enter either facility at any time.

7. Neither Party shall assign this Agreement without first obtaining the other party's written consent.

8. This is an integrated Agreement which incorporates the entire agreement between the parties. It shall not be modified by the parties except by a written mutual amendment.

IN WITNESS WHEREOF, the parties herto have herunder affixed their hands and seals the day and year first above written.

TOWN OF PARADISE

CONTRACTOR

\_\_\_\_\_  
Lauren Gill, Town Manager

\_\_\_\_\_  
Owner

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

ATTEST

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

## EXHIBIT "A"

1. All required equipment and cleaning supplies (cleaners, disinfectants, wax, etc.) shall be supplied by the contractor.
2. All restroom supplies, (hand towels, toilet tissue, lotion, soap, trash liners, large trash bags, etc.) shall be purchased on an "as needed" basis by the contractor and billed separately to the Town of Paradise and the Paradise Police Department. For any reason and at any time during the contract, the Town of Paradise and/or the Paradise Police Department may choose to purchase these products separately and directly from a vendor of their choice.
3. All contractor employees that enter the facilities must be cleared through a Live Scan fingerprint process at the Paradise Police Department facility.
4. Contractor must pay for Live Scans for all employees that will be entering either premises under the contract.
5. Contractor must be available to meet with a Town representative at a time convenient to said representative to discuss level of service.
6. Contractor will not allow persons unauthorized by the Paradise Police Department through the Live Scan background check process to enter either facility at any time.
7. Contractor will turn off lights that were off when entering the facility and leave lights on that were already on when entering the facility, except as otherwise instructed (Does not apply at Police Department facility)
8. Contractor will check that all outside doors are locked (Does not apply at Police Department facility)
9. Contractor will lock all office doors that were originally locked prior to cleaning (Does not apply at Police Department facility)
10. Contractor will fill out the Checklist and submit each week before payment will be made by Town. An incomplete or incorrect checklist may result in penalties according to the Janitorial Services Contract
11. The location and frequency of services to be performed are as follows:
  - A. Contracted janitorial services to the Town shall be performed at:
    - (1) Town Hall, 5555 Skyway, Paradise, California, 95969
    - (2) Town Police Facility, 5595 Black Olive Drive, Paradise, California, 95969
  - B. Contracted janitorial services required for **Town Hall** are 8 hours per week, split equally between two visits on Wednesday and Friday evenings after 5:30PM. The following items are the minimum requirements for each visit during the time allocated:



1. Empty wastebaskets, change liners if necessary and place for disposal
2. Check for and remove cobwebs
3. Dust all horizontal surfaces from hand height down, including picture frames, ledges, bookshelves, etc.
4. Vacuum carpeted areas
5. Damp wipe and sanitize lunchroom or break room counter tops and tables
6. Dust and/or damp wipe exposed areas of counters and desktops
7. Dust computer screens
8. Clean and sanitize restroom fixtures
9. Refill all paper and soap dispenser in restrooms
10. Clean entrance door glass
11. Clean and treat (if stainless steel) drinking fountains
12. Spot clean doorjamb and around doorknobs and light switches
13. Spot clean carpets

At least one time weekly:

1. Spot clean restroom stall walls and walls around urinals
2. Dust window ledges

At least one time monthly:

1. Spray buff hard surface floors
2. Dust base boards

At least quarterly:

1. Vacuum/dust air vents
2. Dust venetian blinds

Will Call:

1. Clean carpets using a truck mounted hot water extractor
2. Strip and wax all hard surface floors
3. Wash exterior windows inside and out

C. Contracted janitorial services required for Town **Police Department** Facility are 12 hours per week, split equally between three visits weekly on Sunday, Tuesday and Thursday evenings. The following items are the minimum requirements for each visit during the time allocated:

1. Damp mop anti-static tile floor in dispatch center
2. Empty trash receptacles, change liners if needed and place for disposal
3. Dust all horizontal surfaces from hand height down, including picture frames, ledges, bookshelves, etc.

4. Vacuum carpeted areas
5. Damp wipe and sanitize lunchroom or break room counter tops and tables
6. Dust and/or damp wipe exposed areas of counter and desktops
7. Dust computer screens
8. Clean and sanitize restroom fixtures
9. Refill all paper and soap dispensers in restrooms
10. Clean entrance door glass
11. Clean and treat (if stainless steel) drinking fountains
12. Spot clean door jambs and around door knobs and light switches
14. Spot clean carpets
15. Empty exterior ash trays

At least one time weekly:

1. Spot clean restroom stall walls and walls around urinals
2. Dust window ledges

At least one time monthly:

1. Spray and buff hard surface floors
2. Dust base boards
3. Wash exterior ash trays

At least quarterly:

1. Vacuum/dust air vents
2. Dust venetian blinds

Contractor will be asked to give separate price quotes on an "as needed" basis for certain services that may be required by the Town during the year, such as:

1. Clean carpets using a truck mounted hot water extractor
2. Strip and wax all hard surface floors
3. Wash exterior windows inside and out
4. Clean Police Department Holding Cells

**EXHIBIT "B"**

**INSURANCE REQUIREMENTS FOR CONTRACTORS**

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, or employees.

***Minimum Scope of Insurance***

Coverage shall be at least as broad as

1. Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001).
2. Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Janitorial Bond

***Minimum Limits of Insurance***

Contractor shall maintain limits no less than:

- |   |   |
|---|---|
| 1. General Liability:<br><br>(Including operations products and completed operations, as applicable.) | <b>\$1,000,000</b> per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. |
| 2. Automobile Liability:  | <b>\$1,000,000</b> per accident for bodily injury and property damage.  |
| 3. Employer's Liability:  | <b>\$1,000,000</b> per accident for bodily injury or disease for any employees.   |
| 4. Fidelity Bond  | <b>\$10,000</b>   |

***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the Town of Paradise. At the option of the Town, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Town, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the Town guaranteeing payment of losses and related investigations, claim administration and defense expenses.

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The Town, its officers, officials, employees and volunteers are to be covered as insured's as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy (CG 20 10 11 85).
2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the Town, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Town, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Town.
4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

***Acceptability of Insurers***

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII unless otherwise acceptable to the Town.

***Verification of Coverage***

Contractor shall furnish the Town with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the Town or on other than the Town's forms provided those endorsements conform to Town requirements. All certificates and endorsements are to be received and approved by the Town before work commences. The Town reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

**EXHIBIT "C"**  
**TOWN OF PARADISE CONTRACT FOR JANITORIAL SERVICES**  
**WORK SPECIFICATIONS CHECKLIST**

The location, type and frequency of services to be performed are as follows. This completed checklist must be submitted each week before payment will be processed.

TOWN HALL, 5555 SKYWAY (lower and upper floors). **SERVICES REQUIRED TWICE WEEKLY (WEDNESDAYS AND FRIDAYS)**

	<i>Date</i>	<i>Date</i>
1. Emptied wastebaskets, changed liners, if necessary and placed		
2. Checked for and removed cobwebs		
3. Dusted all horizontal surfaces from hand height down		
4. Damp wiped break room counter tops and tables		
5. Dusted and/damp wiped exposed counters and desktops		
6. Vacuumed carpeted areas		
7. Cleaned and sanitized restroom fixtures		
8. Refilled all paper and soap dispensers in restrooms		
9. Cleaned entrance door glass		
10. Cleaned and treated drinking fountains		
11. Spot cleaned doorjambes and around door knobs and light		
12. Spot cleaned carpets		
13. Dusted Computer Screens		
<b>WEEKLY:</b>		
1. Spot clean restroom stall walls and walls around urinals		
2. Dust window ledges		
<b>MONTHLY:</b>		
1. Spray buff hard surface floors		
2. Dusted baseboards		
<b>QUARTERLY:</b>		
1. Vacuumed/dusted air vents		
2. Dusted venetian blinds		

**EXHIBIT "C"**  
**TOWN OF PARADISE CONTRACT FOR JANITORIAL SERVICES**  
**WORK SPECIFICATIONS CHECKLIST**

The location, type and frequency of services to be performed are as follows. This completed checklist must be submitted each week before payment will be processed.

**TOWN POLICE DEPARTMENT, 5595 BLACK OLIVE DRIVE HALL, (lower and upper floors). SERVICES REQUIRED THREE TIMES WEEKLY (SUNDAYS, TUESDAYS AND THURSDAYS)**

	Date	Date	Date
1. Damp mopped anti-static tile floor in dispatch center			
2. Emptied trash receptacles, changed liner if needed and replace			
3. Dusted all horizontal surfaces			
4. Damp wiped and sanitized break room counter tops and tables			
5. Dusted and/or damp wiped exposed areas of counter and desktops			
6. Dusted computer screens			
7. Cleaned and sanitized restroom fixtures			
8. Refilled all paper and soap dispensers in restrooms			
9. Cleaned entrance door glass			
10. Cleaned and treated drinking fountains			
11. Spot cleaned doorjambes and around door knobs and light			
12. Vacuumed and spot cleaned carpets			
13. Emptied exterior ash trays			
<b>WEEKLY:</b>			
1. Spot cleaned restroom stall walls and walls around urinals			
2. Dusted window ledges			
<b>MONTHLY:</b>			
1. Spray and buff hard surface floors			
2. Dusted baseboards			
<b>QUARTERLY:</b>			
1. Vacuumed/dusted air vents			
2. Dusted venetian blinds			



**TOWN OF PARADISE**  
**Council Agenda Summary**  
**Date: July 10, 2018**

**Agenda No. 2(e)**

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

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

**SUBJECT:** Geographic Information Center (GIC) 2017/2018 Maintenance Contract

**COUNCIL ACTION REQUESTED:**

1. Authorize the Town Manager to execute a three-year (FY 18/19-20/21) GIS maintenance agreement with the CSU, Chico Research Foundation.

**Background:**

The Geographic Information Center (GIC) is a program of the California State University (CSU) Chico Research Foundation, and has been providing Geographic Information System (GIS) data to the Town for the past several years. An annual maintenance agreement is typically required for this service. The GIC provides both basic and specialized data maintenance, such as spatially referenced road, parcel, land use, zoning, aerial images, drainage, and topography data. Additionally, the GIC provides the Paradise Fire Department with updated Map Books and Dispatch with the most current parcel and road data to aid with dispatch.

**Analysis:**

As mentioned above, the GIC provides a variety of services under the agreement. In addition to technical support, the maintenance of data involves the GIC receiving data revisions from the Town, County and other agencies, compiles these changes and corrections, and is then available to the Town for its use. For example, when a parcel in the Town is subdivided, the new lot is sent to the GIC (in addition to other agencies) and they make this change in the data. Additionally, the GIC creates specialized maps and data for various projects, such as soils map, snow load map, etc. Without this maintenance service, it would be extremely difficult for the Town to correct and maintain this data in a correct and efficient manner due to staffing limitations and specialization of work. The GIC has proved to be a valuable asset to the Town in times where mapping and other specialized information is required in a timely manner.

In the 2017/2018 Fiscal Year, milestones for the GIC included:

- Maintenance of an internal GIS web viewer for town staff
- Maintenance of a new mailer web viewer which added efficiencies for notifications to citizens
- Development and implementation of a regional evacuation zone look-up tool which can be utilized during Emergency Operation Center incidents and by the general public at any time.

Over the next three years, the GIC will continue to update all base, planning, and infrastructure GIS layers as needed, continue to provide live data access in support of dispatch, continue to maintain the online mailer application with the latest available address, parcel, and County Assessor information, continue to enhance capabilities for town staff to the online web viewers



as requested, produce any hard copy materials necessary for the Town's daily activities, and provide various GIS technical support for all departments on an as needed basis.

**Financial Impact:**

The cost for these maintenance and support services for each fiscal year is a fixed fee of \$12,500.00, or \$37,500 total over three fiscal years. This maintenance agreement will be included in the 2018/2019 General Fund budget and will be paid for by the Central Services Program account 5213.100 Professional/Contract Services.

**Alternatives:**

Delay, modify or reject recommended action.

**AGREEMENT WITH THE CSU, CHICO RESEARCH FOUNDATION**

Agreement is hereby made between The CSU, Chico Research Foundation (FOUNDATION), on behalf of the Geographical Information Center (GIC), and the Town of Paradise (CLIENT) according to the following terms, conditions and provisions:

**Identity of Client:**

Lauren Gill, Town Manager  
Town of Paradise  
5555 Skyway  
Paradise, CA 95969  
530.872.6291 x112 (Office)  
lgill@townofparadise.com

**Foundation:**

The CSU, Chico Research Foundation  
Office of Research and Sponsored Programs  
25 Main Street, Suite 103  
Chico, CA 95928-5388

**Contact person for Contractual Matters:**

Matthew Bently, ESQ, Director of Contracts and Development  
Office of Research and Sponsored Programs  
25 Main Street, Suite 103  
Chico, CA 95928-5388  
530.898.5700 (office)

**Contact person for Project Matters:**

Jason Schwenkler, Director  
Geographical Information Center  
530.898.4372 (office)  
530.898.6317 (fax)  
[jschwenkler@csuchico.edu](mailto:jschwenkler@csuchico.edu)

*Agreement with CSU, Chico Research Foundation (Town of Paradise)  
GIS Maintenance*

**Town of Paradise GIS Maintenance Workscope:**

CLIENT desires that FOUNDATION perform, and FOUNDATION agrees to perform, the following:

FOUNDATION will:

**Scope:**

The Geographical Information Center (GIC), a program of the non-profit CSU, Chico Research Foundation, agrees to provide GIS maintenance updates, which includes existing GIS data and Map Book updates, internal online Parcel Notification site maintenance and updates, internal online Parcel Viewer site maintenance and updates, external Parcel Viewer site maintenance and updates, and GIS support services for individual departments, including dispatch, to the Town of Paradise Geographical Information System for the period July 1, 2018 through June 30, 2021.

The specific yearly tasks are as follows:

- *Maintaining the Town's GIS database layers to include land use, zoning, and infrastructure information as provided by the Town;*
- *Maintaining the Town's Fire Map Book as-needed;*
- *Maintenance and updating of the Town's internal facing web-based public notification mailing application;*
- *Maintenance and updating of the Town's internal facing web-based parcel viewer;*
- *Maintenance and updates of the Town's public facing web-based parcel viewer;*
- *Provision of miscellaneous GIS support services to individual departments as requested by the Town;*

FOUNDATION's work shall be completed by **June 30, 2021**.

**Contact Information:**

**GIC:**

Jason Schwenkler, Director, Geographical Information Center, California State University, Chico, CA 95929-0327; 530.898.4372; [jschwenkler@csuchico.edu](mailto:jschwenkler@csuchico.edu).

**Town of Paradise:**

Lauren Gill, Town Manager, 5555 Skyway, Paradise, CA 95969; 530.872.6291 x112 (office); [lgill@townofparadise.com](mailto:lgill@townofparadise.com).

**Terms of Payment:**

As compensation for FOUNDATION's service, CLIENT shall pay FOUNDATION a fixed price amount of **\$12,500** per year, for three years, 100% due upon completion of services each year.

**Independence:**

FOUNDATION understands FOUNDATION is not the CLIENT's employee and is not entitled to any benefits provided by CLIENT to its employees. FOUNDATION will perform all services in an independent capacity, subject to the CLIENT's direction and control only as to the result and not the manner or means of accomplishing that result. Except as specified above, FOUNDATION shall, at FOUNDATION's sole expense, provide all instrumentalities or supplies, any required licenses or permits, additional helpers or subcontractors, and any other expense incurred by FOUNDATION except as otherwise specified herein.

**Insurance:**

FOUNDATION assumes all risks as an independent contractor, and agrees to obtain all insurance necessary for FOUNDATION's protection in connection with work under this Agreement.

**Indemnity:**

Each party agrees to indemnify, defend, and hold harmless the other from any injuries, property damage, or other claims and losses resulting from the activities of each party or the party's agents in performance of this Agreement. FOUNDATION as indemnitee also includes California State University, Chico, The Trustees of the CSU, and the State of California.

**Ownership:**

CLIENT will assume ownership of deliverables upon delivery by FOUNDATION. FOUNDATION may use deliverables and any working papers for its own purposes.

**Termination Without Cause:**

With reasonable cause, either party may terminate this Agreement effective immediately upon giving written notice of termination for cause. Reasonable cause shall include material violation of this Agreement and any act exposing the other party to liability to others for personal injury or property damage. The failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

**Choice of Law:**

Any dispute related to this Agreement shall be decided in accordance with the laws of the State of California.

**Terms of Agreement:**

This is the entire Agreement of the parties and cannot be modified orally. If any part of this Agreement shall be held unenforceable, the rest of this Agreement will nevertheless remain





**TOWN OF PARADISE**  
**Council Agenda Summary**  
**Date: July 10, 2018**

**Agenda No. 5(a)**

**ORIGINATED BY:** Craig Baker, Community Development Director

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

**SUBJECT:** Public Hearing: Planning Commission Recommendation for Town Council Adoption of a Paradise General Plan Land Use Map Amendment and Property Rezone for an Application Identified as PL18-00093 (Jerome Balasek)

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

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

1. Concur with the Planning Director's determination that the project application is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption); **AND**
2. Concur with the project recommended General Plan land use map amendment and rezone action adopted by the Planning Commission on June 19, 2018, and embodied within Planning Commission Resolution No. 18-1; **AND**
3. Adopt Town of Paradise Resolution No. 18-\_\_\_\_, "A Resolution of the Town Council of the Town of Paradise Adopting a Negative Declaration and Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00093: Jerome Balasek); **AND**
4. Waive the first reading of Town Ordinance No. \_\_\_\_ and read by title only (roll call vote); **AND**
5. Introduce Town of Paradise Ordinance No. \_\_\_\_, "An Ordinance Rezoning Certain Real Properties From "RR-1" (Rural Residential, 1-Acre Minimum) to a "TR-1/2" (Town Residential-1/2 Acre Minimum) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 et. seq. (PL18-00093; Jerome Balasek)"; **OR**

**ALTERNATIVE ACTIONABLE OPTION(S):**

1. Adopt an alternative directive to town staff.

**BACKGROUND:** Project applicant Jerome Balasek is seeking Town of Paradise approval of a Paradise General Plan land use designation amendment from Rural Residential (RR) to Town Residential (TR) and a zone change from Rural Residential-1 acre minimum (RR-1) to Town Residential-1/2 acre minimum (TR-1/2) for three separate residential properties totaling 2.1 acres. The properties are all developed with single-family residences and are 0.59, 0.69 and 0.82 acres in size. Two of the properties are addressed to View Acres Drive, a private road and the third is addressed to Wagstaff road, a public street. Mr. Balasek owns the two properties addressed to View Acres Drive and his neighbors, Ronald and Cherilyn Winter, who have agreed with Mr. Balasek to allow their property to be included in the project application, own the property addressed to Wagstaff Road. The primary purpose of the project application is to enable Mr. Balasek to record a lot line adjustment involving the two properties he owns. There is no physical development proposed or anticipated that is associated with the General Plan land use designation amendment and zone change request.

The Balasek General Plan amendment and property rezone application was thoroughly evaluated by town staff in the context of its environmental setting and the pattern of land use in the project area. The project was then duly noticed for a public hearing before the Planning Commission during its meeting of June 19, 2018, for purposes of securing an advisory Planning Commission recommendation to be subsequently presented to Town Council.

Upon the conclusion of the public hearing, the Planning Commission publicly concurred with staff's analysis of the Paradise General Plan amendment and property rezone application as presented and recommended. Subsequently, they adopted Planning Commission **Resolution No. 18-1**. A copy of the Planning Commission adopted resolution document is attached for your review and consideration.

**DISCUSSION:** Surrounding land use is characterized by medium density single-family residential land uses. All three project site properties are zoned RR-1 and are therefore nonconforming with regard to the requirements of the RR-1 zone. It is this circumstance that prevents Mr. Balasek to pursue a lot line adjustment between his properties because the town is currently unable to approve a lot line adjustment that would result in one of the properties to be even more nonconforming with the requirements of the RR-1 zone. Properties to the west and north of the project site are also zoned RR-1 but are generally larger and most of their sizes are conforming with regard to the minimum lot size requirements of the RR-1 zone. Properties on the other side of View Acres drive easterly and opposite from the project site are zoned TR-1/2, as are properties to the south of the project site. Approval of the proposed project would place properties on both sides of View Acres Drive in the same zoning district, make all three of the project site properties conforming with regard to minimum lot size requirements and would allow Mr. Balasek to successfully pursue a lot line adjustment between his two properties.

The attached Planning Commission resolution document recommends Town Council adoption and assignment of specific Paradise General Plan land use designation and rezone of certain real properties. Attached with this agenda summary for consideration, possible adoption and introduction respectively by the Town Council, are copies of the aforementioned Town of Paradise resolution document and a zoning ordinance document, both of which reflect the Planning Commission's recommended actions.

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

**FINANCIAL IMPACT:** Adoption of this Paradise General Plan amendment will result in a nominal cost to the town related to future printing of an amended 1994 Paradise General Plan land use and zoning maps. The town incurs no direct costs with the first reading and introduction of the zoning ordinance.

Attachments



**ATTACHMENTS  
FOR  
JEROME BALASEK GENERAL PLAN AMENDMENT/REZONE**

1. Published public hearing notice for the July 10, 2018 Town Council hearing
2. Project vicinity map
3. List of property owners notified of the July 10, 2018 Town Council hearing
4. Excerpt of draft minutes from the June 19, 2018 Planning Commission meeting
5. Planning Commission Resolution No. 18-1, adopted June 19, 2018
6. Notice of Exemption prepared for the Jerome Balasek project
7. Town of Paradise Ordinance No. \_\_\_\_, “An Ordinance Rezoning Certain Real Properties From "RR-1" (Rural Residential, 1-Acre Minimum) to a "TR-1/2" (Town Residential, ½ Acre Minimum Community Services) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (PL18-00093; Jerome Balasek)”
8. Town of Paradise Resolution No.18-\_\_\_\_, “A Resolution of the Town Council of the Town of Paradise Amending the Land Use Map of the 1994 Paradise General Plan (PL18-00093: Jerome Balasek)”
9. General Plan amendment/rezone request application materials

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

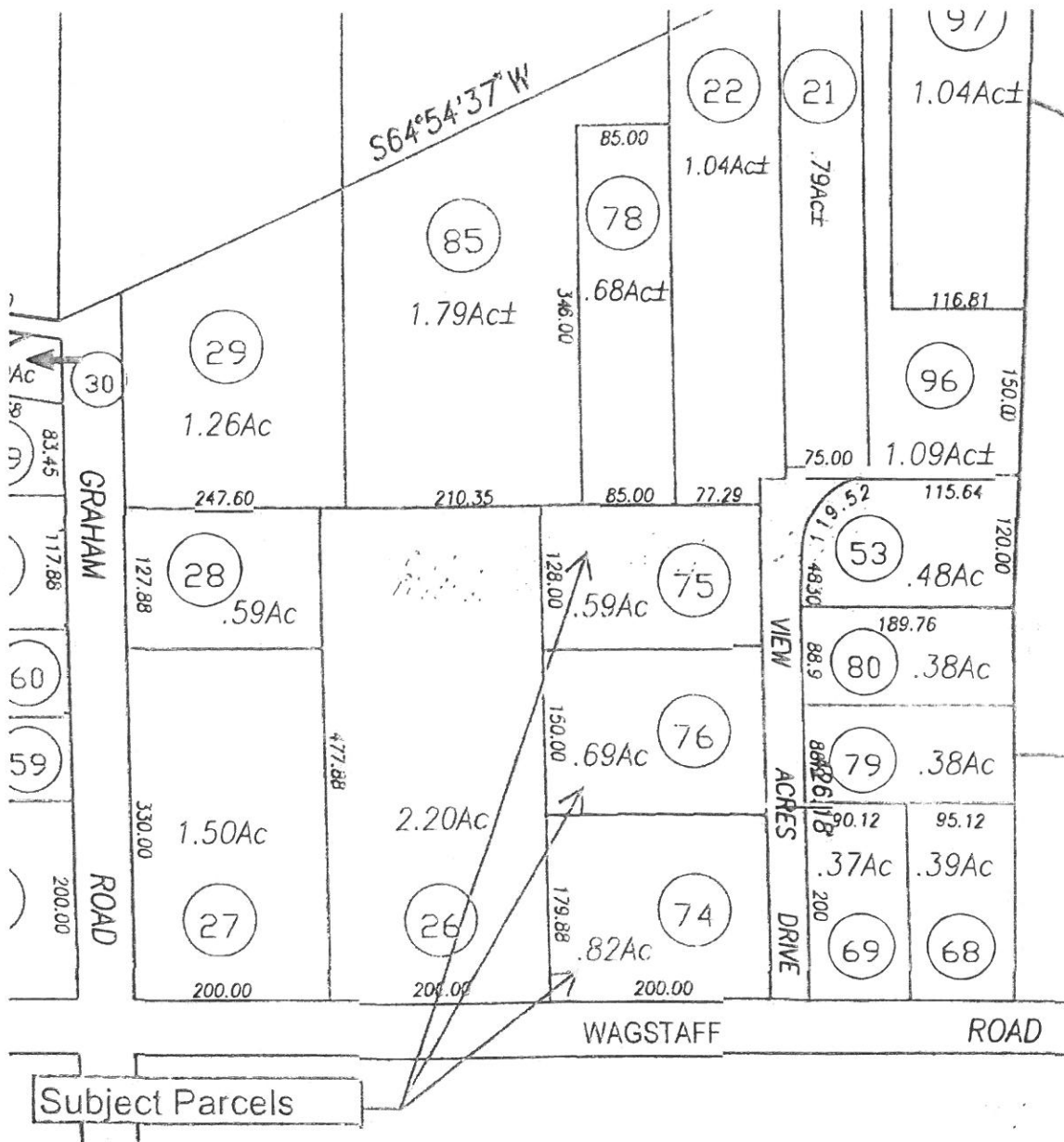
**NOTICE IS HEREBY GIVEN** by the Paradise Town Council that a public hearing will be held on **Tuesday, July 10, 2018** at 6:00 p.m., or as soon thereafter as possible, in the Town Hall Council Chambers, 5555 Skyway, Paradise, California, regarding the following matters:

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

**Jerome Balasek General Plan Amendment and Rezone Application (PL18-00093):** Town Council consideration of a Planning Commission Resolution recommending Town Council adoption of a General Plan land use designation amendment affecting three separate properties totaling  $\pm 2.1$  acres from Rural Residential (RR) to Town Residential (TR) and change the zoning for the same properties from Rural Residential-1 Acre Minimum (RR-1) to Town Residential-1/2 acre Minimum (TR-1/2) to accommodate a future lot line adjustment and to make all three of the project site properties conforming with regard to town zoning regulations. No development is proposed. The project site is located at 6635 and 6639 View Acres Drive and 797 Wagstaff Road; Assessor Parcel Nos. 051-050-074, 075 and 076.

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

Dina Volenski  
Town Clerk



Subject Parcels



<b>APPLICANT:</b> Jerome Balasek		<b>ADDRESS:</b> 6635 and 6639 View Acres Drive; 797 Wagstaff Road	
<b>OWNER:</b> Jerome & Jo Ann Balasek; Ronald & Cherilyn Winter			
<b>REQUEST:</b> General Plan amendment (RR to TR) and rezone application (RR-1 to TR-1/2) to accommodate a lot line adjustment, establish common zoning on both sides of the road and make all three parcels conforming in terms of lot size. No physical development, land division or increase in residential density is proposed or envisioned.			
<b>ZONING:</b> RR-1	<b>GENERAL PLAN:</b> RR	<b>FILE:</b> PL18-00093	
<b>ASSESSOR PAREL NUMBER:</b> 05051-050-074, 075 & 076		<b>MEETING DATE:</b> July 10, 2018	



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BALASEK

051-050-074-000  
WINTER RONALD DAVID & CHERILYN  
KAY  
797 WAGSTAFF RD  
PARADISE CA 95969

051-050-029-000  
PICKARD FAMILY TRUST  
C/O PICKARD RONALD G & PATRICIA A TRUSTEES  
6460 GRAHAM RD  
PARADISE CA 95969

051-050-022-000  
WILSON TRACY LEE & SUSAN  
ELIZABETH  
6685 VIEW ACRES DR  
PARADISE CA 95969

051-050-026-000  
ECKERT MILES EDWARD III  
777 WAGSTAFF RD  
PARADISE CA 95969

051-050-080-000  
RICCI DAVID  
612 CIRCLEWOOD DR  
PARADISE CA 95969

051-083-003-000  
KENSOL REBECCA L SIRIAS & TIMOTHY  
790 WAGSTAFF RD  
PARADISE CA 95969

051-050-079-000  
TRIPLETT TONYA E ETAL  
BLAIR BARBARA A  
6636 VIEW ACRES  
PARADISE CA 95969

051-050-069-000  
BOCKMAN DAVID & ELVIA FAMILY LIVING TRUST  
C/O BOCKMAN DAVID W & ELVIA TRUSTEES  
14205 DECATUR DR  
MAGALIA CA 95954

051-083-079-000  
GAKLE JOHN R TRUST A  
GAKLE JOHN R TRUSTEE  
6164 PREMIERE AVE  
LAKEWOOD CA 90712

051-083-081-000  
HAGGERTY ERIC  
6378 MURRAY LN  
PARADISE CA 95969

051-050-076-000  
BALASEK REVOCABLE INTER VIVOS  
TRUST, BALASEK JEROME M JR & JO ANN L TRUSTEES  
6639 VIEW ACRES DR  
PARADISE CA 95969

051-050-096-000  
CHRISTENSEN RUTH ANN  
6680 SHAY LN  
PARADISE CA 95969

051-050-085-000  
MORDOCK CAROL R LIVING TRUST  
C/O MORDOCK CAROL R TRUSTEE  
6440 GRAHAM RD  
PARADISE CA 95969

051-050-028-000  
VAIL NATHAN C & EMILY S  
6640 VIEW ACRES DR  
PARADISE CA 95969

051-050-027-000  
HEER BEVERLY ERMA SPECIAL NEEDS  
TRUST, C/O HEER SHAWN TRUSTEE  
1641 GOLDPEAK CT  
COLORADO SPRINGS CO 80921

051-050-053-000  
VAIL NATHAN C & EMILY S  
6640 VIEW ACRES DR  
PARADISE CA 95969

051-050-050-000  
CHEARY DEBRA KAY & RICKY RAY  
PO BOX 4075  
PARADISE CA 95967

051-083-005-000  
WHEELER TERRI S  
818 WAGSTAFF ROAD  
PARADISE CA 95969

051-083-051-000  
BUELTMANN KARL R & TENA M  
768 WAGSTAFF ROAD  
PARADISE CA 95969

051-050-097-000  
CHRISTENSEN RUTH ANN  
6680 SHAY LN  
PARADISE CA 95969

051-050-075-000  
BALASEK REVOCABLE INTER VIVOS TRUST, C/O  
BALASEK JEROME M JR & JO ANN L TRUSTEES  
6639 VIEW ACRES DR  
PARADISE CA 95969

051-050-021-000  
NORTON KELSEY  
6684 VIEW ACRES DR  
PARADISE CA 95969

051-280-010-000  
HILL JAN B & PAMELA A  
6671 EVERGREEN LN  
PARADISE CA 95969

051-280-011-000  
DANLEY ALEXANDRA  
6667 EVERGREEN LANE  
PARADISE CA 95969

051-050-078-000  
SERAFINE PAMELA REV LIVING TRUST  
ETAL, C/O SERAFINE PAMELA TRUSTEE ETAL  
6683 VIEW ACRES DR  
PARADISE CA 95969

051-083-141-000  
PEREIRA PATRICK E  
6386 GRAHAM RD  
PARADISE CA 95969

051-050-068-000  
TOWNSEND JILL ETAL  
SMITH DAREYL D  
831 WAGSTAFF RD  
PARADISE CA 95969

051-083-004-000  
STAMPS CHRISTINE C TRUST  
C/O STAMPS CHRISTINE C TRUSTEE  
PO BOX 124  
PARADISE CA 95967

051-083-061-000  
WHARTON REVOCABLE INTER VIVOS TRUST,  
C/O WHARTON JERRY A & ROBERT L TRUSTEES  
PO BOX 1414  
PARADISE CA 95967

5. PUBLIC HEARING

**5a. Item determined to be exempt from environmental review:**

**JEROME BALASEK GENERAL PLAN AMENDMENT/REZONE APPLICATION (PL 18-00093)** Planning Commission consideration of a resolution recommending Town Council approval of a General Plan amendment (RR to TR) and rezone application (RR-1 to TR-1/2) to accommodate a lot line adjustment, establish common zoning on both sides of the road and make three adjoining parcels conforming in terms of lot size. No physical development, land division or increase in residential density is proposed or envisioned. The project site properties are located at 6635 and 6639 View Acres Drive; 797 Wagstaff Road and are further identified as Assessor Parcel Nos. 051-050-074, 075 & 076. (Roll Call Vote)

Community Development Director Baker provided an overview of the Balasek General Plan Amendment/Rezone Application.

Chair Neumann opened the public hearing at 6:05 p.m.

There were no speakers for or against the project.

Chair Neumann closed the public hearing at 6:05 p.m.

**MOTION by Neumann, seconded by Morris**, to adopt Planning Commission Resolution No. 18-1, "A Resolution of the Paradise Planning Commission Recommending Town Council Adoption of a Paradise General Plan Land Use Map Amendment and Rezoning of Certain Real Property within the Town of Paradise (Jerome Balasek; PL18-00093)." Roll call vote was unanimous with Commissioner Towslee absent and not voting.

Community Development Director Baker announced that an appeal of the Planning Commission's decision can be made within seven (7) days of the decision date.

**TOWN OF PARADISE  
PLANNING COMMISSION  
RESOLUTION NO. 18-1**

**A RESOLUTION OF THE PARADISE PLANNING COMMISSION RECOMMENDING TOWN  
COUNCIL ADOPTION OF A PARADISE GENERAL PLAN LAND USE MAP AMENDMENT  
AND REZONING OF CERTAIN REAL PROPERTY WITHIN THE TOWN OF PARADISE  
(JEROME BALASEK; PL18-00093)**

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

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

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

**WHEREAS**, the Planning Commission has considered the analysis and recommendation of the Community Development Department (planning division) and has considered the comments made at a public hearing conducted by the Planning Commission on June 19, 2018; and

**WHEREAS**, the Planning Commission has determined that an amendment to the Paradise General Plan Land Use Map for a Town Residential (TR) land use designation and its related zone change to a Town Residential – ½ Acre Minimum (TR-1/2) zoning district affecting property located at 6635 and 6639 View Acres Drive and 797 Wagstaff Road and further identified as AP Nos. 051-050-074, 051-050-075 and 051-050-076, as proposed, is in the public interest.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

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

- a. That the proposed project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061 (General Rule Exemption).
- b. That the general plan land use designation and zoning district requested to be assigned to the project property via the general plan amendment/rezone project application (PL18-00093) is appropriate and reasonable because it would assign a Town Residential (TR)

**PARADISE PLANNING COMMISSION  
RESOLUTION NO. 18-1**

General Plan land use designation and Town Residential-1/2 Acre Minimum (TR-1/2) zoning to a properties that are situated at a location and with characteristics that satisfy the 1994 Paradise General Plan policies that are applicable to single-family land use development.

**SECTION 2.** The Planning Commission of the Town of Paradise hereby recommends to the Town Council approval of the project application for Paradise General Plan Land Use Map amendment and its related zone change known as the Jerome Balasek (PL18-00093) application for property identified as AP Nos. 051-050-074, 051050-075 and 051-050-076 as set forth in Exhibits "A", "B" and "C" attached hereto and made a part hereof by reference.

**PASSED AND ADOPTED** by the Planning Commission of the Town of Paradise this 19th day of June, 2018, by the following vote:

**AYES:** James Clarkson, Ray Groom, Kim Morris and Stephanie Neumann, Chair

**NOES:** None

**ABSENT:** Anita Towslee

**NOT VOTING:** None

ATTEST: *June 20, 2018*

*Dina Volenski*  
Planning Secretary

*Stephanie Neumann*  
Stephanie Neumann, Chair

Notice of Exemption

Appendix E

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

From: (Public Agency): Town of Paradise
5555 Skyway
Paradise, CA 95969
(Address)

Project Title: Jerome Balasek General Plan Amendment and Property Rezone Request (PL18-00093)

Project Applicant: Jerome Balasek

Project Location - Specific:
6635 and 6639 View Acres Drive and 797 Wagstaff Road, Paradise, CA; Assessor Parcel Nos. 051-050-074, 075 and 076; a portion of the SW 1/4 of the NE quarter of Section 10, Township 22 N, Range 3 E, M.D.B & M.

Project Location - City: Paradise Project Location - County: Butte

Description of Nature, Purpose and Beneficiaries of Project:
Approval of the proposed project would place properties on both sides of View Acres Drive in the same zoning district, make all three of the project site properties conforming with regard to minimum lot size requirements of current and allow the applicant to successfully pursue a lot line adjustment between his two properties.

Name of Public Agency Approving Project: Town of Paradise

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

Exempt Status: (check one):

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

Reasons why project is exempt:
There is no possibility of a significant environmental effect on the environmental setting because no physical development or changes are proposed or envisioned. All three properties are already fully developed with single-family residential land uses.

Lead Agency Contact Person: Craig Baker Area Code/Telephone/Extension: 530.872.6291 x 14

If filed by applicant:

- 1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: [Signature] Date: 6/13/18 Title: CDD Director

Signed by Lead Agency Signed by Applicant

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

Date Received for filing at OPR: N/A



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

**AN ORDINANCE REZONING CERTAIN REAL PROPERTIES FROM “RR-1” (RURAL RESIDENTIAL, 1-ACRE MINIMUM) TO A “TR-1/2” (TOWN RESIDENTIAL-1/2 ACRE MINIMUM) ZONE PURSUANT TO PARADISE MUNICIPAL CODE SECTIONS 17.45.500 ET. SEQ. (PL18-00093: JEROME BALASEK)**

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

**SECTION 1.** The hereinafter described real properties situated in the Town of Paradise, State of California, shall be and are hereby zoned “CS” (Community Services) as described in Chapter 17.26 of the Paradise Municipal Code and such land area shall be subject to the restrictions, restricted uses and regulations of such chapter. The real properties so zoned are located at 6635 and 6639 View Acres Drive and 797 Wagstaff Road in the Town of Paradise, and are more particularly identified as AP Nos. 051-050-074, 075 and 076.

**SECTION 2.** This ordinance shall take effect thirty (30) days beyond the date of its passage. Before the expiration of fifteen (15) days after its passage, this ordinance shall be published in a newspaper of general circulation and circulated within the Town of Paradise along with the names of the members of the Town Council of Paradise voting for and against same.

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

- AYES:**
- NOES:**
- ABSENT:**
- NOT VOTING:**

\_\_\_\_\_  
Jody Jones, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**TOWN OF PARADISE  
RESOLUTION NO. 18-\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE AMENDING THE  
LAND USE MAP OF THE 1994 PARADISE GENERAL PLAN (PL18-00093): JEROME  
BALASEK)**

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

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

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

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

**WHEREAS**, the Town Council has considered the analysis and recommendation of the Community Development Department; has received and considered the recommendations of the Planning Commission via adopted Planning Commission Resolution No. 18-1; and has considered the comments made at public hearings conducted by the Planning Commission and the Town Council; and on the basis thereof has determined pursuant to Section 65358 of the Government Code that a certain amendment of the 1994 Paradise General Plan Land Use Map is in the public interest; and

**WHEREAS**, the Paradise Planning Commission and the Town Council have determined that the proposed General Plan (land use map) amendment and rezone project is appropriate and reasonable because it would result in the assignment of general plan land use and zoning designations to the affected properties that are appropriate and reasonable in a manner that **a)** promote the future recordation of a lot line adjustment between two of the affected properties, **b)** is compatible with existing residential land uses and zoning in the View Acres Drive neighborhood and therefore is consistent with applicable 1994 Paradise General Plan policies, and, **c)** will result in the assignment of zoning that conforms to the existing sizes of the affected properties.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

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

**Section 2.** The Town Council hereby adopts this amendment to the 1994 Paradise General Plan known as PL18-00093, assigning a Town Residential (TR) General Plan land use map designation for a +/-2.1 acre land area located at 6635 and 6639 View Acres Drive and 797 Wagstaff Road in Paradise and further identified as AP Nos. 051-050-074, 075 and 076, as set forth in Exhibits "A," "B" and "C" attached hereto and made a part hereof by reference.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of July 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

\_\_\_\_\_  
Jody Jones, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

EXHIBIT "A"

Order Number: 0402-5126996

Page Number: 5

**LEGAL DESCRIPTION**

Real property in the Town of Paradise, County of Butte, State of California, described as follows:

**PARCEL I:**

A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 22 NORTH, RANGE 3 EAST, M.D.B. & M., AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 10; THENCE ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION, SAID LINE BEING ALSO THE CENTERLINE OF WAGSTAFF ROAD, SOUTH 89 DEG. 48' EAST, 420.00 FEET, TO THE SOUTHWEST CORNER OF A PARCEL OF LAND DESCRIBED IN A DEED TO DEWEY R. MATTELS, ET AL, WHICH DEED, WAS RECORDED MAY 10, 1960, IN BOOK 1056, PAGE 499, OFFICIAL RECORDS OF BUTTE COUNTY AND THE TRUE POINT OF BEGINNING FOR THE PARCEL OF LAND DESCRIBED HEREIN; THENCE FROM SAID TRUE POINT OF BEGINNING, NORTH 01 DEG. 06' 30" WEST, ALONG THE WEST LINE OF THE AFOREMENTIONED MATTELS, ET AL, PARCEL A DISTANCE OF 199.88 FEET TO A POINT; THENCE SOUTH 89 DEG. 48' EAST, A DISTANCE OF 200 FEET TO A POINT IN THE EAST LINE OF SAID MATTELS, ET AL, PARCEL; THENCE SOUTH 01 DEG. 06' 30" EAST, ALONG ITS EAST BOUNDARY LINE, A DISTANCE OF 199.88 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 89 DEG. 48' WEST, ALONG THE SOUTH LINE OF SAID MATTELS, ET AL, PARCEL, A DISTANCE OF 200 FEET TO THE TRUE POINT OF BEGINNING.

EXCEPTING THEREFROM THE SOUTHERLY 20 FEET THEREOF, HERETOFORE CONVEYED TO THE COUNTY OF BUTTE, BY DEED RECORDED DECEMBER 20, 1928, IN BOOK 217 OF DEEDS AT PAGE 267, BUTTE COUNTY OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM ALL MINERALS AND MINING RIGHTS, EXCEPT THAT THE SURFACE OF THE LAND SHALL NOT BE INJURED OR DISTURBED IN CONNECTION WITH CERTAIN MINING OPERATIONS, WHICH MAY BE UNDERTAKEN AS PROVIDED IN THAT CERTAIN AGREEMENT BY AND BETWEEN JACK L. POST AND BLANCH L. POST, HIS WIFE, FIRST PARTIES AND M. ARTHUR WHITE AND GLADYS S. WHITE, SECOND PARTIES, DATED MAY 25, 1948 AND RECORDED JULY 21, 1948, IN BOOK 452, PAGE 475, OFFICIAL RECORDS OF BUTTE COUNTY.

**PARCEL II:**

A NON-EXCLUSIVE EASEMENT FOR ROAD PURPOSES AND PUBLIC UTILITIES PURPOSES, OVER A STRIP OF LAND 20 FEET IN WIDTH, LYING EASTERLY OF, ADJACENT TO AND CONTIGUOUS WITH THE EAST BOUNDARY LINE OF THE ABOVE DESCRIBED PARCEL I.

APN: 051-050-074

EXHIBIT "B"

Recorded at the request of  
Oroville Title Co.  
 Return to  
Mr. & Mrs. Jerome M. Balasek, Jr.  
611 Acacia Lane  
Chico, California

17306 BOOK 1221 PAGE 595  
 RECORDED AT THE REQUEST OF  
OROVILLE TITLE COMPANY  
JAN 16 1963  
 at 6 min. past 10 o'clock  
A.M. Vol. 1221 page 595  
 OFFICIAL RECORDS OF  
 BUTTE COUNTY, CALIFORNIA  
 ETHEL M. ESTES, County Recorder  
 By Ethel M. Estes  
 DEPUTY RECORDER  
 Fee \$ 2.80



Rev. 3/85

GRANT DEED (Joint Tenancy)  
 For value received DEWEY R. MATTEIS and DONNA M. MATTEIS, his wife, an undivided one-half interest, as Joint Tenants; and ROBERT J. SPARK and PAULINE SPARK, his wife, an undivided one-half interest, as Joint Tenants,  
 GRANT.....to JEROME M. BALASEK, Jr. and JOANNE L. BALASEK, husband and wife  
 as JOINT TENANTS all that real property situate in the  
 County of Butte, State of California, described as follows:

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

**PARCEL ONE:** The North 128 feet of the following described parcel of land:

The Easterly 200 feet of the Westerly 620 feet of the Southerly 477.88 feet of the Southeast quarter of the Northeast quarter of Section 10, Township 22 North, Range 3 East, M.D.B. & M., in Paradise Irrigation District, Butte County, California.

EXCEPTING THEREFROM the Southerly 20 feet thereof, deed by Earl K. Buck to the County of Butte by deed dated October 6, 1928 and recorded in Volume 217 of Deeds, Butte County, California records, at page 267.

EXCEPTING THEREFROM all minerals and mining rights, except that the surface of the land shall not be injured or disturbed in connection with certain mining operations which may be undertaken as provided in that certain agreement by and between Jack L. Post and Blanche E. Post, his wife, first parties and M. Arthur White and Gladys S. White, second parties, dated May 25, 1948 and recorded July 21, 1948 in Book 452 of Official Records of Butte County, California, at page 475.

**PARCEL TWO:** A right of way for road purposes over the following described parcel described as follows:

Beginning at the Southwest corner of that parcel of land described in Deed from M. Arthur White et ux to James R. Johnson et ux, dated October 15, 1951 and recorded November 6, 1951 in Book 507 of Official Records of Butte County, California, at page 298, and running along the most Southerly line of the above described land, South 89° 48' East, a distance of 150.29 feet to the true point of beginning of the parcel of land herein described; thence from said true point of beginning and running along the Easterly line of said Johnson parcel, North 1° 06' 30" West, a distance of 30.00 feet; thence along the Southerly line of the said Johnson parcel, South 89° 48' East, a distance of 20.00 feet; thence South 1° 06' 30" East, a distance of 507.88 feet to the North line of the Wagstaff Road; thence along the North line of said Wagstaff Road North 89° 48' West, a distance of 20.00 feet; thence North 1° 06' 30" West, a distance of 477.88 feet to the true point of beginning. Said right of way is for the benefit of and appurtenant to the property described in deed from M. Arthur White et ux, to William J. White et ux, recorded March 20, 1952 in Book 623 of Official Records of Butte County, California, at page 129, and shall inure to the benefit of and may be used by all persons who may hereafter become the owners of said appurtenant property or any parts or portions thereof.  
 jm

EXHIBIT "C"

~~XX~~ JOINT TENANTS all that real property situate in the unincorporated area

County of Butte, State of California, described as follows:

PARCEL ONE:

Being a portion of the Southeast quarter of the Northeast quarter of Section 10, Township 22 North, Range 3 East, M.D.B. & M. and more particularly described as follows:

COMMENCING at the Southwest corner of the Southeast quarter of the Northeast quarter of said Section 10; thence, along the South line of the Northeast quarter of said Section, said line being also the centerline of Wagstaff Road, South 89° 48' East 420.00 feet; thence, North 01° 06' 30" West 20.00 feet to the North line of said road; thence, North 01° 06' 30" West 179.88 feet to the true point of beginning for the parcel herein described; thence, from said true point of beginning, South 89° 48' East 200.00 feet; thence, North 01° 06' 30" West 150.00 feet; thence, North 89° 48' West 200.00 feet; thence, South 01° 06' 30" East 150.00 feet to the point of beginning.

EXCEPTING THEREFROM all minerals and mining rights, except that the surface of the land shall not be injured or disturbed in connection with certain mining operations which may be undertaken as provided in that certain Agreement by and between Jack L. Post and Blanche L. Post, his wife, first parties and M. Arthur White and Gladys S. White, second parties, dated May 25, 1948 and recorded July 21, 1948 in Book 452 of Official Records of Butte County, California, at page 475.

PARCEL TWC:

A non-exclusive easement for road purposes and public utilities purposes over a strip of land 30.00 feet Westerly and 20.00 feet Easterly of the East line of the above described parcel and said line projected South 01° 06' 30" East to the North line of Wagstaff Road. Said easement is for the benefit of and appurtenant to the property described above and shall inure to the benefit of and may be used by all persons who may hereafter become the owners of said appurtenant property or any parts or portions thereof.

BOOK 1771 PAGE 346

STATE OF CALIFORNIA  
County of Butte } ss.  
On July 14, 1973, before me, the undersigned, a Notary Public,  
in and for said County and State, personally appeared EDWARD H. SCHLIMM and MINEE K. SCHLIMM  
known to me to be the  
person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same  
My commission expires Oct 26, 1973

OROVILLE TITLE COMPANY

Notary Public

UNINCORPORATED

END OF DOCUMENT

DESCRIPTION OF REASONS FOR REQUESTED ZONING CHANGE

We request that our three non-conforming parcels be re-zoned so they may be in compliance according to their size/acreage and with neighboring properties of like size. They are currently zoned one-acre, yet each of the three parcels fits more appropriately into the one-half acre category.

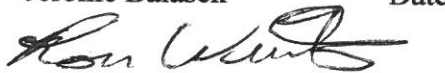
I visited the City of Paradise several weeks ago in an attempt to modify the property lines of my two lots of View Acres Drive. I was told that it was not possible because my lots were in a non-conforming size within the current one-acre zone. I asked if there were any other options I might pursue. I was told that I might want to request re-zoning, and if approved, I would be permitted to modify the lines of my two lots. They said that if my neighbor would agree, because my two lots and the lot of my neighbor are together, and are isolated (see zoning map provided) in the one-acre area, that it would be feasible to request all three lots be moved to a one-half zone classification. My neighbor has agreed.

I have met with the City officials and have submitted the proper maps and other required materials for the process. I am requesting, along with the owner of the third lot for a change of zoning for our three lots from the existing one-acre designation to the more appropriate one-half acre zone. This would put us in compliance with other similar properties and allow me to modify the boundaries of my two lots.

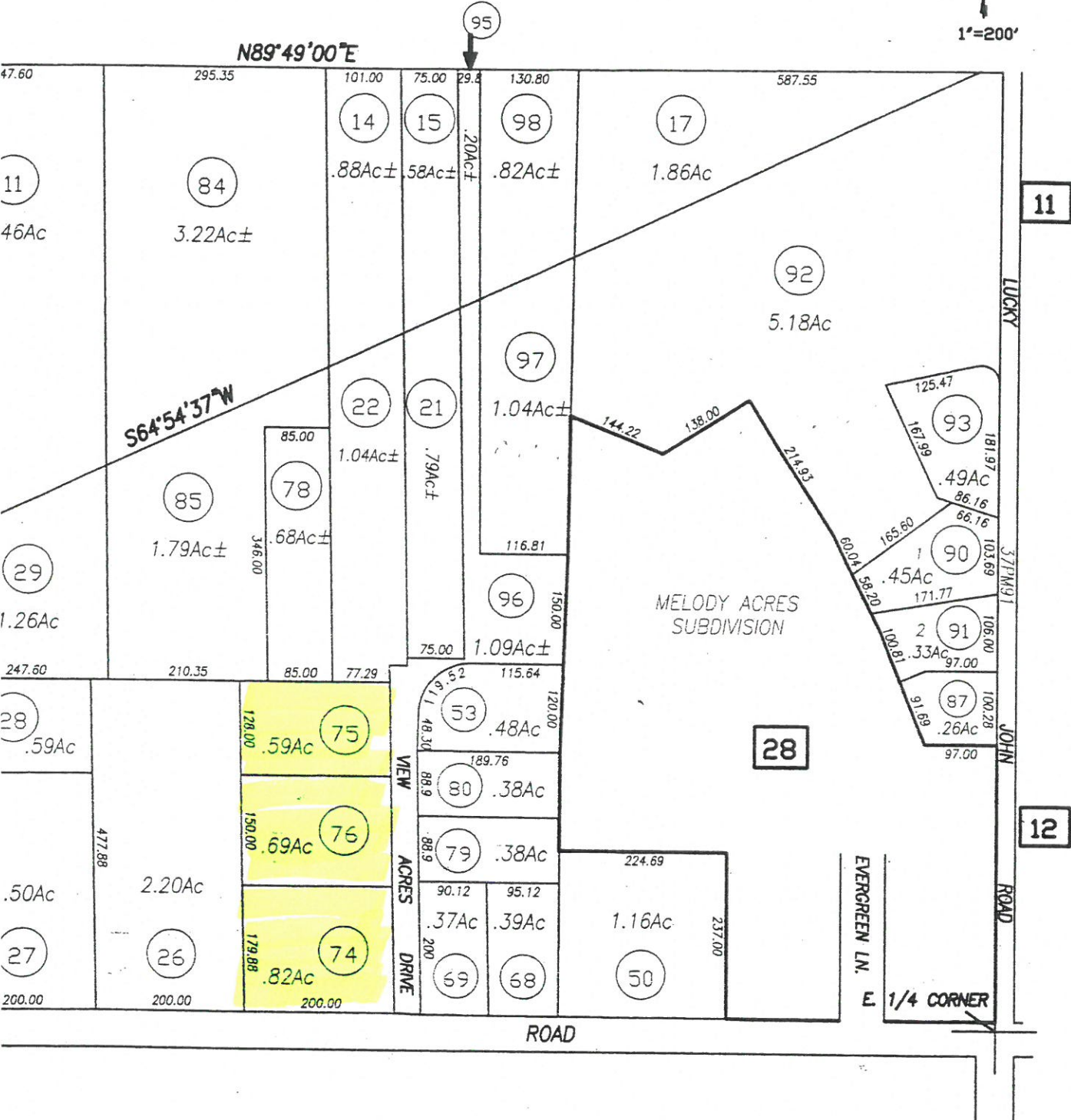
We would appreciate your consideration.

  
Jerome Balasek                      Date

2/7/18

  
Ron Winter                              Date

2-7-2018



Butte County Assessor's Map  
Book 51, Page 05

NOTE: These parcels are for assessment purposes only and may not constitute legal parcels.

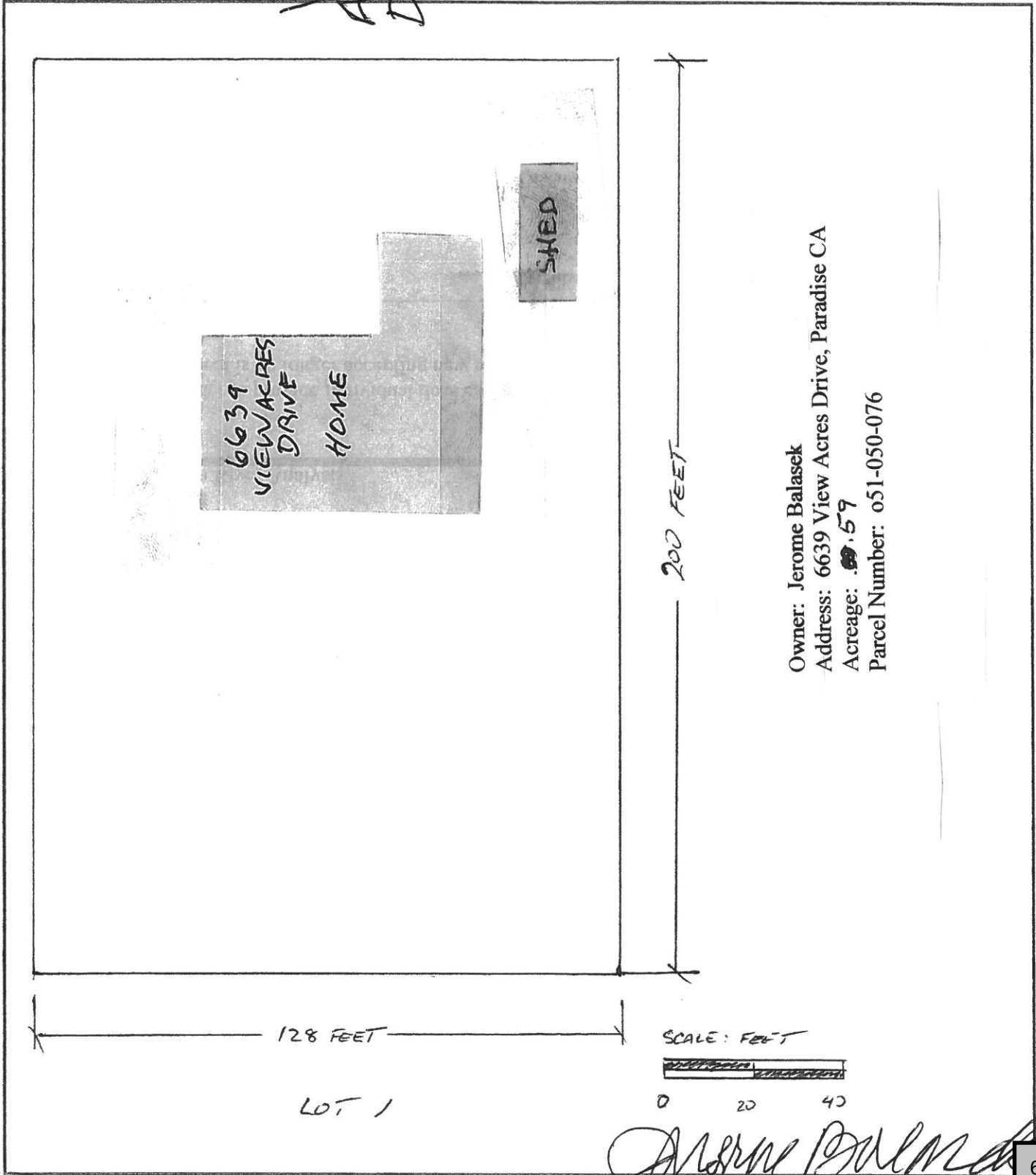
CREATED BY	DB	CREATED ON	6-5-2002
REVISED BY	DB	REVISED ON	6-5-2002
		EFFECTIVE	2003-04 ROLL





By \_\_\_\_\_ Date \_\_\_\_\_ Project Name: \_\_\_\_\_ Proj. No. \_\_\_\_\_  
Chkd. By \_\_\_\_\_ Date \_\_\_\_\_ Sheet No. \_\_\_\_\_ of \_\_\_\_\_

VIEW  
ACRES  
DRIVE



6639  
VIEW ACRES  
DRIVE  
HOME

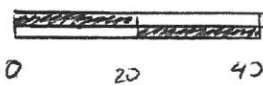
SHED

200 FEET

Owner: Jerome Balasek  
Address: 6639 View Acres Drive, Paradise CA  
Acreage: .57  
Parcel Number: 051-050-076

128 FEET

SCALE: FEET



LOT 1

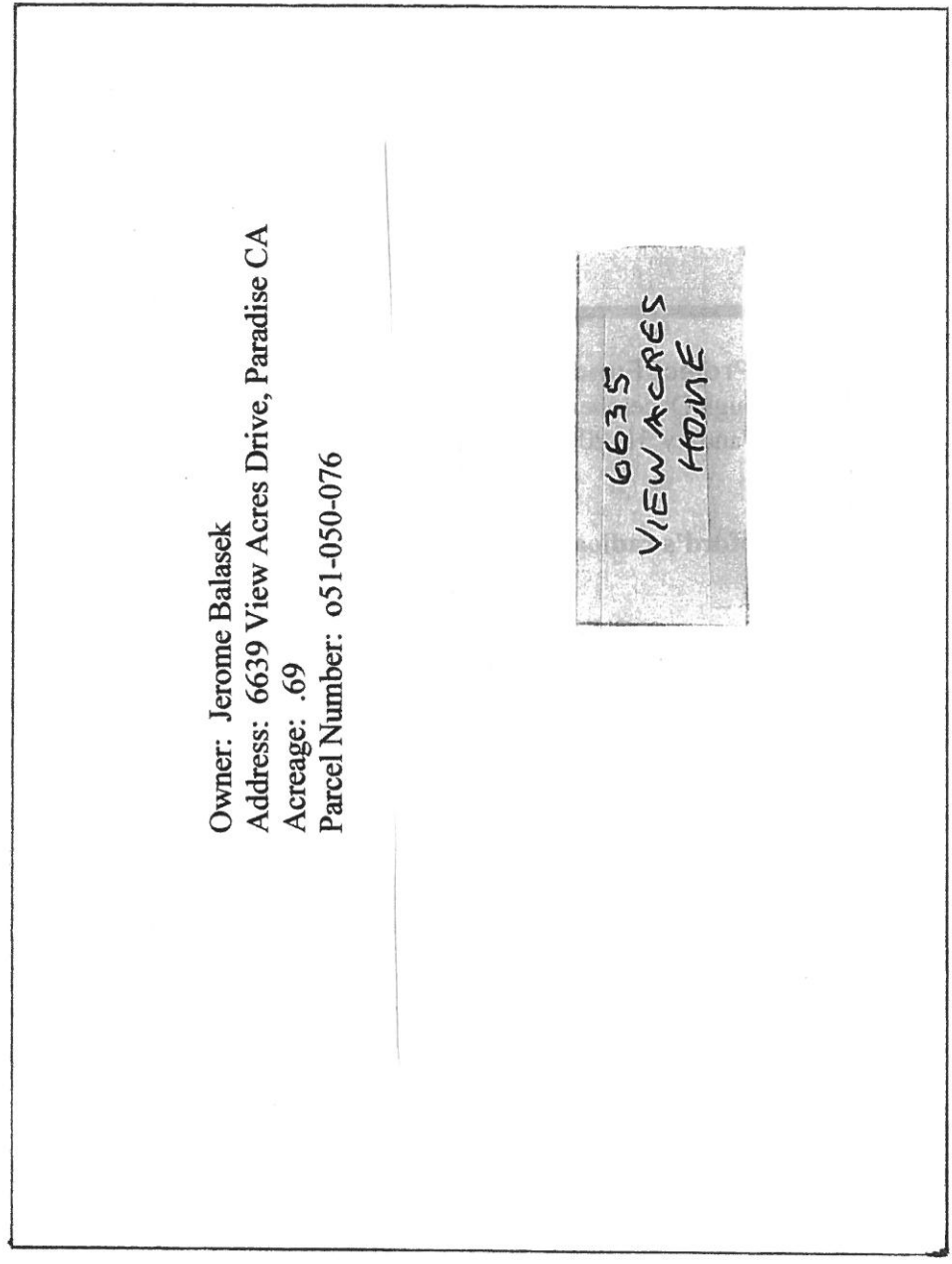
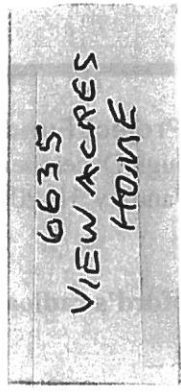
*Jerome Balasek*  
2/6/18

VIEWS  
ACRES  
DRIVE



By \_\_\_\_\_ Date \_\_\_\_\_ Project Name: \_\_\_\_\_ Proj. No. \_\_\_\_\_  
Chkd. By \_\_\_\_\_ Date \_\_\_\_\_ Sheet No. \_\_\_\_\_ of \_\_\_\_\_

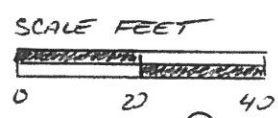
Owner: Jerome Balasek  
Address: 6639 View Acres Drive, Paradise CA  
Acreage: .69  
Parcel Number: o51-050-076



150 FEET

200 FEET

LOT 2



*Jerome Balasek*  
2/16/18



*VIEW  
ACRES  
DRIVE*

By \_\_\_\_\_ Date \_\_\_\_\_ Project Name: \_\_\_\_\_ Proj. No. \_\_\_\_\_  
Chkd. By \_\_\_\_\_ Date \_\_\_\_\_ Sheet No. \_\_\_\_\_ of \_\_\_\_\_

*100 FEET*

Owner: Ron Winter  
Address: 797 Wagstaff Road, Paradise CA  
Acreage: .82  
Parcel Number: 051-050-074



*WAGSTAFF ROAD*

*179.88 FEET*

*LOT 3*

SCALE: FEET



*Ground Survey*

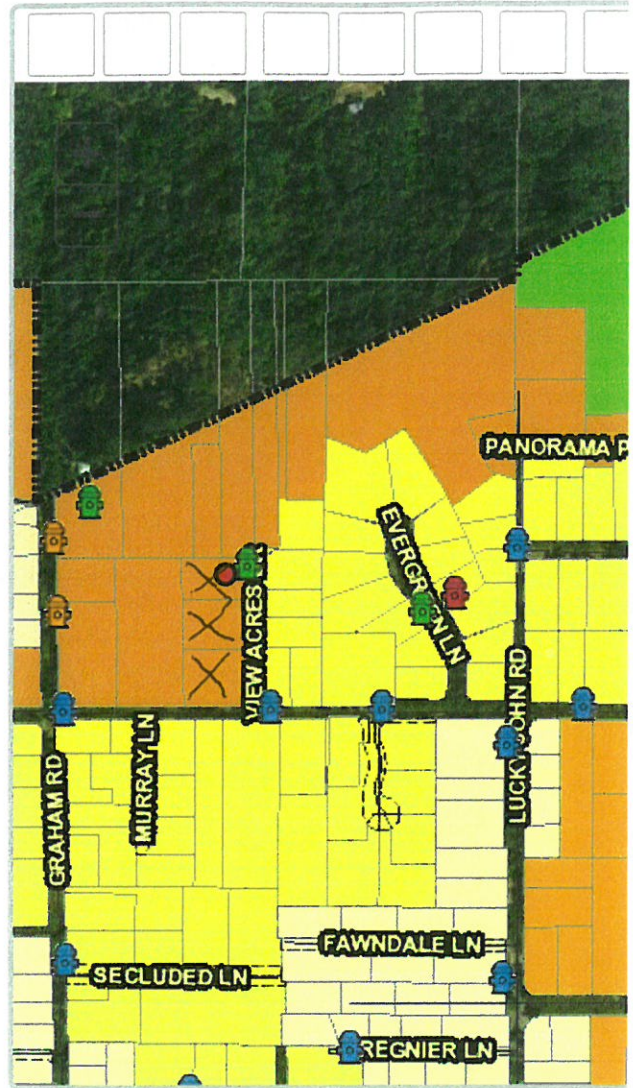
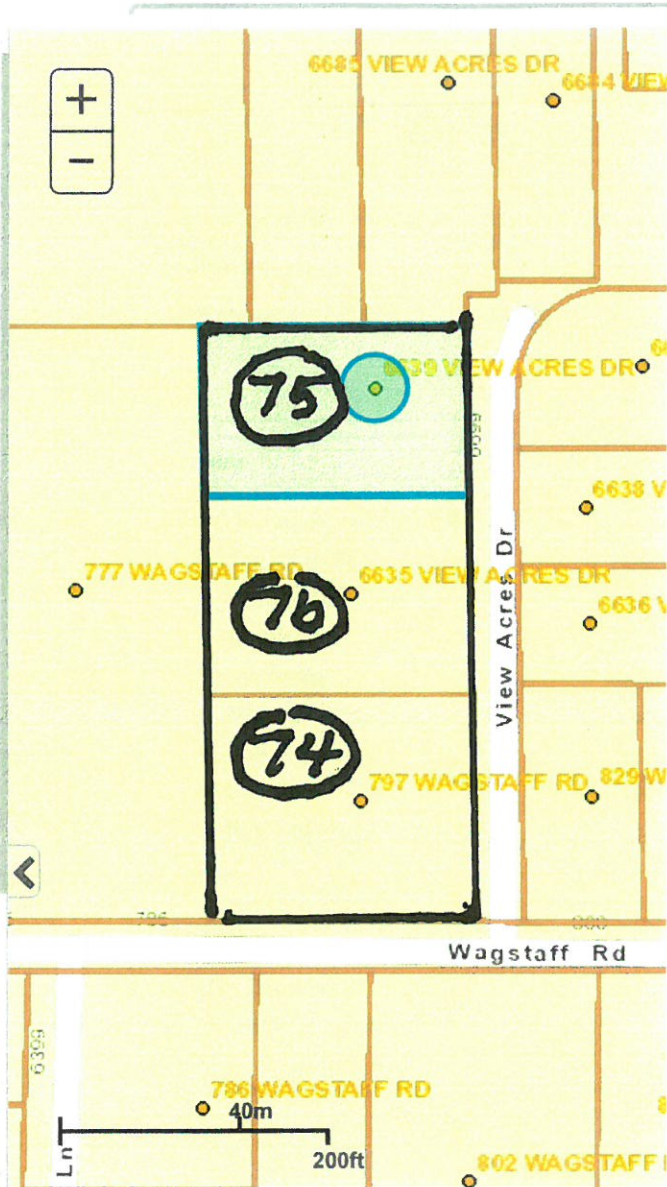
*2/6/18*



Town of Paradise  
Interactive Viewer

X MARKS THE  
3 LOTS

ZONING MAP



BROWN 1 ACRE  
YELLOW 1/2 ACRE

CONSENT OF PROPERTY OWNER. RE-ZONING PROCESS

Owner: Ron Winter  
Address: 797 Wagstaff Road, Paradise CA  
Acreage: .82  
Parcel Number: 051-050-074

**LEGAL DESCRIPTION**

Real property in the Town of Paradise, County of Butte, State of California, described as follows:

PARCEL I:

A PORTION OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 22 NORTH, RANGE 3 EAST, M.D.B. & M., AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 10; THENCE ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION, SAID LINE BEING ALSO THE CENTERLINE OF WAGSTAFF ROAD, SOUTH 89 DEG. 48' EAST, 420.00 FEET, TO THE SOUTHWEST CORNER OF A PARCEL OF LAND DESCRIBED IN A DEED TO DEWEY R. MATTELS, ET AL, WHICH DEED, WAS RECORDED MAY 10, 1960, IN BOOK 1056, PAGE 499, OFFICIAL RECORDS OF BUTTE COUNTY AND THE TRUE POINT OF BEGINNING FOR THE PARCEL OF LAND DESCRIBED HEREIN; THENCE FROM SAID TRUE POINT OF BEGINNING, NORTH 01 DEG. 06' 30" WEST, ALONG THE WEST LINE OF THE AFOREMENTIONED MATTELS, ET AL, PARCEL A DISTANCE OF 199.88 FEET TO A POINT; THENCE SOUTH 89 DEG. 48' EAST, A DISTANCE OF 200 FEET TO A POINT IN THE EAST LINE OF SAID MATTELS, ET AL, PARCEL; THENCE SOUTH 01 DEG. 06' 30" EAST, ALONG ITS EAST BOUNDARY LINE, A DISTANCE OF 199.88 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 89 DEG. 48' WEST, ALONG THE SOUTH LINE OF SAID MATTELS, ET AL, PARCEL, A DISTANCE OF 200 FEET TO THE TRUE POINT OF BEGINNING.

EXCEPTING THEREFROM THE SOUTHERLY 20 FEET THEREOF, HERETOFORE CONVEYED TO THE COUNTY OF BUTTE, BY DEED RECORDED DECEMBER 20, 1928, IN BOOK 217 OF DEEDS AT PAGE 267, BUTTE COUNTY OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM ALL MINERALS AND MINING RIGHTS, EXCEPT THAT THE SURFACE OF THE LAND SHALL NOT BE INJURED OR DISTURBED IN CONNECTION WITH CERTAIN MINING OPERATIONS, WHICH MAY BE UNDERTAKEN AS PROVIDED IN THAT CERTAIN AGREEMENT BY AND BETWEEN JACK L. POST AND BLANCH L. POST, HIS WIFE, FIRST PARTIES AND M. ARTHUR WHITE AND GLADYS S. WHITE, SECOND PARTIES, DATED MAY 25, 1948 AND RECORDED JULY 21, 1948, IN BOOK 452, PAGE 475, OFFICIAL RECORDS OF BUTTE COUNTY.

PARCEL II:

A NON-EXCLUSIVE EASEMENT FOR ROAD PURPOSES AND PUBLIC UTILITIES PURPOSES, OVER A STRIP OF LAND 20 FEET IN WIDTH, LYING EASTERLY OF, ADJACENT TO AND CONTIGUOUS WITH THE EAST BOUNDARY LINE OF THE ABOVE DESCRIBED PARCEL I.

APN: 051-050-074

I am fully aware of the efforts of Jerome Balasek to apply for the re-zoning of our three lots. Further, he has my consent and support, to proceed with the application process.



Ron Winter

2 - 7 - 2018

Date