



Town of Paradise Town Council Meeting Agenda 6:00 PM – July 13, 2021

Town of Paradise Council Chamber – 5555 Skyway, Paradise, CA

Mayor, Steve Crowder
Vice Mayor, Jody Jones
Council Member, Greg Bolin
Council Member, Steve “Woody” Culleton
Council Member, Rose Tryon

Town Manager, Kevin Phillips
Town Attorney, Scott E. Huber
Town Clerk, Dina Volenski
CDD-Planning & Onsite, Susan Hartman
CDD, Building & Code Enforcement, Tony Lindsey
Administrative Services Director/Town Treasurer – Ross Gilb
Public Works Director/Town Engineer, Marc Mattox
Division Chief, CAL FIRE/Paradise Fire, Garrett Sjolund
Chief of Police, Eric Reinbold
Disaster Recovery Director, Colette Curtis

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. Camp Fire Recovery Updates:

Cole Glenwright, CALOES – Hazard Tree Removal Update

The following are written updates included in the agenda packet:

p5 Colette Curtis, Disaster Recovery Director - Private Tree Removal Program, Advocacy, Recovery, Projects, Emergency Management Business Update, Nonresidential Market Study and Design Standards

p9 Marc Mattox, Public Works Director/Town Engineer - Infrastructure and Sewer Update

p11 Tony Lindsey, CDD-Building and Code Enforcement - Code Enforcement Update

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. p18 Approve minutes of the May 27, 2021 Special and June 8, 2021 Regular Town Council meetings.

2b. p25 Approve June 2021 Cash Disbursements in the amount of \$7,745,606.83

2c. p33 1. Waive second reading of the entire Town Ordinance No. 609 and approve reading by title only; and, 2. Adopt Town of Paradise Ordinance No. 609, "An Ordinance Amending Paradise Municipal Code Section 8.58.060 relating to Defensible Space and Hazardous Fuel Management".

2d. p374 Consider adopting Resolution No. 21-25, A Resolution of the Town Council of the Town of Paradise authorizing a grant of easement at 5555 Skyway to Pacific Gas and Electric Company.

2e. p52 Consider adopting Resolution No.21-26, A Resolution of the Town Council of the Town of Paradise approving the plans and specifications for Skyway and Pearson Road Traffic Signal Repairs Project and authorizing advertisement for bids on the project.

2f. p56 Consider reviewing the FY 2020/21 Audit Planning Letter from Mann Urrutia Nelson (MUN) CPA's & Associates, LLP. (Information only no action is required)

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. p59 1. Conduct a public hearing to solicit comments and/or suggestions regarding the Draft 2020-2024 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan; and, 2. Adopt the Draft 2020-2014 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan as submitted; or, 3. Revise the Draft 2020-2014 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan as submitted; and, 4. Authorize staff to submit the adopted 2020-2024 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan to the U.S. Department of Housing and Urban Development. (ROLL CALL VOTE)

6. COUNCIL CONSIDERATION

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

- 6a. p232 Consider adopting the following resolutions related to the 2021/2022 Town of Paradise Fiscal Year Budget:

Adopt Resolution No. 21-27 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 2021-2022 Fiscal Year ending June 20, 2022. (ROLL CALL VOTE)

Adopt Resolution No. 21-28, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Annual Appropriation Limit for Fiscal Year 2021-2022. (ROLL CALL VOTE)

Adopt Resolution No. 21-29, A Resolution of the Town Council of the Town of Paradise Amending the General Fund Reserves for Fiscal Year 2021-2022. (ROLL CALL VOTE)

Adopt Resolution No. 21-30, A Resolution of the Town Council of the Town of Paradise approving and Adopting the Town of Paradise Capital

Improvement Plan (CIP) and Disaster Recovery Plan for the 2021-2022 Fiscal Year. (ROLL CALL VOTE)

Adopt Resolution No. 21-31, A Resolution of the Town Council of the Town of Paradise Approving the New Job Classification Descriptions. (ROLL CALL VOTE)

Adopt Resolution No. 21-32, A Resolution of the Town Council of the Town of Paradise, California adopting the amended Salary Pay Plan for Town of Paradise Employees for the Fiscal Year 2021-2022. (ROLL CALL VOTE)

6b. p658 1. Consider awarding contract for Emergency Operations Plan Update to Constant Associates; and, 2. Authorize the Town Attorney to draft the contract agreement; and, 3. Authorize the Town Manager to execute the contract agreement. (ROLL CALL VOTE)

6c. p661 1. Consider approving a new Town Seal design as presented; or, 2. Give Staff direction to continue development of a new Seal design; or, 3. Give Staff alternate direction. (ROLL CALL VOTE)

7. COUNCIL INITIATED ITEMS AND REPORTS

7a. Council initiated agenda items

7a1. p664 Consider designating a voting delegate and two (2) alternate(s) and providing direction to the Town's voting delegate regarding the League of California Cities proposed Resolution(s) for the 2021 League General Assembly to be held September 22-24, 2021.

7a2. Consider discussion and approval of a letter of support or Proclamation to acknowledge the Village of Lytton, British Columbia that was 90% destroyed by fire. (CROWDER)

7b. Council reports on committee representation

7c. Future Agenda Items

8. STAFF COMMUNICATION

8a. Town Manager Report

- Community Development Director

9. CLOSED SESSION - None

10. ADJOURNMENT

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



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 1(e)

ORIGINATED BY: Colette Curtis, Disaster Recovery Director
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Monthly Recovery Update
LONG TERM RECOVERY PLAN: Yes

COUNCIL ACTION REQUESTED:

1. None

Background:

This report continues the Monthly Updates provided to keep the Town Council apprised of important developments related to the recovery of the Town of Paradise from the Camp Fire. Included in this update are items related to recovery projects, advocacy economic recovery and development, communications and emergency operations.

Analysis:

ECONOMIC DEVELOPMENT

Business Walk -June 29th, 2021:

- In partnership with the Paradise Ridge Chamber of Commerce the Town took part in a second business walk to connect with our local business community.
- Two members of Council, in addition to members of the Paradise Chamber Board of Directors, and Town and Chamber staff participated, visiting 33 businesses.
- A full report will be prepared by the Chamber of Commerce, but to summarize, businesses are seeing an increase in activity as COVID restrictions lift. Many are busier than ever and some are looking to hire additional staff while others are waiting. Several businesses asked about assistance with e-commerce for their business to increase their revenue stream from in person only, having seen the benefits of this model through the Pandemic.

Non-residential market study through the Transportation Master Plan

- Town staff continues to work with our consultant EPS on the Non-Residential Market Study. This study will provide a supply-demand analysis as well a development opportunity site map for use in economic development and business recruitment. It will also be a foundation document for a long term economic recovery plan.
- We expect a draft of the study to be completed by the end of July.

Design Standards through the Transportation Master Plan

- Part of the scope of the transportation master plan includes an update of design standards

for the downtown and Clark commercial corridor. While we have design standards currently in place, the re-building of many of these areas provides an opportunity to update those standards to meet the vision of our community now, as well as look for resources available to make design standards more affordable to those rebuilding.

- In order to ensure the design standards reflect the community vision, a public workshop will be held on July 15th with both virtual and in person attendance options for our community to weigh in.

Broadband

- Town staff is finalizing the RFI for release to the private sector to garner interest in installing broadband infrastructure using Town-owned conduit in the joint trench where facilities are being undergrounded.

RECOVERY

Trees

- Abatement: Town Attorneys have sent out 7 day notices to:
 - About 30 property owners enrolled in the private program who have not removed their trees.
 - About 400 property owners not enrolled in any program who have not removed their trees.
 - Pending the hiring of Hearing Officers, the first group of properties will start formal abatement hearings in late August.
- Reducing the number of properties at risk for abatement
 - There are currently 350 properties at risk for abatement.
 - There have been 63 responses to the Town Attorney's 7 day notice to unenrolled properties.
- Reimbursement
 - The Town submitted a letter to Cal OES requesting an extension of the FEMA PA program for reimbursement for abating eligible Hazardous Trees.
- Category 4 Tree Removal:
 - Per Cal OES, the project is still pending FEMA approval for design and scoping but the Town has begun preliminary design of the program.

Early Warning System

Construction funding is pending with FEMA for Hazard Mitigation Grant Program for construction of the siren towers as outlined in the Design and Scoping Plan completed last year.

Hazardous Fuels Reduction Program

Pending with FEMA for Hazard Mitigation Grant funding.

Defensible Space Code Enforcement Program

Pending with FEMA for Hazard Mitigation Grant funding.

Reseeding Program

The Town has contracted with River Partners for advanced planning. A survey for public input is open now and available here. Implementation of this project will be supervised by the Public Works Department with support from the Recovery Department.

Residential Ignition Resistant Improvement Program

This program is being designed by Town Staff and EY. It is intended to provide up to 75% reimbursement, to a cap, to property owners who improve and harden their standing structures to make them more resistant to ignition.

CDBG-DR Disaster Relief Funding for Unmet Needs

- Town staff continues to meet with HCD monthly on the rollout of 2018 DR funding including:
 - DR Multi-Family (Town's allocation is \$55M) – The Town has hired a consultant to administer this program.
 - DR Infrastructure
 - DR Owner Occupied Reconstruction (Grants up to \$200,000), - The Town is working with HCD to help residents fill out the initial survey and then application to determine eligibility.
 - ER Economic Development (County-led) – focus on workforce development, specifically construction

State Advocacy

- Insurance:
CA Insurance Commissioner Ricardo Lara visited Paradise on June 21, 2021, meeting with the Mayor and Town Staff, CHIP and the Rebuild Paradise Foundation. Commissioner Lara met with local businesses and Realtors to talk about insurance barriers as well as with CHIP to talk about insurance as it relates to Paradise Community Village. The Commissioner and his staff are interested in working with Paradise on some creative solutions to the barriers we are facing. There will be more to come on this effort later this year.

Federal Advocacy

- Transportation Funding:
The Roe Road Project has been included in member sponsored projects on the House Infrastructure Bill. The Bill is currently working its way through the Senate.
- Emergency Funding:
The Town submitted a project for Police Radio Funding to Senator Padilla and Senator Feinstein for consideration for FY22 Congressionally Directed Spending. As of July 6, both Senators requested inclusion of the project in the FY 2022 Commerce, Justice, Science Appropriations bill.
- Disaster Recovery Seminars:
Provided two presentations to Oregon State disaster recovery professionals at FEMA's invitation.

COMMUNICATIONS

Community Relations Committee (CRC)

- Manager-led Committee of 14 members met for the first time on July 1, 2021.
- This Committee provides diverse viewpoints on issues facing the Town.
- At their first meeting, the CRC voiced their general questions and concerns, discussing defensible space at length.
- They also provided input on the Town Seal Re-design, more information on this can be found in Agenda Item 6c.

Weekly Update

- Town Council members are now giving the weekly update on KPAY on Thursday

mornings.

Town Seal Re-Design

- A Town Seal Re-Design is being considered for communications and economic recovery purpose. This item is on tonight's Agenda. See Agenda Item 6c for more information.

Fire Season PIO Coverage

- With the upcoming Public Information Officer leave, a strong internal PIO team has been assembled to cover public information needs from August until November. This team will consist of Town Staff as well as our communications consultant to ensure coverage and the ability to quickly and accurately disseminate information in an emergency.

EMERGENCY MANAGEMENT

- Emergency Operation Plan Update:
Staff brought a recommendation to hire a consultant on tonight's agenda. See Agenda Item 6b for more information.
- EOC Training Exercise Calendar
Town staff is formulating an EOC Training Exercise calendar to ensure all staff and Council are properly trained and ready for an emergency. The calendar also includes a community drill to help our residents prepare for an emergency.

Financial Impact:

None.

TOWN OF PARADISE
Council Agenda Summary
Date: July 13, 2021

Agenda No. 1(e)

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

REVIEWED BY: Kevin Phillips, Town Manager

SUBJECT: Camp Fire Recovery Updates - Infrastructure

COUNCIL ACTION REQUESTED:

1. None, written monthly update only.

Background:

This report continues the Monthly Disaster Recovery Updates provided to keep the Town Council apprised of important developments related to the recovery of the Town of Paradise from the Camp Fire.

Analysis:

Transportation Master Plan

Preparation of the Transportation Master Plan (TMP) is well underway. The TMP will evaluate daily and evacuation transportation needs, policy documents, construction standards, and opportunities to support economic development. The Transportation Master Plan will provide a prioritized list of improvements for near-term and long-term construction. All TMP related information can be found here: <https://www.townofparadise.com/pwe/page/transportation-recovery-efforts>

A series of four workshops has been announced for public input and participation in the development of the TMP, listed below:

- Thursday, June 3, 2021: Infrastructure Recovery Update (Completed)
 - Watch recorded workshop [here](#).
- Tuesday, June 22, 2021: Roadway and Traffic Evacuation Planning (Completed)
 - Watch recorded workshop [here](#).
 - Take online evacuation survey [here](#).
- Thursday, July 15, 2021: Downtown and Clark Road Design Standards
- Thursday, August 12, 2021: Bicycling and Walking Network Review

All workshops will allow flexible attendance either [virtually](#) or in-person at Town Hall Council Chambers (5555 Skyway, Paradise). Each workshop will start at 6pm, however, will also be recorded and posted online to allow for later viewing and feedback.

Paradise Sewer Project

Efforts for Last Month

- Met with Butte LAFCo staff on May 24, 2021 to present an update on the project and coordinate efforts.
- Held second and final Environmental Impact Report (EIR) virtual scoping meeting on May 25, 2021. Began preparation of EIR Scoping Report.

- The Central Valley Regional Water Quality Control Board (Regional Board) hosted the second Sewer Regionalization Project Advisory Committee (SRPAC) meeting on June 14, 2021 in-person at the Town of Paradise Council Chambers. The Committee decided to shift to meeting frequency to once every two months, with the next meeting planned for August 9, 2021.
- Completed kick-off meeting with the City of Chico and their consultant Carollo Engineers for work relating to the Cooperative Funding Agreement.
- Continued to update public website (www.paradiseseWER.com).

Efforts for Next Month:

- Continue analysis efforts on the Draft Environmental Impact Report (EIR). Finalize cultural field studies. Update Project Description and Alternatives sections.
- Prepare EIR Scoping Report.



Town of Paradise
Council Agenda Summary
Date: July 13th, 2021

Agenda Item: 1(e)

ORIGINATED BY: Tony Lindsey, CDD, Building & Code Enforcement
REVIEWED BY: Kevin Philips, Town Manager
SUBJECT: Camp Fire Recovery Updates – Code Enforcement
LONG TERM RECOVERY PLAN: No
COUNCIL ACTION REQUESTED:

1. Code Enforcement Update

Background:

The mission of the Code Enforcement Division is to promote and maintain a safe and desirable living and working environment. We help maintain and improve the quality of our community by administering a fair and unbiased enforcement program to correct violations of municipal codes and land use requirements. We work with residents, neighborhood associations, public service agencies and other Town departments to:

- Facilitate voluntary compliance with Town codes.
- Empower community self-help programs.
- Develop public outreach programs.
- Establish community priorities for enforcement programs.

Analysis:

During the Month of June (May 28th – July 1st) Code Enforcement worked a total of 116 RV violations spread throughout Town. By the end of this reporting period the total number of RV cases was reduced to 89 (See Map Exhibit A), 25 (4% of total TUP's) locations had a Temporary Use Permit (TUP) and 66 unpermitted sites did not.

TUPs applied for under ORD 608 = 363 (Map Exhibit B)

- Storage only – 31
- Occupied & issued – 307
 - 13 have since sold their property.
- Applied (prior to moratorium) not yet issued – 25
- Of the 294 issued (307-13 sold), 246 are owner applied/occupied (83%)
- 14 of the 294 have proved they meet conditions to stay past Sept 30th deadline.
- All 307 were provided 90-Day notifications (Exhibit C) of the expiring Urgency Ordinance.
 - 75 – Letters
 - 232 – Emailed

The Community Enhancement Outreach Team, consisting of Fire Prevention, Police, Housing and Code Enforcement staff visited 34 unpermitted sites, down slightly due to Officers supervising abatement process of one egregious RV violation.

- 32 community members were contacted:
 - 20 Were tenants and did not own property.
 - 12 Owner occupied.
 - 0 Purchased the property post Camp Fire.
 - 4 are being assisted by Housing.
 - 8 accepted flyers for the Town's programs.

Code Enforcement receives complaints of violations from staff (proactive enforcement) and general community members. Each complaint is investigated and verified by our Officers. Below are the statistics of our current Open and Active RV Code Enforcement Cases (Map Exhibit A) and for reference last reporting period numbers. (Last month's numbers are in parenthesis)

- Sites with TUP's violations – 25/632 (21/632)
- Sites without TUP's Violations – 66 (82)
- Sites with Notices of Violations – 89 (103) spiked to 116 during reporting period.
- Sites with 1st Administrative citation issued – 70 (71)
- Sites with 2nd Administrative citation issued – 44 (42)
- Sites with 3rd Administrative citation issued – 26 (28)
- Compliance Gained RV cases closed – 27 (22)
 - TUP issued – 0 (11)
 - 0 Storage TUP's
 - 0 RV TUP's
 - 0 w/Building permits issued
 - TUP violations resolved – 10 (8)
 - RV's removed – 17 (3)
- Cases submitted for Town Attorney review.
 - 5 Ten-day Abatement Notices posted.
 - 4 Self abated removing the violation.
 - Abatement action taken on 6198 Azalea Lane.
 - 6/10 Inspection warrant signed by Superior Court Judge.
 - 6/17 Inspection warrant served; Code enforcement officer verified violations remain, abatement contractors bid walked the site.
 - 6/23 Bids received; Abatement contract awarded.
 - 6/29 Abatement commenced removing trash, rubbish, and junk. Open septic tank pumped and filled; vehicles removed from public right-of-way and road easement.
 - One vehicle, boat and trailer abandoned on another parcel, Code located and will begin the removal process.
 - Code is assembling another group of egregious parcels to present to Town attorney for abatement.

- Misc. Items:
 - Abandoned Vehicle Authority abatements – 18
 - 1 RV towed.
 - 11 vehicles towed.
 - 6 voluntarily removed.
 - Complaints regarding: Waste and Refuse, Building without Permits, Grading, Noise, Dust, Cannabis, Contaminated pools, signs, zoning violations, etc.

Fire Prevention is built upon the philosophy of three main objectives: Education, Engineering and Enforcement. Fire Prevention is a vital function in the community and our continued economic development. Our defensible space and hazardous fuel management ordinance requires property owners to keep their parcels fire safe, whether they live in Town or not. Beginning on May 3rd our sole Fire Prevention Inspector began the task of performing weed abatement inspections on 11,079 parcels within our community.

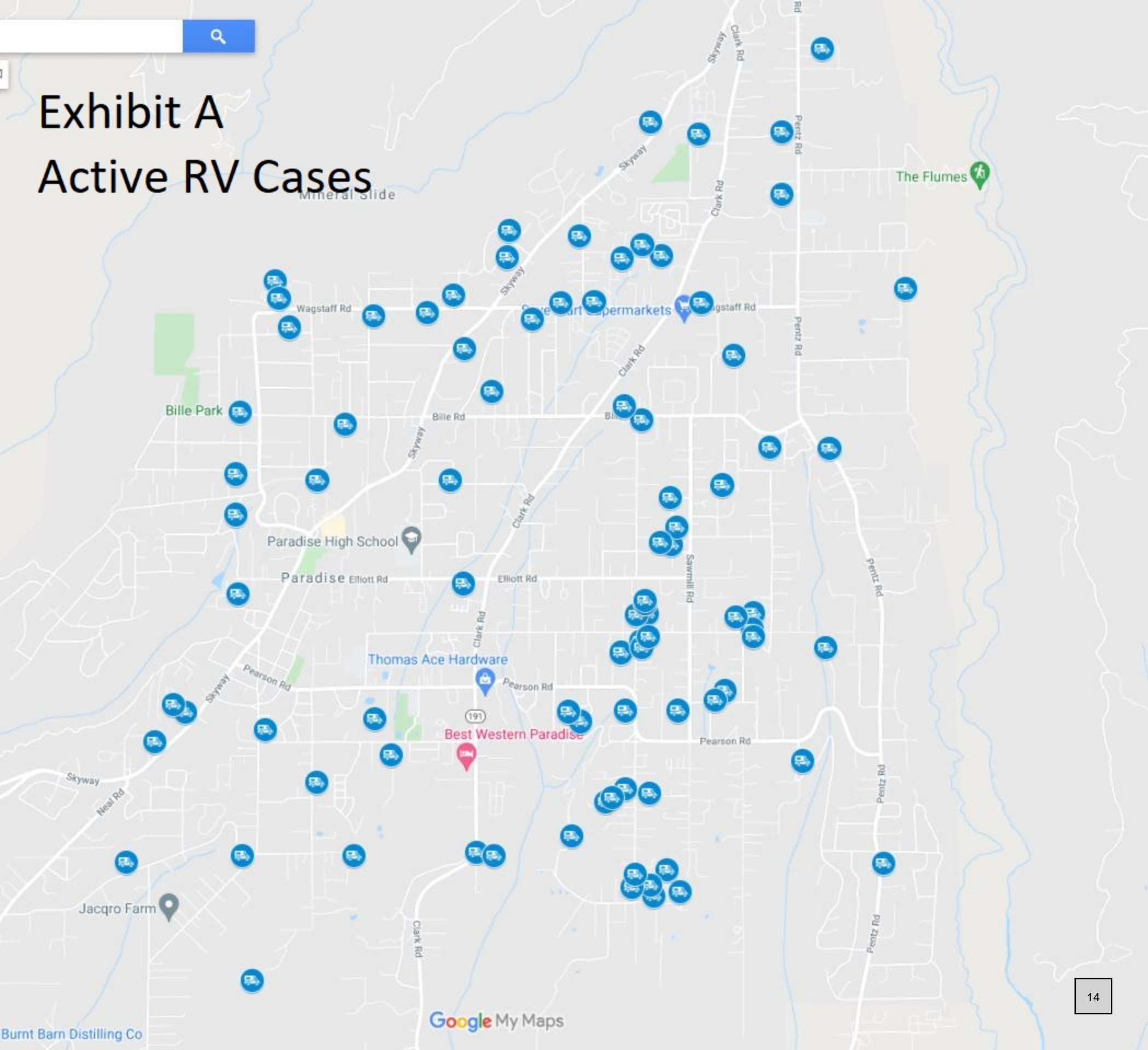
The following is the number of Defensible Space Program inspections that have been completed as of 6/30/2021:

Compliant parcels:	5,649
Noncompliant Parcels:	5,430
Total Parcels:	11,079

We are about 51% compliance. The Fire Prevention office is receiving hundreds of calls a week from residents requesting information and reporting complaints. Re-inspections are going well with a good response from the property owners overall. The largest issue for property owners is contractor availability to complete this work, staff is working with the goal of voluntary compliance.

Exhibit A

Active RV Cases



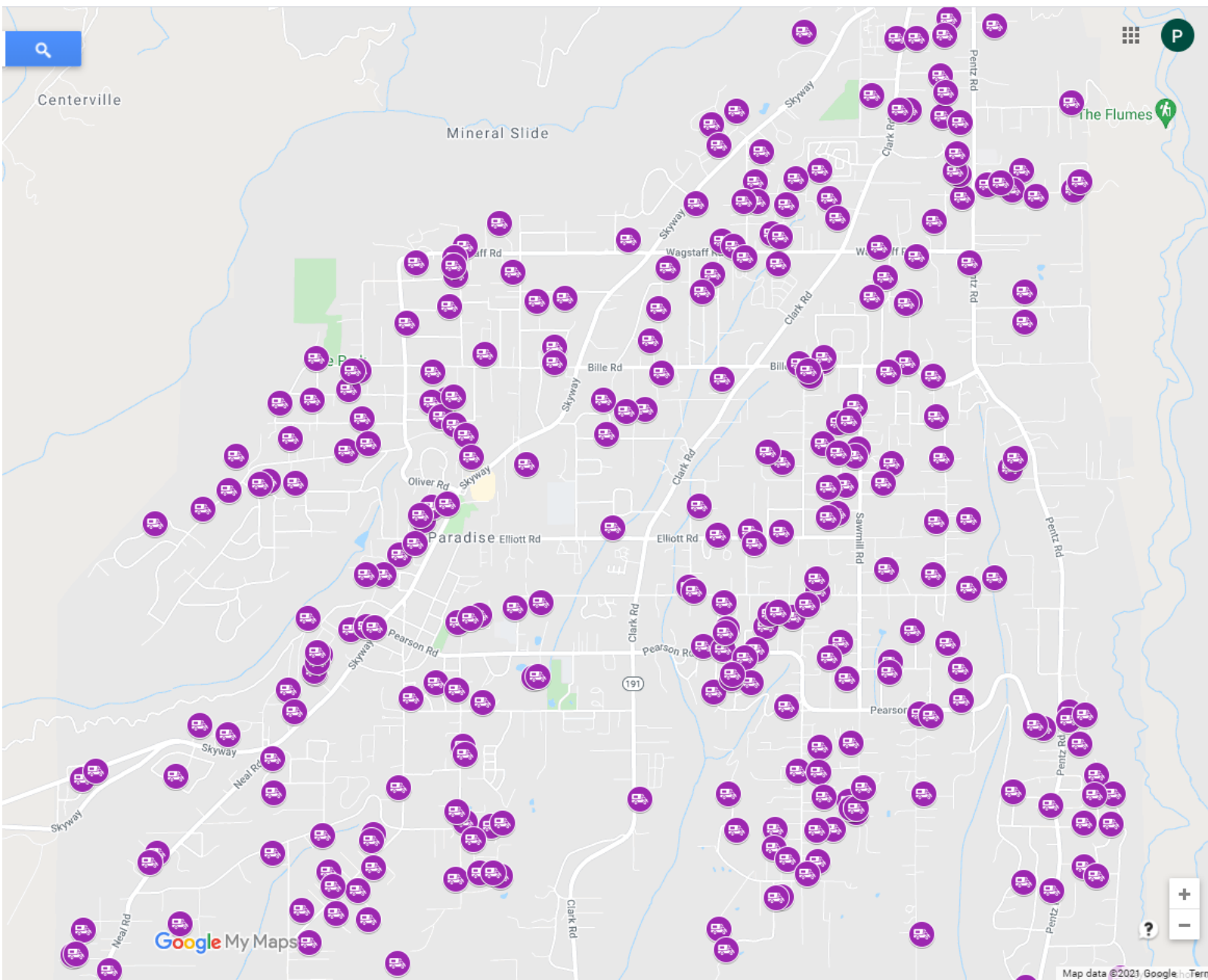


Exhibit B Permitted TUP's

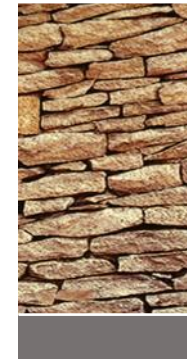


TOWN OF PARADISE



To update your information to stay in compliance call
Building Resiliency Center (BRC)
6295 Skyway
Paradise CA, 95969
(530) 872 6291 x 411

Town of Paradise (BRC)
6295 Skyway
Paradise, CA 95969



Urgency Interim Housing Ordinance

TEMPORARY RVs

Important Information
Regarding New
Deadlines for
Living in an RV



Northern Recycling and Waste Services

To establish trash service:

email customerservice@northernrecycling.biz or
call 530-876-3340

Please keep a copy of your service agreement as
Town staff will ask you for proof of service.

Updates to the Urgency Interim Housing Ordinance

Updates >>>

On 5/11/2021 Town of Paradise Town Council voted to extend the the Urgency Interim Housing Ordinance. This vote extends the timeframe of the urgency ordinance and temporary occupancy permits as follows:

Time Limit:

A Permit for temporary dwelling was extended until **September 30, 2021**. At this time an extension may be approved provided evidence that one of the following conditions are met:

- A residential rebuild permit issued or applied for.
- Contract with a Designer / Contractor / Manufactured Home Dealer.
- Working with the Town / State regarding a Housing Program.

Approved extension good until **December 31, 2021**

Stay in Compliance >>>

- The temporary dwelling shall have full hook-ups to water, septic, and power.
- At all times, temporary dwellings, cargo storage containers, or stored recreational vehicles shall be located outside the setbacks, recorded easements, roads, driveways, designated flood hazards and areas prone to landslides or debris flow.
- The temporary dwelling shall be served by solid waste collection services with **NRWS (Northern Recycling and Waste Services)**
- The temporary dwelling shall be in compliance with all Paradise Municipal Code requirements and laws relating to maintenance of real property.

Septic Connection >>>

The temporary dwelling shall be connected to an approved sewage disposal system meeting one of the following criteria:

- A new or existing on-site septic disposal system that has been approved by the Town to be intact, adequately sized, and functioning correctly.

Electrical Connection >>>

The temporary dwelling shall be connected to an approved source of electricity satisfying the following:

- A permitted power pole and inspected electrical service hookup.

Water Connection >>>

The temporary dwelling shall be connected to an approved water source meeting one of the following criteria:

- Public water system.
- Well approved by Environmental Health Department.
- Other water source approved by the Town.



If you already meet the conditions to extend your permit past the September deadline
Please submit proof of evidence to the Planning Division by contacting
530-872-6291 ext 411 or avierra@townofparadise.com



MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 8:00 AM – May 27, 2021

1. OPENING

The Special meeting of the Paradise Town Council was called to order by Mayor Crowder at 8:01 a.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.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Jody Jones, Rose Tryon and Steve Crowder, Mayor

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Kevin Phillips, Town Attorney Mark A. Habib, Town Clerk Dina Volenski, Public Works Director/Town Engineer Marc Mattox, Community Development Director Susan Hartman and Administrative Assistant Sheris Alvies.

2. COUNCIL CONSIDERATION

- a. Community Development Director Susan Hartman provided an overview of the North Recycling Waste Service (NRWS) Agreement, and Andrew Guidi from NRWS answered Council questions about hours of operation.
- 1. Ward Habriel commented that he thought the discussion on waste services should have been held at a bigger venue and does not think the contract, as written, is in the best interest of the Town.
- 2. Steve Rodowick commented that negotiating for certain provisions such as green waste, is not unreasonable with either a date certain or population certain trigger point.
- 3. Town Clerk Dina Volenski read two statements submitted via email by Al McGreehan who stated he thought the solid waste disposal flow control should continue to be of importance and the franchise agreement should not be modified away from Neal Road; supported the Town issuing an RFI to gauge interest; supported the requirement of a local office; concurred with Steve Rodowick’s statements and did not think a new agreement should exceed a 10-year term or suspend the services required by the Town’s present agreement.

Council Member Culleton read a prepared statement regarding the agreement and the items he has concerns about.

MOTION by Jones, seconded by Crowder, to accept the franchise agreement as is, with services to be negotiated later, with trigger points.
MOTION WITHDRAWN BY JONES.

MOTION by Jones, seconded by Bolin, to reject the proposal and directed staff to re-negotiate the proposal with Waste Management and to come back to Town

Council for consideration at a later date with the requested items being addressed. Roll call vote was unanimous.

3. ADJOURNMENT

Mayor Crowder adjourned the Town Council meeting at 9:28 a.m.

Date approved:

By:

Steve Crowder, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – June 08, 2021

1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Crowder 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 Vice Mayor Jody Jones.

COUNCIL MEMBERS PRESENT: Steve “Woody” Culleton, Jody Jones, Rose Tryon and Steve Crowder, Mayor.

COUNCIL MEMBERS ABSENT: Greg Bolin

STAFF PRESENT: Town Manager Kevin Phillips, Town Attorney Mark Habib, Attorney Dwight Moore, Town Clerk Dina Volenski, Assistant to the Town Manager Colette Curtis, Disaster Recovery Director Katie Simmons, Community Development Director Susan Hartman, Community Development Director Tony Lindsey, Public Works Director/Town Engineer Marc Mattox, Chief Eric Reinbold, and Hazard Tree Removal Project Manager Brian Solecki.

- 1a. Mayor Steve Crowder read a proclamation recognizing Jim Broshears for his years of service to the Town of Paradise and Fire Services. Congressman Doug LaMalfa also presented Jim Broshears with a proclamation of good service. (180-40-027)

Mayor Steve Crowder read a proclamation recognizing Dwight Moore and his years of service to the Town of Paradise as Town Attorney. (180-40-027)

1. Ward Habriel thanked Dwight Moore for his work as the Town Attorney and for taking the time to provide explanations to the public, when asked.

- 1b. Calli-Jane DeAnda from the Butte County Fire Safe Council presented on grazing as a Fuels Reduction Strategy in the Town of Paradise.
- 1c. Cole Glenwright from CAL OES provided an update on the Hazard Tree Removal Program.

2. CONSENT CALENDAR

MOTION by Jones, seconded by Tryon, approved consent calendar items 2a through 2f. Roll call vote was unanimous with Bolin absent and not voting.

- 2a. Approved minutes of the May 11, 2021 Regular and May 3, 2021 and May 12, 2021 Special Town Council meetings.
- 2b. Approved May 2021 Cash Disbursements in the amount of \$ 5,211,669.84 (310-10-034)

- 2c. Concurred with staff recommendation to file a CEQA Notice of Exemption for the Off-System Culvert Replacement Project. (950-40-060, 910-30-004)
- 2d. Adopted Resolution No. 21-22, "A Resolution of the Town Council of the Town of Paradise updating and assigning representatives to NCCSIF Board of Directors." (520-10-004)
- 2e. Adopted Resolution No. 21-23, "A Resolution of the Town Council of the Town of Paradise Authorizing Submittal of Application(s) for all CalRecycle Grants for Which the Town is Eligible." (950-35-001)
- 2f. Concurred with staff recommendation to file a CEQA Notice of Exemption for the Off-System Road Rehabilitation Project. (950-40-061)

3. ITEMS REMOVED FROM CONSENT CALENDAR - None

4. PUBLIC COMMUNICATION

1. Ward Habriel shared an experience from a homeowner who wanted to put a shade structure over his deck and was told by the Building Resiliency Center that the plans must be engineered.

2. Congressman Doug LaMalfa shared that the Paradise Roe Road Project Phase I will go to the Transportation Committee for approval within the week and that the letters Council drafted in support of the different projects over the years have helped various project get approved.

5. PUBLIC HEARINGS - None

6. COUNCIL CONSIDERATION

- 6a. Community Development Director Susan Hartman provided an overview of the proposed Memorandum of Understanding (MOU) with the Butte County Fire Safe Council to provide assistance from the Town, as the Lead Agency, in processing an environmental document to satisfy the CEQA requirements of their grant application.

MOTION by Tryon, seconded by Culleton, authorized the Town Attorney to review and approve the draft MOU agreement to be executed between the Town of Paradise and Butte County Fire Safe Council; and, 2. Authorized the Town Manager, on behalf of the Town of Paradise, to sign the MOU agreement with Butte County Fire Safe Council. Roll call vote was unanimous with Bolin absent and not voting. (510-20-304)

- 6b. Disaster Recovery Director Katie Simmons explained staff's recommendation to approve the amendment to the agreement with Ernst & Young (EY), increasing the Not to Exceed amount on the agreement by \$250,000 to \$2.25M, with the goal over the next year of transitioning agency relationships and communications, as well as knowledge and data collected on behalf of the Town by Ernst & Young, to the Town's professional staff. The recommendation also added a requirement of EY to produce an

analysis of how remaining funds within the agreement will be budgeted across projects during the transition period, as well as a breakdown of how all EY expenses incurred to date may be reimbursed through insurance, hazard mitigation, and FEMA public assistance.

MOTION by Jones, seconded by Crowder, approved the Amendment to the Agreement with Ernst & Young to increase the Not to Exceed (NTE) on its contract by \$250,000 to a total of \$2,250,000. Roll call vote was unanimous with Bolin absent and not voting. (510-20-213)

6c. Town Manager Phillips provided an overview of the proposed letter to Adventist Health inquiring about when they will reopen an Emergency Room in the Town of Paradise. Vice Mayor Jones made some suggested verbiage to the letter.

1. Ward Habriel spoke in favor of opening an emergency room in Paradise and would like to see more amenities return to the Ridge.

MOTION by Jones, seconded by Culleton, approved a letter to Adventist Health, with changes suggested by Vice Mayor Jones, regarding the delay in reopening an Emergency Room in Paradise. Roll call vote was unanimous with Bolin absent and not voting. (180-30-100)

6d. Community Development Director Tony Lindsey presented proposed Ordinance No. 609 with an amendment to include a provision for grazing animals which include goats and sheep.

1. Ward Habriel spoke in favor of the ordinance but expressed that he thought the Town should provide incentives, not penalties, to the residents of the Town to encourage them to clean their properties.

MOTION by Jones, seconded by Culleton, waived the re-introduction of Town Ordinance No. 609 and read by title only; and, introduced Town Ordinance No. 609, "An Ordinance Amending Paradise Municipal Code Section 8.58.060 relating to Defensible Space and Hazardous Fuel Management"; Roll call vote was unanimous with Bolin absent and not voting. (540-16-178)

7. COUNCIL INITIATED ITEMS AND REPORTS

7a. Council initiated agenda items – None

7b. Council reports on committee representation:

Council Member Culleton participated in the Consortium of Care Committee meeting and shared that new funding will be coming available.

Vice Mayor Jones attended a number of Paradise Sewer Project meetings, one with Assemblyman Gallagher who was working to coordinate support

for the sewer system; attended the TOP/PID Liaison meeting where the committee discussed coordinating street improvement projects.

Council Member Tryon attended the virtual Sewer Project meeting; Butte County Air Quality meeting, Butte County Fire Safe Council meeting; Wildfire Task Force Safety meeting and the TOP/PID Liaison meeting. Council Member Tryon shared that PID customers are using as much water now as they were prior to the fire when the Town was fully populated.

Mayor Crowder attended the Sewer Project meetings, including the one with Assemblyman Gallagher: he met two different couples who are applying for the Grocery Outlet franchise; participated in an interview with a French news station; and attended the groundbreaking of Ridge View High School.

- c. Future Agenda Items – Council Member Culleton would like to have the speakers in Council Chamber fixed and requested the monitors in Council Chambers be touch screen.

8. STAFF COMMUNICATION

8a. Town Manager Report

Town Manager Phillips provided an update on the FEMA tax credits for low- income housing reporting that the Town of Paradise missed out on the 2018 tax credits, but when the Town lobbied with the State Treasurer to prioritize the 2017, 2018 and 2020 burn scar areas, since they were in the same County, the Town was successful. Town Manager Phillips also reported that the Town anticipates \$2.8 million worth of COVID-19 funding. Staff is in the middle of Budget preparation and the Town Manager and Administrative Services Director will be meeting with each Department to go over and prioritize budget needs.

Community Development Director Susan Hartman reported that the Moose Lodge will be on the Planning Commission agenda next week requesting an amendment to their use permit; the Eagles and the Elks Lodges are under construction; two sets of mini self-storage units are in review for rebuild; Barney O'Rourke's is in for plan-check; Grocery Outlet interior remodel has been approved; permits have been submitted for the Lutheran Church multi-family development project; Maxx for Less Gas Station has started reconstruction and the Building Resiliency Center has issued a temporary Certificate of Occupancy for AM/PM. The Town received a grant through Housing Community Development to scan septic as-builts, which is ahead of schedule, and also received a Wildfire Planning and Resiliency grant which is paying for the Housing Element update.

At 8:07 p.m. Mayor Crowder recessed the meeting for a five-minute break before going into Closed Session.

At 8:13 p.m. Mayor Crowder resumed the Council meeting and announced that the Town Council would go into Closed Session for the following items:

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 Kevin Phillips relating to the following pending litigation: Town of Paradise vs. AT&T Corp. – Case No. 20-08-018 before the Public Utilities Commission of the State of California.
- 9b. Pursuant to Government Code Section 54956.9(d)(3), the Town Council will hold a closed session to meet with the Town Attorney concerning the following claim for breach of contract: Brooke Kerrigan v. Town of Paradise.

At 9:23 p.m. Mayor Crowder announced the following:

9a: Town Council gave direction to the Town Manager and Town Attorney concerning the settlement agreement with AT& T relating to the undergrounding of utilities.

9b. The Town Council gave direction to the Town Attorney regarding the claim with Brooke Kerrigan.

10. ADJOURNMENT

Mayor Crowder adjourned the Town Council meeting at 9:24 p.m.

Date approved:

By:

Steve Crowder, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
June 1, 2021 - June 30, 2021



CASH DISBURSEMENTS REPORT
June 1, 2021 - June 30, 2021

Check Date	Pay Period End	Description	Amount	Total
6/11/2021	6/6/2021	Net Payroll - Direct Deposits and Checks	\$ 206,279.25	
6/25/2021	6/20/2021	Net Payroll - Direct Deposits and Checks	<u>156,748.39</u>	\$ 363,027.64
Accounts Payable				
		Payroll Vendors: Taxes, PERS, Dues, Insurance, Etc.	525,311.37	
		Operations Vendors: Supplies, Contracts, Utilities, Etc.	<u>\$ 6,857,267.82</u>	7,382,579.19
		TOTAL CASH DISBURSEMENTS ACCOUNTS PAYABLE		<u>7,382,579.19</u>
		GRAND TOTAL CASH DISBURSEMENTS		<u><u>\$ 7,745,606.83</u></u>

APPROVED BY: _____
Kevin Phillips, Town Manager

APPROVED BY: _____
Ross Gilb, Administrative Services Director / Town Treasurer

TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voi Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
78238	06/02/2021	Open		Accounts Payable	ICMA 457 - VANTAGEPOINT	\$750.00		
78239	06/02/2021	Open		Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
78240	06/02/2021	Open		Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
78241	06/02/2021	Open		Accounts Payable	Peters, Habib, McKenna, Juhl-Rhodes & Cardoza, LLP	\$18,579.00		
78242	06/02/2021	Open		Accounts Payable	Santander Leasing LLC	\$21,657.93		
78243	06/02/2021	Open		Accounts Payable	Santander Leasing LLC	\$7,926.51		
78244	06/02/2021	Open		Accounts Payable	SBA Monarch Towers III LLC	\$160.10		
78245	06/02/2021	Open		Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$906.47		
78246	06/03/2021	Open		Accounts Payable	4LEAF, Inc	\$218,151.30		
78247	06/03/2021	Open		Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$11.96		
78248	06/03/2021	Open		Accounts Payable	ANIMAL HOSPITAL/VETMOBILE	\$218.00		
78249	06/03/2021	Open		Accounts Payable	Aryus Homes	\$19,072.00		
78250	06/03/2021	Open		Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$109.95		
78251	06/03/2021	Open		Accounts Payable	AT&T MOBILITY	\$89.46		
78252	06/03/2021	Open		Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$210.49		
78253	06/03/2021	Open		Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$23.67		
78254	06/03/2021	Open		Accounts Payable	AT&T/CALNET3 - Summary	\$4,019.65		
78255	06/03/2021	Open		Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,115.54		
78256	06/03/2021	Open		Accounts Payable	Balken Construction	\$20,000.00		
78257	06/03/2021	Open		Accounts Payable	Balken Construction	\$20,000.00		
78258	06/03/2021	Open		Accounts Payable	Batteries Plus Bulbs	\$204.81		
78259	06/03/2021	Open		Accounts Payable	Big O Tires	\$160.00		
78260	06/03/2021	Open		Accounts Payable	Biometrics4ALL, Inc	\$16.50		
78261	06/03/2021	Open		Accounts Payable	Blue Flamingo Marketing Advocates	\$4,166.67		
78262	06/03/2021	Open		Accounts Payable	Broad & Gusman	\$4,000.00		
78263	06/03/2021	Open		Accounts Payable	BUTTE COMMUNITY COLLEGE	\$1,930.26		
78264	06/03/2021	Open		Accounts Payable	Chico State Enterprises	\$6,550.00		
78265	06/03/2021	Open		Accounts Payable	Coastal Bend Municipal Clerks Association	\$50.00		
78266	06/03/2021	Open		Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$171.82		
78267	06/03/2021	Open		Accounts Payable	Creative Composition Inc	\$1,129.04		
78268	06/03/2021	Open		Accounts Payable	Dewberry Engineers Inc.	\$179,351.08		
78269	06/03/2021	Open		Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$885.87		
78270	06/03/2021	Open		Accounts Payable	Eagle Security Systems	\$164.85		
78271	06/03/2021	Open		Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$551.49		
78272	06/03/2021	Open		Accounts Payable	FOOTHILL MILL & LUMBER	\$1,445.24		
78273	06/03/2021	Open		Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$38.15		
78274	06/03/2021	Open		Accounts Payable	Granicher Appraisals, Inc	\$725.00		
78275	06/03/2021	Open		Accounts Payable	GREAT AMERICA LEASING CORP.	\$302.80		
78276	06/03/2021	Open		Accounts Payable	HDR Engineering, Inc	\$77,232.75		
78277	06/03/2021	Open		Accounts Payable	Herc Rentals Inc.	\$4,494.85		
78278	06/03/2021	Open		Accounts Payable	HUDSON'S APPLIANCE CENTER	\$811.87		
78279	06/03/2021	Open		Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$5,935.67		
78280	06/03/2021	Open		Accounts Payable	INLAND BUSINESS MACHINES	\$44.23		
78281	06/03/2021	Open		Accounts Payable	James or Lavenia Riotto	\$150.00		
78282	06/03/2021	Open		Accounts Payable	LIFE ASSIST INC	\$12.28		
78283	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$30,262.76		
78284	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$74,223.80		

TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voi Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
78285	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$90,907.89		
78286	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$768.46		
78287	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$72,079.80		
78288	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$1,681.14		
78289	06/03/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$139.74		
78290	06/03/2021	Open		Accounts Payable	McMahon Construction Inc	\$29,505.00		
78291	06/03/2021	Open		Accounts Payable	Meyers Police K-9 Training, LLC	\$1,005.00		
78292	06/03/2021	Open		Accounts Payable	MID VALLEY TITLE & ESCROW	\$1,133.50		
78293	06/03/2021	Open		Accounts Payable	Midwest Veterinary Supply, Inc	\$289.54		
78294	06/03/2021	Open		Accounts Payable	Mt Shasta Spring Water Co., Inc	\$136.98		
78295	06/03/2021	Open		Accounts Payable	MUNICIPAL CODE CORP	\$399.99		
78296	06/03/2021	Open		Accounts Payable	North State Tire Co. Inc.	\$1,782.08		
78297	06/03/2021	Open		Accounts Payable	O'REILLY AUTO PARTS	\$380.82		
78298	06/03/2021	Open		Accounts Payable	OFFICE DEPOT ACCT#36233169	\$1,340.17		
78299	06/03/2021	Open		Accounts Payable	Oroville Tow & Salvage	\$720.00		
78300	06/03/2021	Open		Accounts Payable	PACIFIC GAS & ELECTRIC	\$310.01		
78301	06/03/2021	Open		Accounts Payable	PARADISE IRRIGATION DIST	\$2,508.26		
78302	06/03/2021	Open		Accounts Payable	PARADISE POST	\$123.41		
78303	06/03/2021	Open		Accounts Payable	PEERLESS BUILDING MAINT	\$1,275.00		
78304	06/03/2021	Open		Accounts Payable	RAY MORGAN COMPANY INC	\$63.12		
78305	06/03/2021	Open		Accounts Payable	Riebes Auto Parts-Motorpool	\$202.30		
78306	06/03/2021	Open		Accounts Payable	Spherion Staffing	\$14,318.57		
78307	06/03/2021	Open		Accounts Payable	Stratti	\$14,233.64		
78308	06/03/2021	Open		Accounts Payable	Tahoe Pure Water Co.	\$30.00		
78309	06/03/2021	Open		Accounts Payable	THOMAS ACE HARDWARE	\$2.20		
78310	06/03/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$168.09		
78311	06/03/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$16.36		
78312	06/03/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$7.31		
78313	06/03/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$37.88		
78314	06/03/2021	Open		Accounts Payable	Tri Flame Propane	\$334.59		
78315	06/03/2021	Open		Accounts Payable	TUCKER PEST CONTROL INC	\$86.00		
78316	06/03/2021	Open		Accounts Payable	VistaNet Inc.	\$30.00		
78317	06/03/2021	Open		Accounts Payable	Western Extrication Specialists, Inc	\$1,900.00		
78318	06/03/2021	Open		Accounts Payable	WITTMEIER AUTO CENTER	\$36.45		
78319	06/03/2021	Open		Accounts Payable	Wood Rodgers, Inc.	\$97,670.89		
78320	06/03/2021	Open		Accounts Payable	Aflac	\$146.92		
78321	06/03/2021	Open		Accounts Payable	Met Life	\$9,049.72		
78322	06/03/2021	Open		Accounts Payable	OPERATING ENGINEERS	\$896.00		
78323	06/03/2021	Open		Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$1,666.36		
78324	06/03/2021	Open		Accounts Payable	SUN LIFE INSURANCE	\$5,383.45		
78325	06/03/2021	Open		Accounts Payable	SUPERIOR VISION SVC NGLIC	\$738.07		
78326	06/03/2021	Open		Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$90.00		
78327	06/16/2021	Open		Accounts Payable	ICMA 457 - VANTAGEPOINT	\$750.00		
78328	06/16/2021	Open		Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
78329	06/17/2021	Open		Accounts Payable	4LEAF, Inc	\$194,891.13		
78330	06/17/2021	Open		Accounts Payable	ACCESS INFORMATION PROTECTED	\$82.52		
78331	06/17/2021	Open		Accounts Payable	ACI ENTERPRISES, INC.	\$463.32		

TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Void Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
78332	06/17/2021	Open			Accounts Payable ADVANCED DOCUMENT CONCEPTS	\$215.73		
78333	06/17/2021	Open			Accounts Payable ANIMAL HOSPITAL/VETMOBILE	\$43.00		
78334	06/17/2021	Open			Accounts Payable Asbury Environmental Services	\$160.00		
78335	06/17/2021	Open			Accounts Payable AT&T & CALNET3 - CIRCUIT LINES	\$1,051.52		
78336	06/17/2021	Open			Accounts Payable AWARDS COMPANY	\$86.87		
78337	06/17/2021	Open			Accounts Payable Azco Supply Inc	\$39.17		
78338	06/17/2021	Open			Accounts Payable Balken Construction	\$20,000.00		
78339	06/17/2021	Open			Accounts Payable Bear Electric Solutions	\$1,520.00		
78340	06/17/2021	Open			Accounts Payable Big O Tires	\$1,078.29		
78341	06/17/2021	Open			Accounts Payable Biometrics4ALL, Inc	\$15.00		
78342	06/17/2021	Open			Accounts Payable Bug Smart	\$83.00		
78343	06/17/2021	Open			Accounts Payable BUTTE CO RECORDER	\$193.50		
78344	06/17/2021	Open			Accounts Payable BUTTE REGIONAL TRANSIT	\$30.00		
78345	06/17/2021	Open			Accounts Payable C4 Polygraph, LLC	\$350.00		
78346	06/17/2021	Voided	Incorrect Amount	06/17/2021	Accounts Payable CALIFORNIA POLICE CHIEFS ASSOCIATION	\$145.00		
78347	06/17/2021	Open			Accounts Payable CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$1,019.00		
78348	06/17/2021	Open			Accounts Payable Carmody, Ronald	\$259.81		
78349	06/17/2021	Open			Accounts Payable CHICO POWER EQUIPMENT	\$51.42		
78350	06/17/2021	Open			Accounts Payable COMCAST CABLE	\$244.78		
78351	06/17/2021	Open			Accounts Payable COMCAST CABLE	\$409.78		
78352	06/17/2021	Open			Accounts Payable COMCAST CABLE	\$139.78		
78353	06/17/2021	Open			Accounts Payable CRAIG DREBERTS AUTOMOTIVE	\$453.34		
78354	06/17/2021	Open			Accounts Payable Cursor Control Inc.	\$1,500.00		
78355	06/17/2021	Open			Accounts Payable CW Electric	\$46,355.29		
78356	06/17/2021	Open			Accounts Payable Don Ajamian Construction, Inc.	\$27,000.00		
78357	06/17/2021	Open			Accounts Payable Down Range Indoor Training Center	\$1,789.63		
78358	06/17/2021	Open			Accounts Payable ENLOE MEDICAL CENTER, INC.	\$2,808.00		
78359	06/17/2021	Open			Accounts Payable Entersect	\$109.95		
78360	06/17/2021	Open			Accounts Payable FOOTHILL MILL & LUMBER	\$9.95		
78361	06/17/2021	Open			Accounts Payable GHD, Inc.	\$116,739.91		
78362	06/17/2021	Open			Accounts Payable Granicher Appraisals, Inc	\$375.00		
78363	06/17/2021	Open			Accounts Payable GREEN RIDGE LANDSCAPING	\$4,846.00		
78364	06/17/2021	Open			Accounts Payable Griffin, Jeffery	\$36.00		
78365	06/17/2021	Open			Accounts Payable HDR Engineering, Inc	\$73,933.54		
78366	06/17/2021	Open			Accounts Payable Herc Rentals Inc.	\$2,161.08		
78367	06/17/2021	Open			Accounts Payable I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$9,542.96		
78368	06/17/2021	Open			Accounts Payable INDUSTRIAL POWER PRODUCTS	\$213.17		
78369	06/17/2021	Open			Accounts Payable INTERSTATE OIL COMPANY	\$304.96		
78370	06/17/2021	Open			Accounts Payable INTERSTATE SALES	\$574.44		
78371	06/17/2021	Open			Accounts Payable Jennifer Arbuckle	\$11,727.50		
78372	06/17/2021	Open			Accounts Payable JOHNNY ON THE SPOT PORTABLES	\$1,025.15		
78373	06/17/2021	Open			Accounts Payable KNIFE RIVER CONSTRUCTION	\$513.98		
78374	06/17/2021	Open			Accounts Payable KOEFRAN INDUSTRIES	\$1,200.00		
78375	06/17/2021	Open			Accounts Payable KP Research Services, Inc.	\$2,481.20		
78376	06/17/2021	Open			Accounts Payable L.N. CURTIS & SONS	\$9,188.80		
78377	06/17/2021	Open			Accounts Payable Law Office of Gregory P. Einhorn	\$4,620.00		
78378	06/17/2021	Open			Accounts Payable LES SCHWAB TIRE CENTER - MOTORPOOL	\$40.25		

TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voi Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
78379	06/17/2021	Open		Accounts Payable	LIFE ASSIST INC	\$731.54		
78380	06/17/2021	Open		Accounts Payable	LOCATE PLUS CORPORATION	\$32.00		
78381	06/17/2021	Open		Accounts Payable	Maine Town & City Clerks Association	\$80.00		
78382	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$30,704.68		
78383	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$8,577.67		
78384	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$41,499.82		
78385	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$20,812.78		
78386	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$307.33		
78387	06/17/2021	Open		Accounts Payable	Mark Thomas & Company Inc	\$5,134.40		
78388	06/17/2021	Open		Accounts Payable	McMahon Construction Inc	\$7,489.40		
78389	06/17/2021	Open		Accounts Payable	Meyers Police K-9 Training, LLC	\$900.00		
78390	06/17/2021	Open		Accounts Payable	MOBILE MINI INC	\$633.28		
78391	06/17/2021	Open		Accounts Payable	MOORE, DWIGHT, L.	\$5,100.00		
78392	06/17/2021	Open		Accounts Payable	Mt Shasta Spring Water Co., Inc	\$312.06		
78393	06/17/2021	Open		Accounts Payable	MUNICIPAL CODE CORP	\$588.00		
78394	06/17/2021	Open		Accounts Payable	MUNIMETRIX SYSTEMS CORP	\$39.99		
78395	06/17/2021	Open		Accounts Payable	Myers, Jim	\$70.77		
78396	06/17/2021	Open		Accounts Payable	North State Tire Co. Inc.	\$1,553.82		
78397	06/17/2021	Open		Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$1,822.20		
78398	06/17/2021	Open		Accounts Payable	NORTHGATE PETROLEUM CO	\$7,657.43		
78399	06/17/2021	Open		Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$542.93		
78400	06/17/2021	Open		Accounts Payable	O'REILLY AUTO PARTS	\$11.62		
78401	06/17/2021	Open		Accounts Payable	OFFICE DEPOT ACCT#36233169	\$296.64		
78402	06/17/2021	Open		Accounts Payable	Oroville Cable	\$453.99		
78403	06/17/2021	Open		Accounts Payable	PACIFIC GAS & ELECTRIC	\$10,180.94		
78404	06/17/2021	Open		Accounts Payable	PEERLESS BUILDING MAINT	\$800.00		
78405	06/17/2021	Open		Accounts Payable	RAY MORGAN COMPANY INC	\$2.61		
78406	06/17/2021	Open		Accounts Payable	RENTAL GUYS - CHICO	\$95.45		
78407	06/17/2021	Open		Accounts Payable	Resource Management Associates, Inc.	\$8,290.00		
78408	06/17/2021	Open		Accounts Payable	Riebes Auto Parts-Motorpool	\$959.53		
78409	06/17/2021	Open		Accounts Payable	RRA Builders	\$23,850.00		
78410	06/17/2021	Open		Accounts Payable	Sigler Pest Control	\$50.00		
78411	06/17/2021	Open		Accounts Payable	SKYWAY TOWING & SERVICE	\$115.00		
78412	06/17/2021	Open		Accounts Payable	Spherion Staffing	\$12,091.51		
78413	06/17/2021	Open		Accounts Payable	Stratti	\$16,202.25		
78414	06/17/2021	Open		Accounts Payable	Tahoe Pure Water Co.	\$75.00		
78415	06/17/2021	Open		Accounts Payable	Tetra Tech - EMI	\$37,527.94		
78416	06/17/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$683.83		
78417	06/17/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$84.66		
78418	06/17/2021	Open		Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$4.69		
78419	06/17/2021	Open		Accounts Payable	TUCKER PEST CONTROL INC	\$90.00		
78420	06/17/2021	Open		Accounts Payable	UNITED RENTALS, INC.	\$2,049.73		
78421	06/17/2021	Open		Accounts Payable	VERIZON WIRELESS	\$811.46		
78422	06/17/2021	Open		Accounts Payable	Wanco, Inc.	\$450.00		
78423	06/17/2021	Open		Accounts Payable	Golden State Fire Apparatus, Inc	\$1,561.82		
78424	06/28/2021	Open		Accounts Payable	Cal OES - Accounting Branch	\$5,000,000.00		
78425	06/30/2021	Open		Accounts Payable	ICMA 457 - VANTAGEPOINT	\$750.00		

TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voi Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
78426	06/30/2021	Open		Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
Type Check Totals:				189 Transactions		\$6,878,217.62		
<u>EFT</u>								
1158	06/02/2021	Open		Accounts Payable	CALPERS - RETIREMENT	\$39,663.68		
1159	06/02/2021	Open		Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,687.08		
1160	06/03/2021	Open		Accounts Payable	CALPERS	\$114,153.24		
1161	06/16/2021	Open		Accounts Payable	CALPERS - RETIREMENT	\$40,024.26		
1162	06/16/2021	Open		Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,737.08		
1163	06/09/2021	Open		Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$16,212.30		
1164	06/09/2021	Open		Accounts Payable	INTERNAL REVENUE SERVICE	\$49,456.41		
1167	06/24/2021	Open		Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$8,369.80		
1168	06/24/2021	Open		Accounts Payable	INTERNAL REVENUE SERVICE	\$28,457.09		
1169	06/30/2021	Open		Accounts Payable	CALPERS - RETIREMENT	\$42,227.41		
1170	06/30/2021	Open		Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,737.08		
1171	06/30/2021	Open		Accounts Payable	CALPERS - RETIREMENT	\$3,723.20		
1172	06/30/2021	Open		Accounts Payable	CALPERS - RETIREMENT	\$138,912.94		
Type EFT Totals:				13 Transactions		\$504,361.57		
AP - US Bank TOP AP Checking Totals								

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	188	\$6,878,072.62	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$145.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	189	\$6,878,217.62	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$504,361.57	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	13	\$504,361.57	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	201	\$7,382,434.19	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$145.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	202	\$7,382,579.19	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	188	\$6,878,072.62	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$145.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	189	\$6,878,217.62	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
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TOWN OF PARADISE
Payment Register

From Payment Date: 6/1/2021 - To Payment Date: 6/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voi Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking								
<u>Check</u>								
				Open	13	\$504,361.57	\$0.00	
				Reconciled	0	\$0.00	\$0.00	
				Voided	0	\$0.00	\$0.00	
				Total	13	\$504,361.57	\$0.00	
<hr/>								
	All	Status	Count	Transaction Amount		Reconciled Amount		
		Open	201	\$7,382,434.19		\$0.00		
		Reconciled	0	\$0.00		\$0.00		
		Voided	1	\$145.00		\$0.00		
		Stopped	0	\$0.00		\$0.00		
		Total	202	\$7,382,579.19		\$0.00		



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 2(c)

ORIGINATED BY: Garrett Sjolund, Fire Chief
Tony Lindsey, Community Development Director –
Building & Code Enforcement

REVIEWED BY: Kevin Phillips, Town Manager
Scott E. Huber, Town Attorney

SUBJECT: Adoption of Town Ordinance No. 609

**LONG TERM
RECOVERY PLAN:** N/A

COUNCIL ACTION REQUESTED:

Upon conclusion of public discussion of this agenda item adopt either the recommended action or an alternative action.

RECOMMENDATION: Adopt a MOTION TO:

1. Waive second reading of the entire Town Ordinance No. 609 and approve reading by title only; and
2. Adopt Town of Paradise Ordinance No. 609, "An Ordinance Amending Paradise Municipal Code Section 8.58.060 relating to Defensible Space and Hazardous Fuel Management".

Background:

On June 8, 2021, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. If adopted, the intent of the proposed ordinance is to amend existing statutes within Paradise Municipal Code Chapter 8.58 that relate to defensible space/hazardous fuel management requirements at time of transfer of ownership of a parcel in accordance with Public Resources Code Section 4291 as well as permitting the short-term use of goats and/or sheep for weed abatement.

Discussion:

Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 609 (copy attached). Once adopted, the provisions of this ordinance will be in legal effect thirty days thereafter.

Financial Impact:

A nominal cost will be borne by the Town of Paradise for publication of the ordinance within the local newspaper.

**TOWN OF PARADISE
ORDINANCE NO. 609**

**AN ORDINANCE AMENDING PARADISE MUNICIPAL CODE SECTION 8.58.060 RELATING TO
DEFENSIBLE SPACE AND HAZARDOUS FUEL MANAGEMENT**

The Town Council of the Town of Paradise does Ordain as follows:

SECTION 1. Section 8.58.060 of the Paradise Municipal Code is amended to read as follows:

8.58.060 Defensible Space/Hazardous Fuel Management Requirements

A. Any person that owns, leases, controls, operates, or maintains any real property in the Town of Paradise shall continuously do the following:

1. Maintain immediately around and adjacent to any building or structure free of combustible materials. Combustible materials shall not be stored under decks and the area under decks shall be maintained free of vegetative material. Fencing material constructed of combustible material shall not be within five (5) feet from any structure. Only low-growing vegetation with high-moisture content, such as flowers and ground covers and green lawns, free of dead vegetative debris, shall be allowed within five (5) feet of any structure.
2. Remove or prune flammable plants and shrubs near windows and under eave vents (a recommended no-planting zone).
3. Clean roofs and gutters of dead leaves, debris and pine needles. In addition to the management of combustible material around a structure, the following shall be required: 1) Replace or repair any loose or missing shingles or roof tiles to prevent ember penetration. 2) Provide and maintain a screen over the outlet of every chimney or stovepipe that is attached to any fireplace, stove, or other device that burns any solid or liquid fuel. The screen shall be constructed of nonflammable material with openings that are not more than 1/2 inch.
4. Maintain an area adjacent to any structure with a one hundred (100)-foot fire break made by removing and clearing away all flammable vegetation or other combustible growth from the structure on each side thereof or to the property line, whichever is closer. Within the one hundred (100)-foot fire break: 1) weeds and dry grass shall be required to be mowed to a height of four (4) inches; 2) ladder fuels (vegetation, brush and small trees under mature trees) shall be removed; 3) trees shall be pruned up to six (6) feet from the ground. For shorter height trees, pruning shall not exceed 1/3 of the overall tree height. Tree placement shall be planned to ensure the mature canopy is no closer than ten (10) feet to the edge of the structure. Trees and shrubs shall be limited to small clusters of a few each to break up the continuity of the vegetation across the landscape. This subsection

does not apply to single tree specimens, ornamental shrubbery, or similar plants which are used as ground cover and provided they do not form a means of rapidly transmitting fire from the native growth to any building or structure.

5. Remove the portion of any tree which extends within ten (10) feet of the outlet of any chimney or stovepipe. Maintain any tree adjacent to or overhanging any structure free of dead and dying wood.
 6. Clear flammable vegetation on each side of a street or driveway for a horizontal distance of ten (10) feet and a vertical height of fourteen (14) feet. Cut vegetation within ten (10) feet of a street or driveway on the property to four (4) inches above ground. The Fire Chief, or his or her designee, may require a distance greater than ten (10) feet. This applies to public and private driveway(s) and any public or private streets that border or bisect property.
- B. No property owner shall permit on improved or unimproved parcel any accumulation of combustible materials, dead, dying or diseased trees, or green waste within thirty (30) feet of the property line when such accumulation endangers or encroaches on the required Defensible Space for structures or buildings on an adjacent property. The Fire Chief, or his or her designee, may require a distance greater than thirty (30) feet but not to exceed one hundred (100) feet, when it is determined that the greater distance is necessary to provide Defensible Space for structures or building on an adjacent property.
- C. An unimproved parcel of one and one-half (1.5) acres or less in size shall be required to provide fuel modification to the entire parcel. Fuel modification requirements shall consist of the following:
1. Weeds, dry grass and brush are required to be mowed to a height of four (4) inches.
 2. Ladder fuels (vegetation, brush and small trees under mature trees) shall be removed.
 3. Trees shall be pruned up to six (6) feet from the ground. For shorter height trees, pruning shall not exceed $\frac{1}{3}$ of the overall tree height. Tree placement shall be planned to ensure the mature canopy is no closer than ten (10) feet to the edge of any structure.

Unimproved parcels greater than one and one-half (1.5) acres in size shall be required to maintain a fuel break a minimum (30) feet from the property line. The fuel break requirements shall consist of the same requirements as unimproved parcel of one and one-half (1.5) acres or less.

- D. In the event the Fire Chief, or his or her designee, finds that additional fuel management is necessary to significantly reduce the risk of transmission of flame or heat to adjacent properties and means of egress and ingress, the Fire Chief, or his or her designee, may mandate fuel modification of an area more or less than the preceding widths or heights of this section.

- E. Whenever an owner of real property transfers ownership of such real property, the seller shall provide documentation to the buyer that the real property is in compliance with Public Resources Code section 4291.
- F. Grazing animals (limited to goats and/or sheep) utilized for weed abatement may graze open and other appropriate areas of natural vegetation for a period not to exceed 60 days in a calendar year.

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

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

PASSED AND ADOPTED BY THE Town Council of the Town of Paradise, County of Butte, State of California, on this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Crowder, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 2(d)

ORIGINATED BY: Jessica Erdahl, Capital Projects Manager
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Underground District 16-1 Easement
LONG TERM RECOVERY PLAN: Yes, Tier 1 "Underground Utilities"

COUNCIL ACTION REQUESTED:

- a) Consider adopting Resolution No.21- __, A resolution of the Town Council of the Town of Paradise authorizing a grant of easement at 5555 Skyway to Pacific Gas and Electric Company.

Background:

The California Public Utilities Commission (CPUC) created Rule 20A to establish a mechanism to fund the undergrounding of existing overhead utility facilities. The impetus behind the creation of Rule 20A was from cities and counties desiring to improve the safety and aesthetic appearance of main thoroughfares. Funds to pay for the undergrounding are generated from a portion of the utility rates paid by the customer. For an entity such as the Town of Paradise, the total allocation of funds is based upon the number of utility services within the Town's jurisdiction.

Once a Rule 20A underground district is formed, Chapter 13.12 of the Paradise Municipal Code requires that all electrical installations in connection with new structures and major remodeling of existing structures must be undergrounded in accordance with applicable code requirements. When the undergrounding of existing overhead utilities is ordered, a portion of the Rule 20A funds are used for the provision of underground electric service to each affected property. Pacific Gas and Electric Company (PG&E) will be responsible to install the conduit and termination box on, under or within any structure on all premises served. Telephone and cable television underground services are provided in accordance with current rules and procedures on file with the CPUC.

On November 7, 2016, Paradise Town Council adopted a resolution creating Underground District 16-1, Skyway. Underground District 16-1 encompasses Skyway between Neal Road and 5700 Skyway, as shown in attached maps and listings. This project area is considered the gateway entrance to the Town of Paradise. Undergrounding services in this project area will improve power reliability, safety and aesthetics. This undergrounding project is in accordance with the provisions of the CPUC Rule 20A and Chapter 13.12 Overhead Utility Removal and Underground Installation.

Analysis:

Following creation of Underground District 16-1, staff began working with PG&E, the lead implementation utility, to complete the project design. Following months of coordination with other affected utilities and property owners, PG&E identified one permanent easement needed on Town owned property for installation and use of distribution facilities.

Professional valuation was prepared for the easement acquisition and summarized below:

- 5555 Skyway, 279 SF, \$1,000 compensation

A copy of the easement package including mapping and description can be found in Attachment B to this staff report.

Additionally, a Right of Entry agreement is requested between PG&E and the Town to allow access to the site for pre-construction and construction activities prior to final execution of the easement deed.

Financial Impact:

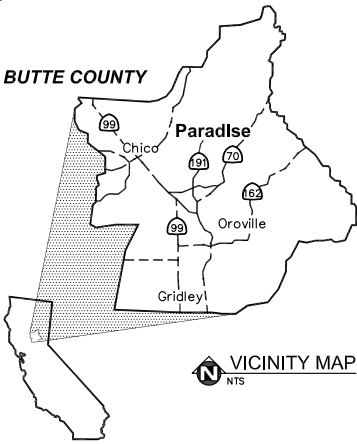
This underground project is funded using Rule 20A work credits, an electric tariff filed with the CPUC.

PGE is proposing to pay the Town \$1,000.00 in compensation for a permanent easement for installation and use of distribution facilities.

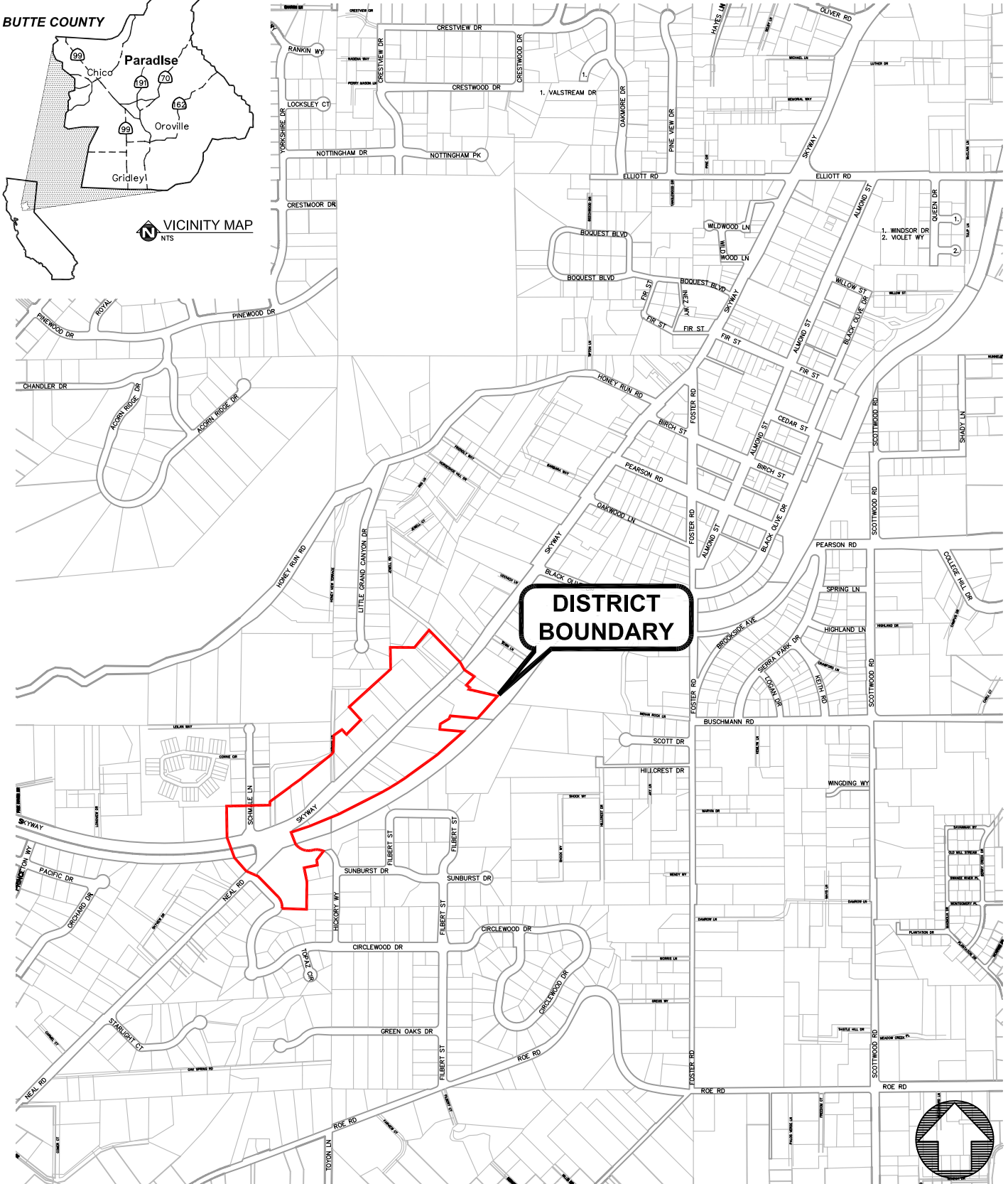
Attachments:

- A. District 16-1 Vicinity Map
- B. Easement Package
- C. Right of Entry Agreement

BUTTE COUNTY



VICINITY MAP
NTS



SCALE: 1" = 1,000'

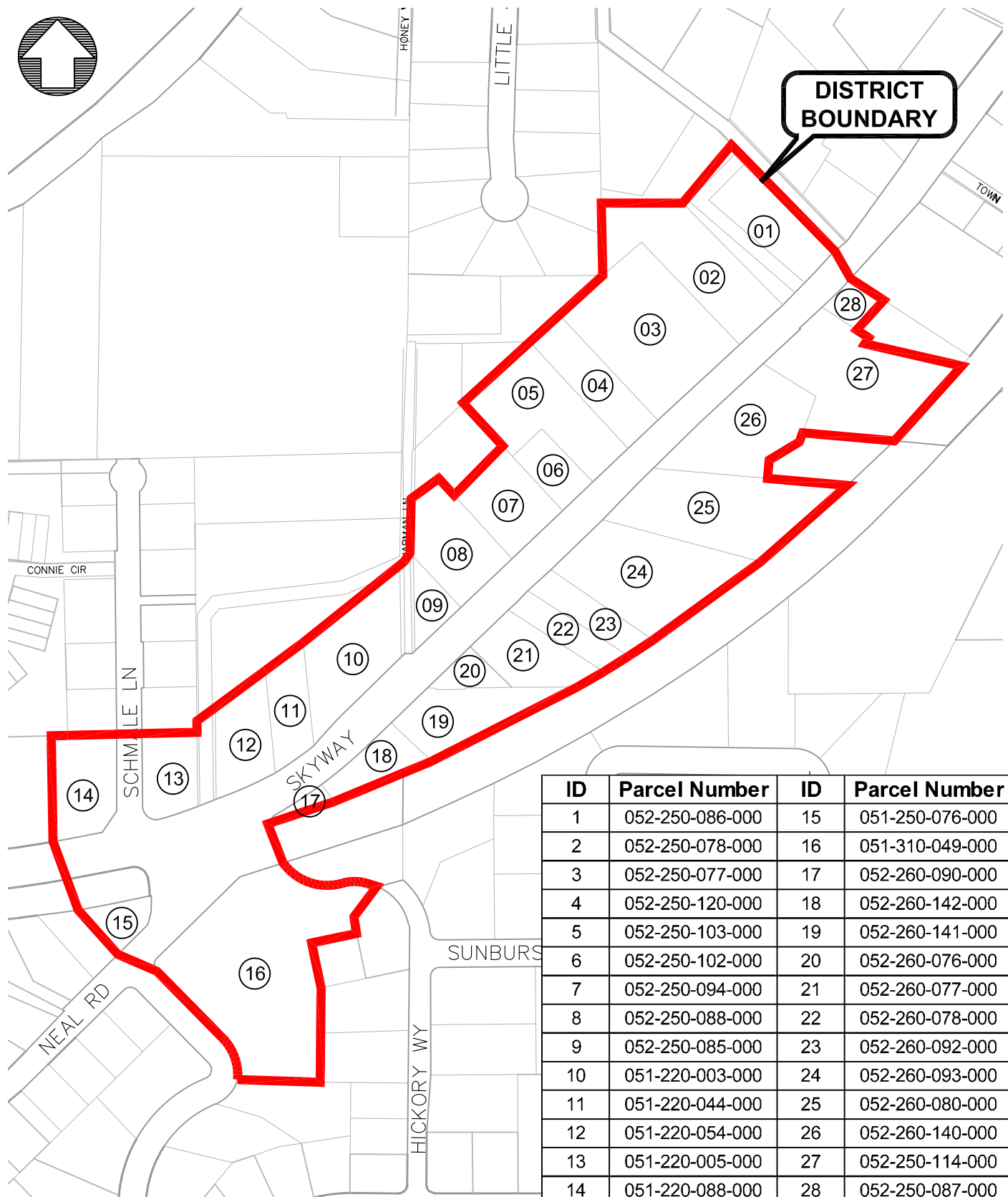
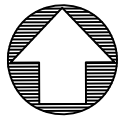


TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT

5555 Skyway
Paradise, California 95969
Phone: (530) 872-6291 Fax: (530) 877-5059

UD16-1: Skyway

Vicinity Map



SCALE: 1" = 300'

ID	Parcel Number	ID	Parcel Number
1	052-250-086-000	15	051-250-076-000
2	052-250-078-000	16	051-310-049-000
3	052-250-077-000	17	052-260-090-000
4	052-250-120-000	18	052-260-142-000
5	052-250-103-000	19	052-260-141-000
6	052-250-102-000	20	052-260-076-000
7	052-250-094-000	21	052-260-077-000
8	052-250-088-000	22	052-260-078-000
9	052-250-085-000	23	052-260-092-000
10	051-220-003-000	24	052-260-093-000
11	051-220-044-000	25	052-260-080-000
12	051-220-054-000	26	052-260-140-000
13	051-220-005-000	27	052-250-114-000
14	051-220-088-000	28	052-250-087-000



TOWN OF PARADISE PUBLIC WORKS DEPARTMENT

5555 Skyway
Paradise, California 95969
Phone: (530) 872-6291 Fax: (530) 877-5059

UD16-1: Skyway

District Boundary & Parcels



2730 Gateway Oaks Drive, # 220
Sacramento, CA 95833

6/22/2021

Town of Paradise
5555 Skyway
Paradise, CA 95969

Re: Pacific Gas and Electric Company - Paradise Rebuild Program
Your property located at 5533 Skyway in Paradise, CA
Butte County Assessor's Parcel Number: 052-250-077 (Property)

Dear Town of Paradise:

Pacific Gas and Electric Company (PG&E) is committed to rebuilding its electric and gas distribution infrastructure to serve the Town of Paradise. Under PG&E's Paradise Rebuild Program, the project will include installation of electric facilities to distribute underground electric service to properties in Paradise, California.

To facilitate the construction of this critical infrastructure, PG&E is proposing to acquire a permanent easement (Easement) on your Property for installation and use of distribution facilities. Please reference the Easement Deed and corresponding exhibits for complete Easement details.

The information below highlights the key terms relating to the proposed Easement:

1. Property: 5533 Skyway, Paradise, CA with Butte County APN 052-250-077
2. Type of Instrument: Easement Deed
3. Easement Area: 279 sq. ft.
4. Compensation: \$1,000.00

A copy of the Easement Deed is enclosed for your consideration and signature. If you wish to accept PG&E's offer, please **sign and notarize** the Easement Deed, complete and sign the W-9 form, and return to Interwest Consulting Group using the enclosed self-addressed envelope. PG&E will issue payment within 30 days of receiving the executed and notarized Easement Deed and completed W-9 form. A copy of the recorded Easement Deed will also be returned to you when it is available.

PG&E has contracted with Interwest Consulting Group to help coordinate this effort. Jeff Wellcome will assist with any questions or concerns you may have. Jeff can also help arrange an on-site meeting with PG&E and coordinate with a mobile notary to meet with you, if needed. Please feel free to contact Jeff at 951-445-2060 or via email at jwellcome@interwestgrp.com.

Sincerely,

Seth Curran
Principal Right of Way Agent
Enclosures

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177

Location: City/Uninc _____
Recording Fee \$ _____
Document Transfer Tax \$ _____

- ☐ This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
☐ Computed on Full Value of Property Conveyed, or
☐ Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
☐ Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

Signature of declarant or agent determining tax

LD# 2122-03-10356

EASEMENT DEED

TOWN OF PARADISE, a municipal corporation,

hereinafter called Grantor, hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, hereinafter called Grantee, the right from time to time to excavate for, construct, reconstruct, replace (of initial or any other size), remove, maintain, inspect, and use facilities and associated equipment for public utility purposes, including, but not limited to electric, gas, and communication facilities, together with a right of way therefor, on and under the easement area as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of Grantor situated in the Town of Paradise, County of Butte, State of California, described as follows:

(APN 052-250-077)

The lands described in Exhibit "A" and shown on Exhibit "B" attached hereto and made a part hereof.

The easement area is described as follows:

The strip of land described in Exhibit "A" and shown on Exhibit "B" attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down, without Grantee paying compensation, any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor hereby covenants and agrees not to place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to excavate for, construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

This document may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: _____, _____.

TOWN OF PARADISE, a municipal corporation,

By: _____
Name
Title

By: _____
Name
Title

Utility Distribution Easement (02/2020)

Attach to LD: 2122-03-10356

Area, Region or Location: 6

Land Service Office: Sacramento

Line of Business: Electric Distribution (43), Gas Distribution (53)

Business Doc Type: Easements

MTRSQ: 21.22.03.22.43

PG&E Drawing Number: N/A

Plat No.:

LD of Cross Referenced Documents: N/A

Type of interest: Electric Underground Easements (4), Communication Easements (6), Gas and Pipeline Easements (5), Utility Easement (86)

Order or PM: 35176012

County: Butte

Prepared By: Towill Inc,

Checked By: PXGE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____, before me, _____ Notary Public,
Insert name
personally appeared _____

_____ ,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

(Seal)

CAPACITY CLAIMED BY SIGNER

- ☐ Individual(s) signing for oneself/themselves
- ☐ Corporate Officer(s) of the above named corporation(s)
- ☐ Trustee(s) of the above named Trust(s)
- ☐ Partner(s) of the above named Partnership(s)
- ☐ Attorney(s)-in-Fact of the above named Principal(s)
- ☐ Other _____

EXHIBIT "A"

LANDS:

(APN 052-250-077)

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

The parcel of land conveyed by Glen E. Biggers to the Town of Paradise, by the Grant Deed Recorded June 26, 1980, in Book 2527 of Official Records at Page 216, Butte County Records.

EASEMENT:

A strip of land of uniform width of 9.00 feet lying contiguous to and northwesterly of the southeasterly boundary line of said lands and extending from the southwesterly boundary line of said lands northeasterly 31.00 feet (measured along said southeasterly boundary line).

Containing 279 square feet (0.006 acres) more or less.

End of Description

Prepared by:

TOWILL, INC.



JAMES R. RIOS, CA. LS No. 8823 05/27/2021 Date



EXHIBIT "B"

FOR REFERENCE PURPOSES ONLY
ALL LOCATIONS ARE APPROXIMATE



OWNER:
TOWN OF PARADISE
APN: 052-250-077
DOC. NO. 21312
BK 2527 OR PG 216
REC. JUNE 26, 1980



SE'LY LINE PER
DOC. NO. 21312

SKYWAY

OWNER:
SONENBERG BRADMAN TRUST
APN: 052-250-102

SW'LY LINE PER
DOC. NO. 21312



SCALE: 1"=40'

LEGEND

- PG&E EASEMENT
- PROPERTY BOUNDARY
- ADJACENT PROPERTY BOUNDARY
- ROAD RIGHT OF WAY
- ROAD CENTER LINE

UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG BOUNDARIES OR LINES

Applicant: PACIFIC GAS & ELECTRIC COMPANY - 5533 & 5555 SKYWAY, PARADISE				SCALE 1"=40'	DATE 05/27/2021
SECTION SW/NW SEC.22	TOWNSHIP 22 N	RANGE 3 E	MERIDIAN MDB&M	COUNTY OF: BUTTE	CITY OF: PARADISE
F.B.: N/A				DR.BY: NTL	CH.BY: DLO
PLAT MAP: REFERENCES				PG&E CHICO DIVISION	35176012 AUTHORIZ DRAWING NO.

RIGHT OF ENTRY AGREEMENT

This Right of Entry Agreement (“**Agreement**”) is entered into as of _____, 2021 (“**Effective Date**”) by and between Pacific Gas and Electric Company, a California corporation, (“**PG&E**”) and TOWN OF PARADISE (“**Owner**”).

WHEREAS, PG&E is working to restore safe and reliable electric, gas, and communication service to the areas impacted by the Camp Fire (“**Project**”)

WHEREAS, Owner is in possession of certain real property identified as 5533 SKYWAY, PARADISE, CALIFORNIA 95969, Butte County (“**Property**”);

WHEREAS, PG&E desires to construct electric, gas, and communication infrastructure (“**Facility**”) on the Property in connection with the Project (Facility is hereby incorporated and included within the defined term of Project). The approximate location of the Facility is depicted on Exhibit A attached hereto;

WHEREAS, PG&E desires to enter upon the Property in order to begin construction of the Project and to restore electric, gas, and communication service to the Property prior to obtaining the formal easement rights from Owner with respect to the Property;

NOW, THEREFORE, the parties agree as follows:

1. **Easement.** PG&E agrees to contact the Owner within 90 days after construction is completed to secure an easement (“**Easement**”), if necessary, across the Property owned by the Owner. In the event an Easement is necessary, then both parties agree to negotiate in good faith to finalize the Easement in a form that is reasonably satisfactory to both parties.

2. **Right of Entry.** Owner hereby grants to PG&E the irrevocable right to enter upon and use the Property for the purpose of pre-construction activities, Project surveys, vegetation management, construction, operation and maintenance of the Project, subject to the terms and conditions of this Agreement.

3. **Construction of Project:** Owner consents to the construction, operation and maintenance of the Project on the Property and PG&E shall construct the Project at PG&E’s sole cost and expense. PG&E shall comply with all applicable laws and regulations in connection with its entry onto the Property and construction, operation and maintenance of the Project.

4. **Restoration of Property.** PG&E shall restore the Property as nearly as practicable to its condition prior to PG&E’s construction work associated with the Project.

5. **Indemnity:** PG&E agrees to indemnify Owner against any loss and damage which shall be caused by any wrongful or negligent act or omission of PG&E or of its agents or employees in the course of their employment, provided, however, that this indemnity shall not extend to that

portion of such loss or damage that shall have been caused by Owner's comparative negligence or willful misconduct.

6. **Successors, Assigns and Notices to Others:** Owner understands that this Agreement must be disclosed to any prospective buyer or tenant of the Property and that this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

7. **Counterparts:** This Agreement may be executed in one or more counterparts, and all of the counterparts shall constitute one and the same Agreement, notwithstanding that all parties hereto are not signatory to the same or original counterpart.

8. **Integration:** It is understood and agreed that this Agreement has been voluntarily entered into by the parties, and is the complete expression of the agreement of the parties, and no promise or representation of any kind has been expressed or implied except as set out herein. All prior and contemporaneous agreements and representations are superseded.

9. **Warranty of Authority:** Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to execute this Agreement, without the consent or approval of any other person or entity.

10. **Electronic Signature:** This Agreement may be executed by electronic signature(s) and transmitted either by facsimile or in a portable document format ("pdf") version by email and such electronic signature(s) shall be deemed original for purposes of this Agreement and shall have the same force and effect as a manually executed original.

11. **Acceptance of Terms:** Signatures of the parties on this Agreement shall constitute mutual acceptance of all the terms and conditions of the Agreement.

"PG&E"

"Owner"

PACIFIC GAS AND ELECTRIC TOWN OF PARADISE
COMPANY,
a California corporation

By: _____

By: _____

Name: _____

Name: _____

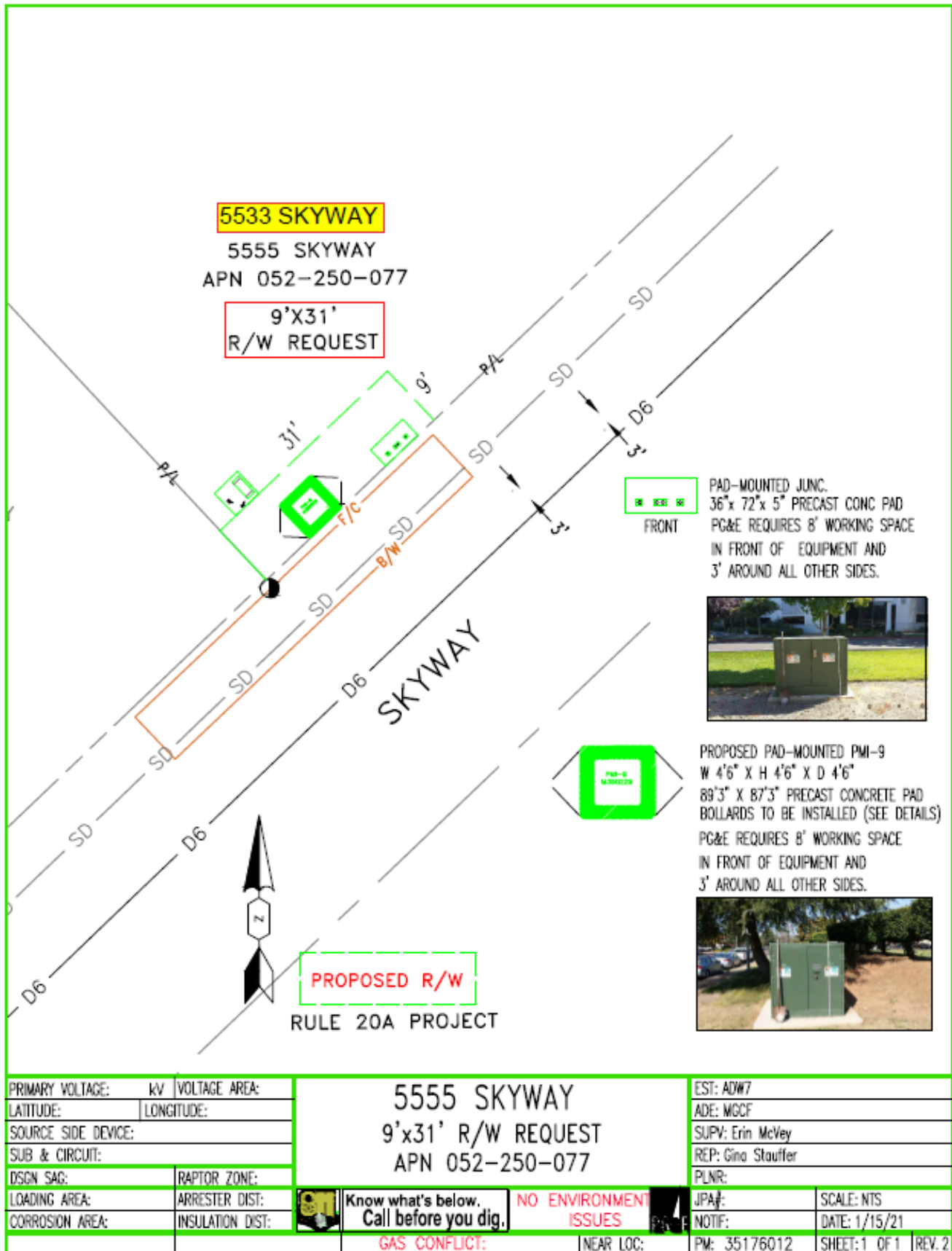
Title: _____

Title: _____

Date: _____

Date: _____

“EXHIBIT A”



**TOWN OF PARADISE
RESOLUTION NO. _____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE AUTHORIZING A GRANT OF EASEMENT AT 5555
SKYWAY TO PACIFIC GAS AND ELECTRIC COMPANY**

WHEREAS, On November 7, 2016, Paradise Town Council adopted a resolution creating Underground District 16-1; and,

WHEREAS, the Town has negotiated a grant of easement that is necessary to implement Underground Utility District 16-1; and,

WHEREAS, the Town has agreed to the terms regarding the conveyance of such easement to Pacific Gas and Electric Company.

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

Section 1. The Town Council accepts Pacific Gas and Electric Companies offer and authorizes the grant of an easement at the following location:

1. Town of Paradise, 5555 Skyway, Paradise, CA. Compensation for the grant of easement shall be \$1,000.00.

Section 2. The Town Manager is authorized to take whatever action is necessary to grant the above easement.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Crowder, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 2(e)

ORIGINATED BY: Jessica Erdahl, Capital Projects Manager
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Skyway and Pearson Road Traffic Signal Repairs Project

LONG TERM RECOVERY PLAN: Yes, Tier 1

COUNCIL ACTION REQUESTED:

- a) Consider adopting Resolution No.21- __, A resolution of the Town Council of the Town of Paradise approving the plans and specifications for Skyway and Pearson Road Traffic Signal Repairs Project and authorizing advertisement for bids on the project.

Background:

Traffic signal equipment and adjacent hardscape were severely damaged as a result of the Camp Fire wildfire. Town staff completed a damage assessment post-fire and also arranged for temporary repairs (most notably the wood poles and span wire setup for a northbound signal indication) in order to keep the signal functional and safe for the travelling public. The work identified by the Town and incorporated in the final Plans, Specifications, and Estimate will replace the interim repairs and will bring the signal back to its pre-fire condition.

On December 11, 2018, Paradise Town Council awarded a contract to Mark Thomas to perform engineering services on disaster related projects. Subsequently, a task order was issued to perform civil design services on the Skyway and Pearson Road Traffic Signal Repairs Project.

The overall scope of work for the Project can be summarized as follows:

- Repair Camp Fire damaged Traffic signal equipment to achieve a pre-fire condition.
- Repair Camp Fire damaged hardscape (curb and gutter, ramps, etc.) to achieve an ADA compliant pre-fire condition.

A vicinity map of the project limits is provided in this Agenda Summary.

Analysis:

With Council approval of the plans and specifications and authorization to advertise for bids, staff proposes the following schedule:

Advertise for bid:	July 14, 2021 – July 29, 2021
Award Contract:	August 10, 2021
Construction:	Fall 2021

Financial Impact:

Insurance proceeds have been authorized for the purposes of repairing damages to infrastructure caused by the Camp Fire. The total estimated construction cost is \$354,100. A detailed project accounting description will be made available at the time of contract award.

Environmental Review:

The project is exempt under State CEQA Guidelines [Section 15269(a)], which states:

The following emergency projects are exempt from the requirements of CEQA.

(a) Projects to maintain, repair, restore, demolish, or replace property or facilities damaged or destroyed as a result of a disaster in a disaster stricken area in which a state of emergency has been proclaimed by the Governor pursuant to the California Emergency Services Act, commencing with Section 8550 of the Government Code. This includes projects that will remove, destroy, or significantly alter an historical resource when that resource represents an imminent threat to the public of bodily harm or of damage to adjacent property or when the project has received a determination by the State Office of Historic Preservation pursuant to Section 5028(b) of Public Resources Code.

The project location is a disaster stricken area, proclaimed as a major disaster by the President on November 12, 2018 (FEMA-4407-DR) and as a State of Emergency by the State of California on November 8, 2018. The purpose of the project is to repair existing traffic signal equipment damaged by the Camp Fire. No further environmental review is necessary for this project.

Attachments:

- a) Vicinity Map

**TOWN OF PARADISE
RESOLUTION NO. 21-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
APPROVING THE PLANS, SPECIFICATIONS AND ESTIMATES FOR SKYWAY AND
PEARSON ROAD TRAFFIC SIGNAL REPAIR PROJECT AND AUTHORIZING
ADVERTISEMENT FOR BIDS ON THE PROJECT.**

WHEREAS, the traffic signal at Skyway and Pearson Road sustained damage as a result of the Camp Fire; and,

WHEREAS, temporary repairs were completed in order to keep the signal functional and safe for the travelling public; and,

WHEREAS, the Skyway and Pearson Road Traffic Signal Repair project will:

- Repair Camp Fire damaged traffic signal equipment to achieve a pre-fire condition.
- Repair Camp Fire damaged hardscape (curb and gutter, ramps, etc.) to achieve an ADA compliant pre-fire condition.

WHEREAS, Insurance proceeds have been authorized for the purposes of repairing damages to infrastructure caused by the Camp Fire.

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

Section 1. The design, plans, specifications and estimates for the Skyway and Pearson Road Traffic Signal Repair Project described in the Town Council Agenda Summary for this Resolution are hereby approved.

Section 2. The Public Works Department is authorized to advertise the Skyway and Pearson Road Traffic Signal Repair Project.

Section 3. Skyway and Pearson Road Traffic Signal Repair Project is exempt from the provisions of the California Environmental Quality Act pursuant to State CEQA Guidelines [Section 15301(c)] Existing Facilities.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Crowder, Mayor

ATTEST:

APPROVED AS TO FORM:

Dina Volenski, CMC, Town Clerk

Scott E. Huber, Town Attorney



TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT
5555 Skyway Road
Paradise, California 95969

SKYWAY/PEARSON ROAD
TRAFFIC SIGNAL REPAIR PROJECT
CIP 8403

PROJECT LOCATION
MAP
J ERDAHL
AUGUST 2020



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 2(f)

ORIGINATED BY: Ross Gilb, Administrative Services Director /
Town Treasurer
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: FY 2020/21 Audit Planning Letter

LONG TERM No
RECOVERY PLAN:

COUNCIL ACTION REQUESTED:

1. Consider reviewing the FY 2020/21 Audit Planning Letter from Mann Urrutia Nelson (MUN) CPA's & Associates, LLP. (Information only no action is required)

Background:

The Town of Paradise has engaged with MUN CPA's to perform an audit of the Town's financial statements of the governmental activities, each major fund, and the aggregate remaining fund information including the related notes to the financial statements for the fiscal year ended June 30, 2021. Professional standards require the auditors provide the information included in the attached letter. The information presented includes the responsibility of the auditors under professional standards, as well as the planned scope, timing, and other pertinent information related to the upcoming audit.

It is the recommendation of MUN CPA's to provide this information for review. As this item is for informational purposes, no action or response is required.

Financial Impact:

None.



June 21, 2021

To the Town Council Members
Town of Paradise
5555 Skyway
Paradise, CA 95969

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information including the related notes to the financial statements, which collectively comprise the basic financial statements of Town of Paradise for the year ended June 31, 2021. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards*, and the Uniform Guidance

As stated in our engagement letter dated June 21, 2021, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider Town of Paradise's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether Town of Paradise's financial statements are free from material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about Town of Paradise's compliance with types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion, it will not provide a legal determination on Town of Paradise's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to management's discussion and analysis, the general fund and major special revenue funds budgetary comparison schedules, and the GASB required supplementary pension and OPEB information, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on supplementary information which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

We have not been engaged to report on supplementary information which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

Bradley Bartells is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Town Council Members and management of Town of Paradise and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully,

Manny, Urrutia, Nelson CPAs

Mann, Urruita, Nelson, CPAs & Associates, LLP



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 5(a)

ORIGINATED BY: Kate Anderson, Housing Program Manager
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: 2nd Public Hearing and Approval of Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan, 2020 Annual Action Plan and 2021 Annual Action Plan

LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Conduct a public hearing to solicit comments and/or suggestions regarding the Draft 2020-2024 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan; AND
2. Adopt the Draft 2020-2014 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan as submitted; OR
3. Revise the Draft 2020-2014 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan as submitted; AND
4. Authorize staff to submit the adopted 2020-2024 Consolidated Plan, the 2020 Annual Action Plan and the 2021 Annual Action Plan to the U.S. Department of Housing and Urban Development.

Background:

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

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

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

Consolidated Plan Overview:

The Town is required to develop a new Consolidated Plan every five years in order to continue receiving grant funding from HUD. The document is a unified version for community development and includes a strategic plan for addressing the housing, community development, and economic development needs of the Town for the next five years. The Consolidated Plan includes the following elements: housing and community development needs assessment, housing market analysis, a comprehensive analysis of impediments to fair housing choice, a 5-year strategic plan that establishes goals and measurable objectives, and housing and community development priorities. The Plan also includes the 2020 Annual Action Plan which outlines the goals for that year which address priority needs and objectives stated in the Strategic Plan. Additionally, the 2021 Annual Action Plan has been developed to further the goals of the 5-year Consolidated Plan.

Annual Action Plan Proposed Funding Allocations:

The Town will continue to support low- and moderate-income households by providing housing assistance programs such as lot acquisition and site preparations for the purpose of affordable housing development, public improvements to water and sewer/septic improvements for affordable housing development, and public services for LMI households in Paradise.

2020 Staff Recommended Funding Breakdown:

Program administration	\$33,948
Housing	\$135,792
TOTAL:	\$169,740

2021 Staff Recommended Funding Breakdown:

Program administration	\$24,815
Public Infrastructure	\$86,854
Public Services	\$12,408
TOTAL:	\$124,077

Fiscal Impact Analysis:

The impact of this agenda item and subsequent actions related to the CDBG Program is positive, as it will result in the award of \$293,817 in federal funds. There is no impact to the General Fund.



2020-2024 Consolidated Plan

DRAFT

Town of Paradise
5555 Skyway
Paradise, CA 95969

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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Town of Paradise, through its Community Development Block Grant (CDBG) program, strives to provide affordable and decent housing, a suitable living environment and economic opportunities especially for low- to moderate-income (LMI) households and special needs communities. The Town is designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD), enabling it to be eligible for federal CDBG funds allocated through HUD's Community Planning Development program. These funds will help the Town address the community development objectives outlined by HUD, which include, but are not limited to: affirmatively furthering fair housing, affordable housing activities, public infrastructure & facilities improvements, and public services.

This 5-Year Consolidated Plan identifies the Town's priority needs through a community needs assessment, a housing market analysis, and an extensive citizen participation and stakeholder consultation process. A strategic plan for the next five years in the plan period is developed and includes goals that will address the identified priority needs of the community. The Annual Action Plan describes the eligible activities that will work towards accomplishing the goals established in the strategic plan. By addressing the identified priority needs, the Town will improve the quality of life of residents in Paradise.

Paradise is still recovering from the aftermath a town-wide fire. On November 8, 2018 the Camp Fire ignited near the Town of Paradise. Due to high winds the fire spread at a rate of eighty football fields a minute and ultimately destroyed the Town of Paradise within hours. Over 26,000 residents of the Town were displaced, 90% of structures in Paradise - more than 11,000 homes and 1,000 businesses were burned to the ground, and most tragically, 85 people lost their lives. The Town's priorities are focused on helping our residents return home, rebuild and improve our Town's infrastructure, and support our business community as they reopen.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Town of Paradise has developed its strategic plan based on an analysis of the data presented in this plan and the community participation and stakeholder consultation process. Through these efforts, the Town has identified four priority needs and associated goals to address those needs. The priority needs and goals are as follows:

Priority Need: Expand/Improve Public Infrastructure & Facilities

1A Expand & Improve Public Infrastructure

Priority Need: Public Services & Quality of Life Improvements

2A Provide Public Services for LMI & Special Needs

Priority Need: Affordable Housing Development & Preservation

3A Increase Affordable Housing Opportunity

Priority Need: Economic Development Opportunities

4A Provide for Small Business Assistance

3. Evaluation of past performance

The Town of Paradise, with other public, private and nonprofit community housing providers and non-housing service agencies, has made significant contributions to provide safe, decent and affordable housing, a suitable living environment, and economic opportunities especially for low- to moderate-income individuals in the community. However, with the destruction of 90% of structures in Paradise from the 2018 Camp Fire, the priority must be to rebuild housing and public facilities and infrastructure. The need for affordable housing, public improvements and services is also documented by this Consolidated Plan and the most recent program year 2019 Consolidated Annual Performance and Evaluation Report (CAPER).

The PY 2019 CAPER reports that the Town of Paradise continued to focus on our housing program in the program years. The Town of Paradise was nearly destroyed by the 2018 Camp Fire, the most destructive fire in California history which burned 90% of the structures in Town. Due to the response and recovery actions necessary for the Town, CDBG activities continued to be on hold for most of the program year as very few homes survived the fire. Direct financial assistance to homebuyers was limited and debris removal/tree removal/general property clean-up was prioritized for most homeowner housing rehabilitation sites. Since the Camp Fire, the highest priority need has been Housing Assistance.

4. Summary of citizen participation process and consultation process

The Town's citizen participation process adheres to HUD's requirements set within the Town's Citizen Participation Plan. This plan includes participation from all Town residents, especially low- and moderate-income persons and the special needs community such as the elderly and those with any disability.

Citizen participation efforts for the development of the 5-Year Consolidated Plan and the first year AAP included a public comment period and two public hearings to allow members from the public an opportunity to review and provide comments on the draft plan.

All comments were welcome. Details of the citizen participation outreach efforts are located in PR-15 Citizen Participation.

5. Summary of public comments

All comments were welcome. Details of the citizen participation outreach efforts are located in PR-15 Citizen Participation.

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

All comments were accepted. Details of the citizen participation outreach efforts are located in PR-15 Citizen Participation.

7. Summary

The priority needs of the Town of Paradise were identified through a review of the needs assessment and housing market analysis in this plan as well as citizen participation which included feedback from members of the public and community stakeholders. The draft plan was made available to the public through the public comment review period and public hearing.

The 2018 Camp Fire displaced over 26,000 residents and more than 11,000 homes were destroyed by the fire, and data for the Needs Assessment and Market Analysis must be viewed historically. These data sources for the Consolidated Plan include: the 2000 Census, 2015-2019 American Community Survey (ACS) 5-Year Estimates, 2013-2017 Comprehensive Housing Affordability Strategy (CHAS) data, Longitudinal Employer-Household Dynamics (LEHD), Inventory Management System/PIH Information Center (PIC), HUD Income Limits, HUD Fair Market Rents and HOME Rent Limits and other local data sources. Data for map analysis came from the 2015-2019 ACS.

Below is a list of data sources and abbreviated form. See appendix for a full description of data sources use in the plan.

2015-2019 American Community Survey 5-Year Estimates (ACS)

2013-2017 Comprehensive Housing Affordability Strategy (CHAS)

2020 Point-in-Time Homeless Count (PIT)

Bureau of Labor Statistics (BLS)

Fair Market Rent (FMR)

Housing Urban Development Area Median Family Income (HAMFI)

Homeless Management Information System (HMIS)

Housing Choice Voucher (HCV)

U.S. Department of Housing and Urban Development (HUD)

Longitudinal Employer-Household Dynamics (LEHD)

Public and Indian Housing Information Center (PIC)

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Town of Paradise	Housing Program

Table 1 – Responsible Agencies

Narrative

The Town of Paradise's Housing Program is the responsible entity for carrying out the administration of the housing and community development programs in Paradise. Town staff works with other Town departments, local nonprofit and for-profit organizations, and contractors to carry out the goals of the Consolidated Plan and Annual Action Plan.

Consolidated Plan Public Contact Information

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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The 2021-2025 Consolidated Plan identifies in this section the organizations consulted in the development of the Plan. The organizations listed in the table below represent key stakeholder organizations which consist of nonprofits, government departments and agencies and planning organizations in Paradise and the region. Stakeholder organizations consulted through an online stakeholder survey. The results helped to identify the community's priority needs over the next five years and the basis of the Strategic Plan, which outlines these needs and associated goals to address these needs.

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

The Town of Paradise worked closely with local and regional partners to gather feedback for the Consolidated Plan. This included community stakeholders which were specific to Paradise and as well as Butte County, the Housing Authority of Butte County and the Butte County Continuum of Care. This helped to ensure participation efforts would be maximized and the community needs were accurately identified and recorded.

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

The Butte County Continuum of Care (CoC) is the local CoC for the entire county, and includes the Town of Paradise. The CoC is responsible for coordinating with various local and county homeless service providers, as well as organize the annual Point-in-Time Count which is a survey of the homeless population in the county. The Town of Paradise benefits from the coordinated efforts of the Continuum of Care through referral of resources, connections to homeless prevention initiatives in the region and access to resources not found locally in the Town.

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

The Town of Paradise is not a recipient of HUD's Emergency Solutions Grant (ESG). The CoC coordinates the distribution of ESG funds along with other resources to provide street outreach services, supportive services, emergency and transitional housing and permanent-supportive housing to prevent homelessness in the region. The Homeless Management Information System (HMIS) is the system used

for administering the ESG program. While the Town of Paradise does not specifically use or manage the HMIS system, the Town benefits from the CoC's HMIS administration across the county.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	The Town of Paradise
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Other government - Local Planning
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town is the lead responsible agency in the development and implementation of the Consolidated Plan.
2	Agency/Group/Organization	Butte County
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services-Hazard Mitigation Health Agency Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with Butte County with the housing and community development needs. The Town also coordinates with the County on emergency services information and fire evacuation plans.
3	Agency/Group/Organization	Housing Authority of the County of Butte
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with the housing authority with the housing and community development needs.
4	Agency/Group/Organization	Butte County Continuum of Care
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with the Butte County Continuum of Care regarding homeless needs.
5	Agency/Group/Organization	California Public Utilities Commission
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Services - Broadband Access

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town consulted with the California Public Utilities Commission for highspeed internet provider and broadband data for the Market Analysis.
6	Agency/Group/Organization	Paradise Ridge Fire Safe Council
	Agency/Group/Organization Type	Services - Hazard Mitigation Services - Fire Safety
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town provides links to the Paradise Ridge Fire Safe Council website and emergency evacuation plan.

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

All comments were welcome. There were no agency types not consulted during this process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Butte Countywide Continuum of Care	The Strategic Plan is consistent with the goals and strategic plan of the Continuum of Care and the plan to end homelessness.
2021 Paradise Broadband Feasibility Study	Chico State Enterprises GIC	The Geographical Information Center (GIC), at Chico State Enterprises conducted a broadband feasibility study that helped determine broadband needs after the Camp Fire disaster destroyed most of the infrastructure.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The Town of Paradise works closely with local and regional government entities in the development and implementation of the Plan. This included Butte County, the Housing Authority of Butte County, Butte County Public Health and the Butte County Continuum of Care. With the cooperation of regional partners, it is possible to fill some of the service gaps in the community.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

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

The Town’s citizen participation process adheres to HUD’s requirements set within the Town’s Citizen Participation Plan. This plan ensures and encourages participation from all Town residents, especially low- and moderate-income persons and the special needs community such as the elderly and those with any disability. Citizen participation efforts for the development of the 5-Year Consolidated Plan and the first year AAP included a public comment period and a public hearing to allow members from the public an opportunity to review and provide comments on the draft plan. A stakeholder survey was also held to receive feedback from local organizations about the housing and community development needs in the Town.

For details of the citizen participation outreach efforts, please see the following table below.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was held from June 12, 2021 to July 13, 2021 to give the public an opportunity to review and comment on the plan. Copies of the plan were available from June 12, 2021 to July 13, 2021 at the following locations: Paradise Public Library, Paradise Chamber of Commerce, Building Resiliency Center, Town Hall and at www.townofparadise.com . For comments or additional information, interested persons could contact Kate Anderson at (530) 872-6291 ext 122 or kanderson@townofparadise.com	All comments will be accepted.	All comments were accepted.	
2	Public Hearing	Non-targeted/broad community	A public hearing was held on Tuesday, July 13, 2021 at 3:00 p.m. at Town Hall, 5555 Skyway, Paradise, CA. During the first public hearing, the goals and needs of the Consolidated Plan and Annual Action Plan were discussed. The public was given an opportunity to make comments/suggestions on funding priorities during the hearing.	All comments will be accepted.	All comments were accepted.	
3	Public Hearing	Non-targeted/broad community	A second public hearing was held on Tuesday, July 13, 2021 at 6:00 p.m. at Town Hall, 5555 Skyway, Paradise, CA. Similar to the first public hearing, the goals and needs of the Consolidated Plan and Annual Action Plan was discussed. The public was given an opportunity to make comments/suggestions on funding priorities during the hearing.	All comments will be accepted.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
4	Stakeholder Survey	Stakeholder Organizations	A stakeholder survey was held to receive feedback from local organizations about the housing and community development needs in the Town.	All comments will be accepted.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment analyzes the housing needs within the Town of Paradise by looking at various demographic and economic indicators. To understand the needs of the community, the broad trends in population, income, and household demographics must be analyzed first. Under normal circumstances, the demographic information would primarily come from the US Census Bureau through the American Community Survey and Decennial Census. However, due to the 2018 Camp fire that devastated the Town, the data from these sources do not accurately reflect the current situation in Paradise. Whenever possible, supplementary data will be used to identify the needs of the community.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

In the broadest sense, the housing needs of a community are a product of supply and demand. However, determining the factors that impact supply and demand is more complicated than simply one housing unit for one household. In Paradise, a significant amount of the housing supply was destroyed in 2018, leaving much of the population in temporary or substandard housing units.

Demographics

According to the 2015-2019 American Community Survey 5-Year Estimates the population of Paradise fell by 16% since 2010, or approximately 6,000 residents. As noted above, these numbers do not accurately reflect the current situation in the Town. The average between five years, most of which were pre-fire, is not a good measure of the current population.

The State of California Department of Finance estimate that the actual population of Paradise is 4,631 in January 2020. The best estimate is that nearly 22,000 people were displaced out of the Town due to the fire, a reduction of 82.5%.

Summary of Housing Needs

Demographics	Base Year: 2010	Most Recent Year: 2019	% Change
Population	26,425	22,135	-16
Households	12,000	9,408	-22
Median Income	42,839	51,566	20

Table 5 - Housing Needs Assessment Demographics

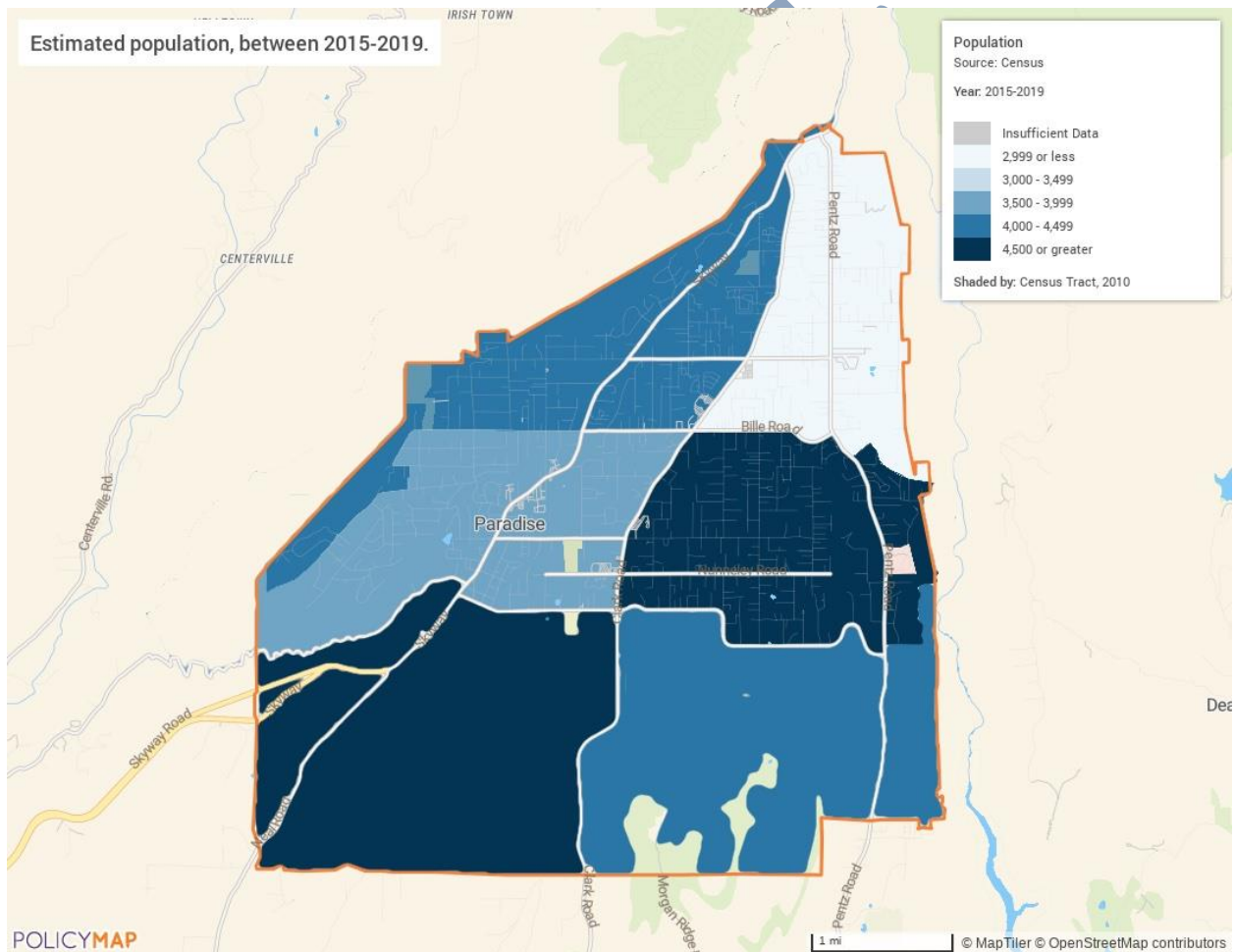
Data Source: 2006-2010 ACS (Base Year), 2015-2019 ACS (Most Recent Year)

The following maps display the geographic distribution of demographic trends in the Town across a few key indicators including population change, median household income, and poverty.

Population

According to the most recent available data, the following map displays the population density throughout the Town. The population by tract varied throughout the Town. Two tracts, one in the southwest corner and one in the eastern portion of the town reported over 4,500 people per tract. The lowest population was found in the northeast corner where fewer than 3,000 people lived. Lighter colored tracts have less of a concentration of the population, while darker tracts have a higher population density.

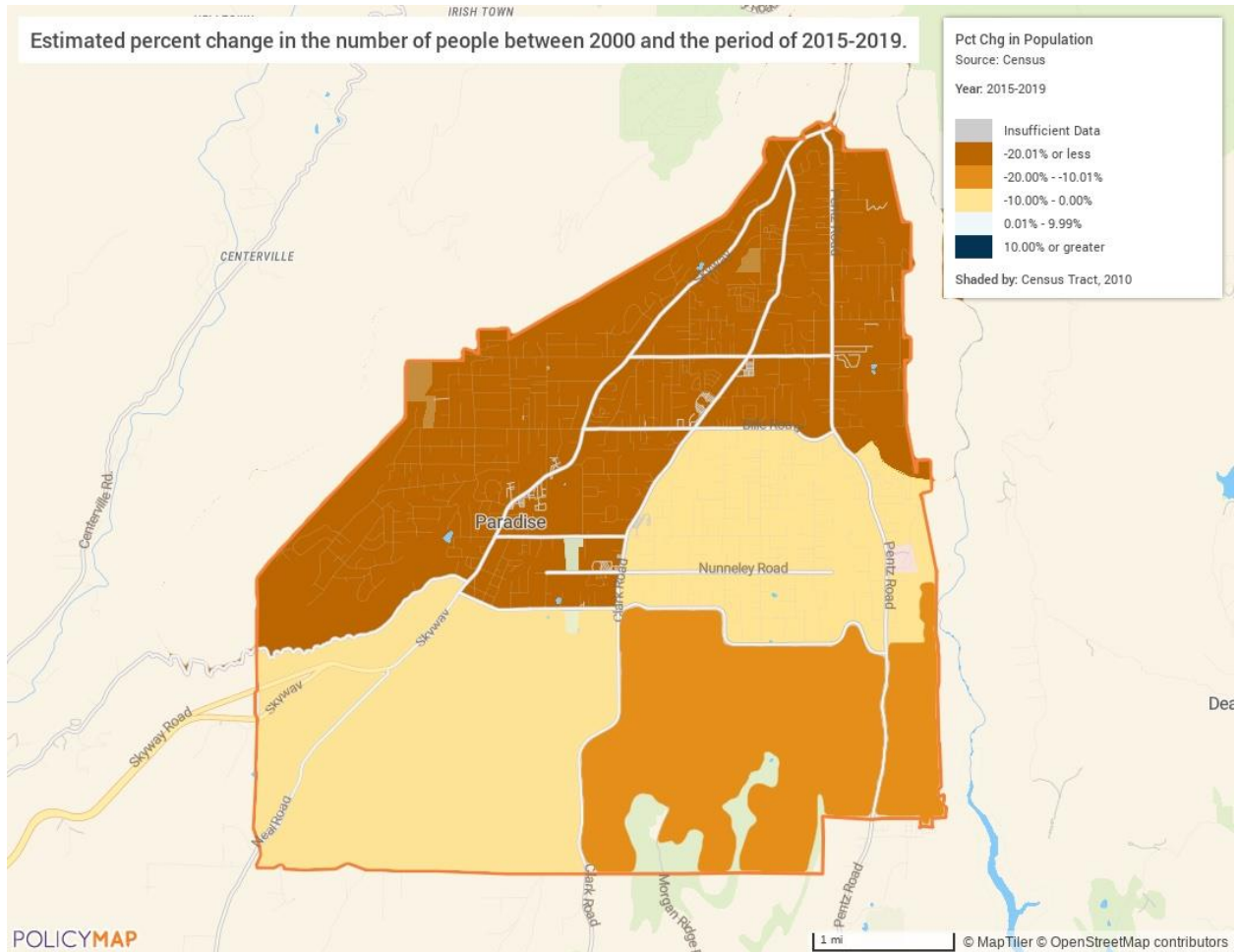
Source: 2015-2019 American Community Survey 5-Year Estimates



Change in Population

The map below displays the population change throughout the jurisdiction since 2000. According to the most recent census data, the population decreased by 16.3% between 2000 and 2019. The areas with the largest decrease in population were the tracts on the northern border of the City. However, currently the population is significantly less than reported in these maps and the decrease was significant in every tract.

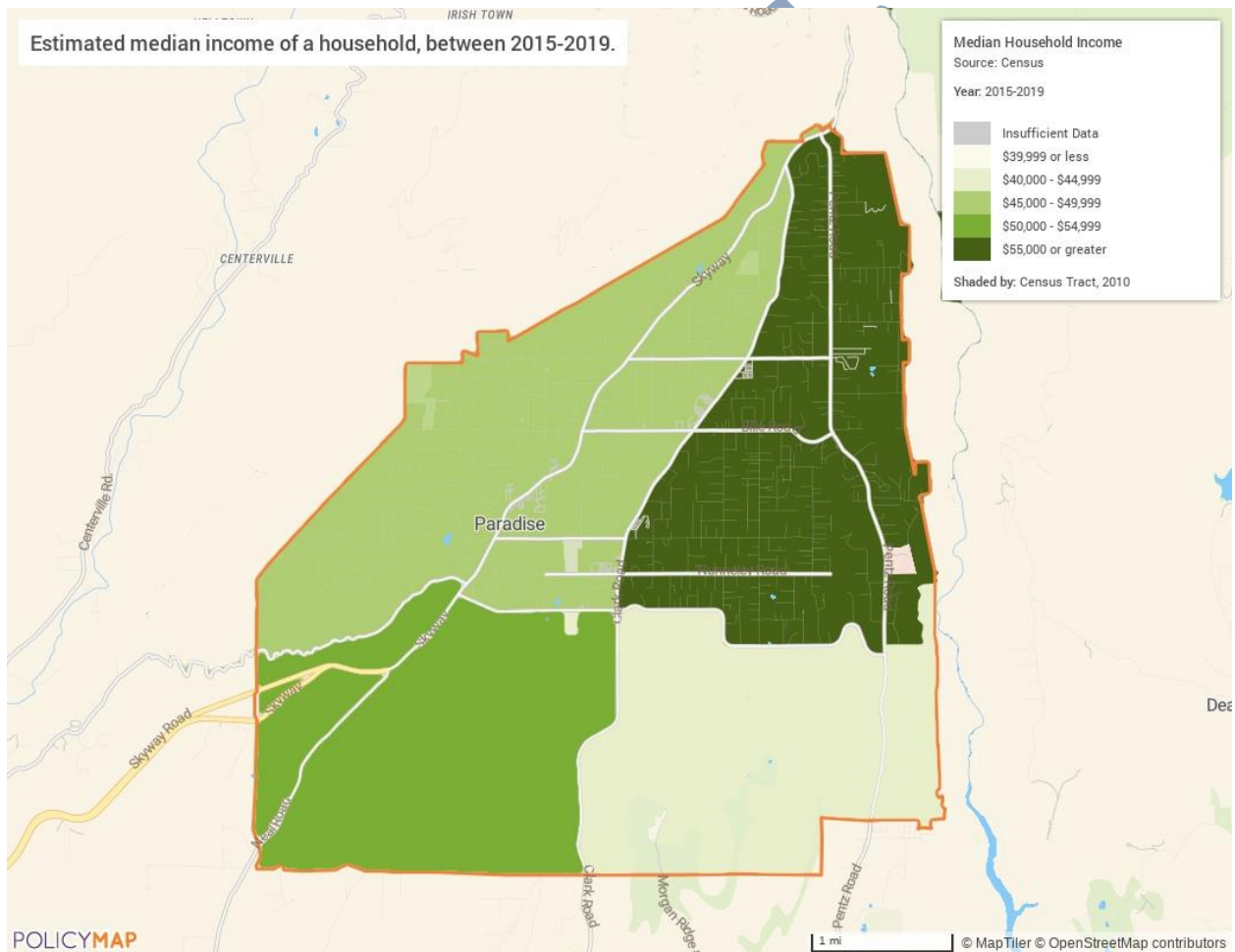
Source: 2015-2019 American Community Survey 5-Year Estimates



Median Household Income

The map below displays the median household income by census tract throughout the jurisdiction prior to the fire. In the most recent data, the median household income was \$51,566 but the income varied throughout the Town. The highest income was in the north and eastern part of the Town where the median income was over \$55,000. In the southeast corner of the Town the median household income was lowest, less than \$40,000.

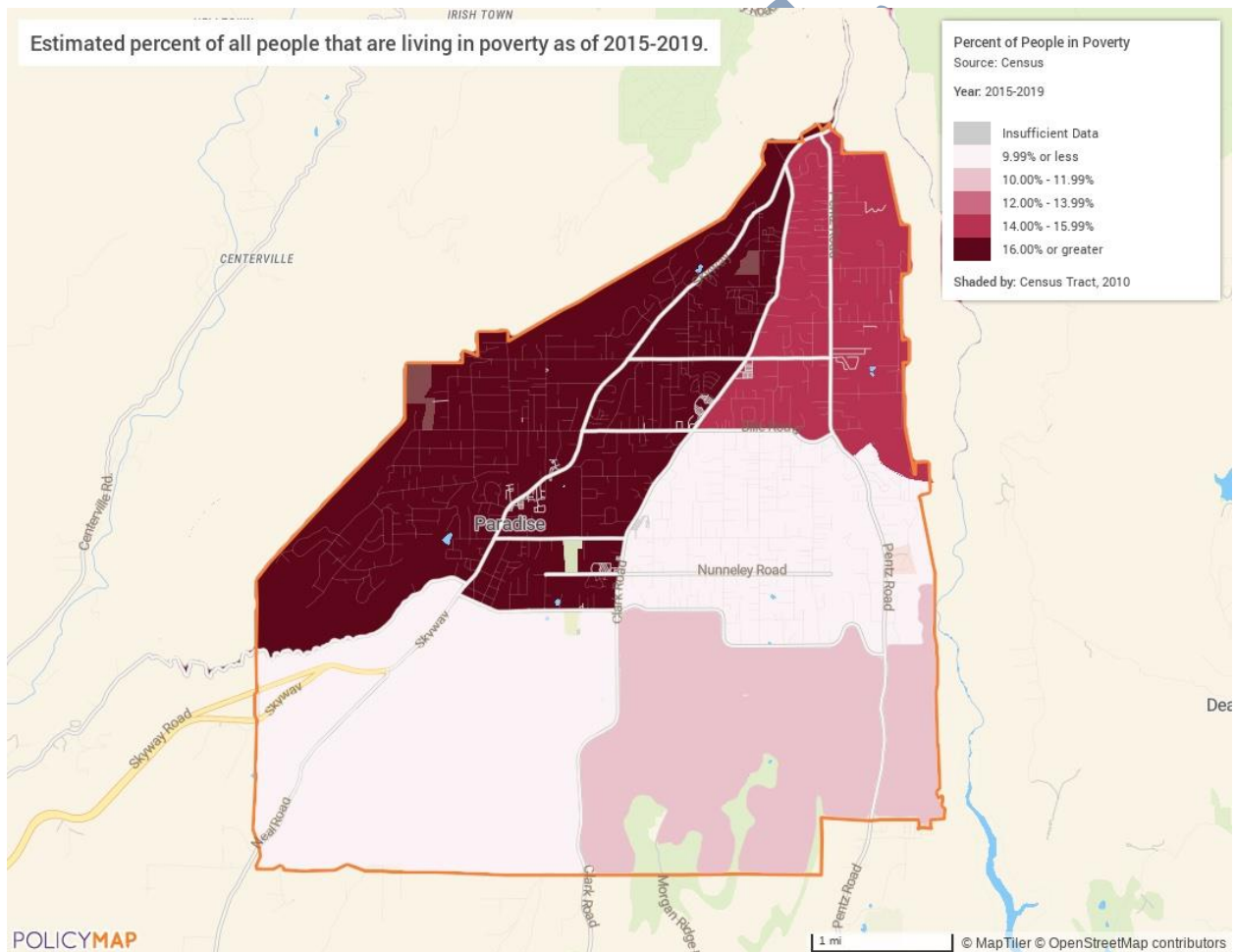
Source: 2015-2019 American Community Survey 5-Year Estimates



Poverty

The map below displays the percentage of the population who live below the poverty level by census tract, according to the most recent census data. The poverty rate is highest in the northwestern portion of the Town with over 16%. In the tracts to the east and south the poverty rate is lower, under 10%. This map greatly underestimates the true poverty rate throughout the Town. The 2018 fire left most people homeless and jobless, which increased the number of persons in poverty substantially.

Source: 2015-2019 American Community Survey 5-Year Estimates



Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80- 100% HAMFI	>100% HAMFI
Total Households	1,105	1,210	2,225	1,040	5,175
Small Family Households	235	220	610	355	2,355
Large Family Households	25	10	145	34	205
Household contains at least one person 62-74 years of age	325	330	515	405	1,805
Household contains at least one person age 75 or older	180	425	750	165	620
Households with one or more children 6 years old or younger	110	85	305	170	605

Table 6 - Total Households Table

Data 2013-2017 CHAS

Source:

Number Households

The above table breaks down family dynamics and income in the jurisdiction using 2017 CHAS data. While this data is outdated it does provide insight into the types of households that may be returning to the Town. In Paradise, households that earned over 100% HAMFI were more likely to be small than in other income categories. This is a common trend in the United States, households with fewer people are more likely to be financially secure.

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	45	55	60	35	195	0	0	0	0	0
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	0	0	0	0	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	15	0	0	0	15	10	10	0	0	20
Housing cost burden greater than 50% of income (and none of the above problems)	435	145	95	4	679	320	200	230	25	775
Housing cost burden greater than 30% of income (and none of the above problems)	15	160	470	125	770	80	315	320	275	990
Zero/negative Income (and none of the above problems)	15	0	0	0	15	85	0	0	0	85

Table 7 – Housing Problems Table

Data 2013-2017 CHAS

Source:

Housing Needs Summary

The table above gives an overview of housing problems in the Town. Using 2017 CHAS data, it provides the numbers of households experiencing each category of housing problem broken down by income ranges (up to 100% AMI) and owner/renter status. Cost burden was clearly the biggest housing problem

in the Town in terms of sheer numbers – a common trend in many communities across the state and nation today. There were 1,449 renters and 1,765 homeowners in the 0% to 100% AMI range spending more than 30% of their income on housing costs (100% AMI is the area median income).

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	515	360	625	165	1665	405	525	550	300	1780
Having none of four housing problems	0	30	255	115	400	80	295	795	460	1630
Household has negative income, but none of the other housing problems	15	0	0	0	15	85	0	0	0	85

Table 8 – Housing Problems 2

Data 2013-2017 CHAS
Source:

Severe Housing Problems

The above table shows households with at least one severe housing problem broken out by income and occupancy. The trend in the data is simply the lower the income in a household, the greater presence of severe housing problems.

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	150	130	315	595	70	45	80	195
Large Related	15	0	100	115	10	10	45	65
Elderly	155	80	125	360	225	180	110	515
Other	190	100	60	350	170	130	135	435
Total need by income	510	310	600	1420	475	365	370	1210

Table 9 – Cost Burden > 30%

Data 2013-2017 CHAS
Source:

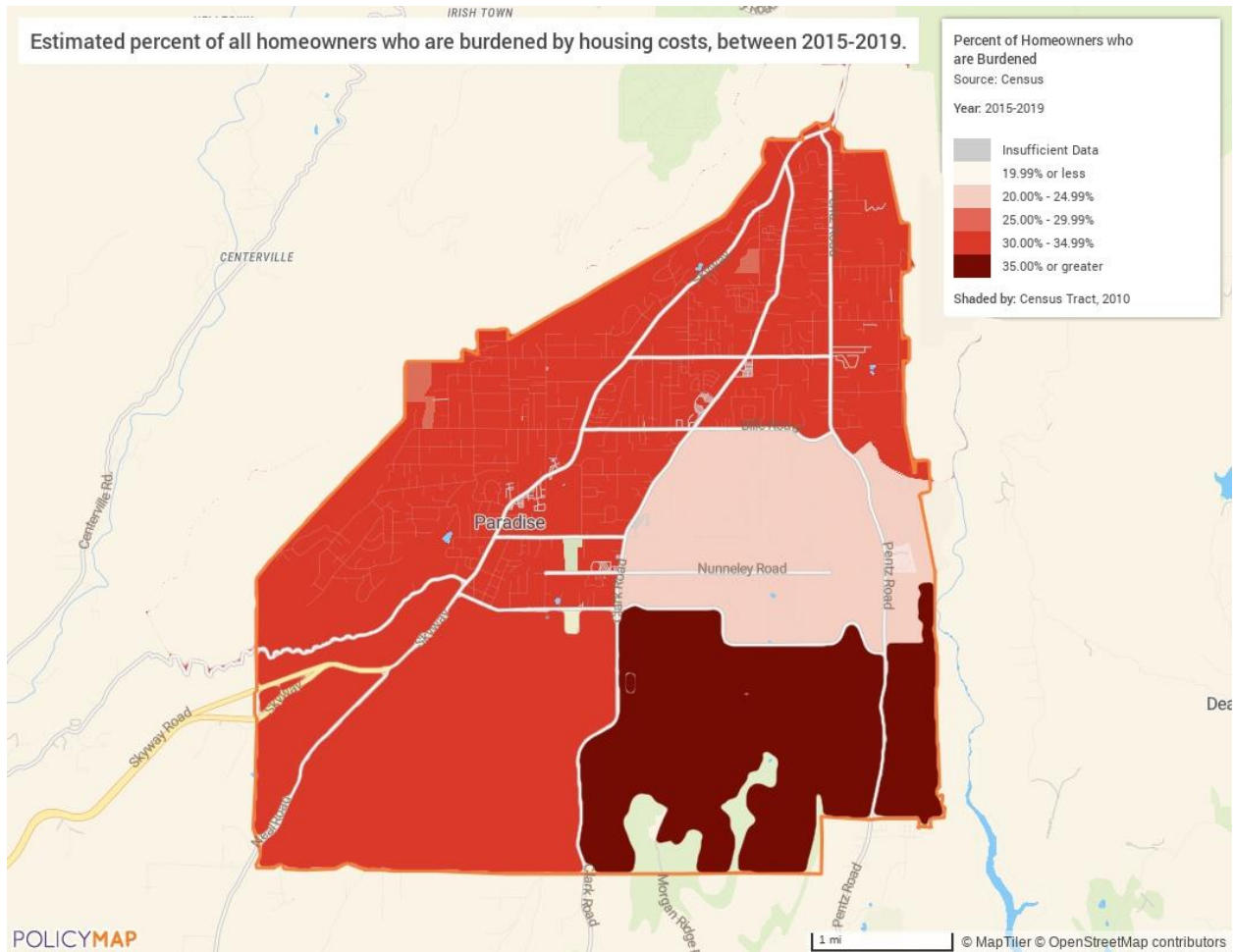
Cost Burden

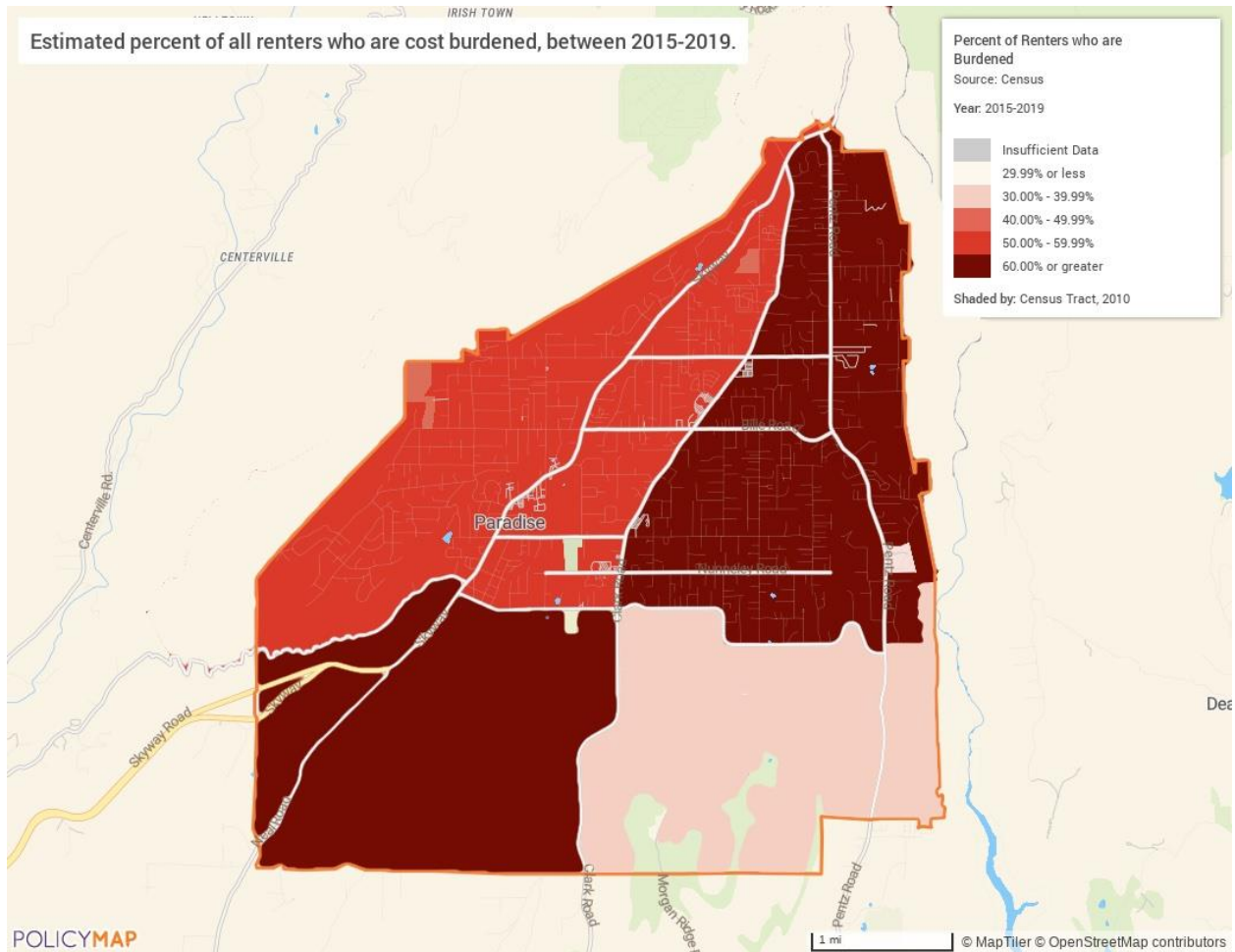
The table above displays 2017 CHAS data on cost-burdened households in the Town for the 0% to 80% AMI cohorts. HUD defines cost-burden as paying more than 30% monthly income on housing costs.

Housing Cost-Burdened

The following maps below display the percentage of the population who are cost-burdened by census tract using data from the 2015-2019 American Community Survey 5-Year Estimates. Cost burden is most common in the southeast portion of the Town where over 35% of the homeowners are cost burdened. Renters show a different geographic distribution of cost burdened households. The highest cost burden rates for renters are in the northeast and southwest where over 60% of renters are cost burdened.

Source: 2015-2019 American Community Survey 5-Year Estimates





4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	135	100	50	285	25	0	15	40
Large Related	15	0	0	15	10	0	45	55
Elderly	140	25	75	240	160	100	35	295
Other	190	25	25	240	115	95	75	285
Total need by income	480	150	150	780	310	195	170	675

Table 10 – Cost Burden > 50%

Data 2013-2017 CHAS

Source:

Severe Cost Burden

The data presented above show the severe cost burden in the Town, which is defined as paying more than 50% of household income on housing cost. Extremely low-income households are more likely to be severely cost burdened than other income groups.

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	15	0	0	0	15	10	10	0	0	20
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	15	0	0	0	15	10	10	0	0	20

Table 11 – Crowding Information – 1/2

Data 2013-2017 CHAS

Source:

Overcrowding

HUD defines an overcrowded household as one having from 1.01 to 1.50 occupants per room and a severely overcrowded household as one with more than 1.50 occupants per room. This type of condition can be seen in both renter and homeowner households. Overcrowding was more prevalent in renter-occupied housing units than in owner-occupied units.

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	75	65	235	375	35	20	70	125

Table 12 – Crowding Information – 2/2

Data 2013-2017 CHAS
Source:

Describe the number and type of single person households in need of housing assistance.

According to the 2015-2019 American Community Survey there are 3,281 1-person households in Paradise. This estimate is likely much larger than the true number of single person households in the Town. Like other housing groups, nearly all single person households need housing assistance. There is a lack of available units in the Town and economic opportunities have limited the ability of many households to afford housing.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault, and stalking.

Disability

Residents with disabilities are particularly vulnerable to housing insecurity. Units that are accessible for residents with disabilities are difficult to acquire in the best of circumstances and the housing situation in Paradise means that it is, particularly difficult. Most homes require expensive modifications to accommodate the needs of residents. An exact count of those in need of housing assistance is difficult to determine but it is likely most residents with a disability either need housing assistance through financial support or access to homes that meet their needs. According to 2015-2019 ACS data, there are 4,914 residents with disabilities in Paradise making up approximately 22.5% of the population. Approximately 350 of these residents are under the age of 18. The most common disability is cognitive difficulty and over 2,300 residents report this difficulty.

Violence

Due to the 2018 Camp fire, there are no counts for the prevalence of violence in the community. However, resources need to be available to assist residents in need. Women and children in abusive households often lack the resources to leave dangerous environments.

What are the most common housing problems?

The most common housing problem in Paradise is the lack of available housing due to the 2018 Fire. The fire destroyed most of the housing units in the Town and the remaining population needs safe, secure, and affordable housing.

Are any populations/household types more affected than others by these problems?

Household income is correlated with the likelihood that they are impacted by housing problems, particularly for renters. Residents with lower incomes have increased rates of cost burden and other substandard living conditions. There is a lack of disaster recovery programs and funds available to assist in rebuilding or developing on acquired land. Low-income renters need support to develop safe, secure, and affordable housing. Additionally, residents with disabilities and experiencing homelessness are particularly vulnerable to housing problems. A discussion of the prevalence of housing problems by race and ethnicity are discussed later in this document.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Very low-income households (those at or below 30% of the area median income) spending more than 50% of their income for gross rent (rent plus tenant paid utilities) are particularly vulnerable to an unexpected financial or personal crisis which could lead to homelessness. Single-parent households with children are the most vulnerable. They have a greater need for affordable housing, accessible day care, health care, and other supportive services. Because of their lower income and higher living expenses, very low-income single-parent households are at imminent risk of becoming homeless. The major needs for these households are money management and budget counseling along with job training and affordable childcare.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The jurisdiction does not provide estimates for at-risk populations

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Instability and increased risk of homelessness are associated with the lack of financial resources, temporarily living in the home of another, imminent eviction or living in a motel. Death of a family

member, medical expenses, or other unanticipated emergency expenditure, such as a major car repair, can create an unstable living situation, particularly for families with low or fixed incomes. Domestic violence, abandonment by a spouse, mental illness and drug or alcohol addictions play a role locally in increased risk of homelessness. Other areas that could impact stability are prolonged unemployment or impacts related to COVID-19. The Town of Paradise has many residents who are currently residing in RVs who are unlikely to be able to rebuild or afford a permanent housing solution when the urgency ordinance ends.

Draft

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A review of Housing Assessment data provided by HUD informs this analysis and is used to determine any racial or ethnic groups that may have a proportionally higher housing problems rate than other groups in the community. HUD has determined that a proportionally higher need exists when the percentage of persons in each category is at least 10 percentage points higher than the percentage of persons in the category. Due to the relatively small size of many groups and the extenuating circumstances faced by Paradise the following analysis is of limited value. The specific numbers included do not reflect the current situation but any trends or patterns that are identified can assist in prioritizing grant funds over the next five years.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	920	80	100
White	800	80	100
Black / African American	0	0	0
Asian	40	0	0
American Indian, Alaska Native	45	0	0
Pacific Islander	0	0	0
Hispanic	24	0	0

Table 13 - Disproportionately Greater Need 0 - 30% AMI

Data 2013-2017 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	885	325	0
White	815	295	0
Black / African American	0	0	0
Asian	35	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	10	25	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2013-2017 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1175	1050	0
White	1090	990	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	50	55	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2013-2017 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	465	575	0
White	435	470	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	20	85	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2013-2017 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

Extremely Low-Income Households (0-30% HAMFI)

In this income group there are approximately 1,100 households and approximately 83.6% report a housing problem. There are three groups that are disproportionately impacted by housing problems. Asian households, American Indian or Alaska Native households, and Hispanic households all report housing problems for every household in the group. The number of households in each of these groups is relatively small. There are 40 Asian households, 45 American Indian or Alaska Native households, and 24 Hispanic households.

Very Low-Income Households (30-50% HAMFI)

Approximately 73.1% of households in this income group have a housing problem. There is one racial group that is disproportionately impacted. Every Asian household reports a housing problem. However, there are only approximately 35 households in this group.

Low-Income Households (50-80% HAMFI)

In this group approximately 52.8% of the population has a housing problem. There are no racial or ethnic groups that are disproportionately impacted in this income group.

Moderate-Income Households

Approximately 44.7% of households in this income category report a housing problem. There is one group disproportionately impacted. One hundred percent of American Indian or Alaska Native households report a housing problem. There are 10 households in this group.

Draft

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A review of Housing Assessment data provided by HUD informs this analysis and is used to determine any racial or ethnic groups that may have a proportionally higher rate of severe housing problems than other groups in the community. HUD has determined that a proportionally higher need exists when the percentage of persons in each category is at least 10 percentage points higher than the percentage of persons in the category. Due to the relatively small size of many groups and the extenuating circumstances faced by Paradise the following analysis is of limited value. The specific numbers included do not reflect the current situation but any trends or patterns that are identified can assist in prioritizing grant funds over the next five years.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	830	175	100
White	705	175	100
Black / African American	0	0	0
Asian	40	0	0
American Indian, Alaska Native	45	0	0
Pacific Islander	0	0	0
Hispanic	24	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2013-2017 CHAS

Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	410	800	0
White	360	745	0
Black / African American	0	0	0
Asian	35	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	10	25	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2013-2017 CHAS

Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	385	1840	0
White	335	1750	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	50	55	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2013-2017 CHAS

Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	60	975	0
White	60	845	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0
Hispanic	0	105	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2013-2017 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

Extremely Low-Income Households (0-30% HAMFI)

In this income group approximately 83.6% report a severe housing problem. There are three groups that are disproportionately impacted by severe housing problems. Asian households, American Indian or Alaska Native households, and Hispanic households all report severe housing problems for every household in the group. The number of households in each of these groups is relatively small. There are 40 Asian households, 45 American Indian or Alaska Native households, and 24 Hispanic households.

Very Low-Income Households (30-50% HAMFI)

Approximately 33.9% of households in this income group have a severe housing problem. There is one racial group that is disproportionately impacted. Every Asian household reports a housing problem. However, there are only approximately 35 households in this group.

Low-Income Households (50-80% HAMFI)

In this group approximately 17.3% of the population has a severe housing problem. There is one group that is disproportionately impacted. Approximately 48% of Hispanic households report a severe housing problem

Moderate-Income Households

Approximately 5.8% of households in this income category report a severe housing problem. There are no groups disproportionately impacted.

Draft

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

This section compares the existence of housing cost burden and severe cost burden among racial groups against that of the jurisdiction to see if any group shares a disproportionate burden of the area's cost burden. For this purpose, HUD guidelines deem a disproportionately greater need to exist when persons of a particular racial or ethnic group experience cost burden or severe cost burden at a rate at least 10 percentage points higher than the jurisdiction as a whole.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	6925	2100	1640	100
White	6345	1990	1410	100
Black / African American	0	0	0	0
Asian	35	0	75	0
American Indian, Alaska Native	50	10	45	0
Pacific Islander	0	0	0	0
Hispanic	400	40	90	0

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2013-2017 CHAS

Discussion:

Cost Burden

According to the data above, approximately 19.5% of households pay between 30% and 50% of their income to housing costs. There are no groups disproportionately impacted by cost burden.

Severe Cost Burden

According to the data above, approximately 15.2% of households pay more than 50% of their income to housing costs. There are two groups with a disproportionately high severe cost burden rate. Approximately 68% of Asian households and 52% of American Indian or Alaska Native households report a severe cost burden.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The number of non-White households in Paradise is relatively small, but there does appear to be a correlation between the presence of housing problems and race or ethnicity.

Disproportionate Housing Problems:

- Extremely Low Income: Asian, American Indian, or Alaska Native, Hispanic
- Very Low Income: Asian
- Low Income: None
- Moderate Income: American Indian or Alaska Native

Disproportionate Severe Housing Problems:

- Extremely Low Income: Asian, American Indian, or Alaska Native, Hispanic
- Very Low Income: Asian
- Low Income: Hispanic
- Moderate Income: None

Cost Burden: None

Extreme Cost Burden: Asian, American Indian, or Alaska Native

If they have needs not identified above, what are those needs?

Access to safe and affordable housing units is the largest need in the community. Additional needs, such as economic opportunities, is discussed in the Market Analysis.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

An assessment of geographic concentrations of racial and ethnic groups is discussed in the Market Analysis.

NA-35 Public Housing – 91.205(b)

Introduction

Public housing was established to provide decent and safe rental housing for eligible low- and moderate-income families, the elderly, and persons with disabilities. Public housing includes federally subsidized affordable housing that is owned and operated by the public housing authorities. The Town of Paradise does not have any public housing but receives Section 8 Voucher support from the Housing Authority of the County of Butte. The following data covers the entire county. Data at the local level is not available but information from the Housing Authority does provide insight into what resources may be available for residents. Like Paradise, many communities in Butte County were heavily impacted by the 2018 Camp fire and need support.

NOTE: Housing Authority of the County of Butte. Data below is for the entire county service area.

Totals in Use

	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers		Tenant - based	Special Purpose Voucher		
				Total	Project - based		Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	345	2,042	2	1,913	134	0	0

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers		Tenant - based	Special Purpose Voucher	
				Total	Project - based		Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	15,554	13,531	5,580	13,607	9,504	0
Average length of stay	0	0	4	5	1	5	0	0
Average Household size	0	0	3	2	1	2	1	0
# Homeless at admission	0	0	0	1	0	0	1	0
# of Elderly Program Participants (>62)	0	0	93	388	1	386	1	0
# of Disabled Families	0	0	77	933	0	918	15	0
# of Families requesting accessibility features	0	0	345	1,947	2	1,913	32	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	285	1,484	2	1,455	27	0	0
Black/African American	0	0	19	121	0	117	4	0	0
Asian	0	0	32	262	0	261	1	0	0
American Indian/Alaska Native	0	0	7	70	0	70	0	0	0
Pacific Islander	0	0	2	10	0	10	0	0	0
Other	0	0	0	0	0	0	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	126	128	1	126	1	0	0
Not Hispanic	0	0	219	1,819	1	1,787	31	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

As noted above, the Town of Paradise has a relatively large number of residents with disabilities. The availability of accessible units is limited. The Housing Authority of the County of Butte is accepting applications for the waiting list for housing Choice Vouchers. In response to the Camp fire, the housing authority provided vouchers specifically to help those displaced. The application process for Section 8 Voucher opens annually and was open from May 9-22, 2021. Camp Fire Survivors receive priority placement.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The most immediate need of residents of public housing and voucher holders is access to affordable housing and economic opportunities that can support self-sustainability. According to the HUD PIH Information Center, the average annual income of resident in publicly assisted housing is approximately \$15,554 and the median income for HCV participants is \$13,531, which is well below the median income in Paradise. Without the help of subsidized housing and other programs these households would be unable to have safe and secure housing.

How do these needs compare to the housing needs of the population at large

The lack of affordable rental units that accommodate workforce families, seniors and people with special needs/disabilities reflect the needs of the city at large. Decent, safe, and affordable housing is a strong need for many low- and moderate-income households. However, public housing residents are more likely to be very low-income and therefore more severely cost burdened than the general population.

The non-housing needs of public housing residents and Section 8 Housing Voucher holders are employment opportunities and transportation, which also reflect those of the population at large, especially low-to-moderate income residents.

The elderly may require housing accommodations due to the nature of elderly persons being more likely to be disabled than the general population. Elderly residents are also more likely to be living on fixed incomes, which means any change in housing costs affects affordability to them more than the general population. As well, persons and families with a disability likely need accommodation to housing to make them accessible.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Homelessness is a particularly troublesome and complex issue that plagues communities across the nation. A major reason that homelessness is so difficult to combat is that it has many causes with overlapping and interrelated variables. The cause of any one person's homelessness often lies not in a single factor, but at the convergence of multiple events and conditions. From one angle, homelessness can be seen as an economic problem – caused by unemployment, foreclosure, or poverty. From another viewpoint, homelessness could appear to be a health issue – many homeless persons struggle with one or more conditions such as mental illness, physical disability, HIV/AIDS, or substance abuse. Looking at the problem another way, homelessness emerges as a social problem – with factors such as domestic violence, educational attainment, or race lying at the root. Homelessness is caused by all these issues, sometimes simultaneously. As such, fighting homelessness requires a truly collaborative, community-based approach.

The Stewart B. McKinney Homeless Assistance Act defines the "homeless" or "homeless individual" or "homeless person" as an individual who lacks a fixed, regular, and adequate night-time residence; and who has a primary night-time residence that is:

- A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill).
- An institution that provides a temporary residence for individuals intended to be institutionalized; or
- A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

NOTE: PIT Count Data is only available at the CoC level.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	51	5				
Persons in Households with Only Children	3	8				
Persons in Households with Only Adults	280	744				
Chronically Homeless Individuals	95	183				
Chronically Homeless Families	0	0				
Veterans	21	65				
Unaccompanied Child	3	8				
Persons with HIV	1	10				

Table 26 - Homeless Needs Assessment

**Data Source
Comments:**

2020 PIT Count. Data was taken from HUD 2020 CoC Homeless Assistance Programs Homeless Populations and Subpopulations report that was informed by the Chico/Paradise/Butte County CoC. Data is available at the CoC level and was taken on the night of January 29, 2020.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Due to complications in gathering accurate data, the number of persons becoming and exiting homelessness and number of days persons experience homelessness is not available. The available information for each of the categories of persons experiencing homelessness is discussed in the following questions.

Draft

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	369	651
Black or African American	40	35
Asian	1	5
American Indian or Alaska Native	8	72
Pacific Islander	2	8
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	69	101
Not Hispanic	367	737

Data Source
Comments:

2020 PIT Count. Data was taken from HUD 2020 CoC Homeless Assistance Programs Homeless Populations and Subpopulations report that was informed by the Chico/Paradise/Butte County CoC. Data is available at the CoC level and was taken on the night of January 29, 2020.

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

Families with Children: According to the most recent Point-in-Time Count there are 56 persons in households with both adult and children. Most of the persons (51) are sheltered and the remaining five are unsheltered. There are also 11 persons in households with only children and 8 of these children are unsheltered. In the region there are 11 unaccompanied children.

Veterans: There are 86 veterans currently experiencing homelessness in the region. Of these, 65 are unsheltered and only 21 are sheltered.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Regionwide, approximately 66% of residents experiencing homelessness are unsheltered. Asian, American Indian, or Alaska Native, and Black or African Americans are more likely to be unsheltered than other groups. American Indian or Alaska Native residents are most likely to be unsheltered, 90% of residents in this group are not sheltered.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Unsheltered residents are more common in the area than sheltered residents. Only one-third of persons experiencing homelessness are sheltered, approximately 436 persons. Due to the Camp Fire the town has a large population that live in RVs. They are not technically homeless, but they are not considered permanently housed by the Department of Housing and Community Development. These residents need additional support to secure permanent housing in the Town.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b, d)

Introduction:

Non-homeless persons with special needs include the elderly; frail elderly; persons with mental, physical, and/or developmental disabilities; persons with drug and alcohol addictions; persons with HIV/AIDS and their families; and victims of domestic violence, sexual assault, and stalking. Members of these special needs populations often have low incomes. Data on special needs populations is limited, but there is a significant need for housing and/or supportive services for all special needs sub-populations and meeting these needs is a high priority for the Town.

Describe the characteristics of special needs populations in your community:

Elderly: The elderly population faces increased challenges and providing decent, affordable housing is incredibly important. It is medically beneficial and emotionally comforting for this population to remain in a familiar setting and, as a result, strong emphasis is placed on the elderly maintaining a lifestyle that is as independent as possible. Unfortunately, the elderly population is often on a limited income and/or has a disability, which puts financial pressure on them that reduces independence. As prices throughout the community inflate, the elderly population generally lacks the ability to increase their income to match.

HIV/AIDS: See below

Alcohol and Drug Addiction: Gathering accurate data about alcohol and drug addiction within a community is difficult. Addiction often goes unrecognized because people do not seek help due to fear of criminal charges and/or the social stigma associated with addiction and other medical issues. Often only when someone overdoses, gets arrested, or seeks treatment are they counted in statistics.

Disability: As noted above, according to 2015-2019 ACS data, there are 4,914 residents with disabilities in Paradise making up approximately 22.5% of the population. Approximately 350 of these residents are under the age of 18. The most common disability is cognitive difficulty and over 2,300 residents report this difficulty.

What are the housing and supportive service needs of these populations and how are these needs determined?

Elderly and Frail Elderly: Providing secure, safe, affordable, and stable housing for the elderly population is vitally important for this population. There are many factors that contribute to a healthy environment for the elderly including, but not limited to, access to health care, shopping, and social networks. A robust public transportation network is incredibly beneficial to assisting the elderly remain active and

independent. Additionally, elderly residents' homes may need modifications to assist with any disabilities that may develop because of aging.

Disability: Individuals with disabilities encompass a wide range of skill levels and abilities. Therefore, they have many of the same issues as the general population with the added needs that are unique to their capabilities. Individuals with disabilities usually have a fixed income and have limited housing options. The individuals who have more independent skills tend to utilize subsidized housing options. Individuals requiring more support find residences in the public welfare funded community homes either sharing settings or privately-owned personal care settings. Many individuals continue to reside with parents and families throughout adulthood. Regardless of the housing situation, a common thread is the need for continuous support services dependent of the level of capabilities.

Persons with Alcohol/Drug Addictions: Individuals with substance abuse problems need a strong network to stay healthy and sober. Their housing needs include sober living environments, support for employment, access to health facilities, and easy access to family and friend networks. Additionally, detoxification facilities are necessary when addiction is first recognized.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The California Department of Public Health releases an annual survey of HIV by County. In Butte County, the percentage of the population with HIV has remained stable at 0.2% since 2015. There are currently 263 residents living in the County with HIV for a rate of 121.2 per 100,000 people. There were 10 new diagnosis in 2019. Approximately 81% of people living with HIV are currently in care and in 19% the virus is suppressed. There were 8 deaths related to HIV in Butte County in 2019. The HIV death rate is highest for Black or African American persons and for people 55 to 64 years old.

The method of transmission of HIV varies by demographic for newly diagnosed people. Cisgender men are most likely to identify male-to-male sexual contact as the method of transmission and cisgender women identify non-high-risk heterosexual contact. Sexual contact is the most common form of transmission for trans women, trans men, and alternative gender.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The Town has identified public improvements. As such, the Town has established the public improvement goal below:

1A Expand & Improve Public Infrastructure

How were these needs determined?

N/A. See below for public infrastructure improvements.

Describe the jurisdiction's need for Public Improvements:

The Town has identified public infrastructure improvements as a priority need for LMI areas. As such, the Town has established the public infrastructure improvement goal below:

1A Expand & Improve Public Infrastructure

The Town will work to expand and improve public infrastructure in Paradise. These activities include improvements to infrastructure such as streets, sidewalks, ADA improvements, and storm water and water systems. There is a need for sewer and water infrastructure expansion to support larger structures and multi-family buildings.

How were these needs determined?

The need for public improvements was determined by the Town of Paradise communicating and collaborating with other government units, as well as local non-profit and for-profit agencies. Public hearings were also held to receive guidance and feedback from the public.

Describe the jurisdiction's need for Public Services:

The Town has identified vital public services for LMI and special needs groups as a priority need for LMI areas in Paradise. As such, the Town has established two public service goals below:

2A Provide Public Services for LMI & Special Needs

The Town will provide vital support services for low- to moderate-income households and special needs groups in Paradise. Public services activities may include youth services, senior services, services for persons with a disability and emergency financial assistance.

How were these needs determined?

The need for public services was determined by the Town of Paradise by communicating and collaborating with other government units, as well as local non-profit and for-profit agencies. Public hearings were also held to receive guidance and feedback from the public.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

This section looks at the housing market and supply in the Town of Paradise by analyzing housing indicators. Developing a picture of the current housing stock in the community begins by looking at trends in structure, age, price, and tenure. Furthermore, the supply of homeless shelter facilities, special needs services and housing, and non-housing community development resources are considered. The analysis is supplemented by GIS maps to provide geographical visualization of the data. Unfortunately, most of the housing stock in the Town of Paradise was destroyed by the Camp fire and the included data from the US Census Bureau does not accurately reflect the current situation. When possible, supplementary data and estimates are provided. The Town is in significant need of housing units for a wide range of households, particularly lower income households and those with special needs.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

This section examines the composition of Town's housing stock in terms of housing type and tenure. Details are provided based on the number of units in the structure, multifamily housing distribution within the jurisdiction, unit size and tenure, as well as an analysis of owner-occupied and renter occupied housing. These estimates are primarily pre-fire but can still provide insight into the housing needs of the community. It is estimated that 11,000 homes were destroyed in the fire.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	7,148	67%
1-unit, attached structure	449	4%
2-4 units	717	7%
5-19 units	180	2%
20 or more units	405	4%
Mobile Home, boat, RV, van, etc.	1,781	17%
<i>Total</i>	10,680	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2015-2019 ACS

Residential Properties by Number of Units

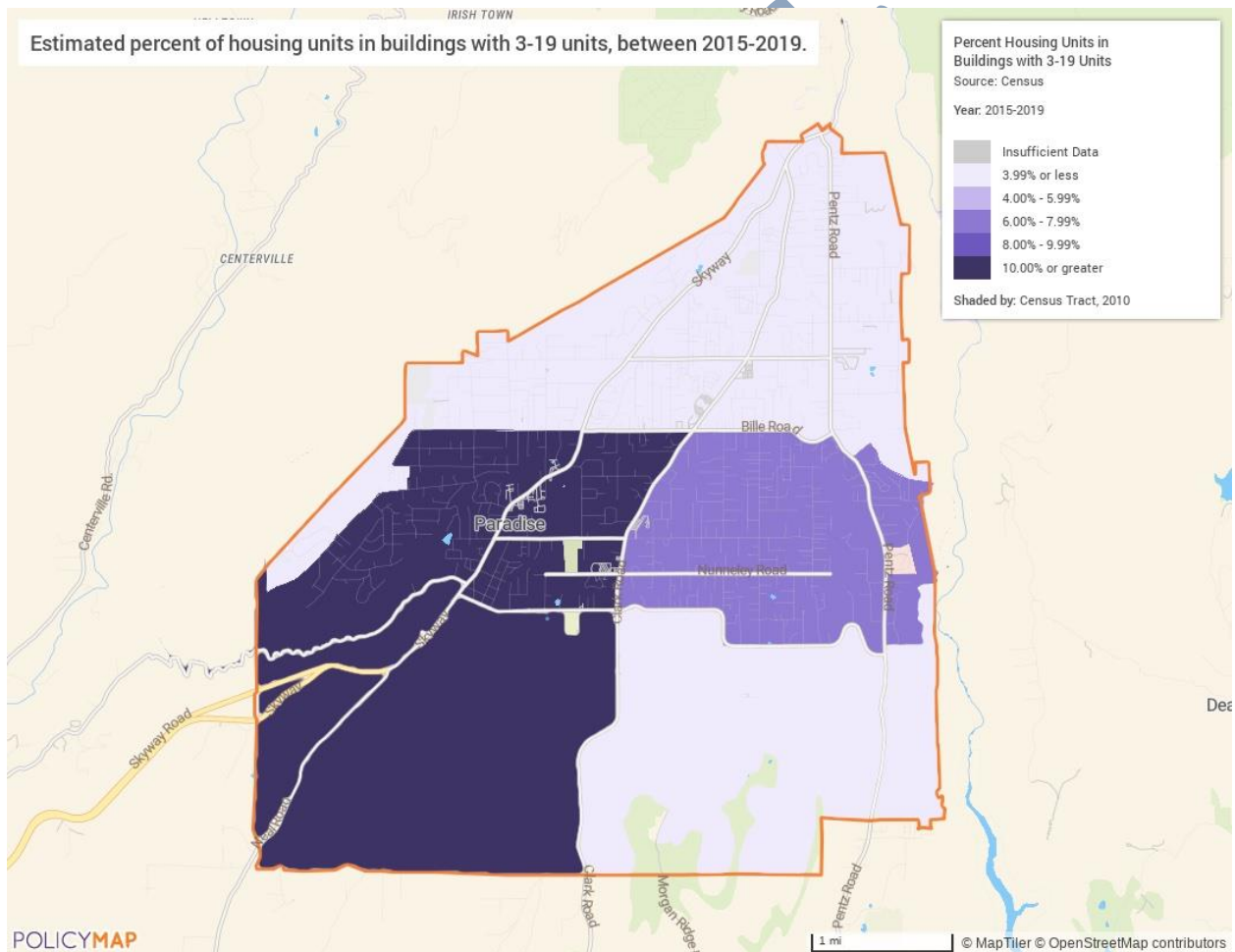
The table above breaks down the Town's housing stock by the number of units in each structure and by structure type. Traditional single-family, detached homes were the most prominent, accounting for 67% of all housing units. Multi-family developments (5 or more units) accounted for 23% of all housing units in the Town. Finally, 17% of housing units are classified as mobile home, boat, RV, van, etc. The number of residents who live in alternative housing, such as mobile homes and RVs, is much higher than shown in the above table. Many households are utilizing alternative housing while they wait for traditional housing units to become available.

Source: 2015-2019 American Community Survey 5-Year Estimates

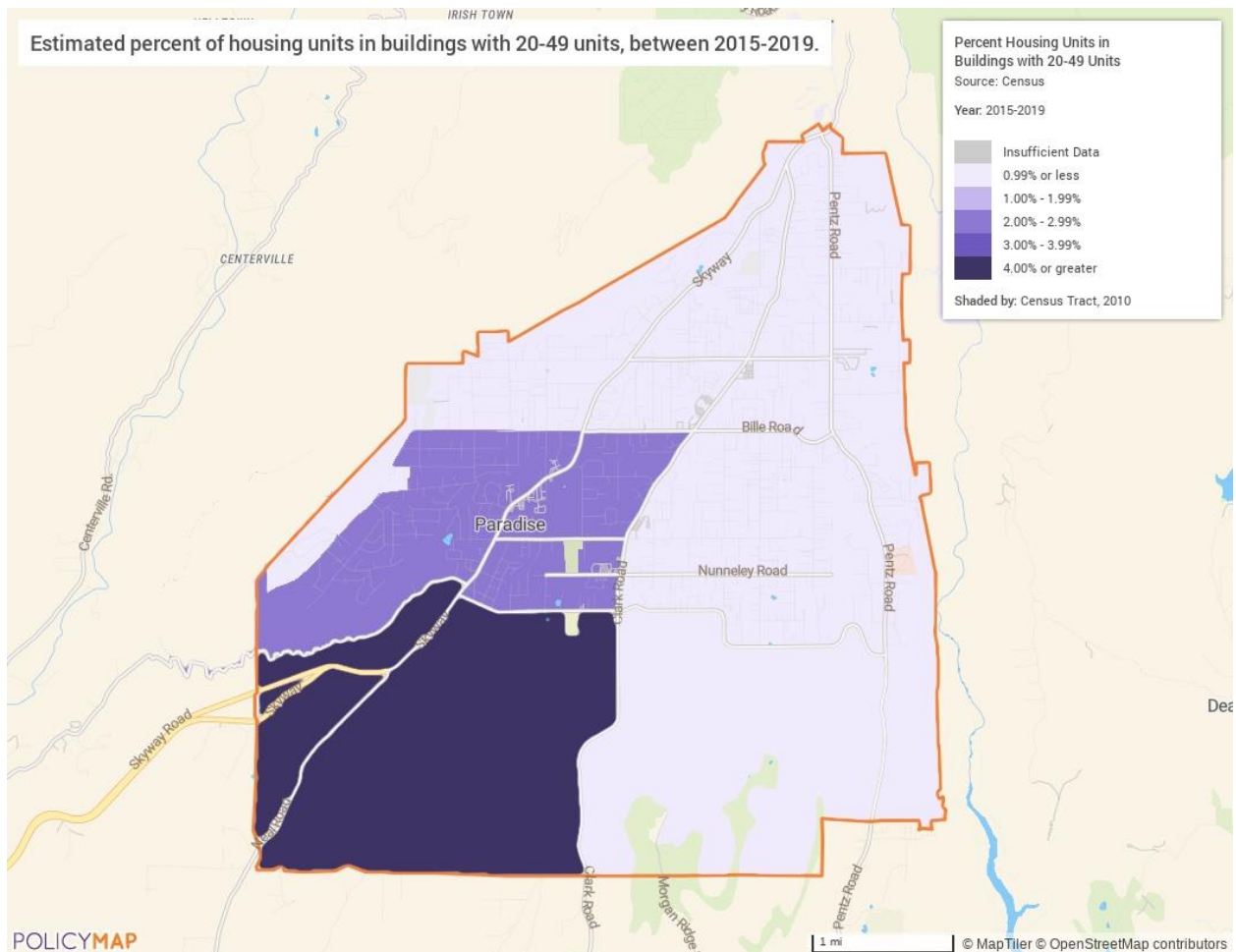
Multifamily Development Distribution

The maps below display the distribution of small, medium, and large multifamily developments in the jurisdiction. The Town of Paradise currently lacks the sewage infrastructure necessary to maintain high density developments through the development of multifamily buildings. Small multifamily units have between 3 and 19 units in each development. These developments are most heavily concentrated in the southwestern tract where over 10% of housing units are in small developments.

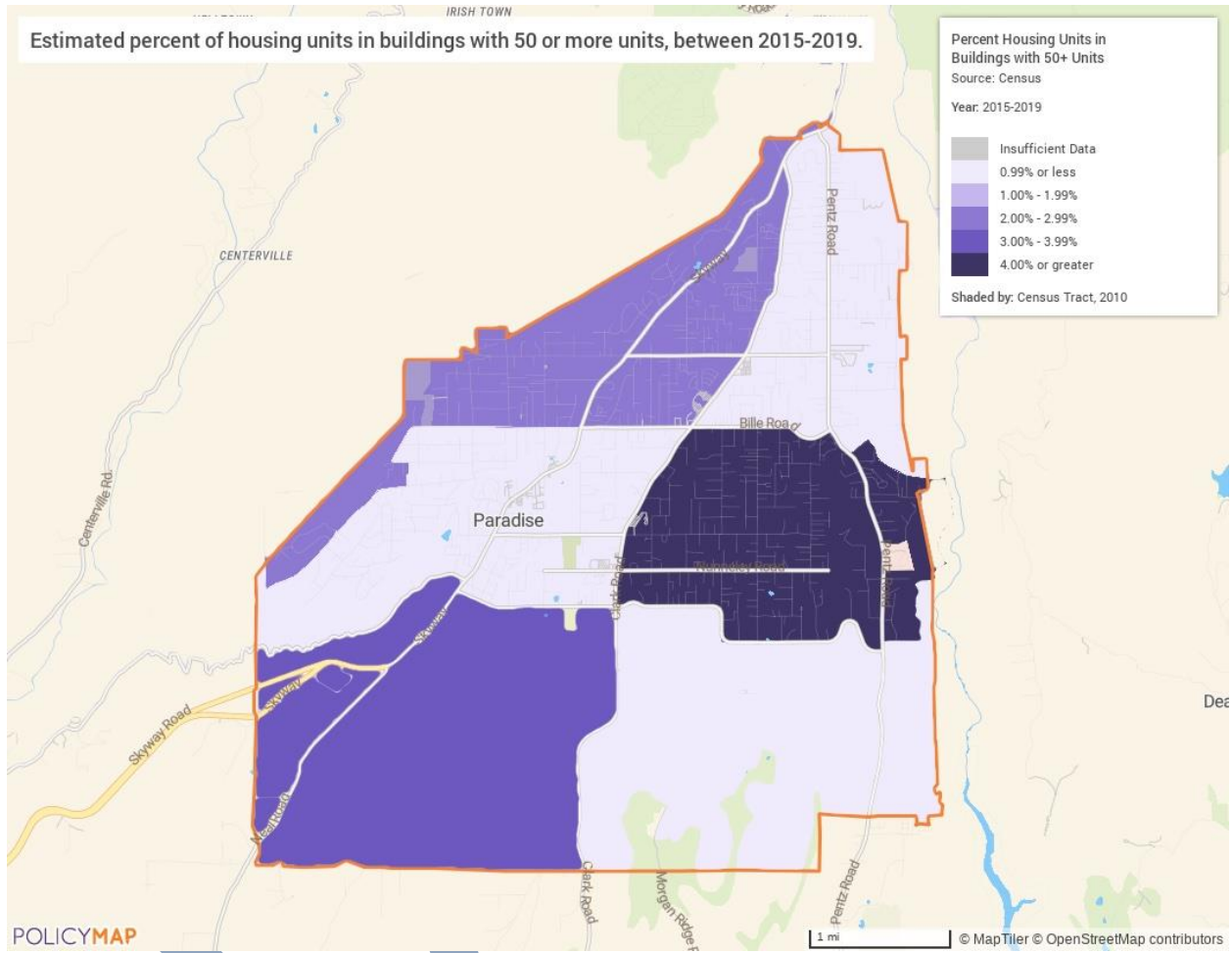
Source: 2015-2019 American Community Survey 5-Year Estimates



Medium multifamily developments have between 20 and 49 units per development. Medium developments show a similar distribution pattern as small multifamily developments, except they are less common. The southwest portion of the City has over 3% of the housing units in medium developments.



Large multifamily developments are buildings with 50 or more units. Large developments are distributed more equally throughout the Town, but they are uncommon. Tracts in the southwest, northwest, and central eastern portion of the Town have the most units in these developments.



Large Multifamily Developments

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	20	0%	42	1%
1 bedroom	361	6%	731	25%
2 bedrooms	2,777	43%	1,427	49%
3 or more bedrooms	3,326	51%	724	25%
<i>Total</i>	6,484	100%	2,924	100%

Table 28 – Unit Size by Tenure

Data Source: 2015-2019 ACS

Unit Size by Tenure

There is a noticeable difference between the unit size based on tenure. Small units with one bedroom or less are much more common for renters than for homeowners. Approximately 26% of rental units are small but only 6% of owner-occupied units are small. Conversely, large units with 3 or more bedrooms make up over half of owner-occupied units but only 25% of rental units.

Source: 2015-2019 American Community Survey 5-Year Estimates

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Over the five year planning period, the Town plans to utilize CDBG funding to LMI households with:

Direct Financial Assistance: 25 Household Housing Unit

Homeowner Housing Added: 5 Household Housing Unit

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

According to the HUD Multifamily Assistance and Section 8 Database (updated 4/29/2021) there is one development located in Paradise. Paradise Gardens III was a 48-unit development that has affordable 1-bedroom units and the contract for these units was scheduled to expire December 31, 2024. This development, as well as Paradise Community Village (36 units) and over 300 Section 8 Voucher locations were destroyed in the Camp Fire.

Does the availability of housing units meet the needs of the population?

No, due to the 2018 Camp fire there is a need for all types of housing units to meet the needs of the population. Significant support is required to assist the Town in recovering from the disaster. Residents located in temporary housing, alternative housing, and experiencing homelessness are need of safe, secure, and affordable housing.

Describe the need for specific types of housing:

The Town needs all types of housing. New development is the primary need for housing due to the destruction of most housing units in 2018. The lack of sewage infrastructure continues to be a significant barrier to the development of housing in Paradise, particularly higher density multifamily developments.

Draft

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction:

The following section examines the cost of housing for both homeowners and renters within Paradise prior to the 2018 fire. A review is made of the home values and rents, as well as changes in home values and rents. Finally, a closer look is given to the affordability of the housing stock for the residents of the jurisdiction.

Housing Costs

According to the most recent Median Home Value in Paradise has declined by 7% since 2010 and rents have increased by 34%. However, this does not necessarily reflect the current situation in Paradise. A search of available units in Paradise found between 19 and 26 units posted with an average price between \$385,000 to \$412,000. The available units are more expensive than many residents can afford. Vacant land is more readily available but acquiring land and building a home is an expensive and takes significant time. The cost to develop new units is much higher now than in the past due to limited supplies and increased demand, which further pushes housing costs up.

Cost of Housing

	Base Year: 2010	Most Recent Year: 2019	% Change
Median Home Value	240,000	223,400	-7
Median Contract Rent	668	895	34

Table 29 - Cost of Housing

Data Source: 2010 Census (Base Year), 2015-2019 ACS (Most Recent Year)

	Property for Sale		Average Price	
	Vacant Land	Housing Units	Vacant Land	House
Zillow	106	26	Unavailable	\$412,000
Redfin	100	19	\$71,000	\$385,000

Data Sources: Zillow, Redfin – Accessed 5/2021

Rent Paid	Number	%
Less than \$500	60	2%
\$500-999	1,094	38%
\$1,000-1,499	1,098	39%
\$1,500-1,999	320	11%
\$2,000 or more	271	10%

Table 30 - Rent Paid

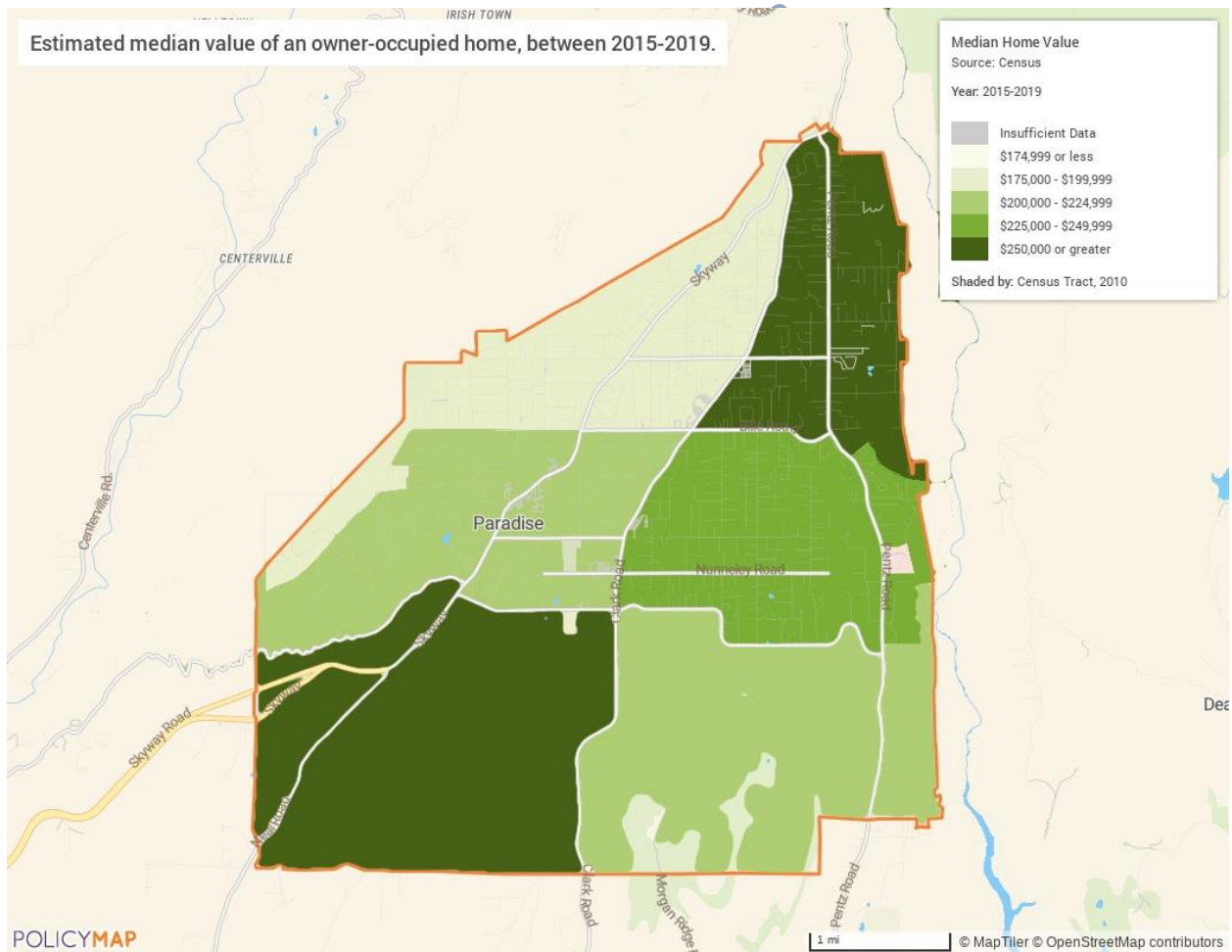
Data Source: 2015-2019 ACS

The table above breaks out the rent paid by price cohorts in the Town using the available census data. Approximately 39% of all renters pay between \$1,000 and \$1,499 a month. The next largest rent cohort is \$500 and \$999 with 38% of renters falling in this range. According to Zillow, there are only three housing units available for rent. The rent posted is between \$1,000 and \$3,500.

Home Value

The map below shows the median home value by census tract throughout the jurisdiction using the most recent census data. Tracts with the highest median home value are in the northeastern and southwestern portion of the Town and is over \$250,000. The lowest median home value is in the northwestern part of the Town and is less than \$175,000.

Source: 2015-2019 American Community Survey 5-Year Estimates

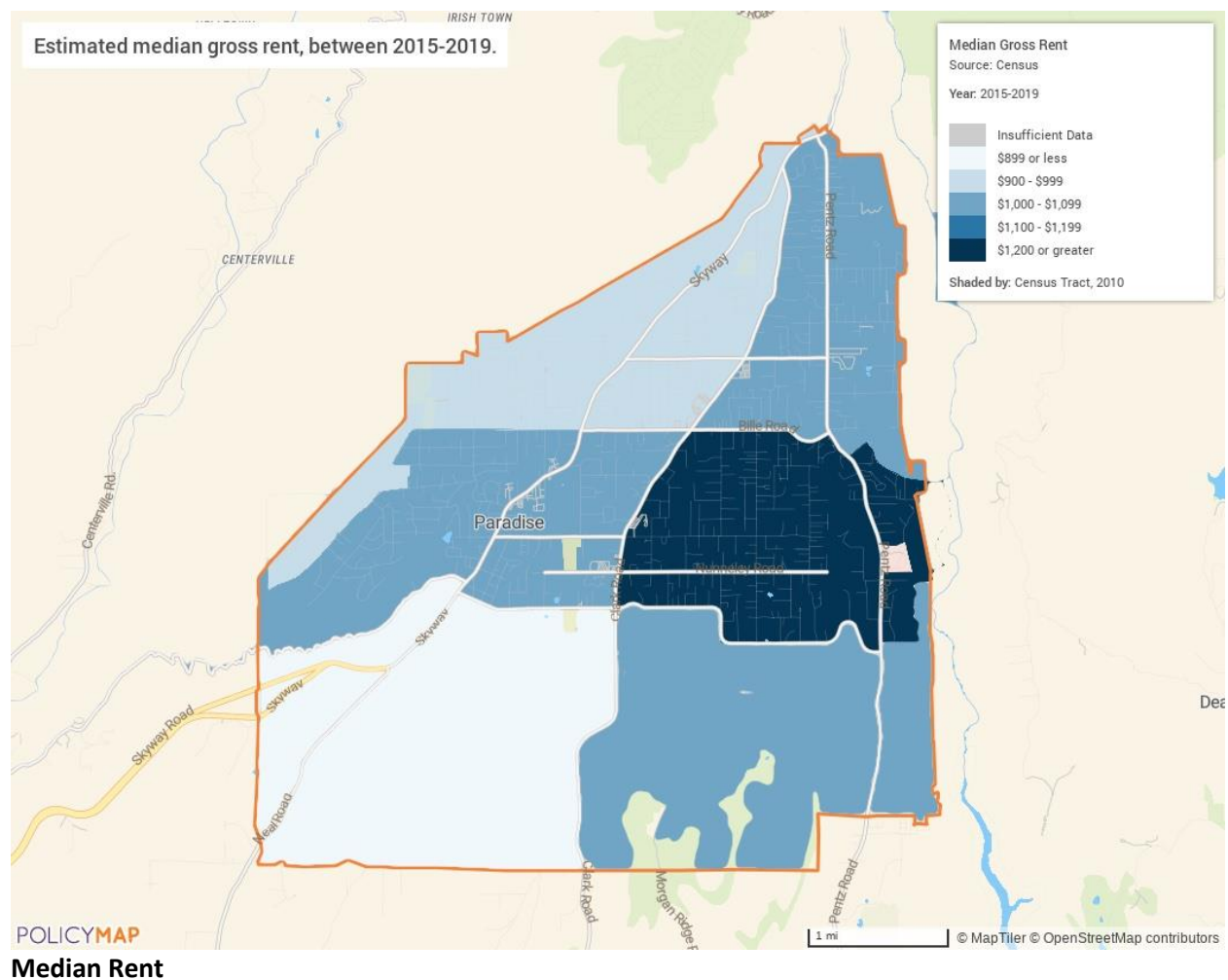


Median Home Value

Median Rent

The map below displays the median rent by census tract. The highest rent area is in the central part of the east part of the Town where the median rent is over \$1,200. The lowest median rent is in the southwestern part of the Town and is less than \$900.

Source: 2015-2019 American Community Survey 5-Year Estimates



Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	No Data	No Data
50% HAMFI	No Data	No Data
80% HAMFI	No Data	No Data
100% HAMFI	No Data	No Data

Table 31 - Housing Affordability

Data Source: 2011-2015 CHAS

CHAS data is unavailable for the Town of Paradise. However, affordability is a significant problem within the Town. Not only are the remaining units unaffordable to many residents, the cost of rebuilding and repairing units is unaffordable. This is particularly true for low income households.

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	761	842	1090	1567	1881
High HOME Rent	761	842	1013	1161	1276
Low HOME Rent	618	663	796	919	1026

Table 32 – Monthly Rent

Data Source: HUD 2020 FMR and HOME Rents

HOME Rents Limits and Fair Market Rents (FMR)

Fair Market Rents (FMRs) are set by HUD and used to determine payment standard amounts for HUD Programs. HUD annually estimates FMRs for the Office of Management and Budget (OMB) defined metropolitan areas, some HUD defined subdivisions of OMB metropolitan areas and each nonmetropolitan county. HOME Rents Limits are based on FMRs published by HUD. HOME Rent Limits are the maximum amount that may be charged for rent in HOME-assisted rental units and are applicable to new HOME leases.

Paradise is included in the HUD HOME Rent Limits for the Chico, CA MSA.

Is there sufficient housing for households at all income levels?

No, there is a lack of sufficient housing for all income levels. The number of units available for rent or purchase is incredibly low and do not meet the needs of the community. It is imperative that housing is developed to assist in the recovery from the Camp fire.

How is affordability of housing likely to change considering changes to home values and/or rents?

It is likely that units will eventually become more affordable as the development of new units starts to intersect with the demand for those units. However, that change is not likely to occur soon. Housing is going to continue to be scarce and unaffordable for both renters and homeowners.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

According to the US Census Bureau, the median contract rent for all units in Paradise was \$895 in 2019. The median contract rent is less than the 2-bedroom price for Fair Market Rent and High HOME Rent, it was less than the 3-bedroom Low HOME rent. These rates do not accurately reflect the situation in Paradise. There are very few rental units available and those that are available are priced higher than the FMR and HOME rents.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The tables and maps in this section provide details on the condition of housing units throughout the region by looking at factors such as age, vacancy, and the prevalence of housing problems.

As defined by HUD, the four housing problems are:

- 1) a home which lacks complete or adequate kitchen facilities
- 2) a home which lacks complete or adequate plumbing facilities
- 3) a home which is overcrowded (having more than one person per room)
- 4) a household that is cost burdened (paying 30% or more of their income towards housing costs)

Definitions

For the purposes of this plan, units are in “standard condition” when the unit is in compliance with the local building code, which is based on the International Building Code.

The definition of substandard housing is a housing unit with one or more serious code violations. For the purposes of this analysis the lack of a complete plumbing or a complete kitchen will also serve as an indicator of substandard housing.

Units are in “substandard condition but suitable for rehabilitation” when the unit is out of compliance with one or more code violations, and it is both financially and structurally feasible to rehabilitate the unit.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	1,891	29%	1,465	50%
With two selected Conditions	24	0%	179	6%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	4,569	70%	1,280	44%
Total	6,484	100%	2,924	100%

Table 33 - Condition of Units

Data Source: 2015-2019 ACS

Housing Conditions

The table above details the number of owner and renter households that have at least one housing condition, per the most recent census data available. Twenty-nine percent of all owner-occupied housing

units face at least one housing condition while 50% of all renters have at least one housing condition. Generally speaking, there are relatively few households with multiple housing problems and when compared to the affordability statistics provided earlier in this section, it is clear that the overwhelming majority of housing problems are housing cost burden.

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	466	7%	239	8%
1980-1999	1,677	26%	785	27%
1950-1979	3,620	56%	1,638	56%
Before 1950	721	11%	262	9%
<i>Total</i>	6,484	100%	2,924	100%

Table 34 – Year Unit Built

Data Source: 2015-2019 ACS

Year Unit Built

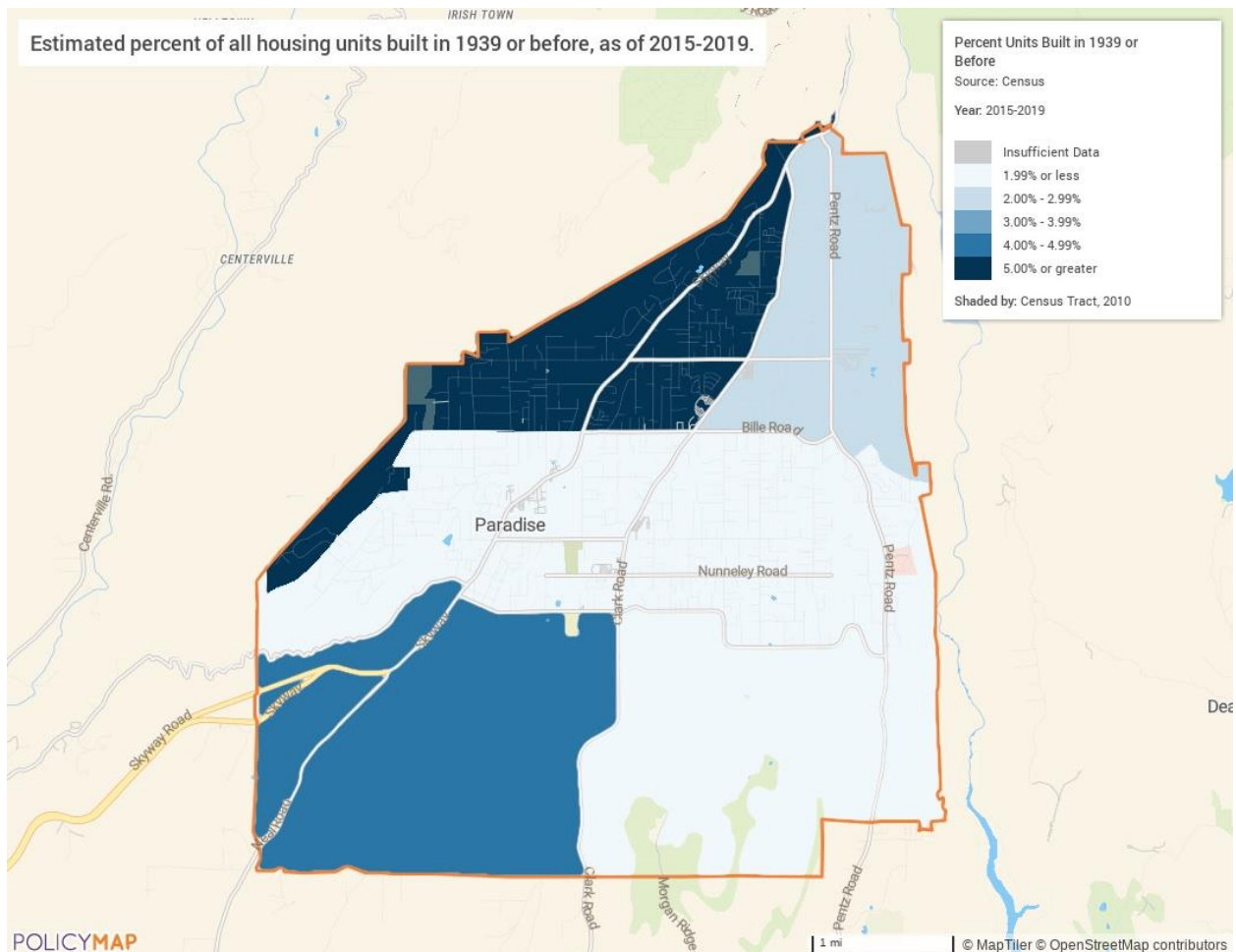
According to the most recent census data, there is a large percentage of housing units built prior to 1980. Approximately 67% of owner-occupied units and 65% of renter units were built prior to 1980 and had a risk of lead-based paint. The current stock of housing units does not reflect this data. Much of the Town's housing stock was destroyed. Many of the units built in the town were constructed in the last two years.

Source: 2015-2019 American Community Survey 5-Year Estimates

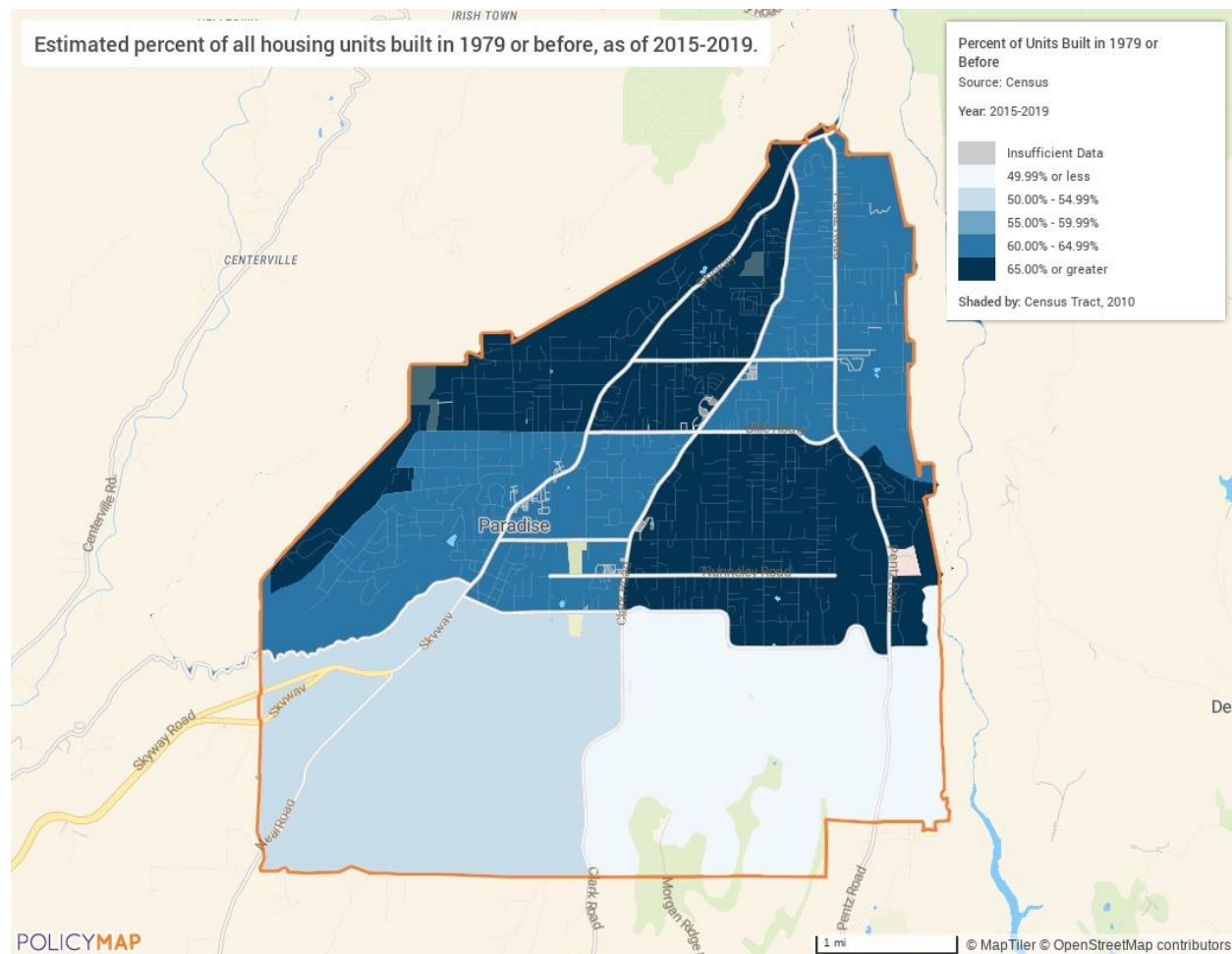
Age of Housing

The maps below depict the prevalence of older housing units in the Town prior to the fire. There were very few units built prior to 1940 in Paradise. There is only one tract, located in the northwest, where 5% or more of the units are that old.

Source: 2015-2019 American Community Survey 5-Year Estimates



Prior to the fire, homes built prior to 1980 were primarily found in the northwest and central east portion of the Town. In the southern part of the Town these older homes were rarer.



Housing Units Built Before 1980

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980.	4,341	67%	1,900	67%
Housing units built before 1980 with children present	N/A	N/A	N/A	N/A

Table 35 – Risk of Lead-Based Paint

Data Source: 2015-2019 ACS

NOTE: No Data for “Housing units built before 1980 with children present”, 2015-2010 ACS data was used for “Total Number of Units Built Before 1980.”

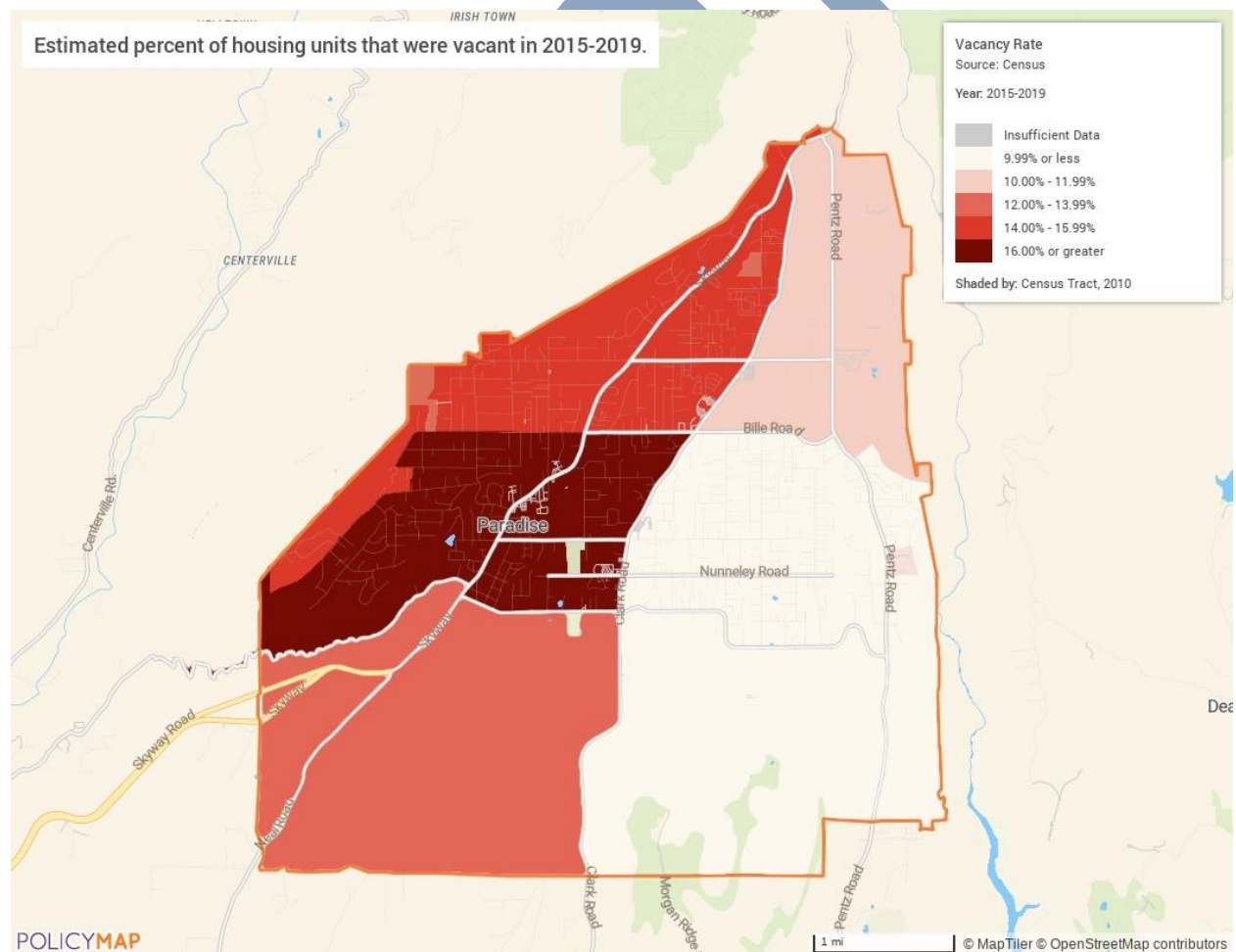
Lead-Based Paint Hazard

Prior to 1978, lead-based paint was used in the construction of homes. The most common locations are window and door frames, walls, and ceilings, and in some cases throughout the entire home. Thus, it is generally accepted that homes built prior to 1980 pose a risk of lead-based paint hazards and should be tested in accordance with HUD standards. Within the Town there were approximately 6,200 housing units built before 1980 but most of these units were destroyed or are no longer habitable.

Vacancy Rate

The map below shows the average housing vacancy rates throughout the Town using the most recent census data. The darker shaded areas have higher vacancy rates, while the lighter shaded areas have lower vacancy rates. In most census tracts throughout the Town vacancy rates are at least 14%; however, they are highest away from the central tracts. As noted above, there are very few units available for purchase or rent in the Town.

Source: 2015-2019 American Community Survey 5-Year Estimates



Vacancy Rate

The vacancy rate is much lower than shown above. According to the Quarter 3, 2020 Valassis List data, the vacancy rate in Paradise is 5.02%. The rate varies from by census tract from 0.43% to 15.31%.

Need for Owner and Rental Rehabilitation

In Paradise, the primary need is construction of new housing units. The few units that survived the fire may need rehabilitation, but development of new housing is the main need.

Estimated Number of Housing Units Occupied by Low- or Moderate-Income Families with LBP Hazards

Due to the Camp fire, there are very few units available in Paradise. Those that are available were primarily built recently. It is estimated that very few, if any, LMI Families face Lead-Based Paint Hazards.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction:

As noted in NA-25, the Town of Paradise is served by the Housing Authority of the County of Butte. The only data available covers the entire county. The only development that provided Section 8 units was destroyed in the fire and is no longer available. The Town needs public and assisted housing to provide for the residents who have been displaced and/or are living in substandard conditions due to the lack of affordable units.

Totals Number of Units

	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			345	2,042			134	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 36 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Prior to the fire, the Town's sole public housing development had an inspection score of 91. Any score over 91 is considered in excellent condition and is not in need of rehabilitation.

Public Housing Condition

Public Housing Development	Average Inspection Score
Paradise Gardens III (Multi-family Property)	91

Table 37 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

The Town of Paradise needs the development of public housing and other publicly supported units. There are currently none operating in the Town.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The Housing Authority of the County of Butte operates several programs to improve the living environment of LMI families. This includes managing public housing facilities, providing section 8 and other vouchers, and running a Family Self-Sufficiency Program. The Family Self-Sufficiency Program is a partnership with agencies throughout the county to help develop the skills and experience necessary to achieve economic independence.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Publicly supported housing was established to provide decent and safe rental housing for eligible low-income families, the elderly, and persons with disabilities. Resources are limited in Paradise, there are no facilities operating in Paradise.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	4	0	4	12	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

Data Source 2020 PIT Count. Data was taken from HUD 2020 CoC Homeless Assistance Programs
Comments: Homeless Populations and Subpopulations report that was informed by the Chico/Paradise/Butte County CoC. There is one CoC shelter, the Youth for Change 6th Street Center for Youth for homeless adults ages 12-24 years.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The Town of Paradise does not currently have any of these services available.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

N/A

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

There are four primary groups with non-homeless special needs in the Town. They are the elderly and frail elderly, those with HIV/AIDS and their families, those with alcohol or drug addiction, and the mentally or physically disabled. This section will explain what their needs are and how the Town is accommodating those needs when possible.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Elderly: The Town of Paradise has a large number of elderly residents, many of whom are veterans from WWII. The supportive housing needs for this population can vary widely depending on the health, financial situation, and overall fitness of the individuals. Disabilities become more common with aging and because of this, supportive housing should consider access to health professionals and housing modifications to assist the resident. It is important to help residents stay independent and in their own homes for as long as possible.

HIV/AIDS: Medical and social support is important for residents living with HIV/AIDS. While there have been great advances in the medical treatment of HIV/AIDS, it is still important to provide specialized support. Family and friends must be accessible and medical facilities should be nearby.

Alcohol and/or Drug Addiction: Individuals dealing with addiction often require housing options that will provide a safe, sober place for recovery. A strong network is necessary to maximize the chance they will stay healthy and sober. It is important that these persons have access to health services, support groups, employment assistance, and access to family and friends. Additionally, detoxification facilities are necessary when addiction is first recognized.

Mental and Physical Disabilities: Individuals with disabilities encompass a wide range of skill levels and abilities. Therefore, they have many of the same issues as the general population with the added needs that are unique to their situation. Often, individuals with disabilities have a fixed income and limited housing options. Individuals with more independent skills can utilize subsidized housing but individuals that need more support or specialized housing have fewer options. Many individuals continue to reside with parents and families throughout adulthood, which can put additional financial burden on the family. As parents age, they worry about who will care for their adult children with disabilities who are unable to live alone. Regardless of the housing situation, a common thread is the need to offer continuous support services dependent on the level of capabilities.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Butte County recently opened up an outpatient center in the Town of Paradise. The adult-only facility provides assessment, diagnosis, and treatment to individuals requiring mental health or dual diagnosis treatment. .

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The Town will work to provide for supportive services that improve the quality of life for special needs populations living in Paradise. These vital support services for special needs will assist the elderly, persons with a disability and those at risk of homelessness and victims of domestic violence.

To support these activities, the Town has created a goal in its strategic plan and annual action plan, which is:

2A Provide Public Services for LMI & Special Needs

MA-40 Barriers to Affordable Housing – 91.210(e)

Describe any negative effects of public policies on affordable housing and residential investment.

The primary negative effects on affordable housing and investment are not based on public policies. The 2018 Camp fire continues to be the defining event in determining priorities and the availability of housing. The Town is working to ensure that public policies encourage development of housing units as quickly and safely as possible.

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

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section provides insight into the economic development landscape of the Town of Paradise. Most of the data available does not consider the impact of the fire, but when possible supplemental data is provided.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	235	21	3	0	-3
Arts, Entertainment, Accommodations	971	566	11	11	0
Construction	646	224	6	3	-3
Education and Health Care Services	3,116	3,796	34	56	22
Finance, Insurance, and Real Estate	495	298	6	7	0
Information	199	25	2	1	-1
Manufacturing	676	80	5	1	-4
Other Services	503	191	4	3	-2
Professional, Scientific, Management Services	638	273	5	2	-3
Public Administration	369	76	0	0	0
Retail Trade	1,323	550	13	12	-1
Transportation and Warehousing	396	131	2	0	-2
Wholesale Trade	221	44	3	1	-3
Total	9,788	6,275	--	--	--

Table 39 - Business Activity

Data Source: 2013-2017 ACS (Workers), 2017 Longitudinal Employer-Household Dynamics (All Jobs)
Data Source Comments: The Business Activity table above compares the number of workers to the number of jobs in the city. At this time, the most recent data set for the number of jobs was 2017 from the Longitudinal Employer-Household Dynamics (LEHD), US Census Bureau. Data from the 2013-2017 ACS 5-Year estimates was used for comparison.

Share of Workers and Jobs

In the above table the prevalence of both workers and jobs by sector is presented. In the Town, there were approximately 3,500 more jobs than workers. This means that approximately 3,500 residents travelled outside the Town for work. The largest disparity is the Education and Health Care Services sector. That sector makes up 34% of the workers but 56% of jobs in the Town. The Retail Trade sector has

the largest difference in number of jobs and workers, there are 773 more workers than jobs in that sector.

Labor Force

Total Population in the Civilian Labor Force	8,877
Civilian Employed Population 16 years and over	8,219
Unemployment Rate	9.3%
Unemployment Rate for Ages 16-24	16.9%
Unemployment Rate for Ages 25-65	6.4%

Table 40 - Labor Force

Data Source: 2015-2019 ACS

Data Source Comments: Data for the unemployment rate is from the BLS January 2021, not seasonally adjusted. All other data including unemployment by age is from the ACS.

Unemployment

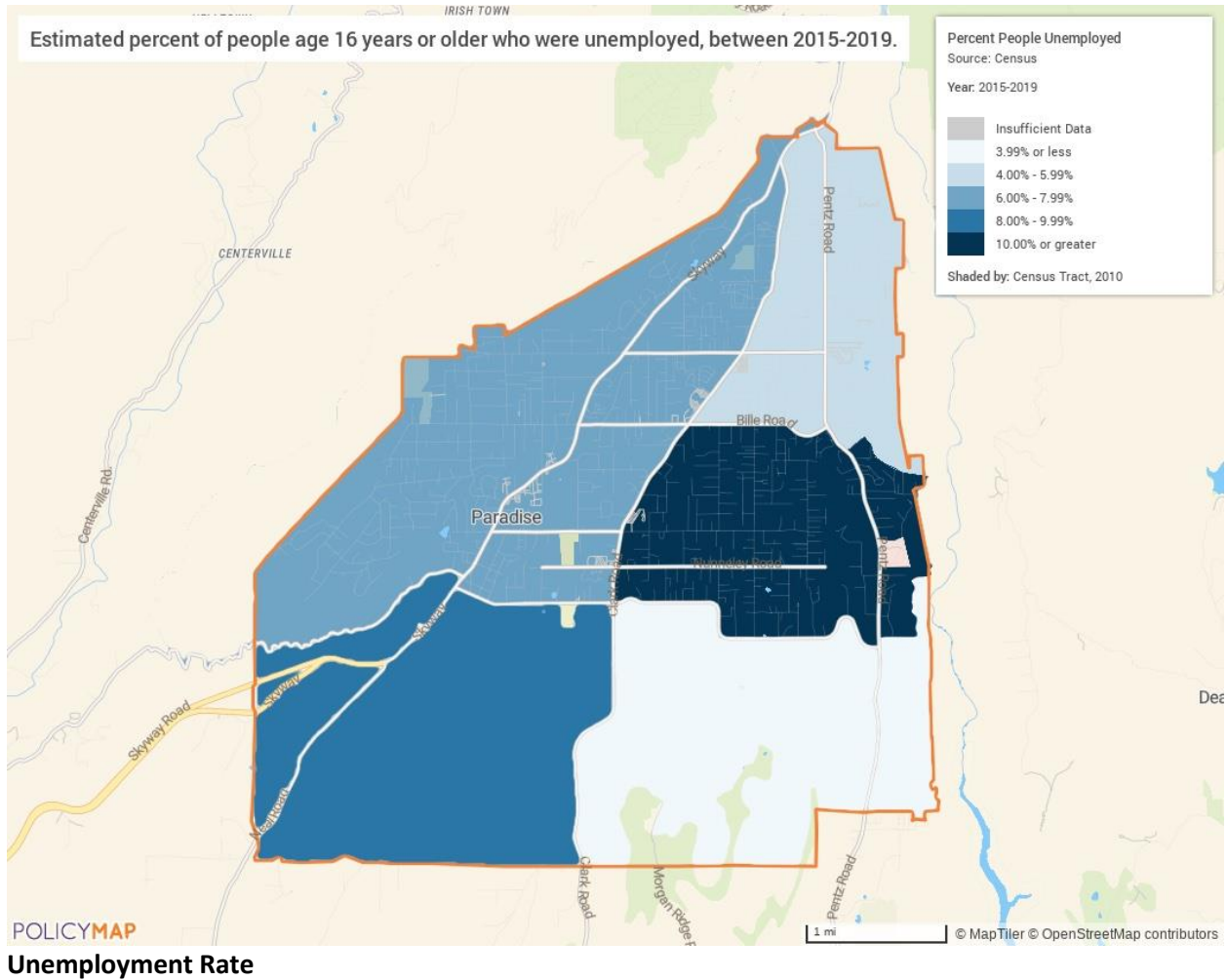
There are two primary sources used to analyze the unemployment rate in the Town for this report. They each have pros and cons, but when taken together they can provide a clearer view of unemployment in the Town.

The first source is the US Census Bureau's American Community Survey 5-Estimates. In the ACS unemployment data is only taken annually and the most recent data is from 2019. It is also an average of the five years included, which does not necessarily provide an accurate view of recent employment trends. However, the ACS data is available at a census tract level and can help identify any areas that have disproportionately high unemployment.

The second source is the Bureau of Labor Statistics. This measurement of unemployment is updated monthly and provides insight into any trends at the city level. It is not available at the census tract level and therefore provides a look at employment as it relates to time, while the ACS looks at employment as it relates to space.

In the Town, there is a wide variance in employment rates between different tracts. The apparent pattern is that unemployment is higher near the central eastern portion of the Town. Tracks in the southeast corner had the lowest unemployment rate, under 4%.

Source: 2015-2019 American Community Survey 5-Year Estimates



Unemployment Over Time

When looking at unemployment changes over time, the Town has seen its unemployment rate fall consistently until 2019. The Camp fire increased the unemployment rate after 2018. Despite the COVID-19 Pandemic, the unemployment rate in 2020 fell slightly from 10.1% in 2019.

Table: BLS Unemployment by Year

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
12.2	12.0	10.6	9.0	7.5	6.2	6.4	5.4	4.9	10.1	8.6%

In April 2020, the unemployment rate in Paradise nearly tripled. This was the beginning of the global COVID-19 pandemic that impacted communities around the world. Since April, the unemployment rate steadily decreased until December. Since December, the monthly unemployment rate has been increasing to a high of 9.7% in March (the most recent month available)

Table: BLS Unemployment by Month in 2019

Jan 2020	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2021	Feb	Mar
5.5	5.5	5.9	15.6	12.3	10.6	10.5	8.8	7.9	6.8	6.2	7.8	8.8	9.3	9.7

Table 41 - Unemployment Rate in Jan 2020 to Jan 2021, BLS (not seasonally adjusted)

Occupations by Sector	Number of People
Management, business and financial	2,860
Farming, fisheries and forestry occupations	72
Service	1,963
Sales and office	1,550
Construction, extraction, maintenance and repair	702
Production, transportation and material moving	1,072

Table 42 - Occupations by Sector

Data Source: 2015-2019 ACS

Occupations by Sector

In the above table the occupations by sector is analyzed. Instead of showing which sectors are most common in the Town, as the table at the beginning of this section did, this shows what type of jobs are available in each sector. For example, this table would include a manger of a fast food restaurant and the

manager of a logging company in the same category (Management, Business, and Financial) while in the earlier table they would be in separate categories.

Within the Town, the most prominent sector is the Management, Business, and Financial sector. Nearly 35% of all jobs in the Town fall into this category. The Service sector and Sales and Office sector are the next largest sectors.

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	5,060	66%
30-59 Minutes	2,172	29%
60 or More Minutes	389	5%
Total	7,621	100%

Table 43 - Travel Time

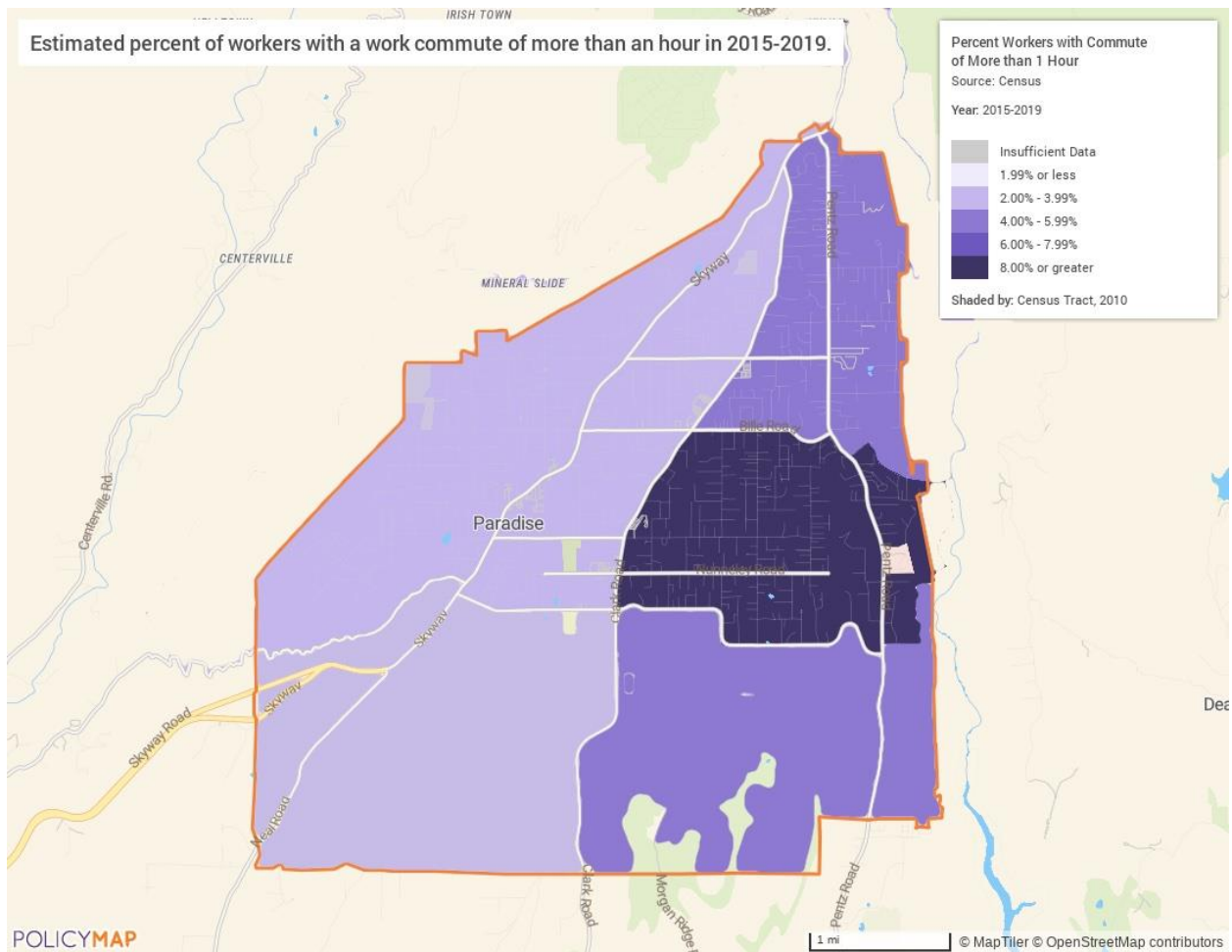
Data Source: 2015-2019 ACS

Commute Travel Time

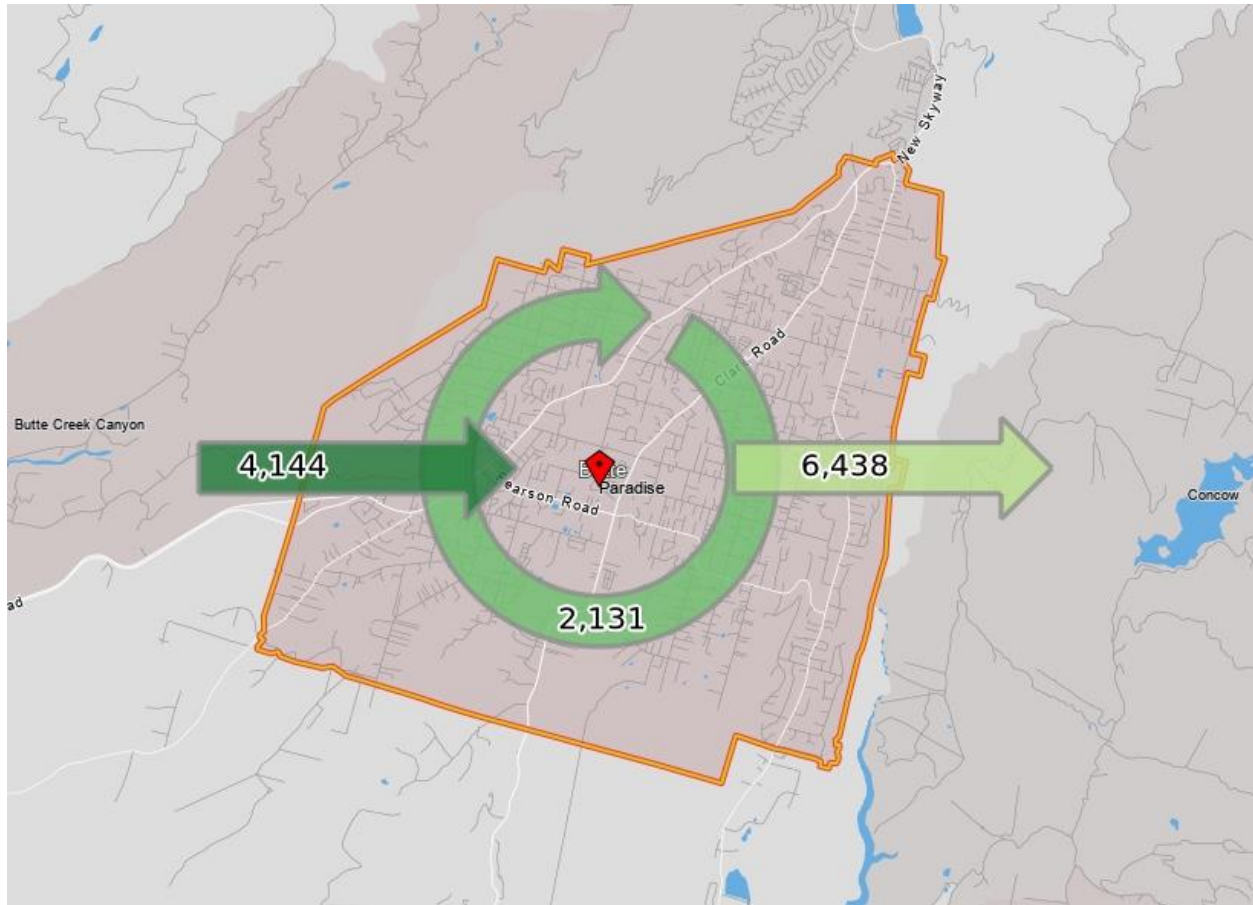
All other things being equal, residents would rather live in the same town or city as their job. Relative to short commutes, long commute times are associated with lower life satisfaction, increased stress, obesity, anxiety, depression, and increased exposure to pollutants. This is particularly true when compared to commuters who use bicycles or walk to work.

In the Town, long commute times are not a significant issue. Most of the population commutes less than 30 minutes and fewer than 400 people reported a commute of an hour or longer. Overall, the geographic differences in commute times are not significant. High long commute areas report approximately 8% of the population commuting more than 60 minutes and lower long commute areas report 2-4% of the population traveling more than 60 minutes.

Source: 2015-2019 American Community Survey 5-Year Estimates



Inflow and Outflow of Jobs



According to the most recent data available (2018), the Town of Paradise saw a significant influx and outflow of workers. Only 24.9% of the Town's residents worked in the Town. Approximately 6,500 workers leave the Town for work and another 4,144 enter the Town from other jurisdictions.

Inflow and Outflow of Jobs Table

2018		
In-Area Labor Force Efficiency (All Jobs)	Count	Share
Living in the Selection Area	8,569	100.0%
Living and Employed in the Selection Area	2,131	24.9%
Living in the Selection Area but Employed Outside	6,438	75.1%
In-Area Employment Efficiency (All Jobs)	Count	Share
Employed in the Selection Area	6,275	100.0%
Employed and Living in the Selection Area	2,131	34.0%
Employed in the Selection Area but Living Outside	4,144	66.0%
Data Source: 2018 LEHD OnTheMap		

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	351	91	371
High school graduate (includes equivalency)	1,760	272	1,057
Some college or Associate's degree	3,149	216	1,621
Bachelor's degree or higher	1,444	115	557

Table 44 - Educational Attainment by Employment Status

Data Source: 2015-2019 ACS

Educational Attainment by Employment Status

Educational attainment is one of the best indicators of economic success, both in attaining a job and receiving a higher wage. In the Town, the unemployment rate for a person without a high school diploma was 11.2% while the rate for a resident with a bachelor's degree or higher is only 5.4%. The labor participation rate is also higher for those with higher educational attainment. Approximately 54.4% of residents without a high school diploma are in the workforce, which is lower than the workforce participation rate of 73.7% for those with bachelor's degrees.

Educational Attainment by Age

	Age				
	18–24 yrs.	25–34 yrs.	35–44 yrs.	45–65 yrs.	65+ yrs.
Less than 9th grade	0	49	56	103	102
9th to 12th grade, no diploma	70	221	31	309	466
High school graduate, GED, or alternative	706	556	567	1,870	1,286
Some college, no degree	550	1,119	627	2,133	1,785
Associate's degree	62	269	258	507	711
Bachelor's degree	26	316	338	832	785
Graduate or professional degree	31	69	51	480	649

Table 45 - Educational Attainment by Age

Data Source: 2015-2019 ACS

Educational Attainment by Age

In general, higher education is associated with older age but not always. Residents between the age of 25

and 34, and 65 years old or older have the highest percentage of people who did not graduate high school. Approximately 4.8% of residents between the age of 18 and 24 did not graduate from high school but 10.4% of residents in the 24 to 34 years old age group did not graduate. In fact, the 45 to 65 years old age group stands out in most levels of educational attainment. The 65 years and older age group reports the highest rate of receiving a bachelor's degree or higher, 24.8%.

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	\$30,368
High school graduate (includes equivalency)	\$34,053
Some college or Associate's degree	\$31,988
Bachelor's degree	\$52,607
Graduate or professional degree	\$62,667

Table 46 – Median Earnings in the Past 12 Months

Data Source: 2015-2019 ACS

Median Earnings by Educational Attainment

As mentioned before, educational attainment and earnings are closely linked. In the Town, it appears to be particularly important to get a bachelor's degree. Residents with just some college or an associate degree have median earnings less than a high school graduate, but those with bachelor's degrees earn 64.7% more.

The annual wage difference based on education can lead to substantial wealth differences over time. A person who graduates high school and works from the age 18 to 65 will earn approximately \$1,600,491. A person with a bachelor's degree who works from age 23 to 65 will earn \$2,206,494. That added financial benefit does not take into account that jobs that require tend to have benefits like health insurance and the higher income can lead to investments, purchasing a home instead of renting, and other activities that can increase wealth substantially.

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The Education and Health Care Services sector provides the highest percentage of jobs in the Town with 56% of all jobs coming from the sector. Approximately 34% of the Town's workers are in that sector. The second largest sector in the Town is much smaller. The Retail Trade sector includes 13% of workers and 12% of jobs in the Town.

Describe the workforce and infrastructure needs of the business community:

Due to the 2018 fire, there is a significant need for infrastructure improvements in the community. Of particular need is an adequate sewer system that will allow for the development of residential and

commercial buildings. The Town's Transportation Master Plan is currently being developed to guide long-term improvements to the Town's infrastructure. There are several components to the Master Plan:

- Traffic Needs Analysis
- Traffic Evacuation Planning
- Economic/Redevelopment Support
- Active Transportation Plan
- New Roadway Standards
- Major Projects Coordination

The plan is being developed with significant public input and through grant funding from the Economic Development Administration.

The workforce needs for the business community is housing that is affordable to employees. The lack of housing options makes it difficult to attract and maintain employees.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The Town's Long-Term Community Recovery Plan was developed in 2019 and includes many initiatives and projects that will have a significant impact on the economy of the area.

Town-Led Projects

- Resiliency Permit and Housing Resource Center
- Supporting Homeowners Project
- Residential Codes and Standards
- Resident Fire Safe Education
- Standing Burned Trees on Private Property Project
- Emergency Notification System
- Evacuation Routes
- Interconnected Path System
- Missing Road Segments
- Long Dead-End Streets
- Fuels Management Plan
- Sewer System Project
- Revised Planning and Zoning
- Sustainable Fiscal Model
- New Fires Station 82
- New Civic Center

Partner-Led Projects

- Underground Utilities
- PID Water System
- Housing Affordability
- Housing Market Study
- Economic Development Strategy
- Workforce Development Plan
- Commercial Market Study
- High-Speed Data Network
- Educational Campus/Resiliency Research Center
- Opportunity Zone
- Chamber of Commerce
- Volunteers
- Live/Work Space for Entrepreneurs
- Elementary and Secondary Education
- Healthcare Services
- Outdoor Destination
- Early Childhood Education
- Gold Nugget Museum and Norton Buffalo Hall
- 2019 Building Energy Efficiency Standards
- Sustainable Stormwater and Drainage
- Sustainable Development
- Sustainable Building Programs

A complete description of each project and estimated costs can be found at the Town of Paradise website.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Currently, there is a disconnect between the workforce opportunities and the skills of the population. Because of the Camp Fire, thousands of jobs in the Town are filled by residents from outside the Town. Many of the projects listed above work to address this disconnect.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

In Butte County, the Alliance for Workforce Development has partnered with the County to assist business in finding and retaining employees. The services include access to a job applicant pool database, customized recruitment, job fairs, and human resource tools and training. The training services are available for all levels of employment, from entry-level to management. The subsidized program allows

businesses to hire employees, train them, and receive assistance for up to 60 months to cover the employees' wage. There are additional training sessions available, including management and team, human resources, customer service, internet-based learning, and on the job training.

Butte College has increased the number of programs available that can address the needs of the community. The certificates available range from a manufacturing to nursing to clothing construction. The education provided by Butte College is vital to ensuring that the available workforce has the required skills to meet the needs of the community.

These efforts provide support for the Consolidated Plan by providing a developed system to assist in meeting the Town's employment needs.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

As noted above, the Town has developed a Long-Term Recovery Plan. The initiatives and projects listed above will all impact economic growth in the Town.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

HUD identifies four specific data points that constitute "housing problems": cost burden, overcrowding, lack of complete plumbing facilities, and lack of complete kitchen facilities. Areas of concentration are census tracts that have two or more housing problems that are substantially higher than the Town average. For this analysis, "substantially higher" is based on the HUD provided standards set in the Needs Assessment. A tract with a housing problem rate of 10% higher than the Town average is considered substantially higher. To provide a more nuanced analysis, "cost burden" has been split into renter cost burden and homeowner cost burden. This section includes data from the 2015-2019 American community Survey 5-Year Estimates and may not accurately reflect the current situation in Paradise. Recognizing any past concentrations can assist the Town as it recovers.

Townwide Rate

- Overcrowding: 1.8%
- Lack of Complete Plumbing Facilities: 1.75%
- Lack of Complete Kitchen Facilities: 3.69%
- Renter Cost Burden: 56.91%
- Homeowner Cost Burden: 30.77%

Substantial Rate

- Overcrowding: 11.8%
 - No areas of concentration
- Lack of Complete Plumbing Facilities: 11.75%
 - No areas of concentration
- Lack of Complete Kitchen Facilities: 13.69%
 - No areas of concentration
- Renter Cost Burden: 66.91%
 - Tract 06007001900 – 81.81%
 - Tract 06007002200 – 67.46%
- Homeowner Cost Burden: 40.77%
 - No areas of concentration

There are no areas of concentration with multiple housing problems.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Race/Ethnicity

For the purposes of this analysis, a concentration is any census tract where the racial or ethnic minority group makes up 10% more than the Townwide average.

Townwide Rate

- Black, non-Hispanic: 0.37%
- American Indian or Alaska Native, non-Hispanic: 0.58%
- Asian, non-Hispanic: 1.05%
- Native Hawaiian or Other Pacific Islander, non-Hispanic: <0.1%
- Other Racial Group, non-Hispanic: 0.13%
- Multiracial, non-Hispanic: 4.75%
- Hispanic, all races: 7.87%

Concentration Rate

- Black, non-Hispanic: 10.37%
 - No tracts with a racial concentration
- American Indian or Alaska Native, non-Hispanic: 10.58%
 - No tracts with a racial concentration
- Asian, non-Hispanic: 11.05%
 - No tracts with a racial concentration
- Native Hawaiian or Other Pacific Islander, non-Hispanic: 10.1%
 - No tracts with a racial concentration
- Other Racial Group, non-Hispanic: 10.13%
 - No tracts with a racial concentration
- Multiracial, non-Hispanic: 14.75%
 - No tracts with a racial concentration
- Hispanic, all races: 17.87%
 - No tracts with an ethnic concentration

There are no areas with a racial or ethnic concentration.

Low-Income Families

For this section, a tract has a concentration of LMI families if the tract LMI is 80% or less than the Town LMI. The Town median family income is \$65,724 and relatively low-income is \$52,579. There are no areas with a concentration of Low-Income Families.

What are the characteristics of the market in these areas/neighborhoods?

The Town of Paradise does not have any areas or neighborhoods that stand out due to concentration of race, ethnicity, housing problems, or income. The market throughout the Town is currently in need of new development of housing units of all types. As noted throughout this document, the 2018 Camp fire had a devastating effect on the Town, and it is during a recovery. Working to provide a safe and affordable environment for residents is the Town's priority.

Are there any community assets in these areas/neighborhoods?

The Town of Paradise does not have any areas or neighborhoods that stand out due to concentration of race, ethnicity, housing problems, or income. All community assets in the Town are available, including schools, religious organizations, parks, and public transportation.

Are there other strategic opportunities in any of these areas?

The Town of Paradise does not have any areas or neighborhoods that stand out due to concentration of race, ethnicity, housing problems, or income. The entire Town is in need of support and provides an opportunity for growth. The Town has developed a long-term plan that lays out the strategy for recovery. The plan covers economic needs, housing, infrastructure, and safety, as well as other important needs of the community.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

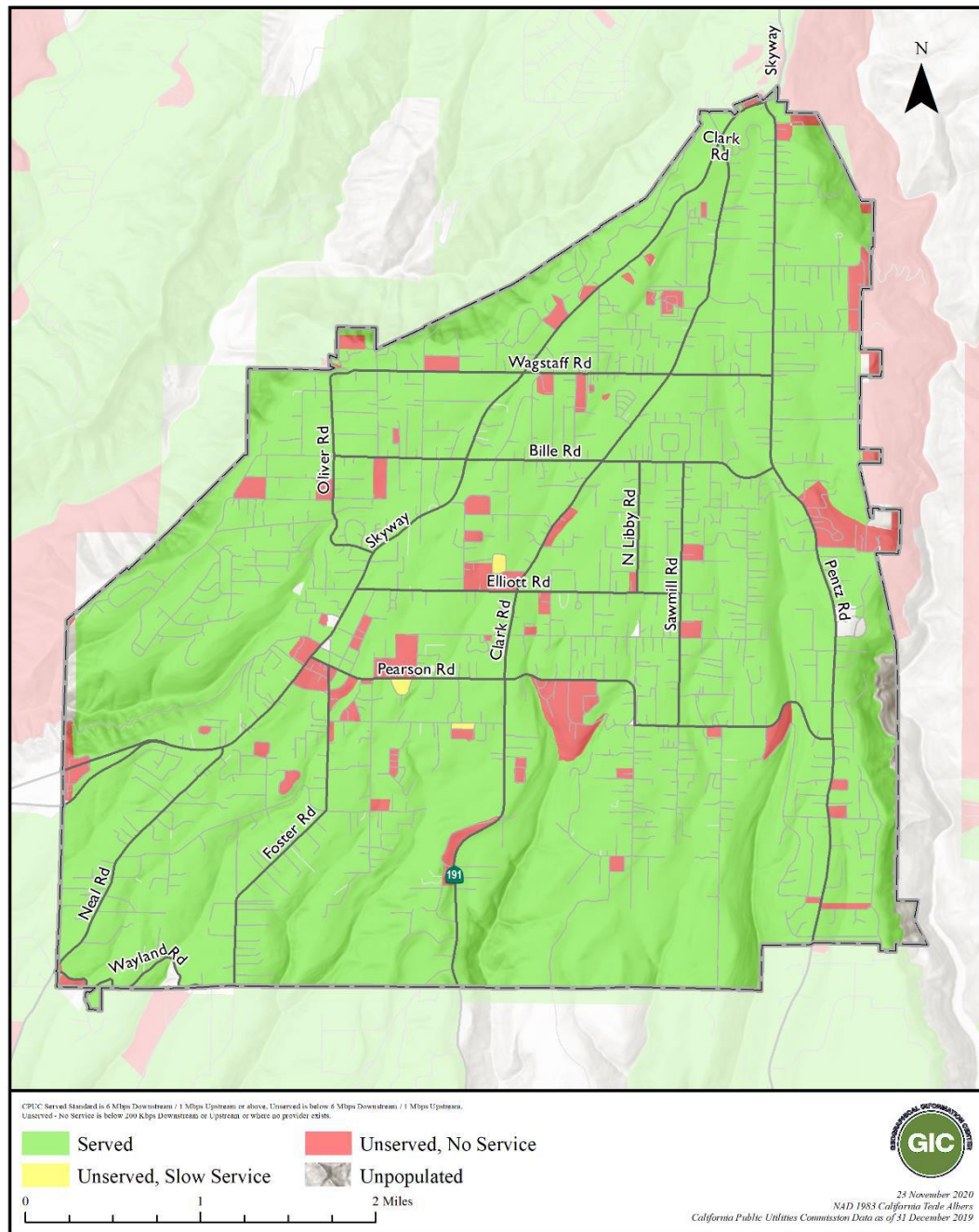
Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

Internet is an essential communications and information platform that allows users to take advantage of the increased interconnectedness of business, education, commerce, and day to day utility. Reliable access to the internet is becoming a necessity to thrive in the modern economic environment. Locations without broadband access impede its population's ability to take advantage of the educational and entrepreneurial opportunities available online. This is particularly problematic for LMI areas where economic opportunities are already often lacking. Studies suggest a strong correlation between increased high-speed internet access and increased education and employment opportunities, especially in small cities and rural areas.

The Geographical Information Center (GIC), at Chico State Enterprises conducted a broadband feasibility study that helped determine broadband needs after the Camp Fire disaster destroyed most of the infrastructure. The study found that residents are currently served at adequate speeds based on the California Public Utilities Commission's (CPUC) standard of 6 Mbps downstream and 1 Mbps upstream. Although nearly 400 Paradise citizens are without adequate broadband service, Paradise does not have significant gaps in broadband coverage. Most of the town has multiple options of internet providers, to include LMI areas. The average Paradise household has more than one provider for broadband-quality Internet service.

The following map shows fixed broadband served status of consumers in Paradise as of November 2020 access throughout the Town.

Paradise Fixed Broadband Served Status



Source: 2021 Paradise Broadband Feasibility Study

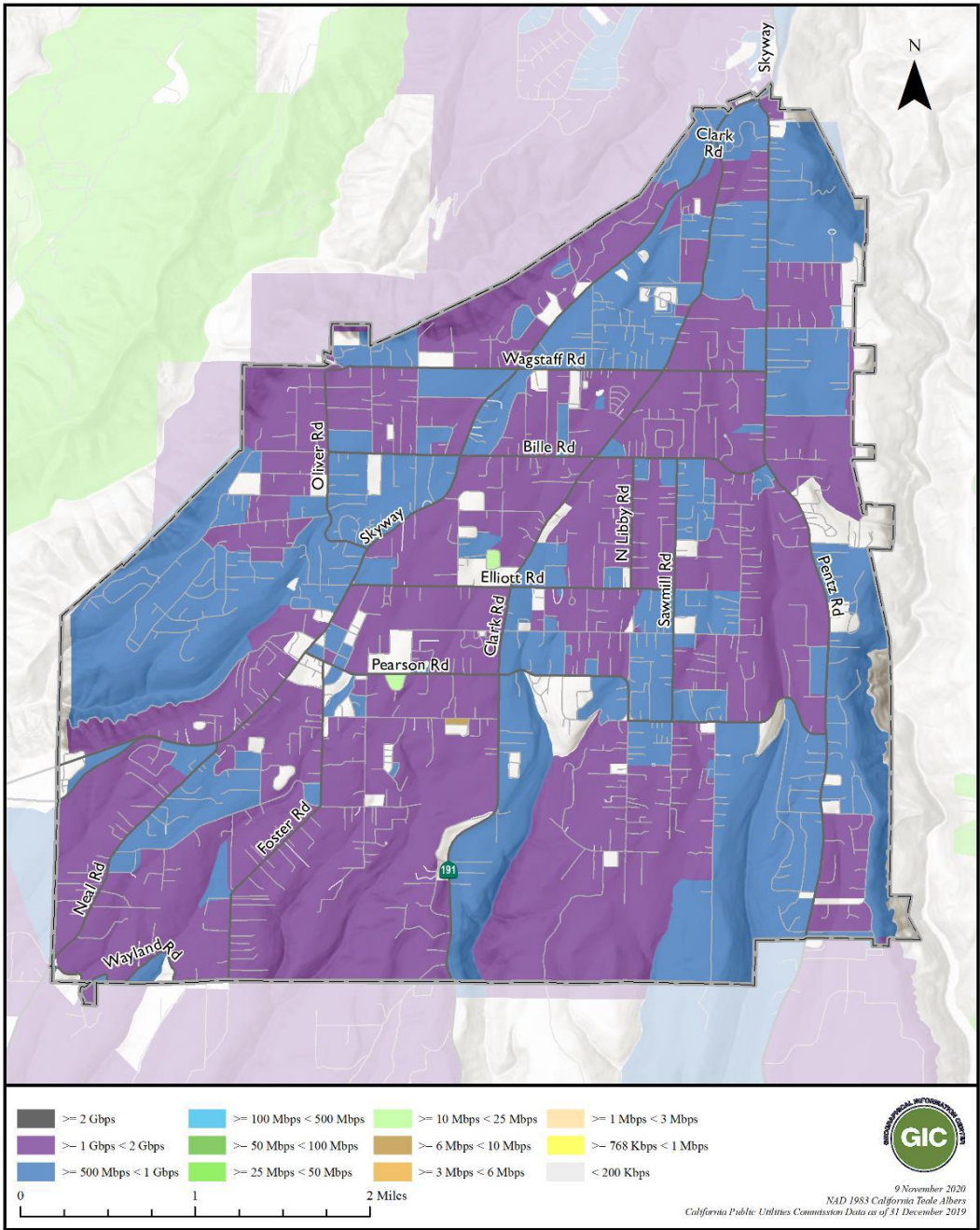
Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

Once broadband access has been obtained, it is important to ensure there is competition among service providers. Any resource that has a de facto monopoly on an area may not be incentivized to provide standard and consistent services. Paradise has a total of four (4) Internet providers offering residential service using a variety of technologies, including Asymmetric xDSL, ADSL2, ADSL2+, fiber, cable, and terrestrial fixed wireless. These providers frequently overlap around the town:

- AT&T
- Comcast
- Digital Path
- Shastabeam

The following map shows the maximum advertised download speeds of fixed wireline service in Paradise as of November 2020. The overwhelming majority of Paradise currently has advertised download speeds of 500 Mbps or greater. A large portion of these served sections of Paradise have advertised download speeds of 1 Gbps or greater. Smaller scattered areas throughout the town are without service while two small locations are served with speeds of 25-50 Mbps, and another with speeds of 6-10 Mbps (Source: 2021 Paradise Broadband Feasibility Study).

Paradise Fixed Broadband Maximum Advertised Downstream Speed



Source: 2021 Paradise Broadband Feasibility Study

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Paradise has historically been prone to various natural hazard events including, thunderstorm winds, extreme heat, drought, and earthquakes. However, the threat of wildfires continues to be the biggest concern and this hazard is exacerbated by the impacts of climate change. By the middle of the century the average summer temperature is expected to rise four degrees. This rise in temperature could lead to altered weather and precipitation patterns, a rise in severe storms, an increased risk of drought and wildfires, increased electricity costs, and ruined crops.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

These environmental changes will likely impact migration patterns and potentially leave LMI communities at risk regardless of whether an area experiences an increase or decrease in population. An increase in population may drive up housing costs, reduce the availability of jobs, and tax resources, while a decrease in population could cause labor shortages, decrease in competition for services, driving up costs and reducing quality, and reduced resources for locals.

In the aftermath of the 2018 disaster, the Town identified several weaknesses that its residences face, to include LMI households: lack of fire breaks, redundant notification system, adequate evacuation routes. LMI residents have higher risk of vulnerability to natural disasters due to having less available resources to combat the impacts, whether immediate or long term. Local leaders continue to address geographic challenges by anticipating, planning, and adapting to risks from wildfires. Paradise's Town Council has pledged the rebuild will have a redesigned street grid, improved evacuation routes, warning systems, evacuation planning, and improved fire prevention measures, through defensible space and fire-safe landscaping. The Town leadership also plans for homes to be built with more fire-resistant materials. These town wide efforts will help LMI households mitigate the impacts of Paradise's biggest natural disaster threat of wildfires.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan outlines the Town of Paradise's overall planning and vision for community development over the next 5 years of the Consolidated Plan period. The goals outlined in the Strategic Plan is the Town's response to priority needs identified by its residents and local stakeholder organizations, and through the analysis and assessment of the Needs Assessment and Market Analysis.

The Strategic Plan specifically addresses how the Town intends to use CDBG funds toward furthering HUD's statutory goals of providing for suitable living environments and providing safe, decent and affordable housing especially for low- to moderate-income households and the special needs population in Paradise.

Below are the priority needs and associated goals identified in this Strategic Plan.

Priority Need: Expand/Improve Public Infrastructure & Facilities

1A Expand & Improve Public Infrastructure

Priority Need: Public Services & Quality of Life Improvements

2A Provide Public Services for LMI & Special Needs

Priority Need: Affordable Housing Development & Preservation

3A Increase Affordable Housing Opportunity

Priority Need: Economic Development Opportunities

4A Provide for Small Business Assistance

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction.

The Town of does not allocate funding based solely on geographic requirements. When the planned activities are intended to serve individuals or households directly, those individuals or households must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, Town staff and/or one of its partner agencies shall complete an in-take and eligibility status review of the applicant individual or household, before the project/activity is initiated.

When the Town has identified infrastructure and public facility improvement activities, planned activities will serve a community, neighborhood or “area”. These projects (or activities) are said to have an “area-wide” benefit. Per HUD requirements, these areas must be within an eligible Census Block Group Tract, as defined by HUD-CDBG regulations. HUD determines Low/Mod block groups tracts as those with 51% LMI population, however the Town of Paradise is an exception grantee with the LMI block group threshold lowered to 50.6%.

HUD CDBG Low/Mod Income Summary Data (LMISD), which have defined the eligible Low/Mod block group tracts within the jurisdiction can be found on the HUD Exchange website at: <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 47 – Priority Needs Summary

1	Priority Need Name	Expand/Improve Public Infrastructure & Facilities
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	1A Expand & Improve Public Infrastructure
	Description	The Town will continue to utilize funding to expand & improve public infrastructure and to improve access to public facilities throughout the Town.
	Basis for Relative Priority	There is a need for public improvements in Paradise. The 2018 Camp Fire destroyed much of the public facilities and there is a need to develop and expand infrastructure such as water and sewer systems.
2	Priority Need Name	Public Services & Quality of Life Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Families with Children Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	2A Provide Public Services for LMI & Special Needs

	Description	The Town will fund public services with partner non-profit organizations to provide for vital and essential services for low and moderate income households and special needs groups throughout the Town. The Town may also provide rental assistance to LMI households.
	Basis for Relative Priority	There is need to provide public services for LMI and special needs groups to improve the quality of life of residents in the Town. Expanded services are also needed for recovery of residents post the fire.
3	Priority Need Name	Affordable Housing Development & Preservation
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	
	Associated Goals	3A Increase Affordable Housing Opportunity
	Description	The Town will assist with affordable housing development and preservation in Paradise. Housing development activities will help the Town recover from the 2018 Camp Fire. These activities may include down payment assistance for eligible homebuyers, rehab/replacement housing, acquisition and code enforcement activities.
	Basis for Relative Priority	The need for affordable housing assistance is well documents in Paradise. Over 11,000 housing structures were destroyed in the 2018 Camp Fire and the town is still recovering from the event.
4	Priority Need Name	Economic Development Opportunities
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	4A Provide for Small Business Assistance

	Description	The Town will provide for economic development opportunities that help assist small businesses.
	Basis for Relative Priority	There is a need to support small businesses in Paradise as most of these businesses were destroyed during the 2018 Camp Fire. Support for small businesses with CDBG will help them recover.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	N/A. The Town does not offer Tenant Based Rental Assistance with CDBG funds.
TBRA for Non-Homeless Special Needs	N/A. The Town does not offer Tenant Based Rental Assistance with CDBG funds.
New Unit Production	It is estimated that 11,000 homes were destroyed in the 2018 Camp Fire. New housing units is the primary need due to the destruction of most housing units in 2018.
Rehabilitation	See above. It is estimated that 11,000 homes were destroyed in the 2018 Camp Fire. The Town has a need to replace the housing that was destroyed in the fire.
Acquisition, including preservation	See above. It is estimated that 11,000 homes were destroyed in the 2018 Camp Fire. New development is the primary need for housing due to the destruction of most housing units in 2018.

Table 48 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The Town of Paradise's CDBG allocation for program year 2020 will be \$169,740.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	169,740	0	0	169,740	678,960	The expected amount available for the remainder of the ConPlan is 4x the annual allocation.

Table 49 - Anticipated Resources

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

The Town of Paradise will utilize any and all funds available to leverage CDBG funds to make them go as far as possible. The Town has applied for a CalHOME grant to assist our residents to rebuild their homes after the Camp Fire. CDBG funds will be used to support this effort.

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

N/A

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Town of Paradise	Government	Economic Development Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
Butte County	Government	Planning Rental neighborhood improvements	Region
Housing Authority of the County of Butte	PHA	Rental	Region
Butte County Continuum of Care	Continuum of Care	Homelessness public services	Region
Alliance for Workforce Development	Nonprofit organizations	Economic Development public services	Region

Table 50 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

One of the strengths of the delivery system are all the local and regional partners that came together to assist Town residents after the 2018 Camp Fire and continue to do so. Residents displaced by the fire and homeless individuals and families were assisted by the many services providers through the Butte Countywide Continuum of Care partners which provide these services, both in Paradise and regionally. These organizations include Youth4Change, Elijah House Foundation, Disability Action Center and the Jesus Center. The Town also works closely with the Butte County government offices and the Housing Authority of Butte County. Together with local and regional partners, the Town hopes to fill any gaps in the service delivery system.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X		
Utilities Assistance	X		
Street Outreach Services			
Law Enforcement	X	X	X
Mobile Clinics			
Other Street Outreach Services			
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X	X	
Employment and Employment Training	X		
Healthcare	X		
HIV/AIDS			
Life Skills			
Mental Health Counseling	X	X	
Transportation	X		
Other			
Other			

Table 51 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The Town of Paradise benefits from the homeless service delivery system through the Butte Countywide CoC, a multi-agency planning body with the common goal of ending homelessness. The CoC works to assist households experiencing homelessness with rapid and quality services which lead to the long-term stability of permanent housing and for the homeless. The CoC administers the Homeless Managements Information System (HMIS) and the Coordinated Entry System (CES) for homeless within the region. HMIS information is tracked to inform the CoC and its members of the homeless population details in the region and the CES helps members to identify needs and services that will assist persons and families experiencing homelessness with referrals and resources. Currently, data suggests that a majority of persons experiencing homelessness continue to be unsheltered, and in particular the chronically

homeless and veterans. As such, the Town will focus on these identified homeless groups. Organizations that operate in the area and regionally include Youth4Change, Elijah House Foundation, Disability Action Center and the Jesus Center.

More services are targeted to homeless than to persons with HIV/AIDS, which is a gap that needs to be addressed. Though the estimated population of persons in Paradise with HIV/AIDS is small, services are still available to them.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Delivery of services to the homeless population is a strength, with numerous agencies targeting the homeless. The Town of Paradise benefits from the homeless initiatives through the CoC. The Butte Countywide CoC is a multi-agency planning body with the common goal of ending homelessness. This goal is accomplished by assisting individuals and families experiencing homelessness to receive rapid, adaptive, quality services which lead to the long-term stability of permanent housing and self-sufficiency. Specifically, the CoC administers HMIS and CES for the homeless within the region. Organizations that operate in the area and regionally include Youth4Change, Elijah House Foundation, Disability Action Center and the Jesus Center.

Other resources include The Family Resource Center, which provides monetary assistance as well as employment assistance during the day. Many churches in Paradise also provide free lunches, targeted at homeless individuals and the elderly.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

More research needs to be done on filling gaps in services to persons with HIV/AIDS. During this Con Plan period, agencies will be engaged to find out what more the Town can do to assist in this area.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1A Expand & Improve Public Infrastructure	2020	2024	Non-Housing Community Development		Expand/Improve Public Infrastructure & Facilities	CDBG: \$150,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
2	2A Provide Public Services for LMI & Special Needs	2020	2024	Non-Housing Community Development		Public Services & Quality of Life Improvements	CDBG: \$150,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
3	3A Increase Affordable Housing Opportunity	2020	2024	Affordable Housing		Affordable Housing Development & Preservation	CDBG: \$398,700	Direct Financial Assistance: 25 Household Housing Unit Homeowner Housing Added: 25 Household Housing Unit
4	4A Provide for Small Business Assistance	2020	2024	Non-Housing Community Development		Economic Development Opportunities	CDBG: \$150,000	Businesses Assisted: 20 Businesses

Table 52 – Goals Summary

Goal Descriptions

1	Goal Name	1A Expand & Improve Public Infrastructure
	Goal Description	The Town will work to expand and improve public infrastructure in Paradise. These activities include improvements to infrastructure such as streets, sidewalks, ADA improvements, and storm water and water systems. There is a need for sewer and water infrastructure expansion to support larger structures and multi-family buildings.
2	Goal Name	2A Provide Public Services for LMI & Special Needs
	Goal Description	The Town will provide vital support services for low- to moderate-income households and special needs groups in Paradise. Public services activities may include youth services, senior services, services for persons with a disability and emergency financial assistance.
3	Goal Name	3A Increase Affordable Homeowner Opportunity
	Goal Description	The Town will provide funding in support of homeowner housing opportunities such as direct financial assistance for eligible homebuyers, lot acquisition and site preparations, housing rehab and replacement housing.
4	Goal Name	4A Provide for Small Business Assistance
	Goal Description	The Town will support economic development in Paradise through financial assistance for small businesses.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The Town estimates that for the 5-Year Consolidated Planning period affordable housing programs will assist LMI households with:

Direct Financial Assistance: 25 Household Housing Unit

Homeowner Housing Added: 25 Household Housing Unit

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

As noted in the NA-35, the City of Paradise has a relatively large number of residents with disabilities. The availability of accessible units is limited. The Housing Authority of the County of Butte is accepting applications for the waiting list for housing Choice Vouchers. In response to the Camp fire, the housing authority provided vouchers specifically to help those displaced. Applications are no longer being accepted for support due to displacement.

Activities to Increase Resident Involvements

Public housing residents can participate in the HACB Family Self-Sufficiency (FSS) program. The FSS program works with support agencies throughout Butte County to help families develop strengths, skills and experiences necessary to achieve economic independence. A guidebook is offered to help participants learn how the program can benefit residents. The FSS program links participants with the education, job training, counseling, and other services necessary for them to become employed and to earn self-sufficient wages so they no longer need to rely on governmental financial assistance. Families are assisted through this program with a dedicated FSS Coordinator, which also supports them with referrals to needed resources.

Is the public housing agency designated as troubled under 24 CFR part 902?

No.

Plan to remove the ‘troubled’ designation

N/A. The PHA is not designated as troubled, and is a “High Performer”.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

The primary negative effects on affordable housing and investment are not based on public policies. The 2018 Camp fire continues to be the defining event in determining priorities and the availability of housing. The Town is working to ensure that public policies encourage development of housing units as quickly and safely as possible.

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

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The Town intends to support Paradise residents who are rebuilding housing as soon as possible, and with the construction of the sewer, the Town will help to construct multi-family and affordable housing as well.

SP-60 Homelessness Strategy – 91.215(d)

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

The Town of Paradise benefits from the homeless initiatives through the CoC. The Countywide CoC is a multi-agency planning body with the common goal of ending homelessness. This goal is accomplished by assisting individuals and families experiencing homelessness to receive rapid, adaptive, quality services which lead to the long-term stability of permanent housing and self-sufficiency. Specifically, the CoC administers the Homeless Managements Information System (HMIS) and the Coordinated Entry System (CES) for homeless within the region. HMIS information is tracked to inform the CoC and its members of the homeless population details in the region and the CES helps members to identify needs and services that will assist persons and families experiencing homelessness with referrals and resources. Currently, data suggests that a majority of persons experiencing homelessness continue to be unsheltered, and in particular the chronically homeless and veterans. As such, the Town will focus on these identified homeless groups.

Addressing the emergency and transitional housing needs of homeless persons

The Town of Paradise relies on our neighboring communities for shelters such as the Torres Shelter in Chico for homeless individuals from Paradise. Youth 4 Change has a several shelters for homeless youth in the area including Chico and Oroville.

Those who are in need of emergency shelter can contact the Butte County Sheltering Hotline. The Sheltering Hotline is for Butte County residents who have evacuated due to their home being in an evacuation zone and need sheltering or for those who have been placed in non-congregate shelter (hotel voucher stays).

There are 2 options to receive sheltering assistance from the county:

- The County's Sheltering Hotline is available 8am-5pm, 7 days per week. Call: 530-552-6150
- Email the County Sheltering program at northcomplexsheltering@buttecounty.net

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

The Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless transition to temporary or

long-term housing, the Continuum of Care partners with many organizations and agencies that provide these services, both in Paradise and regionally.

The Butte-Glenn 2-1-1 is a referral resource that connects persons experiencing to entities that can help assist them with their unique situations. The 2-1-1 service is also connected to many of the CoC members.

The Housing Authority of Butte County helps low income households with Section 8 Housing Choice Vouchers.

An important nonprofit transition housing support resource in the area is the Jesus Center, which heads a collaborative of transitional housing partners. In response to the complexity of homelessness, hunger and poverty, the Jesus Center works with the community to restore those suffering from isolation to community integration. The Jesus Center is accepting applicants and can be reached by calling 530-345-2640 or access the application online at the following link: jesuscenter.org/housing/

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

As mentioned above, the Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless, especially low-income individuals and families to avoid returning to homelessness, the Continuum of Care partners with many member organizations and agencies that provide various services in the area, both in Paradise and regionally. These organizations include, but are not limited to:

Catalyst Domestic Violence Services for persons affected by domestic violence. Catalyst provides a safe and confidential place for children and families, including drop-in services, counseling, legal services and more.

Elijah House Foundation: An addiction treatment that provides a variety of services including substance abuse and mental treatment, residential treatment services, alcohol and drug free housing and the Back to Work employment program.

The Jesus Center: A collaborative of transitional housing partners that work with persons experiencing or are at-risk of homelessness.

The Housing Authority of Butte County: The PHA helps low income households with Section 8 Housing Choice Vouchers.

Disability Action Center (DAC): DAC is a private, non-profit which helps to meet specific needs of people with disabilities living in Northern California. Dedicated staff provides free support to help community members with disabilities achieve and/or maintain their optimal level of self-reliance and independence. DAC provide support services such as information, housing assistance, and provider referrals.

Youth 4 Change: The organization has several locations throughout the area which help to prevent youth homelessness. Paradise youth may be referred to Youth 4 Change services.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Since the Camp Fire burned over 90% of the Town of Paradise, most homes with lead based paint have been destroyed. As new homes are built, they will not have lead based paint. Any home that survived that takes part in our Housing Programs and would be required to undergo lead based paint testing. The Town will comply with federal regulations regarding lead testing, containment, and abatement.

Paradise residents have access to Butte County Public Health services including the county Childhood Lead Poisoning Prevention Program (CLPPP). To report a health emergency, the county public health department can be contacted at 530-552-4000 or phinfo@buttecounty.net. More information about lead poison prevention can be found on the county website at:

<https://www.buttecounty.net/ph/Programs/MaternalChildHealth/ChildhoodLeadPoisoningPrevention>

How are the actions listed above related to the extent of lead poisoning and hazards?

The Town of Paradise follows the procedures for inspection and mitigation of lead-based paint hazards as outlined by HUD guidelines. Depending on the initial analysis, other mitigation measures, as outlined by federal regulations, may be taken.

How are the actions listed above integrated into housing policies and procedures?

The Town of Paradise will integrate all procedures for inspection and mitigation of lead-based paint hazards as outlined by HUD guidelines. Depending on the initial analysis, other mitigation measures, as outlined by federal regulations, may be taken.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The strategies outlined in the Town of Paradise's 2021-2025 Consolidated Plan's Strategic Plan are intended to serve as the Town's anti-poverty strategy by planning for expanded community development opportunities for low-to-moderate income and special needs persons. By improving the living conditions and providing access to vital services, the Town's LMI citizens may emerge from poverty.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Specific projects and activities the Town will take are as follows:

1. Housing Programs: Housing activities include direct financial assistance to eligible LMI households and replacement housing for households who had housing that was destroyed in the fire.
2. Public Services: Vital support services for LMI households and special needs groups that will improve their quality of life in Paradise
3. Economic Development: Economic development opportunities through financial assistance for small businesses.

A detail of the Town's projects for the first year of the Consolidated Planning period is located in the AP-35 Projects.

SP-80 Monitoring – 91.230

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

The Town follows the procedures adopted in the Code of Federal Regulations, created by the Office of the Assistant Secretary of Community Planning and Development that pertain to Community Development programs are contained within Part 570 for CDBG entitlement communities. The Town works closely with contracted subrecipients whom receive public service funding.

All subrecipients are monitored annually and new sub recipients may be monitored on a more frequent basis to ensure their understanding and compliance with program rules and expected outcomes. A monitoring schedule is prepared and visits prioritized according to risk. High risk sub recipients include those running new programs, new sub recipients, organizations with high staff turnover and organizations carrying out high risk activities.

These organizations are required to provide an end of year report which is reviewed and imputed into IDIS for yearly accomplishments at the close of the program year. At the beginning of each funding year, staff reviews the accomplishments of community service agencies to determine their ability to serve the residents of Paradise and meet the program requirements.

The Town will ensure all CDBG activity expenses are correctly entered and accurate in HUD's IDIS reporting system. The Town will track and review expenditures of activities and report all activity accomplishments in the Consolidated Annual Performance and Evaluation Review (CAPER) at the end of the program year.

Expected Resources

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

Introduction

The Town of Paradise’s CDBG allocation for program year 2020 will be \$169,740.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	169,740	0	0	169,740	678,960	The expected amount available for the remainder of the ConPlan is 4x more years of the annual allocation.

Table 53 - Expected Resources – Priority Table

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

The Town of Paradise will utilize any and all funds available to leverage CDBG funds to make them go as far as possible. The Town has applied for a CalHOME grant to assist our residents to rebuild their homes after the Camp Fire. CDBG funds will be used to support this effort.

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

N/A

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	3A Increase Affordable Housing Opportunity	2020	2024	Affordable Housing		Affordable Housing Development & Preservation	CDBG: \$169,740	Homeowner Housing Added: 5 Household Housing Unit

Table 54 – Goals Summary

Goal Descriptions

1	Goal Name	3A Increase Affordable Homeowner Opportunity
	Goal Description	The Town will provide funding in support of homeowner housing opportunities such as lot acquisition and site preparations for the purposed of affordable housing development (rehab and replacement housing).

Projects

AP-35 Projects – 91.220(d)

Introduction

In the table below are the proposed projects for the 2021 program year. The projects will address the highest priority needs in the Town which are Improvements to public Facilities & infrastructure, supportive services for LMI and special needs groups, housing assistance, and economic development. Administration of the CDBG program is capped at 20% of the CDBG 2021 funding allocation, as well as public services which has a grant cap of 15%. Details of the proposed projects are located in the following AP-38.

Projects

#	Project Name
1	CDBG: Program Administration (2020)
2	CDBG: Housing Programs (2020)

Table 55 – Project Information

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

The projects address the highest priority needs in the Town. Affordable housing assistance is a high priority for the Town and its residents. The needs of Town residents center around the events of the 2018 Camp Fire that destroyed the vast majority of housing and public facilities, and the recovery efforts of the Town and its residents.

Improvements and expansion to public facilities & infrastructure is a high need because infrastructure such as streets, water and sewer systems will encourage the development of affordable housing in Paradise. Multi-family buildings and larger structures cannot be built without improved infrastructure.

Public services for LMI and special needs groups such as the elderly and persons with a disability are need to help improve the quality of life in Paradise. Public services also include emergency financial assistance. While public services is a high priority, there is a grant allocation cap for public services at 15%.

Finally, economic development is a high need in the City has most businesses were destroyed in the 2018 Camp Fire. The Town will financially assist small businesses to aid in their recovery.

In PY 2020, the Town will focus on housing activities.

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG: Program Administration (2020)
	Target Area	
	Goals Supported	3A Increase Affordable Housing Opportunity
	Needs Addressed	Affordable Housing Development & Preservation
	Funding	CDBG: \$33,948
	Description	Program administration of the CDBG program not to exceed 20% of allocation funds.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A.
	Location Description	Town-wide.
	Planned Activities	CDBG Administration activities (21A).
2	Project Name	CDBG: Housing Programs (2020)
	Target Area	
	Goals Supported	3A Increase Affordable Housing Opportunity
	Needs Addressed	Affordable Housing Development & Preservation
	Funding	CDBG: \$135,792
	Description	The City will provide funds for housing assistance programs such as lot acquisition and site preparations for the purpose of affordable housing development.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Acquisition of Property to be Rehabilitated for Housing: 5 Household Housing Unit
	Location Description	Town-wide
	Planned Activities	Planned activities include acquisition of property to be rehabilitated for housing (14G).

AP-50 Geographic Distribution – 91.220(f)

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

The Town of Paradise does not allocate funding based solely on geographic requirements. Individuals or households must meet income qualifications in order to receive direct assistance from activities and services in the CDBG program. For eligible activities to public facilities & infrastructure improvements the Town will be targeting low- to moderate-income census block group tract areas in need. See below on how the Town will determine these areas.

Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

Table 56 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Town of does not allocate funding based solely on geographic requirements. When the planned activities are intended to serve individuals or households directly, those individuals or households must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, Town staff and/or one of its partner agencies shall complete an in-take and eligibility status review of the applicant individual or household, before the project/activity is initiated.

When the Town has identified infrastructure and public facility improvement activities, planned activities will serve a community, neighborhood or “area”. These projects (or activities) are said to have an “area-wide” benefit. Per HUD requirements, these areas must be within an eligible Census Block Group Tract, as defined by HUD-CDBG regulations. HUD determines Low/Mod block groups tracts as those with 51% LMI population, however the Town of Paradise is an exception grantee with the LMI block group threshold lowered to 50.6%.

HUD CDBG Low/Mod Income Summary Data (LMISD), which have defined the eligible Low/Mod block group tracts within the jurisdiction can be found on the HUD Exchange website at: <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town on Paradise's goal is to expand affordable housing in the jurisdiction through acquisition of property to be rehabilitated for housing and rehab/replacement housing for eligible households (reconstruction of owner-occupied housing is eligible as a rehab).

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

Table 57 - One Year Goals for Affordable Housing by Support Requirement

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

Table 58 - One Year Goals for Affordable Housing by Support Type

Discussion

Acquisition of Property to be Rehabilitated for Housing: 5 Household Housing Unit

AP-60 Public Housing – 91.220(h)

Introduction

The Town of Paradise receives support from the Housing Authority of the County of Butte (HACB). The mission of HACB is to assist LMI residents of Butte County to secure and maintain high quality affordable housing. HACB administers and/or manages many different housing programs such as public housing, Housing Choice Vouchers (Section 8) and the Family Self-Sufficiency Program. These program are available in Paradise and across the county. Like Paradise, many communities in Butte County were heavily impacted by the 2018 Camp fire and need support.

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

Prior to the fire, the Town did not have any public housing within Town limits. One of the reasons for this was the lack of a sewer system. Installing a sewer system is part of our Long Term Recovery Plan, and with a sewer the Town will look at the options for public housing.

HACB will open wait lists for public housing and Section 8. For Section 8, due to limited funding, not all applicants will be placed on the waitlist and only 2,500 will be selected.

For public housing, HACB will be accepting applications for Public Housing waiting lists for three (3) bedroom units located in Biggs/Gridley, Chico, and Oroville. Applications can be obtained, mailed or dropped off at 2039 Forest Ave., Chico, CA 95928 or online by looking under Public Housing at the following: <http://www.butte-housing.com/applicants/applications/>

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

Public housing residents can participate in the HACB Family Self-Sufficiency (FSS) program. The FSS program works with support agencies throughout Butte County to help families develop strengths, skills and experiences necessary to achieve economic independence. A guidebook is offered to help participants learn how the program can benefit residents. The FSS program links participants with the education, job training, counseling, and other services necessary for them to become employed and to earn self-sufficient wages so they no longer need to rely on governmental financial assistance. Families are assisted through this program with a dedicated FSS Coordinator, which also supports them with referrals to needed resources.

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

N/A. The PHA is not designated as troubled, and is a “High Performer”.

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

Introduction

The most recent Point-in-Time (PIT) Count survey was conducted at the Continuum of Care (CoC) level by the Butte Countywide Homeless Continuum of Care (CA-519 Chico/Paradise/Butte County CoC) taken on the night of January 29, 2020. Due to the variables made by the Camp Fire made a true count is very difficult within the Town. Data from the NA-40 Homeless Needs Assessment suggests that a majority of persons experiencing homelessness continue to be unsheltered, in particular the chronically homeless and veterans. Homelessness, and the prevention of homelessness continues to be a priority for the Town of Paradise.

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

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

The Town of Paradise benefits from the homeless initiatives through the CoC. The Countywide CoC is a multi-agency planning body with the common goal of ending homelessness. This goal is accomplished by assisting individuals and families experiencing homelessness to receive rapid, adaptive, quality services which lead to the long-term stability of permanent housing and self-sufficiency. Specifically, the CoC administers the Homeless Managements Information System (HMIS) and the Coordinated Entry System (CES) for homeless within the region. HMIS information is tracked to inform the CoC and its members of the homeless population details in the region and the CES helps members to identify needs and services that will assist persons and families experiencing homelessness with referrals and resources. Currently, data suggests that a majority of persons experiencing homelessness continue to be unsheltered, and in particular the chronically homeless and veterans. As such, the Town will focus on these identified homeless groups.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Paradise relies on our neighboring communities for shelters such as the Torres Shelter in Chico for homeless individuals from Paradise. Youth 4 Change has a several shelters for homeless youth in the area including Chico and Oroville.

Those who are in need of emergency shelter can contact the Butte County Sheltering Hotline. The Sheltering Hotline is for Butte County residents who have evacuated due to their home being in an evacuation zone and need sheltering or for those who have been placed in non-congregate shelter (hotel voucher stays).

There are 2 options to receive sheltering assistance from the county:

- The County's Sheltering Hotline is available 8am-5pm, 7 days per week. Call: 530-552-6150

- Email the County Sheltering program at northcomplexsheltering@buttecounty.net

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

The Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless transition to temporary or long-term housing, the Continuum of Care partners with many organizations and agencies that provide these services, both in Paradise and regionally.

The Butte-Glenn 2-1-1 is a referral resource that connects persons experiencing to entities that can help assist them with their unique situations. The 2-1-1 service is also connected to many of the CoC members.

The Housing Authority of Butte County helps low income households with Section 8 Housing Choice Vouchers.

An important nonprofit transition housing support resource in the area is the Jesus Center, which heads a collaborative of transitional housing partners. In response to the complexity of homelessness, hunger and poverty, the Jesus Center works with the community to restore those suffering from isolation to community integration. The Jesus Center is accepting applicants and can be reached by calling 530-345-2640 or access the application online at the following link: jesuscenter.org/housing/

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

As mentioned above, the Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless, especially low-income individuals and families to avoid returning to homelessness, the Continuum of Care partners with many member organizations and agencies that provide various services in the area, both in Paradise and regionally. These organizations include, but are not limited to:

Catalyst Domestic Violence Services for persons affected by domestic violence. Catalyst provides a safe and confidential place for children and families, including drop-in services, counseling, legal services and more.

Elijah House Foundation: An addiction treatment that provides a variety of services including substance abuse and mental treatment, residential treatment services, alcohol and drug free housing and the Back to Work employment program.

The Jesus Center: A collaborative of transitional housing partners that work with persons experiencing or are at-risk of homelessness.

The Housing Authority of Butte County: The PHA helps low income households with Section 8 Housing Choice Vouchers.

Disability Action Center (DAC): DAC is a private, non-profit which helps to meet specific needs of people with disabilities living in Northern California. Dedicated staff provides free support to help community members with disabilities achieve and/or maintain their optimal level of self-reliance and independence. DAC provide support services such as information, housing assistance, and provider referrals.

Youth 4 Change: The organization has several locations throughout the area which help to prevent youth homelessness. Paradise youth may be referred to Youth 4 Change services.

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

Introduction:

The primary negative effects on affordable housing and investment are not based on public policies. The 2018 Camp fire continues to be the defining event in determining priorities and the availability of housing. The Town is working to ensure that public policies encourage development of housing units as quickly and safely as possible.

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

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town intends to support Paradise residents who are rebuilding housing as soon as possible, and with the construction of the sewer, the Town will help to construct multi-family and affordable housing as well.

AP-85 Other Actions – 91.220(k)

Introduction:

This section outlines other actions the Town will take to improve the quality of life for Paradise residents and address underserved needs in the community. CDBG funds enable the Town to address the priority needs in Paradise such as improvements to public facilities and infrastructure in LMI areas as well as vital supportive services for LMI and special needs groups such as the elderly. Other actions identified in this section are additional resources the Town has to assist vulnerable residents and underserved needs in the community.

Actions planned to address obstacles to meeting underserved needs

The activities identified in this plan will work to directly address the underserved needs of the LMI and special needs population. CDBG funded programs will work to expand on successful programs and the goal is to fill service gaps.

There are many needs for residents of the Town of Paradise after the Camp Fire, and many barriers to meeting those needs. The Town is working tirelessly to assist our residents as they rebuild. One of the actions we have taken to address obstacles to rebuilding is creating a permit fee reduction program with private grant funds to help residents with the cost of permits. We also plan to open a building resiliency center to directly assist residents with rebuilding and with resources for housing and grant programs.

Actions planned to foster and maintain affordable housing

The Town will continue our First Time Home Buyer and Owner Occupied Rehabilitation programs to help homeowners rebuild after the Camp Fire. We also will work with CHIP to rebuild Paradise Community Village, which was a 36 unit affordable housing project that was lost in the fire. The Town will work with them on additional affordable housing opportunities in Paradise once a sewer is constructed.

Actions planned to reduce lead-based paint hazards

Since the Camp Fire burned over 90% of the Town of Paradise, most homes with lead based paint have been destroyed. As new homes are built, they will not have lead based paint. Any home that survived that takes part in our Owner Occupied Rehabilitation Program would be required to undergo lead based paint testing. The Town will comply with federal regulations regarding lead testing, containment, and abatement.

Paradise residents have access to Butte County Public Health services including the county Childhood Lead Poisoning Prevention Program (CLPPP). To report a health emergency, the county public health department can be contacted at 530-552-4000 or phinfo@buttecounty.net. More information about lead

poison prevention can be found on the county website at:

<https://www.buttecounty.net/ph/Programs/MaternalChildHealth/ChildhoodLeadPoisoningPrevention>

Actions planned to reduce the number of poverty-level families

The activities in this plan work directly to reduce the number of poverty level families in Paradise. While CDBG funds are limited and the Town cannot possibly address every poverty issue in Paradise, the Town will utilize CDBG funds where they have the most impact.

The Town introduced a new Tenant Based Rental Assistance program in PY 2019 to assist residents with rent payments to allow them to find affordable housing. The program's aim to assist low income or poverty-level families who are unable to afford rent on their own. The goal of the program is to give these families assistance until they are able to afford rent on their own, lifting them out of poverty.

Actions planned to develop institutional structure

The Town will continually work to develop its institutional structure by working closely with other Town departments. Ongoing communication and planning with these Town departments and programs will help strengthen the institutional structure of the CDBG program.

The Town Institutional Structure is as follows:

Five member Town Council: The Town Council holds public hearings on Consolidated Plan, Annual Action Plans and CAPER reports and approves submittal to HUD. Town Council also approves funding for Public Service Agencies.

The Town of Paradise, Business and Housing Services staff provides the main administrative and project management duties over the CDBG program. The BHS Staff is under the management of the Town Manager. Staff prepares the Consolidated Plan, Annual Action Plans and CAPER for each CDBG program year. The oversight of the CDBG program is provided by the five-member Town Council whom are elected officials voted in by the citizens of Paradise. All reports and plans are reviewed by Council before they are submitted to HUD.

The Paradise Community Village rental housing project united several organizations that are working cooperatively for the betterment of the community. The degree of commitment and cooperation needed to move this project forward establishes a new paradigm in institutional structure and brings community resources together in a whole new way.

The Town works closely with non-profit organizations in the area that provide specific programs to the citizens of Paradise. These organizations provide services to very low-, low- and moderate-income residents, including the frail and elderly, mentally disabled, physically disabled, homeless, and at-risk youth. These organizations submit funding requests to the Town to qualify for money that comes out of

the Community Needs Category. Up to 15% of annual funding is set-aside for these organizations. Once applications for grant funding are received and reviewed by staff, they go through a competitive review process and recommendations are decided by a funding committee and forwarded to the Town Council for final approval.

Once funding decisions are made, organizations are required to sign a contract with the Town outlining the rules and regulations of public service funds. They are required to submit the required documents and reference material related to grant funding. After the contract is signed, the organizations submit quarterly and year end reports for staff review. Organizations are audited and staff performs site visits on a yearly basis. If organizations are not submitting reports on-time or are unable to follow through with program requirements, staff will monitor the organizations to make sure that HUD regulations are being met, or funding is withdrawn.

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

The Town will focus on collaboration between government agencies; local non-profits; community needs organizations, and local businesses. The town will continue to work with stakeholder and other community service agencies, and organizations.

The Town of Paradise welcomes a public/private partnerships with housing and social service agencies. The Town is working with CHIP to rebuild Paradise Community Village and Habitat for Humanity to build self-help housing that replaces or adds much-needed low-income units. The Town is also interested in communicating with any low-income, private developers or social service agencies who might be interested providing the Town with housing and services that benefit the population. Once a sewer is completed, the Town anticipates more opportunities for private/public partnership for affordable housing.

Program Specific Requirements

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

Introduction:

This section describes the program specific requirements of the CDBG grant program.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



2021 Annual Action Plan

DRAFT

Town of Paradise
5555 Skyway
Paradise, CA 95969

Annual Action Plan
2019

1

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Executive Summary

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

1. Introduction

The Town of Paradise, through its Community Development Block Grant (CDBG) program, strives to provide affordable and decent housing, a suitable living environment and economic opportunities especially for low- to moderate-income (LMI) households and special needs communities. The Town is designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD), enabling it to be eligible for federal CDBG funds allocated through HUD's Community Planning Development program. These funds will help the Town address the community development objectives outlined by HUD, which include, but are not limited to: affirmatively furthering fair housing, affordable housing activities, public infrastructure & facilities improvements, and public services.

The PY 2021 Annual Action Plan describes the eligible activities that will work towards accomplishing the goals established in the strategic plan. By addressing the identified priority needs, the Town will improve the quality of life of residents in Paradise.

Paradise is still recovering from the aftermath a town-wide fire. On November 8, 2018 the Camp Fire ignited near the Town of Paradise. Due to high winds the fire spread at a rate of eighty football fields a minute and ultimately destroyed the Town of Paradise within hours. Over 26,000 residents of the Town were displaced, 90% of structures in Paradise - more than 11,000 homes and 1,000 businesses were burned to the ground, and most tragically, 85 people lost their lives. The Town's priorities are focused on helping our residents return home, rebuild and improve our Town's infrastructure, and support our business community as they reopen.

2. Summarize the objectives and outcomes identified in the Plan

The Town of Paradise has developed its strategic plan based on an analysis of the data presented in this plan and the community participation and stakeholder consultation process. Through these efforts, the Town has identified four priority needs and associated goals to address those needs. The priority needs and goals are as follows:

Priority Need: Expand/Improve Public Infrastructure & Facilities

1A Expand & Improve Public Infrastructure

Priority Need: Public Services & Quality of Life Improvements

2A Provide Public Services for LMI & Special Needs

Priority Need: Affordable Housing Development & Preservation

3A Increase Affordable Housing Opportunity

Priority Need: Economic Development Opportunities

4A Provide for Small Business Assistance

3. Evaluation of past performance

The Town of Paradise, with other public, private and nonprofit community housing providers and non-housing service agencies, has made significant contributions to provide safe, decent and affordable housing, a suitable living environment, and economic opportunities especially for low- to moderate-income individuals in the community. However, with the destruction of 90% of structures in Paradise from the 2018 Camp Fire, the priority must be to rebuild housing and public facilities and infrastructure. The need for affordable housing, public improvements and services is also documented by this Consolidated Plan and the most recent program year 2019 Consolidated Annual Performance and Evaluation Report (CAPER).

The PY 2019 CAPER reports that the Town of Paradise continued to focus on our housing program in the program years. The Town of Paradise was nearly destroyed by the 2018 Camp Fire, the most destructive fire in California history which burned 90% of the structures in Town. Due to the response and recovery actions necessary for the Town, CDBG activities continued to be on hold for most of the program year as very few homes survived the fire. Direct financial assistance to homebuyers was limited and debris removal/tree removal/general property clean-up was prioritized for most homeowner housing rehabilitation sites. Since the Camp Fire, the highest priority need has been Housing Assistance.

4. Summary of Citizen Participation Process and consultation process

The Town's citizen participation process adheres to HUD's requirements set within the Town's Citizen Participation Plan. This plan includes participation from all Town residents, especially low- and moderate-income persons and the special needs community such as the elderly and those with any disability.

Citizen participation efforts for the development of the 2021 AAP included a public comment period and two public hearings to allow members from the public an opportunity to review and provide comments on the draft plan.

A 30-day public comment period was held from June 12, 2021 to July 13, 2021 to give the public an opportunity to review and comment on the plan. Copies of the plan were available from June 12, 2021 to July 13, 2021 at the following locations: Paradise Public Library, Paradise Chamber of Commerce, Building Resiliency Center, Town Hall and at www.townofparadise.com. For comments or additional

information, interested persons could contact Kate Anderson at (530) 872-6291 ext 122 or kanderson@townofparadise.com

Two public hearings were held on Tuesday, July 13, 2021 at 3:00 p.m. and at 6:00 p.m. at Town Hall, 5555 Skyway, Paradise, CA. During the public hearings, the goals and activities in the Annual Action Plan were discussed. The public was given an opportunity to make comments/suggestions on funding priorities during the hearing.

All comments were welcome. Details of the citizen participation outreach efforts are located in AP-12 Citizen Participation.

5. Summary of public comments

All comments were welcome. Details of the citizen participation outreach efforts are located in AP-12 Citizen Participation.

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

All comments were accepted. Details of the citizen participation outreach efforts are located in AP-12 Citizen Participation.

7. Summary

The PY 2021 AAP is the second program year of the Consolidated Plan. The draft plan was made available to the public through the public comment review period and a public hearing. Input from citizens of Paradise helped to determine the projects and activities for PY 2021.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	Town of Paradise	Housing Program

Table 1 – Responsible Agencies

Narrative (optional)

The Town of Paradise's Housing Program is the responsible entity for carrying out the administration of the housing and community development programs in Paradise. Town staff works with other Town departments, local nonprofit and for-profit organizations, and contractors to carry out the activities in the Annual Action Plan.

Consolidated Plan Public Contact Information

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

1. Introduction

This section identifies the organizations consulted in the development of the priority needs and goals of the Consolidated Plan and Annual Action Plan. The organizations listed in the table below represent key stakeholder organizations which consist of nonprofits, government departments and agencies and planning organizations in Paradise and the region. Stakeholder organizations consulted through an online stakeholder survey. The results helped to identify the community's priority needs over the next five years and the basis of the Strategic Plan.

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

The Town of Paradise worked closely with local and regional partners to gather feedback for the Consolidated Plan. This included community stakeholders which were specific to Paradise and as well as Butte County, the Housing Authority of Butte County and the Butte County Continuum of Care. This helped to ensure participation efforts would be maximized and the community needs were accurately identified and recorded.

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

The Butte County Continuum of Care (CoC) is the local CoC for the entire county, and includes the Town of Paradise. The CoC is responsible for coordinating with various local and county homeless service providers, as well as organize the annual Point-in-Time Count which is a survey of the homeless population in the county. The Town of Paradise benefits from the coordinated efforts of the Continuum of Care through referral of resources, connections to homeless prevention initiatives in the region and access to resources not found locally in the Town.

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

The Town of Paradise is not a recipient of HUD's Emergency Solutions Grant (ESG). The CoC coordinates the distribution of ESG funds along with other resources to provide street outreach services, supportive services, emergency and transitional housing and permanent-supportive housing to prevent homelessness in the region. The Homeless Management Information System (HMIS) is the system used

for administering the ESG program. While the Town of Paradise does not specifically use or manage the HMIS system, the Town benefits from the CoC's HMIS administration across the county.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	The Town of Paradise
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Other government - Local Planning
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town is the lead responsible agency in the development and implementation of the Consolidated Plan.
2	Agency/Group/Organization	Butte County
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services-Hazard Mitigation Health Agency Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with Butte County with the housing and community development needs. The Town also coordinates with the County on emergency services information and fire evacuation plans.
3	Agency/Group/Organization	Housing Authority of the County of Butte
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with the housing authority with the housing and community development needs.
4	Agency/Group/Organization	Butte County Continuum of Care
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town coordinated with the Butte County Continuum of Care regarding homeless needs.
5	Agency/Group/Organization	California Public Utilities Commission
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Services - Broadband Access

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town consulted with the California Public Utilities Commission for highspeed internet provider and broadband data for the Market Analysis.
6	Agency/Group/Organization	Paradise Ridge Fire Safe Council
	Agency/Group/Organization Type	Services - Hazard Mitigation Services - Fire Safety
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town provides links to the Paradise Ridge Fire Safe Council website and emergency evacuation plan.

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

All comments were welcome. There were no agency types not consulted during this process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Butte Countywide Continuum of Care	The Strategic Plan is consistent with the goals and strategic plan of the Continuum of Care and the plan to end homelessness.
2021 Paradise Broadband Feasibility Study	Chico State Enterprises GIC	The Geographical Information Center (GIC), at Chico State Enterprises conducted a broadband feasibility study that helped determine broadband needs after the Camp Fire disaster destroyed most of the infrastructure.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Town of Paradise works closely with local and regional government entities in the development and implementation of the Plan. This included Butte County, the Housing Authority of Butte County, Butte County Public Health and the Butte County Continuum of Care. With the cooperation of regional partners, it is possible to fill some of the service gaps in the community.

AP-12 Participation – 91.105, 91.200(c)

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

The Town’s citizen participation process adheres to HUD’s requirements set within the Town’s Citizen Participation Plan. This plan ensures and encourages participation from all Town residents, especially low- and moderate-income persons and the special needs community such as the elderly and those with any disability. Citizen participation efforts for the development of the AAP included a public comment period and two public hearings to allow members from the public an opportunity to review and provide comments on the draft plan. A stakeholder survey was also held to receive feedback from local organizations about the housing and community development needs in the Town.

For details of the citizen participation outreach efforts, please see the following table below.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Public Comment Period	Non-targeted/broad community	A 30-day public comment period was held from June 12, 2021 to July 13, 2021 to give the public an opportunity to review and comment on the plan. Copies of the plan were available from June 12, 2021 to July 13, 2021 at the following locations: Paradise Public Library, Paradise Chamber of Commerce, Building Resiliency Center, Town Hall and at www.townofparadise.com . For comments or additional information, interested persons could contact Kate Anderson at (530) 872-6291 ext 122 or kanderson@townofparadise.com	All comments will be accepted.	All comments were accepted.	

2	Public Hearing	Non-targeted/broad community	A public hearing was held on Tuesday, July 13, 2021 at 3:00 p.m. at Town Hall, 5555 Skyway, Paradise, CA. During the first public hearing, the goals and activities in the Annual Action Plan were discussed. The public was given an opportunity to make comments/suggestions on funding priorities during the hearing.	All comments will be accepted.	All comments were accepted.	
3	Public Hearing	Non-targeted/broad community	A second public hearing was held on Tuesday, July 13, 2021 at 6:00 p.m. at Town Hall, 5555 Skyway, Paradise, CA. Similar to the first public hearing, the goals and activities in the Annual Action Plan was discussed. The public was given an opportunity to make comments/suggestions on funding priorities during the hearing.	All comments will be accepted.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Town of Paradise’s CDBG allocation for program year 2021 will be \$124,077. This amount is the revised CDBG allocation noticed by HUD on May 13, 2021.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	124,077	0	0	124,077	372,231	The expected amount available for the remainder of the ConPlan is 4x more years of the annual allocation. The annual allocation is the revised CDBG amount noticed by HUD on May 13, 2021.

Table 5 - Expected Resources – Priority Table

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

The Town of Paradise will utilize any and all funds available to leverage CDBG funds to make them go as far as possible. The Town has applied for a CalHOME grant to assist our residents to rebuild their homes after the Camp Fire. CDBG funds will be used to support this effort.

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

N/A

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1A Expand & Improve Public Infrastructure	2020	2024	Non-Housing Community Development		Expand/Improve Public Infrastructure & Facilities	CDBG: \$99,262	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
2	2A Provide Public Services for LMI & Special Needs	2020	2024	Non-Housing Community Development		Public Services & Quality of Life Improvements	CDBG: \$24,815	Public service activities for Low/Moderate Income Housing Benefit: 10 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	1A Expand & Improve Public Infrastructure
	Goal Description	The Town will work to expand and improve public infrastructure in Paradise. These activities include improvements to infrastructure such as streets, sidewalks, ADA improvements, and storm water and water systems. There is a need for sewer and water infrastructure expansion to support larger structures and multi-family buildings.
2	Goal Name	2A Provide Public Services for LMI & Special Needs
	Goal Description	The Town will provide vital support services for low- to moderate-income households and special needs groups in Paradise. Public services activities will be rental assistance subsidies.

Projects

AP-35 Projects – 91.220(d)

Introduction

In the table below are the proposed projects for the 2021 program year. The projects will address the highest priority needs in the Town which are Improvements to public Facilities & infrastructure, and supportive services for LMI and special needs groups. Administration of the CDBG program is capped at 20% of the CDBG 2021 funding allocation, as well as public services which has a grant cap of 15%. Details of the proposed projects are located in the following AP-38.

Projects

#	Project Name
1	CDBG: Program Administration (2021)
2	CDBG: Public Improvements (2021)
3	CDBG: Public Services (2021)

Table 7 - Project Information

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

The projects address the highest priority needs in the Town. Affordable housing assistance is a high priority for the Town and its residents. The needs of Town residents center around the events of the 2018 Camp Fire that destroyed the vast majority of housing and public facilities, and the recovery efforts of the Town and its residents.

Improvements and expansion to public facilities & infrastructure is a high need because infrastructure such as streets, water and sewer systems will encourage the development of affordable housing in Paradise. Multi-family buildings and larger structures cannot be built without improved infrastructure.

Public services for LMI and special needs groups such as the elderly and persons with a disability are need to help improve the quality of life in Paradise. Public services also include emergency financial assistance. While public services is a high priority, there is a grant allocation cap for public services at 15%.

Finally, economic development is a high need in the City has most businesses were destroyed in the 2018 Camp Fire. The Town will financially assist small businesses to aid in their recovery.

In PY 2021 the Town will focus on public improvements and public services.

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG: Program Administration (2020)
	Target Area	
	Goals Supported	1A Expand & Improve Public Infrastructure 2A Provide Public Services for LMI & Special Needs
	Needs Addressed	Expand/Improve Public Infrastructure & Facilities Public Services & Quality of Life Improvements
	Funding	CDBG: \$24,815
	Description	Program administration of the CDBG program not to exceed 20% of allocation funds.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A.
	Location Description	Town-wide.
	Planned Activities	CDBG Administration activities (21A).
2	Project Name	CDBG: Public Improvements (2020)
	Target Area	
	Goals Supported	1A Expand & Improve Public Infrastructure
	Needs Addressed	Expand/Improve Public Infrastructure & Facilities
	Funding	CDBG: \$86,854
	Description	The Town will provide for public improvements to infrastructure throughout Paradise. These activities will include water and sewer improvements.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2000 Persons Assisted

	Location Description	Citywide in LMI areas.
	Planned Activities	Planned public improvements to infrastructure include: Water and sewer (03J): \$86,854
3	Project Name	CDBG: Public Services (2020)
	Target Area	
	Goals Supported	2A Provide Public Services for LMI & Special Needs
	Needs Addressed	Public Services & Quality of Life Improvements
	Funding	CDBG: \$12,408
	Description	The Town will provide funds for public services for LMI households in Paradise. Activities include vital services such as rental assistance subsidies.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities for Low/Moderate Income Housing Benefit: 10 Households Assisted
	Location Description	Citywide
	Planned Activities	Planned public service activities include services for LMI and rental assistance (05Q): \$12,408

AP-50 Geographic Distribution – 91.220(f)

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

The Town of Paradise does not allocate funding based solely on geographic requirements. Individuals or households must meet income qualifications in order to receive direct assistance from activities and services in the CDBG program. For eligible activities to public facilities & infrastructure improvements the Town will be targeting low- to moderate-income census block group tract areas in need. See below on how the Town will determine these areas.

Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Town of does not allocate funding based solely on geographic requirements. When the planned activities are intended to serve individuals or households directly, those individuals or households must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, Town staff and/or one of its partner agencies shall complete an in-take and eligibility status review of the applicant individual or household, before the project/activity is initiated.

When the Town has identified infrastructure and public facility improvement activities, planned activities will serve a community, neighborhood or “area”. These projects (or activities) are said to have an “area-wide” benefit. Per HUD requirements, these areas must be within an eligible Census Block Group Tract, as defined by HUD-CDBG regulations. HUD determines Low/Mod block groups tracts as those with 51% LMI population, however the Town of Paradise is an exception grantee with the LMI block group threshold lowered to 50.6%.

HUD CDBG Low/Mod Income Summary Data (LMISD), which have defined the eligible Low/Mod block group tracts within the jurisdiction can be found on the HUD Exchange website at: <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town on Paradise's goal is to expand affordable housing in the jurisdiction. In the program year, the Town will provide for rental assistance subsidies through the CDBG.

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

Table 9 - One Year Goals for Affordable Housing by Support Requirement

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

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Rental Assistance Subsidy (05Q): 10 Household Housing Units

AP-60 Public Housing – 91.220(h)

Introduction

The Town of Paradise receives support from the Housing Authority of the County of Butte (HACB). The mission of HACB is to assist LMI residents of Butte County to secure and maintain high quality affordable housing. HACB administers and/or manages many different housing programs such as public housing, Housing Choice Vouchers (Section 8) and the Family Self-Sufficiency Program. These program are available in Paradise and across the county. Like Paradise, many communities in Butte County were heavily impacted by the 2018 Camp fire and need support.

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

Prior to the fire, the Town did not have any public housing within Town limits. One of the reasons for this was the lack of a sewer system. Installing a sewer system is part of our Long Term Recovery Plan, and with a sewer the Town will look at the options for public housing.

In PY 2021 HACB will open wait lists for public housing and Section 8. For Section 8, due to limited funding, not all applicants will be placed on the waitlist and only 2,500 will be selected.

For public housing, HACB will be accepting applications for Public Housing waiting lists for three (3) bedroom units located in Biggs/Gridley, Chico, and Oroville. Applications can be obtained, mailed or dropped off at 2039 Forest Ave., Chico, CA 95928 or online by looking under Public Housing at the following: <http://www.butte-housing.com/applicants/applications/>

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

Public housing residents can participate in the HACB Family Self-Sufficiency (FSS) program. The FSS program works with support agencies throughout Butte County to help families develop strengths, skills and experiences necessary to achieve economic independence. A guidebook is offered to help participants learn how the program can benefit residents. The FSS program links participants with the education, job training, counseling, and other services necessary for them to become employed and to earn self-sufficient wages so they no longer need to rely on governmental financial assistance. Families are assisted through this program with a dedicated FSS Coordinator, which also supports them with referrals to needed resources.

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

N/A. The PHA is not designated as troubled, and is a “High Performer”.

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

Introduction

The most recent Point-in-Time (PIT) Count survey was conducted at the Continuum of Care (CoC) level by the Butte Countywide Homeless Continuum of Care (CA-519 Chico/Paradise/Butte County CoC) taken on the night of January 29, 2020. Due to the variables made by the Camp Fire made a true count is very difficult within the Town. Data from the NA-40 Homeless Needs Assessment suggests that a majority of persons experiencing homelessness continue to be unsheltered, in particular the chronically homeless and veterans. Homelessness, and the prevention of homelessness continues to be a priority for the Town of Paradise.

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

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

The Town of Paradise benefits from the homeless initiatives through the CoC. The Countywide CoC is a multi-agency planning body with the common goal of ending homelessness. This goal is accomplished by assisting individuals and families experiencing homelessness to receive rapid, adaptive, quality services which lead to the long-term stability of permanent housing and self-sufficiency. Specifically, the CoC administers the Homeless Managements Information System (HMIS) and the Coordinated Entry System (CES) for homeless within the region. HMIS information is tracked to inform the CoC and its members of the homeless population details in the region and the CES helps members to identify needs and services that will assist persons and families experiencing homelessness with referrals and resources. Currently, data suggests that a majority of persons experiencing homelessness continue to be unsheltered, and in particular the chronically homeless and veterans. As such, the Town will focus on these identified homeless groups.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Paradise relies on our neighboring communities for shelters such as the Torres Shelter in Chico for homeless individuals from Paradise. Youth 4 Change has a several shelters for homeless youth in the area including Chico and Oroville.

Those who are in need of emergency shelter can contact the Butte County Sheltering Hotline. The Sheltering Hotline is for Butte County residents who have evacuated due to their home being in an evacuation zone and need sheltering or for those who have been placed in non-congregate shelter (hotel voucher stays).

There are 2 options to receive sheltering assistance from the county:

- The County's Sheltering Hotline is available 8am-5pm, 7 days per week. Call: 530-552-6150

- Email the County Sheltering program at northcomplexsheltering@buttecounty.net

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

The Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless transition to temporary or long-term housing, the Continuum of Care partners with many organizations and agencies that provide these services, both in Paradise and regionally.

The Butte-Glenn 2-1-1 is a referral resource that connects persons experiencing to entities that can help assist them with their unique situations. The 2-1-1 service is also connected to many of the CoC members.

The Housing Authority of Butte County helps low income households with Section 8 Housing Choice Vouchers.

An important nonprofit transition housing support resource in the area is the Jesus Center, which heads a collaborative of transitional housing partners. In response to the complexity of homelessness, hunger and poverty, the Jesus Center works with the community to restore those suffering from isolation to community integration. The Jesus Center is accepting applicants and can be reached by calling 530-345-2640 or access the application online at the following link: jesuscenter.org/housing/

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

As mentioned above, the Town of Paradise continues to work with neighboring jurisdictions and Butte County to find a solution for homelessness after the Camp Fire. For services that help the homeless, especially low-income individuals and families to avoid returning to homelessness, the Continuum of Care partners with many member organizations and agencies that provide various services in the area, both in Paradise and regionally. These organizations include, but are not limited to:

Catalyst Domestic Violence Services for persons affected by domestic violence. Catalyst provides a safe and confidential place for children and families, including drop-in services, counseling, legal services and more.

Elijah House Foundation: An addiction treatment that provides a variety of services including substance abuse and mental treatment, residential treatment services, alcohol and drug free housing and the Back to Work employment program.

The Jesus Center: A collaborative of transitional housing partners that work with persons experiencing or are at-risk of homelessness.

The Housing Authority of Butte County: The PHA helps low income households with Section 8 Housing Choice Vouchers.

Disability Action Center (DAC): DAC is a private, non-profit which helps to meet specific needs of people with disabilities living in Northern California. Dedicated staff provides free support to help community members with disabilities achieve and/or maintain their optimal level of self-reliance and independence. DAC provide support services such as information, housing assistance, and provider referrals.

Youth 4 Change: The organization has several locations throughout the area which help to prevent youth homelessness. Paradise youth may be referred to Youth 4 Change services.

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

Introduction:

The primary negative effects on affordable housing and investment are not based on public policies. The 2018 Camp fire continues to be the defining event in determining priorities and the availability of housing. The Town is working to ensure that public policies encourage development of housing units as quickly and safely as possible.

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

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town intends to support Paradise residents who are rebuilding housing as soon as possible, and with the construction of the sewer, the Town will help to construct multi-family and affordable housing as well.

AP-85 Other Actions – 91.220(k)

Introduction:

This section outlines other actions the Town will take to improve the quality of life for Paradise residents and address underserved needs in the community. CDBG funds enable the Town to address the priority needs in Paradise such as improvements to public facilities and infrastructure in LMI areas as well as vital supportive services for LMI and special needs groups such as the elderly. Other actions identified in this section are additional resources the Town has to assist vulnerable residents and underserved needs in the community.

Actions planned to address obstacles to meeting underserved needs

The activities identified in this plan will work to directly address the underserved needs of the LMI and special needs population. CDBG funded programs will work to expand on successful programs and the goal is to fill service gaps.

There are many needs for residents of the Town of Paradise after the Camp Fire, and many barriers to meeting those needs. The Town is working tirelessly to assist our residents as they rebuild. One of the actions we have taken to address obstacles to rebuilding is creating a permit fee reduction program with private grant funds to help residents with the cost of permits. We also plan to open a building resiliency center to directly assist residents with rebuilding and with resources for housing and grant programs.

Actions planned to foster and maintain affordable housing

The Town will continue our First Time Home Buyer and Owner Occupied Rehabilitation programs to help homeowners rebuild after the Camp Fire. We also will work with CHIP to rebuild Paradise Community Village, which was a 36 unit affordable housing project that was lost in the fire. The Town will work with them on additional affordable housing opportunities in Paradise once a sewer is constructed. CDBG funds will be used to assist LMI households with emergency payments for rental assistance.

Actions planned to reduce lead-based paint hazards

Since the Camp Fire burned 95% of the Town of Paradise, most homes with lead based paint have been destroyed. As new homes are built, they will not have lead based paint. Any home that survived that takes part in our Owner Occupied Rehabilitation Program would be required to undergo lead based paint testing. The Town will comply with federal regulations regarding lead testing, containment, and abatement.

Paradise residents have access to Butte County Public Health services including the county Childhood Lead Poisoning Prevention Program (CLPPP). To report a health emergency, the county public health department can be contacted at 530-552-4000 or phinfo@buttecounty.net. More information about lead

poison prevention can be found on the county website at:

<https://www.buttecounty.net/ph/Programs/MaternalChildHealth/ChildhoodLeadPoisoningPrevention>

Actions planned to reduce the number of poverty-level families

The activities in this plan work directly to reduce the number of poverty level families in Paradise. While CDBG funds are limited and the Town cannot possible address every poverty issue in Paradise, the Town will utilize CDBG funds where they have the most impact.

The Town introduced a new Tenant Based Rental Assistance program in PY 2019 to assist residents with rent payments to allow them to find affordable housing. The program's aim to assist low income or poverty-level families who are unable to afford rent on their own. The goal of the program is to give these families assistance until they are able to afford rent on their own, lifting them out of poverty.

Actions planned to develop institutional structure

The Town will continually work to develop its institutional structure by working closely with other Town departments. Ongoing communication and planning with these Town departments and programs will help strengthen the institutional structure of the CDBG program.

The Town Institutional Structure is as follows:

Five member Town Council: The Town Council holds public hearings on Consolidated Plan, Annual Action Plans and CAPER reports and approves submittal to HUD. Town Council also approves funding for Public Service Agencies.

The Town of Paradise, Business and Housing Services staff provides the main administrative and project management duties over the CDBG program. The BHS Staff is under the management of the Town Manager. Staff prepares the Consolidated Plan, Annual Action Plans and CAPER for each CDBG program year. The oversight of the CDBG program is provided by the five-member Town Council whom are elected officials voted in by the citizens of Paradise. All reports and plans are reviewed by Council before they are submitted to HUD.

The Paradise Community Village rental housing project united several organizations that are working cooperatively for the betterment of the community. The degree of commitment and cooperation needed to move this project forward establishes a new paradigm in institutional structure and brings community resources together in a whole new way.

The Town works closely with non-profit organizations in the area that provide specific programs to the citizens of Paradise. These organizations provide services to very low-, low- and moderate-income residents, including the frail and elderly, mentally disabled, physically disabled, homeless, and at-risk

youth. These organizations submit funding requests to the Town to qualify for money that comes out of the Community Needs Category. Up to 15% of annual funding is set-aside for these organizations. Once applications for grant funding are received and reviewed by staff, they go through a competitive review process and recommendations are decided by a funding committee and forwarded to the Town Council for final approval.

Once funding decisions are made, organizations are required to sign a contract with the Town outlining the rules and regulations of public service funds. They are required to submit the required documents and reference material related to grant funding. After the contract is signed, the organizations submit quarterly and year end reports for staff review. Organizations are audited and staff performs site visits on a yearly basis. If organizations are not submitting reports on-time or are unable to follow through with program requirements, staff will monitor the organizations to make sure that HUD regulations are being met, or funding is withdrawn.

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

The Town will focus on collaboration between government agencies; local non-profits; community needs organizations, and local businesses. The town will continue to work with stakeholder and other community service agencies, and organizations.

The Town will continue to work with CHIP and other private housing and service agencies on affordable housing like Paradise Community Village. Once the sewer is completed, the Town anticipates more opportunities for private/public partnership for affordable housing.

Program Specific Requirements

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

Introduction:

This section describes the program specific requirements of the CDBG grant program.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



**Town of Paradise
Council Agenda Summary
Date: July 13, 2021**

Agenda Item: 6(a)

Originated by: Ross Gilb, Administrative Services Director/Town Treasurer

Approved by: Kevin Phillips, Town Manager

Subject: 2021/22 Operating and Capital Budget Adoption

Council Action Requested:

Consider adopting the following resolutions: (The Town of Paradise Budget document is available for review at <https://www.townofparadise.com/meetings>)

1. Adopt Resolution No. 21-___ 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 2021-2022 Fiscal Year ending June 30, 2022. (ROLL CALL VOTE)
2. Adopt Resolution No. 21-___, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Annual Appropriation Limit for Fiscal Year 2021-2022. (ROLL CALL VOTE)
3. Adopt Resolution No. 21-___, A Resolution of the Town Council of the Town of Paradise Amending the General Fund Reserves for Fiscal Year 2021-2022. (ROLL CALL VOTE)
4. Adopt Resolution No. 21-___, A Resolution of the Town Council of the Town of Paradise approving and Adopting the Town of Paradise Capital Improvement Plan (CIP) and Disaster Recovery Plan for the 2021-2022 Fiscal Year. (ROLL CALL VOTE)
5. Adopt Resolution No. 21-___, A Resolution of the Town Council of the Town of Paradise Approving the New Job Classification Descriptions. (ROLL CALL VOTE)
6. Adopt Resolution No. 21-___, A Resolution of the Town Council of the Town of Paradise, California adopting the amended Salary Pay Plan for Town of Paradise Employees for the Fiscal Year 2021-2022. (ROLL CALL VOTE)

Alternatives:

Adopt an amended resolution and/or amended Operating and Capital Budget.

Background:

In general, it is staff's goal to bring forward the final Capital and Operating Budget for adoption by June 30th, of each fiscal year as a best practice. This year, however, due to the impacts of the Camp Fire and COVID-19, along with staff turnover, additional time was required to compile a meaningful budget by the normal deadline.

Discussion:

This year, the preliminary 2021/22 budget was presented to the Town Council on June 30, 2021. That budget and presentation are posted on the Town's website for thorough examination and review by the Town Council and the Community.

The theme of the FY 2021/22 budget is "Investing in the Future of Paradise". This theme applies specifically to investments needed in personnel and capital projects to ensure the Town continues to meet the recovery and operational needs of the Town, provide essential services, and ensure long-term fiscal sustainability. The proposed budget represents the current best estimates of expected revenues and expenditures needed to meet these objectives. Due to the dynamic nature of the Town's recovery projects funding sources and post-fire expenditures, these estimates will be closely tracked and regularly reported. Any proposed adjustments identified through the fiscal year will be brought to Council for review as soon as the changes are identified as needed. The key highlights for the FY 2021/22 budget include:

- ✓ Backfill of property taxes by the State of California and insurance proceeds related to lost revenues will be exhausted as of June 30, 2021 and are not expected to continue for the next fiscal year.
- ✓ The General Fund is balanced through a transfer from the PG&E Settlement funds. The amount of the transfer is in line with initial projections presented in the Fiscal Sustainability Model to ensure ongoing fiscal sustainability based on a medium growth scenario.
- ✓ Measure V began in April 2021 as a continuation of Measure C. The proposed Measure V budget reduces the Measure V General Fund reserves by approximately \$219,000. Additional funding sources for identified Measure V projects may be realized in the coming fiscal year, which could help maintain cash flow reserves.
- ✓ The Building Safety and Wastewater Fund is budgeted to remain fiscally sustainable as revenues are expected to meet expenditures moving forward.
- ✓ The Gas Tax/Street Maintenance fund is budgeted to maintain a positive fund balance through the end of FY 2021/22, however, this fund could impact the General Fund in future years based on potential changes to revenues following the implementation of the 2020 census due to the reduction in the Town's population as a result of the 2018 Camp Fire.
- ✓ The total proposed funded Disaster Recovery and Capital Improvement Plan includes approximately \$133 million in total multi-year project costs, with \$30.7 million budgeted to be expended during FY 2021/22.

Fiscal Impact:

The 2018 Camp Fire has created an unprecedented financial situation for the Town's general operations and capital improvement plans. This includes the need to maintain essential services while experiencing a drastic reduction in revenues. The proposed budget for FY 2021/22 helps to ensure the needs of the Town are met while maintaining fiscal sustainability through use of the PG&E Settlement funds. Highlights of the FY 2021/22 budget are indicated above and throughout the 2021/22 budget presentation.



TOWN OF PARADISE

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TOWN COUNCIL & SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY FISCAL YEAR PRELIMINARY BUDGETS

Updated per Council direction given at the June 30, 2021 Special Council Meeting

1. FY 2021/2022 BUDGET OVERVIEW

[1a.](#) p5 Personnel Structure

- Organizational Chart
- Full-Time Equivalent Summary
- Salary Pay Plan
- Budget Narrative Organizational Changes FY 21-22

[1b.](#) p20 All Funds Summary

- Appropriations by Use
- Appropriations by Function
- All Funds Summary - Appropriations and Fund Balances
- Transfers

[1c.](#) p36 General Fund

- General Fund Revenue by Source
- General Fund Appropriations by Function
- General Fund Financial Uses by Use
- General Fund Summary
- General Fund Revenue
- Non-Department General Fund Expense
- Expense by Division

[1d.](#) p51 Measure C & Measure V

- Measure V Financial Uses by Function
- Measure V
- Measure V 2021-2022 Transaction and Use Tax Budget

[1e.](#) p59 Town Council

- Town Council

[1f.](#) p63 Town Manager

- Town Manager

[1g.](#) p67 Town Clerk Department

- Clerk

[1h.](#) p72 Legal Department

- Legal Budget

[1i.](#) p76 Administration

- Central Services
- Information Technology
- Finance Budget
- Human Resources Budget

- Rental Budget
- Emergency Operations Center (EOC) Budget

1j. p100 Police Department

- Police Administration Budget
- Police Department (PD) Operations
- Animal Control
- Police Department (PD) Communications

1k. p125 Fire Department

- Fire Administration
- Fire Suppression
- Fire Volunteers

1l. p140 Community Development Department (CDD)

- Planning
- Waste Management
- Building Safety & Waste Water Management (BSWW)
- Abandoned Vehicle Abatement (AVA)
- Business and Housing Services (BHS) Budget

1m. p165 Public Works Department

- Engineer Budget
- Fleet Maintenance Budget
- Community Park
- Facilities
- Gas Tax
- Transit
- Transportation

[1n.](#) p200 Recovery & Economic Development

- Recovery & Economic Development

[1o.](#) p207 Capital Improvement Projects

- Capital Improvement Projects (CIP) - Funded Projects
- Capital Improvement Projects (CIP) - Unfunded Projects

[1p.](#) p338 Successor Agency

- Redevelopment Agency (RDA) Budget

[1q.](#) p342 Resolutions

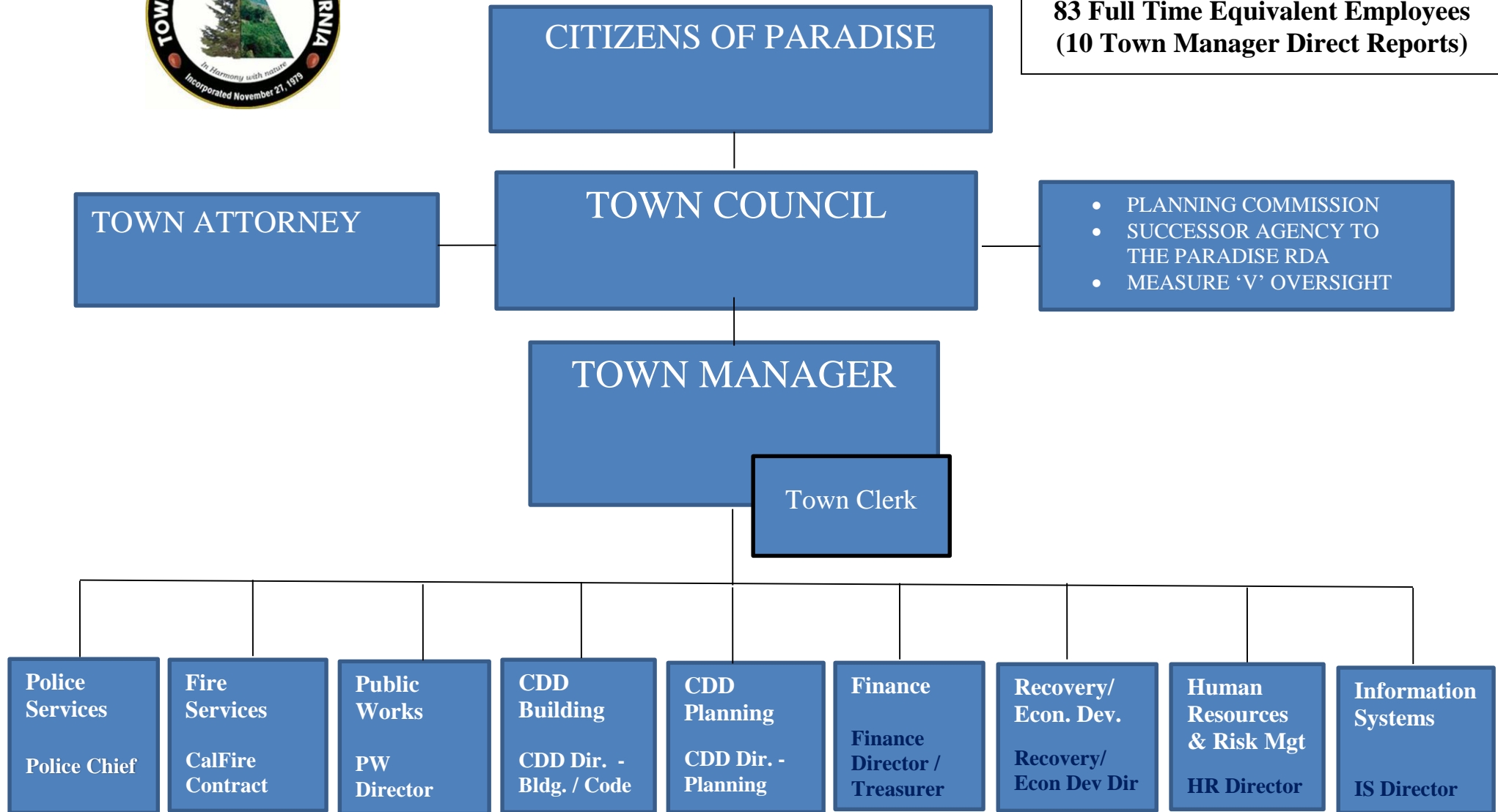
- Appropriations and Fund Balances
- Gann Appropriations Limit Resolutions
- Reserve Resolution
- Resolution Capital Improvement Projects (CIP) Plan
- New Job Description Resolution
- Salary Pay Plan Resolution
- Redevelopment Agency (RDA) Resolution

FY 2021/22

Personnel Structure



FY 2021/22 - Proposed
83 Full Time Equivalent Employees
(10 Town Manager Direct Reports)



FY 2021/22

Position Control Summary (FTE)

Salary Pay Plan

TOWN OF PARADISE
Position Control

EMPLOYEE FULL TIME EQUIVALENT SUMMARY (FTE)

		<u>2020/21</u>	<u>2021/22</u>
		<u>Adopted</u>	<u>Adopted</u>
<u>Program</u>	<u>General Fund Programs</u>	<u>Budget</u>	<u>Budget</u>
	4100 Town Clerk	2.00	2.00
	4200 Town Manager	2.53	1.30
	4201 Central Services	1.96	2.00
	4202 Information Technology	-	1.00
	4203 HR & Risk Management	1.35	1.45
	4400 Finance	1.50	1.50
	4420 Measure "V"	0.87	0.50
	4510 Police - Administration	3.00	4.00
	4520 Police - Operations	16.60	17.00
	4530 Public Safety Communications	2.00	2.00
	4550 Fleet Maintenance	0.90	1.90
	4610 Fire - Administration	0.60	1.73
	4720 Planning	1.39	5.42
	4740 Engineering	1.77	2.70
	4747 Public Facilities	0.33	1.20
	4780 Waste Management	0.06	0.06
		<hr/>	<hr/>
		36.86	45.76
<u>Fund</u>	<u>Other Funds</u>		
	2030 Building Safety & Waste Water	9.12	18.04
	2070 Animal Control	3.55	3.55
	2090 Camp Fire Recovery	1.94	3.45
	2101 Transportation	0.17	0.27
	2120 Gas Tax/Public Works	6.96	7.66
	2160 Business and Housing	3.40	3.10
		<hr/>	<hr/>
		25.14	36.07
	Grand Total	62.00	81.83

TOTAL PERSONNEL SUMMARY

	<u>FTE</u>	<u>Full-Time</u>	<u>Part-Time</u>
Town of Paradise Employees	81.83	72.00	15.00
Contract Personnel	8.99	8.00	3.00
	<hr/>	<hr/>	<hr/>
Grand Total	90.82	80.00	18.00

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	CRIMINAL RECORDS TECHNICIAN							
0.00	0.00	0.00	SHELTER ASSISTANT (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	17.85	18.74	19.68	20.66	21.69	22.77
			BIWEEKLY	36	642.60	674.64	708.48	743.76	780.84	819.72
			MONTHLY	78	1,392.30	1,461.72	1,535.04	1,611.48	1,691.82	1,776.06
			ANNUAL	936	16,707.60	17,540.64	18,420.48	19,337.76	20,301.84	21,312.72
2.00	2.00	2.00	MAINTENANCE WORKER I							
			HOURLY	40	18.29	19.20	20.16	21.17	22.23	23.34
			BIWEEKLY	80	1,463.20	1,536.00	1,612.80	1,693.60	1,778.40	1,867.20
			MONTHLY	173	3,170.27	3,328.00	3,494.40	3,669.47	3,853.20	4,045.60
			ANNUAL	2,080	38,043.20	39,936.00	41,932.80	44,033.60	46,238.40	48,547.20
1.00	1.00	0.75	OFFICE ASSISTANT (BUILDING)							
1.00	1.00	0.75	OFFICE ASSISTANT (CDD)							
1.00	1.00	1.00	OFFICE ASSISTANT (CODE ENFORCEMENT)							
1.00	1.00	1.00	OFFICE ASSISTANT (ONSITE)							
			HOURLY	40	18.76	19.70	20.69	21.72	22.81	23.95
			BIWEEKLY	80	1,500.80	1,576.00	1,655.20	1,737.60	1,824.80	1,916.00
			MONTHLY	173	3,251.73	3,414.67	3,586.27	3,764.80	3,953.73	4,151.33
			ANNUAL	2,080	39,020.80	40,976.00	43,035.20	45,177.60	47,444.80	49,816.00
1.00	0.75	0.75	OFFICE ASSISTANT (ANIMAL CONTROL)							
			HOURLY	30	18.76	19.70	20.69	21.72	22.81	23.95
			BIWEEKLY	60	1,125.60	1,182.00	1,241.40	1,303.20	1,368.60	1,437.00
			MONTHLY	130	2,438.80	2,561.00	2,689.70	2,823.60	2,965.30	3,113.50
			ANNUAL	1,560	29,265.60	30,732.00	32,276.40	33,883.20	35,583.60	37,362.00

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
3.00	3.00	2.75	BUILDING/ONSITE PERMIT TECHNICIAN I							
2.00	2.00	2.00	MAINTENANCE WORKER II							
			HOURLY	40	20.21	21.22	22.28	23.39	24.56	25.79
			BIWEEKLY	80	1,616.80	1,697.60	1,782.40	1,871.20	1,964.80	2,063.20
			MONTHLY	173	3,503.07	3,678.13	3,861.87	4,054.27	4,257.07	4,470.27
			ANNUAL	2,080	42,036.80	44,137.60	46,342.40	48,651.20	51,084.80	53,643.20
1.00	0.60	0.60	ADMINISTRATIVE ASSISTANT (FIRE)							
1.00	0.60	0.45	ADMINISTRATIVE ASSISTANT (PUBLIC WORKS)							
			HOURLY	24	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	48	994.08	1,044.00	1,096.32	1,151.04	1,208.64	1,269.12
			MONTHLY	104	2,153.84	2,262.00	2,375.36	2,493.92	2,618.72	2,749.76
			ANNUAL	1,248	25,846.08	27,144.00	28,504.32	29,927.04	31,424.64	32,997.12
1.00	0.90	0.90	ADMINISTRATIVE ASSISTANT (TOWN MANAGER & HUMAN RESOURCES)							
			HOURLY	36	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	72	1,491.12	1,566.00	1,644.48	1,726.56	1,812.96	1,903.68
			MONTHLY	156	3,230.76	3,393.00	3,563.04	3,740.88	3,928.08	4,124.64
			ANNUAL	1,872	38,769.12	40,716.00	42,756.48	44,890.56	47,136.96	49,495.68
1.00	1.00	1.00	ADMINISTRATIVE ASSISTANT (POLICE)							
			HOURLY	40	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	80	1,656.80	1,740.00	1,827.20	1,918.40	2,014.40	2,115.20
			MONTHLY	173	3,589.73	3,770.00	3,958.93	4,156.53	4,364.53	4,582.93
			ANNUAL	2,080	43,076.80	45,240.00	47,507.20	49,878.40	52,374.40	54,995.20
2.00	1.80	1.80	ANIMAL CONTROL OFFICER							
			HOURLY	36	21.23	22.29	23.40	24.57	25.80	27.09
			BIWEEKLY	72	1,528.56	1,604.88	1,684.80	1,769.04	1,857.60	1,950.48
			MONTHLY	156	3,311.88	3,477.24	3,650.40	3,832.92	4,024.80	4,226.04
			ANNUAL	1,872	39,742.56	41,726.88	43,804.80	45,995.04	48,297.60	50,712.48

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021											
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step	
1.00	1.00	1.00	ACCOUNTING TECHNICIAN								
1.00	1.00	1.00	COMMUNITY SERVICES OFFICER								
1.00	1.00	1.00	PROPERTY & EVIDENCE TECHNICIAN								
			HOURLY	40	21.76	22.85	23.99	25.19	26.45	27.77	
			BIWEEKLY	80	1,740.80	1,828.00	1,919.20	2,015.20	2,116.00	2,221.60	
			MONTHLY	173	3,771.66	3,960.59	4,158.19	4,366.18	4,584.58	4,813.37	
			ANNUAL	2,080	45,260.80	47,528.00	49,899.20	52,395.20	55,016.00	57,761.60	
0.00	0.00	0.00	PUBLIC SAFETY DISPATCHER (LESS THAN HALF-TIME, PART-TIME/HOURLY)								
			HOURLY	18	22.31	23.43	24.60	25.83	27.12	28.48	
1.00	1.00	1.00	BUILDING/ONSITE PERMIT TECHNICIAN II								
0.00	0.00	0.00	PUBLIC SAFETY DISPATCHER								
			HOURLY	40	22.31	23.43	24.60	25.83	27.12	28.48	
			BIWEEKLY	80	1,784.80	1,874.40	1,968.00	2,066.40	2,169.60	2,278.40	
			MONTHLY	173	3,867.07	4,061.20	4,264.00	4,477.20	4,700.80	4,936.53	
			ANNUAL	2,080	46,404.80	48,734.40	51,168.00	53,726.40	56,409.60	59,238.40	
2.00	2.00	1.75	SENIOR MAINTENANCE WORKER								
			HOURLY	40	23.43	24.60	25.83	27.12	28.48	29.90	
			BIWEEKLY	80	1,874.40	1,968.00	2,066.40	2,169.60	2,278.40	2,392.00	
			MONTHLY	173	4,061.20	4,264.00	4,477.20	4,700.80	4,936.53	5,182.67	
			ANNUAL	2,080	48,734.40	51,168.00	53,726.40	56,409.60	59,238.40	62,192.00	
0.00	0.00	0.00	CODE ENFORCEMENT OFFICER II (LESS THAN HALF-TIME, PART-TIME/HOURLY)								
			HOURLY	18	24.61	25.84	27.13	28.49	29.91	31.41	

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.90	0.90	CODE ENFORCEMENT OFFICER II							
1.00	1.00	0.75	FIRE PREVENTION INSPECTOR I							
1.00	1.00	1.00	FLEET MECHANIC II							
			HOURLY	40	24.61	25.84	27.13	28.49	29.91	31.41
			BIWEEKLY	80	1,968.80	2,067.20	2,170.40	2,279.20	2,392.80	2,512.80
			MONTHLY	173	4,265.73	4,478.93	4,702.53	4,938.27	5,184.40	5,444.40
			ANNUAL	2,080	51,188.80	53,747.20	56,430.40	59,259.20	62,212.80	65,332.80
1.00	1.00	1.00	ANIMAL CONTROL SUPERVISOR							
1.00	1.00	0.75	CDD PERMIT COORDINATOR							
1.00	1.00	1.00	CONSTRUCTION INSPECTOR II							
1.00	1.00	1.00	DEPUTY TOWN CLERK							
2.00	2.00	2.00	HOUSING PROGRAM TECHNICIAN							
			HOURLY	40	25.87	27.16	28.52	29.95	31.45	33.02
			BIWEEKLY	80	2,069.60	2,172.80	2,281.60	2,396.00	2,516.00	2,641.60
			MONTHLY	173	4,484.13	4,707.73	4,943.47	5,191.33	5,451.33	5,723.47
			ANNUAL	2,080	53,809.60	56,492.80	59,321.60	62,296.00	65,416.00	68,681.60
1.00	0.50	0.50	POLICE OFFICER TRAINEE							
			HOURLY		26.52	27.85	29.24	30.70	32.24	33.85
2.00	0.90	0.90	BUILDING/ONSITE INSPECTOR I (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	27.18	28.54	29.97	31.47	33.04	34.69
1.00	0.63	0.63	BUILDING/ONSITE INSPECTOR I (PART-TIME)							
			HOURLY	25	27.18	28.54	29.97	31.47	33.04	34.69
			BIWEEKLY	50	1,359.00	1,427.00	1,498.50	1,573.50	1,652.00	1,734.50
			MONTHLY	108	2,944.50	3,091.83	3,246.75	3,409.25	3,579.33	3,758.08
			ANNUAL	1,300	35,334.00	37,102.00	38,961.00	40,911.00	42,952.00	45,097.00

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
3.00	3.00	2.50	BUILDING/ONSITE INSPECTOR I							
1.00	1.00	1.00	FIRE PREVENTION INSPECTOR II							
			HOURLY	40	27.18	28.54	29.97	31.47	33.04	34.69
			BIWEEKLY	80	2,174.40	2,283.20	2,397.60	2,517.60	2,643.20	2,775.20
			MONTHLY	173	4,711.20	4,946.93	5,194.80	5,454.80	5,726.93	6,012.93
			ANNUAL	2,080	56,534.40	59,363.20	62,337.60	65,457.60	68,723.20	72,155.20
1.00	1.00	1.00	ASSISTANT PLANNER							
0.00	0.00	0.00	MANAGEMENT ANALYST							
			HOURLY	40	27.87	29.26	30.72	32.26	33.87	35.56
			BIWEEKLY	80	2,229.60	2,340.80	2,457.60	2,580.80	2,709.60	2,844.80
			MONTHLY	173	4,830.80	5,071.73	5,324.80	5,591.73	5,870.80	6,163.73
			ANNUAL	2,080	57,969.60	60,860.80	63,897.60	67,100.80	70,449.60	73,964.80
1.00	1.00	1.00	SUPPORT SERVICES SUPERVISOR							
			HOURLY	40	28.56	29.99	31.49	33.06	34.71	36.45
			BIWEEKLY	80	2,284.80	2,399.20	2,519.20	2,644.80	2,776.80	2,916.00
			MONTHLY	173	4,950.40	5,198.27	5,458.27	5,730.40	6,016.40	6,318.00
			ANNUAL	2,080	59,404.80	62,379.20	65,499.20	68,764.80	72,196.80	75,816.00
1.00	1.00	1.00	ACCOUNTANT							
			HOURLY	40	29.27	30.73	32.27	33.88	35.57	37.35
			BIWEEKLY	80	2,341.60	2,458.40	2,581.60	2,710.40	2,845.60	2,988.00
			MONTHLY	173	5,073.47	5,326.53	5,593.47	5,872.53	6,165.47	6,474.00
			ANNUAL	2,080	60,881.60	63,918.40	67,121.60	70,470.40	73,985.60	77,688.00
2.00	0.90	0.90	BUILDING/ONSITE INSPECTOR II (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	30.01	31.51	33.09	34.74	36.48	38.30

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021											
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step	
1.00	0.90	0.90	FLEET SERVICES SUPERVISOR								
			HOURLY	36	30.01	31.51	33.09	34.74	36.48	38.30	
			BIWEEKLY	72	2,400.80	2,520.80	2,647.20	2,779.20	2,918.40	3,064.00	
			MONTHLY	156	5,201.73	5,461.73	5,735.60	6,021.60	6,323.20	6,638.67	
			ANNUAL	1,872	62,420.80	65,540.80	68,827.20	72,259.20	75,878.40	79,664.00	
1.00	1.00	0.75	BUILDING PLANS EXAMINER								
1.00	1.00	1.00	SENIOR SUPERVISING CODE ENFORCEMENT OFFICER								
			HOURLY	40	30.01	31.51	33.09	34.74	36.48	38.30	
			BIWEEKLY	80	2,400.80	2,520.80	2,647.20	2,779.20	2,918.40	3,064.00	
			MONTHLY	173	5,201.73	5,461.73	5,735.60	6,021.60	6,323.20	6,638.67	
			ANNUAL	2,080	62,420.80	65,540.80	68,827.20	72,259.20	75,878.40	79,664.00	
11.00	11.00	11.00	POLICE OFFICER								
			HOURLY	40	30.75	32.29	33.90	35.60	37.38	39.25	
			BIWEEKLY	80	2,460.00	2,583.20	2,712.00	2,848.00	2,990.40	3,140.00	
			MONTHLY	173	5,330.00	5,596.93	5,876.00	6,170.67	6,479.20	6,803.33	
			ANNUAL	2,080	63,960.00	67,163.20	70,512.00	74,048.00	77,750.40	81,640.00	
0.00	0.00	0.00	ASSOCIATE PLANNER								
1.00	1.00	1.00	GRANT ADMINISTRATOR								
1.00	1.00	1.00	SENIOR ACCOUNTANT								
0.00	0.00	0.00	SENIOR MANAGEMENT ANALYST								
			HOURLY	40	32.30	33.92	35.62	37.40	39.27	41.23	
			BIWEEKLY	80	2,584.00	2,713.60	2,849.60	2,992.00	3,141.60	3,298.40	
			MONTHLY	173	5,598.67	5,879.47	6,174.13	6,482.67	6,806.80	7,146.53	
			ANNUAL	2,080	67,184.00	70,553.60	74,089.60	77,792.00	81,681.60	85,758.40	
0.00	0.00	0.00	ASSISTANT ENGINEER								
			HOURLY	40	33.95	35.65	37.43	39.30	41.27	43.33	
			BIWEEKLY	80	2,716.00	2,852.00	2,994.40	3,144.00	3,301.60	3,466.40	
			MONTHLY	173	5,884.67	6,179.33	6,487.87	6,812.00	7,153.47	7,510.53	
			ANNUAL	2,080	70,616.00	74,152.00	77,854.40	81,744.00	85,841.60	90,126.40	

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.45	0.41	EMERGENCY OPERATIONS COORDINATOR (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	34.79	36.53	38.36	40.28	42.29	44.40
1.00	1.00	1.00	ONSITE SANITARY OFFICIAL							
			HOURLY	40	34.79	36.53	38.36	40.28	42.29	44.40
			BIWEEKLY	80	2,783.20	2,922.40	3,068.80	3,222.40	3,383.20	3,552.00
			MONTHLY	173	6,030.27	6,331.87	6,649.07	6,981.87	7,330.27	7,696.00
			ANNUAL	2,080	72,363.20	75,982.40	79,788.80	83,782.40	87,963.20	92,352.00
1.00	1.00	0.52	SENIOR PLANNER							
			HOURLY	40	36.56	38.39	40.31	42.33	44.45	46.67
			BIWEEKLY	80	2,924.80	3,071.20	3,224.80	3,386.40	3,556.00	3,733.60
			MONTHLY	173	6,337.07	6,654.27	6,987.07	7,337.20	7,704.67	8,089.47
			ANNUAL	2,080	76,044.80	79,851.20	83,844.80	88,046.40	92,456.00	97,073.60
5.00	5.00	5.00	POLICE SERGEANT							
			HOURLY	40	37.47	39.34	41.31	43.38	45.55	47.83
			BIWEEKLY	80	2,997.60	3,147.20	3,304.80	3,470.40	3,644.00	3,826.40
			MONTHLY	173	6,494.80	6,818.93	7,160.40	7,519.20	7,895.33	8,290.53
			ANNUAL	2,080	77,937.60	81,827.20	85,924.80	90,230.40	94,744.00	99,486.40
1.00	1.00	1.00	HOUSING PROGRAM MANAGER							
1.00	1.00	1.00	PUBLIC WORKS MANAGER							
1.00	1.00	1.00	TOWN CLERK							
			HOURLY	40	38.41	40.33	42.35	44.47	46.69	49.02
			BIWEEKLY	80	3,072.80	3,226.40	3,388.00	3,557.60	3,735.20	3,921.60
			MONTHLY	173	6,657.73	6,990.53	7,340.67	7,708.13	8,092.93	8,496.80
			ANNUAL	2,080	79,892.80	83,886.40	88,088.00	92,497.60	97,115.20	101,961.60
0.00	0.00	0.00	ASSOCIATE ENGINEER							
0.00	0.00	0.00	CAPITAL PROJECTS MANAGER							
1.00	1.00	0.83	PROJECT MANAGER (RECOVERY)							
			HOURLY	40	39.36	41.33	43.40	45.57	47.85	50.24
			BIWEEKLY	80	3,148.80	3,306.40	3,472.00	3,645.60	3,828.00	4,019.20
			MONTHLY	173	6,822.40	7,163.87	7,522.67	7,898.80	8,294.00	8,708.27
			ANNUAL	2,080	81,868.80	85,966.40	90,272.00	94,785.60	99,528.00	104,499.20

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	ASSISTANT TO THE TOWN MANAGER							
0.00	0.00	0.00	HUMAN RESOURCES MANAGER							
0.00	0.00	0.00	INFORMATION TECHNOLOGY MANAGER							
			HOURLY	40	41.36	43.43	45.60	47.88	50.27	52.78
			BIWEEKLY	80	3,308.80	3,474.40	3,648.00	3,830.40	4,021.60	4,222.40
			MONTHLY	173	7,169.07	7,527.87	7,904.00	8,299.20	8,713.47	9,148.53
			ANNUAL	2,080	86,028.80	90,334.40	94,848.00	99,590.40	104,561.60	109,782.40
0.00	0.00	0.00	SURVEYOR (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	42.39	44.51	46.74	49.08	51.53	54.11
0.00	0.00	0.00	BUILDING OFFICIAL							
0.00	0.00	0.00	COMMUNITY DEVELOPMENT MANAGER							
0.00	0.00	0.00	FIRE MARSHALL							
1.00	1.00	1.00	SENIOR CAPITAL PROJECTS MANAGER							
			HOURLY	40	42.39	44.51	46.74	49.08	51.53	54.11
			BIWEEKLY	80	3,391.20	3,560.80	3,739.20	3,926.40	4,122.40	4,328.80
			MONTHLY	173	7,347.60	7,715.07	8,101.60	8,507.20	8,931.87	9,379.07
			ANNUAL	2,080	88,171.20	92,580.80	97,219.20	102,086.40	107,182.40	112,548.80
2.00	2.00	1.67	POLICE LIEUTENANT							
1.00	1.00	0.75	PRINCIPAL ENGINEER							
			HOURLY	40	45.65	47.93	50.33	52.85	55.49	58.26
			BIWEEKLY	80	3,652.00	3,834.40	4,026.40	4,228.00	4,439.20	4,660.80
			MONTHLY	173	7,912.67	8,307.87	8,723.87	9,160.67	9,618.27	10,098.40
			ANNUAL	2,080	94,952.00	99,694.40	104,686.40	109,928.00	115,419.20	121,180.80

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021											
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step	
0.00	0.00	0.00	DISASTER RECOVERY DIRECTOR								
1.00	1.00	1.00	HUMAN RESOURCES & RISK MANAGEMENT DIRECTOR								
1.00	1.00	0.00	INFORMATION SYSTEMS DIRECTOR								
			HOURLY	40	51.64	54.22	56.93	59.78	62.77	65.91	
			BIWEEKLY	80	4,131.20	4,337.60	4,554.40	4,782.40	5,021.60	5,272.80	
			MONTHLY	173	8,950.76	9,397.95	9,867.68	10,361.67	10,879.92	11,424.18	
			ANNUAL	2,080	107,411.20	112,777.60	118,414.40	124,342.40	130,561.60	137,092.80	
0.00	0.00	0.00	ADMINISTRATIVE SERVICES DIRECTOR/TOWN TREASURER								
1.00	1.00	1.00	COMMUNITY DEVELOPMENT DIRECTOR - BUILDING & CODE ENFORCEMENT								
1.00	1.00	1.00	COMMUNITY DEVELOPMENT DIRECTOR - PLANNING & WASTEWATER								
1.00	1.00	1.00	FINANCE DIRECTOR/TOWN TREASURER								
1.00	1.00	1.00	RECOVERY & ECONOMIC DEVELOPMENT DIRECTOR								
			HOURLY	40	57.00	59.85	62.84	65.98	69.28	72.74	
			BIWEEKLY	80	4,560.00	4,788.00	5,027.20	5,278.40	5,542.40	5,819.20	
			MONTHLY	173	9,880.00	10,374.00	10,892.27	11,436.53	12,008.53	12,608.27	
			ANNUAL	2,080	118,560.00	124,488.00	130,707.20	137,238.40	144,102.40	151,299.20	
0.00	0.00	0.00	ASSISTANT TOWN MANAGER								
1.00	1.00	1.00	POLICE CHIEF								
1.00	1.00	1.00	PUBLIC WORKS DIRECTOR/TOWN ENGINEER								
			HOURLY	40	58.44	61.36	64.43	67.65	71.03	74.58	
			BIWEEKLY	80	4,675.20	4,908.80	5,154.40	5,412.00	5,682.40	5,966.40	
			MONTHLY	173	10,129.41	10,635.53	11,167.65	11,725.77	12,311.63	12,926.95	
			ANNUAL	2,080	121,555.20	127,628.80	134,014.40	140,712.00	147,742.40	155,126.40	
1.00	1.00	1.00	TOWN MANAGER								
			HOURLY	40	69.46	72.93	76.58	80.41	84.43	88.65	
			BIWEEKLY	80	5,556.80	5,834.40	6,126.40	6,432.80	6,754.40	7,092.00	
			MONTHLY	173	12,039.50	12,640.96	13,273.61	13,937.47	14,634.25	15,365.70	
			ANNUAL	2,080	144,476.80	151,694.40	159,286.40	167,252.80	175,614.40	184,392.00	
87.00	81.83	77.15	FTE's								

Town of Paradise

2021/22 Operating and Capital Budget

Organizational Structure Modifications

- Police Department
 - Reinstate second Police Lieutenant position.
- Town Manager (Recovery/Finance/HR/IT)
 - Reclassification:
 - Disaster Recovery Director to Recovery & Economic Development Director
 - Administrative Services Director / Town Treasurer to Finance Director / Town Treasurer
 - HR & Risk Manager to HR & Risk Management Director
 - IT Manager to Information Systems Director
 - New positions:
 - Project Manager (Recovery)
 - Emergency Operations Coordinator (part-time)
- Public Works/Engineering
 - Reclassification:
 - Capital Project Manager to Senior Capital Project Manager
 - New positions:
 - Principal Engineer
 - Senior Maintenance Worker (Facilities)
 - Administrative Assistant (part-time)
- Community Development Department – Building/Code Enforcement/Planning/Onsite/Housing
 - New positions:
 - Building/Onsite Inspector I/II (x2)
 - Community Development Permit Coordinator
 - Building/Onsite Permit Technician

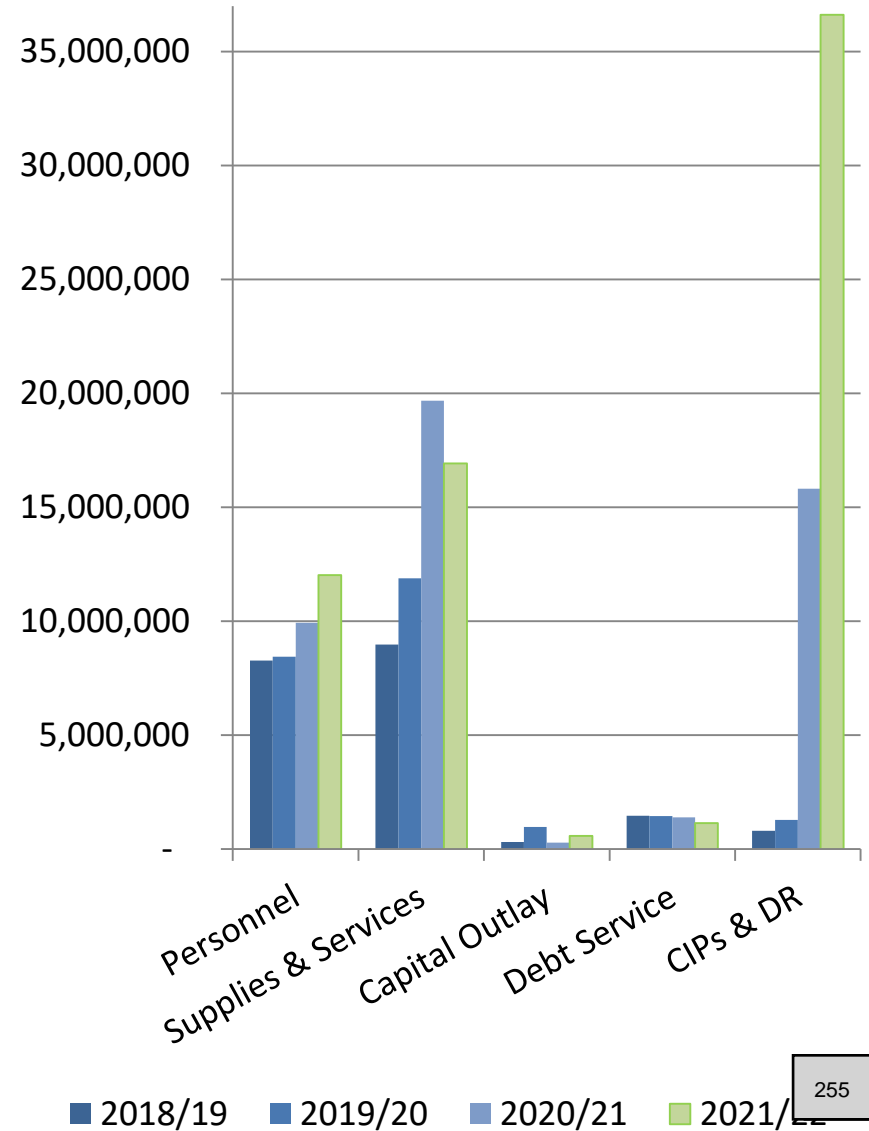
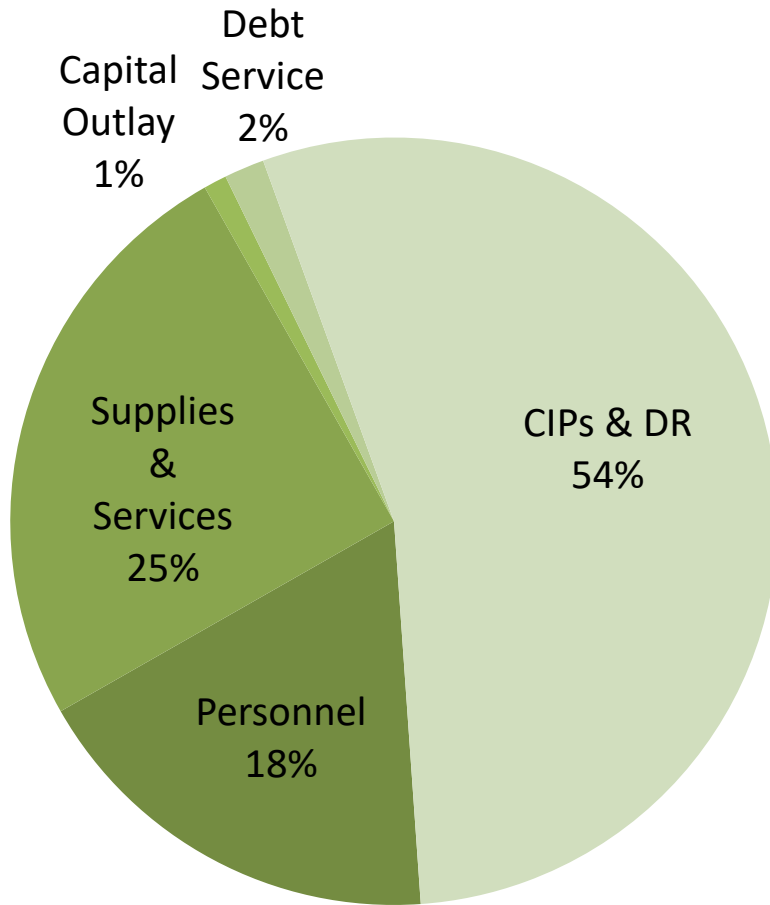
- Office Assistant (x2 – 1Bldg/Onsite & 1CDD)
- Building Plans Examiner
- Fire Prevention Inspector I/II
- Senior Planner

FY 2021/22

All Funds
Expenditures & Revenues

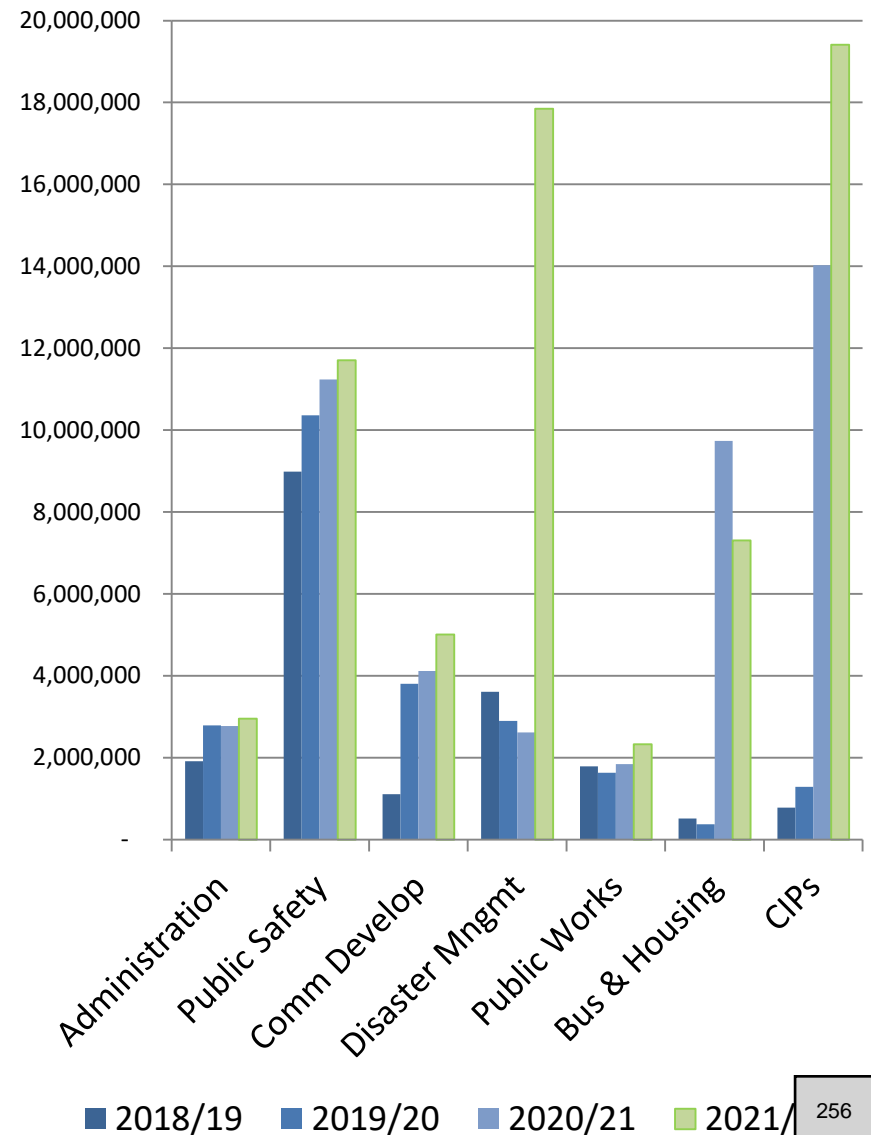
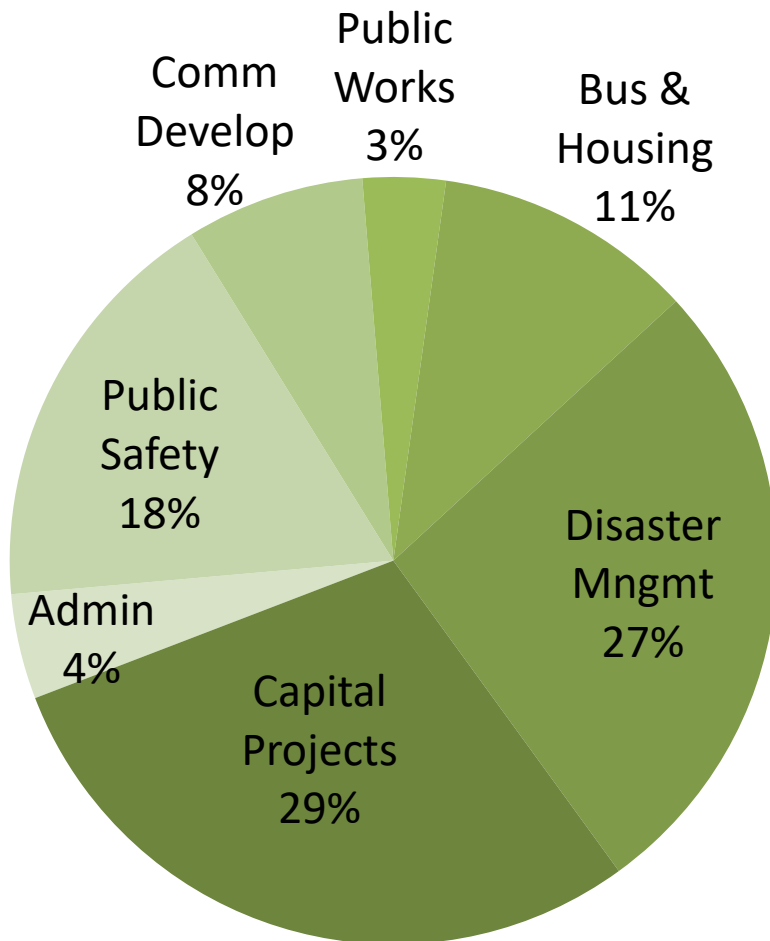
All Governmental Funds Appropriations by Use

FY 2021/22



All Governmental Funds Appropriations by Function

FY 2021/22



TOWN OF PARADISE							
Summary of Expenditures and Revenues							
Fiscal Year 2020/21							
Fund	Description	Fund Balance 7/1/2020	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2021
GOVERNMENTAL FUNDS							
1010	General Fund without Measure C / V	2,576,218	12,943,114	13,544,853	638,608	(2,592)	2,610,495
1010	Measure "C"	1,350,618	610,835	906,940		(258,077)	796,436
1010	Measure "V"	-	181,250				181,250
7700	PG&E Settlement Fund	219,187,262	239,582			-	219,426,844
1010	GENERAL FUND	223,114,098	13,974,781	14,451,793	638,608	(260,669)	223,015,025
SPECIAL REVENUE FUNDS							
Administration							
2150	Special Projects Fund	255,359					255,359
7615	Asset Replacement and Repairs	121,843	8,047				129,890
7627	Tech Equipment Replacement Fund	513,920	529,345	434,990			608,275
Total Special Revenue Administration Funds		891,122	537,392	434,990	-	-	993,524
Business and Housing Services							
2160	BHS - Economic Development	(172,951)	225	378,025	483,059	(82,881)	(150,573)
2161	BHS - HUD Revolving Loan Fund	354,188	445,769	320,661		(363,006)	116,290
2162	BHS - HOME Loan Fund	1,881,720	519,740	40,000		(24,240)	2,337,220
2163	BHS - Cal Home Loan Fund	1,178,811	131,224	166,005		(23,162)	1,120,868
2300	BHS - CDBG 2019 Covid Response	-	5,000			(5,000)	-
2315	BHS - 2015 CDBG	-					-
2316	BHS - 2016 CDBG	-					-
2317	BHS - 2017 CDBG	-					-
2318	BHS - 2018 CDBG	-					-
2319	BHS - 2019 CDBG	-	19,584	19,584			-
2320	BHS - 2020 CDBG	-					-
2321	BHS - 2021 CDBG	-					-
2420	BHS - 2020 Cal Home DA Grant	-	490,700	446,091		(58,567)	(13,958)
2616	BHS - 2016 HOME Grant	-	9,084			(9,084)	-
2700	SB-2 Building Homes and Jobs	(13,036)	90,002	90,002			(13,036)
2923	Town of Paradise Housing Revolving Loan Fund	103,642			2,592		106,234
Total Special Revenue Business & Housing Funds		3,332,374	1,711,328	1,460,368	485,651	(565,940)	3,503,045

TOWN OF PARADISE
Summary of Expenditures and Revenues

Fiscal Year 2020/21

Fund	Description	Fund Balance 7/1/2020	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2021
Community Development							
2030	Building Safety & Waste Water Services	2,678,103	4,543,966	3,939,153		(203,365)	3,079,551
2215	Abandoned Vehicle Abatement (AVA)	123,471	5,100	4,334		(18,700)	105,537
7623	Tree Replacement in Lieu Fund	254					254
7624	SMIP-Strong Motion Impl Prog	4,553	5,500				10,053
7628	General Plan Update Fund	967,746	450,000				1,417,746
7640	Disability Access and Education	1,102	1,000				2,102
Total Special Revenue Community Development Funds		3,775,229	5,005,566	3,943,487	-	(222,065)	4,615,243
Disaster Management and Recovery							
2090	Camp Fire Recovery	(1,277,010)	73,776	2,744,537	297,839	-	(3,649,932)
2095	COVID-19	(31,483)	57,180	101,188			(75,491)
7815	General Miscellaneous Donations	297,839				(297,839)	-
Total Disaster Management and Recovery Funds		(1,010,654)	130,956	2,845,725	297,839	(297,839)	(3,725,424)
Public Safety							
2070	Animal Control Fund	(200)	134,891	319,174	268,302	(49,850)	33,969
2140	Traffic Safety Fines & Fees	(1,171)	2,250			(1,079)	-
2204	State SLESF Fund	49,778	139,000	166,685			22,093
2206	AB 109 Fund	17,292		12,295			4,997
2240	Asset Seizure Fund	4,603	225				4,828
2540	95 DIF Impact Fee Police Facilities	22,880	2,500				25,380
2550	95 DIF Impact Fee Fire Facilities	34,785	4,435				39,220
7626	Traffic Safety Impound Fund	48,292	7,850	5,138			51,004
7808	Canine Protection Unit Donation Fund	29,194	1,825	21,870			9,149
7810	Fire Miscellaneous Donation Fund	14,973	82				15,055
7811	Animal Control Misc Donation Fund	26,362	6,800			(10,225)	22,937
7813	Police Misc Donation Fund	13,449	175				13,624
Total Special Revenue Public Safety Funds		260,236	300,033	525,162	268,302	(61,154)	242,255

TOWN OF PARADISE
Summary of Expenditures and Revenues

Fiscal Year 2020/21

Fund	Description	Fund Balance 7/1/2020	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2021
Public Works							
2120	Gas Tax	331,810	1,001,700	1,018,165	66,172	(188,271)	193,246
2505	Memorial Trailway Fund	3,487	20				3,507
2510	95 DIF Impact Fee Road Improvements	667,738	16,500				684,238
2520	95 DIF Impact Fee Signal Improvements	77,624	1,485				79,109
2521	Impact Fees for Signal Along SR 191 (Clark)	6,300	25				6,325
2551	Drainage Impact Fees	760,551	11,800				772,351
5900	Transit Fund	29,466	540	1,388			28,618
Total Special Revenue Public Works Funds		1,876,977	1,032,070	1,019,553	66,172	(188,271)	1,767,395
Total Special Revenue Funds		9,125,283	8,717,345	10,229,285	1,117,964	(1,335,270)	7,396,038
CAPITAL AND DISASTER RECOVERY PROJECT FUNDS							
2100	Capital Improvement Projects Fund	-		1,813,371	1,813,371		-
2105	Disaster Recovery Projects Fund	304,774	-	2,650,968	2,333,092		(13,102)
2110	Transportation Fund	610,225		22,351		(240,108)	347,766
2112	Federal Congestion Management Air Quality	-	52,500			(52,500)	-
2130	State Water Board	-	256,175			(256,175)	-
2132	HSIP - Highway Safety Improvement Program	(1)	106,437			(106,436)	-
2133	Active Transportation Program	1	539,000			(539,001)	-
2135	FEMA Reimbursement Fund	-	-			-	-
2136	FEMA Grants	-	1,372,957			(1,372,957)	-
2137	Economic Development Admin (EDA)	-	300,000			(300,000)	-
2138	USDA Fund	-	72,000			(72,000)	-
2280	North Valley Foundation/Butte Strong	381,580	-			(250,000)	131,580
2299	Grants Misc. One Time	632,334		-		(601,825)	30,509
2301	CDBG-DR	-	-			(499,895)	(499,895)
Total Capital Project Funds		1,928,913	2,699,069	4,486,690	4,146,463	(4,290,897)	(3,142)

TOWN OF PARADISE							
Summary of Expenditures and Revenues							
Fiscal Year 2020/21							
Fund	Description	Fund Balance 7/1/2020	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2021
FIDUCIARY FUNDS							
OTHER EMPLOYEE BENEFIT TRUST FUND							
7611	GASB 45 Retiree Medical Trust	218,859	51,500	450			269,909
	Total Other Employee Benefit Trust Funds	218,859	51,500	450	-	-	269,909
PRIVATE-PURPOSE TRUST FUNDS							
7610	Town of Paradise General Trust	7					7
7621	Employee Bank	636	48				684
7635	PD Found Money	5,145	4,222				9,367
7805	VIPS (Volunteers in Police Service)	11,422	150	(439)			12,011
	Total Private-Purpose Trust Funds	17,211	4,420	(439)	-	-	22,070
Total Town of Paradise Budget		234,404,364	25,447,115	29,167,779	5,903,035	(5,886,835)	230,699,900
SUCCESSOR AGENCY TO PARADISE REDEVELOPMENT AGENCY FUNDS							
2924	RDA Obligation Retirement Fund	-	424,748			(424,748)	-
7650	Successor Agency to RDA NH	(6,258,650)	500	311,982	424,748	(16,200)	(6,161,584)
Total Successor Agency to Paradise RDA		(6,258,650)	425,248	311,982	424,748	(440,948)	(6,161,584)

TOWN OF PARADISE
Summary of Expenditures and Revenues

Fiscal Year 2021/22

Fund	Description	Fund Balance 7/1/2021	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2022
GOVERNMENTAL FUNDS							
1010	General Fund without Measure "V"	2,610,495	4,867,336	14,629,183	10,112,106	(350,259)	2,610,495
1010	Measure "V"	977,686	1,031,737	958,084		(293,647)	757,692
7700	PG&E Settlement Fund	219,426,844	800,000			(9,466,656)	210,760,188
GENERAL FUND		223,015,025	6,699,073	15,587,267	10,112,106	(10,110,562)	214,128,375
SPECIAL REVENUE FUNDS							
Administration							
2150	Special Projects Fund	255,359					255,359
7615	Asset Replacement and Repairs	129,890					129,890
7627	Tech Equipment Replacement Fund	608,275	530,000	380,902			757,373
Total Special Revenue Administration Funds		993,524	530,000	380,902	-	-	1,142,622
Business and Housing Services							
2160	BHS - Economic Development	(150,573)	-	309,429	538,556	(79,708)	(1,154)
2161	BHS - HUD Revolving Loan Fund	116,290	5,340	240,000		(110,448)	(228,818)
2162	BHS - HOME Loan Fund	2,337,220	80,000			(12,000)	2,405,220
2163	BHS - Cal Home Loan Fund	1,120,868	50,000	200,000		(22,500)	948,368
2300	BHS - CDBG 2019 Covid Response	-	202,000	166,782		(35,218)	-
2315	BHS - 2015 CDBG	-	3,090	3,090			-
2316	BHS - 2016 CDBG	-	40,000	40,000			-
2317	BHS - 2017 CDBG	-					-
2318	BHS - 2018 CDBG	-	2,695	2,695			-
2319	BHS - 2019 CDBG	-	28,730	28,730			-
2320	BHS - 2020 CDBG	-	122,276	122,276			-
2321	BHS - 2021 CDBG	-	124,077	124,077			-
2420	BHS - 2020 Cal Home DA Grant	(13,958)	6,300,000	6,000,000		(358,390)	(72,348)
2616	BHS - 2016 HOME Grant	-					-
2700	SB-2 Building Homes and Jobs	(13,036)	69,997	69,997			(13,036)
2923	Town of Paradise Housing Revolving Loan Fund	106,234			2,500		108,734
Total Special Revenue Business & Housing Funds		3,503,045	7,028,205	7,307,076	541,056	(618,264)	3,146,965

TOWN OF PARADISE
Summary of Expenditures and Revenues

Fiscal Year 2021/22

Fund	Description	Fund Balance 7/1/2021	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2022
Community Development							
2030	Building Safety & Waste Water Services	3,079,551	4,459,903	4,432,432		(232,183)	2,874,839
2215	Abandoned Vehicle Abatement (AVA)	105,537	4,500	3,364		(16,500)	90,173
7623	Tree Replacement in Lieu Fund	254					254
7624	SMIP-Strong Motion Impl Prog	10,053	6,000				16,053
7628	General Plan Update Fund	1,417,746	450,000				1,867,746
7640	Disability Access and Education	2,102	1,000				3,102
Total Special Revenue Community Development Funds		4,615,243	4,921,403	4,435,796	-	(248,683)	4,852,167
Disaster Management and Recovery							
2090	Camp Fire Recovery	(3,649,932)	21,111,453	17,847,905	1,328,549	(392,096)	550,069
2095	COVID-19	(75,491)					(75,491)
7815	General Miscellaneous Donations	-					-
Total Disaster Management and Recovery Funds		(3,725,424)	21,111,453	17,847,905	1,328,549	(392,096)	474,577
Public Safety							
2070	Animal Control Fund	33,969	137,625	377,246	297,147	(58,848)	32,647
2140	Traffic Safety Fines & Fees	-	2,250			(2,250)	-
2204	State SLESF Fund	22,093	139,000	172,407			(11,314)
2206	AB 109 Fund	4,997					4,997
2240	Asset Seizure Fund	4,828	225				5,053
2540	95 DIF Impact Fee Police Facilities	25,380	2,500				27,880
2550	95 DIF Impact Fee Fire Facilities	39,220	1,685				40,905
7626	Traffic Safety Impound Fund	51,004	4,350				55,354
7808	Canine Protection Unit Donation Fund	9,149	1,825				10,974
7810	Fire Miscellaneous Donation Fund	15,055	105				15,160
7811	Animal Control Misc Donation Fund	22,937	3,600			(3,500)	23,037
7813	Police Misc Donation Fund	13,624	175				13,799
Total Special Revenue Public Safety Funds		242,255	293,340	549,653	297,147	(64,598)	218,491

TOWN OF PARADISE
Summary of Expenditures and Revenues

Fiscal Year 2021/22

Fund	Description	Fund Balance 7/1/2021	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2022
Public Works							
2120	Gas Tax	193,246	1,001,700	1,197,139	282,267	(234,850)	45,224
2505	Memorial Trailway Fund	3,507	20				3,527
2510	95 DIF Impact Fee Road Improvements	684,238	16,500				700,738
2520	95 DIF Impact Fee Signal Improvements	79,109	1,485				80,594
2521	Impact Fees for Signal Along SR 191 (Clark)	6,325	25				6,350
2551	Drainage Impact Fees	772,351	11,800				784,151
5900	Transit Fund	28,618	600	600			28,618
Total Special Revenue Public Works Funds		1,767,395	1,032,130	1,197,739	282,267	(234,850)	1,649,203
Total Special Revenue Funds		7,396,038	34,916,531	31,719,071	2,449,019	(1,558,491)	11,484,025
CAPITAL AND DISASTER RECOVERY PROJECT FUNDS							
2100	Capital Improvement Projects Fund	-		8,262,208	8,262,208		-
2105	Disaster Recovery Projects Fund	(13,102)	273,241	11,161,626	11,161,626		260,139
2110	Transportation Fund	347,766	634,434	37,075		(356,564)	588,561
2112	Federal Congestigation Management Air Quality	-	1,070,037			(1,070,037)	-
2130	State Water Board	-	2,045,177			(2,045,177)	-
2132	HSIP - Highway Safety Improvement Program	-	62,580			(62,580)	-
2133	Active Transportation Program	-	4,845,957			(4,845,957)	-
2135	FEMA Reimbursement Fund	-	264,253			(264,253)	-
2136	FEMA Grants	-	7,166,691			(7,166,691)	-
2137	Economic Development Admin (EDA)	-	1,179,627			(1,179,627)	-
2138	USDA Fund	-	-			-	-
2280	North Valley Foundation/Butte Strong	131,580	14,618			(146,198)	-
2299	Grants Misc. One Time	30,509					30,509
2301	CDBG-DR	(499,895)	3,960,276			(3,460,381)	-
Total Capital Project Funds		(3,142)	21,516,891	19,460,909	19,423,834	(20,597,465)	879,209

TOWN OF PARADISE							
Summary of Expenditures and Revenues							
Fiscal Year 2021/22							
Fund	Description	Fund Balance 7/1/2021	Projected Revenues	Projected Expenses	Transfers IN	Transfers OUT	Fund Balance 6/30/2022
FIDUCIARY FUNDS							
OTHER EMPLOYEE BENEFIT TRUST FUND							
7611	GASB 45 Retiree Medical Trust	269,909	20,000	450			289,459
	Total Other Employee Benefit Trust Funds	269,909	20,000	450	-	-	289,459
PRIVATE-PURPOSE TRUST FUNDS							
7610	Town of Paradise General Trust	7					7
7621	Employee Bank	684	48				732
7635	PD Found Money	9,367	500				9,867
7805	VIPS (Volunteers in Police Service)	12,011	150	800			11,361
	Total Private-Purpose Trust Funds	22,070	698	800	-	-	21,968
Total Town of Paradise Budget		230,699,900	63,153,193	66,768,497	31,984,959	(32,266,518)	226,803,037
SUCCESSOR AGENCY TO PARADISE REDEVELOPMENT AGENCY FUNDS							
2924	RDA Obligation Retirement Fund	-	-				-
7650	Successor Agency to RDA NH	(6,161,584)	500	307,059	297,759	(16,200)	(6,186,584)
Total Successor Agency to Paradise RDA		(6,161,584)	500	307,059	297,759	(16,200)	(6,186,584)

TOWN OF PARADISE
Budget Transfers Report

FISCAL YEAR 2020-21 TRANSFERS ESTIMATED TO 06/30/21

Account-Transfer Out				Amount	Account - Transfer In				Amount	
2133	5910	120	To Gas Tax	2,001	2120	3910	133	From ATP Grant	2,001	CIP 9377 Almond Multi-Modal Project
2133	5910	120	To Gas Tax	1,059	2120	3910	133	From ATP Grant	1,059	CIP 9385 Paradise Gap Closure Complex
2136	5910	120	To Gas Tax	4,428	2120	3910	136	From FEMA Grants	4,428	DR 7301 On-system Culvert Replacement
2136	5910	120	To Gas Tax	3,410	2120	3910	136	From FEMA Grants	3,410	DR 7302 On-system Hardscape Replacement
2136	5910	120	To Gas Tax	14,224	2120	3910	136	From FEMA Grants	14,224	DR 7303 On-system Road Rehab
2136	5910	120	To Gas Tax	4,428	2120	3910	136	From FEMA Grants	4,428	DR 7304 On-system Signs
2136	5910	120	To Gas Tax	7,085	2120	3910	136	From FEMA Grants	7,085	DR 7307 Neal Road Rehab
2136	5910	120	To Gas Tax	3,321	2120	3910	136	From FEMA Grants	3,321	DR 7308 Storm Drain Master Plan
2299	5910	120	To Gas Tax	26,216	2120	3910	299	From Misc One Time Grants	26,216	CIP 9394 Paradise Sewer EIR
Total 2020/21 Transfers Out to Fund 2120				66,173	Total 2020/21 Transfers in to Fund 2120				66,173	

Account-Transfer Out				Amount	Account - Transfer In				Amount	
2136	5910	105	To Disaster Recovery	66,407	2105	3910	136	From FEMA Grants	66,407	DR 7301 On-system Culvert Replacement
2136	5910	105	To Disaster Recovery	37,954	2105	3910	136	From FEMA Grants	37,954	DR 7302 On-system Hardscape Replacement
2136	5910	105	To Disaster Recovery	1,068,789	2105	3910	136	From FEMA Grants	1,068,789	DR 7303 On-system Road Rehab
2136	5910	105	To Disaster Recovery	9,325	2105	3910	136	From FEMA Grants	9,325	DR 7304 On-system Signs
2136	5910	105	To Disaster Recovery	50,446	2105	3910	136	From FEMA Grants	50,446	DR 7307 Neal Road Rehab
2136	5910	105	To Disaster Recovery	60,656	2105	3910	136	From FEMA Grants	60,656	DR 7308 Storm Drain Master Plan
2136	5910	105	To Disaster Recovery	5,620	2105	3910	136	From FEMA Grants	5,620	DR 7314 Early Warning System
2137	5910	105	To Disaster Recovery	300,000	2105	3910	137	From Economic Development Admin	300,000	DR 7309 Transportation Master Plan
2280	5910	105	To Disaster Recovery	200,000	2105	3910	280	From North Valley/Butte Strong	200,000	DR 7100 Building Resource Center
2280	5910	105	To Disaster Recovery	50,000	2105	3910	280	From North Valley/Butte Strong	50,000	DR 7311 Broadband Feasibility
2301	5910	105	To Disaster Recovery	25,000	2105	3910	301	From CDBG-DR	25,000	DR 7301 On-system Culvert Replacement
2301	5910	105	To Disaster Recovery	15,000	2105	3910	301	From CDBG-DR	15,000	DR 7302 On-system Hardscape Replacement
2301	5910	105	To Disaster Recovery	366,057	2105	3910	301	From CDBG-DR	366,057	DR 7303 On-system Road Rehab
2301	5910	105	To Disaster Recovery	2,215	2105	3910	301	From CDBG-DR	2,215	DR 7304 On-system Signs
2301	5910	105	To Disaster Recovery	21,250	2105	3910	301	From CDBG-DR	21,250	DR 7307 Neal Road Rehab
2301	5910	105	To Disaster Recovery	22,500	2105	3910	301	From CDBG-DR	22,500	DR 7308 Storm Drain Master Plan
2301	5910	105	To Disaster Recovery	30,000	2105	3910	301	From CDBG-DR	30,000	DR 7311 Broadband Feasibility
2301	5910	105	To Disaster Recovery	1,873	2105	3910	301	From CDBG-DR	1,873	DR 7314 Early Warning System
Total 2020/21 Transfers Out to Fund 2105				2,333,091	Total 2020/21 Transfers in to Fund 2105				2,333,091	

Account-Transfer Out				Amount	Account - Transfer In				Amount	
2110	5910	100	To Capital Projects	155,500	2100	3910	110	From Transportation Fund	155,500	CIP 9377 Almond Multi-Modal Project
2110	5910	100	To Capital Projects	80,000	2100	3910	110	From Transportation Fund	80,000	CIP 9395 Interim Striping
2112	5910	100	To Capital Projects	52,500	2100	3910	112	From Federal CMAQ Fund	52,500	CIP 9385 Paradise Gap Closure Complex
2132	5910	100	To Capital Projects	34,437	2100	3910	132	From Federal HSIP	34,437	CIP 9382 Skyway at Black Olive Signal
2132	5910	100	To Capital Projects	72,000	2100	3910	132	From Federal HSIP	72,000	CIP 9408 Systemically Improve Intersections
2133	5910	100	To Capital Projects	327,853	2100	3910	133	From ATP Grant	327,853	CIP 9377 Almond Multi-Modal Project
2133	5910	100	To Capital Projects	5,000	2100	3910	133	From ATP Grant	5,000	CIP 9380 Ponderosa Safe Routes to School
2133	5910	100	To Capital Projects	194,115	2100	3910	133	From ATP Grant	194,115	CIP 9385 Paradise Gap Closure Complex
2138	5910	100	To Capital Projects	72,000	2100	3910	138	From USDA Grant	72,000	CIP 9394 Environmental Report for Downtown Sewer
2299	5910	100	To Capital Projects	547,791	2100	3910	299	From One Time Grant Monies	547,791	CIP 9394 Environmental Report for Downtown Sewer
2130	5910	100	To Capital Projects	256,175	2100	3910	299	From State Water Board Prop 1	256,175	CIP 9394 Environmental Report for Downtown Sewer
2301	5910	100	To Capital Projects	8,000	2100	3910	301	From CDBG - DR	8,000	CIP 9377 Almond Multi-Modal Project
2301	5910	100	To Capital Projects	8,000	2100	3910	301	From CDBG - DR	8,000	CIP 9408 Systemically Improve Intersections
Total 2020/21 Transfers Out to Fund 2100				1,813,371	Total 2020/21 Transfers in to Fund 2100				1,813,371	

TOWN OF PARADISE
Budget Transfers Report

Account-Transfer Out				Amount	Account - Transfer In				Amount
2030	5910	010	To General Fund	95,042	1010	3910	030	From Building Safety Waste Water Fund	95,042 Internal Svcs Allocated Costs
2030	5910	010	To General Fund	108,322	1010	3910	030	From Building Safety Waste Water Fund	108,322 POB Payment
2070	5910	010	To General Fund	27,006	1010	3910	070	From Animal Control Fund	27,006 Internal Svcs Allocated Costs
2070	5910	010	To General Fund	22,844	1010	3910	070	From Animal Control Fund	22,844 POB Payment
2110	5910	010	To General Fund	2,670	1010	3910	100	From Transportation Fund	2,670 Internal Svcs Allocated Costs
2110	5910	010	To General Fund	1,938	1010	3910	100	From Transportation Fund	1,938 POB Payment
2120	5910	010	To General Fund	130,341	1010	3910	120	From Gas Tax	130,341 Internal Svcs Allocated Costs
2120	5910	010	To General Fund	57,930	1010	3910	120	From Gas Tax	57,930 POB Payment
2133	5910	010	To General Fund	2,326	1010	3910	133	From ATP Grant	2,326 CIP 9385 Paradise Gap Closure Complex
2133	5910	010	To General Fund	6,646	1010	3910	133	From ATP Grant	6,646 CIP 9377 Almond Multi-Modal Project
2136	5910	010	To General Fund	4,165	1010	3910	136	FEMA Grants	4,165 DR 7301 On-system Culvert
2136	5910	010	To General Fund	3,636	1010	3910	136	FEMA Grants	3,636 DR 7302 On-system Hardscape
2136	5910	010	To General Fund	15,157	1010	3910	136	FEMA Grants	15,157 DR 7303 On-system Road Rehab
2136	5910	010	To General Fund	4,165	1010	3910	136	FEMA Grants	4,165 DR 7304 On-system Signs
2136	5910	010	To General Fund	6,218	1010	3910	136	FEMA Grants	6,218 DR 7307 Neal Road Rehab
2136	5910	010	To General Fund	3,523	1010	3910	136	FEMA Grants	3,523 DR 7308 Storm Drain Master Plan
2140	5910	010	To General Fund	1,079	1010	3910	140	From Traffic Safety Fund	1,079 Operating Transfer
2160	5910	010	To General Fund	47,855	1010	3910	160	From BHS Econ Dev Fund	47,855 Internal Svcs Allocated Costs
2160	5910	010	To General Fund	3,450	1010	3910	160	From BHS Econ Dev Fund	3,450 Legal Service Allocated Costs
2160	5910	010	To General Fund	31,576	1010	3910	160	From BHS Econ Dev Fund	31,576 POB Payment
2215	5910	010	To General Fund	18,700	1010	3910	215	From AVA Fund	18,700 AVA Activity Reimbursement
2299	5910	010	To General Fund	27,818	1010	3910	299	From Grants Misc. One. Time	27,818 CIP 9394 Environmental Report for Downtown Sewer
7650	5910	010	To General Fund	16,200	1010	3910	650	From TOP as Successor RDA	16,200 Internal Svcs Allocated Costs
Total 2020/21 Transfers Out to Fund 1010				638,607	Total 2020/21 Transfers in to Fund 1010				638,607
Account-Transfer Out				Amount	Account - Transfer In				Amount
1010	5910	070	To Animal Control Fund	258,077	2070	3910	010	From General Fund	258,077 Measure C Funding for Operations
1010	5910	923	To TOP Housing Revolving Lc	2,592	2923	3910	010	From General Fund	2,592 20% RDA Loan Repayment
2161	5910	160	To BHS Econ Dev Fund	363,006	2160	3910	161	From HUD Revolving Loan Fund	363,006 Activity Delivery
2162	5910	160	To BHS Econ Dev Fund	24,240	2160	3910	162	From Home Loan Repay Fund	24,240 Activity Delivery
2163	5910	160	To BHS Econ Dev Fund	23,162	2160	3910	163	From BHS CalHome Loan Fund	23,162 Activity Delivery
2420	5910	160	To BHS Econ Dev Fund	58,567	2160	3910	420	From BHS CalHome Loan Fund	58,567 Activity Delivery
2616	5910	160	To BHS Econ Dev Fund	9,084	2160	3910	616	From 2016 Home Grant	9,084 Activity Delivery
2300	5910	160	To BHS Econ Dev Fund	5,000	2160	3910	301	From CDBG-DR	5,000 Activity Delivery
2924	5910	650	To Successor RDA Agency	424,748	7650	3910	924	From RDA Obligation Retirement	424,748 Debt Service & Administration Fee
7811	5910	070	To Animal Control Fund	10,225	2070	3910	811	From Animal Donation Fund	10,225 To Partially Fund Operations
7815	5910	090	To Camp Fire Recovery	297,839	2090	3910	815	From General Donations	297,839 FEMA PA Match and NVCF Grants
Total 2020/21 Other Transfers Out				1,476,540	Total 2020/21 Other Transfers In				1,476,540
Total 2020/21 Transfers Out				6,327,782	Total 2020/21 Transfers In				6,327,782

TOWN OF PARADISE
Budget Transfers Report

FISCAL YEAR 2021/22 TRANSFERS

Account-Transfer Out				Amount	Account - Transfer In				Amount
2112	5910	120	To Gas Tax	3,889	2120	3910	112	From CMAQ	3,889
2112	5910	120	To Gas Tax	5,833	2120	3910	112	From CMAQ	5,833
2112	5910	120	To Gas Tax	5,790	2120	3910	112	From CMAQ	5,790
2112	5910	120	To Gas Tax	9,722	2120	3910	112	From CMAQ	9,722
2133	5910	120	To Gas Tax	16,322	2120	3910	133	From ATP Grant	16,322
2133	5910	120	To Gas Tax	20,680	2120	3910	133	From ATP Grant	20,680
2110	5910	120	To Gas Tax	3,754	2120	3910	133	From Transportation Fund	3,754
2136	5910	120	To Gas Tax	20,467	2120	3910	136	From FEMA Grants	20,467
2136	5910	120	To Gas Tax	20,467	2120	3910	136	From FEMA Grants	20,467
2136	5910	120	To Gas Tax	22,745	2120	3910	136	From FEMA Grants	22,745
2136	5910	120	To Gas Tax	14,175	2120	3910	136	From FEMA Grants	14,175
2136	5910	120	To Gas Tax	17,397	2120	3910	136	From FEMA Grants	17,397
2136	5910	120	To Gas Tax	13,577	2120	3910	136	From FEMA Grants	13,577
2301	5910	120	To Gas Tax	2,652	2120	3910	137	From CDBG-DR	2,652
2301	5910	120	To Gas Tax	2,652	2120	3910	137	From CDBG-DR	2,652
2301	5910	120	To Gas Tax	7,481	2120	3910	137	From CDBG-DR	7,481
2301	5910	120	To Gas Tax	1,837	2120	3910	137	From CDBG-DR	1,837
2301	5910	120	To Gas Tax	5,722	2120	3910	137	From CDBG-DR	5,722
2301	5910	120	To Gas Tax	4,526	2120	3910	137	From CDBG-DR	4,526
2137	5910	120	To Gas Tax	43,381	2120	3910	138	From Economic Development Admin	43,381
2105	5910	120	To Gas Tax	39,198	2120	3910	130	State Water Board Financial Assistance	39,198
Total 2021/22 Transfers Out to Fund 2120				282,267	Total 2021/22 Transfers in to Fund 2120				282,267

Account-Transfer Out				Amount	Account - Transfer In				Amount
2130	5910	105	To Disaster Recovery	570,000	2105	3910	130	From State Water Board	570,000
2135	5910	105	To Disaster Recovery	150,000	2105	3910	135	From FEMA Fund	150,000
2135	5910	105	To Disaster Recovery	114,253	2105	3910	135	From FEMA Fund	114,253
2136	5910	105	To Disaster Recovery	678,920	2105	3910	136	From FEMA Grants	678,920
2136	5910	105	To Disaster Recovery	501,860	2105	3910	136	From FEMA Grants	501,860
2136	5910	105	To Disaster Recovery	5,438,900	2105	3910	136	From FEMA Grants	5,438,900
2136	5910	105	To Disaster Recovery	249,804	2105	3910	136	From FEMA Grants	249,804
2136	5910	105	To Disaster Recovery	4,125	2105	3910	136	From FEMA Grants	4,125
2136	5910	105	To Disaster Recovery	184,254	2105	3910	136	From FEMA Grants	184,254
2137	5910	105	To Disaster Recovery	1,014,431	2105	3910	137	From Economic Development Admin	1,014,431
2280	5910	105	To Disaster Recovery	50,000	2105	3910	280	From North Valley/Butte Strong	50,000
2301	5910	105	To Disaster Recovery	87,961	2105	3910	301	From CDBG-DR	87,961
2301	5910	105	To Disaster Recovery	65,021	2105	3910	301	From CDBG-DR	65,021
2301	5910	105	To Disaster Recovery	1,788,874	2105	3910	301	From CDBG-DR	1,788,874
2301	5910	105	To Disaster Recovery	32,364	2105	3910	301	From CDBG-DR	32,364
2301	5910	105	To Disaster Recovery	1,357	2105	3910	301	From CDBG-DR	1,357
2301	5910	105	To Disaster Recovery	61,418	2105	3910	301	From CDBG-DR	61,418
2301	5910	105	To Disaster Recovery	30,000	2105	3910	301	From CDBG-DR	30,000
2301	5910	105	To Disaster Recovery	50,000	2105	3910	301	From CDBG-DR	50,000
2301	5910	105	To Disaster Recovery	38,084	2105	3910	301	From CDBG-DR	38,084
1010	5910	105	To Disaster Recovery	50,000	2105	3910	010	From General Fund	50,000
Total 2021/22 Transfers Out to Fund 2105				11,161,626	Total 2021/22 Transfers in to Fund 2105				11,161,626

**TOWN OF PARADISE
Budget Transfers Report**

Account-Transfer Out				Amount	Account - Transfer In				Amount
2090	5910	100	To Capital Projects	207,721	2100	3910	090	From Camp Fire Recovery	207,721
2090	5910	100	To Capital Projects	184,375	2100	3910	090	From Camp Fire Recovery	184,375
2110	5910	100	To Capital Projects	109,342	2100	3910	110	From Transportation Fund	109,342
2110	5910	100	To Capital Projects	231,604	2100	3910	110	From Transportation Fund	231,604
2110	5910	100	To Capital Projects	6,953	2100	3910	110	From Transportation Fund	6,953
2112	5910	100	To Capital Projects	476,140	2100	3910	112	From Federal CMAQ Fund	476,140
2112	5910	100	To Capital Projects	234,562	2100	3910	112	From Federal CMAQ Fund	234,562
2112	5910	100	To Capital Projects	208,823	2100	3910	112	From Federal CMAQ Fund	208,823
2112	5910	100	To Capital Projects	125,278	2100	3910	112	From Federal CMAQ Fund	125,278
2132	5910	100	To Capital Projects	62,580	2100	3910	132	From Federal HSIP	62,580
2133	5910	100	To Capital Projects	2,101,480	2100	3910	133	From ATP Grant	2,101,480
2133	5910	100	To Capital Projects	1,006,875	2100	3910	133	From ATP Grant	1,006,875
2133	5910	100	To Capital Projects	1,700,600	2100	3910	133	From ATP Grant	1,700,600
2130	5910	100	To Capital Projects	1,475,177	2100	3910	299	From State Water Board Prop 1	1,475,177
2301	5910	100	To Capital Projects	61,458	2100	3910	301	From CDBG - DR	61,458
2301	5910	100	To Capital Projects	69,240	2100	3910	301	From CDBG - DR	69,240
Total 2021/22 Transfers Out to Fund 2100				8,262,208	Total 2021/22 Transfers in to Fund 2100				8,262,208
Account-Transfer Out				Amount	Account - Transfer In				Amount
2030	5910	010	To General Fund	123,861	1010	3910	030	From Building Safety Waste Water Fund	123,861
2030	5910	010	To General Fund	108,322	1010	3910	030	From Building Safety Waste Water Fund	108,322
2070	5910	010	To General Fund	36,004	1010	3910	070	From Animal Control Fund	36,004
2070	5910	010	To General Fund	22,844	1010	3910	070	From Animal Control Fund	22,844
2110	5910	010	To General Fund	2,973	1010	3910	100	From Transportation Fund	2,973
2110	5910	010	To General Fund	1,938	1010	3910	100	From Transportation Fund	1,938
2120	5910	010	To General Fund	176,920	1010	3910	120	From Gas Tax	176,920
2120	5910	010	To General Fund	57,930	1010	3910	120	From Gas Tax	57,930
2140	5910	010	To General Fund	2,250	1010	3910	140	From Traffic Safety Fund	2,250
2160	5910	010	To General Fund	44,682	1010	3910	160	From BHS Econ Dev Fund	44,682
2160	5910	010	To General Fund	3,450	1010	3910	160	From BHS Econ Dev Fund	3,450
2160	5910	010	To General Fund	31,576	1010	3910	160	From BHS Econ Dev Fund	31,576
2215	5910	010	To General Fund	16,500	1010	3910	215	From AVA Fund	16,500
7650	5910	010	To General Fund	16,200	1010	3910	650	From TOP as Successor RDA	16,200
7700	5910	010	To General Fund	9,466,656	1010	3910	700	From PG&E Settlement Fund	9,466,656
Total 2021/22 Transfers Out to Fund 1010				10,112,106	Total 2021/22 Transfers in to Fund 1010				10,112,106

**TOWN OF PARADISE
Budget Transfers Report**

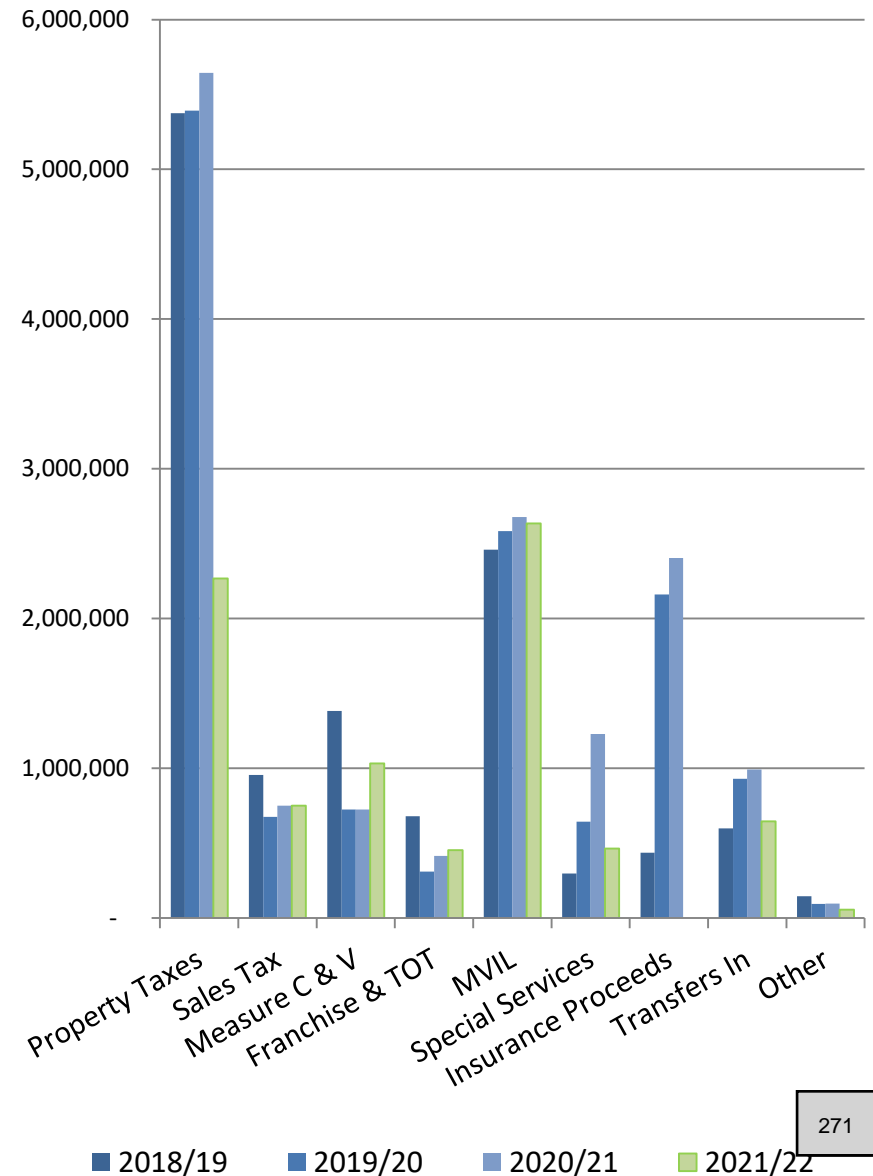
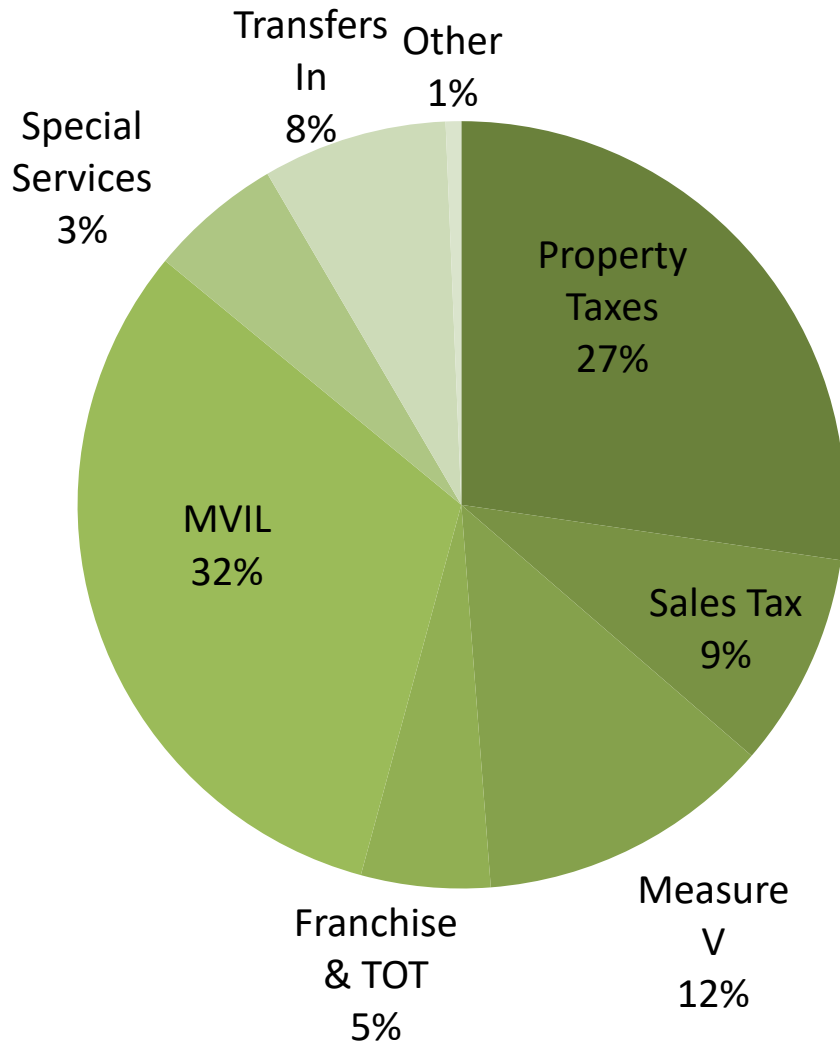
Account-Transfer Out				Amount	Account - Transfer In				Amount
1010	5910	070	To Animal Control Fund	293,647	2070	3910	010	From General Fund	293,647
1010	5910	923	To TOP Housing Revolving Lc	2,500	2923	3910	010	From General Fund	2,500
2161	5910	160	To BHS Econ Dev Fund	110,448	2160	3910	161	From HUD Revolving Loan Fund	110,448
2162	5910	160	To BHS Econ Dev Fund	12,000	2160	3910	162	From Home Loan Repay Fund	12,000
2163	5910	160	To BHS Econ Dev Fund	22,500	2160	3910	163	From BHS CalHome Loan Fund	22,500
2420	5910	160	To BHS Econ Dev Fund	358,390	2160	3910	420	From BHS CalHome Loan Fund	358,390
2300	5910	160	To BHS Econ Dev Fund	35,218	2160	3910	301	From CDBG - DR	35,218
2301	5910	090	To Camp Fire Fund	448,875	2090	3910	301	From CDBG - DR	448,875
2301	5910	090	To Camp Fire Fund	631,825	2090	3910	301	From CDBG - DR	631,825
2301	5910	090	To Camp Fire Fund	62,840	2090	3910	301	From CDBG - DR	62,840
2301	5910	090	To Camp Fire Fund	6,194	2090	3910	301	From CDBG - DR	6,194
1010	5910	924	To Successor RDA Agency	297,759	7650	3910	924	From General Fund Loan	297,759
7811	5910	070	To Animal Control Fund	3,500	2070	3910	811	From Animal Donation Fund	3,500
2137	5910	090	To Camp Fire Recovery	121,815	2090	3910	816	From Economic Development Admin (EDA)	121,815
2280	5910	090	To Camp Fire Recovery	57,000	2090	3910	280	From North Valley/Butte Strong	57,000
Total 2021/22 Other Transfers Out				2,464,511	Total 2021/22 Other Transfers In				2,464,511
Total 2021/22 Transfers Out				32,282,718	Total 2021/22 Transfers In				32,282,718

FY 2021/22

General Fund

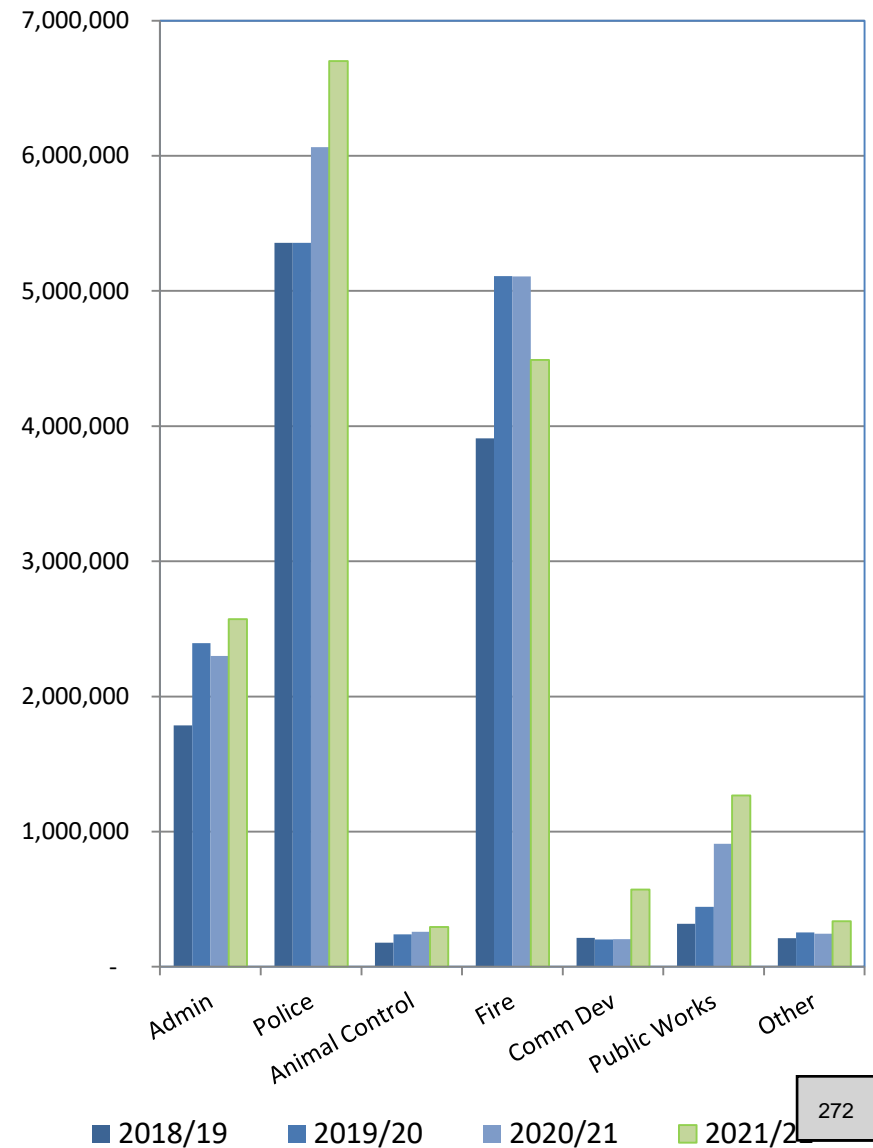
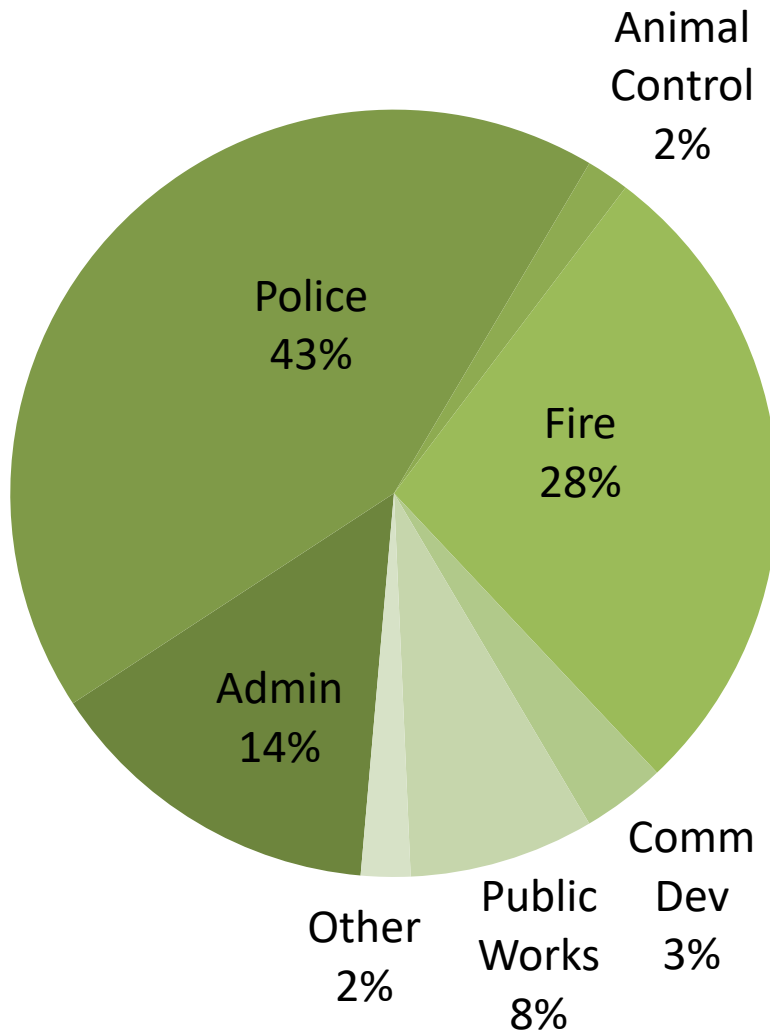
General Fund Revenues by Source

FY 2021/22



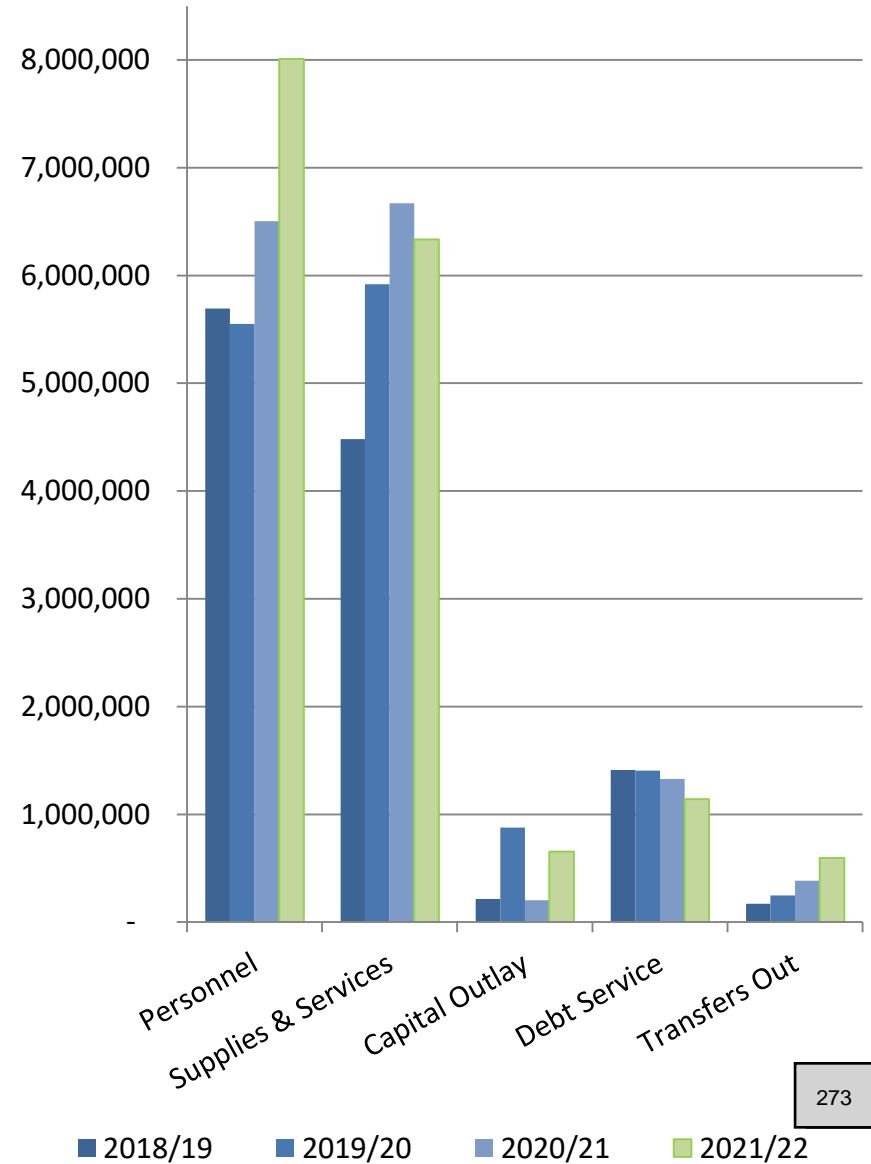
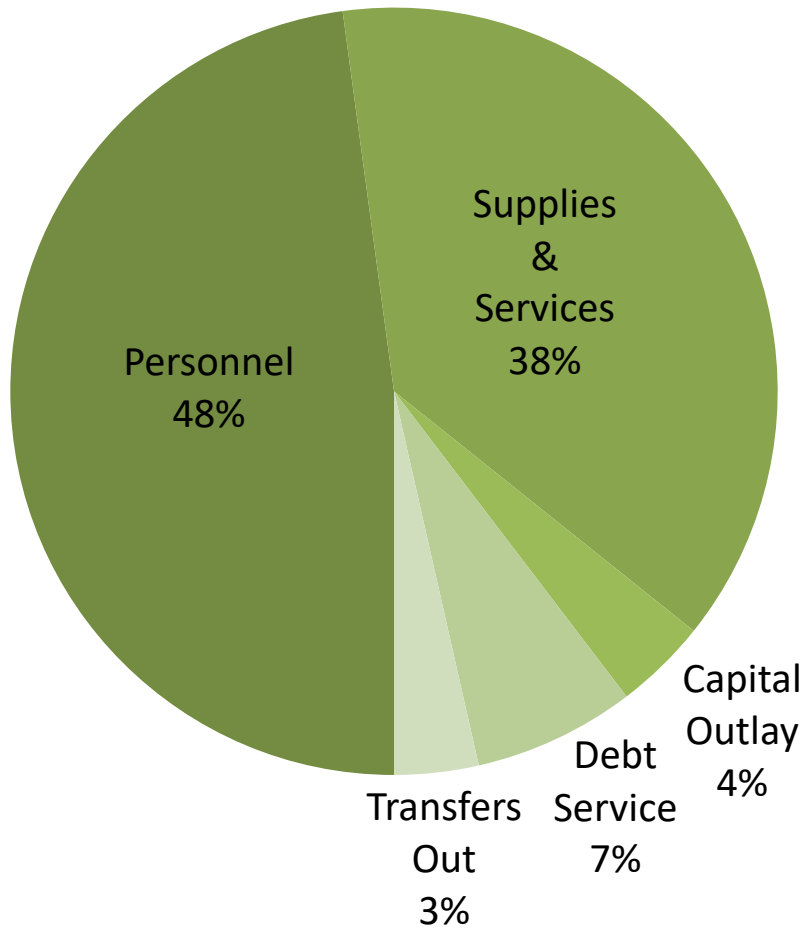
General Fund Financial Uses by Function (With Measure C/V)

FY 2021/22



General Fund Financial Uses by Use (With Measure C/V)

FY 2021/22



**TOWN OF PARADISE
GENERAL FUND SUMMARY
Fiscal Year 2021/2022 Budget**

	Audited Year 2019/20	Estimated Actual Year 2020/21	Budget Year 2021/22
Beginning Fund Balance	4,119,491	3,926,836	3,588,181
Revenues			
Property Taxes - Local			
Property Tax Current Secured	5,167,680	5,375,000	2,040,000
Property Tax Current Unsecured	138,458	146,342	116,500
Property Tax Residual	36,397	-	-
Property Tax Prior Secured/Unsecured	7,681	4,000	5,000
Property Tax General Supplemental	51,374	40,000	40,000
Real Property Transfer Tax Real Property Transfer Tax	65,021	65,000	65,000
Total	5,466,611	5,630,342	2,266,500
Non Property Taxes - Local			
General Sales and Use Tax Sales and Use Tax	670,617	800,000	750,000
General Sales and Use Tax (Measure C)	883,510	610,835	-
General Sales and Use Tax (Measure V)	-	181,250	1,031,737
Franchise Taxes	253,379	321,623	316,780
Transient Occupancy Tax	36,267	150,000	135,000
Other Taxes	6,310	7,500	7,500
Total	1,850,083	2,071,208	2,241,017
Shared Taxes - State			
State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,583,073	2,609,348	880,000
Property Tax Homeowners Apportionment	23,676	22,000	22,000
Other State/Fed - Miscellaneous	-	23,879	-
Total	2,606,749	2,655,227	902,000
Total All Taxes - Local and State	9,923,443	10,356,777	5,409,517

**TOWN OF PARADISE
GENERAL FUND SUMMARY
Fiscal Year 2021/2022 Budget**

	Audited Year 2019/20	Estimated Actual Year 2020/21	Budget Year 2021/22
Charges for Services - Local			
Administration Fees and Charges	664	600	500
Administration Misc Revenues & Reimbursements	12,293	7,297	6,790
Police Fees and Charges	34,560	50,315	29,591
Fire Fees and Charges	710,817	373,207	45,000
CDD - Planning Fees and Charges	96,261	39,072	31,939
CDD - Waste Management Fees and Charges	600	-	-
Engineering Fees and Charges	204,132	438,036	348,236
Paradise Community Park Fees and Charges	330	-	2,500
Interest Revenue Investments	135,360	65,000	25,000
Total Charges for Local Services	1,195,017	973,527	489,556
Refunds and Reimbursements Insurance Proceeds	1,946,441	2,404,895	-
Total Revenue	13,064,901	13,735,199	5,899,073
Transfers from Other Funds	636,168	638,608	10,112,106
Total Resources	13,701,069	14,373,807	16,011,179
Expenditures			
Non Departmental Expenditures	1,401,328	1,289,744	1,128,500
Transaction and Use Tax Expenses (Measure C / V)	592,505	906,940	958,084
Town Council, Manager, Clerk and Legal	973,228	1,177,611	846,471
Administration	1,371,433	1,025,173	1,098,335
Police Programs	4,507,806	5,045,291	5,747,962
Fire Programs	4,212,584	4,003,212	4,188,071
Community Development	176,541	213,162	524,329

**TOWN OF PARADISE
GENERAL FUND SUMMARY
Fiscal Year 2021/2022 Budget**

	Audited Year 2019/20	Estimated Actual Year 2020/21	Budget Year 2021/22
Expenditures (cont.)			
Public Works - Engineering and Fleet	375,704	673,135	841,008
Parks and Public Facilities	25,825	117,525	254,507
Total Expenditures	13,636,954	14,451,793	15,587,267
Transfers Out to Other Funds			
BHS Development Services Fund	-	-	-
TOP Housing Loan Fund	3,917	2,592	2,500
Animal Control Fund	252,853	258,077	293,647
Disaster Recovery Projects Fund	-	-	50,000
TOP as Successor RDA	-	-	297,759
Total	256,770	260,669	643,906
Total Financial Uses	13,893,724	14,712,462	16,231,173
Subtotal General Fund Net Income	(192,655)	(338,655)	(219,994)
Ending Fund Balance	3,926,836	3,588,181	3,368,187
Designated Reserves			
Non-spendable	1,277,074	1,277,074	1,574,833
Unassigned	1,279,144	1,313,421	1,015,662
Assigned for Abatements	20,000	20,000	20,000
Assigned - Measure C / V	1,350,618	977,686	757,692

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
REVENUES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
3110.311	Property Tax Current Secured	5,167,680	5,374,426	5,375,000	2,040,000	2,040,000	2,040,000
3110.312	Property Tax Current Unsecured	138,458	143,389	146,342	116,500	116,500	116,500
3110.314	Property Tax Residual	36,397	-	-	-	-	-
3110.315	Property Tax Prior Secured/Unsecured	7,681	6,000	4,000	5,000	5,000	5,000
3110.320	Property Tax General Supplemental	51,374	55,000	40,000	40,000	40,000	40,000
3130.325	General Sales and Use Tax Sales and Use Tax	670,617	750,000	800,000	750,000	750,000	750,000
3167.330	Real Property Transfer Tax Real Property Transfer Tax	65,021	65,000	65,000	65,000	65,000	65,000
3182.335	Franchise Taxes Franchise Taxes	241,913	276,634	312,402	302,780	302,780	302,780
3185.340	Transient Occupancy Tax Transient Occupancy Tax	36,267	125,000	150,000	135,000	135,000	135,000
3210.110	Business Licenses and Permits Business Regulation	6,310	7,500	7,500	7,500	7,500	7,500
3215.100	DOJ/FBI Fees Fingerprinting/Processing	11	-	9	-	-	-
3345.100	State Revenues - Other Miscellaneous	-	-	23,879	-	-	-
3345.200	State Revenues - Other Miscellaneous	-	-	-	-	-	-
3351.001	Property Tax Homeowners Apportionment	23,676	24,000	22,000	22,000	22,000	22,000
3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,583,073	2,677,627	2,609,348	880,000	880,000	880,000
3410.101	Administrative Services General Administrative Fees	-	-	-	-	-	-
3410.104	Administrative Services Returned Check Processing	179	150	250	150	150	150
3410.112	Administrative Services Printed Material Production/Sale	208	100	100	100	100	100
3410.113	Administrative Services Document Copying	38	50	50	50	50	50
3410.114	Administrative Services Document Certification	240	300	200	200	200	200
3610.100	Interest Revenue Investments	135,360	65,000	65,000	25,000	25,000	25,000
3630.200	Rents and Royalties Billboard Rents and Leases	440	440	440	440	440	440
3901.100	Refunds and Reimbursements Miscellaneous	13	5,000	2,000	2,000	2,000	2,000
3901.145	Refunds and Reimbursements Insurance Proceeds	1,946,441	2,404,895	2,404,895	-	-	-
3902.100	Miscellaneous Revenue General	3,009	5,000	4,500	4,000	4,000	4,000
3902.110	Miscellaneous Revenue Cash Over and Short	(22)	-	(5)	-	-	-
Program Total: 0000 - Non Program Activity		11,114,386	11,985,511	12,032,910	4,395,720	4,395,720	4,395,720

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Department: 25 - Finance							
Program: 4420 - Measure C TUT							
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	883,510	543,750	610,835	-	-	-
Program Total: 4420 - Measure C TUT		883,510	543,750	610,835	-	-	-
Program: 4430 - Measure V TUT							
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	-	181,250	181,250	1,031,737	1,031,737	1,031,737
Program Total: 4430 - Measure V TUT		-	181,250	181,250	1,031,737	1,031,737	1,031,737
Program: 5005 - Rental Properties							
3630.100	Rents and Royalties Commercial Prop Rents & Leases	8,400	-	-	-	-	-
3901.100	Refunds and Reimbursements Miscellaneous	440	350	352	350	350	350
Program Total: 5005 - Rental Properties		8,840	350	352	350	350	350
Department: 30 - Police							
Program: 0000 - Non Program Activity							
3310.099	Federal Funding Federal Grants	-	-	20,600	-	-	-
3320.100	Federal Revenue - Other Refunds and Reimbursements	-	3,500	2,842	2,000	2,000	2,000
3345.004	State Revenues - Other POST Reimbursements	4,704	8,500	2,730	5,000	5,000	5,000
3345.100	State Revenues - Other Refunds & Reimbursements	-	500	122	250	250	250
3380.100	Local Government Revenue Fines and Forfeitures	18,959	23,000	15,000	15,000	15,000	15,000
3380.106	Local Government Revenue Administrative Citations Police	100	400	-	400	400	400
3380.112	Local Government Revenue Property Room Proceeds	309	400	-	400	400	400
3421.100	Police Vehicle Repossession	-	100	-	100	100	100
3421.105	Police Cite Sign Off / VIN Verification	531	600	631	600	600	600
3421.110	Police DUI Accident & Arrest Processing	42	1,000	-	500	500	500
3421.111	Police Vehicle Impound Fee	2,893	3,000	321	500	500	500
3421.115	Police Police Report (Copy)	5	2	12	10	10	10
3421.120	Police Fingerprint Processing	2,027	2,000	3,000	2,500	2,500	2,500
3421.122	Police Visa/Clearance Letter	16	-	31	31	31	31
3421.128	Police Statutory Registration	31	31	-	-	-	-
3421.130	Police Reproduce/Sale of Tapes & Photos	19	50	94	50	50	50
3421.140	Police Alarm System Registration	1,044	1,000	900	900	900	900
3421.141	Police False Alarm Response	-	500	649	500	500	500
3421.180	Police Special Services	-	500	-	250	250	250

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
3421.185	Police Bicycle License	-	-	-	-	-	-
3421.187	Police Subpoena Duces Tecum	31	-	321	-	-	-
3421.235	Police Deer Validation	-	-	-	-	-	-
3901.100	Refunds and Reimbursements Miscellaneous	3,851	1,500	2,896	500	500	500
3901.140	Refunds and Reimbursements Negligence Cost Recovery Fees	-	500	-	-	-	-
3902.100	Miscellaneous Revenue General	-	-	164	100	100	100
Program Total: 0000 - Non Program Activity		34,560	47,083	50,315	29,591	29,591	29,591

Department: 35 - Fire

Program: 0000 - Non Program Activity

3320.100	Federal Revenue - Other Refunds and Reimbursements	-	850,000	-	-	-	-
3345.100	State Revenues - Other Refunds & Reimbursements	41,203	50,000	350,064	25,000	25,000	25,000
3380.103	Local Government Revenue Fines and Citations Fire	9,100	7,000	-	-	-	-
3422.303	Fire Out Of Hours Burning Response	83	-	-	-	-	-
3422.304	Fire Fuel Reduction Burn Permit	13,911	30,551	9,811	10,000	10,000	10,000
3422.315	Fire Residential Burning Regulation	14,888	8,000	13,332	10,000	10,000	10,000
3422.335	Fire Land Clearing Fire Regulation	45	45	-	-	-	-
3650.100	Donations Private Sources	3,027	-	-	-	-	-
3901.100	Refunds and Reimbursements Miscellaneous	-	-	-	-	-	-
3910.135	Transfers In From FEMA Fund	200,800	-	-	-	-	-
3910.138	Transfers In From USDA Fund	256,760	-	-	-	-	-
3910.299	Transfers In From Grants Misc One Time Fund	171,000	-	-	-	-	-
Program Total: 0000 - Non Program Activity		710,817	945,596	373,207	45,000	45,000	45,000

Department: 40 - Community Development

Program: 4720 - CDD Planning

3380.101	Local Government Revenue Fines and Citations Comm Develop	5,600	8,000	-	8,000	8,000	8,000
3400.101	CDD Planning Appeals Review	94	-	-	-	-	-
3400.104	CDD Planning Tentative Parcel Map	-	1,754	-	1,754	1,754	1,754
3400.105	CDD Planning Tentative Subdivision Map	-	-	2,556	-	-	-
3400.109	CDD Planning Street Address Change Review	88	176	88	176	176	176
3400.110	CDD Planning Street Name Change Review	-	-	501	-	-	-
3400.111	CDD Planning Landscape Plan	566	566	566	566	566	566
3400.123	CDD Planning Tree Pres/Protect Plan Review	-	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
3400.130	CDD Planning General Plan Amend and Rezoning	2,907	2,907	2,907	2,907	2,907	2,907
3400.138	CDD Planning Development Agreement	-	-	-	-	-	-
3400.139	CDD Planning Research on Request	94	94	-	94	94	94
3400.170	CDD Planning Use Permit Class A	5,482	3,000	2,652	2,700	2,700	2,700
3400.171	CDD Planning Use Permit Class B	-	500	-	-	-	-
3400.173	CDD Planning Temporary Use Permit	67,946	25,000	14,195	4,200	4,200	4,200
3400.174	CDD Planning Administrative Permit	4,063	3,000	9,306	6,000	6,000	6,000
3400.176	CDD Planning Home Occupation Permit	263	263	263	264	264	264
3400.177	CDD Planning Site Plan/Use Permit Mod Class A	754	750	377	378	378	378
3400.178	CDD Planning Site Plan/Use Permit Mod Class B	-	-	652	-	-	-
3400.184	CDD Planning Site Plan Review Class A	2,640	1,300	2,640	2,600	2,600	2,600
3400.185	CDD Planning Site Plan Review Class B	2,005	-	-	-	-	-
3400.200	CDD Planning Tree Felling Permit	246	200	-	-	-	-
3400.307	CDD Planning Design Review Application	3,513	2,000	2,371	2,300	2,300	2,300
Program Total: 4720 - CDD Planning		96,261	49,510	39,072	31,939	31,939	31,939
Program: 4780 - CDD - Waste Management							
3182.335	Franchise Taxes Franchise Taxes	11,466	12,220	9,221	14,000	14,000	14,000
3380.104	Local Government Revenue Fines and Citations Waste Mgmt	600	500	-	-	-	-
Program Total: 4780 - CDD - Waste Management		12,066	12,720	9,221	14,000	14,000	14,000
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
3402.220	PW Engineering Land Divisn/Pvt Develop Projects	-	5,000	-	-	-	-
3402.223	PW Engineering Engineering Site Plan	518	250	1,037	1,000	1,000	1,000
3402.224	PW Engineering Grading Check/Inspection	2,761	1,500	8,708	5,000	5,000	5,000
3402.226	PW Engineering Cert of Correction with Hearing	2,333	1,500	-	-	-	-
3402.227	PW Engineering Lot Merger Review	16,590	10,000	7,433	7,500	7,500	7,500
3402.228	PW Engineering Lot Line Adjustment	5,444	3,000	6,351	4,000	4,000	4,000
3402.230	PW Engineering Engineer Drain Plan/Calc Review	32,040	25,000	20,000	20,000	20,000	20,000
3402.232	PW Engineering Erosion Control Plan Review	389	583	-	-	-	-
3402.233	PW Engineering Erosion Control Non-Compliance	-	-	13,260	-	-	-
3402.239	PW Engineering Hourly Fee	75	-	-	-	-	-
3402.250	PW Engineering Oversized Vehicle Regulation	6,816	5,000	7,136	10,736	10,736	10,736

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
3402.270	PW Engineering Encroachment Permit Fees	137,167	120,000	374,112	300,000	300,000	300,000
Program Total: 4740 - Public Works - Engineering		204,132	171,833	438,036	348,236	348,236	348,236
Program: 4745 - Paradise Community Park							
3470.251	Parks & Recreation Space Rental	330	2,500	-	2,500	2,500	2,500
Program Total: 4745 - Paradise Community Park		330	2,500	-	2,500	2,500	2,500
REVENUE GRAND Totals:		13,064,902	13,940,103	13,735,199	5,899,073	5,899,073	5,899,073
General Fund Transfers In							
3910.030	Transfers In From Development Services Fund	207,174	203,364	203,364	232,183	232,183	232,183
3910.070	Transfers In From Animal Control	69,689	49,850	49,850	58,848	58,848	58,848
3910.090	Transfers In From Camp Fire Recovery	15,117	-	-	-	-	-
3910.110	Transfers In From Local Transportation Fund	5,247	4,608	4,608	4,911	4,911	4,911
3910.112	Transfers In From Federal CMAQ Fund	-	27,816	-	-	-	-
3910.120	Transfers In From State Gas Tax Fund	210,350	188,271	188,271	234,850	234,850	234,850
3910.133	Transfers In From ATP Grant	-	99,687	8,972	-	-	-
3910.136	Transfers In FEMA Grants - Fire	-	46,909	36,864	-	-	-
3910.138	Transfers In From USDA Fund	-	-	-	-	-	-
3910.140	Transfers In From Traffic Safety Fund	6,500	7,000	1,079	2,250	2,250	2,250
3910.160	Transfers In From BHS Development Svcs Fund	89,786	82,881	82,881	79,708	79,708	79,708
3910.161	Transfers In From BHS HUD Revolving Loan Fund	3,795	-	-	-	-	-
3910.215	Transfers In From Aband Vehicle Abate Fund	15,610	14,000	18,700	16,500	16,500	16,500
3910.299	Transfers In From Grants Misc One Time Fund	-	27,818	27,818	-	-	-
3910.650	Transfers In From Successor Agency to RDA NH	12,900	-	16,200	16,200	16,200	16,200
3910.700	Transfers In From PG&E Settlement Fund	-	239,582	-	9,416,656	9,416,656	9,416,656
3910.815	Transfers In From General Misc Donations	-	-	-	-	-	-
Transfers in Total		636,168	991,786	638,607	10,062,106	10,062,106	10,062,106
TOTAL RESOURCES		13,701,069	14,931,889	14,373,806	15,961,179	15,961,179	15,961,179

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number Description		2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
5225	Bank Fees and Charges	660	5,000	2,500	3,500	3,500	3,500
5280.100	Bad Debt Write Off Expense	970	-	-	-	-	-
5301	Land	-	220,000	202,243	-	-	-
5302	Buildings	349,699	-	-	-	-	-
5501	Debt Service Payment - Principal	507,371	494,652	494,652	484,425	484,425	484,425
5502	Debt Service Payment - Interest	542,630	590,349	590,349	640,575	640,575	640,575
5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	-	-	-	-	-	-
5910.070	Transfers Out To Animal Control Fund	20,723	-	-	-	-	-
5910.105	Transfers Out To Disaster Recovery Projects Fund	-	-	-	50,000	50,000	50,000
5910.136	Transfers Out To Fire FEMA Grant Fund	-	64,172	-	-	-	-
5910.160	Transfers Out To BHS Development Svcs Fund	-	-	-	-	-	-
5910.299	Transfers Out To Grants Miscellaneous One Time	-	-	-	-	-	-
5910.920	Transfers Out To TOP as Successor RDA	-	-	-	297,759	297,759	297,759
5910.923	Transfers Out To TOP Housing Loan Fund	3,917	2,592	2,592	2,500	2,500	2,500
EXPENSE GRAND Totals:		1,425,968	1,376,765	1,292,336	1,478,759	1,478,759	1,478,759



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 00 - Non Department Activity				
Program 0000 - Non Program Activity				
Account 5225 - Bank Fees and Charges				
1010.00.0000.5225	Bank Fees	1.0000	3,500.00	3,500.00
	Account 5225 - Bank Fees and Charges Totals	Transactions	1	\$3,500.00
Account 5501 - Debt Service Payment - Principal				
1010.00.0000.5501	Pension Obligation Bond - Principal	1.0000	484,425.00	484,425.00
	Account 5501 - Debt Service Payment - Principal Totals	Transactions	1	\$484,425.00
Account 5502 - Debt Service Payment - Interest				
1010.00.0000.5502	Pension Obligation Bond - Interest	1.0000	640,575.00	640,575.00
	Account 5502 - Debt Service Payment - Interest Totals	Transactions	1	\$640,575.00
Account 5910.923 - Transfers Out To TOP Housing Loan Fund				
1010.00.0000.5910.923	20% of RDA Loan Repayment	1.0000	2,500.00	2,500.00
	Account 5910.923 - Transfers Out To TOP Housing Loan Fund Totals	Transactions	1	\$2,500.00

TOWN OF PARADISE
General Fund Expenditure Summary by Division
Fiscal Year 2021/22 Budget

Description	2020 Actual Amount	2021	2021	2022	2022 Manager Recommend	2022 Town
		Amended Budget	Estimated Amount	Department Requested		Council Adopted
Non Department Activity	1,425,968	1,376,765	1,292,336	1,478,759	1,478,759	1,478,759
Town Council	179,323	37,478	30,945	37,600	37,600	37,600
Town Clerk	261,112	291,143	248,048	276,504	276,504	276,504
Town Manager	307,529	605,197	497,974	332,357	332,357	332,357
Central Services	484,610	627,310	558,351	587,984	587,984	587,984
Information Technology	346,519	-	-	-	-	-
HR & Risk Management	172,673	188,357	174,864	209,479	209,479	209,479
Legal Services	225,264	382,953	400,644	200,010	200,010	200,010
Finance	366,971	285,532	291,298	300,080	300,080	300,080
Finance - Rental	660	660	660	792	792	792
Police - Administration	1,028,730	940,548	946,079	1,117,211	1,117,211	1,117,211
Police - Operations	2,822,478	3,692,997	3,452,815	3,979,320	3,979,320	3,979,320
Public Safety Communications	656,598	645,814	646,397	651,431	651,431	651,431
Fleet Management	184,679	230,054	207,860	307,603	307,603	307,603
Emergency Operations Center	10,180	11,064	10,449	11,172	11,172	11,172
Fire - Administration	200,031	200,210	201,118	262,133	262,133	262,133
Fire - Suppression	4,000,370	3,774,532	3,789,991	3,912,534	3,912,534	3,912,534
Fire - Volunteer Program	2,003	2,232	1,654	2,232	2,232	2,232
Planning	168,626	188,063	194,012	514,940	514,940	514,940
Waste Management	7,915	8,905	19,150	9,389	9,389	9,389
Engineering	191,025	414,364	465,275	533,405	533,405	533,405
Community Park	5,575	66,656	63,760	64,060	64,060	64,060
Facilities	20,250	55,279	53,765	190,447	190,447	190,447
Sub Total	13,069,089	14,026,113	13,547,445	14,979,442	14,979,442	14,979,442
Measure "C" / "V" Expenses	824,635	1,182,104	1,165,017	1,251,731	1,251,731	1,251,731
Grand Total	13,893,724	15,208,217	14,712,462	16,231,173	16,231,173	16,231,173

FY 2021/22

Ballot Measure C
0.50% Transaction and Use Tax – Six Year Term

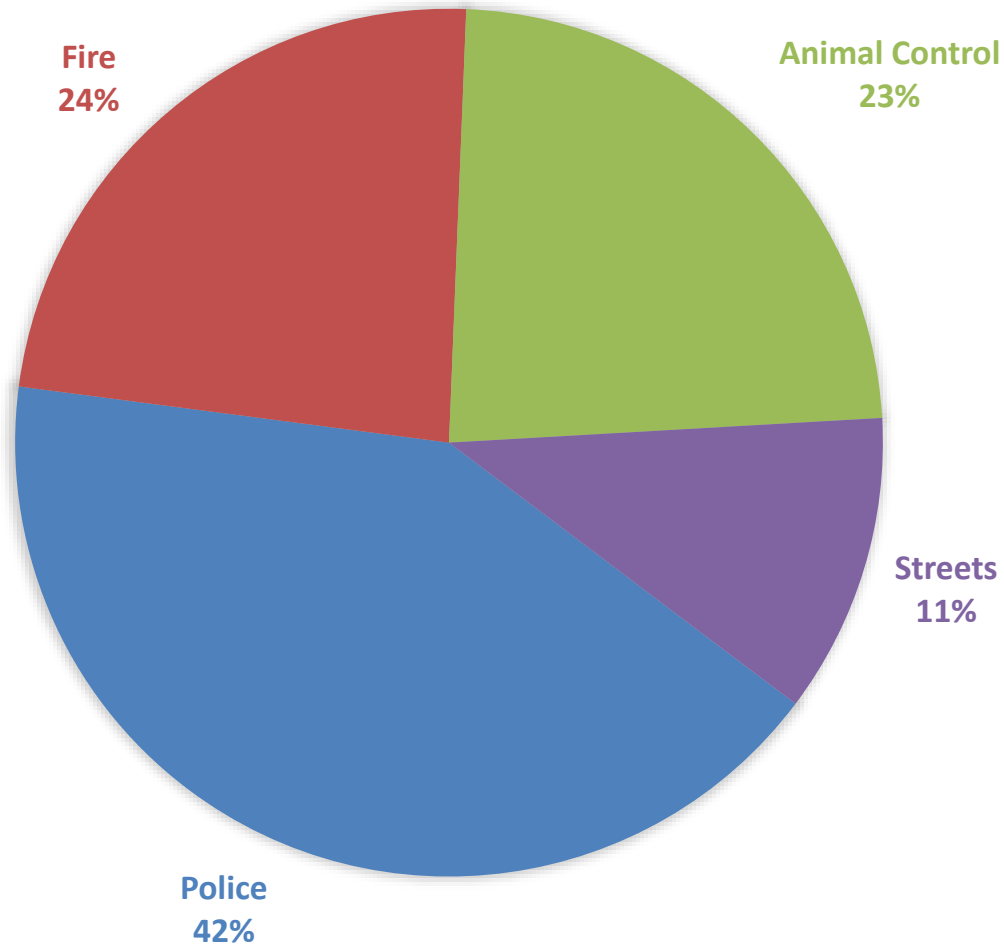
April 1, 2015 through March 31, 2021

Ballot Measure V
0.50% Transaction and Use Tax – Ten Year Term

April 1, 2021 through March 31, 2031

Measure V Financial Uses by Function

2021/22 BUDGET



TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 25 - Finance							
Program: 4420 - Measure C TUT							
Expenditures							
5100	Personnel Services	69,680	62,495	62,710	37,865	37,865	37,865
5200	Supplies and Services	250,865	289,836	272,534	331,585	331,585	331,585
5300	Capital Outlay	23,347	406,937	406,937	573,440	573,440	573,440
5500	Debt Service	248,612	164,759	164,759	15,194	15,194	15,194
Total Expenditures		592,505	924,027	906,940	958,084	958,084	958,084
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other	883,510	725,000	792,085	1,031,737	1,031,737	1,031,737
Total Revenues		883,510	725,000	792,085	1,031,737	1,031,737	1,031,737
Net Income		291,005	(199,027)	(114,855)	73,653	73,653	73,653
Transfers In							
Transfers (Out)		(232,130)	(258,077)	(258,077)	(293,647)	(293,647)	(293,647)
Ending Fund Balance		1,350,618	893,514	977,686	757,692	757,692	757,692

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
REVENUES							
Department: 25 - Finance							
Program: 4420 - Measure C TUT							
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	883,510	543,750	610,835	-	-	-
Department: 25 - Finance							
Program: 4430 - Measure V TUT							
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	-	181,250	181,250	1,031,737	1,031,737	1,031,737
REVENUES Total		883,510	725,000	792,085	1,031,737	1,031,737	1,031,737

EXPENSES

Department: 25 - Finance

Program: 4420 - Measure C TUT

Cost Center Activity: 301 - Police Operations

5101	Salaries - Permanent	-	-	-	-	-	-
5102	Salaries - Temporary	49,371	46,800	46,800	27,581	27,581	27,581
5103.102	Differential Pay Out of Class	-	-	-	-	-	-
5104	Wages - PS Holiday Pay	-	-	-	-	-	-
5105	Salaries - Overtime/FLSA	11,174	8,000	8,000	8,000	8,000	8,000
5106.101	Incentives & Admin Leave School Incentive	-	-	-	-	-	-
5106.103	Incentives & Admin Leave Team Pay	-	-	-	-	-	-
5109.100	Allowances Uniform Allowance	-	-	-	-	-	-
5111	Medicare	878	795	795	398	398	398
5112.101	Retirement Contribution PERS	-	2,902	-	-	-	-
5112.102	Retirement Contribution Social Security	3,754	-	2,902	-	-	-
5113	Worker's Compensation	4,503	3,998	3,998	1,710	1,710	1,710
5114.101	Health Insurance Medical	-	-	-	-	-	-
5114.102	Health Insurance Dental	-	-	-	-	-	-
5114.103	Health Insurance Vision	-	-	-	-	-	-
5115	Unemployment Compensation	-	-	215	176	176	176
5116.101	Life and Disability Insurance Life & Disab.	-	-	-	-	-	-
5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town Council Adopted
					Department Requested		
5202.100	Operating Supplies General	5,918	22,200	22,200	10,000	10,000	10,000
5213.100	Professional/Contract Services General	4,868	6,500	1,000	7,000	7,000	7,000
5220.100	Employee Development General	16,792	11,136	9,700	64,585	64,585	64,585
5304	Furniture & Equipment	-	-	-	388,440	388,440	388,440
5305	Vehicles	22,851	240,000	240,000	-	-	-
5501	Debt Service Payment - Principal	81,429	37,851	37,851	15,194	15,194	15,194
Cost Center Activity Total: 301 - Police Operations		201,538	380,182	373,461	523,084	523,084	523,084
Cost Center Activity: 303 - Animal Control							
5213.100	Professional/Contract Services General	-	-	-	-	-	-
5214.100	Repair and Maint Service General	-	-	-	-	-	-
5303	Improvements	497	912	912	-	-	-
5910.070	Transfers Out To Animal Control Fund	232,130	258,077	258,077	293,647	293,647	293,647
Cost Center Activity Total: 303 - Animal Control		232,627	258,989	258,989	293,647	293,647	293,647
Cost Center Activity: 325 - Fire Administration							
5303	Improvements	-	-	-	-	-	-
Cost Center Activity Total: 325 - Fire Administration		-	-	-	-	-	-
Cost Center Activity: 326 - Fire Suppression							
5213.100	Professional/Contract Services General	223,287	250,000	239,634	250,000	250,000	250,000
5304	Furniture & Equipment	-	-	-	45,000	45,000	45,000
5501	Debt Service Payment - Principal	167,183	126,908	126,908	-	-	-
Cost Center Activity Total: 326 - Fire Suppression		390,470	376,908	366,542	295,000	295,000	295,000
Cost Center Activity: 345 - Public Works Fleet							
5303	Improvements	-	-	-	-	-	-
Cost Center Activity Total: 345 - Public Works Fleet		-	-	-	-	-	-
Cost Center Activity: 350 - Public Works Streets							
5305	Vehicles	-	166,025	166,025	140,000	140,000	140,000
Cost Center Activity Total: 350 - Public Works Streets		-	166,025	166,025	140,000	140,000	140,000
EXPENSES Total		824,635	1,182,104	1,165,017	1,251,731	1,251,731	1,251,731
Measure C Net Change		58,875	(457,104)	(372,932)	(219,994)	(219,994)	(219,994)
ENDING FUND BALANCE		1,350,618	893,514	977,686	757,692	757,692	757,692



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	25 - Finance			
Program	4420 - Measure C TUT			
Cost Center Activity	301 - Police Operations			
Account	5202.100 - Operating Supplies General			
1010.25.4420.301.5202.100	K-9 Food and Supplies	1.0000	2,000.00	2,000.00
1010.25.4420.301.5202.100	Trainee Supplies (Uniform & Ammunition)	1.0000	2,500.00	2,500.00
1010.25.4420.301.5202.100	Patrol Ammunitions (New Hires)	1.0000	4,100.00	4,100.00
1010.25.4420.301.5202.100	Gloves	1.0000	1,400.00	1,400.00
Account 5202.100 - Operating Supplies General Totals		Transactions	4	\$10,000.00
Account	5213.100 - Professional/Contract Services General			
1010.25.4420.301.5213.100	K9 Program Veterinary Care	1.0000	3,000.00	3,000.00
1010.25.4420.301.5213.100	Trainee Background and Medical	1.0000	4,000.00	4,000.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	2	\$7,000.00
Account	5220.100 - Employee Development General			
1010.25.4420.301.5220.100	K9 Program Training	1.0000	10,800.00	10,800.00
1010.25.4420.301.5220.100	Trainee Academy Enrollment	1.0000	3,936.00	3,936.00
1010.25.4420.301.5220.100	Mandatory and Essential POST Training	1.0000	49,849.00	49,849.00
Account 5220.100 - Employee Development General Totals		Transactions	3	\$64,585.00
Account	5304 - Furniture and Equipment			
1010.25.4420.301.5304	Police Field Radios - Total Portables	1.0000	365,280.60	365,280.60
1010.25.4420.301.5304	Police Field Radios - Total Mobiles	1.0000	335,159.80	335,159.80
1010.25.4420.301.5304	Insurance Proceeds to be applied toward Police Radio purchase	1.0000	(312,000.00)	(312,000.00)
Account 5304 - Furniture and Equipment Totals		Transactions	3	\$388,440.40
Account	5501 - Debt Service Payment - Principal			
1010.25.4420.301.5501	(C) USBan (3) 2017 Ford Interceptors & Equip - FP 08/21	1.0000	7,552.25	7,552.25
1010.25.4420.301.5501	(E) SB (3) 2017 Ford Interceptors & Equip - FP 06/22	4.0000	1,910.50	7,642.00
Account 5501 - Debt Service Payment - Principal Totals		Transactions	2	\$15,194.25
Cost Center Activity 301 - Police Operations Totals		Transactions	8	\$485,219.65



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Cost Center Activity 303 - Animal Control				
Account 5910.070 - Transfers Out To Animal Control Fund				
1010.25.4420.303.5910.070	Fund Animal Control and Shelter Operations	1.0000	58,248.00	58,248.00
1010.25.4420.303.5910.070	Fund Animal Control and Shelter Operations - Council Direction	1.0000	235,399.00	235,399.00
Account 5910.070 - Transfers Out To Animal Control Fund Totals		Transactions	2	\$293,647.00
Cost Center Activity 303 - Animal Control Totals		Transactions	2	\$293,647.00
Cost Center Activity 326 - Fire Suppression				
Account 5213.100 - Professional/Contract Services General				
1010.25.4420.326.5213.100	CAL FIRE Personnel Services	1.0000	250,000.00	250,000.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	1	\$250,000.00
Account 5304 - Furniture & Equipment				
1010.25.4420.326.5304	Fire Station 81 Window Replacement	1.0000	10,000.00	10,000.00
1010.25.4420.326.5304	Radios (10)	10.0000	3,500.00	35,000.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	2	\$45,000.00
Cost Center Activity 350 - Public Works Streets				
Account 5305 - Vehicles				
1010.25.4420.350.5305	Bucket Truck	1.0000	140,000.00	140,000.00
Account 5910.100 - Transfers Out To Capital Projects Totals		Transactions	1	\$140,000.00
Cost Center Activity 350 - Public Works Streets Totals		Transactions	1	\$140,000.00



Measure V Citizen Oversight Committee

2021/22 Transaction and Use Tax Budget

In compliance with Ordinance No. 569, the Committee hereby agrees with the following recommendations regarding how the proceeds from Measure V shall be used to provide for local public services as proposed by the Town Departments and in alignment with Town Council priorities:

Animal Control

Support for Animal Control and shelter services operations (non-salary expenses)	\$58,248	Totals \$58,248
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Fire Department

Maintain current staffing levels for CAL FIRE contract	\$250,000	
Purchase of 10 radios	35,000	
Fire Station 81 window replacement	10,000	295,000

Police Department

Purchase of portable and mobile police radios (net of insurance proceeds)	\$388,440	
Mandatory and Essential POST Training	49,849	
Sponsor one police cadet through the academy	48,301	
K-9 program training, food and veterinary costs	15,800	
Payments on 12 police cars purchased	15,194	
Operational supplies support	5,500	523,084

Public Works

Purchase of New Bucket Truck	\$140,000	140,000
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Grand Total

\$1,016,332

Approved By: _____

Chris Buzzard, Chairperson
May 25, 2021

FY 2021/22

Town Council

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	202 Town Council Adopted
Fund: 1010 - General Fund							
Department: 10 - Legislative							
Program: 4000 - Town Council							
Expenditures							
5100	Personnel Services	25,407	25,348	25,370	25,350	25,350	25,350
5200	Supplies and Services	151,357	12,130	5,575	12,250	12,250	12,250
5300	Capital Outlay	2,559	-	-	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		179,323	37,478	30,945	37,600	37,600	37,600
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		179,323	37,478	30,945	37,600	37,600	37,600
Fiscal Year 2020-2021 Personnel Allocation							
Position/Title		Weekly Hours	Percent Allocated	Part Time	Allocated Wages & Benefits		
Mayor and Council Members			100%	5	25,350		

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022	202 Town	
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 10 - Legislative							
Program: 4000 - Town Council							
5101	Salaries - Permanent	18,000	18,000	18,000	18,000	18,000	18,000
5107	Car Allowance/Mileage	5,400	5,400	5,400	5,400	5,400	5,400
5111	Medicare	339	339	339	339	339	339
5112.102	Retirement Contribution Social Security	1,451	1,451	1,451	1,451	1,451	1,451
5113	Worker's Compensation	217	158	180	160	160	160
5202.100	Operating Supplies General	120	50	-	50	50	50
5213.100	Professional/Contract Services General	147,855	855	445	475	475	475
5219.100	Printing General	-	100	130	100	100	100
5220.100	Employee Development General	3,382	11,125	5,000	11,625	11,625	11,625
5304	Furniture & Equipment	2,559	-	-	-	-	-
EXPENSE GRAND Totals:		179,323	37,478	30,945	37,600	37,600	37,600

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Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	10 - Legislative			
Program	4000 - Town Council			
Account	5202.100 - Operating Supplies General			
1010.10.4000.5202.100	Supplies - Mayor Stamp, Etc.	1.0000	50.00	50.00
	Account	5202.100 - Operating Supplies General Totals	Transactions	1
				\$50.00
Account	5213.100 - Professional/Contract Services General			
1010.10.4000.5213.100	Community Meetings - Paradise Alliance Church	5.0000	95.00	475.00
	Account	5213.100 - Professional/Contract Services General Totals	Transactions	1
				\$475.00
Account	5219.100 - Printing General			
1010.10.4000.5219.100	Printing - Business Cards	2.0000	50.00	100.00
	Account	5219.100 - Printing General Totals	Transactions	1
				\$100.00
Account	5220.100 - Employee Development General			
1010.10.4000.5220.100	Five Annual Conference Registrations & Travel	5.0000	1,525.00	7,625.00
1010.10.4000.5220.100	League of California Cities Membership	1.0000	4,000.00	4,000.00
	Account	5220.100 - Employee Development General Totals	Transactions	2
				\$11,625.00

FY 2021/22

Town Manager

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 20 - Administrative Services							
Program: 4200 - Town Manager							
Expenditures							
5100	Personnel Services	295,345	442,472	431,528	275,910	275,910	275,910
5200	Supplies and Services	12,184	159,225	63,946	52,947	52,947	52,947
5300	Capital Outlay	-	3,500	2,500	3,500	3,500	3,500
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		307,529	605,197	497,974	332,357	332,357	332,357
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		307,529	605,197	497,974	332,357	332,357	332,357

Fiscal Year 2020-2021 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Town Manager	40	85%	0.85	214,140
Administrative Assistant	36	50%	0.45	27,049
Total			1.3	241,189
Allocation to Other Programs				
Town Manager	BSWW 5%; BHS 5%; Gas Tax 5%			
Administrative Assistant	HR 50%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 20 - Administrative Services							
Program: 4200 - Town Manager							
5101	Salaries - Permanent	181,458	247,671	246,283	175,294	175,294	175,294
5105	Salaries - Overtime/FLSA	-	-	35	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	11,670	10,823	2,148	8,968	8,968	8,968
5107	Car Allowance/Mileage	1,992	2,040	2,115	2,040	2,040	2,040
5111	Medicare	479	3,408	3,071	2,284	2,284	2,284
5112.101	Retirement Contribution PERS	53,637	54,596	52,722	33,727	33,727	33,727
5113	Worker's Compensation	1,774	2,178	2,468	1,560	1,560	1,560
5114.101	Health Insurance Medical	6,247	26,212	20,452	16,030	16,030	16,030
5114.102	Health Insurance Dental	1,123	-	3,206	-	-	-
5114.103	Health Insurance Vision	41	-	148	-	-	-
5115	Unemployment Compensation	-	-	1,955	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	706	2,343	717	1,286	1,286	1,286
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,487	-	2,560	-	-	-
5119.100	Retiree Costs Medical Insurance	34,732	45,695	45,695	34,721	34,721	34,721
5122	Accrual Bank Payoff	-	47,506	47,952	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5201.100	Office Supplies General	58	-	500	500	500	500
5202.100	Operating Supplies General	100	50	75	100	100	100
5204	Subscriptions and Code Books	97	-	-	-	-	-
5210.100	Postage General	-	10	43	40	40	40
5213.100	Professional/Contract Services General	10,882	155,490	62,500	47,000	47,000	47,000
5216.100	Communications General Services	615	600	603	607	607	607
5218.100	Advertising General	426	-	25	-	-	-
5219.100	Printing General	64	75	150	200	200	200
5220.100	Employee Development General	-	3,000	550	5,000	5,000	5,000
5223.105	Meals and Refreshments Emergencies and Meetings	61	-	-	1,000	1,000	1,000
5260	Miscellaneous	243	-	-	-	-	-
5304	Furniture & Equipment	-	3,500	2,500	3,500	3,500	3,500
EXPENSE GRAND Totals:		307,891	605,197	498,474	333,857	333,857	333,857



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	20 - Administrative Services			
Program	4200 - Town Manager			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.20.4200.5119.100	Retiree Health Premium	1.0000	34,721.00	34,721.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$34,721.00
Account	5202.100 - Operating Supplies General			
1010.20.4200.5202.100	Various Operating Supplies	1.0000	100.00	100.00
Account 5202.100 - Operating Supplies General Totals		Transactions	1	\$100.00
Account	5210.100 - Postage General			
1010.20.4200.5210.100	Postage	1.0000	40.00	40.00
Account 5210.100 - Postage General Totals		Transactions	1	\$40.00
Account	5213.100 - Professional/Contract Services General			
1010.20.4200.5213.100	Management Partners	1.0000	47,000.00	47,000.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	1	\$47,000.00
Account	5216.100 - Communications General Services			
1010.20.4200.5216.100	Cell Phone for Assistant to Town Manager	12.0000	50.58	607.00
Account 5216.100 - Communications General Services Totals		Transactions	1	\$607.00
Account	5219.100 - Printing General			
1010.20.4200.5219.100	Business Cards	1.0000	75.00	75.00
1010.20.4200.5219.100	Other Printing	1.0000	125.00	125.00
Account 5219.100 - Printing General Totals		Transactions	2	\$200.00
Account	5220.100 - Employee Development General			
1010.20.4200.5220.100	Employee Professional Conferences / Seminars / Development Opportunities	1.0000	5,000.00	5,000.00
Account 5220.100 - Employee Development General Totals		Transactions	1	\$5,000.00
Account	5304 - Furniture & Equipment			
1010.20.4200.5304	IT Equipment Replacement (Dept Specific)	2.0000	1,750.00	3,500.00
Account 5304 - Furniture & Equipment Totals		Transactions	1	\$3,500.00

FY 2021/22

Town Clerk

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 15 - Town Clerk							
Program: 4100 - Town Clerk							
Expenditures							
5100	Personnel Services	232,585	237,992	207,977	239,941	239,941	239,941
5200	Supplies and Services	28,527	50,651	36,571	36,563	36,563	36,563
5300	Capital Outlay	-	2,500	3,500	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		261,112	291,143	248,048	276,504	276,504	276,504
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		261,112	291,143	248,048	276,504	276,504	276,504

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Town Clerk	40	100%	1.00	151,048
Deputy Town Clerk	40	100%	1.00	84,226
Total			2.00	235,275

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022	2022 Town	
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 15 - Town Clerk							
Program: 4100 - Town Clerk							
5101	Salaries - Permanent	147,721	160,374	136,000	162,675	162,675	162,675
5106.100	Incentives & Admin Leave Administrative Leave	11,968	4,441	4,441	4,529	4,529	4,529
5111	Medicare	2,292	2,390	1,960	2,424	2,424	2,424
5112.101	Retirement Contribution PERS	43,694	45,539	34,000	44,646	44,646	44,646
5113	Worker's Compensation	1,848	1,410	1,398	1,448	1,448	1,448
5114.101	Health Insurance Medical	15,614	17,126	14,300	17,728	17,728	17,728
5114.102	Health Insurance Dental	1,199	-	1,538	-	-	-
5114.103	Health Insurance Vision	131	-	130	-	-	-
5115	Unemployment Compensation	-	-	7,000	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	505	1,823	450	1,825	1,825	1,825
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,191	-	1,150	-	-	-
5119.100	Retiree Costs Medical Insurance	6,126	4,714	4,600	4,666	4,666	4,666
5122	Accrual Bank Payoff	-	-	50	-	-	-
5201.100	Office Supplies General	296	175	960	250	250	250
5202.100	Operating Supplies General	205	235	50	235	235	235
5203.100	Repairs and Maint Supplies General	-	-	66	-	-	-
5204	Subscriptions and Code Books	(57)	155	60	155	155	155
5210.100	Postage General	147	150	150	150	150	150
5213.100	Professional/Contract Services General	13,026	10,618	10,618	13,618	13,618	13,618
5214.100	Repair and Maint Service General	3,263	6,883	8,050	10,883	10,883	10,883
5215.106	Rents and Leases Copiers	-	-	-	1,312	1,312	1,312
5218.100	Advertising General	7,921	6,500	4,500	6,500	6,500	6,500
5219.100	Printing General	54	25	30	50	50	50
5220.100	Employee Development General	3,673	3,910	1,500	3,410	3,410	3,410
5221	Election-County Services	-	22,000	10,587	-	-	-
5304	Furniture & Equipment	-	2,500	3,500	-	-	-
EXPENSE GRAND Totals:		260,816	290,968	247,088	276,504	276,504	276,504



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	15 - Town Clerk			
Program	4100 - Town Clerk			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.15.4100.5119.100	Retiree Health Premium	1.0000	4,666.00	4,666.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$4,666.00
Account	5201.100 - Office Supplies General			
1010.15.4100.5201.100	Employee Recognitions, Notebooks, Name Plates, Labels, Misc.	1.0000	250.00	250.00
Account 5201.100 - Office Supplies General Totals		Transactions	1	\$250.00
Account	5202.100 - Operating Supplies General			
1010.15.4100.5202.100	Election Supplies	1.0000	60.00	60.00
1010.15.4100.5202.100	Supplies for Clerk's Bizhub	1.0000	175.00	175.00
Account 5202.100 - Operating Supplies General Totals		Transactions	2	\$235.00
Account	5204 - Subscriptions and Code Books			
1010.15.4100.5204	Election Code	1.0000	55.00	55.00
1010.15.4100.5204	Local Newspaper	1.0000	100.00	100.00
Account 5204 - Subscriptions and Code Books Totals		Transactions	2	\$155.00
Account	5210.100 - Postage General			
1010.15.4100.5210.100	Postage	1.0000	150.00	150.00
Account 5210.100 - Postage General Totals		Transactions	1	\$150.00
Account	5213.100 - Professional/Contract Services General			
1010.15.4100.5213.100	AgendaPal	12.0000	399.00	4,788.00
1010.15.4100.5213.100	Conflict of Interest Software	1.0000	3,000.00	3,000.00
1010.15.4100.5213.100	Municipal Code - Admin Support Fee	1.0000	350.00	350.00
1010.15.4100.5213.100	Municipal Code - Online Web Hosting Services	1.0000	500.00	500.00
1010.15.4100.5213.100	Municipal Code - Supplement/Electronic Updates	1.0000	4,500.00	4,500.00
1010.15.4100.5213.100	Munimetrix	12.0000	39.98	480.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	6	\$13,618.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Account	5214.100 - Repair and Maint Service General			
1010.15.4100.5214.100	Accela Maintenance Renewal	2.0000	1,250.00	2,500.00
1010.15.4100.5214.100	Adobe Acrobat Renewal	2.0000	207.50	415.00
1010.15.4100.5214.100	Clerk's Bizhub Maintenance	12.0000	39.00	468.00
1010.15.4100.5214.100	Public Records Request Software	1.0000	7,500.00	7,500.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	4	\$10,883.00
Account	5215.106 - Rents and Leases Copiers			
1010.15.4100.5215.106	Caltronics Copier Cost	12.0000	109.33	1,311.96
Account 5215.106 - Rents and Leases Copiers Totals		Transactions	1	\$1,311.96
Account	5218.100 - Advertising General			
1010.15.4100.5218.100	Legal Notices	1.0000	500.00	500.00
1010.15.4100.5218.100	Ordinance Publications	1.0000	6,000.00	6,000.00
Account 5218.100 - Advertising General Totals		Transactions	2	\$6,500.00
Account	5219.100 - Printing General			
1010.15.4100.5219.100	Business Cards	2.0000	25.00	50.00
Account 5219.100 - Printing General Totals		Transactions	1	\$50.00
Account	5220.100 - Employee Development General			
1010.15.4100.5220.100	City Clerks Association - Dues	2.0000	65.00	130.00
1010.15.4100.5220.100	Clerk - TTC Training	1.0000	3,000.00	3,000.00
1010.15.4100.5220.100	International Institute of Municipal Clerks - Dues	1.0000	280.00	280.00
Account 5220.100 - Employee Development General Totals		Transactions	3	\$3,410.00

FY 2021/22

Legal Services

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 20 - Administrative Services							
Program: 4300 - Legal Services							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	225,264	382,953	400,644	200,010	200,010	200,010
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		225,264	382,953	400,644	200,010	200,010	200,010
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		225,264	382,953	400,644	200,010	200,010	200,010

TOWN OF PARADISE
Fiscal Year 2020/21 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 20 - Administrative Services							
Program: 4300 - Legal Services							
5210.100	Postage General	1	5	-	10	10	10
5213.100	Professional/Contract Services General	225,264	382,948	400,644	200,000	200,000	200,000
EXPENSE GRAND Totals:		225,264	382,953	400,644	200,010	200,010	200,010



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	20 - Administrative Services			
Program	4300 - Legal Services			
Account	5210.100 - Postage General			
1010.20.4300.5210.100	Postage	1.0000	10.00	10.00
		Account	5210.100 - Postage General Totals	
		Transactions	1	\$10.00
Account	5213.100 - Professional/Contract Services General			
1010.20.4300.5213.100	Liebert Cassidy Whitmore Consortium	1.0000	4,500.00	4,500.00
1010.20.4300.5213.100	Other Legal Costs	1.0000	11,900.00	11,900.00
1010.20.4300.5213.100	Town Attorney contract	12.0000	15,300.00	183,600.00
		Account	5213.100 - Professional/Contract Services General Totals	
		Transactions	3	\$200,000.00

FY 2021/22

Administrative Services

Central Services, Information Technology, Finance, Human Resources,
Facility Rentals, & Emergency Operations

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 20 - Administrative Services							
Program: 4201 - Central Services							
Expenditures							
5100	Personnel Services	70,150	178,661	135,237	167,116	167,116	167,116
5200	Supplies and Services	357,031	375,137	353,304	416,618	416,618	416,618
5300	Capital Outlay	53,289	69,262	65,561	-	-	-
5500	Debt Service	4,140	4,250	4,250	4,250	4,250	4,250
Total Expenditures		484,610	627,310	558,351	587,984	587,984	587,984
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		484,610	627,310	558,351	587,984	587,984	587,984

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Accounting Technician	40	100%	1.00	76,210
Accountant	40	100%	1.00	90,907
		Total	2.00	167,116

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 20 - Administrative Services							
Program: 4201 - Central Services							
5101	Salaries - Permanent	50,005	117,283	90,611	127,524	127,524	127,524
5105	Salaries - Overtime/FLSA	-	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	2,475	-	-	-	-	-
5111	Medicare	730	1,822	1,573	1,849	1,849	1,849
5112.101	Retirement Contribution PERS	4,044	25,598	22,221	24,364	24,364	24,364
5113	Worker's Compensation	597	1,031	1,168	1,135	1,135	1,135
5114.101	Health Insurance Medical	10,379	22,850	8,675	10,410	10,410	10,410
5114.102	Health Insurance Dental	1,148	-	9	-	-	-
5114.103	Health Insurance Vision	124	-	(5)	-	-	-
5115	Unemployment Compensation	-	-	705	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	167	1,698	379	1,834	1,834	1,834
5116.102	Life and Disability Insurance Long Term/Short Term Disability	482	-	858	-	-	-
5122	Accrual Bank Payoff	-	8,379	9,044	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town Council Adopted
					Department Requested		
5202.100	Operating Supplies General	3,638	3,545	3,250	3,145	3,145	3,145
5203.100	Repairs and Maint Supplies General	(264)	1,500	2,000	1,750	1,750	1,750
5209.101	Auto Fuel Expense Town Vehicles	1,941	2,400	1,825	2,000	2,000	2,000
5210.100	Postage General	-	50	-	50	50	50
5211.135	Utilities Water and Sewer	871	897	873	897	897	897
5211.137	Utilities Electric and Gas	23,372	26,000	27,600	28,000	28,000	28,000
5212.100	Insurance General	223,573	221,715	224,952	259,000	259,000	259,000
5213.100	Professional/Contract Services General	53,159	66,925	35,000	51,125	51,125	51,125
5214.100	Repair and Maint Service General	16,886	15,239	15,239	26,486	26,486	26,486
5215.100	Rents and Leases Miscellaneous	1,699	1,671	1,712	1,671	1,671	1,671
5218.100	Advertising General	70	100	119	100	100	100
5219.100	Printing General	531	1,000	-	750	750	750
5220.100	Employee Development General	-	1,000	-	1,000	1,000	1,000
5223.105	Meals and Refreshments Emergencies and Meetings	161	-	-	-	-	-
5260	Miscellaneous	31,395	33,095	40,734	40,644	40,644	40,644
5303	Improvements	53,289	69,262	65,561	-	-	-
5304	Furniture & Equipment	-	1,800	-	-	-	-
5500	Bond Payments - Fiscal Agent	4,140	4,250	4,250	4,250	4,250	4,250
Program Total: 4201 - Central Services		484,610	629,110	558,351	587,984	587,984	587,984



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	20 - Administrative Services			
Program	4201 - Central Services			
Account	5202.100 - Operating Supplies General			
1010.20.4201.5202.100	Bottled Water for Town Hall	1.0000	900.00	900.00
1010.20.4201.5202.100	Copy/Printer Paper	1.0000	1,900.00	1,900.00
1010.20.4201.5202.100	Credit Card Machine Supplies	1.0000	45.00	45.00
1010.20.4201.5202.100	Postage Meter Supplies	1.0000	300.00	300.00
Account 5202.100 - Operating Supplies General Totals		Transactions	4	\$3,145.00
Account	5203.100 - Repairs and Maint Supplies General			
1010.20.4201.5203.100	Town Hall Facility Repairs	1.0000	750.00	750.00
1010.20.4201.5203.100	Town Hall Janitorial Supplies	1.0000	1,000.00	1,000.00
Account 5203.100 - Repairs and Maint Supplies General Totals		Transactions	2	\$1,750.00
Account	5209.101 - Auto Fuel Expense Town Vehicles			
1010.20.4201.5209.101	Fuel for errands in Town Hall vehicle	1.0000	2,000.00	2,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles Totals		Transactions	1	\$2,000.00
Account	5210.100 - Postage General			
1010.20.4201.5210.100	Postage	1.0000	50.00	50.00
Account 5210.100 - Postage General Totals		Transactions	1	\$50.00
Account	5211.135 - Utilities Water and Sewer			
1010.20.4201.5211.135	Town Hall Water Service	1.0000	897.00	897.00
Account 5211.135 - Utilities Water and Sewer Totals		Transactions	1	\$897.00
Account	5211.137 - Utilities Electric and Gas			
1010.20.4201.5211.137	Town Hall Electric and Gas Service	1.0000	28,000.00	28,000.00
Account 5211.137 - Utilities Electric and Gas Totals		Transactions	1	\$28,000.00
Account	5212.100 - Insurance General			
1010.20.4201.5212.100	Active Shooter	1.0000	140.00	140.00
1010.20.4201.5212.100	Crime Premium	1.0000	1,620.00	1,620.00
1010.20.4201.5212.100	Cyber Coverage	1.0000	3,430.00	3,430.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
1010.20.4201.5212.100	General Liability Insurance	1.0000	195,000.00	195,000.00
1010.20.4201.5212.100	Mobile Equipment Program Premium	1.0000	16,500.00	16,500.00
1010.20.4201.5212.100	Property Appraisals	1.0000	450.00	450.00
1010.20.4201.5212.100	Property Insurance Program	1.0000	41,860.00	41,860.00
Account 5212.100 - Insurance General Totals		Transactions	7	\$259,000.00
Account 5213.100 - Professional/Contract Services General				
1010.20.4201.5213.100	2020/21 Independent Financial Audit	1.0000	35,000.00	35,000.00
1010.20.4201.5213.100	Collection Agency Fees	1.0000	1,000.00	1,000.00
1010.20.4201.5213.100	HDL - Sales Tax Audit	1.0000	3,100.00	3,100.00
1010.20.4201.5213.100	OPEB Actuarial Report	1.0000	3,000.00	3,000.00
1010.20.4201.5213.100	Pension Obligation Actuarial Report	1.0000	2,100.00	2,100.00
1010.20.4201.5213.100	Town Website Redesign, Hosting & Support - Yr. 3 of 4	1.0000	6,925.00	6,925.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	6	\$51,125.00
Account 5214.100 - Repair and Maint Service General				
1010.20.4201.5214.100	Facility Repairs	1.0000	500.00	500.00
1010.20.4201.5214.100	Fire Extinguisher Maintenance	1.0000	450.00	450.00
1010.20.4201.5214.100	Heating and Air-Conditioning Maintenance	1.0000	3,500.00	3,500.00
1010.20.4201.5214.100	Pest Control Services	4.0000	100.00	400.00
1010.20.4201.5214.100	Town Hall - Alarm Monitoring and Maintenance	4.0000	193.50	774.00
1010.20.4201.5214.100	Town Hall - Generator Permit	1.0000	262.00	262.00
1010.20.4201.5214.100	Town Hall - Janitorial Services	12.0000	1,700.00	20,400.00
1010.20.4201.5214.100	Town Hall - Postage Machine Maintenance	1.0000	200.00	200.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	8	\$26,486.00
Account 5215.100 - Rents and Leases Miscellaneous				
1010.20.4201.5215.100	Postage Machine Rental	1.0000	1,671.00	1,671.00
Account 5215.100 - Rents and Leases Miscellaneous Totals		Transactions	1	\$1,671.00
Account 5218.100 - Advertising General				
1010.20.4201.5218.100	Bid Advertising	1.0000	100.00	100.00
Account 5218.100 - Advertising General Totals		Transactions	1	\$100.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Account	5219.100 - Printing General			
1010.20.4201.5219.100	Envelopes	1.0000	500.00	500.00
1010.20.4201.5219.100	Stationary	1.0000	250.00	250.00
	Account 5219.100 - Printing General Totals	Transactions	2	\$750.00
Account	5220.100 - Employee Development General			
1010.20.4201.5220.100	Governmental Accounting Training for Accountant	1.0000	1,000.00	1,000.00
	Account 5220.100 - Employee Development General Totals	Transactions	1	\$1,000.00
Account	5260 - Miscellaneous			
1010.20.4201.5260	Butte Local Agency Formation Commission (LAFCO)	1.0000	40,000.00	40,000.00
1010.20.4201.5260	Town's Annual Septic Operating Permit Fees	1.0000	643.50	643.50
	Account 5260 - Miscellaneous Totals	Transactions	2	\$40,643.50
Account	5500 - Bond Payments - Fiscal Agent			
1010.20.4201.5500	Pension Obligation Bond (POB) Fiscal Agent Fees	1.0000	4,250.00	4,250.00
	Account 5500 - Bond Payments - Fiscal Agent Totals	Transactions	1	\$4,250.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 20 - Administrative Services							
Program: 4202 - Information Technology							
Expenditures							
5100	Personnel Services	(100,000)	(471,403)	(434,990)	(380,902)	(380,902)	(380,902)
5200	Supplies and Services	413,269	337,903	319,990	351,402	351,402	351,402
5300	Capital Outlay	6,250	133,500	115,000	29,500	29,500	29,500
5500	Debt Service	27,000	-	-	-	-	-
Total Expenditures		346,519	-	-	-	-	-
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net Income							
Transfers In							
Transfers (Out)		-	-	-	-	-	-
Net General Fund Support		346,519	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 20 - Administrative Services							
Program: 4202 - Information Technology							
5101	Salaries - Permanent	-	-	-	-	-	-
5102	Salaries - Temporary	-	-	-	-	-	-
5105	Salaries - Overtime/FLSA	-	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	-	-	-
5111	Medicare	-	-	-	-	-	-
5112.101	Retirement Contribution PERS	-	-	-	-	-	-
5113	Worker's Compensation	-	-	-	-	-	-
5114.101	Health Insurance Medical	-	-	-	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	-	-	-	-	-	-
5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	-	-	-	-
5122	Accrual Bank Payoff	-	-	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5199.199	Other Fund Support IT-Serv from Tech Fee	(100,000)	(471,403)	(434,990)	(380,902)	(380,902)	(380,902)
5202.100	Operating Supplies General	2,152	4,450	1,500	3,200	3,200	3,200
5209.101	Auto Fuel Expense Town Vehicles	-	-	39	-	-	-
5209.105	Auto Fuel Expense Employee Personal Vehicle Use	-	-	-	-	-	-
5210.100	Postage General	-	-	-	-	-	-
5213.100	Professional/Contract Services General	236,321	190,250	196,500	176,834	176,834	176,834
5214.100	Repair and Maint Service General	121,164	93,041	75,250	118,830	118,830	118,830
5215.106	Rents and Leases Copiers	4,676	4,676	4,651	4,615	4,615	4,615
5216.100	Communications General Services	45,545	44,136	40,500	46,473	46,473	46,473
5218.100	Advertising General	-	-	-	-	-	-
5220.100	Employee Development General	1,936	-	-	-	-	-
5223.105	Meals and Refreshments Emergencies and Meetings	-	-	-	-	-	-
5225	Bank Fees and Charges	1,475	1,350	1,550	1,450	1,450	1,450
5304	Furniture & Equipment	6,250	133,500	115,000	29,500	29,500	29,500
5501	Debt Service Payment - Principal	27,000	-	-	-	-	-
EXPENSE GRAND Totals:		346,519	-	-	-	-	-



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 20 - Administrative Services				
Program 4202 - Information Technology				
Account 5202.100 - Operating Supplies General				
1010.20.4202.5202.100	Cables/Extensions/Peripheral Supplies	1.0000	500.00	500.00
1010.20.4202.5202.100	Keyboards, Mice, UPS, Monitors	1.0000	2,000.00	2,000.00
1010.20.4202.5202.100	Outdoor Wireless Hardware for PD	1.0000	700.00	700.00
Account 5202.100 - Operating Supplies General Totals		Transactions	3	\$3,200.00
Account 5213.100 - Professional/Contract Services General				
1010.20.4202.5213.100	Electronic Sign Maintenance	1.0000	750.00	750.00
1010.20.4202.5213.100	GIC Annual Contract Services	1.0000	11,500.00	11,500.00
1010.20.4202.5213.100	Municode Subscription Renewal	12.0000	400.00	4,800.00
1010.20.4202.5213.100	IT Professional Support - Public Safety	12.0000	6,000.00	72,000.00
1010.20.4202.5213.100	IT Professional Support - TH Phone Lines	1.0000	1,600.00	1,600.00
1010.20.4202.5213.100	IT Professional Support - Town Hall & BRC	12.0000	6,557.00	78,684.00
1010.20.4202.5213.100	IT Professional Support - Special Projects	1.0000	7,500.00	7,500.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	7	\$176,834.00
Account 5214.100 - Repair and Maint Service General				
1010.20.4202.5214.100	Accela - Allocated Directly to Programs	1.0000	.01	.00
1010.20.4202.5214.100	Copier/Printer Maintenance	1.0000	1,000.00	1,000.00
1010.20.4202.5214.100	Datto - Full Cloud Emergency Remote Backup	12.0000	1,950.00	23,400.00
1010.20.4202.5214.100	Journyx Renewal	1.0000	4,800.00	4,800.00
1010.20.4202.5214.100	NetMotion Mobility for 25	1.0000	2,200.00	2,200.00
1010.20.4202.5214.100	New World Systems Renewal	1.0000	50,000.00	50,000.00
1010.20.4202.5214.100	Office 365,G3 estimate 120 users, monthly subscription, starting November	8.0000	2,400.00	19,200.00
1010.20.4202.5214.100	Office 365,F1 (email only) 15 users, monthly subscription, starting November	8.0000	60.00	480.00
1010.20.4202.5214.100	Shortel Renewal	1.0000	3,000.00	3,000.00
1010.20.4202.5214.100	Sophos Firewall - BRC	1.0000	1,400.00	1,400.00
1010.20.4202.5214.100	Sophos Firewall - Paid thru 2021/22	12.0000	503.50	6,042.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
1010.20.4202.5214.100	Sophos Firewall - PD	12.0000	346.50	4,158.00
1010.20.4202.5214.100	SSL Wildcard Certificate	1.0000	300.00	300.00
1010.20.4202.5214.100	Webroot Secure Anywhere Renewal	1.0000	2,850.00	2,850.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	14	\$118,830.00
Account 5215.106 - Rents and Leases Copiers				
1010.20.4202.5215.106	Town Hall Copiers (2)	12.0000	4,615.00	4,615.00
Account 5215.106 - Rents and Leases Copiers Totals		Transactions	1	\$4,615.00
Account 5216.100 - Communications General Services				
1010.20.4202.5216.100	AT&T Cellular Connections	12.0000	94.04	1,128.48
1010.20.4202.5216.100	AT&T Local and Long Distance Telephone	12.0000	1,666.67	20,000.04
1010.20.4202.5216.100	AT&T Site-to Site Fiber	12.0000	1,115.54	13,386.48
1010.20.4202.5216.100	AT&T Repeater Circuits	12.0000	233.57	2,802.84
1010.20.4202.5216.100	Comcast Internet Service	12.0000	654.56	7,854.72
1010.20.4202.5216.100	Domain Renewal (6 expire this year)	6.0000	50.00	300.00
1010.20.4202.5216.100	Livestream Renewal	1.0000	500.00	500.00
1010.20.4202.5216.100	Website Hosting - Business, Sewer & Town	1.0000	500.00	500.00
Account 5216.100 - Communications General Services Totals		Transactions	8	\$46,472.56
Account 5225 - Bank Fees and Charges				
1010.20.4202.5225	Online Processing Fees	1.0000	1,450.00	1,450.00
Account 5225 - Bank Fees and Charges Totals		Transactions	1	\$1,450.00
Account 5304 - Furniture & Equipment				
1010.20.4202.5304	Conference Room System - TH	1.0000	2,600.00	2,600.00
1010.20.4202.5304	Upgrade phone system	1.0000	16,500.00	16,500.00
1010.20.4202.5304	Fiber to Copper Network Integration - TH, PD	2.0000	2,200.00	4,400.00
1010.20.4202.5304	IT Replacement Hardware for failed components - TH, BRC, PD	1.0000	6,000.00	6,000.00
Account 5304 - Furniture & Equipment Totals		Transactions	4	\$29,500.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 25 - Finance							
Program: 4400 - Finance							
Expenditures							
5100	Personnel Services	335,891	279,071	242,003	244,670	244,670	244,670
5200	Supplies and Services	27,415	4,261	47,995	53,660	53,660	53,660
5300	Capital Outlay	3,665	2,200	1,300	1,750	1,750	1,750
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		366,971	285,532	291,298	300,080	300,080	300,080
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		366,971	285,532	291,298	300,080	300,080	300,080

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Finance Director/Town Treasurer	40	83%	0.83	134,639
Senior Accountant	40	67%	0.67	76,849
Accountant	40	0%	0.00	-
Accounting Technician	40	0%	0.00	-
Total			1.50	211,488
Allocation to Other Programs				
Finance Director/Town Treasurer	BSWW 10%; Gas Tax 5%; Transp 2%			
Senior Accountant	BSWW 15%; BHS 5%; Gas Tax 10%; Transp 3%			
Accountant	Cent Svcs 100%			
Accounting Technician	Cent Svcs 100%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022		
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department:	25 - Finance						
Program:	4400 - Finance						
5101	Salaries - Permanent	204,554	153,092	116,259	156,904	156,904	156,904
5103.102	Differential Pay Out of Class	-	-	574	-	-	-
5105	Salaries - Overtime/FLSA	-	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	20,266	8,227	9,439	8,168	8,168	8,168
5106.200	Incentives & Admin Leave Gym Reimbursement	70	-	-	-	-	-
5107	Car Allowance/Mileage	2,245	1,992	1,190	1,992	1,992	1,992
5111	Medicare	3,243	2,368	2,441	2,422	2,422	2,422
5112.101	Retirement Contribution PERS	59,442	33,972	30,652	30,207	30,207	30,207
5113	Worker's Compensation	2,405	1,346	1,601	1,396	1,396	1,396
5114.101	Health Insurance Medical	15,920	17,044	9,071	8,805	8,805	8,805
5114.102	Health Insurance Dental	2,217	-	848	-	-	-
5114.103	Health Insurance Vision	203	-	91	-	-	-
5115	Unemployment Compensation	-	-	1,205	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	536	1,594	378	1,594	1,594	1,594
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,126	-	818	-	-	-
5119.100	Retiree Costs Medical Insurance	23,664	23,767	31,768	33,182	33,182	33,182
5122	Accrual Bank Payoff	-	35,669	35,669	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5201.100	Office Supplies General	1,682	50	850	500	500	500
5202.100	Operating Supplies General	-	230	260	230	230	230
5210.100	Postage General	1,221	1,200	1,430	1,200	1,200	1,200
5213.100	Professional/Contract Services General	23,470	1,289	45,250	48,130	48,130	48,130
5218.100	Advertising General	-	-	150	100	100	100
5219.100	Printing General	932	1,232	55	1,200	1,200	1,200
5220.100	Employee Development General	110	260	-	2,300	2,300	2,300
5304	Furniture & Equipment	3,665	2,200	1,300	1,750	1,750	1,750
5501	Debt Service Payment - Principal	-	-	-	-	-	-
EXPENSE GRAND Totals:		366,971	285,532	291,298	300,080	300,080	300,080



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	25 - Finance			
Program	4400 - Finance			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.25.4400.5119.100	Retiree Health Premium	1.0000	33,182.00	33,182.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$33,182.00
Account	5201.100 - Office Supplies General			
1010.25.4400.5201.100	Office Supplies (Batteries, Lead, Highlighters, etc.)	1.0000	500.00	500.00
Account 5201.100 - Office Supplies General Totals		Transactions	1	\$500.00
Account	5202.100 - Operating Supplies General			
1010.25.4400.5202.100	Folders, Labels & Other Supplies	1.0000	50.00	50.00
1010.25.4400.5202.100	Toner	1.0000	180.00	180.00
Account 5202.100 - Operating Supplies General Totals		Transactions	2	\$230.00
Account	5210.100 - Postage General			
1010.25.4400.5210.100	Postage for AR & AP	1.0000	1,200.00	1,200.00
Account 5210.100 - Postage General Totals		Transactions	1	\$1,200.00
Account	5213.100 - Professional/Contract Services General			
1010.25.4400.5213.100	Locate Plus - AR Person Finder	1.0000	700.00	700.00
1010.25.4400.5213.100	Shred Service	12.0000	50.00	600.00
1010.25.4400.5213.100	Management Partners - Remaining Contract Balance	1.0000	46,830.00	46,830.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	3	\$48,130.00
Account	5219.100 - Printing General			
1010.25.4400.5219.100	Print AP Checks	1.0000	900.00	900.00
1010.25.4400.5219.100	Print Payroll Checks	1.0000	300.00	300.00
Account 5219.100 - Printing General Totals		Transactions	2	\$1,200.00
Account	5220.100 - Employee Development General			
1010.25.4400.5220.100	CSMFO Dues	1.0000	150.00	150.00
1010.25.4400.5220.100	Employee Professional Conferences / Seminars / Development Opportunities	1.0000	2,000.00	2,000.00
1010.25.4400.5220.100	New World User Group Meeting	1.0000	150.00	150.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount	
		Account	5220.100 - Employee Development General Totals	Transactions	3	\$2,300.00
	Account	5304 - Furniture & Equipment				
1010.25.4400.5304	Desktop Replacements		1.0000	1,750.00		1,750.00
		Account	5304 - Furniture & Equipment Totals	Transactions	1	\$1,750.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 20 - Administrative Services							
Program: 4203 - HR and Risk Management							
Expenditures							
5100	Personnel Services	165,401	181,749	164,652	205,536	205,536	205,536
5200	Supplies and Services	7,272	6,608	8,345	3,943	3,943	3,943
5300	Capital Outlay	-	-	1,867	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		172,673	188,357	174,864	209,479	209,479	209,479
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		172,673	188,357	174,864	209,479	209,479	209,479

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Human Resources & Risk Management Director	40	100%	1.00	176,007
Administrative Assistant	36	50%	0.45	26,014
Total			1.45	202,021
Allocation to Other Programs				
Administrative Assistant	Town Mgr 50%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 20 - Administrative Services							
Program: 4203 - HR and Risk Management							
5101	Salaries - Permanent	96,375	121,694	108,000	137,015	137,015	137,015
5106.100	Incentives & Admin Leave Administrative Leave	9,109	4,782	4,782	7,173	7,173	7,173
5107	Car Allowance/Mileage	-	-	-	2,400	2,400	2,400
5111	Medicare	1,486	1,834	1,534	2,230	2,230	2,230
5112.101	Retirement Contribution PERS	37,588	29,327	27,000	32,121	32,121	32,121
5113	Worker's Compensation	1,151	1,070	1,060	1,283	1,283	1,283
5114.101	Health Insurance Medical	13,532	18,213	14,833	18,473	18,473	18,473
5114.102	Health Insurance Dental	2,092	-	2,000	-	-	-
5114.103	Health Insurance Vision	180	-	180	-	-	-
5115	Unemployment Compensation	-	-	628	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	257	1,314	320	1,326	1,326	1,326
5116.102	Life and Disability Insurance Long Term/Short Term Disability	708	-	800	-	-	-
5119.120	Retiree Costs PERS 1959 Survivor Benefits	2,923	3,515	3,515	3,515	3,515	3,515
5201.100	Office Supplies General	271	50	600	500	500	500
5202.100	Operating Supplies General	256	285	750	700	700	700
5204	Subscriptions and Code Books	3,500	3,500	3,570	-	-	-
5210.100	Postage General	-	20	20	25	25	25
5213.100	Professional/Contract Services General	2,636	1,853	1,853	2,218	2,218	2,218
5214.100	Repair and Maint Service General	13	-	500	500	500	500
5216.100	Communications General Services	75	900	900	-	-	-
5218.100	Advertising General	-	-	152	-	-	-
5219.100	Printing General	27	-	-	-	-	-
5223.105	Meals and Refreshments Emergencies and Meetings	494	-	-	-	-	-
5304	Furniture & Equipment	-	-	1,867	-	-	-
EXPENSE GRAND Totals:		172,673	188,357	174,864	209,479	209,479	209,479



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	20 - Administrative Services			
Program	4203 - HR and Risk Management			
Account	5101 - Salaries - Permanent			
1010.20.4203.5101	Administrative Assistant Base Salary	1.0000	19,853.00	19,853.00
1010.20.4203.5101	Human Resources & Risk Management Director Base Salary	1.0000	124,335.00	124,335.00
1010.20.4203.5101	Offset Due to Planned Administrative Leave Usage	1.0000	(7,173.00)	(7,173.00)
Account 5101 - Salaries - Permanent Totals		Transactions	3	\$137,015.00
Account	5119.120 - Retiree Costs PERS 1959 Survivor Benefits			
1010.20.4203.5119.120	PERS Survivor Benefits	1.0000	3,515.00	3,515.00
Account 5119.120 - Retiree Costs PERS 1959 Survivor Benefits Totals		Transactions	1	\$3,515.00
Account	5201.100 - Office Supplies General			
1010.20.4203.5201.100	Office Supplies - Pens, Notebooks, Postits	1.0000	500.00	500.00
Account 5201.100 - Office Supplies General Totals		Transactions	1	\$500.00
Account	5202.100 - Operating Supplies General			
1010.20.4203.5202.100	Operating Supplies - Printer Cartridges, etc.	1.0000	700.00	700.00
Account 5202.100 - Operating Supplies General Totals		Transactions	1	\$700.00
Account	5210.100 - Postage General			
1010.20.4203.5210.100	Postage for Employee and Applicant Letters	1.0000	25.00	25.00
Account 5210.100 - Postage General Totals		Transactions	1	\$25.00
Account	5213.100 - Professional/Contract Services General			
1010.20.4203.5213.100	Employee Assistance Program (All Employees)		554.50	2,218.00
Account 5213.100 - Professional/Contract Services General Totals			1	\$2,218.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 25 - Finance							
Program: 5005 - Rental Properties							
Expenditures							
	5100 Personnel Services	660	660	660	792	792	792
	5200 Supplies and Services	-	-	-	-	-	-
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		660	660	660	792	792	792
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		660	660	660	792	792	792

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 25 - Finance							
Program: 5005 - Rental Properties							
5211.175	Utilities Rental Properties	660	660	660	792	792	792
5214.100	Repair and Maint Service General	-	-	-	-	-	-
5501	Debt Service Payment - Principal	-	-	-	-	-	-
EXPENSE GRAND Totals:		660	660	660	792	792	792



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	25 - Finance			
Program	5005 - Rental Properties			
Account	5211.175 - Utilities Rental Properties			
1010.25.5005.5211.175	Water - 5619 Black Olive	1.0000	792.00	792.00
Account 5211.175 - Utilities Rental Properties Totals		Transactions	1	\$792.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 35 - Fire							
Program: 4615 - Emergency Operations Center							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	10,180	11,064	10,449	11,172	11,172	11,172
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		10,180	11,064	10,449	11,172	11,172	11,172
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		10,180	11,064	10,449	11,172	11,172	11,172

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

		2022					
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 35 - Fire							
Program: 4615 - Fire - EOC							
5202.100	Operating Supplies General	-	400	400	400	400	400
5203.100	Repairs and Maint Supplies General	-	-	-	-	-	-
5209.101	Auto Fuel Expense Town Vehicles	-	-	-	-	-	-
5214.100	Repair and Maint Service General	4,760	4,760	4,760	4,760	4,760	4,760
5216.100	Communications General Services	5,420	5,754	5,289	5,862	5,862	5,862
5223.105	Meals and Refreshments Emergencies and Meetings	-	150	-	150	150	150
5304	Furniture & Equipment	-	-	-	-	-	-
EXPENSE GRAND Totals:		10,180	11,064	10,449	11,172	11,172	11,172



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	35 - Fire			
Program	4615 - Fire - EOC			
Account	5202.100 - Operating Supplies General			
1010.35.4615.5202.100	EOC Supplies	1.0000	400.00	400.00
Account 5202.100 - Operating Supplies General Totals		Transactions	1	\$400.00
Account	5214.100 - Repair and Maint Service General			
1010.35.4615.5214.100	Emergency Contact Notification System	1.0000	4,760.00	4,760.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	1	\$4,760.00
Account	5216.100 - Communications General Services			
1010.35.4615.5216.100	AM 1500	1.0000	120.00	120.00
1010.35.4615.5216.100	EOC Cell Phone	1.0000	13.00	13.00
1010.35.4615.5216.100	EOC Telephone Line	1.0000	282.00	282.00
1010.35.4615.5216.100	Equipment Tower Rental	1.0000	1,922.00	1,922.00
1010.35.4615.5216.100	Three Repeaters	1.0000	3,525.00	3,525.00
Account 5216.100 - Communications General Services Totals		Transactions	5	\$5,862.00
Account	5223.105 - Meals and Refreshments Emergencies and Meetings			
1010.35.4615.5223.105	EOC Meals for Training or Incident	1.0000	150.00	150.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings Totals		Transactions	1	\$150.00

FY 2021/22

Police Department

Administration, Operations, Public Safety
Communications & Animal Control

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 30 - Police							
Program: 4510 - Police Administration							
Expenditures							
5100	Personnel Services	926,126	821,371	812,430	1,009,961	1,009,961	1,009,961
5200	Supplies and Services	90,220	108,979	89,096	100,500	100,500	100,500
5300	Capital Outlay	12,384	10,198	44,553	6,750	6,750	6,750
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		1,028,730	940,548	946,079	1,117,211	1,117,211	1,117,211
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		1,028,730	940,548	946,079	1,117,211	1,117,211	1,117,211

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Police Chief	40	100%	1.00	391,474
Police Lieutenant	40	100%	1.00	305,533
Police Lieutenant	40	100%	1.00	166,942
Administrative Assistant III	40	100%	1.00	85,030
		Total	4.00	948,978

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 30 - Police							
Program: 4510 - Police Administration							
5101	Salaries - Permanent	303,281	341,332	330,404	431,360	431,360	431,360
5103.102	Differential Pay Out of Class	646	-	442	-	-	-
5104	Wages - PS Holiday Pay	13,475	15,212	14,502	19,579	19,579	19,579
5105	Salaries - Overtime/FLSA	38	500	-	500	500	500
5106.100	Incentives & Admin Leave Administrative Leave	30,760	17,553	16,731	22,591	22,591	22,591
5106.101	Incentives & Admin Leave School Incentive	16,089	17,688	16,784	18,060	18,060	18,060
5106.200	Incentives & Admin Leave Gym Reimbursement	-	-	-	-	-	-
5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,000	-	-	-	-	-
5109.100	Allowances Uniform Allowance	1,860	1,860	1,860	1,860	1,860	1,860
5111	Medicare	5,183	5,708	5,400	7,155	7,155	7,155
5112.101	Retirement Contribution PERS	416,433	291,900	289,710	365,329	365,329	365,329
5113	Worker's Compensation	35,634	27,315	32,495	39,918	39,918	39,918
5114.101	Health Insurance Medical	25,602	39,137	32,129	39,137	39,137	39,137
5114.102	Health Insurance Dental	4,937	-	5,878	-	-	-
5114.103	Health Insurance Vision	442	-	539	-	-	-
5115	Unemployment Compensation	-	-	2,456	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	760	2,928	897	3,489	3,489	3,489
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,701	-	1,966	-	-	-
5119.100	Retiree Costs Medical Insurance	67,614	60,238	60,238	60,982	60,982	60,982
5122	Accrual Bank Payoff	670	-	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5201.100	Office Supplies General	889	2,000	1,900	2,000	2,000	2,000
5202.100	Operating Supplies General	5,302	6,750	4,500	6,850	6,850	6,850
5203.100	Repairs and Maint Supplies General	1,550	2,150	2,100	2,150	2,150	2,150
5204	Subscriptions and Code Books	-	100	160	-	-	-
5210.100	Postage General	2,515	3,000	1,000	1,500	1,500	1,500
5211.135	Utilities Water and Sewer	1,035	1,036	1,136	1,137	1,137	1,137
5211.137	Utilities Electric and Gas	24,593	25,000	24,000	25,000	25,000	25,000
5211.139	Utilities Propane	3,024	1,500	1,500	1,500	1,500	1,500
5213.100	Professional/Contract Services General	6,223	20,893	8,700	8,582	8,582	8,582
5214.100	Repair and Maint Service General	29,214	29,778	28,200	25,769	25,769	25,769

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5215.100	Rents and Leases Miscellaneous	564	565	565	565	565	565
5215.106	Rents and Leases Copiers	4,087	4,087	4,071	4,087	4,087	4,087
5216.100	Communications General Services	8,742	8,000	8,500	12,240	12,240	12,240
5218.100	Advertising General	-	-	-	-	-	-
5219.100	Printing General	201	500	200	500	500	500
5220.100	Employee Development General	1,083	2,500	1,250	7,500	7,500	7,500
5223.105	Meals and Refreshments Emergencies and Meetings	686	600	50	600	600	600
5225	Bank Fees and Charges	510	520	1,264	520	520	520
5260	Miscellaneous	-	-	-	-	-	-
5303	Improvements	-	-	-	-	-	-
5304	Furniture & Equipment	12,384	10,198	44,553	6,750	6,750	6,750
5501	Debt Service Payment - Principal	-	-	-	-	-	-
EXPENSE GRAND Totals:		1,028,730	940,548	946,079	1,117,211	1,117,211	1,117,211



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 30 - Police				
Program 4510 - Police Administration				
Account 5119.100 - Retiree Costs Medical Insurance				
1010.30.4510.5119.100	Retiree Health Premium	1.0000	60,982.00	60,982.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$60,982.00
Account 5201.100 - Office Supplies General				
1010.30.4510.5201.100	General Office Supplies	1.0000	2,000.00	2,000.00
	Account 5201.100 - Office Supplies General Totals	Transactions	1	\$2,000.00
Account 5202.100 - Operating Supplies General				
1010.30.4510.5202.100	Cell Phone Equipment	1.0000	400.00	400.00
1010.30.4510.5202.100	Computer/Equipment Assessories	1.0000	100.00	100.00
1010.30.4510.5202.100	Copy Paper/Stationary	1.0000	1,200.00	1,200.00
1010.30.4510.5202.100	Department Meeting Photos	1.0000	1,200.00	1,200.00
1010.30.4510.5202.100	General Operating Supplies	1.0000	2,500.00	2,500.00
1010.30.4510.5202.100	Special Awards/Plaques	1.0000	1,000.00	1,000.00
1010.30.4510.5202.100	Uniform Allowance - Admin. Assist.	1.0000	300.00	300.00
1010.30.4510.5202.100	VIPS Supplies	1.0000	150.00	150.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	8	\$6,850.00
Account 5203.100 - Repairs and Maint Supplies General				
1010.30.4510.5203.100	Facility & Equipment Supplies	1.0000	650.00	650.00
1010.30.4510.5203.100	Janitorial Supplies	1.0000	1,500.00	1,500.00
	Account 5203.100 - Repairs and Maint Supplies General Totals	Transactions	2	\$2,150.00
Account 5210.100 - Postage General				
1010.30.4510.5210.100	Postage/Shipping	1.0000	1,500.00	1,500.00
	Account 5210.100 - Postage General Totals	Transactions	1	\$1,500.00
Account 5211.135 - Utilities Water and Sewer				
1010.30.4510.5211.135	Water - Black Olive Drive/Sierra Park	12.0000	94.75	1,137.00
	Account 5211.135 - Utilities Water and Sewer Totals	Transactions	1	\$1,137.00



Town of Paradise

Budget Transactions Report Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Account	5211.137 - Utilities Electric and Gas			
1010.30.4510.5211.137	Electricity - Black Olive Drive/Sierra Park	1.0000	25,000.00	25,000.00
	Account 5211.137 - Utilities Electric and Gas Totals	Transactions	1	\$25,000.00
Account	5211.139 - Utilities Propane			
1010.30.4510.5211.139	Propane - Sawmill Peak	1.0000	1,500.00	1,500.00
	Account 5211.139 - Utilities Propane Totals	Transactions	1	\$1,500.00
Account	5213.100 - Professional/Contract Services General			
1010.30.4510.5213.100	Biometrics - Livescan Relay Fees	1.0000	60.00	250.00
1010.30.4510.5213.100	Blood Draws	1.0000	1,000.00	1,000.00
1010.30.4510.5213.100	Certifion/Entersect	12.0000	109.95	1,319.00
1010.30.4510.5213.100	DOJ Livescan - Internal	1.0000	500.00	500.00
1010.30.4510.5213.100	Evidence Recycle/Disposal	1.0000	502.00	502.00
1010.30.4510.5213.100	Generator Permit	1.0000	261.00	261.00
1010.30.4510.5213.100	Shred Service	12.0000	35.42	425.04
1010.30.4510.5213.100	Stericycle - Hazardous Waste Disposal	1.0000	425.00	425.00
1010.30.4510.5213.100	TB Testing Per OSHA Sworn/PSD/CSO/AC	1.0000	1,500.00	1,500.00
1010.30.4510.5213.100	Valley Toxicology -Drug/Alcohol Analysis	1.0000	2,400.00	2,400.00
	Account 5213.100 - Professional/Contract Services General Totals	Transactions	10	\$8,582.04
Account	5214.100 - Repair and Maint Service General			
1010.30.4510.5214.100	APB Net (Critical Reach)	1.0000	299.00	299.00
1010.30.4510.5214.100	Biometrics Annual	1.0000	1,400.00	1,400.00
1010.30.4510.5214.100	Copier/Printer Maintenance	1.0000	2,600.00	1,000.00
1010.30.4510.5214.100	CopWare	1.0000	620.00	620.00
1010.30.4510.5214.100	Dragon Dictation License Renewal	1.0000	1,297.00	1,297.00
1010.30.4510.5214.100	Drinking Water Service	1.0000	710.00	710.00
1010.30.4510.5214.100	Entrance Mat Replacement	1.0000	500.00	500.00
1010.30.4510.5214.100	Esri	1.0000	1,236.00	1,236.00
1010.30.4510.5214.100	Facility Maintenance/Repairs/Septic Tank/Carpets/Floors	1.0000	750.00	750.00
1010.30.4510.5214.100	Fire Extinguisher Maintenance/Certification Annual	1.0000	800.00	800.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
1010.30.4510.5214.100	Janitorial Service	1.0000	15,150.00	15,150.00
1010.30.4510.5214.100	NetMotion	1.0000	1,385.00	1,385.00
1010.30.4510.5214.100	Pest Control	12.0000	41.00	492.00
1010.30.4510.5214.100	Administrative Purchasing Membership	1.0000	500.00	130.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	14	\$25,769.00
Account 5215.100 - Rents and Leases Miscellaneous				
1010.30.4510.5215.100	Postage Meter and Scale	1.0000	564.00	564.00
1010.30.4510.5215.100	Sawmill Peak Propane Tank	1.0000	1.00	1.00
Account 5215.100 - Rents and Leases Miscellaneous Totals		Transactions	2	\$565.00
Account 5215.106 - Rents and Leases Copiers				
1010.30.4510.5215.106	Copy Machines	1.0000	4,087.00	4,087.00
Account 5215.106 - Rents and Leases Copiers Totals		Transactions	1	\$4,087.00
Account 5216.100 - Communications General Services				
1010.30.4510.5216.100	Cell Service	1.0000	12,240.00	12,240.00
Account 5216.100 - Communications General Services Totals		Transactions	1	\$12,240.00
Account 5219.100 - Printing General				
1010.30.4510.5219.100	Business Cards/Forms	1.0000	500.00	500.00
Account 5219.100 - Printing General Totals		Transactions	1	\$500.00
Account 5220.100 - Employee Development General				
1010.30.4510.5220.100	Professional Membership Renewals	1.0000	500.00	500.00
1010.30.4510.5220.100	Training Chief/Lieutenant/Admin Asst	1.0000	2,000.00	2,000.00
1010.30.4510.5220.100	New Lieutenant Manager Course	1.0000	5,000.00	5,000.00
Account 5220.100 - Employee Development General Totals		Transactions	3	\$7,500.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings				
1010.30.4510.5223.105	New Employee/Oral Boards/Meetings	1.0000	600.00	600.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings Totals		Transactions	1	\$600.00
Account 5225 - Bank Fees and Charges				
1010.30.4510.5225	Bank Fees	1.0000	520.00	520.00
Account 5225 - Bank Fees and Charges Totals		Transactions	1	\$520.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Account 1010.30.4510.5304	Account 5304 - Furniture & Equipment Desktop Replacements	3.0000	2,250.00	6,750.00
Account 5304 - Furniture & Equipment Totals		Transactions	1	\$6,750.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 30 - Police							
Program: 4520 - Police Operations							
Expenditures							
5100	Personnel Services	2,731,303	3,523,531	3,330,515	3,836,385	3,836,385	3,836,385
5200	Supplies and Services	88,615	141,616	108,500	119,635	119,635	119,635
5300	Capital Outlay	2,559	27,850	13,800	23,300	23,300	23,300
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		2,822,478	3,692,997	3,452,815	3,979,320	3,979,320	3,979,320
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		2,822,478	3,692,997	3,452,815	3,979,320	3,979,320	3,979,320

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Police Officer (11)	40	100%	11.00	2,265,766
Officer Detective (1)	40	100%	1.00	261,629
Police Sergeant (4)	40	100%	4.00	1,054,024
Community Services Officer III	40	100%	1.00	86,985
		Total	17.00	3,668,405

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022		
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department:	30 - Police						
Program:	4520 - Police Operations						
5101	Salaries - Permanent	970,568.75	1,351,762.00	1,172,812.46	1,425,260.00	1,425,260.00	1,425,260.00
5102	Salaries - Temporary	466.94	-	15,689.59	-	-	-
5103.102	Differential Pay Out of Class	9,478.31	-	5,414.54	-	-	-
5103.105	Differential Pay Swing/Graveyard Shift	31,980.29	-	36,485.96	-	-	-
5103.108	Differential Pay Canine Maintenance	9,073.13	-	11,314.48	-	-	-
5104	Wages - PS Holiday Pay	47,768.12	65,145.00	61,192.32	68,507.00	68,507.00	68,507.00
5105	Salaries - Overtime/FLSA	218,124.57	200,000.00	293,066.20	200,000.00	200,000.00	200,000.00
5106.100	Incentives & Admin Leave Administrative Leave	43,071.60	-	-	-	-	-
5106.101	Incentives & Admin Leave School Incentive	40,460.92	50,129.00	46,326.65	49,733.00	49,733.00	49,733.00
5106.103	Incentives & Admin Leave Team Pay	552.31	-	5,032.63	-	-	-
5106.200	Incentives & Admin Leave Gym Reimbursement	-	180.00	-	360.00	360.00	360.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	15,500.00	10,000.00	18,600.00	5,000.00	5,000.00	5,000.00
5109.100	Allowances Uniform Allowance	16,474.85	16,116.00	16,832.92	15,562.00	15,562.00	15,562.00
5111	Medicare	20,130.75	24,553.00	23,302.18	25,584.00	25,584.00	25,584.00
5112.101	Retirement Contribution PERS	871,941.50	1,348,414.00	1,167,609.88	1,562,248.00	1,562,248.00	1,562,248.00
5112.102	Retirement Contribution Social Security	28.95	-	1,244.78	-	-	-
5113	Worker's Compensation	139,220.28	120,749.00	143,648.30	146,878.00	146,878.00	146,878.00
5114.101	Health Insurance Medical	159,385.49	240,773.00	202,355.34	251,747.00	251,747.00	251,747.00
5114.102	Health Insurance Dental	20,659.11	-	23,644.88	-	-	-
5114.103	Health Insurance Vision	1,866.05	-	2,206.26	-	-	-
5115	Unemployment Compensation	3,852.00	-	10,849.51	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	3,123.78	15,937.00	3,829.30	16,487.00	16,487.00	16,487.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	8,435.02	-	10,174.22	-	-	-
5119.100	Retiree Costs Medical Insurance	163,594.50	173,261.00	150,019.20	156,004.00	156,004.00	156,004.00
5122	Accrual Bank Payoff	23,191.71	-	2,351.01	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(87,646.00)	(93,488.00)	(93,488.00)	(86,985.00)	(86,985.00)	(86,985.00)
5202.100	Operating Supplies General	20,655.42	29,925.00	25,000.00	21,278.00	21,278.00	21,278.00
5204	Subscriptions and Code Books	497.81	500.00	-	500.00	500.00	500.00
5209.101	Auto Fuel Expense Town Vehicles	39,370.40	50,000.00	48,300.00	50,000.00	50,000.00	50,000.00
5213.100	Professional/Contract Services General	15,061.08	8,200.00	9,200.00	12,200.00	12,200.00	12,200.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2022					
		2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5214.100	Repair and Maint Service General	35.95	2,420.00	1,500.00	1,720.00	1,720.00	1,720.00
5216.100	Communications General Services	7,086.85	32,171.00	9,500.00	33,537.00	33,537.00	33,537.00
5218.100	Advertising General	-	200.00	-	200.00	200.00	200.00
5220.100	Employee Development General	5,896.95	18,000.00	15,000.00	-	-	-
5220.110	Employee Development Education Reimb MOU Program	-	200.00	-	200.00	200.00	200.00
5223.105	Meals and Refreshments Emergencies and Meetings	11.00	-	-	-	-	-
5260	Miscellaneous	-	-	-	-	-	-
5304	Furniture & Equipment	2,559.14	27,850.00	13,800.00	23,300.00	23,300.00	23,300.00
EXPENSE GRAND Totals:		2,822,478	3,692,997	3,452,815	3,979,320	3,979,320	3,979,320



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 30 - Police				
Program 4520 - Police Operations				
Account 5105 - Salaries - Overtime/FLSA				
1010.30.4520.5105	Overtime	1.0000	200,000.00	200,000.00
	Account 5105 - Salaries - Overtime/FLSA Totals	Transactions	1	\$200,000.00
Account 5119.100 - Retiree Costs Medical Insurance				
1010.30.4520.5119.100	Retiree Health Premium	1.0000	156,004.00	156,004.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$156,004.00
Account 5199.130 - Other Payroll Expenses Interfund Payroll Transfers				
1010.30.4520.5199.130	SLESF (COPS Grant) CSO Oakley	1.0000	(86,985.00)	(86,985.00)
	Account 5199.130 - Other Payroll Expenses Interfund Payroll Transfers Totals	Transactions	1	(\$86,985.00)
Account 5202.100 - Operating Supplies General				
1010.30.4520.5202.100	Bulletproof Vests	7.0000	1,000.00	7,000.00
1010.30.4520.5202.100	Cell Phones for IRIMS	1.0000	500.00	500.00
1010.30.4520.5202.100	CSI Equipment/Supplies	1.0000	300.00	300.00
1010.30.4520.5202.100	DefensiveTactics Equipment/Supplies	1.0000	1,125.00	1,125.00
1010.30.4520.5202.100	Narcotic Testing Kits	1.0000	1,200.00	1,200.00
1010.30.4520.5202.100	New/Current Officer Supplies/Equipment	1.0000	5,000.00	5,000.00
1010.30.4520.5202.100	Patrol Ammunitions and Targets	1.0000	5,000.00	5,000.00
1010.30.4520.5202.100	Taser Cartridges	1.0000	800.00	800.00
1010.30.4520.5202.100	Air / Bloodborne Pathogen Training	1.0000	353.00	353.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	9	\$21,278.00
Account 5204 - Subscriptions and Code Books				
1010.30.4520.5204	Penal/Vehicle Code Books	1.0000	500.00	500.00
	Account 5204 - Subscriptions and Code Books Totals	Transactions	1	\$500.00
Account 5209.101 - Auto Fuel Expense Town Vehicles				
1010.30.4520.5209.101	Department Vehicles	1.0000	50,000.00	50,000.00
	Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$50,000.00
Account 5213.100 - Professional/Contract Services General				
1010.30.4520.5213.100	Officer Exams/Hep B	1.0000	1,000.00	1,000.00
1010.30.4520.5213.100	Preemployment Background	1.0000	4,000.00	4,000.00
1010.30.4520.5213.100	SART/Fingerprint/Gunshot Exams	1.0000	6,000.00	6,000.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
1010.30.4520.5213.100	Towing Evidence		1.0000	1,200.00	1,200.00
		Account 5213.100 - Professional/Contract Services General Totals	Transactions	4	\$12,200.00
	Account 5214.100 - Repair and Maint Service General				
1010.30.4520.5214.100	Body Camera Repairs		1.0000	500.00	500.00
1010.30.4520.5214.100	MDC Repairs		1.0000	500.00	500.00
1010.30.4520.5214.100	Radar Calibration (Every Three Years)		1.0000	.00	.00
1010.30.4520.5214.100	Speedometer Calibration		1.0000	720.00	720.00
		Account 5214.100 - Repair and Maint Service General Totals	Transactions	4	\$1,720.00
	Account 5216.100 - Communications General Services				
1010.30.4520.5216.100	MDC Service		12.0000	694.75	8,337.00
1010.30.4520.5216.100	Public Safety Radio System - Monthly Maint (50 units)		12.0000	2,100.00	25,200.00
		Account 5216.100 - Communications General Services Totals	Transactions	2	\$33,537.00
	Account 5218.100 - Advertising General				
1010.30.4520.5218.100	Bids		1.0000	200.00	200.00
		Account 5218.100 - Advertising General Totals	Transactions	1	\$200.00
	Account 5220.100 - Employee Development General				
1010.30.4520.5220.100	Training for Officers, Sergeants and CSO		1.0000	49,849.00	49,849.00
1010.30.4520.5220.100	Measure V Offset		1.0000	(49,849.00)	(49,849.00)
		Account 5220.100 - Employee Development General Totals	Transactions	2	\$0.00
	Account 5220.110 - Employee Development Education Reimb MOU Program				
1010.30.4520.5220.110	Education Reimbursement Per MOU		1.0000	200.00	200.00
		Account 5220.110 - Employee Development Education Reimb MOU Program Totals	Transactions	1	\$200.00
	Account 5304 - Furniture & Equipment				
1010.30.4520.5304	Desktop Replacements		5.0000	1,750.00	8,750.00
1010.30.4520.5304	Tasers - Payments to AXON		10.0000	1,455.00	14,550.00
		Account 5304 - Furniture & Equipment Totals	Transactions	2	\$23,300.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2070 - Animal Control							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
Expenditures							
5100	Personnel Services	296,105	310,111	274,773	317,448	317,448	317,448
5200	Supplies and Services	40,059	53,873	44,401	56,798	56,798	56,798
5300	Capital Outlay	3,325	3,000	-	3,000	3,000	3,000
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		339,490	366,984	319,174	377,246	377,246	377,246
Revenues							
	Service Fees	18,048	18,105	17,805	17,125	17,125	17,125
	Fines and Forfeitures	4,760	5,000	600	500	500	500
	Other (Includes Measure N)	132,415	132,152	116,486	120,000	120,000	120,000
Total Revenues		155,223	155,257	134,891	137,625	137,625	137,625
Net Income		(184,267)	(211,727)	(184,284)	(239,621)	(239,621)	(239,621)
Transfers In		252,953	261,577	268,302	297,147	297,147	297,147
Transfers (Out)		(69,689)	(49,850)	(49,850)	(58,848)	(58,848)	(58,848)
Ending Fund Balance		(200)	(200)	33,968	32,646	32,646	32,646

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Animal Control Supervisor	40	100%	1.00	108,738
Animal Control Officer (2)	36	100%	1.80	142,607
Office Assistant III	30	100%	0.75	56,511
		Total	3.55	307,856

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2070 - Animal Control							
REVENUES							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
3120.330	Other Taxes Voter Appointed Parcel Tax	132,415	132,152	116,486	120,000	120,000	120,000
3380.105	Local Government Revenue Fines and Citations Animal Cntrl	4,760	5,000	500	500	500	500
3410.113	Administrative Services Document Copying	18	5	30	25	25	25
3410.150	Administrative Services Late Fees	147	250	450	250	250	250
3410.160	Administrative Services Administrative Citation Hearing	-	-	100	-	-	-
3455.200	Animal Control Adoption Fees	5,621	5,000	4,600	4,500	4,500	4,500
3455.205	Animal Control Surrender/Euth/Disp Fees	458	500	725	500	500	500
3455.210	Animal Control Dog Licenses	6,026	6,000	6,000	6,000	6,000	6,000
3455.215	Animal Control Dangerous/Wild Animal Permit	-	-	-	-	-	-
3455.225	Animal Control Impound/Quarantine Fees	4,980	5,500	4,900	5,000	5,000	5,000
3455.226	Animal Control Impound Unaltered State Fee	800	850	1,100	850	850	850
3901.100	Refunds and Reimbursements Miscellaneous	803	-	-	-	-	-
3902.100	Miscellaneous Revenue General	(3)	-	(0)	-	-	-
3910.010	Transfers In From General Fund	252,953	258,077	258,077	293,647	293,647	293,647
3910.811	Transfers In From Animal Control Donations	-	3,500	10,225	3,500	3,500	3,500
REVENUES Total		408,979	416,834	403,193	434,772	434,772	434,772

EXPENSES

Department: 30 - Police
Program: 4540 - Police - Animal Control

5101	Salaries - Permanent	183,795	193,331	158,198	201,471	201,471	201,471
5102	Salaries - Temporary	-	-	-	-	-	-
5103.102	Differential Pay Out of Class	-	-	1,044	-	-	-
5104	Wages - PS Holiday Pay	8,550	8,160	8,048	8,565	8,565	8,565
5105	Salaries - Overtime/FLSA	2,357	2,500	2,287	2,500	2,500	2,500
5106.100	Incentives & Admin Leave Administrative Leave	9,102	-	-	-	-	-
5106.200	Incentives & Admin Leave Gym Reimbursement	-	-	-	-	-	-
5109.100	Allowances Uniform Allowance	2,558	2,558	2,329	2,558	2,558	2,558
5111	Medicare	3,062	2,995	2,484	3,119	3,119	3,119
5112.101	Retirement Contribution PERS	26,870	44,842	42,042	42,004	42,004	42,004
5112.102	Retirement Contribution Social Security	-	-	-	-	-	-
5113	Worker's Compensation	19,351	14,727	17,520	16,084	16,084	16,084
5114.101	Health Insurance Medical	24,689	28,515	24,515	28,515	28,515	28,515
5114.102	Health Insurance Dental	3,353	-	2,886	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town Council Adopted
					Department Requested		
5114.103	Health Insurance Vision	192	-	147	-	-	-
5115	Unemployment Compensation	-	-	1,134	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	962	2,956	863	3,040	3,040	3,040
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,769	-	1,840	-	-	-
5119.100	Retiree Costs Medical Insurance	9,495	9,527	9,439	9,592	9,592	9,592
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5201.100	Office Supplies General	156	125	-	125	125	125
5202.100	Operating Supplies General	3,765	6,950	4,500	9,190	9,190	9,190
5203.100	Repairs and Maint Supplies General	1,479	500	700	500	500	500
5204	Subscriptions and Code Books	144	150	144	180	180	180
5209.101	Auto Fuel Expense Town Vehicles	5,791	7,000	5,700	7,000	7,000	7,000
5210.100	Postage General	3	-	-	-	-	-
5211.135	Utilities Water and Sewer	308	600	791	1,055	1,055	1,055
5211.137	Utilities Electric and Gas	2,646	3,400	4,000	3,400	3,400	3,400
5211.139	Utilities Propane	1,606	1,600	2,500	1,600	1,600	1,600
5213.100	Professional/Contract Services General	8,075	15,800	15,800	15,800	15,800	15,800
5214.100	Repair and Maint Service General	10,141	10,037	7,500	10,037	10,037	10,037
5215.100	Rents and Leases Miscellaneous	-	1	1	1	1	1
5216.100	Communications General Services	2,045	2,630	2,150	2,630	2,630	2,630
5218.100	Advertising General	-	-	-	-	-	-
5219.100	Printing General	-	150	-	150	150	150
5220.100	Employee Development General	2,704	4,600	100	4,600	4,600	4,600
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	30	30	15	30	30	30
5225	Bank Fees and Charges	273	300	500	500	500	500
5280.100	Bad Debt Write Off Expense	894	-	-	-	-	-
5303	Improvements	-	3,000	-	3,000	3,000	3,000
5304	Furniture & Equipment	3,325	-	-	-	-	-
5910.010	Transfers Out To General Fund	69,689	49,850	49,850	58,848	58,848	58,848
EXPENSES Total		409,179	416,834	369,024	436,094	436,094	436,094
Fund Total: 2070 - Animal Control		(200)	-	34,168	(1,322)	(1,322)	(1,322)
ENDING FUND BALANCE		(200)	(200)	33,968	32,646	32,646	32,646



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	2070 - Animal Control			
Department	30 - Police			
Program	4540 - Police - Animal Control			
Account	5105 - Salaries - Overtime/FLSA			
2070.30.4540.5105	Overtime	1.0000	2,500.00	2,500.00
Account 5105 - Salaries - Overtime/FLSA Totals		Transactions	1	\$2,500.00
Account	5119.100 - Retiree Costs Medical Insurance			
2070.30.4540.5119.100	Retiree Medical Premium	1.0000	9,592.00	9,592.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$9,592.00
Account	5201.100 - Office Supplies General			
2070.30.4540.5201.100	Office Supplies/Toner	1.0000	125.00	125.00
Account 5201.100 - Office Supplies General Totals		Transactions	1	\$125.00
Account	5202.100 - Operating Supplies General			
2070.30.4540.5202.100	AC Officer PPE and Supplies	1.0000	1,000.00	1,000.00
2070.30.4540.5202.100	Animal Care and Feeding	1.0000	4,000.00	4,000.00
2070.30.4540.5202.100	Dog Tags	1.0000	100.00	100.00
2070.30.4540.5202.100	Microchips for Adoptions	1.0000	2,100.00	2,100.00
2070.30.4540.5202.100	Misc. Operating Supplies	1.0000	300.00	300.00
2070.30.4540.5202.100	Shelter Cleaning Supplies	1.0000	1,000.00	1,690.00
Account 5202.100 - Operating Supplies General Totals		Transactions	6	\$9,190.00
Account	5203.100 - Repairs and Maint Supplies General			
2070.30.4540.5203.100	Janitorial/Facility/Yard Supplies/Equipment	1.0000	500.00	500.00
Account 5203.100 - Repairs and Maint Supplies General Totals		Transactions	1	\$500.00
Account	5204 - Subscriptions and Code Books			
2070.30.4540.5204	2021 Animal Law Books - 3	1.0000	180.00	180.00
Account 5204 - Subscriptions and Code Books Totals		Transactions	1	\$180.00
Account	5209.101 - Auto Fuel Expense Town Vehicles			
2070.30.4540.5209.101	Gasoline for Animal Control Trucks	1.0000	7,000.00	7,000.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
		Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$7,000.00
Account 5211.135 - Utilities Water and Sewer					
2070.30.4540.5211.135	Water - 925 American Way		1.0000	1,055.00	1,055.00
		Account 5211.135 - Utilities Water and Sewer Totals	Transactions	1	\$1,055.00
Account 5211.137 - Utilities Electric and Gas					
2070.30.4540.5211.137	Electricity - 925 American Way		1.0000	3,400.00	3,400.00
		Account 5211.137 - Utilities Electric and Gas Totals	Transactions	1	\$3,400.00
Account 5211.139 - Utilities Propane					
2070.30.4540.5211.139	Propane - 925 American Way/Pressure Washer		1.0000	1,600.00	1,600.00
		Account 5211.139 - Utilities Propane Totals	Transactions	1	\$1,600.00
Account 5213.100 - Professional/Contract Services General					
2070.30.4540.5213.100	Background Investigation - PASH volunteers		1.0000	100.00	100.00
2070.30.4540.5213.100	Hearing Fees		1.0000	300.00	300.00
2070.30.4540.5213.100	Rendering - Town Facility Service		12.0000	1,200.00	14,400.00
2070.30.4540.5213.100	Veterinarian Service/Processing of Licenses		1.0000	1,000.00	1,000.00
		Account 5213.100 - Professional/Contract Services General Totals	Transactions	4	\$15,800.00
Account 5214.100 - Repair and Maint Service General					
2070.30.4540.5214.100	Chameleon Annual License/Maintenance		1.0000	2,237.00	2,237.00
2070.30.4540.5214.100	Chameleon On-Line License		1.0000	3,971.00	3,971.00
2070.30.4540.5214.100	Equipment Repairs & Maintenance		1.0000	2,600.00	2,600.00
2070.30.4540.5214.100	Facility Maintenance/Repair/Septic Pumped		1.0000	500.00	500.00
2070.30.4540.5214.100	Fire Extinguisher Annual Maintenance		1.0000	100.00	100.00
2070.30.4540.5214.100	Pest Control		1.0000	504.00	504.00
2070.30.4540.5214.100	Potable Water Supply		1.0000	125.00	125.00
		Account 5214.100 - Repair and Maint Service General Totals	Transactions	7	\$10,037.00
Account 5215.100 - Rents and Leases Miscellaneous					
2070.30.4540.5215.100	Propane Tank Rental		1.0000	1.00	1.00
		Account 5215.100 - Rents and Leases Miscellaneous Totals	Transactions	1	\$1.00
Account 5216.100 - Communications General Services					



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
2070.30.4540.5216.100	Cell Phone Service - 3	1.0000	1,558.80	1,558.80
2070.30.4540.5216.100	Cell Service for Internet	1.0000	588.00	588.00
2070.30.4540.5216.100	Landlines	1.0000	483.12	483.12
Account 5216.100 - Communications General Services Totals		Transactions	3	\$2,629.92
Account 5219.100 - Printing General				
2070.30.4540.5219.100	Business Cards	1.0000	50.00	50.00
2070.30.4540.5219.100	Citations	1.0000	100.00	100.00
Account 5219.100 - Printing General Totals		Transactions	2	\$150.00
Account 5220.100 - Employee Development General				
2070.30.4540.5220.100	AC Officer Training	1.0000	2,500.00	2,500.00
2070.30.4540.5220.100	AC Supervisor Training	1.0000	2,000.00	2,000.00
2070.30.4540.5220.100	State Humane Assoc. Membership	1.0000	100.00	100.00
Account 5220.100 - Employee Development General Totals		Transactions	3	\$4,600.00
Account 5223.101 - Meals and Refreshments Employee Meals-MOU Overtime				
2070.30.4540.5223.101	Meal Per MOU	1.0000	30.00	30.00
Account 5223.101 - Meals and Refreshments Employee Meals-MOU Overtime Totals		Transactions	1	\$30.00
Account 5225 - Bank Fees and Charges				
2070.30.4540.5225	Merchant Fees	1.0000	500.00	500.00
Account 5225 - Bank Fees and Charges Totals		Transactions	1	\$500.00
Account 5910.010 - Transfers Out To General Fund				
2070.30.4540.5910.010	Central Services Allocation	1.0000	36,004.00	36,004.00
2070.30.4540.5910.010	Pension Obligation Bond	1.0000	22,844.00	22,844.00
Account 5910.010 - Transfers Out To General Fund Totals		Transactions	2	\$58,848.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 30 - Police							
Program: 4530 - Public Safety Communications							
Expenditures							
5100	Personnel Services	336,687	218,847	213,684	224,462	224,462	224,462
5200	Supplies and Services	319,911	421,967	426,608	421,969	421,969	421,969
5300	Capital Outlay	-	5,000	6,105	5,000	5,000	5,000
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		656,598	645,814	646,397	651,431	651,431	651,431
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		656,598	645,814	646,397	651,431	651,431	651,431

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Support Services Supervisor	40	100%	1.00	115,523
Property and Evidence Tech	40	100%	1.00	94,398
		Total	2.00	209,921

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

		2020 Actual	2021 Amended	2021 Estimated	2022		
Account Number	Description	Amount	Budget	Amount	Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department:	30 - Police						
Program:	4530 - Public Safety Communications						
5101	Salaries - Permanent	177,848	123,930	123,438	129,612	129,612	129,612
5102	Salaries - Temporary	3,376	-	-	-	-	-
5103.102	Differential Pay Out of Class	840	-	-	-	-	-
5103.105	Differential Pay Swing/Graveyard Shift	670	-	-	-	-	-
5104	Wages - PS Holiday Pay	8,179	3,529	3,533	3,774	3,774	3,774
5105	Salaries - Overtime/FLSA	7,485	2,500	570	1,000	1,000	1,000
5106.100	Incentives & Admin Leave Administrative Leave	12,735	-	-	-	-	-
5106.101	Incentives & Admin Leave School Incentive	5,787	3,170	3,248	3,284	3,284	3,284
5106.200	Incentives & Admin Leave Gym Reimbursement	-	90	432	90	90	90
5106.205	Incentives & Admin Leave PS Recruitment Incentive	-	-	-	-	-	-
5109.100	Allowances Uniform Allowance	2,594	1,364	1,398	1,864	1,864	1,864
5109.101	Allowances Boot Allowance	-	-	600	-	-	-
5111	Medicare	3,138	1,951	1,681	2,025	2,025	2,025
5112.101	Retirement Contribution PERS	31,040	30,156	30,002	28,502	28,502	28,502
5113	Worker's Compensation	17,440	3,644	4,335	3,973	3,973	3,973
5114.101	Health Insurance Medical	47,317	33,679	28,400	33,939	33,939	33,939
5114.102	Health Insurance Dental	4,475	-	3,638	-	-	-
5114.103	Health Insurance Vision	433	-	320	-	-	-
5115	Unemployment Compensation	-	-	776	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	867	1,799	526	1,858	1,858	1,858
5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,958	-	1,312	-	-	-
5119.100	Retiree Costs Medical Insurance	67,063	74,463	70,903	75,899	75,899	75,899
5122	Accrual Bank Payoff	13,552	-	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(70,110)	(61,428)	(61,428)	(61,358)	(61,358)	(61,358)
5202.100	Operating Supplies General	1,587	2,100	500	2,200	2,200	2,200
5204	Subscriptions and Code Books	160	160	160	190	190	190
5213.100	Professional/Contract Services General	268,163	371,001	371,001	371,001	371,001	371,001
5214.100	Repair and Maint Service General	27,470	21,487	21,487	22,970	22,970	22,970
5216.100	Communications General Services	21,403	22,919	31,400	21,308	21,308	21,308
5218.100	Advertising General	-	100	60	100	100	100

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022		
					Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5220.100	Employee Development General	1,128	4,200	2,000	4,200	4,200	4,200
5304	Furniture & Equipment	-	5,000	6,105	5,000	5,000	5,000
5501	Debt Service Payment - Principal	-	-	-	-	-	-
EXPENSE GRAND Totals:		656,598	645,814	646,397	651,431	651,431	651,431



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	30 - Police			
Program	4530 - Public Safety Communications			
Account	5105 - Salaries - Overtime/FLSA			
1010.30.4530.5105	Overtime	1.0000	1,000.00	1,000.00
	Account 5105 - Salaries - Overtime/FLSA Totals	Transactions	1	\$1,000.00
Account	5119.100 - Retiree Costs Medical Insurance			
1010.30.4530.5119.100	Retiree Health Premium	1.0000	75,899.00	75,899.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$75,899.00
Account	5199.130 - Other Payroll Expenses Interfund Payroll Transfers			
1010.30.4530.5199.130	SLESF (COPS Grant) Property & Evidence Technician 65%	1.0000	(61,358.00)	(61,358.00)
	Account 5199.130 - Other Payroll Expenses Interfund Payroll Transfers Totals	Transactions	1	(\$61,358.00)
Account	5202.100 - Operating Supplies General			
1010.30.4530.5202.100	Desktop Scanners	1.0000	600.00	600.00
1010.30.4530.5202.100	Dispatch Supplies	1.0000	100.00	100.00
1010.30.4530.5202.100	Property/Evidence Supplies	1.0000	1,500.00	1,500.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	3	\$2,200.00
Account	5204 - Subscriptions and Code Books			
1010.30.4530.5204	2020 National Law Enforcement Directory	1.0000	190.00	190.00
	Account 5204 - Subscriptions and Code Books Totals	Transactions	1	\$190.00
Account	5213.100 - Professional/Contract Services General			
1010.30.4530.5213.100	Buttte County Sheriff Dispatch Service - 3 FTE	12.0000	28,833.41	346,000.92
1010.30.4530.5213.100	CIBRS Implementation	1.0000	25,000.00	25,000.00
	Account 5213.100 - Professional/Contract Services General Totals	Transactions	2	\$371,000.92
Account	5214.100 - Repair and Maint Service General			
1010.30.4530.5214.100	Console Cleaning Service	1.0000	1,400.00	1,400.00
1010.30.4530.5214.100	Mobile RIMS - IRims Maintenance	1.0000	1,000.00	1,000.00
1010.30.4530.5214.100	RIMS Annual Maintenance/Support	1.0000	20,570.00	20,570.00
	Account 5214.100 - Repair and Maint Service General Totals	Transactions	3	\$22,970.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
Account	5216.100 - Communications General Services			
1010.30.4530.5216.100	Circuit to Butte County Sheriff	12.0000	108.98	1,308.00
1010.30.4530.5216.100	Landlines	12.0000	1,666.67	20,000.00
Account	5216.100 - Communications General Services Totals	Transactions	3	\$21,308.00
Account	5218.100 - Advertising General			
1010.30.4530.5218.100	Advertising	1.0000	100.00	100.00
Account	5218.100 - Advertising General Totals	Transactions	1	\$100.00
Account	5220.100 - Employee Development General			
1010.30.4530.5220.100	Memberships	1.0000	200.00	200.00
1010.30.4530.5220.100	Property and Evidence Training	1.0000	2,000.00	2,000.00
1010.30.4530.5220.100	Supervisor Training	1.0000	2,000.00	2,000.00
Account	5220.100 - Employee Development General Totals	Transactions	3	\$4,200.00
Account	5304 - Furniture & Equipment			
1010.30.4530.5304	Dispatch Console 3	1.0000	5,000.00	5,000.00
Account	5304 - Furniture & Equipment Totals	Transactions	1	\$5,000.00

FY 2021/22

Fire Department

Administration, Suppression & Volunteers

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 35 - Fire							
Program: 4610 - Fire - Administrative							
Expenditures							
5100	Personnel Services	126,909	135,028	131,522	197,921	197,921	197,921
5200	Supplies and Services	68,024	63,111	67,525	64,212	64,212	64,212
5300	Capital Outlay	3,027	-	-	-	-	-
5500	Debt Service	2,071	2,071	2,071	-	-	-
Total Expenditures		200,031	200,210	201,118	262,133	262,133	262,133
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Transfers In							
Transfers (Out)		-	-	-	-	-	-
Net General Fund Support		200,031	200,210	201,118	262,133	262,133	262,133

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Administrative Assistant	24	100%	0.60	43,624
Fire Prevention Inspector II	40	33%	0.33	36,671
Fire Prevention Inspector	40	80%	0.80	59,828
		Total	1.73	140,123
Allocation to Other Programs				
Fire Prevention Inspector II	BSWW 67%			
Fire Prevention Inspector	BSWW 20%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 35 - Fire							
Program: 4610 - Fire - Administrative							
5101	Salaries - Permanent	56,619	57,772	57,017	94,467	94,467	94,467
5105	Salaries - Overtime/FLSA	165	-	20	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	2,569	-	-	-	-	-
5106.200	Incentives & Admin Leave Gym Reimbursement	30	60	-	60	60	60
5109.100	Allowances Uniform Allowance	227	227	225	769	769	769
5109.101	Allowances Boot Allowance	167	163	167	567	567	567
5111	Medicare	942	843	908	1,389	1,389	1,389
5112.101	Retirement Contribution PERS	4,383	15,722	12,285	28,806	28,806	28,806
5113	Worker's Compensation	1,814	1,375	1,636	3,137	3,137	3,137
5114.101	Health Insurance Medical	4,858	4,840	4,841	14,378	14,378	14,378
5115	Unemployment Compensation	-	-	413	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	240	799	239	1,380	1,380	1,380
5116.102	Life and Disability Insurance Long Term/Short Term Disability	495	-	544	-	-	-
5119.100	Retiree Costs Medical Insurance	54,400	53,227	53,227	52,968	52,968	52,968
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5201.100	Office Supplies General	270	250	550	400	400	400
5202.100	Operating Supplies General	5,217	2,600	2,200	2,600	2,600	2,600
5203.100	Repairs and Maint Supplies General	10,419	5,500	6,000	5,500	5,500	5,500
5209.101	Auto Fuel Expense Town Vehicles	430	700	200	500	500	500
5210.100	Postage General	854	500	1,000	750	750	750
5211.135	Utilities Water and Sewer	2,299	2,500	2,300	2,300	2,300	2,300
5211.137	Utilities Electric and Gas	21,499	22,000	22,750	22,500	22,500	22,500
5211.139	Utilities Propane	1,824	1,800	300	1,000	1,000	1,000
5213.100	Professional/Contract Services General	941	1,090	7,900	1,155	1,155	1,155
5214.100	Repair and Maint Service General	5,677	5,652	4,600	7,052	7,052	7,052
5215.106	Rents and Leases Copiers	2,298	2,300	2,311	1,200	1,200	1,200
5216.100	Communications General Services	11,259	12,198	13,914	14,255	14,255	14,255
5218.100	Advertising General	-	-	-	-	-	-
5219.100	Printing General	5,009	6,000	3,500	5,000	5,000	5,000
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	-	-	-	-	-	-
5223.105	Meals and Refreshments Emergencies and Meetings	29	21	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5303	Improvements	3,027	-	-	-	-	-
5501	Debt Service Payment - Principal	2,071	2,071	2,071	-	-	-
EXPENSE GRAND Totals:		200,031	200,210	201,118	262,133	262,133	262,133



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	35 - Fire			
Program	4610 - Fire - Administrative			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.35.4610.5119.100	Retiree Health Premium	1.0000	52,968.00	52,968.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$52,968.00
Account	5201.100 - Office Supplies General			
1010.35.4610.5201.100	Office Supplies (not paper or ink)	1.0000	400.00	400.00
Account 5201.100 - Office Supplies General Totals		Transactions	1	\$400.00
Account	5202.100 - Operating Supplies General			
1010.35.4610.5202.100	All Stations: Beds, bedding, chairs, appliances	1.0000	1,500.00	1,500.00
1010.35.4610.5202.100	Flag Replacement: US & CA	1.0000	100.00	100.00
1010.35.4610.5202.100	Miscellaneous Operating Supplies	1.0000	200.00	200.00
1010.35.4610.5202.100	Printer Ink Cartridges	1.0000	200.00	200.00
1010.35.4610.5202.100	Printer/Copier Paper	1.0000	600.00	600.00
Account 5202.100 - Operating Supplies General Totals		Transactions	5	\$2,600.00
Account	5203.100 - Repairs and Maint Supplies General			
1010.35.4610.5203.100	All Stations: Consumable products (cleaning, paper products)	1.0000	2,000.00	2,000.00
1010.35.4610.5203.100	All Stations: Facility Maintenance	1.0000	2,500.00	2,500.00
1010.35.4610.5203.100	All Stations: Filters for Air Vac	1.0000	1,000.00	1,000.00
Account 5203.100 - Repairs and Maint Supplies General Totals		Transactions	3	\$5,500.00
Account	5209.101 - Auto Fuel Expense Town Vehicles			
1010.35.4610.5209.101	Fuel for Fire Prevention Inspector	1.0000	500.00	500.00
Account 5209.101 - Auto Fuel Expense Town Vehicles Totals		Transactions	1	\$500.00
Account	5210.100 - Postage General			
1010.35.4610.5210.100	Postage and Shipping	1.0000	750.00	750.00
Account 5210.100 - Postage General Totals		Transactions	1	\$750.00
Account	5211.135 - Utilities Water and Sewer			
1010.35.4610.5211.135	Water Service - Station 81 and 82	1.0000	2,300.00	2,300.00



Town of Paradise

Budget Transactions Report Budget Year of 2021/22

Account **5211.137 - Utilities Electric and Gas**
1010.35.4610.5211.137 Electric and Gas for Station 81 & 82

Account **5211.139 - Utilities Propane**
1010.35.4610.5211.139 All Stations: Propane for Barbeques
1010.35.4610.5211.139 FD Generator Propane

Account **5213.100 - Professional/Contract Services General**
1010.35.4610.5213.100 Access: St 81 Shredding Service Bi-Monthly
1010.35.4610.5213.100 HazMat JPA (County of Butte Joint Agreement)
1010.35.4610.5213.100 Lien Recording Fees

Account **5214.100 - Repair and Maint Service General**
1010.35.4610.5214.100 Accela Access- annual cost/FD portion
1010.35.4610.5214.100 All Stations Cleaning: Carpets, blinds, recliners
1010.35.4610.5214.100 All Stations: Appliance Repair
1010.35.4610.5214.100 All Stations: Facility Repairs
1010.35.4610.5214.100 Apparatus Bay Door Repairs & Maintenance
1010.35.4610.5214.100 St 81 Copier Monthly Maintenance/Usage
1010.35.4610.5214.100 Station 81 & 82 Monthly Pest Control

Account **5215.106 - Rents and Leases Copiers**
1010.35.4610.5215.106 Copier Lease

Account **5216.100 - Communications General Services**
1010.35.4610.5216.100 Circuit Lines
1010.35.4610.5216.100 Data for Tablets
1010.35.4610.5216.100 Fire Prevention Inspector Cell Phone
1010.35.4610.5216.100 Internet Connection - Station 82
1010.35.4610.5216.100 Public Safety Radio System - (Prevention 2 units)

Account **5211.135 - Utilities Water and Sewer Totals**

Account **5211.137 - Utilities Electric and Gas Totals**

Account **5211.139 - Utilities Propane Totals**

Account **5213.100 - Professional/Contract Services General Totals**

Account **5214.100 - Repair and Maint Service General Totals**

Account **5215.106 - Rents and Leases Copiers Totals**

Transactions 1 \$2,300.00

1.0000 22,500.00 22,500.00

Transactions 1 \$22,500.00

1.0000 200.00 200.00

1.0000 800.00 800.00

Transactions 2 \$1,000.00

6.0000 42.50 255.00

1.0000 750.00 750.00

1.0000 150.00 150.00

Transactions 3 \$1,155.00

1.0000 2,400.00 2,400.00

1.0000 500.00 500.00

1.0000 200.00 200.00

1.0000 1,500.00 1,500.00

1.0000 1,000.00 1,000.00

12.0000 35.00 420.00

12.0000 86.00 1,032.00

Transactions 7 \$7,052.00

12.0000 100.00 1,200.00

Transactions 1 \$1,200.00

12.0000 547.15 6,565.80

12.0000 270.00 3,240.00

12.0000 25.00 300.00

12.0000 139.78 1,677.36

12.0000 84.00 1,008.00



1010.35.4610.5216.100 Telephone Lines

Account 5219.100 - Printing General
1010.35.4610.5219.100 Printing Flyers and Mailers for Fire Safety

Account 5216.100 - Communications General Services Totals

Account 5219.100 - Printing General Totals

Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

12.0000	122.00	1,464.00
Transactions	6	\$14,255.16

1.0000	5,000.00	5,000.00
Transactions	1	\$5,000.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 35 - Fire							
Program: 4630 - Fire - Suppression							
Expenditures							
5100	Personnel Services	271,700	273,003	273,003	276,162	276,162	276,162
5200	Supplies and Services *	3,210,377	3,409,033	3,425,078	3,549,634	3,549,634	3,549,634
5300	Capital Outlay	449,555	23,758	23,172	18,000	18,000	18,000
5500	Debt Service	68,738	68,738	68,738	68,738	68,738	68,738
Total Expenditures		4,000,370	3,774,532	3,789,991	3,912,534	3,912,534	3,912,534
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		4,000,370	3,774,532	3,789,991	3,912,534	3,912,534	3,912,534
* \$250,000 of CAL FIRE funded by Measure "C"							

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022	2022 Town	
Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	Department Requested	2022 Manager Recommend	Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department:	35 - Fire						
Program:	4630 - Fire - Suppression						
5112.101	Retirement Contribution PERS	88,540	92,679	92,679	112,411	112,411	112,411
5119.100	Retiree Costs Medical Insurance	183,160	180,324	180,324	163,751	163,751	163,751
5202.100	Operating Supplies General	4,936	9,000	6,000	9,000	9,000	9,000
5203.100	Repairs and Maint Supplies General	1,801	2,100	1,900	2,100	2,100	2,100
5209.101	Auto Fuel Expense Town Vehicles	13,855	16,000	16,000	16,000	16,000	16,000
5213.100	Professional/Contract Services General	3,181,733	3,368,472	3,391,178	3,507,973	3,507,973	3,507,973
5214.100	Repair and Maint Service General	8,003	8,000	10,000	9,250	9,250	9,250
5216.100	Communications General Services	-	4,536	-	4,536	4,536	4,536
5220.100	Employee Development General	50	650	-	500	500	500
5223.105	Meals and Refreshments Emergencies and Meetings	-	25	-	25	25	25
5269.135	Emergency Incident Costs Fire Related	-	250	-	250	250	250
5303	Improvements	-	-	8,945	-	-	-
5304	Furniture & Equipment	21,613	23,758	5,995	18,000	18,000	18,000
5305	Vehicles	427,942	-	8,232	-	-	-
5501	Debt Service Payment - Principal	68,738	68,738	68,738	68,738	68,738	68,738
EXPENSE GRAND Totals:		4,000,370	3,774,532	3,789,991	3,912,534	3,912,534	3,912,534



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	35 - Fire			
Program	4630 - Fire - Suppression			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.35.4630.5119.100	Retiree Health Premium	1.0000	163,751.00	163,751.00
Account 5119.100 - Retiree Costs Medical Insurance Totals		Transactions	1	\$163,751.00
Account	5202.100 - Operating Supplies General			
1010.35.4630.5202.100	Batteries (AA, AAA, C, D, phone)	1.0000	1,000.00	1,000.00
1010.35.4630.5202.100	EMS Equipment & Supplies	1.0000	3,500.00	3,500.00
1010.35.4630.5202.100	EMS Oxygen (Bottle exchange)	1.0000	1,000.00	1,000.00
1010.35.4630.5202.100	Engine Supplies	1.0000	500.00	500.00
1010.35.4630.5202.100	Foam (Class A & B) & Haz Mat Supplies	1.0000	1,000.00	1,000.00
1010.35.4630.5202.100	Hand tool Replacement	1.0000	500.00	500.00
1010.35.4630.5202.100	PPE: Eyes, Ears, Tape, Etc	1.0000	1,500.00	1,500.00
Account 5202.100 - Operating Supplies General Totals		Transactions	7	\$9,000.00
Account	5203.100 - Repairs and Maint Supplies General			
1010.35.4630.5203.100	Apparatus Cleaning Supplies	1.0000	100.00	100.00
1010.35.4630.5203.100	Apparatus Equipment Repairs	1.0000	500.00	500.00
1010.35.4630.5203.100	HT Radio Parts	1.0000	250.00	250.00
1010.35.4630.5203.100	Mobile Radio Replacement/Repairs	1.0000	500.00	500.00
1010.35.4630.5203.100	SCBA: Air System Maintenance/Supplies	1.0000	250.00	250.00
1010.35.4630.5203.100	Small Engine & Equipment Repair/Maintenance	1.0000	500.00	500.00
Account 5203.100 - Repairs and Maint Supplies General Totals		Transactions	6	\$2,100.00
Account	5209.101 - Auto Fuel Expense Town Vehicles			
1010.35.4630.5209.101	Gasoline for Engines and Trucks	1.0000	16,000.00	16,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles Totals		Transactions	1	\$16,000.00
Account	5213.100 - Professional/Contract Services General			
1010.35.4630.5213.100	CAL FIRE Personnel Services	1.0000	3,757,973.00	3,757,973.00
1010.35.4630.5213.100	CAL FIRE Personnel Services Funded by Measure V	1.0000	(250,000.00)	(250,000.00)



Town of Paradise

Budget Transactions Report Budget Year of 2021/22

1010.35.4630.5213.100	SAFER Grant Firefighter II's (3)	1.0000	549,976.00	549,976.00
1010.35.4630.5213.100	SAFER Grant Firefighter II's (3)	1.0000	(549,976.00)	(549,976.00)
Account 5213.100 - Professional/Contract Services General Totals		Transactions	5	\$3,507,973.00
Account 5214.100 - Repair and Maint Service General				
1010.35.4630.5214.100	Bauer Semi-Annual Testing & Certificate	2.0000	750.00	1,500.00
1010.35.4630.5214.100	Equipment/Tools/Apparatus Repairs	1.0000	2,500.00	2,500.00
1010.35.4630.5214.100	Extinguishers: Repairs & Annual Service	1.0000	1,000.00	1,000.00
1010.35.4630.5214.100	PPE Inspections and Repairs	1.0000	2,250.00	2,250.00
1010.35.4630.5214.100	Radio Testing and Repairs	1.0000	1,000.00	1,000.00
1010.35.4630.5214.100	SCBA Annual Testing and Repairs	1.0000	1,000.00	1,000.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	6	\$9,250.00
Account 5216.100 - Communications General Services				
1010.35.4630.5216.100	Public Safety Radio Service (9 Units)	12.0000	378.00	4,536.00
Account 5216.100 - Communications General Services Totals		Transactions	1	\$4,536.00
Account 5220.100 - Employee Development General				
1010.35.4630.5220.100	EMT Certification & Other Training	1.0000	500.00	500.00
Account 5220.100 - Employee Development General Totals		Transactions	1	\$500.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings				
1010.35.4630.5223.105	Meals & Refreshments- Employees	1.0000	25.00	25.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings Totals		Transactions	1	\$25.00
Account 5269.135 - Emergency Incident Costs Fire Related				
1010.35.4630.5269.135	Emergency Incident Costs: Fire Related	1.0000	250.00	250.00
Account 5269.135 - Emergency Incident Costs Fire Related Totals		Transactions	1	\$250.00
Account 5304 - Furniture & Equipment				
1010.35.4630.5304	Engine Equipment	1.0000	3,000.00	3,000.00
1010.35.4630.5304	Fire Hose & Nozzles	1.0000	5,000.00	5,000.00
1010.35.4630.5304	Personal Protective Equipment (PPE)	1.0000	10,000.00	10,000.00
Account 5304 - Furniture & Equipment Totals		Transactions	3	\$18,000.00
Account 5501 - Debt Service Payment - Principal				
1010.35.4630.5501	CA FIRE Retiree Medical Note - final 06/23	1.0000	68,737.70	68,738.00
Account 5501 - Debt Service Payment - Principal Totals		Transactions	1	\$68,738.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 35 - Fire							
Program: 4640 - Fire - Volunteer Program							
Expenditures							
5100	Personnel Services	1,855	1,632	804	1,632	1,632	1,632
5200	Supplies and Services	148	600	850	600	600	600
5300	Capital Outlay	-	-	-	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		2,003	2,232	1,654	2,232	2,232	2,232
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		2,003	2,232	1,654	2,232	2,232	2,232

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 35 - Fire							
Program: 4640 - Fire - Volunteer Program							
5118	Volunteer Benefits	1,855	1,632	804	1,632	1,632	1,632
5202.100	Operating Supplies General	-	200	-	200	200	200
5213.100	Professional/Contract Services General	148	400	850	400	400	400
EXPENSE GRAND Totals:		2,003	2,232	1,654	2,232	2,232	2,232



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 35 - Fire				
Program 4640 - Fire - Volunteer Program				
Account 5118 - Volunteer Benefits				
1010.35.4640.5118	\$10K life/AD& D	4.0000	17.00	68.00
1010.35.4640.5118	CSFA Annual Dues	1.0000	165.00	165.00
1010.35.4640.5118	Length of Service Award	2.0000	350.00	700.00
1010.35.4640.5118	Medicare	1.0000	25.00	25.00
1010.35.4640.5118	Worker's Compensation	1.0000	674.00	674.00
	Account 5118 - Volunteer Benefits Totals	Transactions	5	\$1,632.00
Account 5202.100 - Operating Supplies General				
1010.35.4640.5202.100	Personal Protective Equipment	1.0000	100.00	100.00
1010.35.4640.5202.100	Uniforms	1.0000	100.00	100.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	2	\$200.00
Account 5213.100 - Professional/Contract Services General				
1010.35.4640.5213.100	Volunteer Stipends	1.0000	400.00	400.00
	Account 5213.100 - Professional/Contract Services General Totals	Transactions	1	\$400.00

FY 2021/22

Community Development Department

Planning, Waste Management,
Building Safety & Wastewater Services,
Abandoned Vehicle Abatement (AVA), and Business &
Housing

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
Expenditures							
5100	Personnel Services	150,678	165,651	175,341	501,685	501,685	501,685
5200	Supplies and Services	10,611	15,075	9,415	13,255	13,255	13,255
5300	Capital Outlay	-	-	1,919	-	-	-
5500	Debt Service	7,337	7,337	7,337	-	-	-
Total Expenditures		168,626	188,063	194,012	514,940	514,940	514,940
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		168,626	188,063	194,012	514,940	514,940	514,940

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Community Development Director - Planning & Wastewater	40	15%	0.15	30,245
Community Development Director - Building & Code Enforcement	40	20%	0.20	43,267
Senior Supervising Code Enforcement Officer	40	100%	1.00	138,422
Senior Planner	40	80%	0.80	62,686
Assistant Planner	40	37%	0.37	31,779
Code Enforcement Officer II	36	100%	0.90	91,342
Office Assistant (Code Enforcement)	40	100%	1.00	57,552
Office Assistant (CDD)	40	100%	1.00	54,030
		Total	5.42	509,323
Allocation to Other Programs				
Community Development Director - Planning & Wastewater	Wst Mgt 3%; BSWW 82%			
Community Development Director - Building & Code Enforcement	BSWW 80%			
Senior Planner	BSWW 20%			
Assistant Planner	Wst Mgt 3%; BSWW 60%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number Description		2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
5101	Salaries - Permanent	74,540	96,500	113,500	318,793	318,793	318,793
5106.100	Incentives & Admin Leave Administrative Leave	5,125	1,135	1,135	4,419	4,419	4,419
5107	Car Allowance/Mileage	233	360	360	360	360	360
5109.101	Allowances Boot Allowance	450	450	450	1,100	1,100	1,100
5111	Medicare	1,162	1,427	1,550	4,475	4,475	4,475
5112.101	Retirement Contribution PERS	15,910	21,288	21,288	84,331	84,331	84,331
5113	Worker's Compensation	4,047	3,068	3,068	8,431	8,431	8,431
5114.101	Health Insurance Medical	10,175	14,528	13,500	60,108	60,108	60,108
5114.102	Health Insurance Dental	1,393	-	1,900	-	-	-
5114.103	Health Insurance Vision	110	-	170	-	-	-
5115	Unemployment Compensation	-	-	750	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	284	1,294	470	4,385	4,385	4,385
5116.102	Life and Disability Insurance Long Term/Short Term Disability	293	-	700	-	-	-
5119.100	Retiree Costs Medical Insurance	29,098	25,601	16,500	15,283	15,283	15,283
5122	Accrual Bank Payoff	7,857	-	-	-	-	-
5201.100	Office Supplies General	255	300	300	300	300	300
5202.100	Operating Supplies General	727	3,800	500	700	700	700
5209.101	Auto Fuel Expense Town Vehicles	39	100	-	100	100	100
5210.100	Postage General	1,131	1,000	1,000	1,500	1,500	1,500
5213.100	Professional/Contract Services General	2	50	275	100	100	100
5214.100	Repair and Maint Service General	4,620	5,382	4,832	5,500	5,500	5,500
5216.100	Communications General Services	1,152	2,665	1,153	2,500	2,500	2,500
5218.100	Advertising General	2,049	1,500	1,328	1,500	1,500	1,500
5219.100	Printing General	27	27	27	55	55	55
5220.100	Employee Development General	61	251	-	1,000	1,000	1,000
5280.100	Bad Debt Write Off Expense	548	-	-	-	-	-
5304	Furniture & Equipment	-	-	1,919	-	-	-
5501	Debt Service Payment - Principal	7,337	7,337	7,337	-	-	-
EXPENSE GRAND Totals:		168,626	188,063	194,012	514,940	514,940	514,940



Town of Paradise

Budget Transactions Report Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	40 - Community Development			
Program	4720 - CDD Planning			
Account	5119.100 - Retiree Costs Medical Insurance			
1010.40.4720.5119.100	Retiree Health Premium	1.0000	15,283.00	15,283.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$15,283.00
Account	5201.100 - Office Supplies General			
1010.40.4720.5201.100	Pens, Batteries, and Other Office Supplies	1.0000	300.00	300.00
	Account 5201.100 - Office Supplies General Totals	Transactions	1	\$300.00
Account	5202.100 - Operating Supplies General			
1010.40.4720.5202.100	Paper, file folders, and toner	1.0000	700.00	700.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	1	\$700.00
Account	5209.101 - Auto Fuel Expense Town Vehicles			
1010.40.4720.5209.101	Fuel - town vehicles	1.0000	100.00	100.00
	Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$100.00
Account	5210.100 - Postage General			
1010.40.4720.5210.100	General Postage	1.0000	1,500.00	1,500.00
	Account 5210.100 - Postage General Totals	Transactions	1	\$1,500.00
Account	5213.100 - Professional/Contract Services General			
1010.40.4720.5213.100	Recording fees	1.0000	100.00	100.00
	Account 5213.100 - Professional/Contract Services General Totals	Transactions	1	\$100.00
Account	5214.100 - Repair and Maint Service General			
1010.40.4720.5214.100	Accela Maintenance Renewal	1.0000	5,500.00	5,500.00
	Account 5214.100 - Repair and Maint Service General Totals	Transactions	1	\$5,500.00
Account	5216.100 - Communications General Services			
1010.40.4720.5216.100	Cell phone service (x2)	13.0000	192.31	2,500.03
	Account 5216.100 - Communications General Services Totals	Transactions	1	\$2,500.03
Account	5218.100 - Advertising General			
1010.40.4720.5218.100	Public hearing notices and ordinance revisions	1.0000	1,500.00	1,500.00
	Account 5218.100 - Advertising General Totals	Transactions	1	\$1,500.00
Account	5219.100 - Printing General			
1010.40.4720.5219.100	Business Cards	1.0000	55.00	55.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
		Account 5219.100 - Printing General Totals	Transactions	1	\$55.00
Account 5220.100 - Employee Development General					
1010.40.4720.5220.100	Trainings and Seminars		1.0000	1,000.00	1,000.00
		Account 5220.100 - Employee Development General Totals	Transactions	1	\$1,000.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 40 - Community Development							
Program: 4780 - CDD - Waste Management							
Expenditures							
5100	Personnel Services	6,682	7,702	17,947	8,190	8,190	8,190
5200	Supplies and Services	55	25	25	21	21	21
5300	Capital Outlay	-	-	-	-	-	-
5500	Debt Service	1,178	1,178	1,178	1,178	1,178	1,178
Total Expenditures		7,915	8,905	19,150	9,389	9,389	9,389
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		7,915	8,905	19,150	9,389	9,389	9,389

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Community Development Director - Planning & Wastewater	40	3%	0.03	6,049
Assistant Planner	40	3%	0.03	2,577
		Total	0.06	8,626
Allocation to Other Programs				
Comm. Development Director	Plan 15%; BSWW 82%			
Assistant Planner	Plan 37%; BSWW 60%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 40 - Community Development							
Program: 4780 - CDD - Waste Management							
5101	Salaries - Permanent	3,562	5,453	14,000	5,983	5,983	5,983
5106.100	Incentives & Admin Leave Administrative Leave	1,274	227	227	240	240	240
5107	Car Allowance/Mileage	50	72	72	72	72	72
5111	Medicare	73	83	200	91	91	91
5112.101	Retirement Contribution PERS	402	1,333	2,200	1,288	1,288	1,288
5113	Worker's Compensation	61	48	48	53	53	53
5114.101	Health Insurance Medical	149	428	680	403	403	403
5114.102	Health Insurance Dental	38	-	220	-	-	-
5114.103	Health Insurance Vision	4	-	20	-	-	-
5115	Unemployment Compensation	-	-	100	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	11	58	50	60	60	60
5116.102	Life and Disability Insurance Long Term/Short Term Disability	33	-	130	-	-	-
5122	Accrual Bank Payoff	1,025	-	-	-	-	-
5213.100	Professional/Contract Services General	55	25	25	21	21	21
5501	Debt Service Payment - Principal	1,178	1,178	1,178	1,178	1,178	1,178
EXPENSE GRAND Totals:		7,915	8,905	19,150	9,389	9,389	9,389



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	40 - Community Development			
Program	4780 - CDD - Waste Management			
Account	5213.100 - Professional/Contract Services General			
1010.40.4780.5213.100	Lien Recording Fees	1.0000	21.00	21.00
		Transactions	1	\$21.00
Account	5213.100 - Professional/Contract Services General Totals			
Account	5501 - Debt Service Payment - Principal			
1010.40.4780.5501	County Teeter of Code Violations	2.0000	589.07	1,178.00
		Transactions	1	\$1,178.00
Account	5501 - Debt Service Payment - Principal Totals			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2030 - Building Safety & Waste Wtr Svcs							
Department: 40 - Community Development							
Program: 4730 - Building and Onsite Inspections							
Expenditures							
5100	Personnel Services	676,154	1,124,043	865,700	1,756,869	1,756,869	1,756,869
5200	Supplies and Services	2,910,557	2,976,029	2,964,905	2,589,618	2,589,618	2,589,618
5300	Capital Outlay	8,426	113,550	96,046	78,000	78,000	78,000
5500	Debt Service	12,502	12,502	12,502	7,945	7,945	7,945
Total Expenditures		3,607,639	4,226,124	3,939,153	4,432,432	4,432,432	4,432,432
Revenues							
	Service Fees	5,271,810	5,256,263	4,491,942	4,408,903	4,408,903	4,408,903
	Fines and Forfeitures	10,800	10,000	2,000	1,000	1,000	1,000
	Other	78,515	50,000	50,024	50,000	50,000	50,000
Total Revenues		5,361,125	5,316,263	4,543,966	4,459,903	4,459,903	4,459,903
Net Income		1,753,486	1,090,139	604,813	27,471	27,471	27,471
Transfers In		-	-	-	-	-	-
Transfers (Out)		(207,174)	(203,364)	(203,364)	(232,183)	(232,183)	(232,183)
Ending Fund Balance		2,678,103	3,564,878	3,079,552	2,874,840	2,874,840	2,874,840

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Community Development Director - Planning & Wastewater	40	82%	0.82	165,337
Community Development Director - Building & Code Enforcement	40	80%	0.80	173,070
Assistant Planner	40	60%	0.60	51,533
Senior Planner	40	20%	0.20	15,672
Building/Onsite Inspector II (Part-Time/Hourly) (2)	18	100%	0.90	70,134
Building Plans Examiner	40	100%	1.00	89,069
Fire Prevention Inspector II	40	67%	0.67	78,025
Building/Onsite Inspector I (3)	40	100%	3.00	285,407
Building/Onsite Inspector I (Part-Time)	25	100%	0.63	67,375
Building/Onsite Inspector I (Part-Time/Hourly) (2)	18	100%	0.90	63,521
CDD Permit Coordinator	40	100%	1.00	69,868
Fire Prevention Inspector I	40	20%	0.20	15,582
Building/Onsite Permit Tech. I (3)	40	100%	3.00	218,811
Building/Onsite Permit Tech. II	40	100%	1.00	96,846
Office Assistant (Building)	40	100%	1.00	54,030
Onsite Sanitary Official	40	100%	1.00	154,636
Office Assistant (Onsite)	40	100%	1.00	72,709
Town Manager	40	5%	0.05	13,261
PW Director/Town Engineer	40	2%	0.02	4,726
Finance Director/Town Treasurer	40	10%	0.10	17,098
Senior Accountant	40	15%	0.15	18,128
		Total	18.04	1,794,838

Allocation to Other Programs

Community Development Director - Planning & Wastewater	Planning 15%; Wst Mgt 3%
Community Development Director - Building & Code Enforcement	Planning 20%
Assistant Planner	Planning 37%; Wst Mgt 3%
Senior Planner	Planning 80%
Fire Prevention Inspector II	Fire 33%
Fire Prevention Inspector I	Fire 80%
Town Manager	Finance 85%; BHS 5%; Gas Tax 5%
PW Director/Town Engineer	Eng 50%; Streets 48%
Finance Director/Town Treasurer	Finance 83%; Gas Tax 5%; Transportation 2%
Senior Accountant	Finance 67%; BHS 5%; Gas Tax 10%; Transportation 3%

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2030 - Building Safety & Waste Wtr Svcs							
REVENUES							
Department: 40 - Community Development							
Program: 4730 - Building and Onsite Inspections							
3380.102	Local Government Revenue Fines and Citations Onsite	10,800	10,000	2,000	1,000	1,000	1,000
3401.301	CDD Building Plan Check Fees	1,845,592	1,800,000	1,415,263	1,400,000	1,400,000	1,400,000
3401.302	CDD Building Construction Review-Bldg Permit	2,389,891	2,400,000	2,054,712	2,000,000	2,000,000	2,000,000
3401.306	CDD Building Development Permit/DIF Est Req	1,124	900	600	400	400	400
3401.320	CDD Building Permit Valuation Surcharge	(799)	4,400	4,400	4,000	4,000	4,000
3404.116	Onsite Land Use Review	49,240	44,000	46,240	48,000	48,000	48,000
3404.117	Onsite Repairs to Maintain Existing Use	151,815	140,000	115,000	112,000	112,000	112,000
3404.118	Onsite New Installation Standard System	4,355	4,700	4,700	4,700	4,700	4,700
3404.119	Onsite Permit: Alteration/Expanded Use	46,887	45,000	48,000	45,000	45,000	45,000
3404.120	Onsite Review for Land Division	-	541	1,600	541	541	541
3404.125	Onsite Escrow Clearance	18,166	20,000	15,390	15,000	15,000	15,000
3404.126	Onsite Building Permit Clearance	64,141	60,000	50,000	53,000	53,000	53,000
3404.127	Onsite Operating Permit/Annual	335,153	385,000	385,000	385,000	385,000	385,000
3404.128	Onsite Construct Install Permit Renewal	-	272	273	272	272	272
3404.130	Onsite Water Well Clearance	376	400	189	190	190	190
3404.137	Onsite Alternative Systems Review	3,803	3,300	3,300	3,300	3,300	3,300
3404.138	Onsite Abandonment of Septic System	3,579	2,000	1,575	1,500	1,500	1,500
3404.150	Onsite Annual Evaluator License Fee	-	500	700	1,000	1,000	1,000
3404.151	Onsite Extension Req for Eval or Repair	-	250	-	-	-	-
3404.160	Onsite Graywater System (Construction)	-	-	-	-	-	-
3422.337	Fire Code Enforcement Inspection	270,330	260,000	260,000	250,000	250,000	250,000
3422.368	Fire Permit Fees	88,157	85,000	85,000	85,000	85,000	85,000
3610.100	Interest Revenue Investments	62,338	20,000	20,000	20,000	20,000	20,000
3901.100	Refunds and Reimbursements Miscellaneous	16,057	30,000	30,000	30,000	30,000	30,000
3902.100	Miscellaneous Revenue General	119	-	-	-	-	-
3902.110	Miscellaneous Revenue Cash Over and Short	1	-	24	-	-	-
REVENUES Total		5,361,125	5,316,263	4,543,966	4,459,903	4,459,903	4,459,903

EXPENSES

Department: 40 - Community Development

Program: 4730 - Building and Onsite Inspections

5101	Salaries - Permanent	396,568	750,804	545,000	1,045,488	1,045,488	1,045,488
5102	Salaries - Temporary	-	30,000	6,200	118,048	118,048	118,048
5103.102	Differential Pay Out of Class	-	-	108	-	-	-
5105	Salaries - Overtime/FLSA	330	200	35	5,000	5,000	5,000

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

					2022	2022 Town	
		2020 Actual	2021 Amended	2021 Estimated	Department	2022 Manager	2022 Council
Account Number	Description	Amount	Budget	Amount	Requested	Recommend	Adopted
Fund: 2030 - Building Safety & Waste Wtr Svcs							
5106.100	Incentives & Admin Leave Administrative Leave	28,420	18,719	18,719	20,050	20,050	20,050
5106.200	Incentives & Admin Leave Gym Reimbursement	64	120	-	120	120	120
5107	Car Allowance/Mileage	1,466	2,376	2,376	2,376	2,376	2,376
5109.100	Allowances Uniform Allowance	455	2,141	1,600	1,028	1,028	1,028
5109.101	Allowances Boot Allowance	683	683	1,700	3,200	3,200	3,200
5111	Medicare	6,373	8,718	8,350	16,375	16,375	16,375
5112.101	Retirement Contribution PERS	113,662	166,265	145,000	288,761	288,761	288,761
5112.102	Retirement Contribution Social Security	-	-	350	7,319	7,319	7,319
5113	Worker's Compensation	21,818	22,358	22,358	40,146	40,146	40,146
5114.101	Health Insurance Medical	35,588	78,198	53,500	162,705	162,705	162,705
5114.102	Health Insurance Dental	7,003	-	10,100	-	-	-
5114.103	Health Insurance Vision	436	-	770	-	-	-
5115	Unemployment Compensation	-	-	3,800	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	1,507	7,882	2,200	13,453	13,453	13,453
5116.102	Life and Disability Insurance Long Term/Short Term Disability	3,659	-	5,400	-	-	-
5119.100	Retiree Costs Medical Insurance	32,619	32,785	32,300	32,800	32,800	32,800
5122	Accrual Bank Payoff	25,505	2,794	5,834	-	-	-
5201.100	Office Supplies General	998	1,000	1,300	2,000	2,000	2,000
5202.100	Operating Supplies General	4,050	3,000	3,500	6,135	6,135	6,135
5203.100	Repairs and Maint Supplies General	5,034	26,400	1,300	28,500	28,500	28,500
5204	Subscriptions and Code Books	-	2,000	103	2,000	2,000	2,000
5209.101	Auto Fuel Expense Town Vehicles	2,321	3,500	1,700	3,500	3,500	3,500
5210.100	Postage General	944	1,500	900	1,500	1,500	1,500
5211.135	Utilities Water and Sewer	-	-	-	1,153	1,153	1,153
5211.137	Utilities Electric and Gas	-	-	-	27,720	27,720	27,720
5213.100	Professional/Contract Services General	2,800,140	2,781,150	2,781,150	2,281,150	2,281,150	2,281,150
5214.100	Repair and Maint Service General	56,785	112,507	125,835	155,100	155,100	155,100
5215.100	Rents and Leases Miscellaneous	1,266	2,082	2,082	2,082	2,082	2,082
5215.106	Rents and Leases Copiers	-	-	-	5,000	5,000	5,000
5216.100	Communications General Services	2,472	2,490	7,703	15,178	15,178	15,178
5218.100	Advertising General	140	-	1,675	2,500	2,500	2,500
5219.100	Printing General	416	500	500	500	500	500
5220.100	Employee Development General	1,573	3,900	1,100	17,200	17,200	17,200
5223.105	Meals and Refreshments Emergencies and Meetings	-	-	57	2,400	2,400	2,400
5225	Bank Fees and Charges	34,327	36,000	36,000	36,000	36,000	36,000
5280.100	Bad Debt Write Off Expense	91	-	-	-	-	-
5304	Furniture & Equipment	8,426	8,550	8,550	14,000	14,000	14,000

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2030 - Building Safety & Waste Wtr Svcs							
5305	Vehicles	-	105,000	87,496	64,000	64,000	64,000
5501	Debt Service Payment - Principal	12,502	12,502	12,502	7,945	7,945	7,945
5910.010	Transfers Out To General Fund	207,174	203,364	203,364	232,183	232,183	232,183
5910.105	Transfers Out To Camp Fire Recovery Projects	-	-	-	-	-	-
EXPENSES Total		3,814,813	4,429,488	4,142,517	4,664,615	4,664,615	4,664,615
Fund Total: 2030 - Net Change		1,546,312	886,775	401,449	(204,712)	(204,712)	(204,712)
ENDING FUND BALANCE		2,678,103	3,564,878	3,079,552	2,874,840	2,874,840	2,874,840



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 2030 - Building Safety & Waste Wtr Svcs				
Department 40 - Community Development				
Program 4730 - Building and Onsite Inspections				
Account 5119.100 - Retiree Costs Medical Insurance				
2030.40.4730.5119.100	Retiree Health Premium	1.0000	32,800.00	32,800.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$32,800.00
Account 5201.100 - Office Supplies General				
2030.40.4730.5201.100	Pens, Post-its, White out, Paper Clips, Lysol Wipes, Binders	1.0000	2,000.00	2,000.00
	Account 5201.100 - Office Supplies General Totals	Transactions	1	\$2,000.00
Account 5202.100 - Operating Supplies General				
2030.40.4730.5202.100	Bottled Water	1.0000	1,135.00	1,135.00
2030.40.4730.5202.100	Field Tools and Supplies	1.0000	1,000.00	1,000.00
2030.40.4730.5202.100	Hydrant Supplies	1.0000	500.00	500.00
2030.40.4730.5202.100	Paper, File Folders and Toner	1.0000	3,500.00	3,500.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	4	\$6,135.00
Account 5203.100 - Repairs and Maint Supplies General				
2030.40.4730.5203.100	HVAC/Plumbing/Facilities Repairs for BRC	1.0000	1,000.00	1,000.00
2030.40.4730.5203.100	Janitorial Supplies for BRC	1.0000	2,500.00	2,500.00
2030.40.4730.5203.100	New Radios/Lights in Vehicles	5.0000	5,000.00	25,000.00
	Account 5203.100 - Repairs and Maint Supplies General Totals	Transactions	3	\$28,500.00
Account 5204 - Subscriptions and Code Books				
2030.40.4730.5204	Fire & Building Code Books	1.0000	1,000.00	1,000.00
2030.40.4730.5204	NFPA NCSS	1.0000	1,000.00	1,000.00
	Account 5204 - Subscriptions and Code Books Totals	Transactions	2	\$2,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles				
2030.40.4730.5209.101	Fuel - Inspection Vehicles		3,500.00	3,500.00
	Account 5209.101 - Auto Fuel Expense Town Vehicles Totals		1	\$3,500.00
Account 5210.100 - Postage General				
2030.40.4730.5210.100	General Postage		1,500.00	1,500.00
	Account 5210.100 - Postage General Totals		1	\$1,500.00
Account 5213.100 - Professional/Contract Services General				
2030.40.4730.5213.100	Lab Samples - Ground & Surface Water		3,500.00	3,500.00
2030.40.4730.5213.100	Lien Recording Fees		150.00	150.00
2030.40.4730.5213.100	New Hire Recruitment and Background		16,500.00	16,500.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
2030.40.4730.5213.100	Subcontractor Services - 4 Leaf		2,260,000.00	2,260,000.00
2030.40.4730.5213.100	Subcontractor Services - Other		1,000.00	1,000.00
Account 5213.100 - Professional/Contract Services General Totals			5	\$2,281,150.00
Account 5214.100 - Repair and Maint Service General				
2030.40.4730.5214.100	Accela Maintenance Renewal		92,000.00	92,000.00
2030.40.4730.5214.100	Appointment Scheduling Software		3,100.00	3,100.00
2030.40.4730.5214.100	Fire Extinguisher Server at BRC		200.00	200.00
2030.40.4730.5214.100	Inspector Scheduling Software		30,000.00	30,000.00
2030.40.4730.5214.100	Janitorial Services		19,200.00	19,200.00
2030.40.4730.5214.100	Landscape Services		10,000.00	10,000.00
2030.40.4730.5214.100	Security System		600.00	600.00
Account 5214.100 - Repair and Maint Service General Totals			7	\$155,100.00
Account 5215.100 - Rents and Leases Miscellaneous				
2030.40.4730.5215.100	Lease Mail Machine for BRC	12.0000	173.49	2,082.00
Account 5215.100 - Rents and Leases Miscellaneous Totals			Transactions 1	\$2,082.00
Account 5215.106 - Rents and Leases Copiers				
2030.40.4730.5215.106	Caltronics Copier Cost	12.0000	416.67	5,000.04
Account 5215.106 - Rents and Leases Copiers Totals			Transactions 1	\$5,000.04
Account 5216.100 - Communications General Services				
2030.40.4730.5216.100	Cell and Data Service for Mobile Devices	1.0000	8,770.00	8,770.00
2030.40.4730.5216.100	Cell Phone Allowance	1.0000	1,730.00	1,730.00
2030.40.4730.5216.100	Comcast Internet	1.0000	4,678.00	4,678.00
Account 5216.100 - Communications General Services Totals			Transactions 3	\$15,178.00
Account 5218.100 - Advertising General				
2030.40.4730.5218.100	Job Recruitments	1.0000	2,500.00	2,500.00
Account 5218.100 - Advertising General Totals			Transactions 1	\$2,500.00
Account 5219.100 - Printing General				
2030.40.4730.5219.100	Business Cards & Forms	1.0000	500.00	500.00
Account 5219.100 - Printing General Totals			Transactions 1	\$500.00
Account 5220.100 - Employee Development General				
2030.40.4730.5220.100	International Code Council - Codes & Membership	1.0000	1,200.00	1,200.00
2030.40.4730.5220.100	Membership Dues - NFPA, NFSA, ICC, SVABO, CASI, COWA, NSABO	1.0000	1,000.00	1,000.00
2030.40.4730.5220.100	Trainings and Seminars	1.0000	15,000.00	15,000.00
Account 5220.100 - Employee Development General Totals			Transactions 3	\$17,200.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings				



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
2030.40.4730.5223.105	Contractor Trainings/Meetings	1.0000	400.00	400.00
2030.40.4730.5223.105	Quarterly Safety Meetings	4.0000	500.00	2,000.00
Account 5223.105 - Meals and Refreshments Emergencies and Meetings Totals		Transactions	2	\$2,400.00
Account 5225 - Bank Fees and Charges				
2030.40.4730.5225	Merchant Fees for Accepting Credit Card Payments	1.0000	36,000.00	36,000.00
Account 5225 - Bank Fees and Charges Totals		Transactions	1	\$36,000.00
Account 5304 - Furniture & Equipment				
2030.40.4730.5304	Desktops & Monitors	4.0000	1,950.00	7,800.00
2030.40.4730.5304	Scanner	1.0000	1,700.00	1,700.00
2030.40.4730.5304	Tablets	10.0000	450.00	4,500.00
Account 5304 - Furniture & Equipment Totals		Transactions	3	\$14,000.00
Account 5305 - Vehicles				
2030.40.4730.5305	Building Inspector Trucks	2.0000	32,000.00	64,000.00
Account 5305 - Vehicles Totals		Transactions	1	\$64,000.00
Account 5501 - Debt Service Payment - Principal				
2030.40.4730.5501	(C) USBan Onsite Truck - Final 08/21	1.0000	1,504.28	1,504.28
2030.40.4730.5501	(F) Enterprise - Chevy Colorado - Final 03/23	12.0000	536.66	6,440.00
Account 5501 - Debt Service Payment - Principal Totals		Transactions	2	\$7,944.28
Account 5910.010 - Transfers Out To General Fund				
2030.40.4730.5910.010	Central Services Allocation	1.0000	123,861.00	123,861.00
2030.40.4730.5910.010	Pension Obligation Bond	1.0000	108,322.00	108,322.00
Account 5910.010 - Transfers Out To General Fund Totals		Transactions	2	\$232,183.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2215 - AVA Abandoned Vehicle Abatement							
Department: 40 - Community Development							
Program: 4735 - CDD Vehicle Abate Code Enforce							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	1,557	1,714	4,334	3,364	3,364	3,364
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		1,557	1,714	4,334	3,364	3,364	3,364
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	3,984	2,100	5,100	4,500	4,500	4,500
Total Revenues		3,984	2,100	5,100	4,500	4,500	4,500
Net Income		2,427	386	766	1,136	1,136	1,136
Transfers In		-	-	-	-	-	-
Transfers (Out)		(15,610)	(14,000)	(18,700)	(16,500)	(16,500)	(16,500)
Ending Fund Balance		123,471	109,857	105,537	90,173	90,173	90,173

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2215 - AVA Abandoned Vehicle Abatement							
REVENUES							
Department: 40 - Community Development							
Program: 0000 - Non Program Activity							
3345.007	State Revenues - Other Abandoned Vehicle Abatement Prog	1,892	1,500	4,500	4,500	4,500	4,500
3610.100	Interest Revenue Investments	2,092	600	600	-	-	-
REVENUES Total		3,984	2,100	5,100	4,500	4,500	4,500
EXPENSES							
Department: 40 - Community Development							
Program: 4735 - CDD Vehicle Abate Code Enforce							
5202.100	Operating Supplies General	12	-	-	-	-	-
5209.101	Auto Fuel Expense Town Vehicles	1,075	1,100	1,250	1,250	1,250	1,250
5210.100	Postage General	-	150	-	-	-	-
5213.100	Professional/Contract Services General	350	350	2,970	2,000	2,000	2,000
5214.100	Repair and Maint Service General	6	-	-	-	-	-
5216.100	Communications General Services	114	114	114	114	114	114
5910.010	Transfers Out To General Fund	15,610	14,000	18,700	16,500	16,500	16,500
EXPENSES Total		17,167	15,714	23,034	19,864	19,864	19,864
Fund Total: 2215 - Net Change		(13,183)	(13,614)	(17,934)	(15,364)	(15,364)	(15,364)
ENDING FUND BALANCE		123,471	109,857	105,537	90,173	90,173	90,173



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund	2215 - AVA Abandoned Vehicle Abatement				
Department	40 - Community Development				
Program	4735 - CDD Vehicle Abate Code Enforce				
Account	5209.101 - Auto Fuel Expense Town Vehicles				
2215.40.4735.5209.101	Auto Fuel for AVA Activity	1.0000	1,250.00	1,250.00	
	Account	5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$1,250.00
Account	5213.100 - Professional/Contract Services General				
2215.40.4735.5213.100	Towing	1.0000	2,000.00	2,000.00	
	Account	5213.100 - Professional/Contract Services General Totals	Transactions	1	\$2,000.00
Account	5216.100 - Communications General Services				
2215.40.4735.5216.100	Data Plan for Tablet	12.0000	9.50	114.00	
	Account	5216.100 - Communications General Services Totals	Transactions	1	\$114.00
Account	5910.010 - Transfers Out To General Fund				
2215.40.4735.5910.010	Transfer to General Fund to Reimburse for AVA Wages	1.0000	16,500.00	16,500.00	
	Account	5910.010 - Transfers Out To General Fund Totals	Transactions	1	\$16,500.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2160 - Business & Housing Services							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
Expenditures							
5100	Personnel Services	228,157	(137,697)	359,051	273,229	273,229	273,229
5200	Supplies and Services	28,249	1,402,500	16,409	33,700	33,700	33,700
5300	Capital Outlay	-	2,600	2,565	2,500	2,500	2,500
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		256,406	1,267,403	378,025	309,429	309,429	309,429
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	225	1,000	225	-	-	-
Total Revenues		225	1,000	225	-	-	-
Net Income		(256,181)	(1,266,403)	(377,800)	(309,429)	(309,429)	(309,429)
Transfers In		33,498	1,462,010	483,059	538,556	538,556	538,556
Transfers (Out)		89,786	82,881	82,881	79,708	79,708	79,708
Ending Fund Balance		(172,951)	(60,225)	(150,573)	(1,154)	(1,154)	(1,154)

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Town Manager	40	5%	0.05	13,261
Housing Program Manager	40	100%	1.00	163,824
Housing Program Technician (2)	40	100%	2.00	190,902
Senior Accountant	40	5%	0.05	6,043
		Total	3.10	374,030
Allocation to Other Programs				
Town Manager	Twn Mngr 85%; BSWW 5%; Gas Tax 5%			
Senior Accountant	Fin 67% ; BSWW 15%; Gas Tax 10%; Transp 3%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2160 - Business & Housing Services							
REVENUES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
3610.100	Interest Revenue Investments	-	1,000	-	-	-	-
3901.100	Refunds and Reimbursements Miscellaneous	-	-	150	-	-	-
3902.100	Miscellaneous Revenue General	225	-	75	-	-	-
3910.161	Transfers In From BHS HUD Revolving Loan Fund	356	600	363,006	110,448	110,448	110,448
3910.162	Transfers In From BHS Home Loan Repay Fund	12,948	25,000	24,240	12,000	12,000	12,000
3910.163	Transfers In From BHS Cal Home Loan Fund	20,193	12,500	23,162	22,500	22,500	22,500
3910.301	Transfers In CDBG - DR	-	-	5,000	35,218	35,218	35,218
3910.420	Transfers In From 2020 CalHome DA Grant	-	1,294,975	58,567	358,390	358,390	358,390
3910.616	Transfers In From 2016 Home Grant	-	128,935	9,084	-	-	-
REVENUES Total		33,723	1,463,010	483,284	538,556	538,556	538,556
EXPENSES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
5101	Salaries - Permanent	171,324	262,197	249,000	251,902	251,902	251,902
5102	Salaries - Temporary	13,417	-	-	-	-	-
5103.102	Differential Pay Out of Class	-	-	36	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	15,210	6,325	6,325	5,274	5,274	5,274
5106.200	Incentives & Admin Leave Gym Reimbursement	185	180	-	180	180	180
5107	Car Allowance/Mileage	120	120	120	120	120	120
5111	Medicare	2,779	3,874	3,560	3,706	3,706	3,706
5112.101	Retirement Contribution PERS	57,744	59,523	56,200	51,691	51,691	51,691
5113	Worker's Compensation	2,684	2,306	2,300	2,242	2,242	2,242
5114.101	Health Insurance Medical	18,198	42,811	33,600	38,030	38,030	38,030
5114.102	Health Insurance Dental	3,606	-	4,800	-	-	-
5114.103	Health Insurance Vision	196	-	330	-	-	-
5115	Unemployment Compensation	-	-	1,630	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	181	3,115	850	2,965	2,965	2,965
5116.102	Life and Disability Insurance Long Term/Short Term Disability	382	-	300	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5122	Accrual Bank Payoff	584	2,794	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(58,451)	(520,942)	-	(82,881)	(82,881)	(82,881)
5201.100	Office Supplies General	1,350	1,500	839	1,000	1,000	1,000
5202.100	Operating Supplies General	87	2,500	-	1,500	1,500	1,500
5209.105	Auto Fuel Expense Employee Personal Vehicle Use	-	500	-	500	500	500
5210.100	Postage General	563	1,000	400	400	400	400
5213.100	Professional/Contract Services General	24,428	1,394,000	15,000	30,000	30,000	30,000
5214.100	Repair and Maint Service General	1,500	1,500	-	-	-	-
5218.100	Advertising General	176	-	-	-	-	-
5219.100	Printing General	144	1,500	170	300	300	300
5304	Furniture & Equipment	-	2,600	2,565	2,500	2,500	2,500
5910.010	Transfers Out To General Fund	89,786	82,881	82,881	79,708	79,708	79,708
EXPENSES Total		346,192	1,350,284	460,906	389,137	389,137	389,137
Fund Total: 2160 - Business & Housing Services		(312,470)	112,726	22,378	149,419	149,419	149,419
ENDING FUND BALANCE		(172,951)	(60,225)	(150,573)	(1,154)	(1,154)	(1,154)



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund	2160 - Business & Housing Services				
Department	55 - Business & Housing Services				
Program	4800 - Development Services				
Account	5201.100 - Office Supplies General				
2160.55.4800.5201.100	Office Supplies For Housing Rebuilds	1.0000	1,000.00	1,000.00	
	Account	5201.100 - Office Supplies General Totals	Transactions	1	\$1,000.00
Account	5202.100 - Operating Supplies General				
2160.55.4800.5202.100	Operating Supplies for Housing Rebuilds	1.0000	1,500.00	1,500.00	
	Account	5202.100 - Operating Supplies General Totals	Transactions	1	\$1,500.00
Account	5209.105 - Auto Fuel Expense Employee Personal Vehicle Use				
2160.55.4800.5209.105	Personal Vehicle Use	1.0000	500.00	500.00	
	Account	5209.105 - Auto Fuel Expense Employee Personal Vehicle Use Totals	Transactions	1	\$500.00
Account	5210.100 - Postage General				
2160.55.4800.5210.100	Misc postage	1.0000	400.00	400.00	
	Account	5210.100 - Postage General Totals	Transactions	1	\$400.00
Account	5213.100 - Professional/Contract Services General				
2160.55.4800.5213.100	Housing Rehab Admin Support	1.0000	25,000.00	25,000.00	
2160.55.4800.5213.100	Notary and Closing Fees	1.0000	5,000.00	5,000.00	
	Account	5213.100 - Professional/Contract Services General Totals	Transactions	2	\$30,000.00
Account	5219.100 - Printing General				
2160.55.4800.5219.100	Printing Materials for Housing Rebuilds	1.0000	300.00	300.00	
	Account	5219.100 - Printing General Totals	Transactions	1	\$300.00
Account	5304 - Furniture & Equipment				
2160.55.4800.5304	Computers & Monitors	2.0000	1,250.00	2,500.00	
	Account	5304 - Furniture & Equipment Totals	Transactions	1	\$2,500.00
Account	5910.010 - Transfers Out To General Fund				
2160.55.4800.5910.010	Central Services Allocation	1.0000	44,682.00	44,682.00	
2160.55.4800.5910.010	Legal Services	1.0000	3,450.00	3,450.00	
2160.55.4800.5910.010	Pension Obligation Bond	1.0000	31,576.00	31,576.00	



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
		Account	Transactions		
		5910.010 - Transfers Out To General Fund Totals		3	\$79,708.00

FY 2021/22

Public Works Department

Engineering, Fleet Maintenance, Paradise Community Park,
Public Facilities, Gas Tax/Streets Maintenance, Transit
Operations and Transportation

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
Expenditures							
5100	Personnel Services	40,589	298,969	286,339	351,055	351,055	351,055
5200	Supplies and Services	149,761	110,295	172,050	175,850	175,850	175,850
5300	Capital Outlay	675	5,100	6,886	6,500	6,500	6,500
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		191,025	414,364	465,275	533,405	533,405	533,405
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		191,025	414,364	465,275	533,405	533,405	533,405

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
PW Director/Town Engineer	40	50%	0.50	118,156
Principal Engineer	40	60%	0.60	72,268
Senior Capital Projects Manager	40	20%	0.20	34,440
Construction Inspector II	40	80%	0.80	99,964
Administrative Assistant	24	100%	0.60	35,027
		Total	2.70	359,855
Allocation to Other Programs				
PW Director/Town Engineer	BSWW 2%; Gas Tax 48%			
Principal Engineer	Gas Tax 30%; Transportation 10%			
Senior Capital Projects Manager	Gas Tax 70%; Transportation 10%			
Construction Inspector II	Gas Tax 18%; Transportation 2%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town
					Department Requested		Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department:	45 - Public Works						
Program:	4740 - Public Works - Engineering						
5101	Salaries - Permanent	19,969	182,112	190,000	227,626	227,626	227,626
5102	Salaries - Temporary	-	15,450	-	-	-	-
5105	Salaries - Overtime/FLSA	276	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	922	6,424	6,424	7,420	7,420	7,420
5106.200	Incentives & Admin Leave Gym Reimbursement	-	-	216	-	-	-
5107	Car Allowance/Mileage	108	1,200	1,160	1,200	1,200	1,200
5109.101	Allowances Boot Allowance	45	400	45	400	400	400
5111	Medicare	336	2,981	2,700	3,431	3,431	3,431
5112.101	Retirement Contribution PERS	3,766	43,262	41,700	46,676	46,676	46,676
5113	Worker's Compensation	2,916	17,787	17,634	24,611	24,611	24,611
5114.101	Health Insurance Medical	2,442	19,522	14,000	29,542	29,542	29,542
5114.102	Health Insurance Dental	275	-	1,200	-	-	-
5114.103	Health Insurance Vision	24	-	110	-	-	-
5115	Unemployment Compensation	-	-	1,200	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	64	1,819	500	2,522	2,522	2,522
5116.102	Life and Disability Insurance Long Term/Short Term Disability	161	-	1,800	-	-	-
5119.100	Retiree Costs Medical Insurance	7,593	8,012	7,650	7,627	7,627	7,627
5122	Accrual Bank Payoff	1,693	-	-	-	-	-
5201.100	Office Supplies General	347	30	1,800	2,000	2,000	2,000
5202.100	Operating Supplies General	552	3,130	550	1,000	1,000	1,000
5203.100	Repairs and Maint Supplies General	-	-	-	-	-	-
5209.101	Auto Fuel Expense Town Vehicles	3,017	3,200	1,100	1,800	1,800	1,800

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual	2021 Amended	2021 Estimated	2022	2022 Manager	2022 Town
		Amount	Budget	Amount	Department Requested	Recommend	Council Adopted
5210.100	Postage General	116	135	1,300	1,500	1,500	1,500
5213.100	Professional/Contract Services General	141,423	100,000	160,000	150,000	150,000	150,000
5214.100	Repair and Maint Service General	2,512	1,000	4,600	16,000	16,000	16,000
5216.100	Communications General Services	143	1,170	1,400	1,400	1,400	1,400
5218.100	Advertising General	1,567	100	100	150	150	150
5219.100	Printing General	27	-	-	-	-	-
5220.100	Employee Development General	-	1,500	1,200	2,000	2,000	2,000
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	56	30	-	-	-	-
5303	Improvements	-	5,100	4,786	-	-	-
5304	Furniture & Equipment	675	-	2,100	6,500	6,500	6,500
EXPENSE GRAND Totals:		191,025	414,364	465,275	533,405	533,405	533,405



Town of Paradise

Budget Transactions Report Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 45 - Public Works				
Program 4740 - Public Works - Engineering				
Account 5119.100 - Retiree Costs Medical Insurance				
1010.45.4740.5119.100	Retiree Health Premium	1.0000	7,627.00	7,627.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$7,627.00
Account 5201.100 - Office Supplies General				
1010.45.4740.5201.100	Office Supplies (Pens, Folders, Drafting Supplies)	1.0000	2,000.00	2,000.00
	Account 5201.100 - Office Supplies General Totals	Transactions	1	\$2,000.00
Account 5202.100 - Operating Supplies General				
1010.45.4740.5202.100	PPE for Field Inspections	1.0000	1,000.00	1,000.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	1	\$1,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles				
1010.45.4740.5209.101	Engineering Fuel	1.0000	1,800.00	1,800.00
	Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$1,800.00
Account 5210.100 - Postage General				
1010.45.4740.5210.100	Misc. postage	1.0000	1,500.00	1,500.00
	Account 5210.100 - Postage General Totals	Transactions	1	\$1,500.00
Account 5213.100 - Professional/Contract Services General				
1010.45.4740.5213.100	Outside Engineering - Staff Augmentation	1.0000	25,000.00	25,000.00
1010.45.4740.5213.100	Outsourced Construction Inspections	1.0000	125,000.00	125,000.00
	Account 5213.100 - Professional/Contract Services General Totals	Transactions	2	\$150,000.00
Account 5214.100 - Repair and Maint Service General				
1010.45.4740.5214.100	Accela Maintenance Renewal	1.0000	2,500.00	2,500.00
1010.45.4740.5214.100	Adobe Acrobat Renewal	1.0000	180.00	180.00
1010.45.4740.5214.100	ESRI Software Renewal	1.0000	1,500.00	1,500.00
1010.45.4740.5214.100	ClearGov Software Renewal	1.0000	11,000.00	11,000.00
1010.45.4740.5214.100	Misc. Repair and Maintenance	1.0000	400.00	400.00
1010.45.4740.5214.100	Printer/Copier Maintenance	12.0000	35.00	420.00
	Account 5214.100 - Repair and Maint Service General Totals	Transactions	5	\$16,000.00
Account 5216.100 - Communications General Services				
1010.45.4740.5216.100	Cell and Data for Mobile Devices	12.0000	19.16	229.92



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
1010.45.4740.5216.100	Portion of Cell Allowance		12.0000	97.50	1,170.00
		Account 5216.100 - Communications General Services Totals	Transactions	2	\$1,399.92
	Account 5218.100 - Advertising General				
1010.45.4740.5218.100	Bid Advertising		1.0000	150.00	150.00
		Account 5218.100 - Advertising General Totals	Transactions	1	\$150.00
	Account 5220.100 - Employee Development General				
1010.45.4740.5220.100	Employee Training		1.0000	2,000.00	2,000.00
		Account 5220.100 - Employee Development General Totals	Transactions	1	\$2,000.00
	Account 5304 - Furniture & Equipment				
1010.45.4740.5304	Office Equipment		2.0000	1,500.00	3,000.00
1010.45.4740.5304	Desktop		2.0000	1,750.00	3,500.00
			Transactions	1	\$6,500.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 45 - Public Works							
Program: 4550 - Fleet Management							
Expenditures							
5100	Personnel Services	87,353	105,400	103,280	196,819	196,819	196,819
5200	Supplies and Services	87,707	115,654	101,380	105,784	105,784	105,784
5300	Capital Outlay	9,619	9,000	3,200	5,000	5,000	5,000
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		184,679	230,054	207,860	307,603	307,603	307,603
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Transfers In							
Transfers (Out)		-	-	-	-	-	-
Net General Fund Support		184,679	230,054	207,860	307,603	307,603	307,603
Fiscal Year 2021-2022 Personnel Allocation							
Position/Title		Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits		
	Fleet Services Supervisor	36	100%	0.90	103,435		
	Fleet Mechanic II	40	100%	1.00	85,756		
			Total	1.90	189,192		

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 30 - Police							
Program: 4550 - Fleet Management							
5101	Salaries - Permanent	49,750	64,148	63,613	126,335	126,335	126,335
5105	Salaries - Overtime/FLSA	-	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	3,434	-	-	-	-	-
5109.100	Allowances Uniform Allowance	388	500	500	1,000	1,000	1,000
5109.101	Allowances Boot Allowance	1,000	500	500	1,000	1,000	1,000
5109.102	Allowances Tool Allowance	2,000	1,000	1,000	2,000	2,000	2,000
5111	Medicare	818	959	923	1,890	1,890	1,890
5112.101	Retirement Contribution PERS	4,246	14,435	14,269	25,102	25,102	25,102
5113	Worker's Compensation	4,554	3,007	3,007	6,204	6,204	6,204
5114.101	Health Insurance Medical	10,569	11,922	10,402	20,267	20,267	20,267
5114.102	Health Insurance Dental	969	-	1,278	3,338	3,338	3,338
5114.103	Health Insurance Vision	62	-	61	238	238	238
5115	Unemployment Compensation	-	-	418	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	189	917	257	514	514	514
5116.102	Life and Disability Insurance Long Term/Short Term Disability	473	-	650	1,304	1,304	1,304
5119.100	Retiree Costs Medical Insurance	7,593	8,012	6,401	7,627	7,627	7,627
5122	Accrual Bank Payoff	1,308	-	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5202.100	Operating Supplies General	2,937	2,500	2,000	2,500	2,500	2,500
5203.100	Repairs and Maint Supplies General	52,260	65,000	65,000	65,000	65,000	65,000
5203.300	Repairs and Maint Supplies Accident and Negligence	4,651	5,000	2,500	5,000	5,000	5,000
5204	Subscriptions and Code Books	1,616	1,650	-	-	-	-
5209.101	Auto Fuel Expense Town Vehicles	307	500	500	500	500	500
5209.105	Auto Fuel Expense Employee Personal Vehicle Use	-	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town Council Adopted
					Department Requested		
5210.100	Postage General	7	125	20	50	50	50
5213.100	Professional/Contract Services General	3,693	4,879	2,700	2,316	2,316	2,316
5214.100	Repair and Maint Service General	18,065	29,600	22,000	22,000	22,000	22,000
5214.300	Repair and Maint Service Accident and Negligence	2,737	3,500	3,500	3,500	3,500	3,500
5216.100	Communications General Services	437	900	900	918	918	918
5218.100	Advertising General	-	-	260	-	-	-
5220.100	Employee Development General	997	2,000	2,000	4,000	4,000	4,000
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	-	-	-	-	-	-
5303	Improvements	-	5,000	-	-	-	-
5304	Furniture & Equipment	9,619	4,000	3,200	5,000	5,000	5,000
EXPENSE GRAND Totals:		184,679	230,054	207,860	307,603	307,603	307,603



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 1010 - General Fund				
Department 30 - Police				
Program 4550 - Fleet Management				
Account 5119.100 - Retiree Costs Medical Insurance				
1010.30.4550.5119.100	Retiree Health Premium	1.0000	7,627.00	7,627.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions	1	\$7,627.00
Account 5202.100 - Operating Supplies General				
1010.30.4550.5202.100	Shop Towels, Rags, Cleaning Products and Other Shop Supplies	1.0000	2,500.00	2,500.00
	Account 5202.100 - Operating Supplies General Totals	Transactions	1	\$2,500.00
Account 5203.100 - Repairs and Maint Supplies General				
1010.30.4550.5203.100	Generators Maintenance	1.0000	1,500.00	1,500.00
1010.30.4550.5203.100	Misc. Maintenance Supplies Including Oil Inventory	1.0000	2,000.00	2,000.00
1010.30.4550.5203.100	Shop Equipment and Tools	1.0000	3,000.00	3,000.00
1010.30.4550.5203.100	Tires - Animal Control	1.0000	500.00	500.00
1010.30.4550.5203.100	Tires - Community Development & Public Works	1.0000	4,500.00	4,500.00
1010.30.4550.5203.100	Tires - Fire Department	1.0000	5,500.00	5,500.00
1010.30.4550.5203.100	Tires - Misc.	1.0000	1,000.00	1,000.00
1010.30.4550.5203.100	Tires - Police Department	1.0000	4,500.00	4,500.00
1010.30.4550.5203.100	Vehicle Maintenance Parts - Animal Control	1.0000	3,000.00	3,000.00
1010.30.4550.5203.100	Vehicle Maintenance Parts - Community Development & Public Works	1.0000	6,000.00	6,000.00
1010.30.4550.5203.100	Vehicle Maintenance Parts - Fire Department	1.0000	12,000.00	12,000.00
1010.30.4550.5203.100	Vehicle Maintenance Parts - Misc.	1.0000	5,000.00	5,000.00
1010.30.4550.5203.100	Vehicle Maintenance Parts - Police Department	1.0000	16,500.00	16,500.00
	Account 5203.100 - Repairs and Maint Supplies General Totals	Transactions	13	\$65,000.00
Account 5203.300 - Repairs and Maint Supplies Accident and Negligence				
1010.30.4550.5203.300	Vehicle Replacement Parts for Accidents/Negligence	1.0000	5,000.00	5,000.00
	Account 5203.300 - Repairs and Maint Supplies Accident and Negligence Totals	Transactions	1	\$5,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles				
1010.30.4550.5209.101	Gasoline for Shop Truck	1.0000	500.00	500.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
		Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$500.00
Account 5210.100 - Postage General					
1010.30.4550.5210.100	Postage for Returning Parts		1.0000	50.00	50.00
		Account 5210.100 - Postage General Totals	Transactions	1	\$50.00
Account 5213.100 - Professional/Contract Services General					
1010.30.4550.5213.100	Employee Safety Testing		1.0000	100.00	100.00
1010.30.4550.5213.100	Environmental Health (CUPA) Fee		1.0000	400.00	400.00
1010.30.4550.5213.100	EPA Fee		1.0000	80.00	80.00
1010.30.4550.5213.100	Gas Pump Permit		1.0000	80.00	80.00
1010.30.4550.5213.100	Hazardous Waste Disposal		1.0000	731.00	731.00
1010.30.4550.5213.100	Smog Service		1.0000	245.00	245.00
1010.30.4550.5213.100	SNAP & Diagnostic Testing		1.0000	190.00	190.00
1010.30.4550.5213.100	Towing Service		1.0000	490.00	490.00
		Account 5213.100 - Professional/Contract Services General Totals	Transactions	8	\$2,316.00
Account 5214.100 - Repair and Maint Service General					
1010.30.4550.5214.100	Gas Pump Repairs		1.0000	200.00	200.00
1010.30.4550.5214.100	Generators Maintenance and Repairs		1.0000	4,000.00	4,000.00
1010.30.4550.5214.100	Outside Vehicle Repairs - Animal Control		1.0000	900.00	900.00
1010.30.4550.5214.100	Outside Vehicle Repairs - Community Development		1.0000	900.00	900.00
1010.30.4550.5214.100	Outside Vehicle Repairs - Fire		1.0000	3,500.00	3,500.00
1010.30.4550.5214.100	Outside Vehicle Repairs - Police		1.0000	9,000.00	9,000.00
1010.30.4550.5214.100	Outside Vehicle Repairs - Public Works		1.0000	3,500.00	3,500.00
		Account 5214.100 - Repair and Maint Service General Totals	Transactions	7	\$22,000.00
Account 5214.300 - Repair and Maint Service Accident and Negligence					
1010.30.4550.5214.300	Outside Vehicle Repairs for Accidents/Negligence		1.0000	3,500.00	3,500.00
		Account 5214.300 - Repair and Maint Service Accident and Negligence Totals	Transactions	1	\$3,500.00
Account 5216.100 - Communications General Services					
1010.30.4550.5216.100	Cell Phone Service		12.0000	76.50	918.00
		Account 5216.100 - Communications General Services Totals	Transactions	1	\$918.00



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
Account	5220.100 - Employee Development General				
1010.30.4550.5220.100	Vehicle & Equipment Maintenance Training		1.0000	4,000.00	4,000.00
		Account	5220.100 - Employee Development General Totals	Transactions	1
					\$4,000.00
Account	5304 - Furniture & Equipment				
1010.30.4550.5304	Shop Equipment		1.0000	5,000.00	5,000.00
		Account	5304 - Furniture & Equipment Totals	Transactions	1
					\$5,000.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 45 - Public Works							
Program: 4745 - Paradise Community Park							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	5,575	66,656	63,760	64,060	64,060	64,060
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		5,575	66,656	63,760	64,060	64,060	64,060
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		5,575	66,656	63,760	64,060	64,060	64,060

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 45 - Public Works							
Program: 4745 - Paradise Community Park							
5202.100	Operating Supplies General	56	1,000	1,000	1,000	1,000	1,000
5203.100	Repairs and Maint Supplies General	984	1,800	200	500	500	500
5211.135	Utilities Water and Sewer	623	2,500	2,000	2,000	2,000	2,000
5211.137	Utilities Electric and Gas	1,806	2,300	1,500	1,500	1,500	1,500
5214.100	Repair and Maint Service General	1,853	58,800	58,800	58,800	58,800	58,800
5216.100	Communications General Services	254	256	260	260	260	260
EXPENSE GRAND Totals:		5,575	66,656	63,760	64,060	64,060	64,060



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	1010 - General Fund			
Department	45 - Public Works			
Program	4745 - Paradise Community Park			
Account	5202.100 - Operating Supplies General			
1010.45.4745.5202.100	Doggie Bags	1.0000	500.00	500.00
1010.45.4745.5202.100	Other Park Supplies	1.0000	500.00	500.00
Account 5202.100 - Operating Supplies General Totals		Transactions	2	\$1,000.00
Account	5203.100 - Repairs and Maint Supplies General			
1010.45.4745.5203.100	Misc. Maintenance and Repairs Supplies	1.0000	250.00	250.00
1010.45.4745.5203.100	Park Bathroom Supplies	1.0000	250.00	250.00
Account 5203.100 - Repairs and Maint Supplies General Totals		Transactions	2	\$500.00
Account	5211.135 - Utilities Water and Sewer			
1010.45.4745.5211.135	Water Service	1.0000	2,000.00	2,000.00
Account 5211.135 - Utilities Water and Sewer Totals		Transactions	1	\$2,000.00
Account	5211.137 - Utilities Electric and Gas			
1010.45.4745.5211.137	Electricity and Gas	1.0000	1,500.00	1,500.00
Account 5211.137 - Utilities Electric and Gas Totals		Transactions	1	\$1,500.00
Account	5214.100 - Repair and Maint Service General			
1010.45.4745.5214.100	Professional Contract Maintenance	12.0000	4,900.00	58,800.00
Account 5214.100 - Repair and Maint Service General Totals		Transactions	1	\$58,800.00
Account	5216.100 - Communications General Services			
1010.45.4745.5216.100	Sewer Alarm	12.0000	21.67	260.04
Account 5216.100 - Communications General Services Totals		Transactions	1	\$260.04

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 1010 - General Fund							
Department: 45 - Public Works							
Program: 4747 - Public Facilities							
Expenditures							
5100	Personnel Services	-	50,779	49,445	106,422	106,422	106,422
5200	Supplies and Services	4,448	4,500	4,320	84,025	84,025	84,025
5300	Capital Outlay	15,802	-	-	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		20,250	55,279	53,765	190,447	190,447	190,447
Revenues							
	Service Fees						
	Fines and Forfeitures						
	Other						
Total Revenues		-	-	-	-	-	-
Net General Fund Support		20,250	55,279	53,765	190,447	190,447	190,447

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Public Works Manager	40	20%	0.20	34,457
Senior Maintenance Worker	40	100%	1.00	76,323
		Total	1.20	110,780
Allocation to Other Programs				
Public Works Manager	Gas Tax 80%			

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description				2022		2022 Town
		2020 Actual	2021 Amended	2021 Estimated	Department	2022 Manager	Council
		Amount	Budget	Amount	Requested	Recommend	Adopted
Fund: 1010 - General Fund							
EXPENSES							
Department: 45 - Public Works							
Program: 4747 - Public Facilities							
5101	Salaries - Permanent	-	32,988	31,720	60,687	60,687	60,687
5106.100	Incentives & Admin Leave Administrative Leave	-	1,396	1,396	863	863	863
5109.101	Allowances Boot Allowance	-	99	99	560	560	560
5111	Medicare	-	500	485	901	901	901
5112.101	Retirement Contribution PERS	-	7,048	6,950	11,637	11,637	11,637
5113	Worker's Compensation	-	6,204	6,150	17,636	17,636	17,636
5114.101	Health Insurance Medical	-	2,217	1,650	13,265	13,265	13,265
5114.102	Health Insurance Dental	-	-	365	-	-	-
5114.103	Health Insurance Vision	-	-	40	-	-	-
5115	Unemployment Compensation	-	-	215	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	-	327	55	873	873	873
5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	320	-	-	-
5203.100	Repairs and Maint Supplies General	510	-	20	525	525	525
5211.135	Utilities Water and Sewer	3,465	4,000	3,200	3,500	3,500	3,500
5214.100	Repair and Maint Service General	473	500	1,100	80,000	80,000	80,000
5301	Land	15,802	-	-	-	-	-
EXPENSE GRAND Totals:		20,250	55,279	53,765	190,447	190,447	190,447



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount	
EXPENSES					
Fund	1010 - General Fund				
Department	45 - Public Works				
Program	4747 - Public Facilities				
Account	5211.135 - Utilities Water and Sewer				
1010.45.4747.5211.135	Water Service for Town Facilities	1.0000	3,500.00	3,500.00	
	Account	5211.135 - Utilities Water and Sewer Totals	Transactions	1	\$3,500.00
Account	5214.100 - Repair and Maint Service General				
1010.45.4747.5214.100	Town Hall - Septic Repairs	1.0000	30,000.00	30,000.00	
1010.45.4747.5214.100	Town Hall - Roof Repairs	1.0000	50,000.00	50,000.00	
	Account	5214.100 - Repair and Maint Service General Totals	Transactions	1	\$80,000.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2120 - State Gas Tax							
Department: 45 - Public Works							
Program: 4750 - Public Works - Streets Maint.							
Expenditures							
	5100 Personnel Services	920,239	823,984	794,120	970,187	970,187	970,187
	5200 Supplies and Services	238,286	228,322	209,860	218,575	218,575	218,575
	5300 Capital Outlay	2,316	12,819	-	-	-	-
	5500 Debt Service	15,019	14,185	14,185	8,377	8,377	8,377
Total Expenditures		1,175,860	1,079,310	1,018,165	1,197,139	1,197,139	1,197,139
Revenues							
	Service Fees	-	20	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	1,267,974	1,376,700	1,001,700	1,001,700	1,001,700	1,001,700
Total Revenues		1,267,974	1,376,720	1,001,700	1,001,700	1,001,700	1,001,700
Net Income		92,113	297,410	(16,465)	(195,439)	(195,439)	(195,439)
Transfers In		52,659	139,746	66,172	282,267	282,267	282,267
Transfers (Out)		(210,350)	(188,271)	(188,271)	(234,850)	(234,850)	(234,850)
Ending Fund Balance		331,810	580,695	193,246	45,224	45,224	45,224

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Town Manager	40	5%	0.05	13,261
PW Director/Town Engineer	40	48%	0.48	113,430
Senior Capital Projects Manager	40	70%	0.70	120,542
Principal Engineer	40	30%	0.30	36,134
Public Works Manager	40	80%	0.80	137,828
Construction Inspector II	40	18%	0.18	22,492
Senior Maintenance Worker	40	100%	1.00	120,462
PW Maint Worker II	40	100%	2.00	192,439
PW Maint Worker I	40	100%	2.00	170,741
Finance Director/Town Treasurer	40	5%	0.05	8,549
Senior Accountant	40	10%	0.10	12,085
		Total	7.66	947,963

Allocation to Other Programs

Town Manager	Town Mgr 85%; BSWW 5%; BHS 5%
PW Director/Town Engineer	Eng 50%; BSWW 2%
Senior Capital Projects Manager	Eng 20%; Transportation 10%
Principal Engineer	Eng 60%; Transportation 10%
Public Works Manager	Facilities 20%
Construction Inspector II	Eng 80%; Transportation 2%
Finance Director/Town Treasurer	Finance 83%; BSWW 10%; Transportation 2%
Senior Accountant	Finance 67%; BSWW 15%; BHS 5%; Transportation 3%

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2120 - State Gas Tax							
REVENUES							
Department: 45 - Public Works							
Program: 4750 - Public Works - Streets Maint.							
3355.001	State gas Tax Section 2106	78,692	85,000	60,000	60,000	60,000	60,000
3355.002	State gas Tax Section 2107	168,873	183,000	130,000	130,000	130,000	130,000
3355.003	State gas Tax Section 2107.5	6,000	6,000	6,000	6,000	6,000	6,000
3355.005	State gas Tax Section 2105	133,740	140,000	95,000	95,000	95,000	95,000
3355.006	State gas Tax RSTP Regional Surface Trans Prog	151,232	300,000	150,000	150,000	150,000	150,000
3355.007	State gas Tax Section 2103	180,783	192,000	125,000	125,000	125,000	125,000
3355.008	State gas Tax Section 2032	458,728	460,000	425,000	425,000	425,000	425,000
3355.009	State gas Tax SB1 Loan Repayment - Like 2103	29,475	-	-	-	-	-
3410.150	Administrative Services Late Fees	-	20	-	-	-	-
3610.100	Interest Revenue Investments	2,062	200	200	200	200	200
3901.100	Refunds and Reimbursements Miscellaneous	40,788	10,000	10,000	10,000	10,000	10,000
3902.100	Miscellaneous Revenue General	1,800	500	500	500	500	500
3910.110	Transfers In From Local Transportation Fund	561	-	-	3,754	3,754	3,754
3910.112	Transfers In From Federal CMAQ Fund	20,762	26,217	-	25,234	25,234	25,234
3910.130	Transfers In From State Water Boards Prop 1	-	-	-	39,198	39,198	39,198
3910.132	Transfers In From HSIP Grant	30,825	-	-	-	-	-
3910.133	Transfers In From ATP Grant	511	40,264	3,060	37,002	37,002	37,002
3910.136	Transfers In FEMA Grants - Fire	-	47,049	36,896	108,828	108,828	108,828
3910.137	Transfers In EDA Grant	-	-	-	43,381	43,381	43,381
3910.299	Transfers In From Grants Misc One Time Fund	-	26,216	26,216	-	-	-
3910.301	Transfers In CDBG-DR	-	-	-	24,870	24,870	24,870
3920.100	Proceeds from Sale of Asset General Fixed Assets	15,802	-	-	-	-	-
REVENUES Total		1,320,633	1,516,466	1,067,872	1,283,967	1,283,967	1,283,967

EXPENSES

Department: 45 - Public Works

Program: 4750 - Public Works - Streets Maint.

5101	Salaries - Permanent	503,658	506,792	462,000	568,262	568,262	568,262
5103.101	Differential Pay On Call	23,221	-	23,500	23,000	23,000	23,000

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022	2022 Manager Recommend	2022 Town
					Department Requested		Council Adopted
5103.102	Differential Pay Out of Class	826	-	700	1,000	1,000	1,000
5105	Salaries - Overtime/FLSA	12,629	12,450	7,500	8,450	8,450	8,450
5106.100	Incentives & Admin Leave Administrative Leave	30,542	10,083	10,500	13,312	13,312	13,312
5106.200	Incentives & Admin Leave Gym Reimbursement	9	50	50	360	360	360
5107	Car Allowance/Mileage	1,360	1,392	1,400	1,392	1,392	1,392
5109.101	Allowances Boot Allowance	3,730	2,794	3,230	2,830	2,830	2,830
5111	Medicare	8,203	7,714	7,000	8,940	8,940	8,940
5112.101	Retirement Contribution PERS	104,221	109,603	107,400	115,474	115,474	115,474
5113	Worker's Compensation	126,921	76,387	75,730	124,408	124,408	124,408
5114.101	Health Insurance Medical	58,223	66,369	55,000	74,986	74,986	74,986
5114.102	Health Insurance Dental	5,826	-	6,000	-	-	-
5114.103	Health Insurance Vision	553	-	600	-	-	-
5115	Unemployment Compensation	-	-	3,100	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	1,905	6,033	1,800	6,826	6,826	6,826
5116.102	Life and Disability Insurance Long Term/Short Term Disability	4,247	-	3,400	-	-	-
5119.100	Retiree Costs Medical Insurance	22,635	21,523	20,700	20,947	20,947	20,947
5122	Accrual Bank Payoff	11,529	2,794	4,510	-	-	-
5201.100	Office Supplies General	571	500	10	250	250	250
5202.100	Operating Supplies General	6,356	4,900	3,500	4,000	4,000	4,000
5203.100	Repairs and Maint Supplies General	31,564	68,600	75,000	75,000	75,000	75,000
5209.101	Auto Fuel Expense Town Vehicles	18,252	18,000	18,000	20,000	20,000	20,000
5210.100	Postage General	-	50	-	-	-	-
5211.135	Utilities Water and Sewer	264	350	200	225	225	225
5211.137	Utilities Electric and Gas	14,076	14,500	14,000	15,000	15,000	15,000
5213.100	Professional/Contract Services General	80,621	15,930	1,100	10,000	10,000	10,000
5214.100	Repair and Maint Service General	71,771	84,300	75,000	75,000	75,000	75,000
5215.100	Rents and Leases Miscellaneous	-	-	-	-	-	-
5215.131	Rents and Leases Street Maintenance Equipment	-	2,000	11,000	5,000	5,000	5,000
5216.100	Communications General Services	7,386	12,942	7,500	8,500	8,500	8,500
5218.100	Advertising General	-	200	50	100	100	100
5219.100	Printing General	80	150	-	-	-	-
5220.100	Employee Development General	5,287	5,500	4,000	5,000	5,000	5,000

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	388	400	500	500	500	500
5280.100	Bad Debt Write Off Expense	1,671	-	-	-	-	-
5304	Furniture & Equipment	2,316	-	-	-	-	-
5305	Vehicles	-	12,819	-	-	-	-
5501	Debt Service Payment - Principal	15,019	14,185	14,185	8,377	8,377	8,377
5910.010	Transfers Out To General Fund	210,350	188,271	188,271	234,850	234,850	234,850
EXPENSES Total		1,386,210	1,267,581	1,206,436	1,431,989	1,431,989	1,431,989
Fund Total: 2120 - Net Change		(65,578)	248,885	(138,564)	(148,022)	(148,022)	(148,022)
ENDING FUND BALANCE		331,810	580,695	193,246	45,224	45,224	45,224



Town of Paradise

Budget Transactions Report

Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund 2120 - State Gas Tax				
Department 45 - Public Works				
Program 4750 - Public Works - Streets Maint.				
Account 5105 - Salaries - Overtime/FLSA				
2120.45.4750.5105	Overtime	1.0000	8,450.00	8,450.00
	Account 5105 - Salaries - Overtime/FLSA Totals	Transactions 1		\$8,450.00
Account 5119.100 - Retiree Costs Medical Insurance				
2120.45.4750.5119.100	Retiree Health Premium	1.0000	20,947.00	20,947.00
	Account 5119.100 - Retiree Costs Medical Insurance Totals	Transactions 1		\$20,947.00
Account 5201.100 - Office Supplies General				
2120.45.4750.5201.100	Office Supplies	1.0000	250.00	250.00
	Account 5201.100 - Office Supplies General Totals	Transactions 1		\$250.00
Account 5202.100 - Operating Supplies General				
2120.45.4750.5202.100	05 - Office & Field Supplies & Assessories	1.0000	1,500.00	1,500.00
2120.45.4750.5202.100	20 - Safety Clothing & PPE	1.0000	2,100.00	2,100.00
2120.45.4750.5202.100	30 - Corp Yard Water for PW Staff	1.0000	400.00	400.00
	Account 5202.100 - Operating Supplies General Totals	Transactions 3		\$4,000.00
Account 5203.100 - Repairs and Maint Supplies General				
2120.45.4750.5203.100	15 - Road Rehab Supplies	1.0000	8,000.00	8,000.00
2120.45.4750.5203.100	20 - Vegetation Managment Supplies	1.0000	4,000.00	4,000.00
2120.45.4750.5203.100	25 - Drainage Supplies	1.0000	2,000.00	2,000.00
2120.45.4750.5203.100	30 - Signage & Road Markings Supplies	1.0000	8,000.00	8,000.00
2120.45.4750.5203.100	35 - Traffic Signal Supplies	1.0000	3,000.00	3,000.00
2120.45.4750.5203.100	45 - Snow Removal Supplies	1.0000	1,000.00	1,000.00
2120.45.4750.5203.100	50 - Spray Program Supplies	1.0000	42,000.00	42,000.00
2120.45.4750.5203.100	60 - PW Facilities / Janitorial Supplies	1.0000	1,000.00	1,000.00
2120.45.4750.5203.100	95 - Miscellaneous Supplies	1.0000	6,000.00	6,000.00
	Account 5203.100 - Repairs and Maint Supplies General Totals	Transactions 9		\$75,000.00
Account 5209.101 - Auto Fuel Expense Town Vehicles				



Town of Paradise

Budget Transactions Report

Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
2120.45.4750.5209.101	00 - Auto Fuel Expense.PW Vehicles		1.0000	20,000.00	20,000.00
		Account 5209.101 - Auto Fuel Expense Town Vehicles Totals	Transactions	1	\$20,000.00
	Account 5211.135 - Utilities Water and Sewer				
2120.45.4750.5211.135	Portable Water Meter		1.0000	225.00	225.00
		Account 5211.135 - Utilities Water and Sewer Totals	Transactions	1	\$225.00
	Account 5211.137 - Utilities Electric and Gas				
2120.45.4750.5211.137	00 - Electric & Gas for Street Lights and Corp Yard		1.0000	15,000.00	15,000.00
		Account 5211.137 - Utilities Electric and Gas Totals	Transactions	1	\$15,000.00
	Account 5213.100 - Professional/Contract Services General				
2120.45.4750.5213.100	DATCO Testing		1.0000	1,000.00	1,000.00
2120.45.4750.5213.100	Green Waste		1.0000	8,500.00	8,500.00
2120.45.4750.5213.100	Recording Fees		1.0000	200.00	200.00
2120.45.4750.5213.100	Worker's Comp Physical		1.0000	300.00	300.00
		Account 5213.100 - Professional/Contract Services General Totals	Transactions	4	\$10,000.00
	Account 5214.100 - Repair and Maint Service General				
2120.45.4750.5214.100	15 - Road Rehabilitation		1.0000	2,000.00	2,000.00
2120.45.4750.5214.100	20 - Vegetation Management		1.0000	4,000.00	4,000.00
2120.45.4750.5214.100	30 - Signage & Road Markings Services		1.0000	1,000.00	1,000.00
2120.45.4750.5214.100	35 - Traffic Signal Services		1.0000	55,000.00	55,000.00
2120.45.4750.5214.100	65 - Stormwater Program / Permit Fee		1.0000	500.00	500.00
2120.45.4750.5214.100	85 - AutoCAD License Renewal		1.0000	6,500.00	6,500.00
2120.45.4750.5214.100	90 - Accela CRM Renewal (TOP Access)		1.0000	3,500.00	3,500.00
2120.45.4750.5214.100	95 - Miscellaneous Services		1.0000	2,500.00	2,500.00
		Account 5214.100 - Repair and Maint Service General Totals	Transactions	8	\$75,000.00
	Account 5215.131 - Rents and Leases Street Maintenance Equipment				
2120.45.4750.5215.131	00 - Rent Street Equipment		1.0000	5,000.00	5,000.00
		Account 5215.131 - Rents and Leases Street Maintenance Equipment Totals	Transactions	1	\$5,000.00
	Account 5216.100 - Communications General Services				
2120.45.4750.5216.100	10 - Telephone Services		12.0000	184.00	2,208.00



Town of Paradise

Budget Transactions Report

Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
2120.45.4750.5216.100	20 - Cell and Data for Mobile Devices	12.0000	458.34	5,500.08
2120.45.4750.5216.100	20 - Portion of Cell Phone Allowance	12.0000	66.00	792.00
Account 5216.100 - Communications General Services Totals		Transactions	3	\$8,500.08
Account 5218.100 - Advertising General				
2120.45.4750.5218.100	00 - Advertising	1.0000	100.00	100.00
Account 5218.100 - Advertising General Totals		Transactions	1	\$100.00
Account 5220.100 - Employee Development General				
2120.45.4750.5220.100	10 - Training / Continuing Education	1.0000	2,000.00	2,000.00
2120.45.4750.5220.100	20 - License & Membership Renewals	1.0000	1,500.00	1,500.00
2120.45.4750.5220.100	30 - Testing (DMV & Other Certifications)	1.0000	1,500.00	1,500.00
Account 5220.100 - Employee Development General Totals		Transactions	3	\$5,000.00
Account 5223.101 - Meals and Refreshments Employee Meals-MOU Overtime				
2120.45.4750.5223.101	10 - Meals and Refreshments MOU Overtime	1.0000	500.00	500.00
Account 5223.101 - Meals and Refreshments Employee Meals-MOU Overtime Totals		Transactions	1	\$500.00
Account 5501 - Debt Service Payment - Principal				
2120.45.4750.5501	(C) USBan Chipper - final 08/21	1.0000	1,936.24	1,936.24
2120.45.4750.5501	(F) Enterprise - Chevy Colorado - final 03/23	12.0000	536.66	6,440.00
Account 5501 - Debt Service Payment - Principal Totals		Transactions	2	\$8,376.24
Account 5910.010 - Transfers Out To General Fund				
2120.45.4750.5910.010	Central Services Allocation	1.0000	176,920.00	176,920.00
2120.45.4750.5910.010	Pension Obligation Bond	1.0000	57,930.00	57,930.00
Account 5910.010 - Transfers Out To General Fund Totals		Transactions	2	\$234,850.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 5900 - Transit Fund							
Department: 45 - Public Works							
Program: 4820 - CDD - Transit Operations							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	2,732	3,000	1,388	600	600	600
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	-	-	-	-	-	-
Total Expenditures		2,732	3,000	1,388	600	600	600
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	3,236	3,100	540	600	600	600
Total Revenues		3,236	3,100	540	600	600	600
Net Income		505	100	(848)	-	-	-
Transfers In		-	-	-	-	-	-
Transfers (Out)		-	-	-	-	-	-
Ending Fund Balance		29,466	29,566	28,618	28,618	28,618	28,618

TOWN OF PARADISE
Fiscal Year 2020/21 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 5900 - Transit Fund							
REVENUES							
Department: 40 - Community Development							
Program: 4820 - CDD - Transit Operations							
3345.002	State Revenues - Other STA - State Transportation Act						
3610.100	Interest Revenue Investments	505	100	-	-	-	-
3902.201	Miscellaneous Revenue Paratransit Tickets	1,225	1,500	125	150	150	150
3902.202	Miscellaneous Revenues BC Transit Tickets	1,507	1,500	415	450	450	450
REVENUES Total		3,236	3,100	540	600	600	600
EXPENSES							
Department: 40 - Community Development							
Program: 4820 - CDD - Transit Operations							
5213.100	Professional/Contract Services General	-	-	848	-	-	-
5260	Miscellaneous	2,732	3,000	540	600	600	600
EXPENSES Total		2,732	3,000	1,388	600	600	600
Fund Total: 5900 - Net Change		505	100	(848)	-	-	-
ENDING FUND BALANCE		29,466	29,566	28,618	28,618	28,618	28,618



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	5900 - Transit Fund			
Department	40 - Community Development			
Program	4820 - CDD - Transit Operations			
Account	5260 - Miscellaneous			
5900.40.4820.5260	Fixed Route Bus Passes	1.0000	600.00	600.00
Account 5260 - Miscellaneous Totals		Transactions	1	\$600.00

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2110 - Transportation Fund							
Department: 45 - Public Works							
Program: 4743 - Streets and Roads							
Expenditures							
5100	Personnel Services	19,775	24,412	22,246	36,970	36,970	36,970
5200	Supplies and Services	22	19	105	105	105	105
5300	Capital Outlay	-	-	-	-	-	-
5500	Debt Service	-	-	-	-	-	-
Total Expenditures		19,797	24,431	22,351	37,075	37,075	37,075
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	10,395	-	-	634,434	634,434	634,434
Total Revenues		10,395	-	-	634,434	634,434	634,434
Net Income		(9,402)	(24,431)	(22,351)	597,359	597,359	597,359
Transfers In		-	-	-	-	-	-
Transfers (Out)		(37,352)	(346,108)	(240,108)	(356,463)	(356,463)	(356,463)
Ending Fund Balance		610,225	239,686	347,766	588,662	588,662	588,662

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Principal Engineer	40	10%	0.10	12,045
Senior Capital Projects Manager	40	10%	0.10	17,220
Construction Inspector II	40	2%	0.02	2,499
Finance Director / Town Treasurer	40	2%	0.02	3,420
Senior Accountant	40	3%	0.03	3,626
		Total	0.27	38,810

Allocation to Other Programs

Principal Engineer	Eng 60%; Gas Tax 30%
Senior Capital Projects Manager	Eng 20%; Gas Tax 70%
Construction Inspector II	Eng 80%; Gas Tax 18%
Finance Director / Town Treasurer	Finance 83%; BSWW 10%; Gas Tax 5%
Senior Accountant	Finance 67%; BSWW 15%; BHS 5%; Gas Tax 10%

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2110 - Transportation Fund							
REVENUES							
Department:	00 - Non Department Activity						
Program:	0000 - Non Program Activity						
3345.001	State Revenues - Other LTF - Local Transit Funds	-	-	-	634,434	634,434	634,434
3610.100	Interest Revenue Investments	10,395	-	-	-	-	-
REVENUES Total		10,395	-	-	634,434	634,434	634,434
EXPENSES							
Department:	00 - Non Department Activity						
Program:	0000 - Non Program Activity						
5910.010	Transfers Out To General Fund	1,982	-	-	-	-	-
5910.100	Transfers Out To Capital Projects	21,314	-	-	-	-	-
5910.120	Transfers Out To State Gas Tax Fund	561	-	-	-	-	-
Program Total: 0000 - Non Program Activity		23,857	-	-	-	-	-
Department:	45 - Public Works						
Program:	4743 - Streets and Roads						
5101	Salaries - Permanent	12,366	16,548	15,000	25,552	25,552	25,552
5103.102	Differential Pay Out of Class	-	-	21	-	-	-
5105	Salaries - Overtime/FLSA	152	-	53	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	1,089	681	190	1,055	1,055	1,055
5106.200	Incentives & Admin Leave Gym Reimbursement	3	-	5	-	-	-
5107	Car Allowance/Mileage	51	48	32	48	48	48
5109.101	Allowances Boot Allowance	25	10	25	10	10	10
5111	Medicare	208	251	245	387	387	387
5112.101	Retirement Contribution PERS	2,411	3,721	3,600	5,056	5,056	5,056
5113	Worker's Compensation	1,938	799	792	1,415	1,415	1,415
5114.101	Health Insurance Medical	910	2,183	1,060	3,177	3,177	3,177
5114.102	Health Insurance Dental	127	-	80	-	-	-
5114.103	Health Insurance Vision	13	-	7	-	-	-
5115	Unemployment Compensation	-	-	110	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	32	171	40	270	270	270
5116.102	Life and Disability Insurance Long Term/Short Term Disability	113	-	155	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
5122	Accrual Bank Payoff	339	-	831	-	-	-
5216.100	Communications General Services	21	18	105	105	105	105
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	0	1	-	-	-	-
5910.010	Transfers Out To General Fund	3,265	4,608	4,608	4,810	4,810	4,810
5910.100	Transfers Out To Capital Projects	10,230	341,500	235,500	351,653	351,653	351,653
Department Total: 45 - Public Works		33,292	370,539	262,459	393,538	393,538	393,538
EXPENSES Total		57,149	370,539	262,459	393,538	393,538	393,538
Fund Total: 2110 - Net Change		(46,754)	(370,539)	(262,459)	240,896	240,896	240,896
ENDING FUND BALANCE		610,225	239,686	347,766	588,662	588,662	588,662



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction		Number of Units	Cost per Unit	Total Amount
EXPENSES					
Fund	2110 - Transportation Fund				
Department	45 - Public Works				
Program	4743 - Streets and Roads				
Account	5216.100 - Communications General Services				
2110.45.4743.5216.100	Portion of Cell Allowance		1.0000	105.00	105.00
Account 5216.100 - Communications General Services Totals			Transactions	1	\$105.00
Account	5910.010 - Transfers Out To General Fund				
2110.45.4743.5910.010	Central Services Allocation		1.0000	2,973.00	2,973.00
2110.45.4743.5910.010	Pension Obligation Bond		1.0000	1,938.00	1,938.00
Account 5910.010 - Transfers Out To General Fund Totals			Transactions	2	\$4,911.00
Account	5910.100 - Transfers Out To Capital Projects				
2110.45.4743.5910.100	9377 - Almond Street Multi-Modal		1.0000	109,342.00	109,342.00
2110.45.4743.5910.100	9380 - Ponderosa Safe Routes to School		1.0000	235,358.00	235,358.00
2110.45.4743.5910.100	9408 - Systematic Intersection Safety Improvements		1.0000	6,953.00	6,953.00
Account 5910.100 - Transfers Out To Capital Projects Totals			Transactions	3	\$351,653.00

FY 2021/22

Recovery
&
Economic Development

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2090 - Camp Fire Recovery							
Department: 65 - Disaster Management							
Program: 4205 - Emergency Response and Disaster Management							
Expenditures							
	FEMA/CalOES Public Assistance	1,645,072	2,960,457	2,092,458	16,414,941	16,414,941	16,414,941
	Insurance	1,073,925	540,805	326,210	1,180,894	1,180,894	1,180,894
	Grants (Foundation & Hazard Mitigation)	104,676	45,725	40,229	-	-	-
	Disaster Management	115,293	297,101	285,640	644,166	644,166	644,166
Total Expenditures		2,938,966	3,844,088	2,744,537	18,240,001	18,240,001	18,240,001
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	1,644,447	3,105,012	73,776	21,111,453	21,111,453	21,111,453
Total Revenues		1,644,447	3,105,012	73,776	21,111,453	21,111,453	21,111,453
Net Income		(1,294,519)	(739,076)	(2,670,761)	2,871,452	2,871,452	2,871,452
Transfers In		166,328	739,076	297,839	1,328,549	1,328,549	1,328,549
Transfers (Out)		-	-	-	-	-	-
Ending Fund Balance		(1,277,010)	(1,277,010)	(3,649,933)	550,068	550,068	550,068

Fiscal Year 2021-2022 Personnel Allocation

Position/Title	Weekly Hours	Percent Allocated	Full Time Equiv	Allocated Wages & Benefits
Recovery & Economic Development Director	40	100%	1.00	195,561
Grants Administrator	40	100%	1.00	120,852
Recovery Project Manager	40	100%	1.00	112,135
Emergency Operations Coordinator	18	100%	0.45	35,432
		Total	3.45	463,980

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 2090 - Camp Fire Recovery							
REVENUES							
2090.00.0000.3345.100	State Revenues - Other Refunds & Reimbursements	1,644,447	2,564,207	-	20,344,203	20,344,203	20,344,203
2090.00.0000.3901.145	Refunds and Reimbursements Insurance Proceeds	-	540,805	73,776	767,250	767,250	767,250
2090.00.0000.3910.137	Transfers In EDA Grant	-	-	-	121,815	121,815	121,815
2090.00.0000.3910.280	Transfers In From North Valley/Butte Strong	-	-	-	57,000	57,000	57,000
2090.00.0000.3910.301	Transfers In CDBG - DR	-	396,250	-	1,149,734	1,149,734	1,149,734
2090.00.0000.3910.811	Transfers In From Animal Control Donations	-	6,725	-	-	-	-
2090.00.0000.3910.815	Transfers In From General Misc Donations	166,328	336,101	297,839	-	-	-
REVENUES Total		1,810,775	3,844,088	371,615	22,440,002	22,440,002	22,440,002

EXPENSES

590 Disaster Management

2090.00.0000.590.5213.100	Professional/Contract Services General	66	-	-	-	-	-
2090.65.4205.590.5101	Salaries - Permanent	63,900	201,371	200,286	323,566	323,566	323,566
2090.65.4205.590.5106.100	Incentives & Admin Leave Administrative Leave	7,284	10,582	-	14,327	14,327	14,327
2090.65.4205.590.5107	Car Allowance/Mileage	1,821	2,400	2,400	2,400	2,400	2,400
2090.65.4205.590.5111	Medicare	1,064	3,108	2,893	4,934	4,934	4,934
2090.65.4205.590.5112.101	Retirement Contribution PERS	5,199	44,014	43,258	71,802	71,802	71,802
2090.65.4205.590.5113	Worker's Compensation	1,068	1,771	1,915	2,880	2,880	2,880
2090.65.4205.590.5114.101	Health Insurance Medical	7,460	26,725	18,204	33,588	33,588	33,588
2090.65.4205.590.5114.102	Health Insurance Dental	836	-	2,339	-	-	-
2090.65.4205.590.5114.103	Health Insurance Vision	85	-	213	-	-	-
2090.65.4205.590.5115	Unemployment Compensation	-	-	1,302	-	-	-
2090.65.4205.590.5116.101	Life and Disability Insurance Life & Disab.	193	2,050	614	3,102	3,102	3,102
2090.65.4205.590.5116.102	Life and Disability Insurance Long Term/Short Term Disability	441	-	2,036	-	-	-
2090.65.4205.590.5122	Accrual Bank Payoff	2,222	-	-	8,390	8,390	8,390
2090.65.4205.590.5202.100	Operating Supplies General	854	50	-	-	-	-
2090.65.4205.590.5203.100	Repairs and Maint Supplies General	-	-	225	619	619	619
2090.65.4205.590.5213.100	Professional/Contract Services General	2,584	-	549	114,267	114,267	114,267
2090.65.4205.590.5218.100	Advertising General	651	-	205	250	250	250
2090.65.4205.590.5219.100	Printing General	54	30	54	99	99	99
2090.65.4205.590.5220.100	Employee Development General	150	3,000	50	8,900	8,900	8,900
2090.65.4205.590.5223.105	Meals and Refreshments Emergencies and Meetings	78	-	-	-	-	-
2090.65.4205.590.5224	Travel Expenses - Lodging, Airfare, Incidentals	18	-	-	-	-	-
2090.65.4205.590.5304	Furniture & Equipment	4,150	2,000	2,167	2,500	2,500	2,500

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
2090.65.4205.590.5910.010	Transfers Out To General Fund	15,117	-	6,930	52,542	52,542	52,542
590 Disaster Management		115,293	297,101	285,640	644,166	644,166	644,166
Disaster Recovery Project Detail							
500 FEMA Emergency Tree Removal - B1							
2090.00.0000.500.5213.100	Professional/Contract Services General	-	-	4,650	-	-	-
500 FEMA Emergency Tree Removal - B1		-	-	4,650	-	-	-
501 FEMA - TOP Emergency Response B2							
2090.00.0000.501.5213.100	Professional/Contract Services General	372,723	-	-	-	-	-
2090.45.4750.501.5202.100	Operating Supplies General	580	-	-	-	-	-
501 FEMA - TOP Emergency Response B2		373,304	-	-	-	-	-
502 FEMA EMMA Mutual Aid EOC - B3&4							
2090.00.0000.502.5213.100	Professional/Contract Services General	179,659	-	-	-	-	-
2090.00.0000.502.5224	Travel Expenses - Lodging, Airfare, Incidentals	7,019	-	-	-	-	-
502 FEMA EMMA Mutual Aid EOC - B3&4		186,678	-	-	-	-	-
503 FEMA - Firearm Removal							
2090.30.4520.503.5213.100	Professional/Contract Services General	1,080	-	-	-	-	-
503 FEMA - Firearm Removal		1,080	-	-	-	-	-
505 FEMA Toxic Debris Removal A2&3							
2090.00.0000.505.5210.100	Postage General	343	-	-	-	-	-
2090.00.0000.505.5213.100	Professional/Contract Services General	22,007	-	20,854	-	-	-
2090.45.4750.505.5202.100	Operating Supplies General	14,196	-	6,710	-	-	-
2090.45.4750.505.5203.100	Repairs and Maint Supplies General	2,848	-	866	-	-	-
2090.45.4750.505.5214.100	Repair and Maint Service General	1,419	-	473	-	-	-
2090.45.4750.505.5215.100	Rents and Leases Miscellaneous	13,135	-	7,791	-	-	-
2090.45.4750.505.5220.100	Employee Development General	700	-	-	-	-	-
505 FEMA Toxic Debris Removal A2&3		54,648	-	36,694	-	-	-
506 FEMA Administrative Costs Z1							
2090.00.0000.506.5213.100	Professional/Contract Services General	627,761	300,000	300,000	91,000	91,000	91,000
2090.45.4740.506.5213.100	Professional/Contract Services General	7,426	-	-	-	-	-
2090.45.4743.506.5213.100	Professional/Contract Services General	2,222	-	-	-	-	-
506 FEMA Administrative Costs Z1		637,408	300,000	300,000	91,000	91,000	91,000
507 FEMA Haz Tree Removal (P2) - A1							
2090.00.0000.507.5202.100	Operating Supplies General	-	-	6,675	-	-	-
2090.00.0000.507.5213.100	Professional/Contract Services General	1,323	911,157	911,157	7,105,000	7,105,000	7,105,000
2090.45.4750.507.5213.100	Professional/Contract Services General	79,470	-	-	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
507 FEMA Haz Tree Removal (P2) - A1		80,793	911,157	917,832	7,105,000	7,105,000	7,105,000
508 FEMA - Culverts - C1-10							
2090.45.4740.508.5213.100	Professional/Contract Services General	9,868	-	-	-	-	-
2090.45.4750.508.5203.100	Repairs and Maint Supplies General	937	-	-	-	-	-
2090.45.4750.508.5213.100	Professional/Contract Services General	193,820	-	-	-	-	-
2090.45.4750.508.5214.100	Repair and Maint Service General	23,525	-	-	-	-	-
2090.45.4750.508.8406	Emergency Culvert Repair	50	159,300	-	267,480	267,480	267,480
2090.45.4750.508.8408	Off-System Culvert Repair	10,486	53,000	50,000	55,000	55,000	55,000
508 FEMA - Culverts - C1-10		238,686	212,300	50,000	322,480	322,480	322,480
509 FEMA - Non Fed Aid Roads - C2							
2090.45.4743.509.5213.100	Professional/Contract Services General	5,722	-	-	-	-	-
2090.45.4750.509.5203.100	Repairs and Maint Supplies General	18,222	-	448	-	-	-
2090.45.4750.509.5213.100	Professional/Contract Services General	37,441	-	-	-	-	-
2090.45.4750.509.8407	Off System Road Rehabilitation	621	1,532,000	766,385	8,577,200	8,577,200	8,577,200
509 FEMA - Non Fed Aid Roads - C2		62,006	1,532,000	766,833	8,577,200	8,577,200	8,577,200
511 FEMA - Town Equipment - E							
2090.00.0000.511.5304	Furniture & Equipment	-	5,000	-	-	-	-
511 FEMA - Town Equipment - E		-	5,000	-	-	-	-
512 FEMA Barricades, Signs, Poles E							
2090.45.4750.512.5203.100	Repairs and Maint Supplies General	6,670	-	-	-	-	-
2090.45.4750.512.8405	Emergency MBGR Repair	50	-	-	67,900	67,900	67,900
512 FEMA Barricades, Signs, Poles E		6,720	-	-	67,900	67,900	67,900
514 FEMA Irrigation & Entry ways G2							
2090.45.4750.514.5203.100	Repairs and Maint Supplies General	61	-	-	-	-	-
2090.45.4750.514.5213.100	Professional/Contract Services General	-	-	800	-	-	-
2090.45.4750.514.5214.100	Repair and Maint Service General	690	-	-	-	-	-
514 FEMA Irrigation & Entry ways G2		751	-	800	-	-	-
515 FEMA-Tree Removal Post Assessment							
2090.45.4750.515.5213.100	Professional/Contract Services General	3,000	-	15,650	-	-	-
515 FEMA-Tree Removal Post Assessment		3,000	-	15,650	-	-	-
516 FEMA-Camp Fire Hydrant Repairs							
2090.45.4750.516.8404	Camp Fire Hydrant Repairs	-	-	-	251,361	251,361	251,361
516 FEMA-Camp Fire Hydrant Repairs		-	-	-	251,361	251,361	251,361
551 Insurance - Facilities Lost Use							
2090.20.4202.551.5216.100	Communications General Services	17,465	-	5,069	-	-	-
2090.45.4750.551.5203.100	Repairs and Maint Supplies General	198	-	1,475	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
2090.45.4750.551.5215.100	Rents and Leases Miscellaneous	1,370	-	21,934	-	-	-
551 Insurance - Facilities Lost Use		19,033	-	28,478	-	-	-
552 Insurance Facility Rest & Repair							
2090.00.0000.552.5213.100	Professional/Contract Services General	178,229	-	-	-	-	-
2090.00.0000.552.5214.100	Repair and Maint Service General	52,988	56,255	56,255	-	-	-
2090.30.4510.552.5214.100	Repair and Maint Service General	950	-	-	-	-	-
552 Insurance Facility Rest & Repair		232,167	56,255	56,255	-	-	-
553 Insurance Facility Contents Repl							
2090.45.4750.553.5202.100	Operating Supplies General	11,645	-	1,316	-	-	-
2090.45.4750.553.5203.100	Repairs and Maint Supplies General	433	-	-	-	-	-
2090.45.4750.553.5304	Furniture & Equipment	2,527	-	-	-	-	-
553 Insurance Facility Contents Repl		14,605	-	1,316	-	-	-
554 Insurance Facility Yard Equip							
2090.45.4750.554.5202.100	Operating Supplies General	18,903	5,000	885	-	-	-
2090.45.4750.554.5203.100	Repairs and Maint Supplies General	2,840	-	0	-	-	-
2090.45.4750.554.5215.100	Rents and Leases Miscellaneous	96,027	40,000	70,250	35,000	35,000	35,000
2090.45.4750.554.5304	Furniture & Equipment	13,772	30,000	5,032	-	-	-
554 Insurance Facility Yard Equip		131,543	75,000	76,168	35,000	35,000	35,000
555 Insurance Facility Landscaping							
2090.45.4750.555.5203.100	Repairs and Maint Supplies General	2,495	-	-	-	-	-
2090.45.4750.555.5214.100	Repair and Maint Service General	5,575	-	-	-	-	-
555 Insurance Facility Landscaping		8,069	-	-	-	-	-
556 Insurance Veh & Equip Repair/Rep							
2090.00.0000.556.5214.100	Repair and Maint Service General	2,700	-	-	-	-	-
2090.30.4520.556.5214.100	Repair and Maint Service General	1,725	-	-	-	-	-
2090.45.4550.556.5214.100	Repair and Maint Service General	3,494	-	-	-	-	-
2090.45.4750.556.5202.100	Operating Supplies General	952	-	-	-	-	-
2090.45.4750.556.5203.100	Repairs and Maint Supplies General	191	-	-	-	-	-
2090.45.4750.556.5213.100	Professional/Contract Services General	250	-	-	-	-	-
2090.45.4750.556.5214.100	Repair and Maint Service General	6,000	-	-	-	-	-
2090.45.4750.556.5215.131	Rents and Leases Street Maintenance Equipment	24,745	8,000	20,497	10,000	10,000	10,000
556 Insurance Veh & Equip Repair/Rep		40,058	8,000	20,497	10,000	10,000	10,000
558 Insurance Extra Expense							
2090.00.0000.558.5213.100	Professional/Contract Services General	50,183	-	-	-	-	-
2090.40.4730.558.5213.100	Professional/Contract Services General	80,499	-	-	-	-	-
2090.45.4747.558.5214.100	Repair and Maint Service General	63,842	-	4,846	-	-	-

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
558 Insurance Extra Expense		194,524	-	4,846	-	-	-
559 Insurance - Infrastructure							
2090.00.0000.559.8403	Skyway/Pearson Traffic Signal Repair	4,608	-	13,349	-	-	-
2090.45.4740.559.5213.100	Professional/Contract Services General	-	-	5,857	-	-	-
2090.45.4743.559.5213.100	Professional/Contract Services General	29,500	-	-	-	-	-
2090.45.4750.559.5203.100	Repairs and Maint Supplies General	14,055	10,050	10,529	-	-	-
2090.45.4750.559.5213.100	Professional/Contract Services General	5,135	-	-	-	-	-
2090.45.4750.559.5910.100	Transfers Out To Capital Projects	-	231,500	-	522,794	522,794	522,794
2090.45.4750.559.8402	Trailway Lighting Repairs	-	75,000	-	75,000	75,000	75,000
2090.45.4750.559.8403	Skyway/Pearson Traffic Signal Repair	17,040	25,000	660	379,100	379,100	379,100
559 Insurance - Infrastructure		70,338	341,550	30,395	976,894	976,894	976,894
560 Insurance Claim Preparation							
2090.00.0000.560.5213.100	Professional/Contract Services General	48,172	60,000	60,000	23,000	23,000	23,000
560 Insurance Claim Preparation		48,172	60,000	60,000	23,000	23,000	23,000
561 HMGP Administration							
2090.00.0000.561.5213.100	Professional/Contract Services General	304,824	-	48,256	136,000	136,000	136,000
561 HMGP Administration		304,824	-	48,256	136,000	136,000	136,000
562 Insurance - Water Purity Project							
2090.00.0000.562.5213.100	Professional/Contract Services General	10,592	-	-	-	-	-
562 Insurance - Water Purity Project		10,592	-	-	-	-	-
571 NV Grant - Communication & PR							
2090.00.0000.571.5213.100	Professional/Contract Services General	88,814	39,000	39,229	-	-	-
571 NV Grant - Communication & PR		88,814	39,000	39,229	-	-	-
572 NV Grant-Animal Control & Shelte							
2090.30.4540.572.5303	Improvements	1,635	-	1,000	-	-	-
2090.30.4540.572.5304	Furniture & Equipment	14,227	6,725	-	-	-	-
572 NV Grant-Animal Control & Shelte		15,861	6,725	1,000	-	-	-
EXPENSES Total		2,938,966	3,844,088	2,744,537	18,240,001	18,240,001	18,240,001
Fund Total: 2090 - Camp Fire Recovery		(1,128,191)	-	(2,372,922)	4,200,001	4,200,001	4,200,001
ENDING FUND BALANCE		(1,277,010)	(1,277,010)	(3,649,933)	550,068	550,068	550,068

FY 2021/22

Capital Improvement Projects



Town of Paradise Disaster Recovery & Capital Improvement Plan Fully and Partially Funded Projects



June 2021





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CAPITAL IMPROVEMENTS

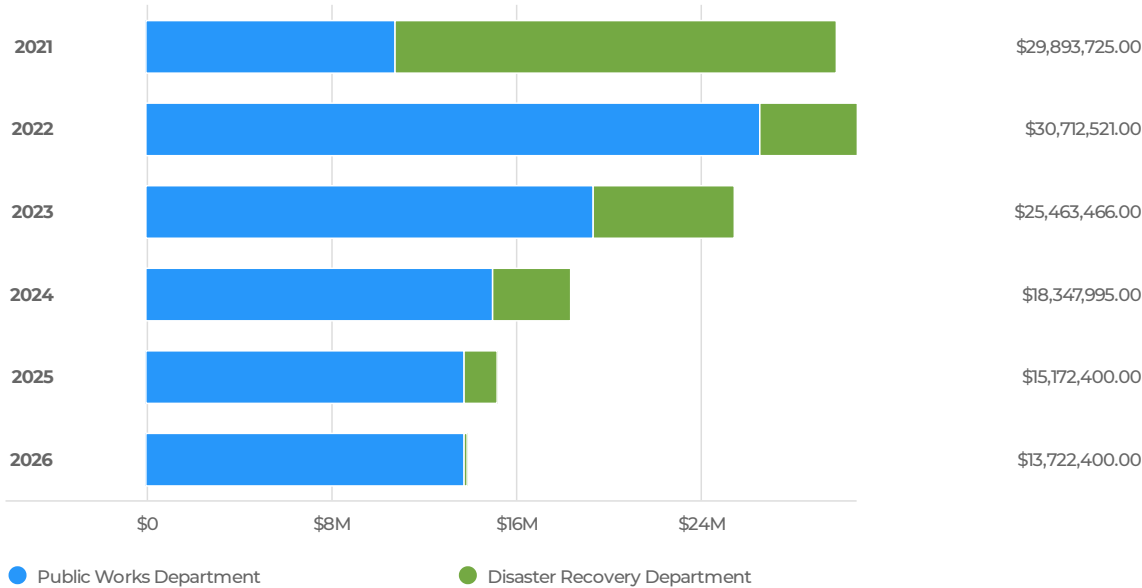


Capital Improvements: Multi-year Plan

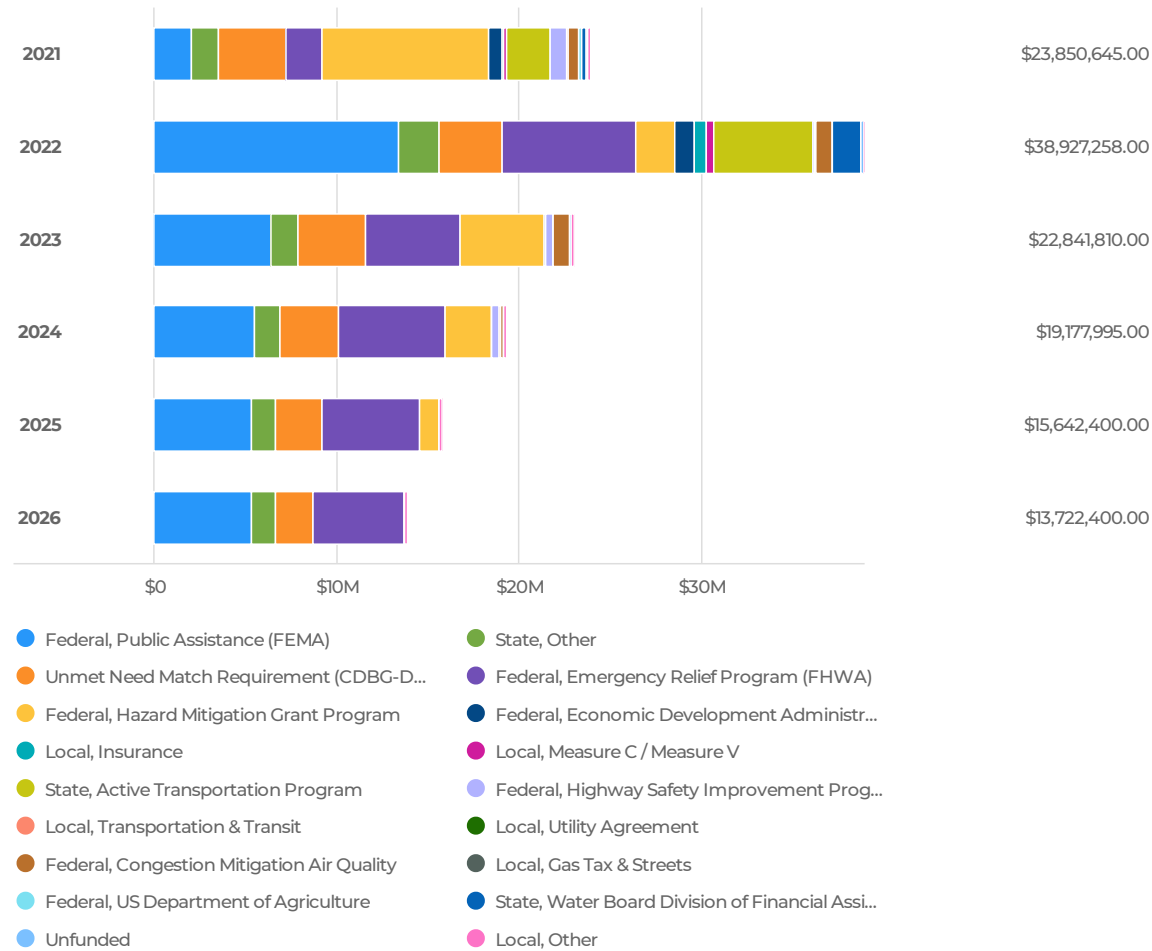
Total Capital Requested
\$133,312,507

37 Capital Improvement Projects

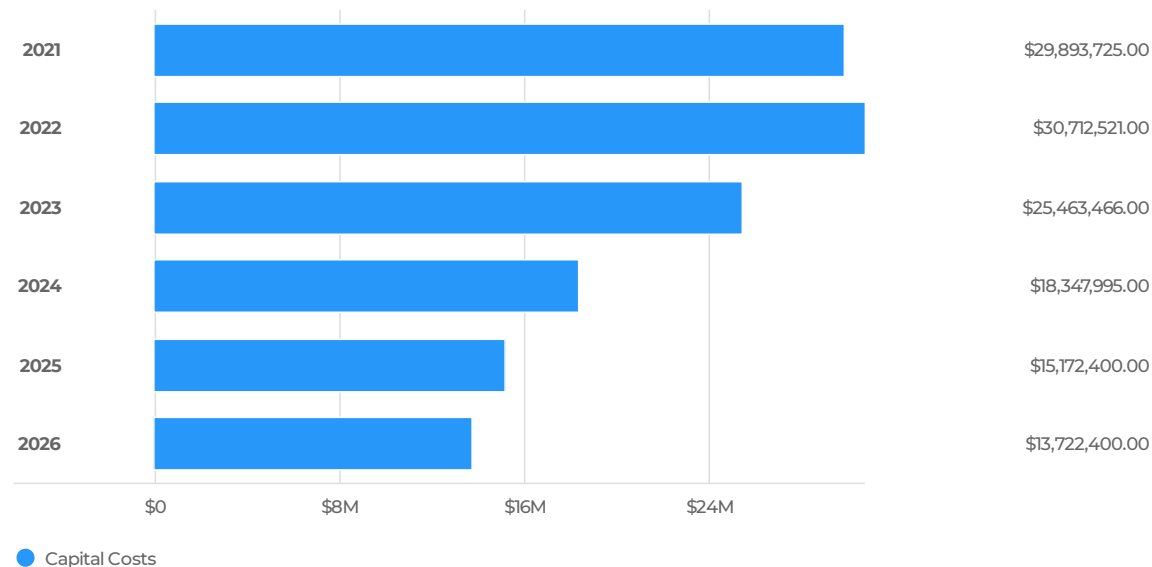
Total Funding Requested by Department



Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues

There's no data for building chart





Public Works Department Requests

Itemized Requests for 2021-2028

8407 - Off-System Road Rehabilitation **\$38,290,000**

Off-System roadway rehabilitation of 227 roadway segments consisting of asphalt concrete overlays and full depth sections for areas with severe pavement damage.

7301 - On-System Culvert Replacement **\$922,950**

Replace damaged On-System HDPE culverts with RCP pipe culverts, including restoration of the roadway section above the pipe at various locations.

7302 - On-System Hardscape Replacement **\$867,790**

Replace damaged hardscape, including concrete curb, gutter and sidewalk, lighting, planters, and other amenities at various locations.

7303 - On-System Road Rehabilitation **\$36,290,000**

On-System roadway rehabilitation consisting of asphalt concrete overlays and full depth sections for areas with severe pavement damage.

7304 - On-System Sign Replacement **\$324,180**

Replace damaged On-System roadway signs at various locations.

7307 - Neal Road Rehabilitation **\$1,713,000**

On-System roadway rehabilitation along 1.63 miles of Neal Road from Wayland Road to Skyway consisting of 2-inch grind and 3-inch asphalt concrete (AC) overlay of the entire roadway section with digout areas of 3-inch AC and 4-inch aggregate base...

7308 - Storm Drain Master Plan (HMGP) **\$513,774**

Preparation of a Storm Drain Master Plan.

7309 - Transportation Master Plan **\$1,823,814**

Preparation of a Transportation Master Plan.

8402 - Trailway Lighting Repair **\$75,000**

Repair damages caused by the Camp Fire along the Memorial Trailway at multiple locations.

8403 - Skyway/Pearson Traffic Signal **\$426,260**

Traffic signal at Skyway and Pearson Road damaged by the Camp Fire.

8405 - Emergency MBGR Repair **\$67,900**

Emergency replacement of MBGR at (5) locations was completed in Nov-Dec 2018 due to damage during the Camp Fire wildfire. Emergency opening work completed prior to reopening of the Town of Paradise in December 2018.

8406 - Emergency Culvert Repair: On-System **\$450,470**

Emergency replacement of on-system damaged HDPE culverts at (6) locations was completed in Nov-Dec 2018 due to damage during the Camp Fire wildfire. Emergency opening repairs completed prior to reopening of the Town of Paradise in December...

8408 - Off-System Culvert Repair **\$706,886**

Replace damaged Off-System HDPE culverts with RCP pipe culverts, including restoration of the roadway section above the pipe at various locations.



9377 - Almond St. Multi-Modal Improvements	\$3,882,008
The proposed project will add sidewalks, curbs and gutters to Almond Street between Pearson Road and Elliott Road. In addition construction will widen Almond Street to incorporate Class II Bicycle Lanes on both sides of the roadway. To facilitate...	
9380 - Ponderosa Elementary Safe Routes to School Project	\$1,529,670
The proposed project will add sidewalks, curbs and gutters along Pentz Road between 300' north of Wagstaff Road and tie in to existing sidewalks just north of Bille Road on both sides of the roadway. Class II Bicycle Lanes will be added to...	
9382 - Skyway at Black Olive Traffic Signal	\$769,157
The project will install a four way traffic signal at the intersection of Skyway at Black Olive Drive.	
9385 - Paradise Gap Closure Complex	\$3,912,360
Infill of sidewalks, curbs, gutters and bike lanes/routes along Elliott, Birch, Fir, Foster and Black Olive Drive in commercial core.	
9389 - Pentz Pathway Phase II Project	\$700,000
Construct a grade separated, Class I, bike-ped facility along the west side of Pentz Road between Pearson Rd and Billie Rd and between Wagstaff Road and Skyway .This project will tie into funded improvements between Bille Road and Wagstaff...	
9390 - Skyway-Neal Bike-Ped Project	\$550,000
Along Neal Road, construct a grade separated, Class I, bike-ped facility along the west side of Neal Road within the project limits. This component will tie into project will tie into Butte County Class II Bike Lanes which terminate at Town...	
9391 - Oliver Curve Pathway Project	\$350,000
Along Oliver Road, construct a grade separated, Class I, bike-ped facility along the west side of Oliver Road within the project limits. This project is a proactive safety effort to protect bicyclists and pedestrians along a heavily traveled...	
9394 - Paradise Sewer EIR	\$2,755,779
Paradise Sewer Project preliminary engineering and environmental review that proposes to connect 1,469 parcels in the Sewer Service Area.	
9408 - Systemic Intersection Safety Improvements	\$1,228,400
Systemically improve (16) stop-controlled intersections at various locations town wide.	
731I - Broadband Feasibility Study	\$80,000
Preparation of a Broadband Feasibility Study.	
7200 - PSPS Preparedness Project	\$300,000
Various projects for Public Safety Power Shutdown preparation. Work includes generator purchases for traffic signal operations.	
8404 - Camp Fire Hydrant Repairs	\$251,361
Repair fire hydrants damaged by the Camp Fire townwide.	
2021A - Bucket Truck Replacement	\$140,000
Town of Paradise Public Works is requesting Measure V Funds to replace a 1998 International Boom Truck. The existing boom truck is non-compliant for State of California Air Resources Board emissions standards and is at the end of legal operation....	
9395 - Interim Safety Striping & Marking Improvements Project	\$78,367
On August 11, 2020, during a Paradise Town Council Meeting, Council adopted a resolution approving the plans and specifications for the Interim Safety Striping and Marking Improvement Project and authorizing advertisement for bids on the project....	
8406B -Emergency Opening Culvert Repairs: Off-System	\$52,895
Emergency opening work performed following the Camp Fire upon discovery in late 2019. Work is scheduled for FEMA Public Assistance reimbursement.	



Disaster Recovery Department Requests

Itemized Requests for 2021-2028

7317 - Reseeding Plan and Implementation

\$53,571

Plan and better understand the risk to public safety, property and infrastructure and determine appropriate mitigation measures to protect the public and reduce those risks. Will focus on the future planning and education of the community in best...

7314 - Early Warning System

\$3,007,450

Development and implementation for an early warning system throughout the Town of Paradise. This system would immediately notify residents of any hazardous events via sirens, text messages, voice messages and more. Key Result: Safety for...

7312 - Category 4 Tree Removal Program

\$11,747,128

Removal of the standing burnt trees within the Town of Paradise which were burned during the Camp Fire. This is the final phase of tree removal and represents the "back forty" on privately owned property. Key Result: Removal of...

7315 - Hazardous Fuel Reduction Program

\$1,625,000

Disposal of most vegetative debris at the Green Waste Yard adjacent to the Public Works yard on American Way in Paradise. Key Result: Mechanical and chemical reduction of hazardous fuels. Timeframe: Implementation: TBD

7316 - Defensible Space Code Enforcement

\$700,000

Assists in providing certainty to homeowners during the rebuilding process and beyond. Hardened building envelopes combined with aggressive fuel reduction would increase safety. Key Result: Updated residential codes and standards to improve...

7320 - SWRCB Camp Fire Septic Tank Replacement Pilot Program

\$570,000

SB862 Household Emergency Relief Grants Project: Grant available to replace residential septic systems that were damaged/destroyed by the Camp Fire or debris removal; available to property owners who lost their home in the Camp Fire and have...

7321 - Emergency Operations Plan Update

\$50,000

Update to the Emergency Operations Plan as a result in CAP actions.

7313 - Residential Ignition Resistant Program

\$8,402,337

Specific ignition resistant improvements would be eligible for the incentive Program if the mitigation measures meet or exceed the specifications set forth by the Town of Paradise, through the Town's Recovery Strategy and existing codes and...

7212 - Hazard Trees

\$8,105,000

Tetra Tech expenses, abatement, legal fees, etc.

Total: \$34,260,486



APPENDIX



PUBLIC WORKS DEPARTMENT REQUESTS



8407 - Off-System Road Rehabilitation

Off-System roadway rehabilitation of 227 roadway segments consisting of asphalt concrete overlays and full depth sections for areas with severe pavement damage.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	10/01/2020
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement



Off-System Road Rehab Project Map

Supplemental Attachments

FEMA
Project Report
(/resource/cleargov-prod/projects/documents/8e4a680001cf96cd68e5.pdf)

Request Details

Project Type	Disaster Recovery Project
Funding Status	Fully Funded

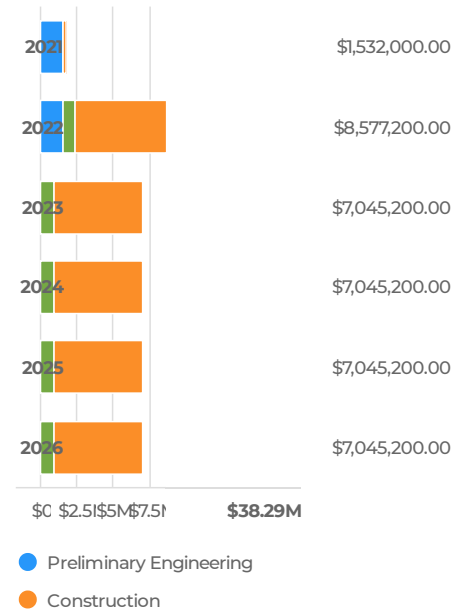


Capital Cost

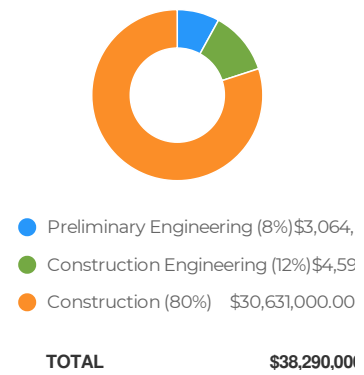
FY2021 Budget
\$1,532,000

Total Budget *(all years)*
\$38.29M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown						
Capital Cost	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Preliminary Engineering	\$1,532,000	\$1,532,000				
Construction Engineering		\$919,000	\$919,000	\$919,000	\$919,000	\$919,000
Construction		\$6,126,200	\$6,126,200	\$6,126,200	\$6,126,200	\$6,126,200
Total	\$1,532,000	\$8,577,200	\$7,045,200	\$7,045,200	\$7,045,200	\$7,045,200

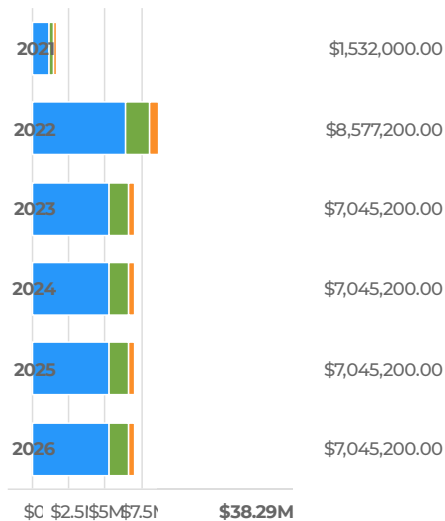


Funding Sources

FY2021 Budget
\$1,532,000

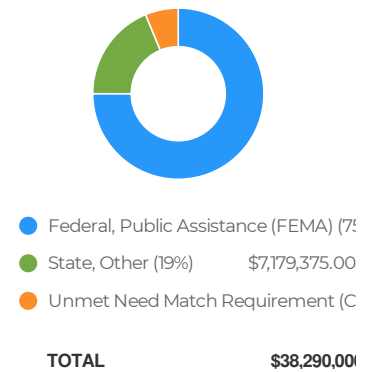
Total Budget *(all years)*
\$38.29M

Funding Sources by Year



- Federal, Public Assistance (FEMA)
- Unmet Need Match Requirement (CDBG-DR Planned)

Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Federal, Public Assistance (FEMA)	\$1,149,000	\$6,432,900	\$5,283,900	\$5,283,900	\$5,283,900	\$5,283,900
State, Other	\$287,250	\$1,608,225	\$1,320,975	\$1,320,975	\$1,320,975	\$1,320,975
Unmet Need Match Requirement (CDBG-DR Planned)	\$95,750	\$536,075	\$440,325	\$440,325	\$440,325	\$440,325
Total	\$1,532,000	\$8,577,200	\$7,045,200	\$7,045,200	\$7,045,200	\$7,045,200

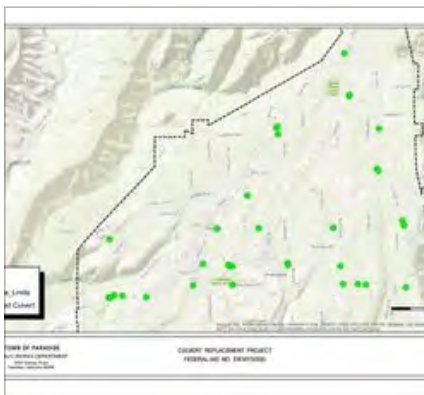
Project Location



7301 - On-System Culvert Replacement

Replace damaged On-System HDPE culverts with RCP pipe culverts, including restoration of the roadway section above the pipe at various locations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2023
Department	Public Works Department
Type	Capital Improvement



On-System Culvert Repair Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/81c02babfdaed976cc65.pdf>
PE

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

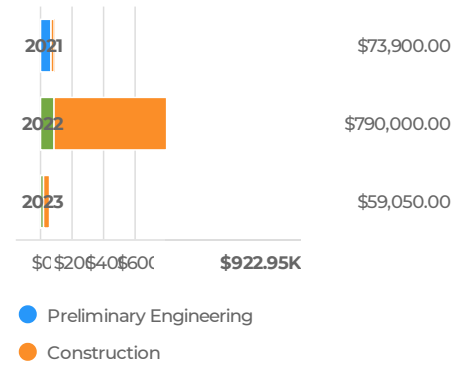


Capital Cost

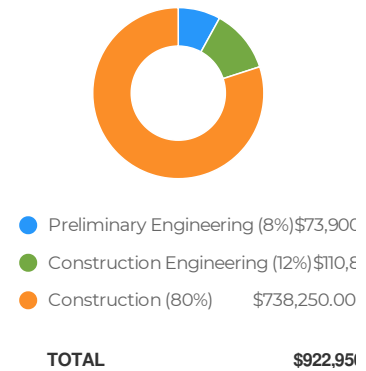
FY2021 Budget
\$73,900

Total Budget (all years)
\$922.95K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

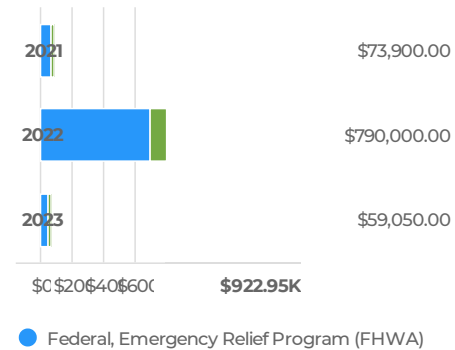
Capital Cost	FY2021	FY2022	FY2023
Preliminary Engineering	\$73,900		
Construction Engineering		\$90,000	\$20,800
Construction		\$700,000	\$38,250
Total	\$73,900	\$790,000	\$59,050

Funding Sources

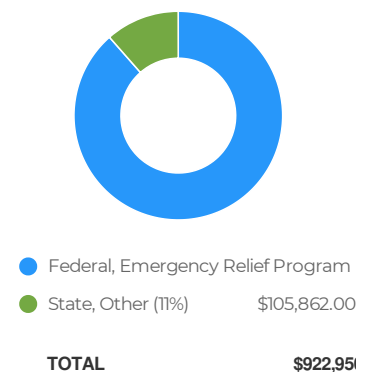
FY2021 Budget
\$73,900

Total Budget (all years)
\$922.95K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Emergency Relief Program (FHWA)	\$65,424	\$699,387	\$52,277
State, Other	\$8,476	\$90,613	\$6,773
Total	\$73,900	\$790,000	\$59,050



Project Location



7302 - On-System Hardscape Replacement

Replace damaged hardscape, including concrete curb, gutter and sidewalk, lighting, planters, and other amenities at various locations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2023
Department	Public Works Department
Type	Capital Improvement



On-System Hardscape Project Map

On-System Hardscape Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/9b48a53fe39bf710541c.pdf>
PE

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

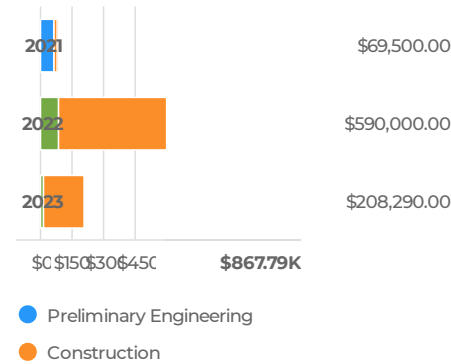


Capital Cost

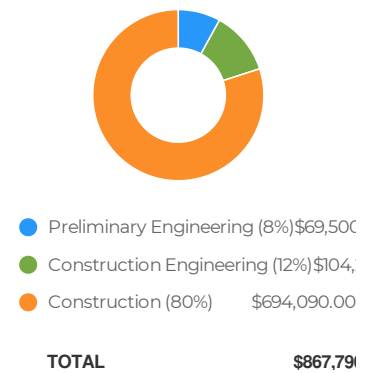
FY2021 Budget
\$69,500

Total Budget (all years)
\$867.79K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

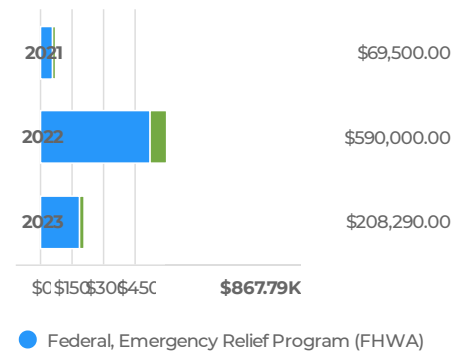
Capital Cost	FY2021	FY2022	FY2023
Preliminary Engineering	\$69,500		
Construction Engineering		\$90,000	\$14,200
Construction		\$500,000	\$194,090
Total	\$69,500	\$590,000	\$208,290

Funding Sources

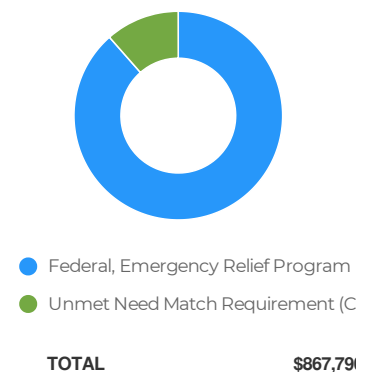
FY2021 Budget
\$69,500

Total Budget (all years)
\$867.79K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Emergency Relief Program (FHWA)	\$61,528	\$522,327	\$184,399
Unmet Need Match Requirement (CDBG-DR Planned)	\$7,972	\$67,673	\$23,891
Total	\$69,500	\$590,000	\$208,290



7303 - On-System Road Rehabilitation

On-System roadway rehabilitation consisting of asphalt concrete overlays and full depth sections for areas with severe pavement damage.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2026
Department	Public Works Department
Type	Capital Improvement



On-System Road Repair Project Map

Supplemental Attachments

Finance Letter - PE </resource/cleargov-prod/projects/documents/66fe6f9df263459642a7.pdf>

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

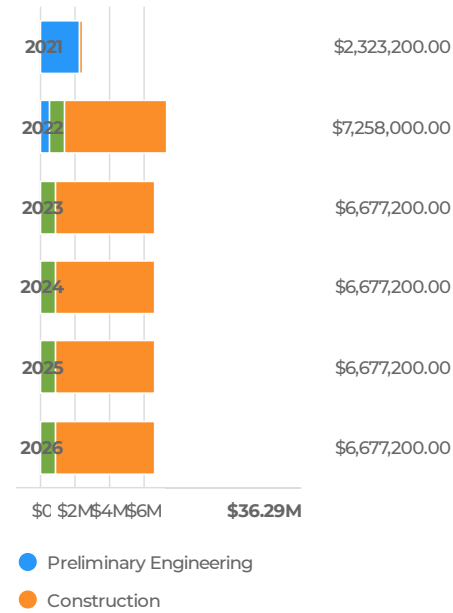


Capital Cost

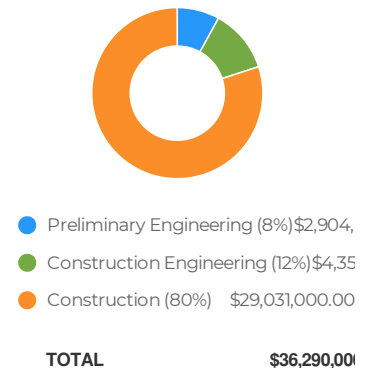
FY2021 Budget
\$2,323,200

Total Budget *(all years)*
\$36.29M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown						
Capital Cost	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Preliminary Engineering	\$2,323,200	\$580,800				
Construction Engineering		\$871,000	\$871,000	\$871,000	\$871,000	\$871,000
Construction		\$5,806,200	\$5,806,200	\$5,806,200	\$5,806,200	\$5,806,200
Total	\$2,323,200	\$7,258,000	\$6,677,200	\$6,677,200	\$6,677,200	\$6,677,200

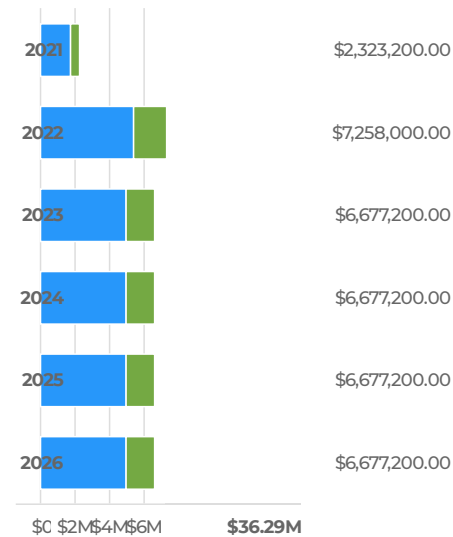


Funding Sources

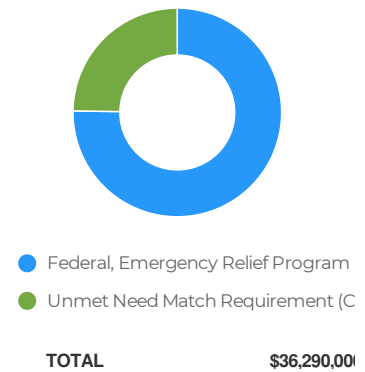
FY2021 Budget
\$2,323,200

Total Budget (all years)
\$36.29M

Funding Sources by Year



Funding Sources for All Years



● Federal, Emergency Relief Program (FHWA)

Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Federal, Emergency Relief Program (FHWA)	\$1,748,208	\$5,461,645	\$5,024,593	\$5,024,593	\$5,024,593	\$5,024,593
Unmet Need Match Requirement (CDBG-DR Planned)	\$574,992	\$1,796,355	\$1,652,607	\$1,652,607	\$1,652,607	\$1,652,607
Total	\$2,323,200	\$7,258,000	\$6,677,200	\$6,677,200	\$6,677,200	\$6,677,200



7304 - On-System Sign Replacement

Replace damaged On-System roadway signs at various locations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance Letter - PE
</resource/cleargov-prod/projects/documents/13fe08e10ca977ff00c0.pdf>

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

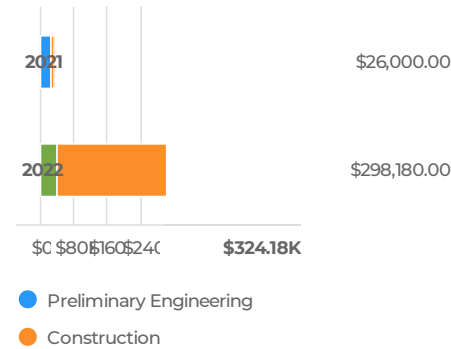


Capital Cost

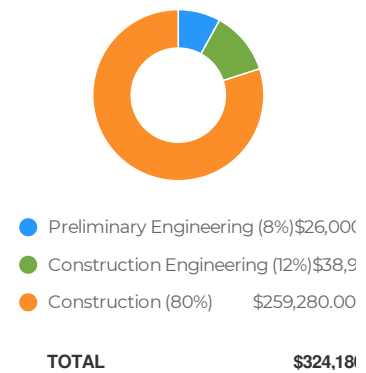
FY2021 Budget
\$26,000

Total Budget (all years)
\$324.18K

Capital Cost by Year



Capital Cost for All Years



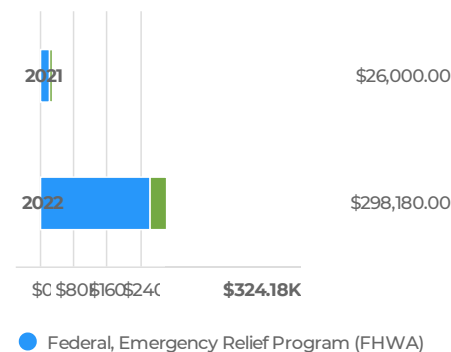
Capital Cost Breakdown		
Capital Cost	FY2021	FY2022
Preliminary Engineering	\$26,000	
Construction Engineering		\$38,900
Construction		\$259,280
Total	\$26,000	\$298,180

Funding Sources

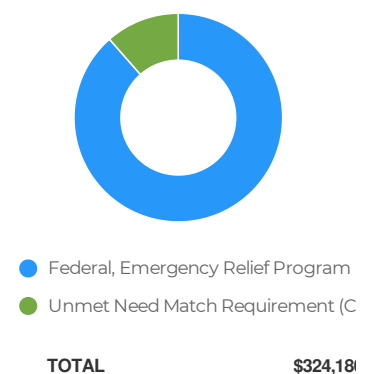
FY2021 Budget
\$26,000

Total Budget (all years)
\$324.18K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown		
Funding Sources	FY2021	FY2022
Federal, Emergency Relief Program (FHWA)	\$23,018	\$263,979
Unmet Need Match Requirement (CDBG-DR Planned)	\$2,982	\$34,201
Total	\$26,000	\$298,180



7307 - Neal Road Rehabilitation

On-System roadway rehabilitation along 1.63 miles of Neal Road from Wayland Road to Skyway consisting of 2-inch grind and 3-inch asphalt concrete (AC) overlay of the entire roadway section with digout areas of 3-inch AC and 4-inch aggregate base for sections with severe rutting and damage.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/c8c9fd6e2901e513cdc8.pdf>
PE

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

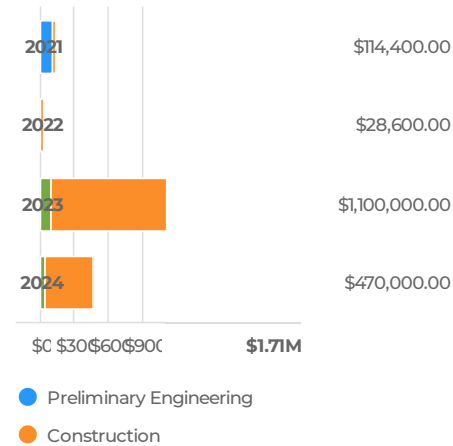


Capital Cost

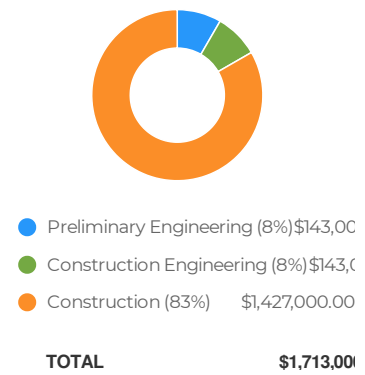
FY2021 Budget
\$114,400

Total Budget *(all years)*
\$1.713M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022	FY2023	FY2024
Preliminary Engineering	\$114,400	\$28,600		
Construction Engineering			\$100,000	\$43,000
Construction			\$1,000,000	\$427,000
Total	\$114,400	\$28,600	\$1,100,000	\$470,000

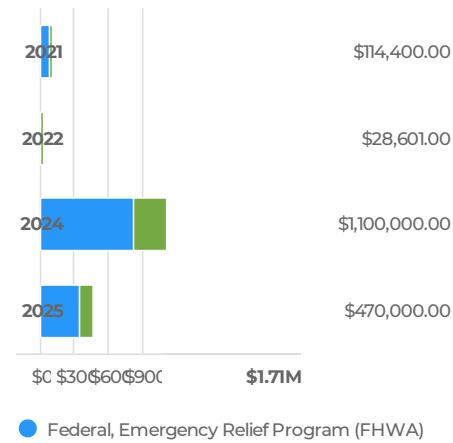


Funding Sources

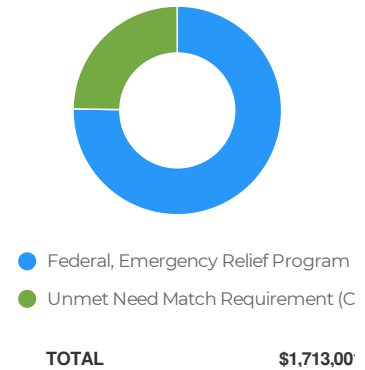
FY2021 Budget
\$114,400

Total Budget *(all years)*
\$1.713M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2024	FY2025
Federal, Emergency Relief Program (FHWA)	\$86,086	\$21,522	\$827,750	\$353,675
Unmet Need Match Requirement (CDBG-DR Planned)	\$28,314	\$7,079	\$272,250	\$116,325
Total	\$114,400	\$28,601	\$1,100,000	\$470,000



Project Location



7308 - Storm Drain Master Plan (HMGP)

Preparation of a Storm Drain Master Plan.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	04/16/2020
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

FEMA
HMGP (/resource/cleargov-
Projectprod/projects/documents/bdc0774cec0d2148c0b9.pdf)
Report

Revised
Cost (/resource/cleargov-
Estimate prod/projects/documents/21391b9872c603b74b9b.pdf)

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

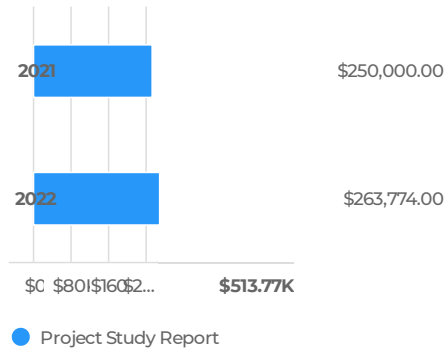


Capital Cost

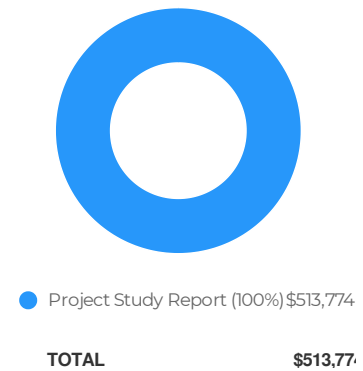
FY2021 Budget
\$250,000

Total Budget (all years)
\$513.774K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

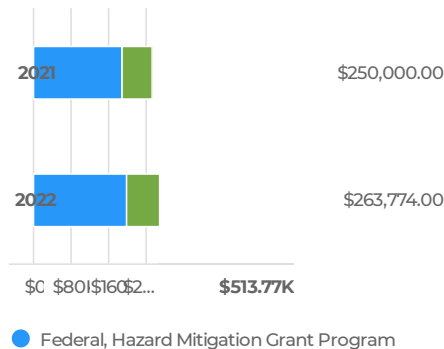
Capital Cost	FY2021	FY2022
Project Study Report	\$250,000	\$263,774
Total	\$250,000	\$263,774

Funding Sources

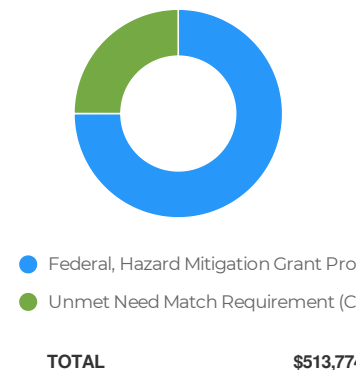
FY2021 Budget
\$250,000

Total Budget (all years)
\$513.774K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Federal, Hazard Mitigation Grant Program	\$187,500	\$197,831
Unmet Need Match Requirement (CDBG-DR Planned)	\$62,500	\$65,943
Total	\$250,000	\$263,774



7309 - Transportation Master Plan

Preparation of a Transportation Master Plan.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	10/01/2020
Est. Completion Date	10/31/2022
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

EDA
Award Letter
</resource/cleargov-prod/projects/documents/e8d190ef3023008480a7.pdf>

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

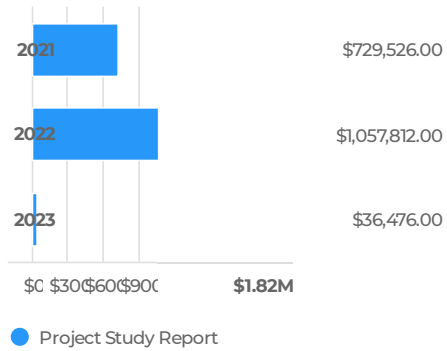


Capital Cost

FY2021 Budget
\$729,526

Total Budget (all years)
\$1.824M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

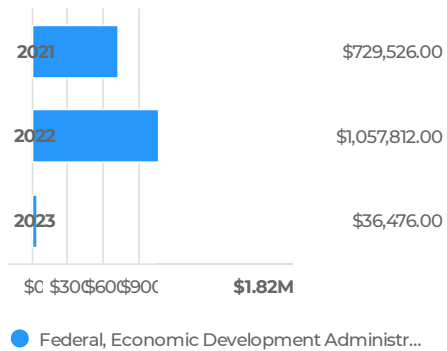
Capital Cost	FY2021	FY2022	FY2023
Project Study Report	\$729,526	\$1,057,812	\$36,476
Total	\$729,526	\$1,057,812	\$36,476

Funding Sources

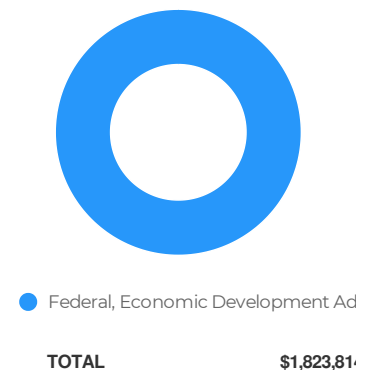
FY2021 Budget
\$729,526

Total Budget (all years)
\$1.824M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Economic Development Administration	\$729,526	\$1,057,812	\$36,476
Total	\$729,526	\$1,057,812	\$36,476



8402 - Trailway Lighting Repair

Repair damages caused by the Camp Fire along the Memorial Trailway at multiple locations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	11/08/2018
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

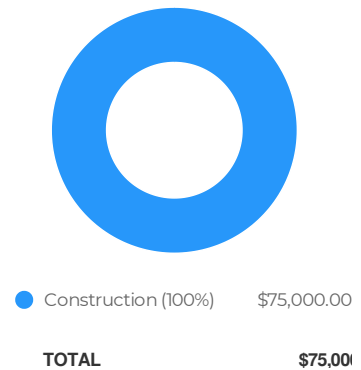
Capital Cost by Year

Total Budget (all years)

\$75K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2022
Construction	\$75,000
Total	\$75,000

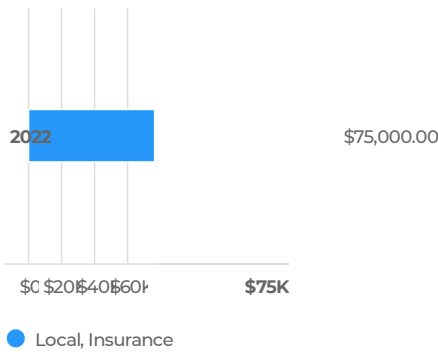


Funding Sources

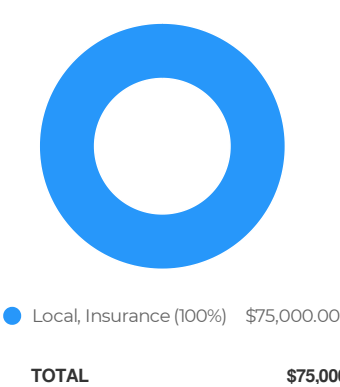
Total Budget *(all years)*

\$75K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
Local, Insurance	\$75,000
Total	\$75,000



8403 - Skyway/Pearson Traffic Signal

Traffic signal at Skyway and Pearson Road damaged by the Camp Fire.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	11/08/2018
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Request Details

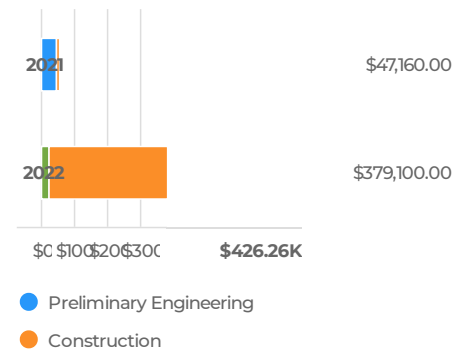
Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

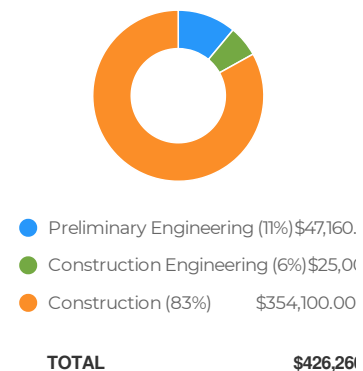
FY2021 Budget
\$47,160

Total Budget *(all years)*
\$426.26K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022
Preliminary Engineering	\$47,160	
Construction Engineering		\$25,000
Construction		\$354,100
Total	\$47,160	\$379,100

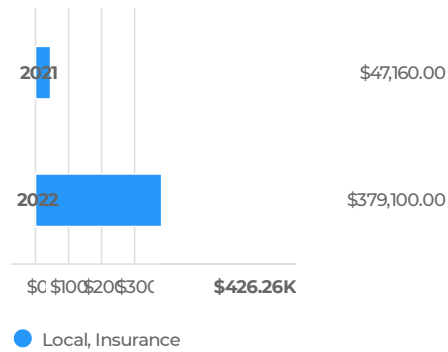


Funding Sources

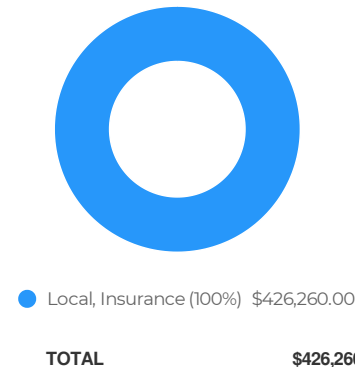
FY2021 Budget
\$47,160

Total Budget *(all years)*
\$426.26K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Local, Insurance	\$47,160	\$379,100
Total	\$47,160	\$379,100



8405 - Emergency MBGR Repair

Emergency replacement of MBGR at (5) locations was completed in Nov-Dec 2018 due to damage during the Camp Fire wildfire. Emergency opening work completed prior to reopening of the Town of Paradise in December 2018.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	11/08/2018
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

E-76
AC (/resource/cleargov-
CON prod/projects/documents/99dd07bc1fe8046cd244.pdf)

Request Details

Project Type	Disaster Recovery Project
Funding Status	None

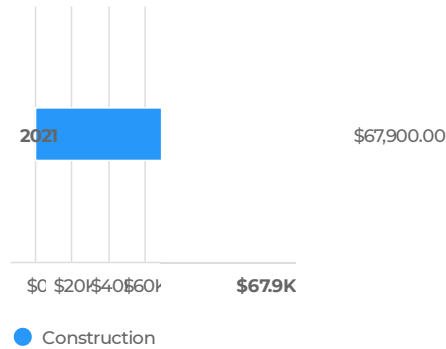


Capital Cost

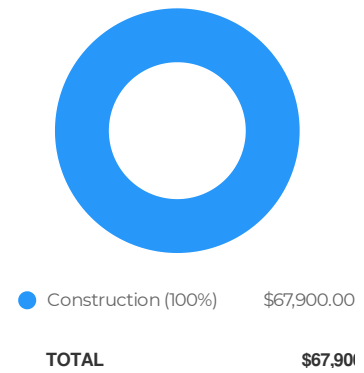
FY2021 Budget
\$67,900

Total Budget (all years)
\$67.9K

Capital Cost by Year



Capital Cost for All Years



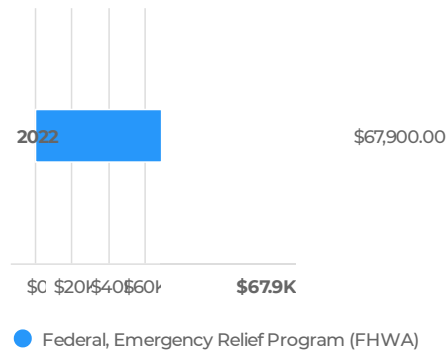
Capital Cost Breakdown

Capital Cost	FY2021
Construction	\$67,900
Total	\$67,900

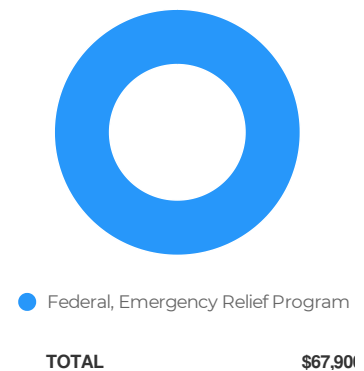
Funding Sources

Total Budget (all years)
\$67.9K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
Federal, Emergency Relief Program (FHWA)	\$67,900
Total	\$67,900



8406 - Emergency Culvert Repair: On-System

Emergency replacement of on-system damaged HDPE culverts at (6) locations was completed in Nov-Dec 2018 due to damage during the Camp Fire wildfire. Emergency opening repairs completed prior to reopening of the Town of Paradise in December 2018 and eligible for FHWA EO funding. Nine (9) additional HDPE culverts were replacement under emergency circumstances in 2020 and an insurance claim will covered these costs.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	11/08/2018
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Supplemental Attachments

Emergency Repairs Tracking Spreadsheet
</resource/cleargov-prod/projects/documents/8ed905561a7c5e56e840.xlsx>

Request Details

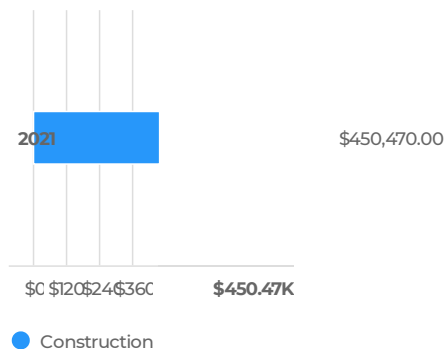
Project Type	Disaster Recovery Project
Funding Status	None

Capital Cost

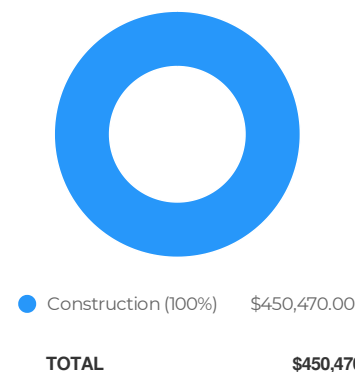
Capital Cost by Year

FY2021 Budget
\$450,470

Total Budget (all years)
\$450.47K



Capital Cost for All Years



Capital Cost Breakdown

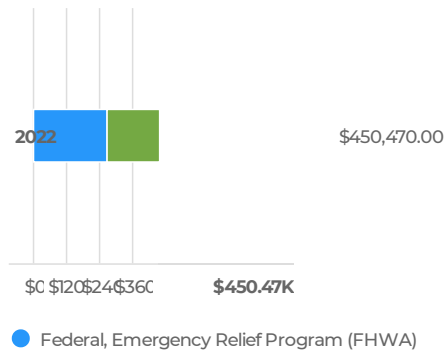
Capital Cost	FY2021
Construction	\$450,470
Total	\$450,470



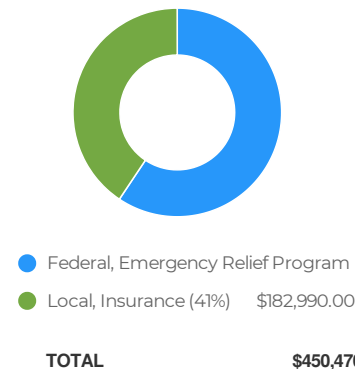
Funding Sources

Total Budget *(all years)*
\$450.47K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
Federal, Emergency Relief Program (FHWA)	\$267,480
Local, Insurance	\$182,990
Total	\$450,470



8408 - Off-System Culvert Repair

Replace damaged Off-System HDPE culverts with RCP pipe culverts, including restoration of the roadway section above the pipe at various locations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2023
Department	Public Works Department
Type	Capital Improvement

Supplemental Attachments

FEMA
PA </resource/cleargov-Projectprod/projects/documents/54d2a0039edf0056e938.pdf>
Report

Request Details

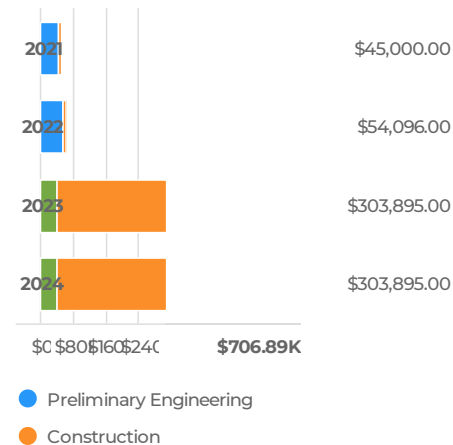
Project Type	Disaster Recovery Project
Funding Status	None

Capital Cost

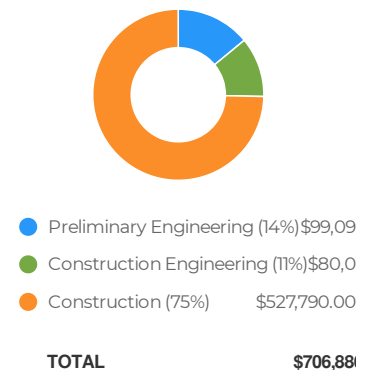
Capital Cost by Year

FY2021 Budget
\$45,000

Total Budget *(all years)*
\$706.886K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022	FY2023	FY2024
Preliminary Engineering	\$45,000	\$54,096		
Construction Engineering			\$40,000	\$40,000
Construction			\$263,895	\$263,895
Total	\$45,000	\$54,096	\$303,895	\$303,895

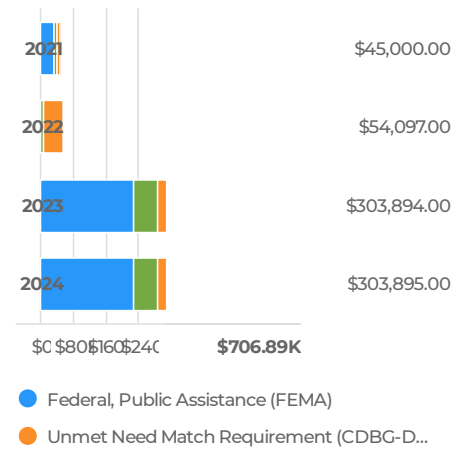


Funding Sources

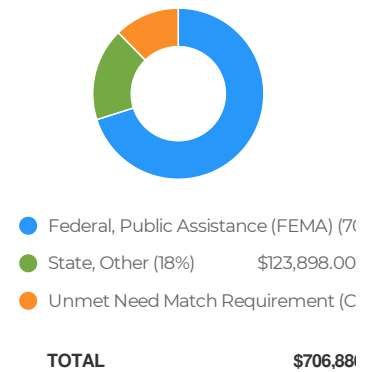
FY2021 Budget
\$45,000

Total Budget (all years)
\$706.886K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023	FY2024
Federal, Public Assistance (FEMA)	\$33,750	\$6,000	\$227,921	\$227,922
State, Other	\$8,437	\$1,501	\$56,980	\$56,980
Unmet Need Match Requirement (CDBG-DR Planned)	\$2,813	\$46,596	\$18,993	\$18,993
Total	\$45,000	\$54,097	\$303,894	\$303,895



9377 - Almond St. Multi-Modal Improvements

The proposed project will add sidewalks, curbs and gutters to Almond Street between Pearson Road and Elliott Road. In addition construction will widen Almond Street to incorporate Class II Bicycle Lanes on both sides of the roadway. To facilitate the construction of these improvements, underground drainage needs to be addressed and is included in the project.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2016
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Supplemental Attachments

Finance Letter - CON
</resource/cleargov-prod/projects/documents/6cf13cdf46195725e097.pdf>

Request Details

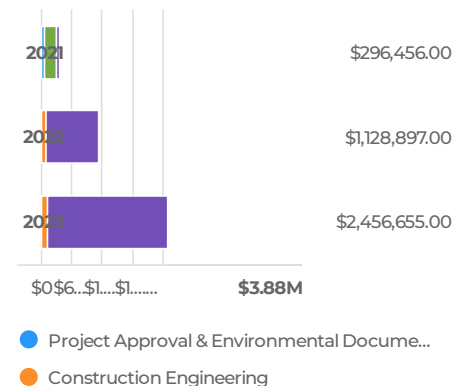
Project Type	Capital Improvement Project
Funding Status	None

Capital Cost

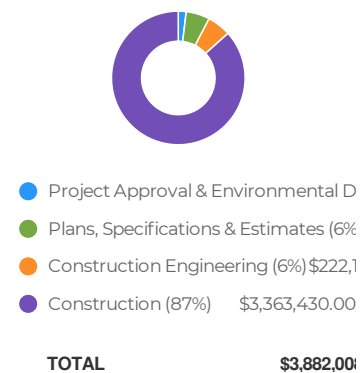
Capital Cost by Year

FY2021 Budget
\$296,456

Total Budget (all years)
\$3.882M



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022	FY2023
Project Approval & Environmental Document	\$73,742		
Plans, Specifications & Estimates	\$222,714		
Construction Engineering		\$90,000	\$132,122
Construction		\$1,038,897	\$2,324,533
Total	\$296,456	\$1,128,897	\$2,456,655

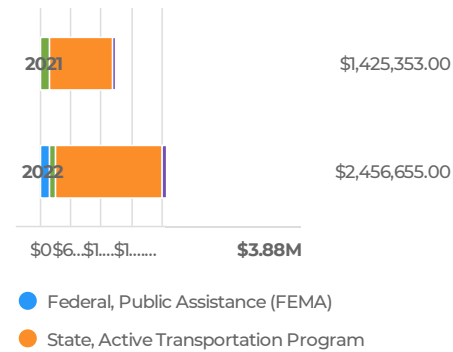


Funding Sources

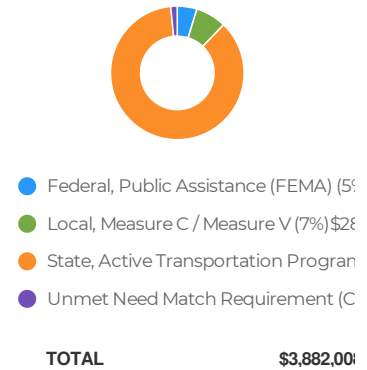
FY2021 Budget
\$1,425,353

Total Budget *(all years)*
\$3.882M

Funding Sources by Year



Funding Sources for All Years

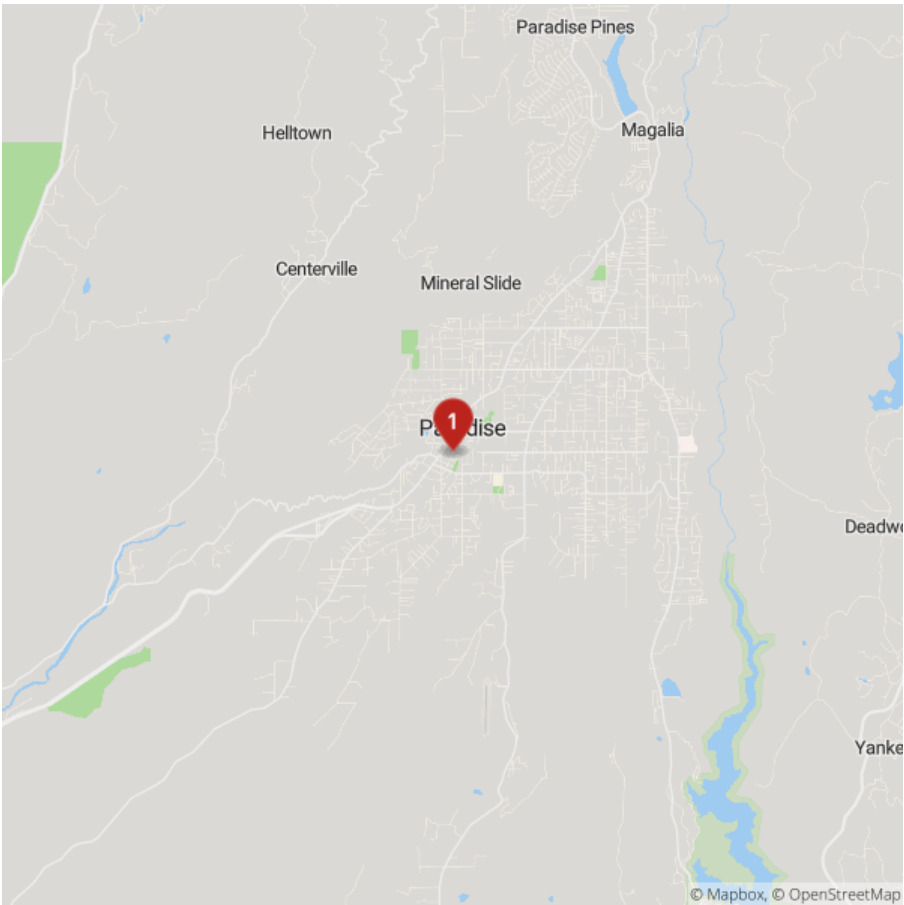


Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Federal, Public Assistance (FEMA)		\$184,375
Local, Measure C / Measure V	\$179,462	\$109,342
State, Active Transportation Program	\$1,245,891	\$2,101,480
Unmet Need Match Requirement (CDBG-DR Planned)		\$61,458
Total	\$1,425,353	\$2,456,655



Project Location



9380 - Ponderosa Elementary Safe Routes to School Project

The proposed project will add sidewalks, curbs and gutters along Pentz Road between 300' north of Wagstaff Road and tie in to existing sidewalks just north of Bille Road on both sides of the roadway. Class II Bicycle Lanes will be added to the existing roadway section to allow for bicyclists to use Pentz Road safely.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2016
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/2976e3e3d8ca14cfb795.pdf>
CON

Request Details

Project Type	Capital Improvement Project
Funding Status	None

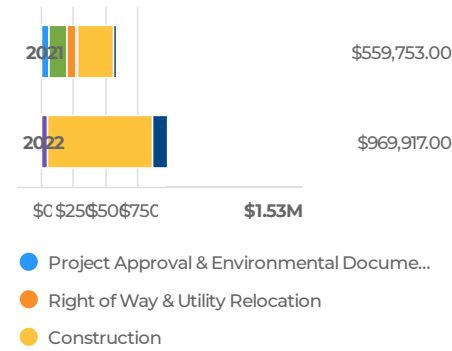


Capital Cost

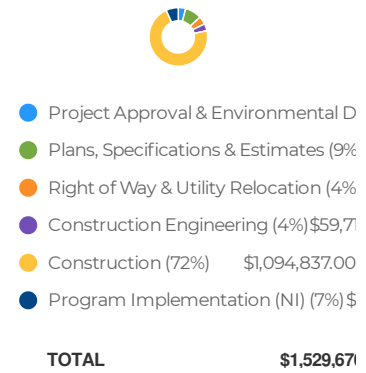
FY2021 Budget
\$559,753

Total Budget *(all years)*
\$1.53M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022
Project Approval & Environmental Document	\$62,741	
Plans, Specifications & Estimates	\$140,378	
Right of Way & Utility Relocation	\$67,996	
Construction Engineering	\$14,929	\$44,789
Construction	\$273,709	\$821,128
Program Implementation (NI)		\$104,000
Total	\$559,753	\$969,917

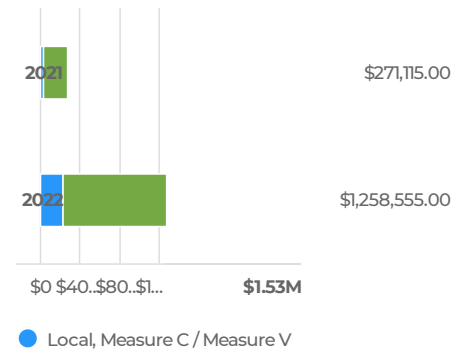


Funding Sources

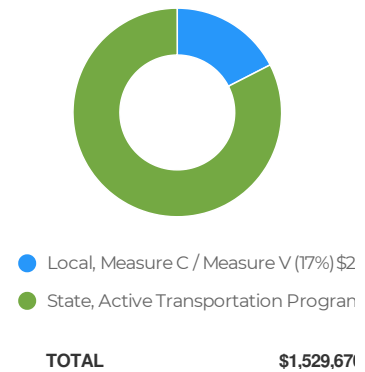
FY2021 Budget
\$271,115

Total Budget *(all years)*
\$1.53M

Funding Sources by Year



Funding Sources for All Years

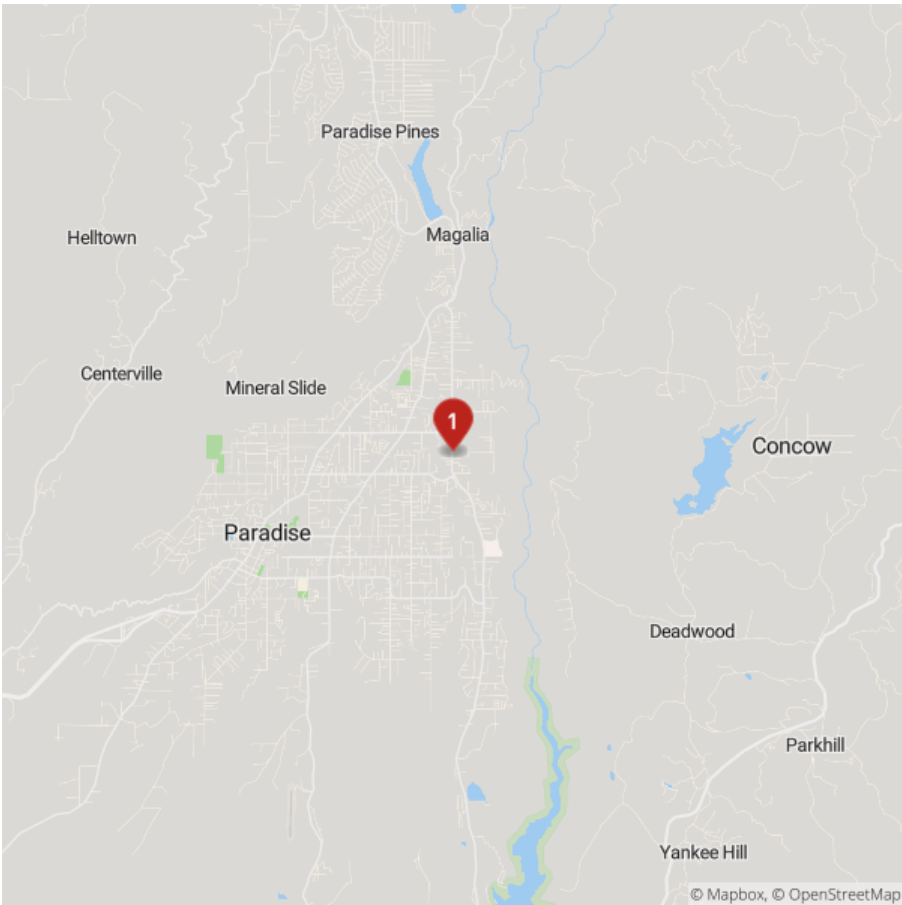


Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Local, Measure C / Measure V	\$31,820	\$235,358
State, Active Transportation Program	\$239,295	\$1,023,197
Total	\$271,115	\$1,258,555



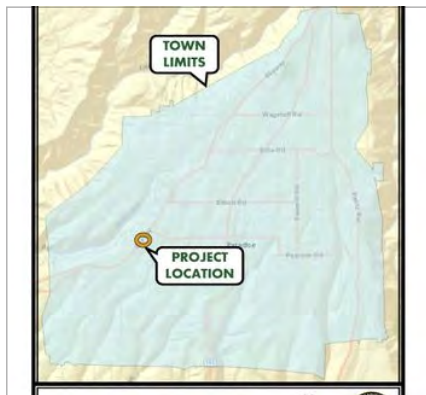
Project Location



9382 - Skyway at Black Olive Traffic Signal

The project will install a four way traffic signal at the intersection of Skyway at Black Olive Drive.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	04/01/2016
Est. Completion Date	10/31/2020
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/9cf1ded3776e362fb99b.pdf>
CON

Request Details

Project Type	Capital Improvement Project
Funding Status	None

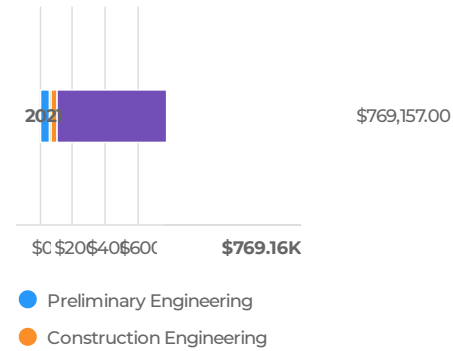


Capital Cost

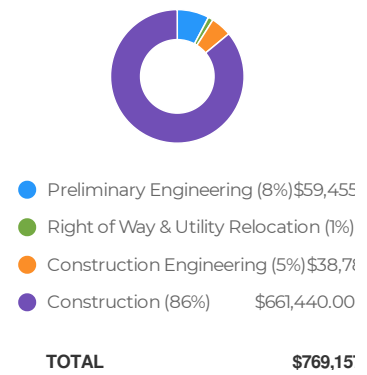
FY2021 Budget
\$769,157

Total Budget *(all years)*
\$769.157K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021
Preliminary Engineering	\$59,455
Right of Way & Utility Relocation	\$9,480
Construction Engineering	\$38,782
Construction	\$661,440
Total	\$769,157

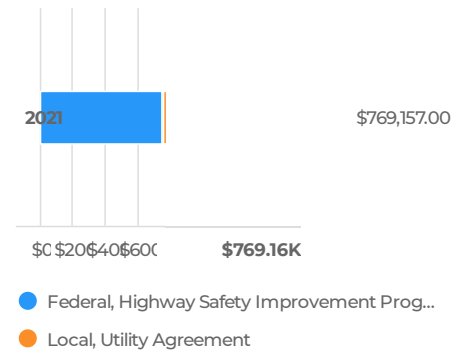


Funding Sources

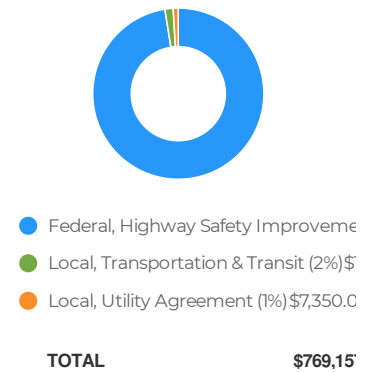
FY2021 Budget
\$769,157

Total Budget *(all years)*
\$769.157K

Funding Sources by Year



Funding Sources for All Years

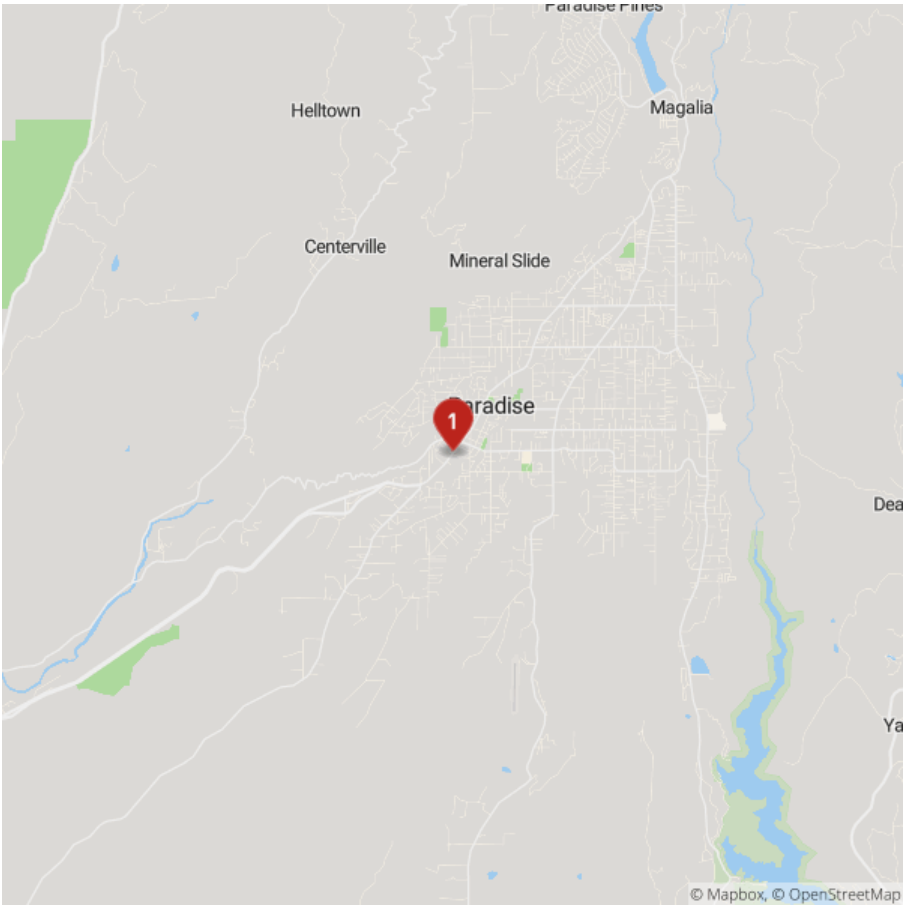


Funding Sources Breakdown

Funding Sources	FY2021
Federal, Highway Safety Improvement Program	\$749,856
Local, Transportation & Transit	\$11,951
Local, Utility Agreement	\$7,350
Total	\$769,157



Project Location



9385 - Paradise Gap Closure Complex

Infill of sidewalks, curbs, gutters and bike lanes/routes along Elliott, Birch, Fir, Foster and Black Olive Drive in commercial core.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	06/01/2017
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance Letter - </resource/cleargov-prod/projects/documents/c3500a84b9ca9225e13f.pdf>
CON

Request Details

Project Type	Capital Improvement Project
Funding Status	None

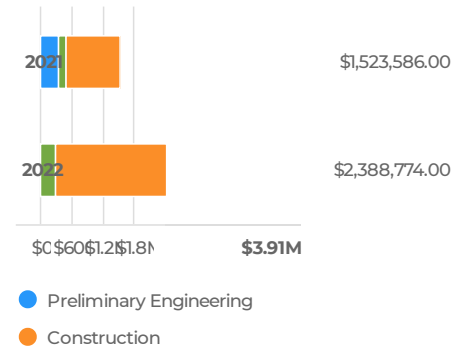


Capital Cost

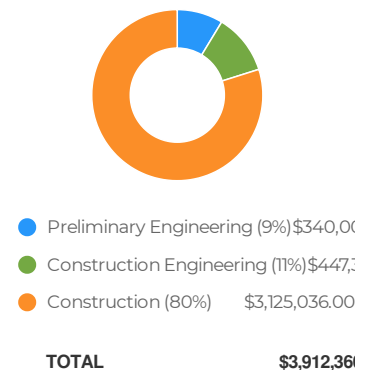
FY2021 Budget
\$1,523,586

Total Budget *(all years)*
\$3.912M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown		
Capital Cost	FY2021	FY2022
Preliminary Engineering	\$340,000	
Construction Engineering	\$152,324	\$295,000
Construction	\$1,031,262	\$2,093,774
Total	\$1,523,586	\$2,388,774

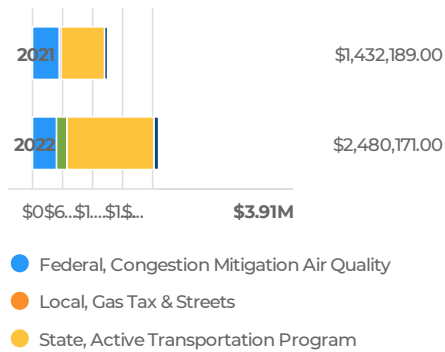


Funding Sources

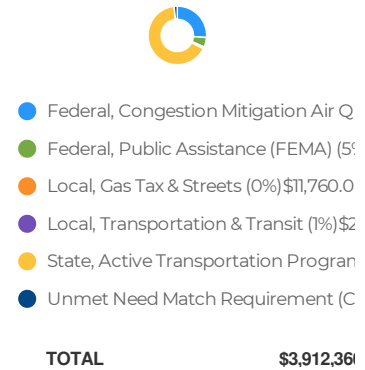
FY2021 Budget
\$1,432,189

Total Budget (all years)
\$3.912M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

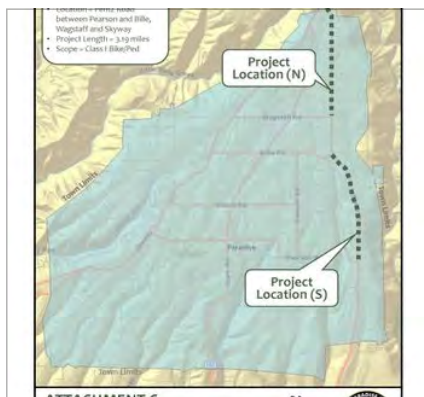
Funding Sources	FY2021	FY2022
Federal, Congestion Mitigation Air Quality	\$543,070	\$481,930
Federal, Public Assistance (FEMA)		\$207,721
Local, Gas Tax & Streets	\$11,760	
Local, Transportation & Transit	\$29,564	
State, Active Transportation Program	\$847,795	\$1,721,280
Unmet Need Match Requirement (CDBG-DR Planned)		\$69,240
Total	\$1,432,189	\$2,480,171



9389 - Pentz Pathway Phase II Project

Construct a grade separated, Class I, bike-ped facility along the west side of Pentz Road between Pearson Rd and Billie Rd and between Wagstaff Road and Skyway .This project will tie into funded improvements between Bille Road and Wagstaff Road.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2019
Est. Completion Date	06/30/2024
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/8ee5df1f8a3be58ee49d.pdf>
PE

Request Details

Project Type	Capital Improvement Project
Funding Status	None

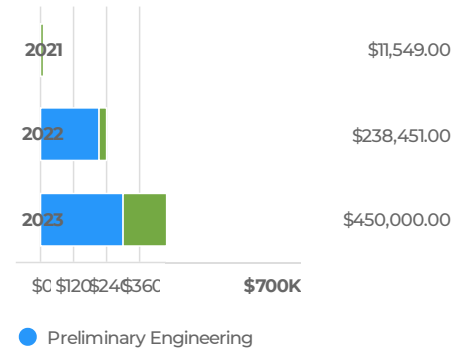


Capital Cost

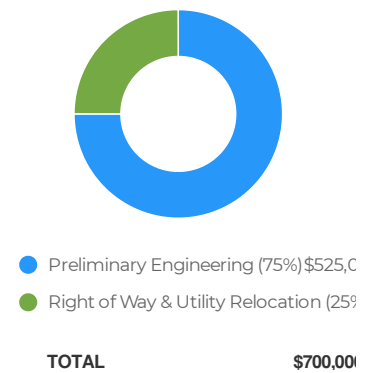
FY2021 Budget
\$11,549

Total Budget (all years)
\$700K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

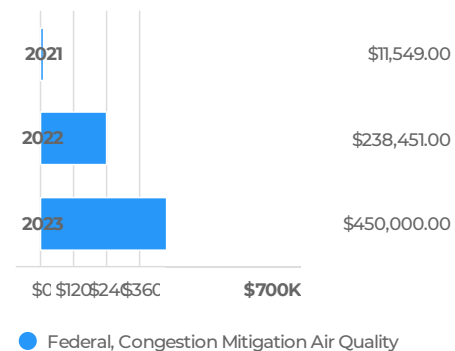
Capital Cost	FY2021	FY2022	FY2023
Preliminary Engineering	\$11,549	\$213,451	\$300,000
Right of Way & Utility Relocation		\$25,000	\$150,000
Total	\$11,549	\$238,451	\$450,000

Funding Sources

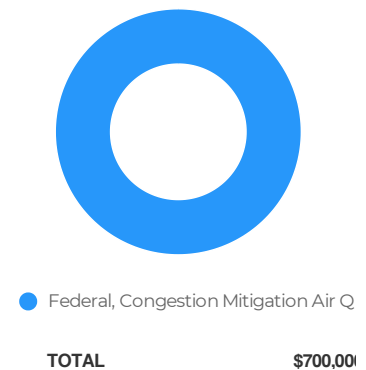
FY2021 Budget
\$11,549

Total Budget (all years)
\$700K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Congestion Mitigation Air Quality	\$11,549	\$238,451	\$450,000
Total	\$11,549	\$238,451	\$450,000



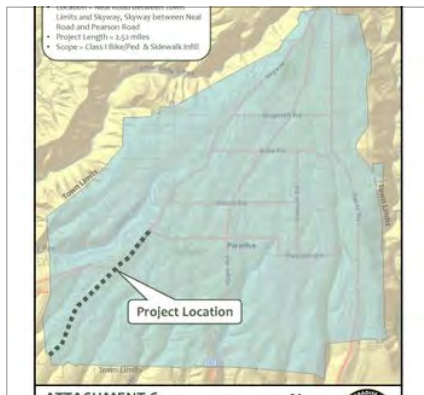
Project Location



9390 - Skyway-Neal Bike-Ped Project

Along Neal Road, construct a grade separated, Class I, bike-ped facility along the west side of Neal Road within the project limits. This component will tie into project will tie into Butte County Class II Bike Lanes which terminate at Town Limits, bringing both novice and experienced bicyclists and pedestrians to existing the 5-mile Class I facility at the Neal/Skyway intersection. Along Skyway, infill all missing sidewalks to connect to area resources and government facilities.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2019
Est. Completion Date	06/30/2024
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/d72ebe228bd2fc173f70.pdf>
PE

Request Details

Project Type	Capital Improvement Project
Funding Status	None

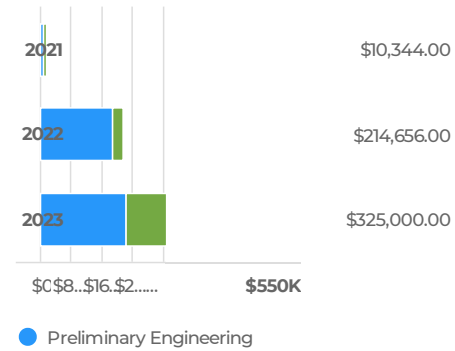


Capital Cost

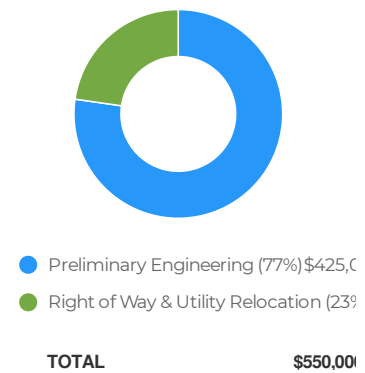
FY2021 Budget
\$10,344

Total Budget (all years)
\$550K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

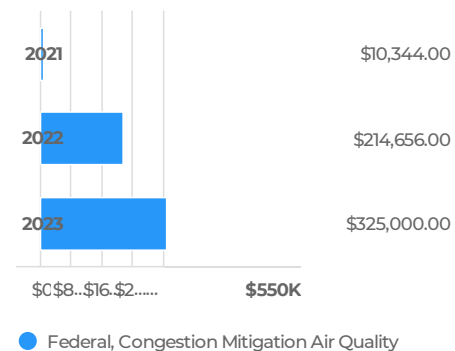
Capital Cost	FY2021	FY2022	FY2023
Preliminary Engineering	\$10,344	\$189,656	\$225,000
Right of Way & Utility Relocation		\$25,000	\$100,000
Total	\$10,344	\$214,656	\$325,000

Funding Sources

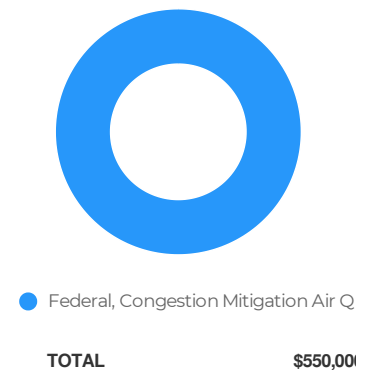
FY2021 Budget
\$10,344

Total Budget (all years)
\$550K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Congestion Mitigation Air Quality	\$10,344	\$214,656	\$325,000
Total	\$10,344	\$214,656	\$325,000



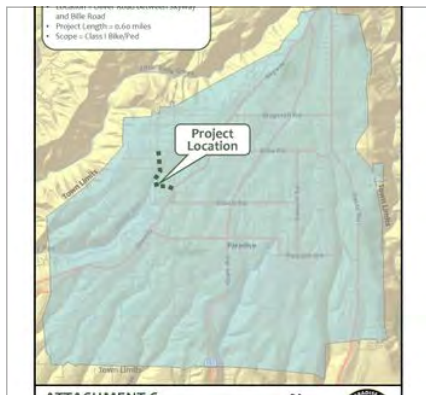
Project Location



9391 - Oliver Curve Pathway Project

Along Oliver Road, construct a grade separated, Class I, bike-ped facility along the west side of Oliver Road within the project limits. This project is a proactive safety effort to protect bicyclists and pedestrians along a heavily traveled corridor around a horizontal curve. In this location, the many daily bicyclists and pedestrians are forced to walk the edge line, causing vehicles to swerve into oncoming traffic.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2019
Est. Completion Date	06/30/2024
Department	Public Works Department
Type	Capital Improvement



Finance Letter - CON

Supplemental Attachments

Finance Letter - </resource/cleargov-prod/projects/documents/c725e954a7b1a79d9e7d.pdf>
PE

Request Details

Project Type	Capital Improvement Project
Funding Status	None

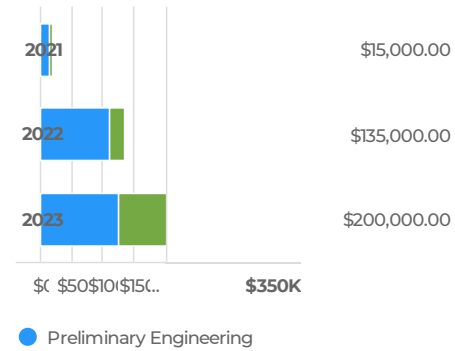


Capital Cost

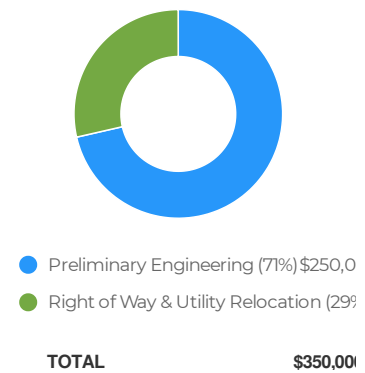
FY2021 Budget
\$15,000

Total Budget (all years)
\$350K

Capital Cost by Year



Capital Cost for All Years



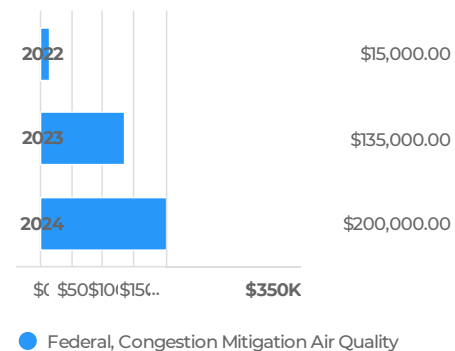
Capital Cost Breakdown

Capital Cost	FY2021	FY2022	FY2023
Preliminary Engineering	\$15,000	\$110,000	\$125,000
Right of Way & Utility Relocation		\$25,000	\$75,000
Total	\$15,000	\$135,000	\$200,000

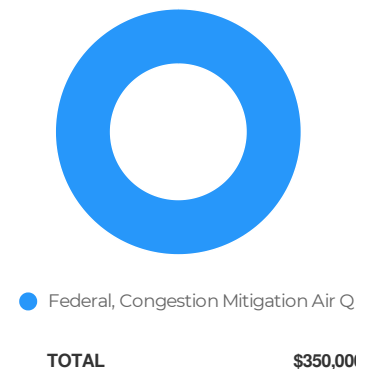
Funding Sources

Total Budget (all years)
\$350K

Funding Sources by Year



Funding Sources for All Years

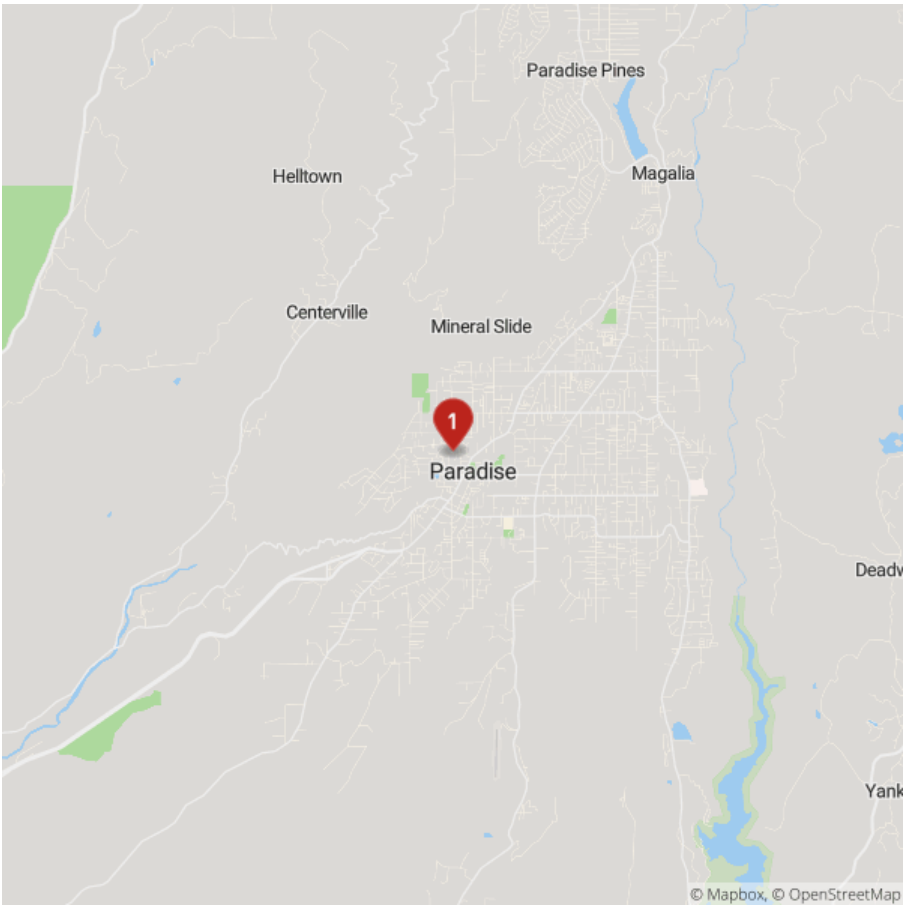


Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024
Federal, Congestion Mitigation Air Quality	\$15,000	\$135,000	\$200,000
Total	\$15,000	\$135,000	\$200,000



Project Location



9394 - Paradise Sewer EIR

Paradise Sewer Project preliminary engineering and environmental review that proposes to connect 1,469 parcels in the Sewer Service Area.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	01/01/2020
Est. Completion Date	06/30/2027
Department	Public Works Department
Type	Capital Improvement

Request Details

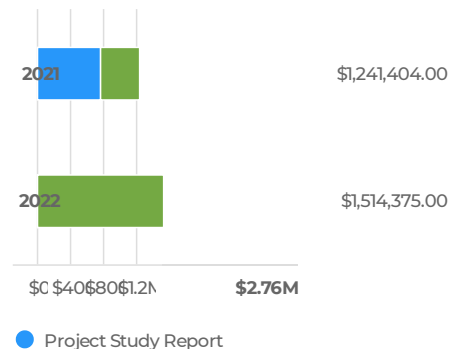
Project Type	Capital Improvement Project	Funding Status	None
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Capital Cost

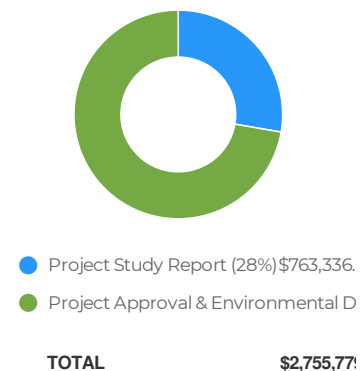
Capital Cost by Year

FY2021 Budget
\$1,241,404

Total Budget (all years)
\$2.756M



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022
Project Study Report	\$763,336	
Project Approval & Environmental Document	\$478,068	\$1,514,375
Total	\$1,241,404	\$1,514,375

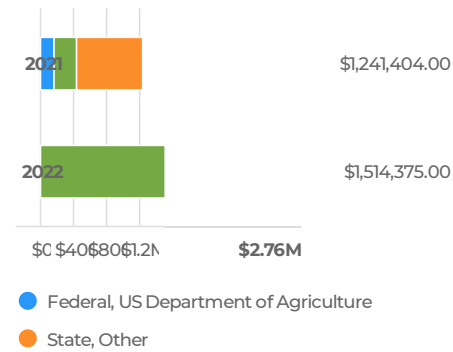


Funding Sources

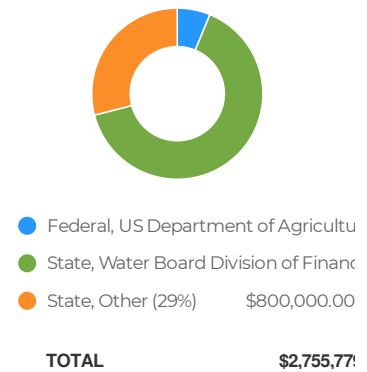
FY2021 Budget
\$1,241,404

Total Budget (all years)
\$2.756M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Federal, US Department of Agriculture	\$172,000	
State, Water Board Division of Financial Assistance	\$269,404	\$1,514,375
State, Other	\$800,000	
Total	\$1,241,404	\$1,514,375



9408 - Systemic Intersection Safety Improvements

Systemically improve (16) stop-controlled intersections at various locations town wide.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	08/15/2019
Est. Completion Date	06/30/2024
Department	Public Works Department
Type	Capital Improvement



Project Map

Supplemental Attachments

Finance
Letter - </resource/cleargov-prod/projects/documents/b894b4aa758ce73ef2d7.pdf>
PE

Request Details

Project Type	Capital Improvement Project
Funding Status	Fully Funded

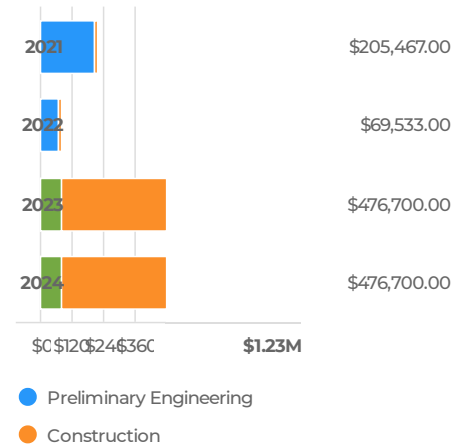


Capital Cost

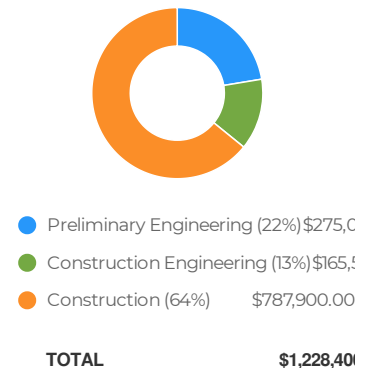
FY2021 Budget
\$205,467

Total Budget *(all years)*
\$1.228M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown				
Capital Cost	FY2021	FY2022	FY2023	FY2024
Preliminary Engineering	\$205,467	\$69,533		
Construction Engineering			\$82,750	\$82,750
Construction			\$393,950	\$393,950
Total	\$205,467	\$69,533	\$476,700	\$476,700

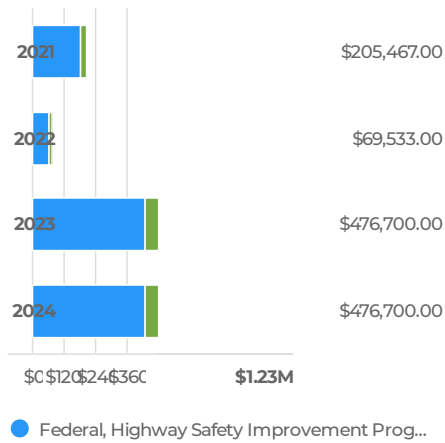


Funding Sources

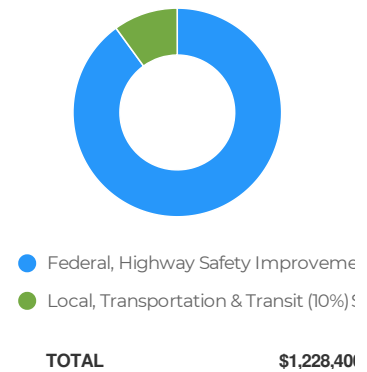
FY2021 Budget
\$205,467

Total Budget (all years)
\$1.228M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023	FY2024
Federal, Highway Safety Improvement Program	\$184,920	\$62,580	\$429,030	\$429,030
Local, Transportation & Transit	\$20,547	\$6,953	\$47,670	\$47,670
Total	\$205,467	\$69,533	\$476,700	\$476,700



7311 - Broadband Feasibility Study

Preparation of a Broadband Feasibility Study.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	12/31/2021
Department	Public Works Department
Type	Capital Improvement

Request Details

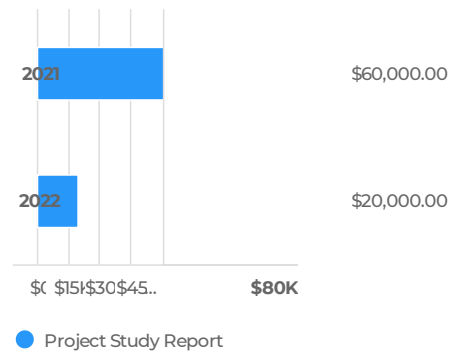
Project Type	Capital Improvement Project	Funding Status	None
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Capital Cost

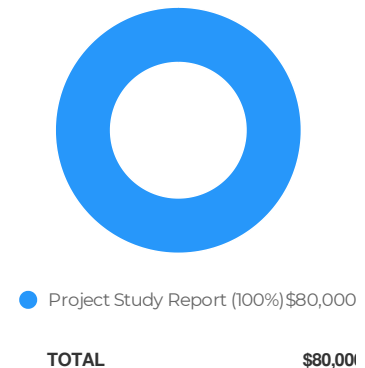
Capital Cost by Year

FY2021 Budget
\$60,000

Total Budget *(all years)*
\$80K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022
Project Study Report	\$60,000	\$20,000
Total	\$60,000	\$20,000

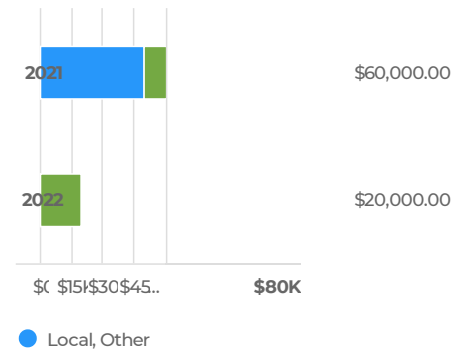


Funding Sources

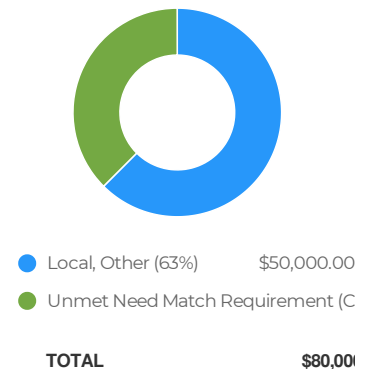
FY2021 Budget
\$60,000

Total Budget *(all years)*
\$80K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022
Local, Other	\$50,000	
Unmet Need Match Requirement (CDBG-DR Planned)	\$10,000	\$20,000
Total	\$60,000	\$20,000



7200 - PSPS Preparedness Project

Various projects for Public Safety Power Shutdown preparation. Work includes generator purchases for traffic signal operations.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2021
Department	Public Works Department
Type	Capital Equipment

Request Details

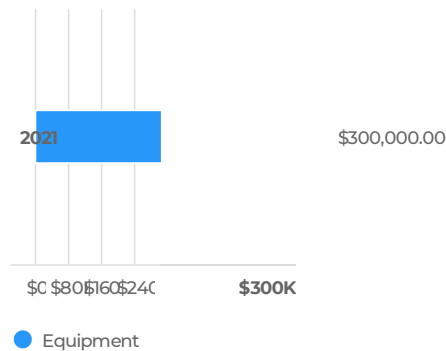
Project Type Capital Improvement Project

Capital Cost

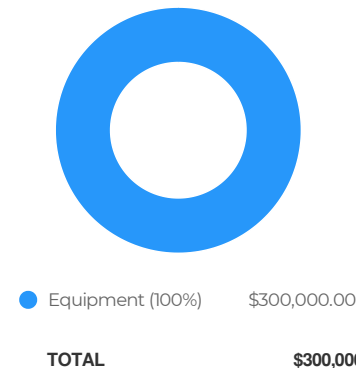
Capital Cost by Year

FY2021 Budget
\$300,000

Total Budget *(all years)*
\$300K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021
Equipment	\$300,000
Total	\$300,000

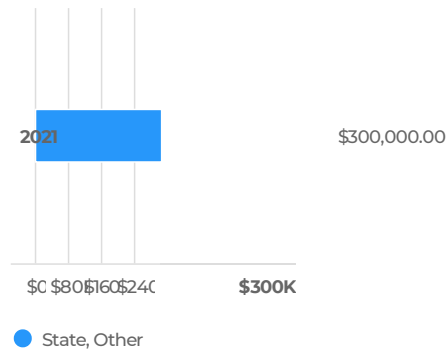


Funding Sources

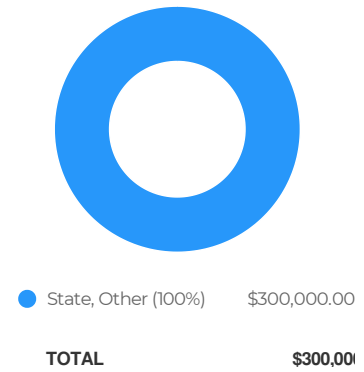
FY2021 Budget
\$300,000

Total Budget *(all years)*
\$300K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021
State, Other	\$300,000
Total	\$300,000



8404 - Camp Fire Hydrant Repairs

Repair fire hydrants damaged by the Camp Fire townwide.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	11/08/2018
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Supplemental Attachments

FEMA Project Report
</resource/cleargov-prod/projects/documents/987103b5866c1cb4a093.pdf>

Request Details

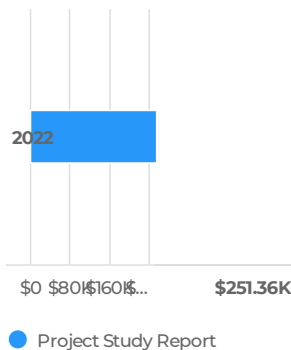
Project Type	Disaster Recovery Project
Funding Status	None

Capital Cost

Capital Cost by Year

Total Budget (all years)

\$251.361K



Capital Cost for All Years



Capital Cost Breakdown

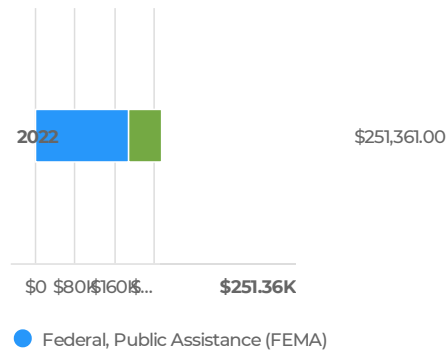
Capital Cost	FY2022
Project Study Report	\$251,361
Total	\$251,361



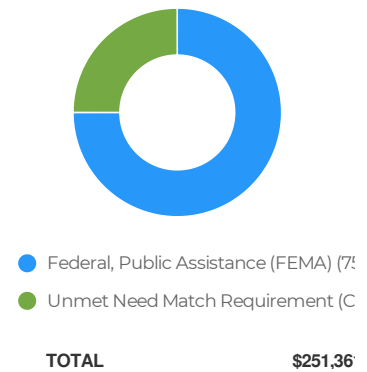
Funding Sources

Total Budget *(all years)*
\$251.361K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2022
Federal, Public Assistance (FEMA)	\$188,521
Unmet Need Match Requirement (CDBG-DR Planned)	\$62,840
Total	\$251,361



2021A - Bucket Truck Replacement

Town of Paradise Public Works is requesting Measure V Funds to replace a 1998 International Boom Truck. The existing boom truck is non-compliant for State of California Air Resources Board emissions standards and is at the end of legal operation. Furthermore, at 170,000+ miles, this vehicle is extremely costly to maintain and has been increasingly burdensome as of late. Procurement of a new aerial boom truck will lower maintenance time and costs while increasing safety of the staff and public for required work. Public Works uses the boom truck weekly for the following three critical functions: trees, traffic signals and facilities.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2022
Department	Public Works Department
Type	Capital Improvement

Request Details

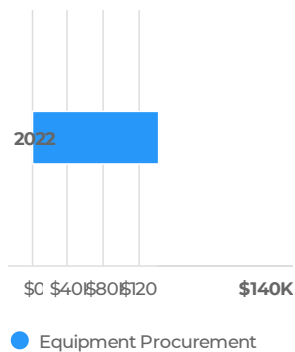
Project Type	Equipment Procurement	Funding Status	Fully Funded
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Capital Cost

Capital Cost by Year

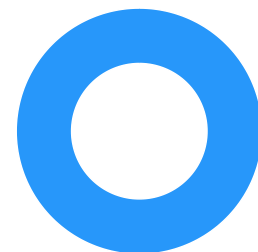
Total Budget (all years)

\$140K



\$140,000.00

Capital Cost for All Years



● Equipment Procurement (100%) \$140K

TOTAL \$140,000

Capital Cost Breakdown

Capital Cost	FY2022
Equipment Procurement	\$140,000
Total	\$140,000

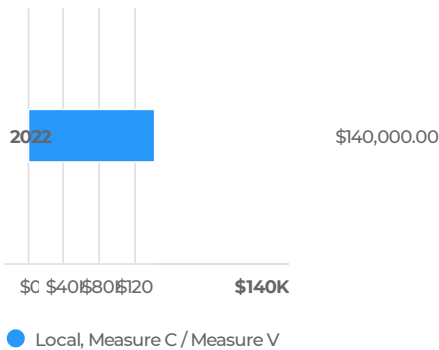


Funding Sources

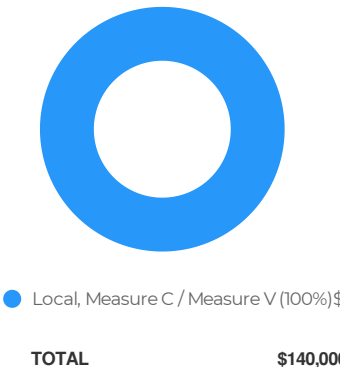
Total Budget *(all years)*

\$140K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
Local, Measure C / Measure V	\$140,000
Total	\$140,000

Project Location

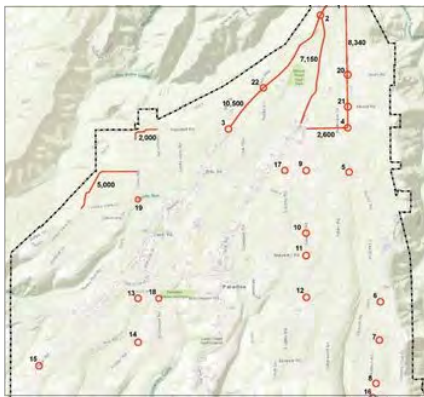
Address: 933 American Way



9395 - Interim Safety Striping & Marking Improvements Project

On August 11, 2020, during a Paradise Town Council Meeting, Council adopted a resolution approving the plans and specifications for the Interim Safety Striping and Marking Improvement Project and authorizing advertisement for bids on the project. This interim safety project will address the highest priority areas, arterials and collectors, in order to ensure safety for drivers and pedestrians. A map of project locations is attached to this staff report.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	08/11/2020
Est. Completion Date	11/30/2020
Department	Public Works Department
Type	Capital Improvement



Striping Vicinity Map

Request Details

Project Type	Capital Improvement Project	Funding Status	Fully Funded
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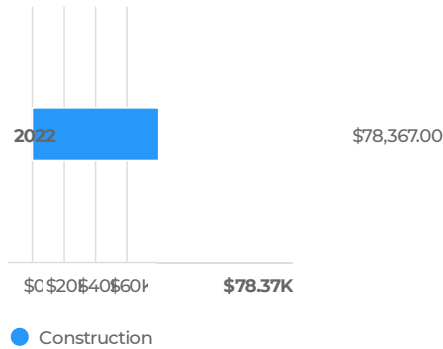


Capital Cost

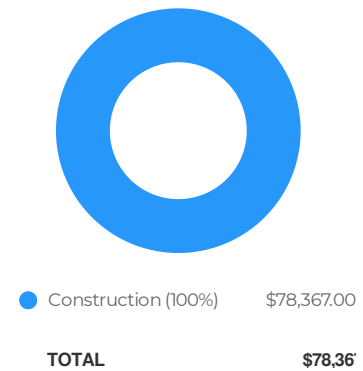
Capital Cost by Year

Total Budget (all years)

\$78.367K



Capital Cost for All Years



Capital Cost Breakdown

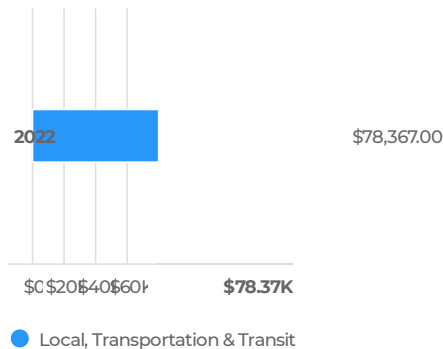
Capital Cost	FY2022
Construction	\$78,367
Total	\$78,367

Funding Sources

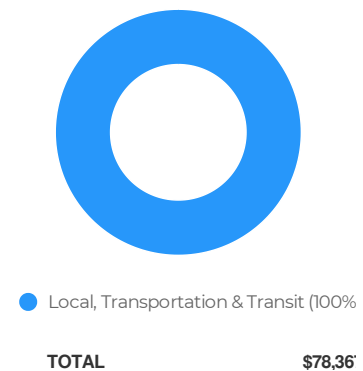
Funding Sources by Year

Total Budget (all years)

\$78.367K



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
Local, Transportation & Transit	\$78,367
Total	\$78,367



8406B -Emergency Opening Culvert Repairs: Off-System

Emergency opening work performed following the Camp Fire upon discovery in late 2019. Work is scheduled for FEMA Public Assistance reimbursement.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/01/2019
Est. Completion Date	06/30/2021
Department	Public Works Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	Fully Funded
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Capital Cost

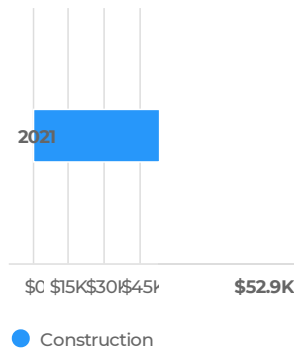
Capital Cost by Year

FY2021 Budget

\$52,895

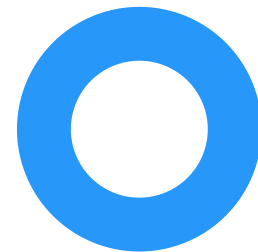
Total Budget (all years)

\$52.895K



\$52,895.00

Capital Cost for All Years



Construction (100%)	\$52,895.00
TOTAL	\$52,895.00

Capital Cost Breakdown

Capital Cost	FY2021
Construction	\$52,895
Total	\$52,895

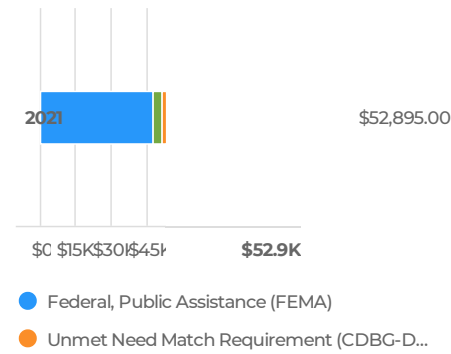


Funding Sources

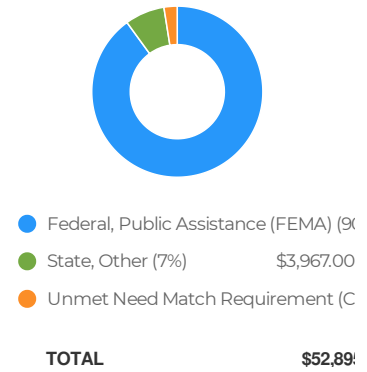
FY2021 Budget
\$52,895

Total Budget (all years)
\$52.895K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021
Federal, Public Assistance (FEMA)	\$47,606
State, Other	\$3,967
Unmet Need Match Requirement (CDBG-DR Planned)	\$1,322
Total	\$52,895



Project Location



DISASTER RECOVERY DEPARTMENT REQUESTS



7317 - Reseeding Plan and Implementation

Plan and better understand the risk to public safety, property and infrastructure and determine appropriate mitigation measures to protect the public and reduce those risks. Will focus on the future planning and education of the community in best practices to reduce wildfire threat through reseeding after the Camp Fire.

Key Result:

Plan for reseeding the Town to reduce hazards and educate the community on vegetation.

Timeframe:

Pre-Construction: 2021

Construction: 22/24

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	01/01/2021
Est. Completion Date	07/29/2022
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

Capital Cost by Year

FY2021 Budget

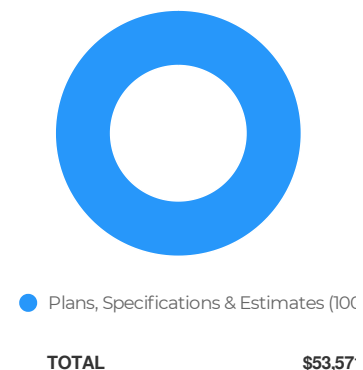
\$53,571

Total Budget (all years)

\$53.571K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021
Plans, Specifications & Estimates	\$53,571
Total	\$53,571

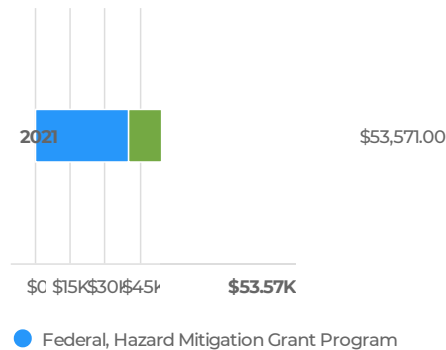


Funding Sources

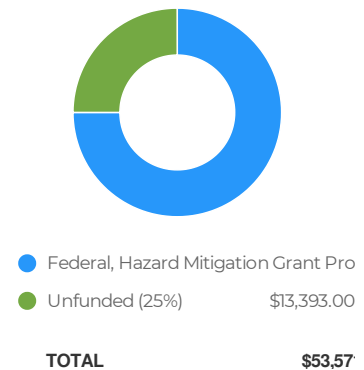
FY2021 Budget
\$53,571

Total Budget *(all years)*
\$53.571K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021
Federal, Hazard Mitigation Grant Program	\$40,178
Unfunded	\$13,393
Total	\$53,571

Project Location



Projected Timeline

Jan 1, 2021

Project Began

Apr 1, 2021

Grant Awarded from HMGP

May 11, 2021

Town Council approval requested for River Partners to initiate the Plan.



7314 - Early Warning System

Development and implementation for an early warning system throughout the Town of Paradise. This system would immediately notify residents of any hazardous events via sirens, text messages, voice messages and more.

Key Result:

Safety for Residents with a timely notification, through many outlets.

Timeframe:

Planning: 2020

Construction: 2021/2023

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	01/01/2021
Est. Completion Date	01/02/2023
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

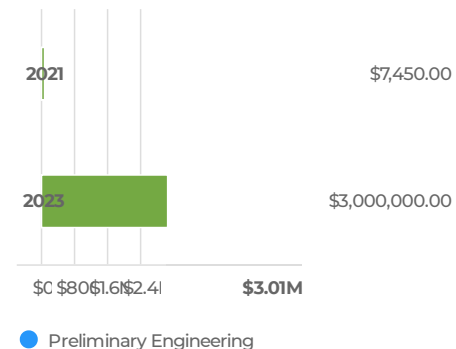
Capital Cost by Year

FY2021 Budget

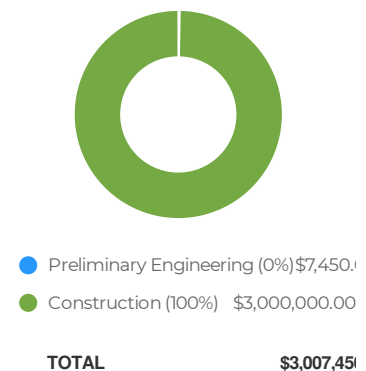
\$7,450

Total Budget (all years)

\$3.007M



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2023
Preliminary Engineering	\$7,450	
Construction		\$3,000,000
Total	\$7,450	\$3,000,000

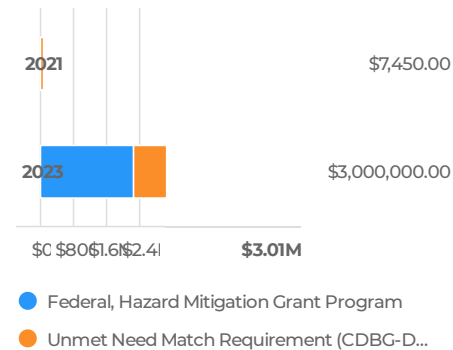


Funding Sources

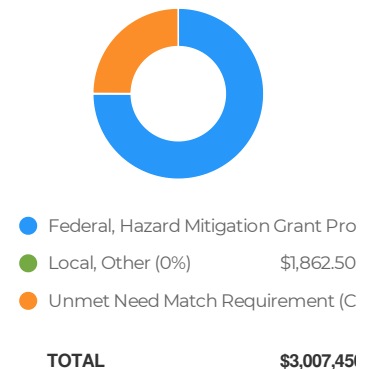
FY2021 Budget
\$7,450

Total Budget (all years)
\$3.007M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2023
Federal, Hazard Mitigation Grant Program	\$5,588	\$2,250,000
Local, Other	\$1,863	
Unmet Need Match Requirement (CDBG-DR Planned)		\$750,000
Total	\$7,450	\$3,000,000

Projected Timeline

Sep 1, 2020

Release RFP for EWS Advanced Assistance

Oct 1, 2020

Hire Genasys

Dec 31, 2020

Complete Advance Assistance Plan

Feb 1, 2021

Submit HMGP App for Implementation



Apr 15, 2021

EY complete RFI for environmental impact



7312 - Category 4 Tree Removal Program

Removal of the standing burnt trees within the Town of Paradise which were burned during the Camp Fire. This is the final phase of tree removal and represents the "back forty" on privately owned property.

Key Result:

Removal of hazardous trees within the Town of Paradise.

Timeframe:

Implementation: TBD

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	06/01/2021
Est. Completion Date	06/30/2023
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

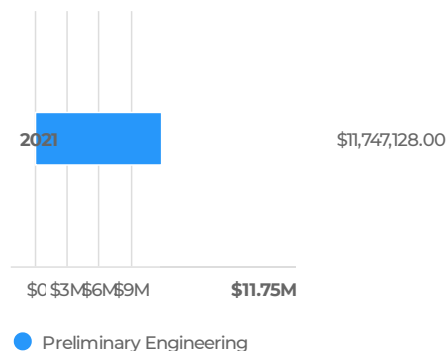
Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

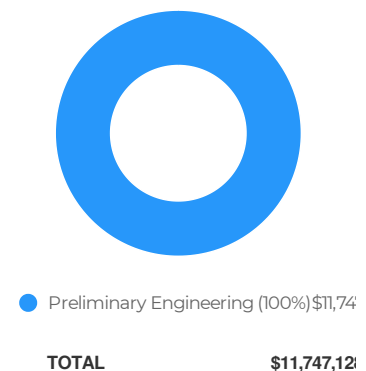
Capital Cost by Year

FY2021 Budget
\$11,747,128

Total Budget (all years)
\$11.747M



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021
Preliminary Engineering	\$11,747,128
Total	\$11,747,128

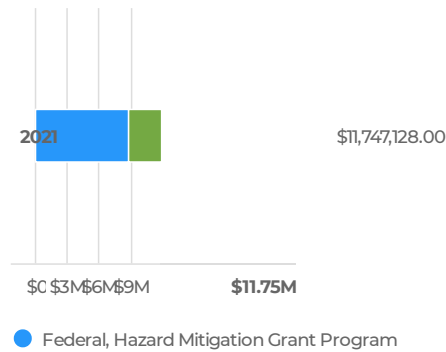


Funding Sources

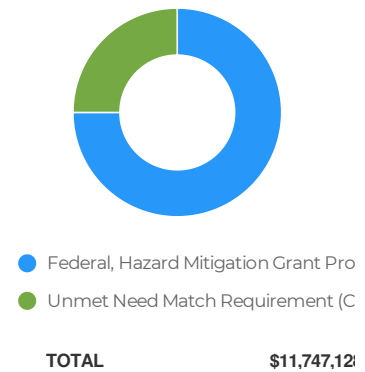
FY2021 Budget
\$11,747,128

Total Budget *(all years)*
\$11.747M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021
Federal, Hazard Mitigation Grant Program	\$8,810,346
Unmet Need Match Requirement (CDBG-DR Planned)	\$2,936,782
Total	\$11,747,128

Project Location



7315 - Hazardous Fuel Reduction Program

Disposal of most vegetative debris at the Green Waste Yard adjacent to the Public Works year on American Way in Paradise.

Key Result:

Mechanical and chemical reduction of hazardous fuels.

Timeframe:

Implementation: TBD

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	07/01/2021
Est. Completion Date	07/01/2023
Department	Disaster Recovery Department
Type	Capital Equipment

Request Details

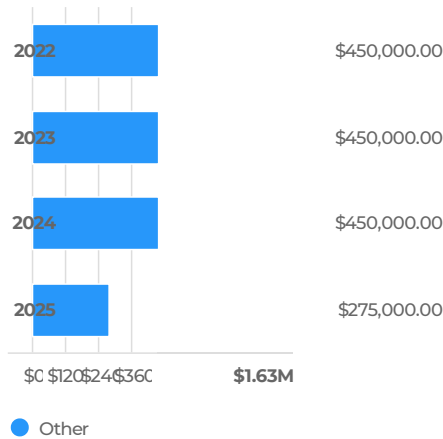
Project Type Disaster Recovery Project

Capital Cost

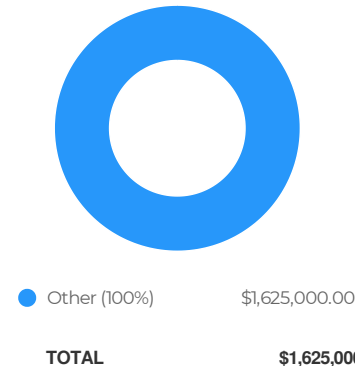
Total Budget (all years)

\$1.625M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025
Other	\$450,000	\$450,000	\$450,000	\$275,000
Total	\$450,000	\$450,000	\$450,000	\$275,000

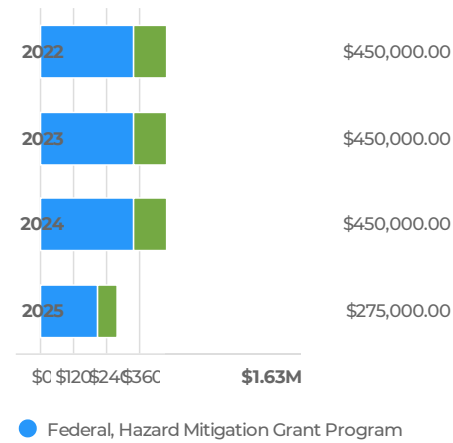


Funding Sources

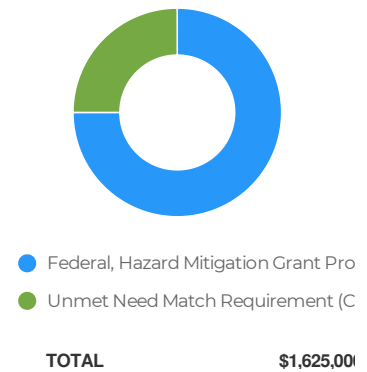
Total Budget *(all years)*

\$1.625M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025
Federal, Hazard Mitigation Grant Program	\$337,500	\$337,500	\$337,500	\$206,250
Unmet Need Match Requirement (CDBG-DR Planned)	\$112,500	\$112,500	\$112,500	\$68,750
Total	\$450,000	\$450,000	\$450,000	\$275,000



7316 - Defensible Space Code Enforcement

Assists in providing certainty to homeowners during the rebuilding process and beyond. Hardened building envelopes combined with aggressive fuel reduction would increase safety.

Key Result:

Updated residential codes and standards to improve fire resiliency.

Timeframe:

Implementation: TBD

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	01/01/2022
Est. Completion Date	12/30/2022
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

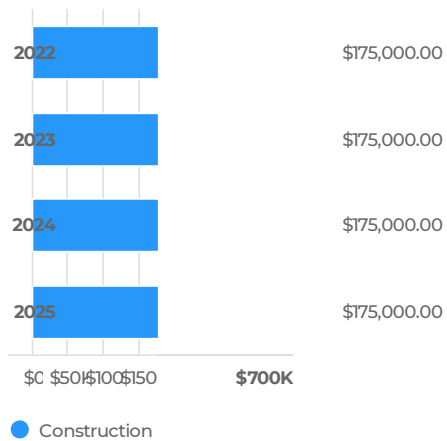
Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

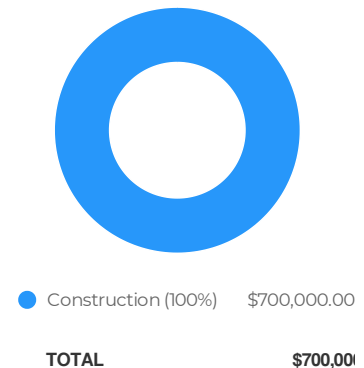
Capital Cost by Year

Total Budget (all years)

\$700K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025
Construction	\$175,000	\$175,000	\$175,000	\$175,000
Total	\$175,000	\$175,000	\$175,000	\$175,000

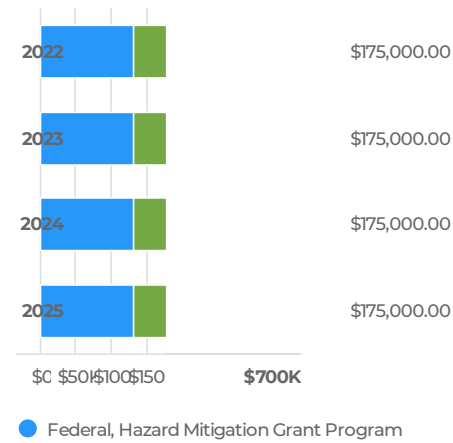


Funding Sources

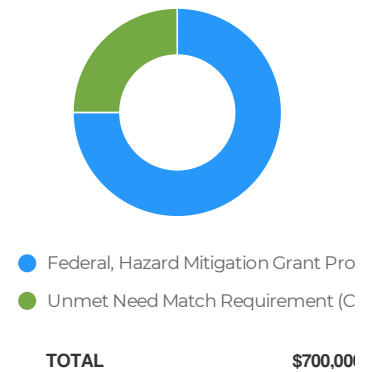
Total Budget *(all years)*

\$700K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025
Federal, Hazard Mitigation Grant Program	\$131,250	\$131,250	\$131,250	\$131,250
Unmet Need Match Requirement (CDBG-DR Planned)	\$43,750	\$43,750	\$43,750	\$43,750
Total	\$175,000	\$175,000	\$175,000	\$175,000



7320 - SWRCB Camp Fire Septic Tank Replacement Pilot Program

SB862 Household Emergency Relief Grants Project: Grant available to replace residential septic systems that were damaged/destroyed by the Camp Fire or debris removal; available to property owners who lost their home in the Camp Fire and have applied for a building permit to rebuild their home.

Submitted By	Jessica Erdahl, Capital Projects Manager
Request Owner	Jessica Erdahl, Capital Projects Manager
Est. Start Date	03/04/2020
Est. Completion Date	03/28/2023
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

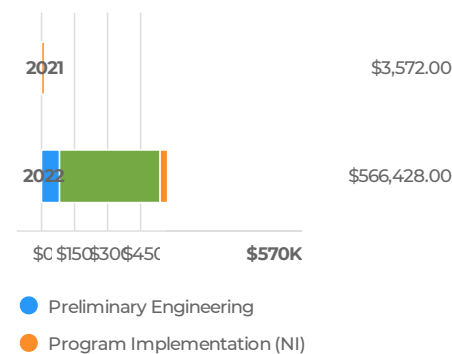
Project Type	Disaster Recovery Project	Funding Status	None
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Capital Cost

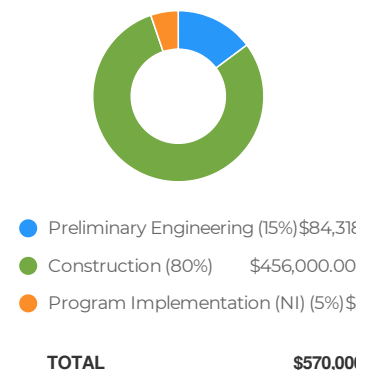
FY2021 Budget
\$3,572

Total Budget *(all years)*
\$570K

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021	FY2022
Preliminary Engineering	\$3,147	\$81,171
Construction		\$456,000
Program Implementation (NI)	\$425	\$29,257
Total	\$3,572	\$566,428

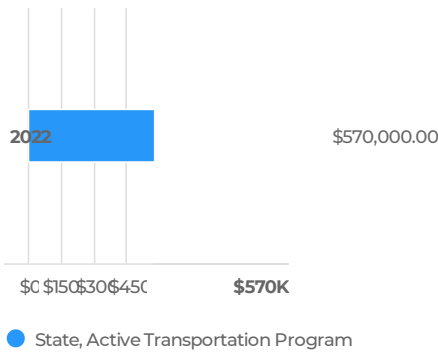


Funding Sources

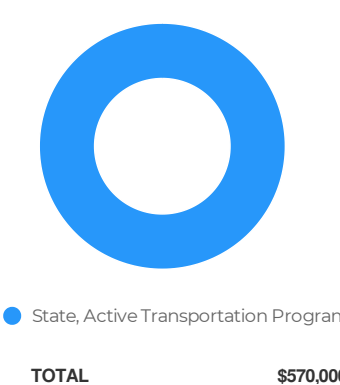
Total Budget *(all years)*

\$570K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022
State, Active Transportation Program	\$570,000
Total	\$570,000



7321 - Emergency Operations Plan Update

Update to the Emergency Operations Plan as a result in CAP actions.

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	06/01/2021
Est. Completion Date	11/30/2021
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

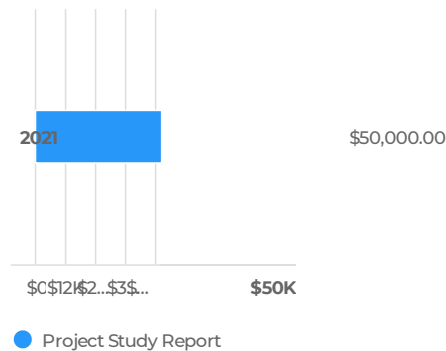
Project Type	Disaster Recovery Project	Funding Status	Fully Funded
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Capital Cost

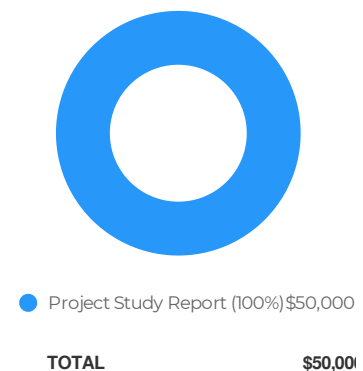
Capital Cost by Year

FY2021 Budget
\$50,000

Total Budget *(all years)*
\$50K



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	FY2021
Project Study Report	\$50,000
Total	\$50,000

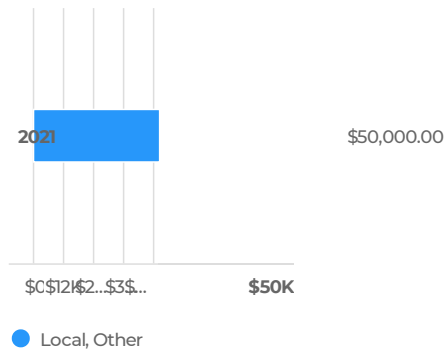


Funding Sources

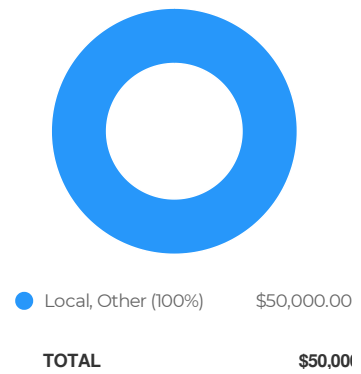
FY2021 Budget
\$50,000

Total Budget *(all years)*
\$50K

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown	
Funding Sources	FY2021
Local, Other	\$50,000
Total	\$50,000



7313 - Residential Ignition Resistant Program

Specific ignition resistant improvements would be eligible for the incentive Program if the mitigation measures meet or exceed the specifications set forth by the Town of Paradise, through the Town's Recovery Strategy and existing codes and standards, and compliant with the Wildfire Urban Interface Standards.

Key Result:

Residents will be able to implement mitigation measures for their home and landscape, with scope of work approved by FEMA and funding sources provided.

Timeframe:

Implementation: Estimated for 2021-2024

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	04/01/2021
Est. Completion Date	06/30/2023
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	Partially Funded
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Capital Cost

Capital Cost by Year

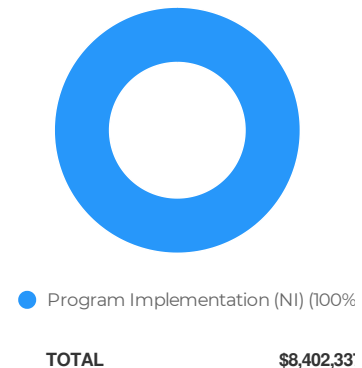
Capital Cost for All Years

FY2021 Budget

\$152,337

Total Budget (all years)

\$8.402M



Capital Cost Breakdown

Capital Cost	FY2021	FY2022	FY2023	FY2024	FY2025
Program Implementation (NI)	\$152,337	\$2,000,000	\$2,500,000	\$2,750,000	\$1,000,000
Total	\$152,337	\$2,000,000	\$2,500,000	\$2,750,000	\$1,000,000

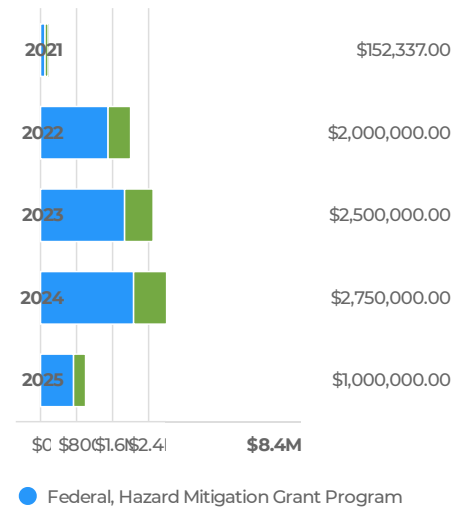


Funding Sources

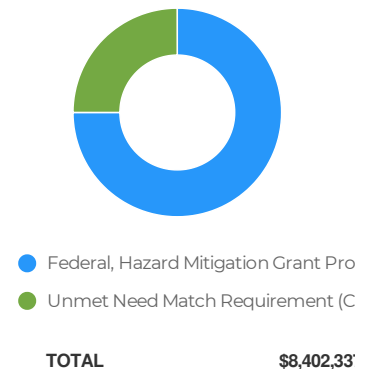
FY2021 Budget
\$152,337

Total Budget *(all years)*
\$8.402M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023	FY2024	FY2025
Federal, Hazard Mitigation Grant Program	\$114,253	\$1,500,000	\$1,875,000	\$2,062,500	\$750,000
Unmet Need Match Requirement (CDBG-DR Planned)	\$38,084	\$500,000	\$625,000	\$687,500	\$250,000
Total	\$152,337	\$2,000,000	\$2,500,000	\$2,750,000	\$1,000,000



7212 - Hazard Trees

Tetra Tech expenses, abatement, legal fees, etc.

Submitted By	Natasha Beehner, Grants Administrator
Request Owner	Natasha Beehner, Grants Administrator
Est. Start Date	07/01/2020
Est. Completion Date	08/30/2022
Department	Disaster Recovery Department
Type	Capital Improvement

Request Details

Project Type	Disaster Recovery Project	Funding Status	Partially Funded
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Capital Cost

Total Costs to Date
\$850,000

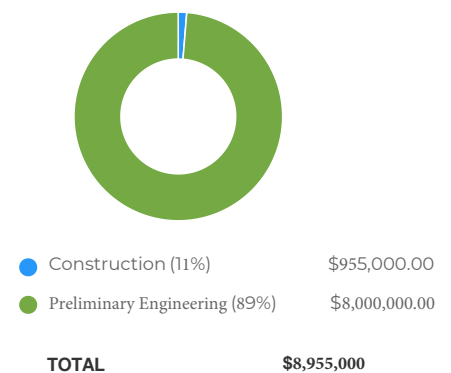
FY2022 Budget
\$7,105,000

Total Budget *(all years)*
\$8.955M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown

Capital Cost	Cost to Date	FY2021	FY2022
Construction	\$850,000	\$105,000	
Equipment Procurement		\$7,000,000	\$1,000,000
Total	\$850,000	\$7,105,000	\$1,000,000

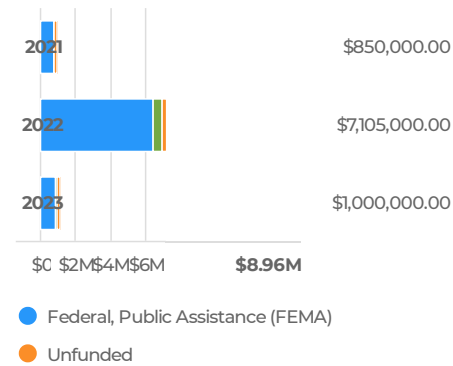


Funding Sources

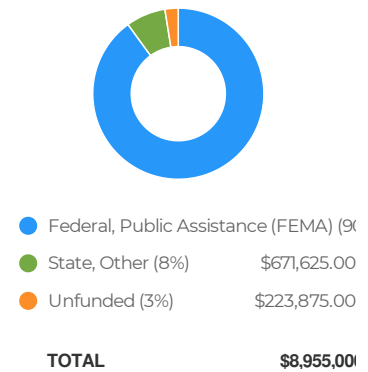
FY2021 Budget
\$850,000

Total Budget (all years)
\$8.955M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2021	FY2022	FY2023
Federal, Public Assistance (FEMA)	\$765,000	\$6,394,500	\$900,000
State, Other	\$63,750	\$532,875	\$75,000
Unfunded	\$21,250	\$177,625	\$25,000
Total	\$850,000	\$7,105,000	\$1,000,000





Town of Paradise Disaster Recovery & Capital Improvement Plan Unfunded Projects



June 2021





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 Multi-year plan 4
Appendix **7**
 Public Works Department Requests 8



CAPITAL IMPROVEMENTS

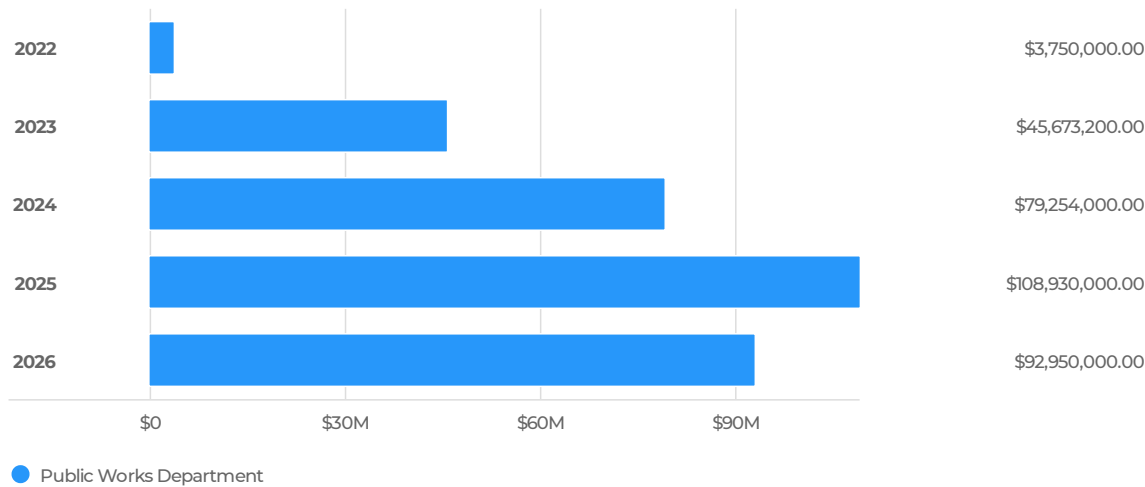


Capital Improvements: Multi-year Plan

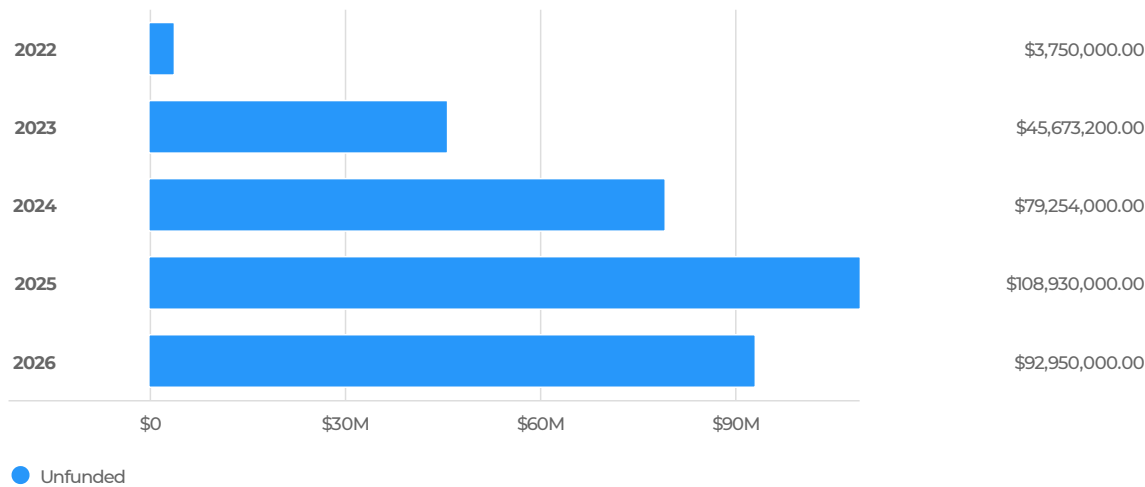
Total Capital Requested
\$330,557,200

8 Capital Improvement Projects

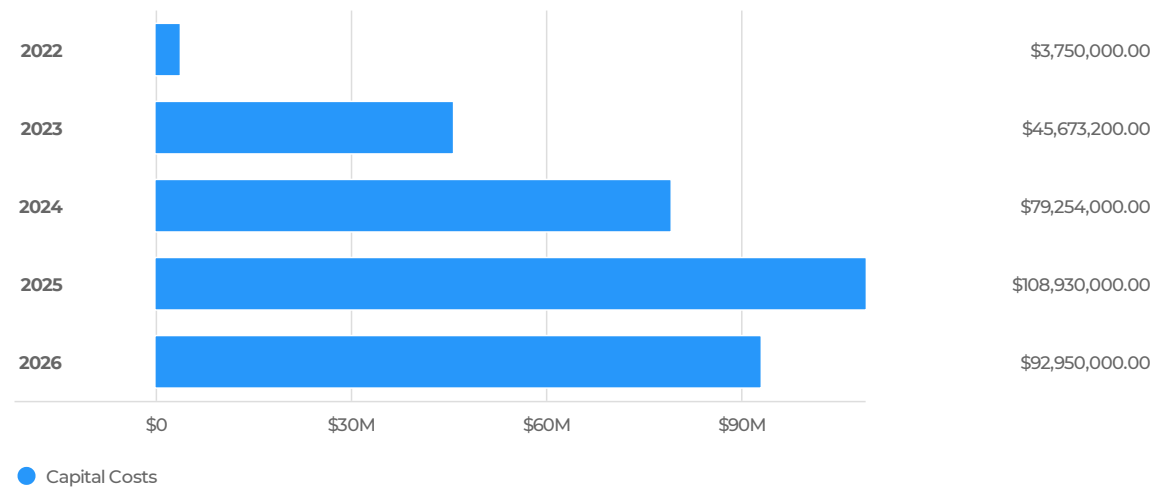
Total Funding Requested by Department



Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues

There's no data for building chart



Public Works Department Requests

Itemized Requests for 2021-2028

U#### - Paradise Sewer Project **\$182,000,000**

The Town is now moving forward with preparation of a full Environmental Impact Report (EIR) to provide further information on the Paradise Sewer Project. This Capital Request represents unfunded phases of the proposed project, if it moves forward...

U#### - Roe Road Extension Phase 1 Project **\$60,400,000**

The Roe Road Extension Project is a long-term program to provide a two-lane roadway with a two-way-left-turn (TWLT) lane, wide shoulders, and Class I path. The project will span the southern end of the Town from Pentz Road in the east to Skyway in...

U#### - Upper Skyway Widening **\$19,974,600**

Widening Upper Skyway from Billie Road to Pentz Road, to include a center turn lane and widened shoulders.

U#### - Upper Clark Widening **\$11,097,000**

Widening Upper Clark from Wagstaff Road to Skyway, to include a center turn lane, widened shoulders and a multi-use pathway.

U#### - Pentz Road Widening **\$33,750,000**

Widening Pentz Road from Town Limits to Town Limits, to include a center turn lane, widened shoulders and a multi-use pathway.

U#### - Neal Road Widening **\$11,836,800**

Widening Neal Road between Skyway and Town Limits to include a center turn lane, widened shoulders and a multi-use pathway.

U#### - Elliott Road Extension **\$6,904,800**

The Elliott Road Extension Project would establish a cross-town connection between Sawmill Road and Pentz road. Pentz Road is a primary evacuation route.

U#### - Skyway Connectivity Project **\$4,594,000**

The project is located on the east and west sides of Skyway, between Bille Road and Wagstaff Road. The project consists of 5 segments of sidewalk infill that total 4,255 ft. and 3,165 ft. of bike lanes. The infill will close the gaps in the...

Total: \$330,557,200



APPENDIX



PUBLIC WORKS DEPARTMENT REQUESTS



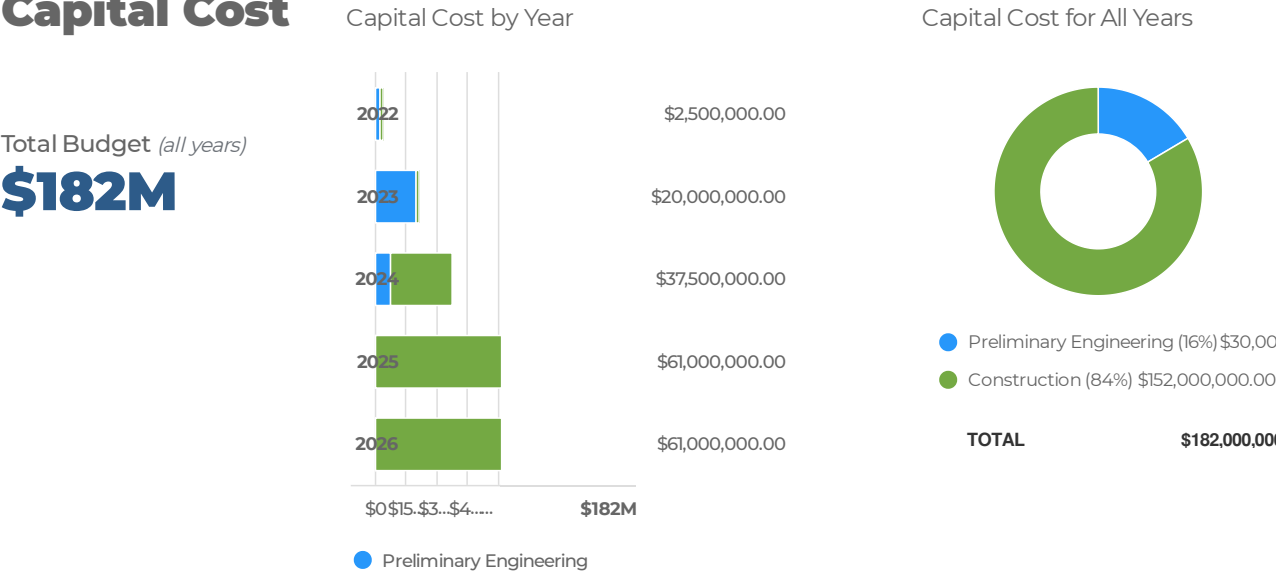
U#### - Paradise Sewer Project

The Town is now moving forward with preparation of a full Environmental Impact Report (EIR) to provide further information on the Paradise Sewer Project. This Capital Request represents unfunded phases of the proposed project, if it moves forward. Project map location shown on this page is approximate, please reference paradisesewer.com for exact location map.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	04/01/2022
Est. Completion Date	06/30/2027
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

Capital Cost

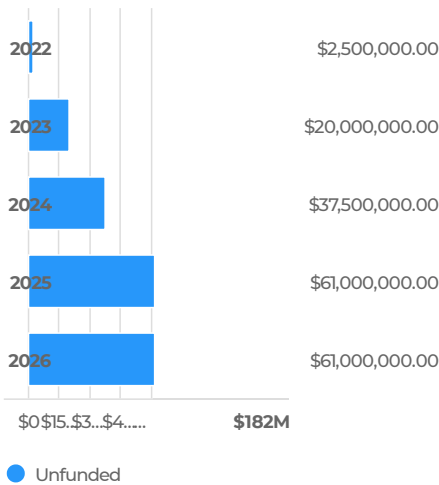


Capital Cost Breakdown					
Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Preliminary Engineering	\$2,500,000	\$20,000,000	\$7,500,000		
Construction			\$30,000,000	\$61,000,000	\$61,000,000
Total	\$2,500,000	\$20,000,000	\$37,500,000	\$61,000,000	\$61,000,000

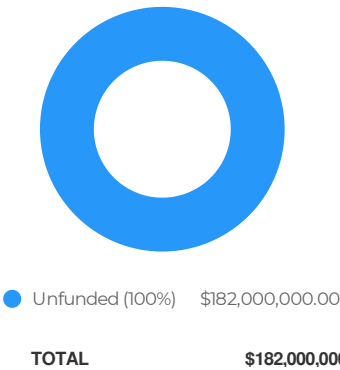
Funding Sources

Total Budget *(all years)*
\$182M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
Unfunded	\$2,500,000	\$20,000,000	\$37,500,000	\$61,000,000	\$61,000,000
Total	\$2,500,000	\$20,000,000	\$37,500,000	\$61,000,000	\$61,000,000

Project Location



U#### - Roe Road Extension Phase 1 Project

The Roe Road Extension Project is a long-term program to provide a two-lane roadway with a two-way-left-turn (TWLT) lane, wide shoulders, and Class I path. The project will span the southern end of the Town from Pentz Road in the east to Skyway in the west, approximately 5 miles. The project is being phased due to project costs. Phase 1 will connect Pentz Road to South Libby Road.

The Roe Road Extension Project is a direct response to the 2018 Camp Fire disaster. The Town lacked efficient evacuation routes and capacity. This required residents to use longer routes up long dead-end roads to reach designated evacuation routes. The Project provides direct connections to the downhill evacuation routes. Roe Road will intersect with the long dead-end streets to provide a connection to downhill evacuation routes. The Project provides additional flexibility for traffic management during emergency events. The Project also supports firefighting efforts by creating a fire break with the road itself, downhill fire suppression efforts, and shoulders and Class I path for emergency vehicle access.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2026
Department	Public Works Department
Type	Capital Improvement



Roe Rd Fact Sheet

Request Details

Project Type	Capital Improvement Project	Funding Status	Unfunded
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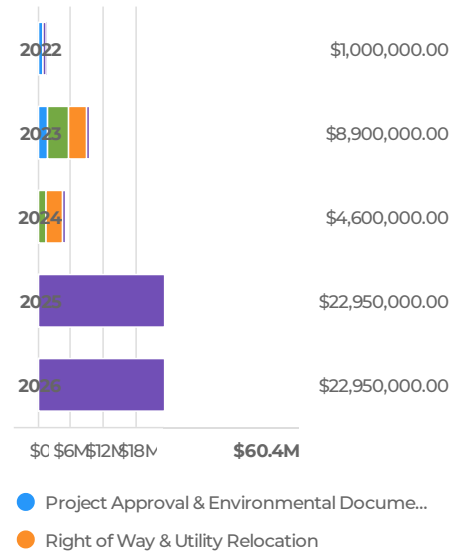


Capital Cost

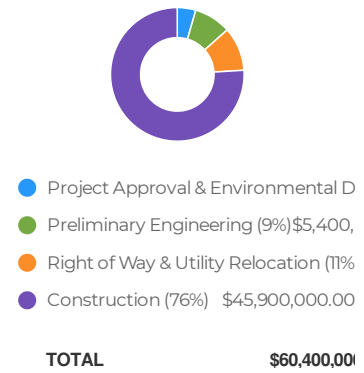
Total Budget (all years)

\$60.4M

Capital Cost by Year



Capital Cost for All Years



Capital Cost Breakdown					
Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Project Approval & Environmental Document	\$1,000,000	\$1,700,000			
Preliminary Engineering		\$4,000,000	\$1,400,000		
Right of Way & Utility Relocation		\$3,200,000	\$3,200,000		
Construction				\$22,950,000	\$22,950,000
Total	\$1,000,000	\$8,900,000	\$4,600,000	\$22,950,000	\$22,950,000



Funding Sources

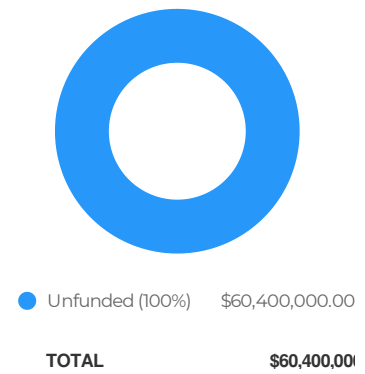
Total Budget *(all years)*

\$60.4M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
Unfunded	\$1,000,000	\$8,900,000	\$4,600,000	\$22,950,000	\$22,950,000
Total	\$1,000,000	\$8,900,000	\$4,600,000	\$22,950,000	\$22,950,000

Project Location



U#### - Upper Skyway Widening

Widening Upper Skyway from Billie Road to Pentz Road, to include a center turn lane and widened shoulders.

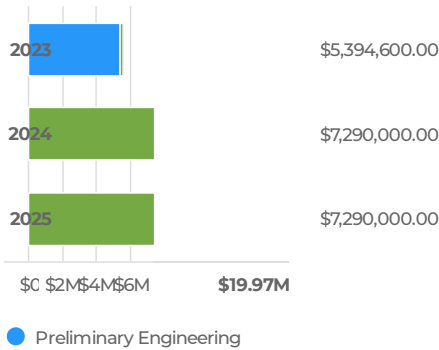
Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

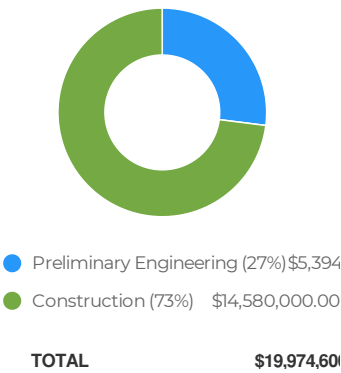
Capital Cost

Total Budget *(all years)*
\$19.975M

Capital Cost by Year



Capital Cost for All Years



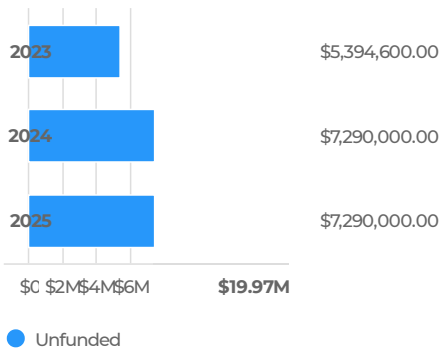
Capital Cost Breakdown			
Capital Cost	FY2023	FY2024	FY2025
Preliminary Engineering	\$5,394,600		
Construction		\$7,290,000	\$7,290,000
Total	\$5,394,600	\$7,290,000	\$7,290,000



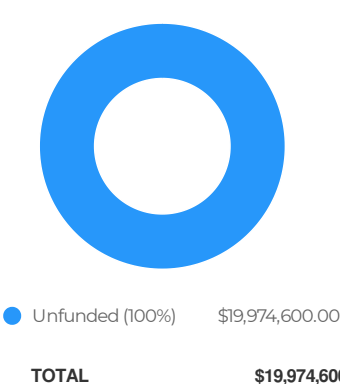
Funding Sources

Total Budget *(all years)*
\$19.975M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025
Unfunded	\$5,394,600	\$7,290,000	\$7,290,000
Total	\$5,394,600	\$7,290,000	\$7,290,000

Project Location



U#### - Upper Clark Widening

Widening Upper Clark from Wagstaff Road to Skyway, to include a center turn lane, widened shoulders and a multi-use pathway.

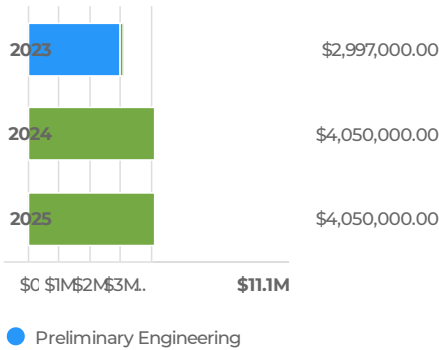
Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

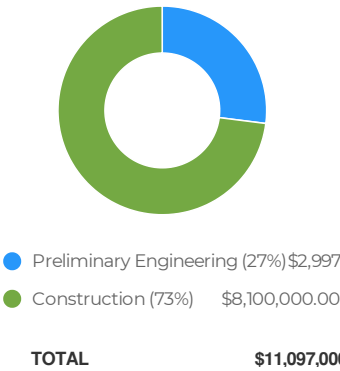
Capital Cost

Total Budget *(all years)*
\$11.097M

Capital Cost by Year



Capital Cost for All Years



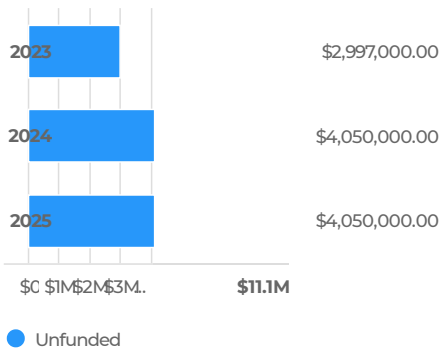
Capital Cost Breakdown			
Capital Cost	FY2023	FY2024	FY2025
Preliminary Engineering	\$2,997,000		
Construction		\$4,050,000	\$4,050,000
Total	\$2,997,000	\$4,050,000	\$4,050,000



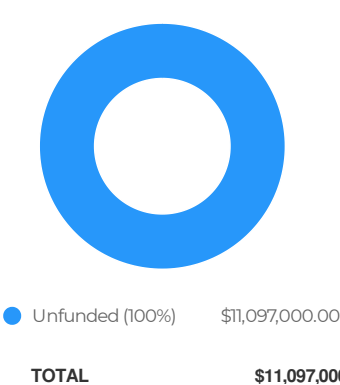
Funding Sources

Total Budget *(all years)*
\$11.097M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025
Unfunded	\$2,997,000	\$4,050,000	\$4,050,000
Total	\$2,997,000	\$4,050,000	\$4,050,000

Project Location



U#### - Pentz Road Widening

Widening Pentz Road from Town Limits to Town Limits, to include a center turn lane, widened shoulders and a multi-use pathway.

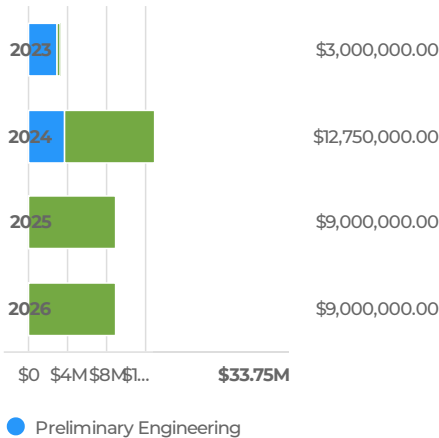
Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

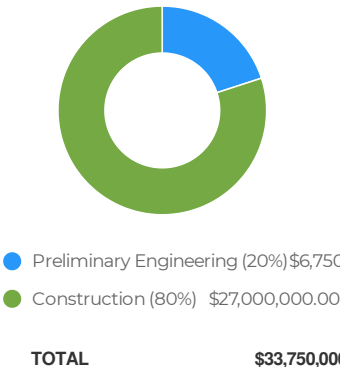
Capital Cost

Total Budget *(all years)*
\$33.75M

Capital Cost by Year



Capital Cost for All Years



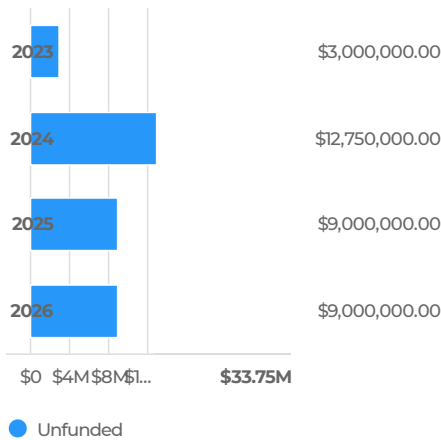
Capital Cost Breakdown				
Capital Cost	FY2023	FY2024	FY2025	FY2026
Preliminary Engineering	\$3,000,000	\$3,750,000		
Construction		\$9,000,000	\$9,000,000	\$9,000,000
Total	\$3,000,000	\$12,750,000	\$9,000,000	\$9,000,000



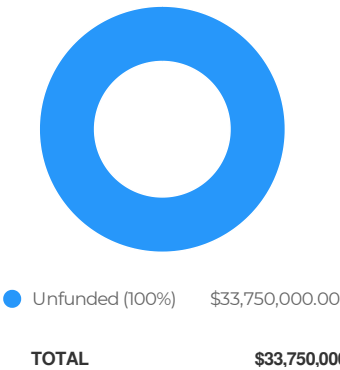
Funding Sources

Total Budget *(all years)*
\$33.75M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
Unfunded	\$3,000,000	\$12,750,000	\$9,000,000	\$9,000,000
Total	\$3,000,000	\$12,750,000	\$9,000,000	\$9,000,000

Project Location



U#### - Neal Road Widening

Widening Neal Road between Skyway and Town Limits to include a center turn lane, widened shoulders and a multi-use pathway.

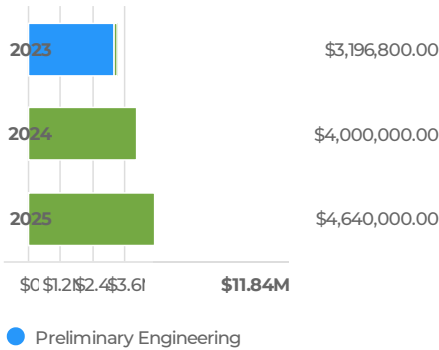
Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

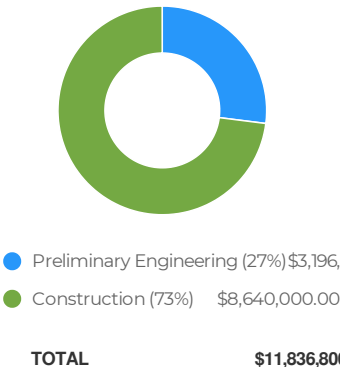
Capital Cost

Total Budget *(all years)*
\$11.837M

Capital Cost by Year



Capital Cost for All Years



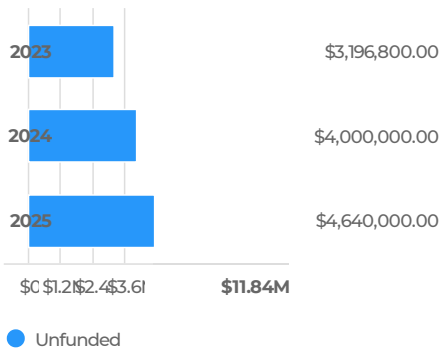
Capital Cost Breakdown			
Capital Cost	FY2023	FY2024	FY2025
Preliminary Engineering	\$3,196,800		
Construction		\$4,000,000	\$4,640,000
Total	\$3,196,800	\$4,000,000	\$4,640,000



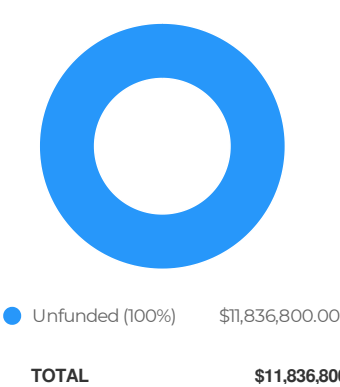
Funding Sources

Total Budget *(all years)*
\$11.837M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025
Unfunded	\$3,196,800	\$4,000,000	\$4,640,000
Total	\$3,196,800	\$4,000,000	\$4,640,000

Project Location



U#### - Elliott Road Extension

The Elliott Road Extension Project would establish a cross-town connection between Sawmill Road and Pentz road. Pentz Road is a primary evacuation route.

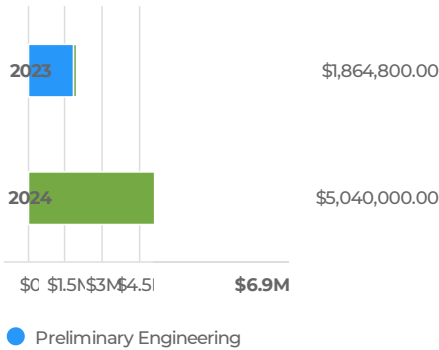
Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/14/2021
Est. Completion Date	06/30/2025
Department	Public Works Department
Type	Capital Improvement

Request Details			
Project Type	Capital Improvement Project	Funding Status	Unfunded

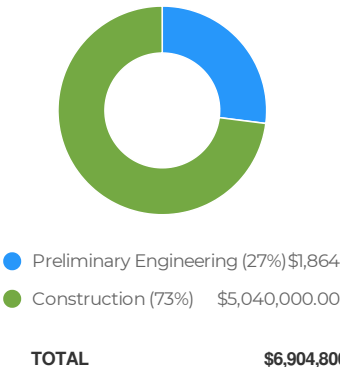
Capital Cost

Total Budget *(all years)*
\$6.905M

Capital Cost by Year



Capital Cost for All Years



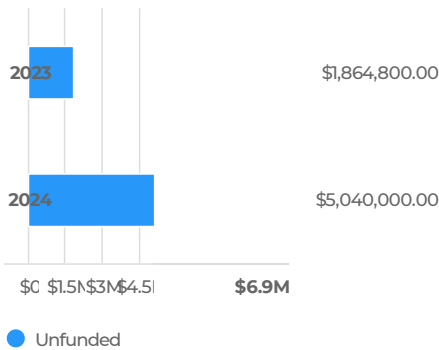
Capital Cost Breakdown		
Capital Cost	FY2023	FY2024
Preliminary Engineering	\$1,864,800	
Construction		\$5,040,000
Total	\$1,864,800	\$5,040,000



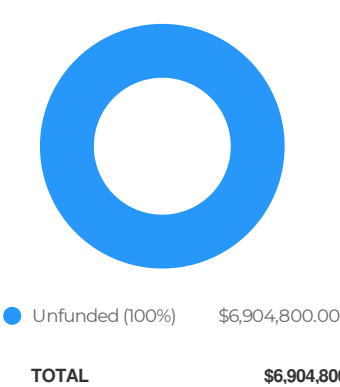
Funding Sources

Total Budget *(all years)*
\$6.905M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2023	FY2024
Unfunded	\$1,864,800	\$5,040,000
Total	\$1,864,800	\$5,040,000

Project Location



U#### - Skyway Connectivity Project

The project is located on the east and west sides of Skyway, between Bille Road and Wagstaff Road. The project consists of 5 segments of sidewalk infill that total 4,255 ft. and 3,165 ft. of bike lanes. The infill will close the gaps in the existing pedestrian infrastructure.

** This project has a pending grant application which may be approved through the State of California Revised Budget which could appropriate additional funding to high-scoring Active Transportation Program Cycle 5 projects. If approved, the ATP portion of the project would be \$4,536,000 and the local share would be \$58,000.

*** If approved, this project could be leveraged with planned road rehabilitation and widening of the corridor to improve evacuation route capacity.

...

The project is located on the east and west sides of Skyway, between Bille Road and Wagstaff Road. The project consists of 5 segments of sidewalk infill that total 4,255 ft. and 3,165 ft. of bike lanes. The infill will close the gaps in the existing pedestrian infrastructure.

** This project has a pending grant application which may be approved through the State of California Revised Budget which could appropriate additional funding to high-scoring Active Transportation Program Cycle 5 projects. If approved, the ATP portion of the project would be \$4,536,000 and the local share would be \$58,000.

*** If approved, this project could be leveraged with planned road rehabilitation and widening of the corridor to improve evacuation route capacity.

Submitted By	Marc Mattox
Request Owner	Marc Mattox
Est. Start Date	07/01/2021
Est. Completion Date	06/30/2024
Department	Public Works Department
Type	Capital Improvement

Request Details

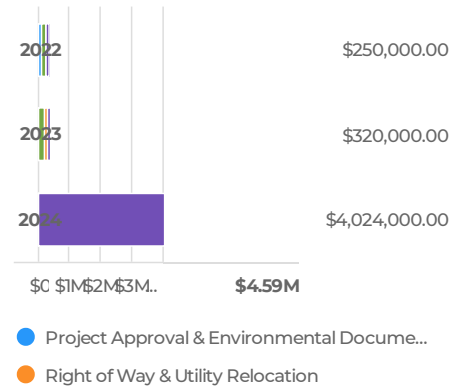
Project Type	Capital Improvement Project	Funding Status	Unfunded
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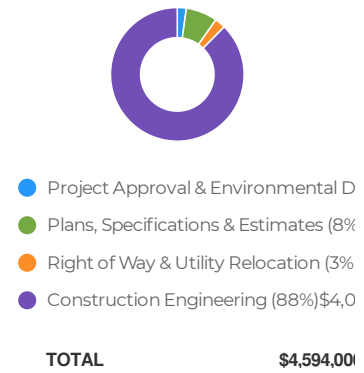
Capital Cost

Total Budget (all years)
\$4.594M

Capital Cost by Year



Capital Cost for All Years



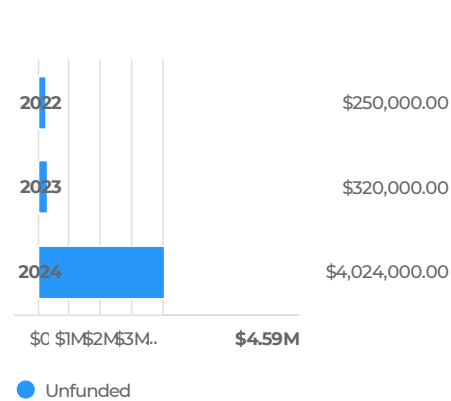
Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024
Project Approval & Environmental Document	\$100,000		
Plans, Specifications & Estimates	\$150,000	\$200,000	
Right of Way & Utility Relocation		\$120,000	
Construction Engineering			\$4,024,000
Total	\$250,000	\$320,000	\$4,024,000

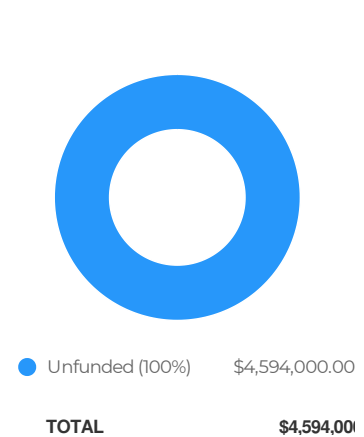
Funding Sources

Total Budget (all years)
\$4.594M

Funding Sources by Year



Funding Sources for All Years



Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024
Unfunded	\$250,000	\$320,000	\$4,024,000
Total	\$250,000	\$320,000	\$4,024,000



Project Location



FY 2021/22

Successor Agency

TOWN OF PARADISE
Fiscal Year 2021/22 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 7650 - TOP as Successor RDA							
Department: 60 - RDA							
Program: 4975 - Successor RDANH Operations							
Expenditures							
	5100 Personnel Services	-	-	-	-	-	-
	5200 Supplies and Services	7,300	3,300	3,300	3,300	3,300	3,300
	5300 Capital Outlay	-	-	-	-	-	-
	5500 Debt Service	314,556	309,334	309,334	303,759	303,759	303,759
Total Expenditures		321,856	312,634	312,634	307,059	307,059	307,059
Revenues							
	Service Fees	-	-	-	-	-	-
	Fines and Forfeitures	-	-	-	-	-	-
	Other	5,125	5,000	500	500	500	500
Total Revenues		5,125	5,000	500	500	500	500
Net Income		(316,731)	(307,634)	(312,134)	(306,559)	(306,559)	(306,559)
Transfers In		443,264	435,594	424,748	297,759	297,759	297,759
Transfers (Out)		(12,900)	-	(16,200)	(16,200)	(16,200)	(16,200)
Ending Fund Balance		(6,257,998)	(6,130,038)	(6,161,584)	(6,186,584)	(6,186,584)	(6,186,584)

TOWN OF PARADISE
Fiscal Year 2020/21 Budget

Account Number	Description	2020 Actual Amount	2021 Amended Budget	2021 Estimated Amount	2022 Department Requested	2022 Manager Recommend	2022 Town Council Adopted
Fund: 7650 - TOP as Successor RDA							
REVENUES							
Department: 60 - RDA							
Program: 4975 - Successor RDANH Operations							
3610.100	Interest Revenue Investments	5,125	5,000	500	500	500	500
3910.924	Transfers In From RDA Obligation Retirement	443,264	435,594	424,748	-	-	-
3910.010	Transfers In From General Fund	-	-	-	297,759	297,759	297,759
REVENUES Total		448,389	440,594	425,248	298,259	298,259	298,259
EXPENSES							
Department: 60 - RDA							
Program: 4975 - Successor RDANH Operations							
5101	Salaries - Permanent	-	-	-	-	-	-
5105	Salaries - Overtime/FLSA	-	-	-	-	-	-
5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	-	-	-
5107	Car Allowance/Mileage	-	-	-	-	-	-
5111	Medicare	-	-	-	-	-	-
5112.101	Retirement Contribution PERS	-	-	-	-	-	-
5113	Worker's Compensation	-	-	-	-	-	-
5114.101	Health Insurance Medical	-	-	-	-	-	-
5114.102	Health Insurance Dental	-	-	-	-	-	-
5114.103	Health Insurance Vision	-	-	-	-	-	-
5116.101	Life and Disability Insurance Life & Disab.	-	-	-	-	-	-
5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	-	-	-	-
5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	-	-	-	-
5213.100	Professional/Contract Services General	7,300	3,300	3,300	3,300	3,300	3,300
5500	Bond Payments - Fiscal Agent	6,000	6,000	6,000	6,000	6,000	6,000
5502	Debt Service Payment - Interest	308,556	303,334	303,334	297,759	297,759	297,759
5910.010	Transfers Out To General Fund	12,900	-	16,200	16,200	16,200	16,200
EXPENSES Total		334,756	312,634	328,834	323,259	323,259	323,259
Fund Total: 7650 - Net Change		113,633	127,960	96,414	(25,000)	(25,000)	(25,000)
ENDING FUND BALANCE		(6,257,998)	(6,130,038)	(6,161,584)	(6,186,584)	(6,186,584)	(6,186,584)



Town of Paradise

Budget Transactions Report
Budget Year of 2021/22

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
EXPENSES				
Fund	7650 - TOP as Successor RDA			
Department	60 - RDA			
Program	4975 - Successor RDANH Operations			
Account	5213.100 - Professional/Contract Services General			
7650.60.4975.5213.100	Wildan Continuing Disclosure Fees	1.0000	3,300.00	3,300.00
Account 5213.100 - Professional/Contract Services General Totals		Transactions	1	\$3,300.00
Account	5500 - Bond Payments - Fiscal Agent			
7650.60.4975.5500	Wells Fargo 2009 Trustee Fees	1.0000	2,000.00	2,000.00
7650.60.4975.5500	Wells Fargo 2016 Trustee Fees	1.0000	4,000.00	4,000.00
Account 5500 - Bond Payments - Fiscal Agent Totals		Transactions	2	\$6,000.00
Account	5502 - Debt Service Payment - Interest			
7650.60.4975.5502	2009 Tax Allocation Bond	1.0000	241,850.00	241,850.00
7650.60.4975.5502	2016 Tax Allocation Bond	1.0000	55,909.00	55,909.00
Account 5502 - Debt Service Payment - Interest Totals		Transactions	2	\$297,759.00
Account	5910.010 - Transfers Out To General Fund			
7650.60.4975.5910.010	Legal Services & Central Service Costs	1.0000	16,200.00	16,200.00
Account 5910.010 - Transfers Out To General Fund Totals		Transactions	1	\$16,200.00

**TOWN OF PARADISE
FISCAL YEAR 2021-2022 APPROPRIATIONS
RESOLUTION NO.**

WHEREAS, the Town council has reviewed the proposed preliminary 2021-2022 budget that was presented during a budget meeting on June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council after this review has determined the following budget appropriations and operating transfers for the fiscal Year 2021-2022.

**PROPOSED FISCAL YEAR ANNUAL APPROPRIATIONS AND TRANSFERS
BY FUNDING SOURCES FOR FISCAL YEAR ENDING JUNE 30, 2022.**

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
GOVERNMENTAL FUNDS				
1010	General Fund without Measure "V"	14,629,183	10,112,106	(350,259)
1010	Measure "V"	958,084		(293,647)
7700	PG&E Settlement Fund			(9,466,656)
GENERAL FUND		15,587,267	10,112,106	(10,110,562)
SPECIAL REVENUE FUNDS				
Administration				
7627	Tech Equipment Replacement Fund	380,902		
Total Special Revenue Administration Funds		380,902	-	-
Business and Housing Services				
2160	BHS - Economic Development	309,429	538,556	(79,708)
2161	BHS - HUD Revolving Loan Fund	240,000		(110,448)
2162	BHS - HOME Loan Fund			(12,000)
2163	BHS - Cal Home Loan Fund	200,000		(22,500)
2300	BHS - CDBG 2019 Covid Response	166,782		(35,218)
2315	BHS - 2015 CDBG	3,090		
2316	BHS - 2016 CDBG	40,000		
2318	BHS - 2018 CDBG	2,695		
2319	BHS - 2019 CDBG	28,730		
2320	BHS - 2020 CDBG	122,276		

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
2321	BHS - 2021 CDBG	124,077		
2420	BHS - 2020 Cal Home DA Grant	6,000,000		(358,390)
2616	BHS - 2016 HOME Grant			
2700	SB-2 Building Homes and Jobs	69,997		
2923	Town of Paradise Housing Revolving Loan Fund		2,500	
Total Special Revenue Business & Housing Funds		7,307,076	541,056	(618,264)
Community Development				
2030	Building Safety & Waste Water Services	4,432,432		(232,183)
2215	Abandoned Vehicle Abatement (AVA)	3,364		(16,500)
Total Special Revenue Community Development Funds		4,435,796	-	(248,683)
Disaster Management and Recovery				
2090	Camp Fire Recovery	17,847,905	1,328,549	(392,096)
Total Disaster Management and Recovery Funds		17,847,905	1,328,549	(392,096)
Public Safety				
2070	Animal Control Fund	377,246	297,147	(58,848)
2140	Traffic Safety Fines & Fees			(2,250)
2204	State SLESF Fund	172,407		
7811	Animal Control Misc Donation Fund			(3,500)
Total Special Revenue Public Safety Funds		549,653	297,147	(64,598)
Public Works				
2120	Gas Tax	1,197,139	282,267	(234,850)
5900	Transit Fund	600		
Total Special Revenue Public Works Funds		1,197,739	282,267	(234,850)
Total Special Revenue Funds		31,719,071	2,449,019	(1,558,491)

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
CAPITAL AND DISASTER RECOVERY PROJECT FUNDS				
2100	Capital Improvement Projects Fund	8,262,208	8,262,208	
2105	Disaster Recovery Projects Fund	11,161,626	11,161,626	
2110	Transportation Fund	37,075		(356,564)
2112	Federal Congestigation Management Air Quality			(1,070,037)
2130	State Water Board			(2,045,177)
2132	HSIP - Highway Safety Improvement Program			(62,580)
2133	Active Transportation Program			(4,845,957)
2135	FEMA Reimbursement Fund			(264,253)
2136	FEMA Grants			(7,166,691)
2137	Economic Development Admin (EDA)			(1,179,627)
2280	North Valley Foundation/Butte Strong			(146,198)
2301	CDBG-DR			(3,460,381)
	Total Capital Project Funds	19,460,909	19,423,834	(20,597,465)

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
FIDUCIARY FUNDS				
OTHER EMPLOYEE BENEFIT TRUST FUND				
7611	GASB 45 Retiree Medical Trust	450		
	Total Other Employee Benefit Trust Funds	450	-	-
PRIVATE-PURPOSE TRUST FUNDS				
7805	VIPS (Volunteers in Police Service)	800		
	Total Private-Purpose Trust Funds	800	-	-
Total Town of Paradise Budget		66,768,497	31,984,959	(32,266,518)
SUCCESSOR AGENCY TO PARADISE REDEVELOPMENT AGENCY FUNDS				
2924	RDA Obligation Retirement Fund			-
7650	Successor Agency to RDA NH	307,059	297,759	(16,200)
Total Successor Agency to Paradise RDA		307,059	297,759	(16,200)

Resolution No.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th Day of July, 2021

By the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

ATTEST:

By:

Dina Volenski, Town Clerk

Steve Crowder, Mayor

APPROVED AS TO FORM:

Town Attorney

**Town of Paradise
Resolution No. 21-__**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT (EXHIBIT A) FOR FISCAL YEAR 2021 - 2022.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Paradise that the appropriations limit for the Town of Paradise fiscal year 2021 – 2022 is that which is set for the in Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

Exhibit A – Resolution No. 21-__
Town of Paradise
Appropriations Limit Calculations
Fiscal Year 2021 – 2022

Percentage Population Change ¹

Butte County Population as of January 1, 2020	208,951
Butte County Population as of January 1, 2021	202,669
Percentage Change	(0.3010)
Population Converted to Ratio $((0.5070) + 100 / 100 =$	0.9493

Inflation Adjustment Factor ²

California Per Capita Income Percent Change Over Prior Year	5.73
Per Capital Cost of Living Converted to Ratio $(5.73 + 100) / 100 =$	1.0573

Growth Factor

0.9691 (Population Change) x 1.0573 (Inflation Adjustment)	1.0255
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¹ Data provided by the California Department of Finance Demographic Research Unit

² Data provided by the California Department of Finance Demographic Research Unit

Calculation of Fiscal Year 2021 – 2022 Appropriations Limit

2020 – 2021 Appropriations Limit (last year)		19,863,975
Growth Factor @		<u>x 1.0366</u>
Appropriations Subject to Limit		20,370,015
2021 – 2022	Total Town of Paradise Appropriations	66,768,497
2021 – 2022	Exclusions:	
	Qualified Capital Outlay	19,460,909
	Disaster Recovery	17,847,905
	Business & Housing Grants	7,307,076
	Community Development	<u>4,435,796</u>
2021 – 2022	Appropriations Subject to Limit	17,716,811

**TOWN OF PARADISE
RESOLUTION NO. 21-__**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, AMENDING GENERAL FUND RESERVES FOR FISCAL YEAR 2021 – 2022.

WHEREAS, the Town of Paradise needs to reserve assigned General Fund monies for the purpose of providing operating cash flow, setting aside contingency funds for unanticipated emergencies, or other unplanned financial demands on the Town's General Fund;

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

Section 1: The Town Council hereby establishes for the 2021 – 2022 Fiscal Year a General Fund Reserve as follows:

Non-spendable (RDA and other loans)	\$ 1,574,833
Assigned for Property Abatements	20,000
Unassigned – Cash Flow	1,015,662
Assigned – Measure V	757,692
Assigned – PG&E Settlement Funds	<u>210,760,188</u>
Total Reserve	\$ 214,128,375

Section 2: Notwithstanding the aforementioned section, it is the intent of the Council to maintain a General Fund Unassigned (cash flow) Reserve of at least 10% of General Fund Appropriations.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

BY: _____
Dina Volenski, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Town Attorney

**TOWN OF PARADISE
RESOLUTION NO.**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND
ADOPTING THE TOWN OF PARADISE CAPITAL IMPROVEMENT AND DISASTER RECOVERY PLAN FOR THE
2021-2022 FISCAL YEAR**

WHEREAS, the Town of Paradise needs to plan for critical long term Capital Improvement and Disaster Recovery Projects; and

WHEREAS, a Town adopted Capital Improvement and Disaster Recovery Plan (Exhibit A) will provide a valuable planning tool for Town staff; and

WHEREAS, the capital improvement and disaster recovery plan recently prepared by staff is a planning document that is dependent upon future funding and staff resources; and

WHEREAS, This proposed Capital Improvement and Disaster Recovery Projects Plan has been reviewed by the Community Development Director and reported to be consistent with the goals and objectives of the Town's adopted 1994 Paradise General Plan; and

WHEREAS, adoption of a Capital Improvement and Disaster Recovery Projects Plan will inform the local utilities and citizens of planned capital improvements and disaster recovery projects; and

WHEREAS, advance planning and early coordination of Capital Improvement and Disaster Recovery Projects projects will allow all affected agencies to better coordinate construction and rehabilitation projects;

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

Section 1. The Capital Improvement and Disaster Recovery Plan attached as Exhibit "A" is hereby approved and adopted for the time period of July 1, 2021 through June 30, 2022.

/

/

Town of Paradise
Resolution No.

/

/

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Town Attorney

**TOWN OF PARADISE
RESOLUTION NO. 21-
A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PARADISE, CALIFORNIA,
APPROVING JOB CLASSIFICATION DESCRIPTIONS**

WHEREAS, it is prudent for the Town of Paradise to periodically review its job classification descriptions of the positions within the Town of Paradise; and

WHEREAS, to improve efficiency of certain Town functions and to appropriately reflect the duties and qualifications of its employee classifications.

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

SECTION 1. Job class descriptions in the attached list are approved. Town staff is directed to revise Town employee Classifications based on the attached list.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

_____/s/_____

Mayor

ATTEST:

By: _____/s/_____
Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

_____/s/_____

Town Attorney

New Job Classification Descriptions

Building Plans Examiner

Community Development Permit Coordinator

Emergency Operations Coordinator

Finance Director / Town Treasurer

Human Resources & Risk Management Director

Information Systems Director

Principal Engineer

Project Manager

Recovery & Economic Development Director

Senior Capital Project Manager

Senior Planner



July 2021
FLSA: Non-Exempt

BUILDING PLANS EXAMINER

DEFINITION

Under general supervision, to perform duties related to reviewing and approving building permit applications and plans for new construction and remodels to determine if they conform to established codes, laws, and special conditions; implements, and participates in technical processes, procedures and programs; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Community Development Director. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a technical classification performing a wide variety of routine and complex community development related work. Incumbents serve to relieve the Community Development Director of performing technical assistance and work independently, performing the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Examine construction documents for proposed structures for completeness and conformity with all codes and ordinances including structural, mechanical, electrical and energy calculations, safety and health features, use of materials, placements in the property, and setbacks.
- Correct detected defects or inadequacies; by requiring that corrections be made to meet the requirements of pertinent Town codes.
- Ensure timely processing of permits; monitor the progress of permit approvals.
- Assist building permit applicants in completing applications; assist other departments and the public with researching and finding requested construction documents; research and answer questions at the front counter and via phone and email.
- Conduct building plan reviews for routine building permits; review building permit fees; verify address on new projects; complete planning and building site review approval process on site plans; review and approve plans and accompanying documents on over-the-counter permits.
- Perform plan checking for zoning code and Town adopted project conditions compliance including plan checks for commercial and multi-family dwellings.
- Determine plan examination, permit and other fees and valuation on plans submitted.
- Explain disapprovals or modification to applicants for permits.
- Confer with architects, engineers, contractors, owners and the general public on proposed projects to resolve problems.
- Coordinate with other departments on project requirements.

- Enters and retrieves data from electronic data processing system; establishes and updates information, generates documents and correspondence, communicates with others; updates computer system files; prepares, review, and maintains forms, files, and other necessary records.
- Make field investigations of structural problems, covering failures, instability, proper installation of unusual designs, materials or equipment, and other unsafe conditions; prepare reports and make recommendations on solutions.
- Develop information handouts/checklists related to plan check requirements for public distribution.
- Build and maintain positive working relationships with co-workers, other City employees, and the public, using principles of good customer service.
- Perform related assignments as necessary.

QUALIFICATIONS

Knowledge of:

- Basic principles and practices of engineering and architecture as applied to building construction and structural design.
- Organization, procedures, and operating details of the Community Development Department including the Planning and Building Divisions
- Applicable codes, regulations, policies, guidelines technical processes and procedures related to a community development department.
- Principles and practices used in planning processes of Town government organization, functions, and policies.
- Town ordinances, codes, and regulations pertaining to assigned area of responsibility including those pertaining to permit approval.
- Customer service techniques, letter writing and basic report preparation practices.
- Safety standards, methods, materials, and techniques used in building construction.
- California Building Code, Plumbing Code, Mechanical Code, City Codes, CalGreen Code, and State regulations, and California State energy regulations.
- Business arithmetic and basic statistical techniques.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Apply technical knowledge and follow proper inspection and examination techniques; read and interpret complex building plans, specifications, regulations, and building codes; advise on standard construction methods and requirements.
- Perform responsible and technical work involving the use of independent judgment and personal initiative.
- Understand, interpret, and effectively explain Town policies, procedures, fees, and planning, zoning, and building ordinances, codes, and regulations to the public, permit applicants, and Town staff.
- Make arithmetical computations rapidly and accurately.
- Assist the public and applicants to understand and comply with Town building and planning requirements and processes; responds to procedural inquiries, answer questions and provide related information.

- Maintain cooperative working relations with builders, contractors, and the general public; provide technical assistance to other building department staff in assigned area of specialization.
- Enforce necessary regulations with firmness and tact with an emphasis on customer service.
- Organize and maintain a variety of files and records including those pertaining to permit approvals.
- Coordinate and monitor the progress of permit approvals through Town departments and outside agencies.
- Respond to a wide variety of requests and inquiries from the public.
- Quickly learn and use new skills and knowledge due to rapidly changing information and/or technology.
- Analyze data and situations and draw logical conclusions.
- Develop creative alternatives to problem solving and conflicts.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Use good judgment to recognize when a problem or issue is beyond the Technician's scope of responsibility or knowledge.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Two years of increasingly responsible technical, or public contact experience preferably in the local government building, engineering, planning services or related field.

Required minimum education shall be equivalent to the completion of high school or GED supplemented by one or two years of college level course work in building technology, construction management, planning, engineering, architecture, or a related field. Applicants with associate degree in related field and/or planning certificate preferred.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Certification by the International Code Conference (ICC) as a Building Plans Examiner and one or more building-related technical codes.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle, to visit various Town and meeting sites and to inspect various residential sites; vision to read printed materials, a computer screen, and to perform inspections; and hearing and speech to communicate in person, before groups and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend,

stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Non-Exempt

COMMUNITY DEVELOPMENT PERMIT COORDINATOR

DEFINITION

Under general direction, to perform complex, advanced level, administrative support in coordinating, implementing, and maintaining services and activities of the Community Development Department related to the intake of plan/project submittals, fee calculations, issuance of permits, over-the-counter plan review, and coordination of plan review with other Town departments; and perform other related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Community Development Director. No direct supervision of staff is exercised.

CLASS CHARACTERISTICS

This position is a working-level classification performing a wide variety of routine and complex community development related work. Incumbents serve to relieve the Community Development Director of performing technical and administrative work and are expected to function with very little direct oversight. Successful performance of the work requires the interpretation and application of policies, procedures and regulations and may involve frequent contact with the public, as well as performing various research and monitoring functions.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Perform a full range of technical duties in support of the Community Development Department's services and activities.
- Assist's the public and applicants to understand and comply with Town building and planning requirements and processes; responds to procedural inquiries, answer questions and provide related information.
- Review and process non-complex land use entitlement (ex. landscape plans, administrative permits, home occupation permits, minor site plan review permits, etc.) and building permit applications via field inspection of proposed project site and coordination with Town departments and outside agencies.
- Ensure timely processing of permits; monitor the progress of permit approvals.
- Accept and review permit applications, plans, and supporting documents for completeness, conformance with legal standards, and compliance with Town requirements; input information into computer system; route plans and information to appropriate Town departments and consultants.
- Conduct building plan reviews for routine building permits; review building permit fees; verify address on new projects; complete planning and building site review approval process on site plans; review and approve plans and accompanying documents on over-the-counter permits.
- Perform plan checking for zoning code and Town adopted project conditions compliance including plan checks for commercial and multi-family dwellings.

- Assist plan checkers with permit review processes and project approvals. Prepare permit fees; calculate and produce fee estimates on assigned projects.
- Compile research data, field observations, etc. and prepare staff reports and summaries related to assigned activities including those for the Department Director, outside agencies, other Town departments, and other agencies as required.
- Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Organization, procedures, and operating details of the Community Development Department including the Planning and Building Divisions
- Applicable codes, regulations, policies, guidelines technical processes and procedures related to a community development department.
- Principles and practices used in planning processes of Town government organization, functions, and policies.
- Town ordinances, codes, and regulations pertaining to assigned area of responsibility including those pertaining to permit approval.
- Customer service techniques, letter writing and basic report preparation practices.
- Modern office procedures, methods, and equipment including computers and standard word processing and spreadsheet applications.
- Business arithmetic and basic statistical techniques.
- Basic principles of record keeping.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Perform responsible and technical work involving the use of independent judgment and personal initiative.
- Provide varied, responsible administrative support work requiring the use of independent judgment, tact and discretion.
- Understand, interpret, and effectively explain Town policies, procedures, fees, and planning, zoning, and building ordinances, codes, and regulations to the public, permit applicants, and Town staff.
- Read and understand common, “drawn to scale” building construction and site improvement plans, and maps, etc.
- Organize and maintain a variety of files and records including those pertaining to permit approvals.
- Coordinate and monitor the progress of permit approvals through Town departments and outside agencies.
- Respond to a wide variety of requests and inquiries from the public.
- Organize, maintain, and update office database and records systems.
- Quickly learn and use new skills and knowledge due to rapidly changing information and/or technology.
- Analyze data and situations and draw logical conclusions.
- Develop creative alternatives to problem solving and conflicts.

- Make accurate arithmetic, financial and statistical computations.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Use good judgment to recognize when a problem or issue is beyond the Technician's scope of responsibility or knowledge.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Two years of increasingly responsible technical, or public contact experience preferably in the local government building, engineering, planning services or related field.

Required minimum education shall be equivalent to the completion of high school or GED supplemented by one or two years of college level course work in building technology, construction management, planning, engineering, architecture, or a related field. Applicants with associate degree in related field and/or planning certificate preferred.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Certification by the International Code Conference (ICC) as a Permit Technician or in one or more building-related technical codes and/or college awarded planning certificate (or equivalent) is desirable.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle, to visit various Town and meeting sites and to inspect various residential sites; vision to read printed materials, a computer screen, and to perform inspections; and hearing and speech to communicate in person, before groups and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Non-Exempt

EMERGENCY OPERATIONS COORDINATOR

DEFINITION

This position serves to support and build capacity in the Town's emergency management department. As assigned, this role responds to the EOC during emergencies and determines the need for additional assistance and resources.

SUPERVISION RECEIVED AND EXERCISED

This role works within several departments, under the management of the Recovery & Economic Development Director. As assigned, this role may represent the Town in local and regional meetings as emergency support personnel. Exercises no direct supervision of internal staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Participates in the Town's ongoing Emergency Planning Team;
- Assists in the development and implementation of the Town's Emergency Operations Plan (EOP); revises regularly;
- Assists in the development of policy to support the Town's EOP, emergency needs, and disaster response;
- Assists in the development of the Emergency Operations Training Plan and EOC assignments for Town staff and elected officials;
- Assists in the development and coordination of drills, tabletop and full-scale exercises for all EOC staff and cooperating agencies;
- Ensures compliance with NIMS and SEMS requirement;
- Assists in efforts to coordinate the Town's emergency response within the region and Northern California, as directed in the EOP;
- Assists with implementing After Action Reports and Corrective Action Plans;
- Participates in Town EOC activations as assigned by the Disaster Recovery Director or Town Manager
- Supports the development of other emergency-related and EOC-required documents to ensure the Town is maintaining appropriate records;
- As assigned, liaises with other emergency management personnel in local and regional cooperating agencies to maintain relations, shared awareness, and plans;
- Other duties as assigned.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- May provide technical direction and training to other staff.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

Modern principles and practices of emergency management including Incident Command System (ICS), California Standardized Emergency Management System (SEMS), National Incident Management System (NIMS) and Homeland Security Exercise and Evaluation Program (HSEEP).

Ability to:

- Manage and conduct projects, analyze complex problems, evaluate alternatives, make sound recommendations, and prepare effective training documents.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations, technical written material, and Town policies and procedures.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, legal descriptions, and other written materials.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Perform effectively and safely under emergency conditions.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Six years, full-time experience in emergency management, two of which must have been in an Emergency Operations Center. Desired Qualifications: College degree in emergency management or related field. Qualified ICS 100, 200, 300 & 400 Instructor. Completion of ICS 100, 200, 300, 400 and FEMA Independent Study 700 and 800.

Licenses and Certifications:

Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file

information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

FINANCE DIRECTOR / TOWN TREASURER

DEFINITION

Under administrative direction, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Town's finance, budgeting, accounting, and treasury; serves as the Town's Finance Director as well as the Town Treasurer; oversees and formulates departmental policies, goals, and directives; coordinates assigned activities with other Town departments, officials, outside agencies, and the public; fosters cooperative working relationships among Town departments and with intergovernmental and regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the Town Manager in areas of expertise; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Town Manager. Exercises direct supervision over management, professional, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a department director classification that oversees, directs, and participates in all Finance Department activities, including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. This class provides assistance to the Town Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, Town functions and activities, including the role of the Town Council, and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering Town goals and objectives within general policy guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Assumes full management responsibility for all Finance Department programs, services, and activities including budget management, accounting and financial reporting, treasury and revenue management, purchasing and accounts payable, payroll, and debt management.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within Town policy, appropriate budget, service, and staffing levels.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees to correct deficiencies; implements discipline and termination procedures; responds to staff questions and concerns.

- Evaluates the need for and develops, plans, and schedules for long-term financial and budgetary programs; organizes available resources for the efficient operation of the department; compiles estimates, contract provisions, and specifications.
- Serves as the Town's principal budget officer; coordinates the development and administration of the Town's budget; assists with budget forecasting; reviews and controls programs and projects to ensure cost effectiveness.
- Oversees the administration of payroll and the accounting related to Town's employee benefits program including employee health and medical programs, workers' compensation, risk management, and retirement programs.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and Town needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Monitors legal, regulatory, technology, and societal changes and court decisions that may affect the work of the department; determines equipment acquisition, training programs, and procedural changes to ensure retention of qualified staff and the provision of services to the community in an effective, efficient, and economical manner.
- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine Town needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.
- Monitors and provides for financial forecasting and planning and analysis on Town and CCFD financial conditions.
- Manages debt management and compliance program including preparing debt and equity swaps, reporting, and conducting bond rating reviews.
- Serves as Town Treasurer including creating and maintaining investment policies, executing investment transactions, and managing investment portfolio; oversees and approves all transactions related to Town investments.
- Represents the department to other Town departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Participates in and makes presentations to the Town Council and a wide variety of committees, boards, and commissions; serves as staff support to the Financial Advisory Committee.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of municipal finance.
- Directs the maintenance of working and official departmental files.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the Town Manager.
- Responds to public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of leadership.

- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of contract management.
- General principles of risk management related to the functions of the assigned area.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, authority, responsibilities, and limitations of an elected Town Council.
- Technical, legal, financial, and public relations problems associated with the management of finance programs.
- Applicable federal, state, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Principles and practices of governmental accounting and auditing and municipal finance administration, including budgeting, cash management, debt management, and investment management.
- Methods and techniques of developing technical and administrative reports and business correspondence.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative and professional leadership for the department.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel, delegate authority and responsibility.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer programs and projects with contractual agreements and ensure compliance with contractual obligations.
- Analyze investment reports and strategies and recommend Town's investment plans.
- Effectively represent the Town and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Direct the establishment of filing, record keeping, and tracking systems.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree from an accredited college or university with major coursework in accounting, finance, business or public administration, or a related field and five (5) years of progressively responsible management and/or administrative experience in finance, accounting, and/or auditing.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer and to operate a motor vehicle and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

HUMAN RESOURCES AND RISK MANAGEMENT DIRECTOR

DEFINITION

Under administrative direction, plans, organizes, oversees, coordinates, and manages the operations of the Human Resources Department, including recruitment and selection, labor and employee relations, employee training and development, performance management, classification and compensation, benefits administration, and risk management; manages the effective use of department resources to improve organizational productivity and customer service; provides complex and responsible support to the Assistant Town Manager in areas of expertise; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Town Manager. Exercises supervision over administrative support staff.

CLASS CHARACTERISTICS

This is a department director classification that oversees, directs and participates in all Human Resources and Risk Management activities, responsible for planning, organizing, and managing the operations and activities of the Human Resources Department. Incumbents are responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities, which include division budget administration, program evaluation, and recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards related to human resources and risk management. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, directs, and oversees the daily functions, operations, and activities of the Human Resources Department, including recruitment and selection, labor and employee relations, employee training and development, performance management, classification and compensation, benefits administration, and risk management.
- Develops, directs and coordinates and implementation of goals, objectives, policies, and priorities for the department; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Oversees the development, administration, and oversight of department budget; determines funding needed for staffing, equipment, materials, and supplies; ensures compliance with budgeted funding.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; assesses and monitors workload, administrative, and support systems, and internal reporting relationships; identifies opportunities and makes recommendations for improvement.

- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with Town specifications and service quality.
- Plans, coordinates, and implements recruitment, examination, and selection processes; oversees the Town's equal employment process for protected groups.
- Plans, manages, and oversees the daily functions, operations, and activities of the City's risk management programs, including insurance, safety management and training, property claims management, and workers' compensation.
- Administers the Town's employee benefits programs; negotiates with and as liaison to various third-party administrators; resolves issues; provides guidance on policy interpretation explains benefits plan provisions and eligibility requirements to staff.
- Participates in negotiations during meet-and-confer sessions with various employee organizations; assists in developing bargaining strategies including preparing various analyses; communicates with and suggests direction to the Town Manager and Town Council during the meet and confer process; prepares and revises contract agreements; administers the provisions of existing employee agreements; represents the Town in matters of concern to unions and associations representing Town employees.
- Coordinates employee training and development programs to ensure a well-trained and effective workforce.
- Tracks all disciplinary actions and ensures adherence to the Town's disciplinary process through education and coaching for supervisors and managers; manages formal disciplinary actions to ensure compliance with mandated rules, regulations, and laws.
- Oversees and participates in developing, receiving, reviewing, and processing information for a variety of departmental, State mandated, and statistical reports and records, including Occupational Safety Health Act (OSHA) logs, annual self-insured worker's compensation reports, auto accident reports and graphs, employee accident reports, property damage reports, claims analysis, claims expense reports for worker's compensation, medical auditing summary, risk management surveys, financial property reports, claims for damages, industrial accident claims, and other related reports; verifies accuracy and completion of reports and records; maintains accurate files.
- Prepares and presents staff and agenda reports and other necessary correspondence related to assigned activities and services.
- Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.
- Serves as a liaison for assigned functions with other Town departments and outside agencies.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in human resources; researches emerging products and enhancements and their applicability to Town needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Directs the establishment and maintenance of working and official division files.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, project management, and budget development and administration.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.

- Applicable federal, state, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Principles, practices, and techniques of public human resources administration, including recruitment and selection, labor and employee relations, employee training and development, performance management, classification and compensation, and benefits administration.
- Principles and practices of labor relations and collective bargaining in the public agency setting, including effective negotiating techniques.
- Principles and practices of effective risk management programs, including basic regulatory and legal requirements.
- Techniques for investigating, analyzing, and resolving employee grievances.
- Health and welfare benefits administration including cost structure of employee benefits.
- Principles and practices to be applied in promoting equal employment opportunity and diversity.
- Practices of researching human resources issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff and technical reports.
- Techniques for effectively representing the Town in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Methods and techniques of preparing technical and administrative reports and general business correspondence.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, oversee, and manage the operations of the Human Resources Department.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively administer a variety of human resources programs, including recruitment and selection, labor and employee relations, employee training and development, performance management, classification and compensation, and benefits administration.
- Independently conduct studies and research projects, evaluate alternatives, make sound recommendations, and prepare effective staff and technical reports; present technical information and data in an effective manner.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the department in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Direct the establishment and maintenance of a variety of filing, record keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural and legal guidelines.

- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree from an accredited college or university with major coursework in human resources, business or public administration, or a related field and five (5) years of increasingly responsible professional human resource management experience, including supervisory training and experience.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 15 pounds with the use of proper equipment.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances.



July 2021
FLSA: Exempt

INFORMATION SYSTEMS DIRECTOR

DEFINITION

Under administrative direction, designs, plans, organizes, manages, coordinates, and direct the Town's information technology systems; oversees the work of staff and consultants performing difficult and complex technical support related to all programs and activities of the Information Systems Division, including the installation, maintenance, and upgrade of the local area network, required hardware and software, infrastructure, personal computers, and communications systems and facilities; administers short and long-range planning activities; manages the effective use of division resources to improve organizational productivity and customer service; provides complex and responsible support to the Town Manager, management and the organization in areas of expertise; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Town Manager. Exercises direct and general supervision over technical staff.

CLASS CHARACTERISTICS

This is a department director classification that manages all information systems and technology activities in the Information Systems Division. The incumbent organizes and oversees day-to-day computer hardware, software, networks, and other information and communications systems operations and maintenance. Responsibilities include performing diverse, specialized, and complex work involving significant accountability and decision-making responsibility. The incumbent organizes and oversees day-to-day activities and is responsible for providing professional-level support to the Town Manager in a variety of areas. Successful performance of the work requires an extensive professional background as well as skill in coordinating departmental work with that of other departments and outside agencies.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Evaluates and recommends overall Town information technology needs; makes recommendations regarding system and procedure development, based on Town's long-range information needs.
- Recommends Town-wide information systems priorities and standard operating procedures.
- Plans, manages, and oversees the daily functions, operations, and activities of the Information Technology Division, including the installation, maintenance, and upgrade of the local area network, required hardware and software, infrastructure, personal computers, and communications systems.
- Participates in the development and implementation of goals, objectives, policies, and priorities for the department; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Participates in the development, administration, and oversight of division budgets.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; assesses and monitors workload, administrative, and support systems, and internal reporting relationships; identifies opportunities for improvement and recommends to Town Manager.

- Identifies, coordinates, and provides information technology training assistance and recommendation to all departments.
- Manages and participates in the administration and maintenance of the Town's information technology infrastructure; evaluates, selects, and recommends Town-wide computer purchases; develops long-term information systems strategies to plan for and control network upgrades and growth; evaluates and recommends new technologies; and encourages innovation among technical staff in the utilization and implementation of ideas and techniques.
- Manage special projects as assigned; participates in deliberations to address Town operational issues as they relate to information technology, and in the development of management recommendations for consideration by Town Manager and Town Council.
- Negotiates and administers contracts with private vendors to provide Town services within procurement policies and municipal code.
- Resolves computer system related problems as they occur; provides direction and technical supervision to internal staff and external consultants whose work involves network systems related tasks and work methods.
- Identifies and proposes network services projects appropriate for contract delivery; negotiates service contracts and computer hardware pricing with vendors; oversees contract preparation and completion of work.
- Provides high-quality internal customer service and performs technical support, installation, maintenance, and repair of computers and other information systems equipment.
- Prepares and presents staff reports and other necessary correspondence related to assigned activities and services; presents reports to various commissions, committees, and boards.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in information technology; research emerging products and enhancements and their applicability to Town needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and project management.
- Information technology systems, database management, policies and procedures, including computer networks, personal computers, telecommunications, copiers, and other electronic office automation systems.
- Hardware and software characteristics of various computer systems and a general understanding of system features and their integration capabilities.
- Systems design and development process, including requirements analysis, feasibility studies, software design, programming, beta testing, installation, evaluation, and operational management.
- Principles and practices of budget development and administration.
- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to municipal information technology operations.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Principles and practices of contract administration and evaluation.

- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned division.
- Record keeping principles and procedures.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Provide administrative, management, and professional leadership for the Information Technology Division programs.
- Recommend and implement goals, objectives, and practices for providing effective and efficient services.
- Organize, manage, implement, and maintain efficient and effective automated systems to ensure the reliability and integrity of the computer infrastructure.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Manage and monitor complex projects, on-time, and within budget.
- Interpret, apply, explain, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques; develop improvements in operations, procedures, policies, or methods.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree with major coursework in computer science, management information technology, or a related field and five (5) years of experience in the development and administration of computer systems, telecommunication systems, and local area networks, including two (2) years of supervisory experience.

Licenses and Certifications:

- Possession of a valid California Class C Driver's License and a good driving record, at the time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 40 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

PRINCIPAL ENGINEER

DEFINITION

Under general direction, manages, plans, schedules, assigns, and reviews the work of professional engineering staff within the Engineering Division of the Public Works Department; serves as the primary engineer for development-related needs including civil, storm water, grading, reviews, facilitates reviews of other engineering applications such as mergers and lot line adjustments, serves as project manager for complex professional engineering activities including environmental program planning and compliance, design, construction, land development engineering, traffic engineering, and other programs; ensures that functions meet all applicable laws, regulations, and Town policies related to the Town's Capital Improvement Program (CIP), land development, and traffic and transportation; provides complex staff assistance to the Public Works Director/Town Engineer in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Public Works Director/Town Engineer. Exercises direct or general supervision over professional staff.

CLASS CHARACTERISTICS

This is the full supervisory-level class in the professional engineering series. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of professional engineering staff as well as providing professional-level support to assigned management staff in a variety of areas of expertise. Performance of the work requires the use of considerable independence, initiative, and discretion within established guidelines. This class is distinguished from the Public Works Director/Town Engineer in that the latter is a professional engineering class overseeing all engineering and public works operations and maintenance programs and projects of the Public Works Department.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, organizes, assigns, supervises, and reviews the work of professional engineering staff in the Public Works Department; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Monitors activities of the work unit; recommends improvements and modifications and prepares various reports on activities and projects; recommends and assists in the implementation of goals and objectives; implements policies and procedures.
- Determines and recommends staffing needs for assigned activities and projects; participates in the annual budget preparation; prepares detailed cost estimates with appropriate justifications, as required; maintains a variety of records and prepares routine reports of work performance.
- Develops consultant requests for proposal for professional and/or construction services and participates in the bid process; evaluates proposals and recommends project award; negotiates and administers contracts after award; ensures contractor compliance with Town standards and specifications, time and

budget estimates; analyzes and resolves complex problems that may arise; recommends and approves field changes as required.

- Conducts Capital Improvement Program (CIP) planning activities; provides oversight and input into conceptual designs of engineering projects; investigates and resolves problems with scope of work or cost issues of major facility upgrade and replacement projects; ensures that projects are completed on time and within budget.
- Analyzes civil engineering plan design, specifications, and consultant and staff comments in accordance with design requirements and municipal and intergovernmental standards and regulations; recommends approval or additional engineering conditions and changes.
- Meets and confers with contractors, engineers, developers, architects, a variety of outside agencies, and the general public in acquiring information and coordinating engineering matters; provides information regarding Town development requirements.
- Responds to and resolves various issues with residents, other department representatives, and outside agencies in a professional manner; identifies and reports findings and takes necessary corrective action.
- Serves as a liaison for an assigned functional area with other Town departments, divisions, and outside agencies; attends meetings, as necessary; participates on a variety of boards, commissions, committees, and task forces; attends and participates in professional groups; stays abreast of new trends and innovations.
- Conducts a variety of organizational studies, investigations, and operational studies; assists in developing policies and procedures such as procedure guidelines, design standards, and standard plans and specifications while ensuring that operation and maintenance, financial, regulatory, and legal requirements are met.
- Develops and reviews staff reports related to engineering activities and services; may present information to the Town Council and various commissions, committees, and boards; performs a variety of public relations and outreach work related to assigned activities.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Basic principles and practices of budget development, administration, and accountability.
- Principles and practices of civil engineering as applied to the planning, design, cost estimating, construction, installation, and inspection of a wide variety of municipal facilities, miscellaneous buildings and structures, and traffic and transportation systems.
- Civil and transportation engineering principles, concepts, standards, and practices associated with public works programs.
- Principles and practices of environmental impact assessment and related regulatory processes.
- Methods, materials, and techniques used in the construction of public works projects.
- Contract management practices in a public agency setting.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Practices of researching engineering and design issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned functional area.
- Safety principles and practices.
- Record keeping principles and procedures.

- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Assist in selecting staff, supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Conduct complex civil engineering research projects, evaluate alternatives, make sound recommendations, and prepare effective technical reports.
- Analyze and interpret engineering plans and specifications in accordance with design requirements and applicable standards and regulations.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, legal descriptions, and other written materials.
- Analyze, interpret, summarize and present administrative and technical information and data in an effective manner.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in civil engineering or a related engineering field and six (6) years of project management experience in civil engineering with emphasis in public works capital improvements.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession and maintenance of a Registered Professional Civil Engineer license in the State of California.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

PROJECTS MANAGER

DEFINITION

Under general supervision or general direction of the Disaster Recovery Director, performs complex project management for a variety of Disaster Recovery and Hazard Mitigation projects in all phases of development, including project scoping, environmental review (CEQA/NEPA), advance planning, advertising, bidding, contract management, program development and design, construction or program implementation, and project closeout. Types of projects assigned will vary between planning efforts and implementation. Administers related professional services and contracts; administers Federal and State grant funds associated with assigned projects; provides excellent communication and customer service to internal and external stakeholders; provides professional staff assistance to the Disaster Recovery Director and other departments, and the public in areas of expertise; performs a variety of studies and prepares and presents staff reports; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision or general direction from the Disaster Recovery Director. Exercises some direct supervision of internal staff. May provide technical and function direction to other program and project support staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Contributes to and manages assigned Disaster Recovery and Hazard Mitigation projects, including defining the scope of the project; securing adequate funding from Federal and State grant programs and other funding sources; coordinating with permitting agencies; performing historical document research and review; preparing plans, specifications, and cost estimates; performing research, map, and field studies and surveys; coordinating program schedules with other projects, departments, and outside agencies; preparing and reviewing cost estimates; inspecting projects to ensure compliance with grant requirements; and performs related planning and design/review work.
- Hires, manages and coordinates professional consultant contracts, including development of requests for qualifications (RFQ), requests for proposal (RFP). Negotiates, recommends for award and oversees execution of professional service contracts.
- Provides project and program administration, public relations, management, and inspection of projects, including coordinating work with other divisions and Town departments, reviewing and inspecting work to ensure conformance with plans and specifications, tracking and maintaining all project accounting, coordinating schedules, providing public notices of projects; and liaising with Town Attorney as needed.
- Administers grant funding appropriated on projects; prepares required local, State and Federal reports for various projects, and other reports, memos and correspondence related to contract compliance.
- Establishes and tracks project objectives, budgets and schedules consistent with departmental plans and policies.
- Prepares and presents reports to Town Council, commissions, and committees.

- Represents the department at various public meetings; prepares and conveys presentations to build consensus and secure public support; maintains effective community participation on assigned projects.
- Investigates field problems affecting property owners, contractors, and maintenance operations; responds to citizen inquiries and complaints; provides information to the public at the front counter in person, via telephone, or other means of communication regarding grading, encroachment permits, right-of-way and property line information, utility information, slope stability and improvement plan check, and payment processes.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Researches, develops and recommends procedural guidelines for implementing changes in policies, procedures, rules and regulations.
- Interprets and explains federal and state rules and regulations as required; provides advice and assistance on compliance with laws, rules and regulations.
- May provide technical direction and training to other staff.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic principles and practices of federal and state grant-funded program scoping and design, budgeting, cost estimation, match funding, project management, contract administration, reporting, and compliance.
- Procurement requirements for federal and state grant-funded projects.
- Project management and contract administration principles and techniques.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Modern office practices and technology, including personal computer hardware and software applications related to the work.
- Modern developments, current literature, and sources of information regarding recovery and hazard mitigation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.

Ability to:

- Manage and conduct research projects, analyze complex problems, evaluate alternatives, make sound recommendations, and prepare effective staff reports.
- Prepare, understand, and interpret plans, specifications, and other contract documents.
- Assist in and develop and administer contracts for professional services in a public agency setting.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations, technical written material, and Town policies and procedures.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, legal descriptions, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.

- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Bachelor's degree in Public Administration, Business Administration or a related field, and three (3) years of experience in the area of project or program management, development, or implementation within a governmental or private sector position.

Licenses and Certifications:

Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

RECOVERY & ECONOMIC DEVELOPMENT DIRECTOR

DEFINITION

Under general direction, plans, directs, and oversees the Town's recovery, economic development, emergency management, and advocacy projects and programs; fosters cooperative working relationships among Town departments and serves as a liaison to the community and federal, state, and local agencies; provides complex staff assistance to the Town Manager in areas of expertise; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Town Manager. Exercises direct and general supervision over staff.

CLASS CHARACTERISTICS

This is a single-position classification responsible for performing complex program management work that has a high degree of sensitivity, is strategic in nature, has Town-wide and community impact, and is of critical importance to Town business operations and the community. The incumbent serves as a subject matter expert or technical advisor with a high degree of knowledge in disaster and emergency management planning, response, recovery, and economic development and represents the Town on local, statewide, and national committees and advisory groups. The position operates in highly visible, politically sensitive, legally complex, and evolving arenas working on significant and strategic issues and problems, as well as management and/or Town Council priorities and directives, requiring political sensitivity and in-depth evaluation and analysis of various (and often competing) circumstances, interests, and information.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, designs, manages, and implements recovery management, economic development, federal and state advocacy, and emergency management programs, projects, and initiatives; develops and implements program goals, objectives, policies, procedures, and priorities; develops strategies for the achievement program goals and supports the Town's sustainability and resiliency.
- Serves as the primary point of contact for the Town with federal, state, and local government agencies and the community on disaster and emergency preparedness, response, recovery, and economic development programs; establishes and maintains contacts and networks for resources and support systems; ensures an inclusive recovery process that engages the whole community and is accessible to all community members.
- In the event of a disaster or emergency, serves as the lead in coordinating local government-led recovery organizations and initiatives; works with local emergency management to assess impacts and communicate local recovery priorities to state and federal governments, as well as other stakeholders.
- Collaborates with recovery partners to ensure response and recovery activities are communicated to stakeholders as appropriate.
- Develops, maintains, coordinates, and drives implementation of the Town's disaster recovery, economic development and emergency operations plans; collaborates with the community to ensure community support; assesses funding and plan feasibility and makes modifications as necessary.
- Integrates early recovery implementation into long-term community recovery and economic

development planning processes.

- Provides leadership and technical guidance as a subject matter expert and advisor for disaster and emergency management planning, response, and recovery using initiative and resourcefulness in deviating from traditional methods or analyzing unique issues or problems without precedent and/or structure; researches trends and patterns to develop new standards, models, methods, criteria, or propose new policies and procedures related to assigned area of responsibility; oversees quality assurance and quality control activities within area(s) of expertise.
- Identifies, plans, develops, and implements new and/or modified programs that promote and enhance the mission, goals, and economic interests of the Town; develops performance measurement and assessment tools; conducts research and analysis to justify the appropriateness of implementing proposed modifications and/or new programs.
- Develops, administers, and monitors program budget(s) and fiscal activities, including developing revenue projections, multi-year cash flow analyses, and cost containment strategies; monitors financial integrity of assigned programs; identifies and applies for federal funding for emergency management and hazard mitigation related needs; ensures Town meets eligibility requirements for reimbursement programs.
- Develops, implements, and manages risk assessment and mitigation plans to protect Town facilities and assets; performs vulnerability studies and analysis of disaster and emergency response capabilities; incorporates critical mitigation, resilience, sustainability, and accessibility-building measures into plans and efforts.
- Plans, directs, and conducts disaster training exercises to test all elements of the Town's disaster recovery and emergency operations plans; conducts, coordinates, and evaluates simulated drills and exercises; makes recommendations for improvements.
- Establishes and maintains an emergency response team assigned to staff the Town's Emergency Operations Center (EOC); facilitates the activation of the EOC in accordance with Standardized Emergency Management System and related regulations; and serves as the EOC Manager in the event of an activation.
- Prepares and presents staff reports, policies, procedures, and general correspondence regarding recovery management, economic development, and emergency management programs and initiatives.
- Individually or as a team lead, manages complex, politically sensitive studies, projects, and initiatives in support of recovery management and emergency management programs; develops project plans consisting of objectives, scope of work, budget, schedules, baseline requirements, and implementation strategies.
- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with Town specifications and service quality.
- Directs the establishment and maintenance of working and official program files.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in recovery management, economic development, and emergency management; researches emerging products and enhancements and their applicability to Town needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Supports the Public Works Department on recovery-related and/or economic development-supporting infrastructure projects.
- Liaises with the Community Development Department on multi-family and affordable housing development needs and program eligibility.
- Serves as a primary liaison and technical advisor with federal and state lobbyists on developing advocacy campaigns and strategies.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, project management, budget development and administration, and contract administration and management.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local agencies, laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Principles, practices, purposes, and techniques of disaster, economic development, federal and state advocacy, and emergency management planning, response, and recovery.
- Geographic and demographic characteristics of the Town of Paradise region.
- Logistics and operations planning methods to coordinate and evaluate service delivery of disaster and emergency response and recovery efforts.
- Practices of researching recovery and emergency management issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff and technical reports.
- Techniques for effectively representing the Town in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Recent and on-going developments, current literature, and sources of information related to recovery management and emergency management programs.
- Methods and techniques of preparing reports and general business correspondence.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, design, manage, and implement recovery management, economic development, and emergency management programs and initiatives.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently conduct recovery and emergency management studies and research projects, evaluate alternatives, make sound recommendations, and prepare effective staff and technical reports; present technical information and data in an effective manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the Town in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Direct the establishment and maintenance of a variety of filing, record keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.

- Use tact, initiative, prudence, and independent judgment within general policy and procedural and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in emergency management, planning, community development, business or public administration, or a field related and five (5) years of experience in planning, developing, implementing, evaluating, and maintaining comprehensive recovery and emergency management plans, or major components of plans.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License.

PHYSICAL DEMANDS

When working in an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When working in the field, must possess mobility to work in changing site conditions; to walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend; and to operate a motor vehicle and visit various Town sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 10 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.



July 2021
FLSA: Exempt

SENIOR CAPITAL PROJECTS MANAGER

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and manages the staff and operations of the Capital Improvement Program, including professional services and construction contract management, civil design, environmental review (CEQA/NEPA), grant administration, and construction administration of the Town's capital infrastructure; develops budgets and manages the effective use of department resources to improve organizational productivity and customer service; provides complex and responsible support to the Principal Engineer and Public Works Director/Town Engineer, other departments, and the public in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Director of Public Works/Town Engineer and Principal Engineer. Exercises general direction and supervision over Engineering Division staff, including Project Managers, Construction Inspectors and other support staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, manages, and oversees the daily functions, operations, and activities of the Capital Improvement Program.
- Participates in the development and implementation of goals, objectives, policies, and priorities for the division; recommends within department policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Participates in the development, administration, and oversight of department operating and capital improvement program (CIP) budgets; determines funding needed for staffing and services; ensures compliance with budgeted funding.
- Participates in the selection of, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; recommends and implements discipline and termination procedures.
- Contributes to and manages all phases of civil engineering public works construction projects, including defining the scope of the project; securing adequate funding from Federal and State grant programs and other funding sources; coordinating with permitting and public utility agencies; performing historical document research and review; surveying and engineering analysis of alternatives; preparing plans, specifications, and cost estimates; performing research, map, and field studies and surveys; drafting/reviewing site plans with specialized computer software; applying engineering principles and practices to specific problems; coordinating construction schedules with other projects and agencies; preparing and reviewing cost estimates; and inspecting construction of projects to ensure compliance with construction documents; and performs related planning and design/review work.
- Hires, manages and coordinates professional consultant contracts, including development of requests for qualifications (RFQ), requests for proposal (RFP). Negotiates, recommends for award and oversees execution of professional service contracts.
- Review construction plans and work products prepared by consulting engineers and private contractors to verify compliance with Town standards or objectives; checks plans for conformance with regulations

- regarding line, grade, size, elevation, and location of structures; reviews engineering calculations of other engineers or engineering technicians;
- Participates in pre-design, construction, and utility coordination meetings and issues construction permits.
 - Provides construction administration, public relations, management, and inspection of public works construction projects, including coordinating work with other divisions and Town departments, reviewing and inspecting work to ensure conformance with plans and specifications, tracking and maintaining all project accounting, coordinating schedules, and providing public notices of projects.
 - Administers grant funding appropriated on projects; prepares required local, State and Federal reports for various construction projects, and other reports, memos and correspondence related to contract compliance.
 - Reviews daily inspection reports; prepares periodic reports on the progress of all contracts; compiles and maintains records on project status and contractor performance; performs inspections in the field on special and more complex inspection assignments; conducts final review of all projects.
 - Establishes and tracks project objectives, budgets and schedules consistent with departmental plans and policies.
 - Prepares and presents reports to Town Council, commissions, and committees.
 - Represents the department at various public meetings; prepares and conveys presentations to build consensus and secure public support; maintains effective community participation on assigned projects.
 - Manages development and tracking of five-year capital plans; e.g. pavement, sidewalk, curb ramp, park, facility, etc.
 - Oversees development of and updates City's various infrastructure programs including Pavement Management Program and sewer and storm drain master plans.
 - Investigates field problems affecting property owners, contractors, and maintenance operations; responds to citizen inquiries and complaints; provides information to the public at the front counter in person, via telephone, or other means of communication regarding grading, encroachment permits, right-of-way and property line information, utility information, slope stability and improvement plan check, and payment processes.
 - Reviews traffic control plans for conformance with California MUTCD standards.
 - Assists staff with review of private development projects including subdivisions, review of legal descriptions, tract and parcel maps, lot line adjustments, and other subdivision documents.
 - Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
 - Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
 - May provide technical direction and training to other engineering and technical staff.
 - Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, project management, budget development and administration, and contract administration and management.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.

- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Civil engineering principles, techniques, policies, and procedures.
- Methods, materials, and techniques used in the construction of public works projects, including stormwater, street, and traffic systems design.
- Basic principles, practices, procedures, and standards related to Town public works, engineering infrastructure development and maintenance, and surveying.
- Basic principles and practices of capital improvement program budgeting, cost estimation, funding, project management, and contract administration.
- General design, layout, and construction practices for public improvements such as streets, storm drains, grading, and landscaping.
- Subdivision engineering, plan review, mapping, and construction practices.
- Bidding requirements for public works projects.
- Project management and contract administration principles and techniques.
- Engineering plan types, review practices, and permit filing and approval procedures.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Modern office practices and technology, including personal computer hardware and software applications related to the work, such as computer-aided drafting (CAD) concepts and applications and Geographic Information Systems (GIS) programs.
- Modern developments, current literature, and sources of information regarding engineering.
- Principles of advanced mathematics and their application to engineering work.
- Practices of researching engineering and design issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.

Ability to:

- Plan, organize, oversee and manage the staff and operations of the Public Works Department.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner. —
- Provide administrative, management, and professional leadership for the department.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Manage and conduct research projects, analyze complex problems, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Prepare, understand, and interpret engineering construction plans, specifications, and other contract documents.
- Assist in and develop and administer contracts for professional services and construction in a public agency setting.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations, technical written material, and Town engineering policies and procedures.
- Read and understand technical drawings and specifications.
- Perform mathematical and engineering computations with precision.
- Recognize discrepancies from as-built to contract specifications and recommend reconciliation.
- Make engineering design computations and check, design, and prepare engineering plans and studies.
- Direct the work of contract consultants.

- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, legal descriptions, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Any combination of education and experience that provides knowledge, skills, and abilities necessary for acceptable job performance would qualify. Example combinations include:

- Bachelor's degree in engineering, architecture, landscape architecture, construction management, or a closely related field; and
- Minimum three years of progressively responsible experience in capital project and construction management, civil engineering, general contracting or facilities/parks; and
- Minimum two (2) years of supervisory experience.

Licenses and Certifications:

Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



July 2021
FLSA: Exempt

SENIOR PLANNER

DEFINITION

Under general supervision or general direction, to assume responsibility for a major portion of the Town's current, long-range, and environmental planning programs, staff representative to the Planning Commission; to perform difficult and complex advanced level planning duties. Including review of development and land use applications, zoning, site plans, and environmental documents; provides project management and administration; completes technical assessments and prepares written project analyses; provides professional advice and assistance to the public on planning, community development, zoning, permits, and environmental review; provides complex professional staff assistance to the Community Development Director, other departments, and the public in areas of expertise; performs a variety of studies and prepares and presents staff reports; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision or general direction from the Community Development Director. Exercises technical and functional direction over and provide training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced level class in the Planner series. Incumbent's plan, develop, and implement policies and procedures for town-wide initiatives, including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. Incumbents aid the Director in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, Town functions and activities, including the role of the Town Council and Architecture and Design Review Board, and the ability to develop, oversee, and implement projects and programs in a variety of areas. This class is distinguished from the Associate Planner in that it is responsible for the most complex, analytical and programmatic functions within the division and policies and initiatives impacting the strategy and direction of the Town.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Prepare, revise and implement the General Plan and other comprehensive plans as directed.
- May supervise and participate in the conduct of complex planning studies and environmental evaluations of private and public projects; prepare environmental planning programs.
- Prepare staff recommendations on revisions to various comprehensive plans and planning-related Town ordinances.
- Assists in the administration and enforcement of zoning and subdivision ordinances and codes.
- Represents Planning Division by staffing various boards, commissions and committees.
- Review's routine to complex commercial, industrial, and residential development proposals, plans, and applications for issuance of zoning clearance and for compliance with appropriate codes, ordinances, standards, laws, rules, regulations, and policies.

- Makes authoritative interpretations of applicable regulations and policies, coordinate planning activities with other Town departments, division offices and with outside agencies.
- Represents the Town in the community and at professional meetings as required; responds to citizen complaints and requests for information.
- Reviews permit applications and building plans for completeness and compliance with current Town codes and regulations; provides interpretations of the California Environmental Quality Act (CEQA), Subdivision Map Act, and local environmental guidelines; identifies corrective actions to be taken by owners; recommends improvement and rehabilitation programs; conducts follow-up and re-check and approves or denies submittals.
- Assists the public at the front counter and on the phone, answering questions and providing information regarding zoning, land use, development standards, approved development proposals, and the Town's entitlement process; performs plan check functions for various projects; receives and reviews applications for building permits for completeness; receives and records zoning and code compliance complaints, establishes appropriate files, performs inspections of document violations, coordinates actions with those of other agencies, and implements appropriate procedures to correct or resolve each complaint and violation.
- Serves as project manager on planning and development projects, which includes application and plan review, coordination with project applicants and other Town departments, preparation and posting of legal notices, background research, environmental review, preparation of staff reports, scheduling meetings and hearings, and monitoring of project implementation to verify substantial conformance with approved plans, conditions, and mitigation measures; suggests revisions to site plans and architecture; inspects project development sites.
- Compiles information for a variety of studies and reports; researches, analyzes, and interprets social, economic, population, and land use data and trends; research and reviews previous entitlements and Town records; develops recommendations and prepares written reports on various planning matters and the Town's General Plan; participates in the implementation and administration of the Town's General Plan and development regulations.
- Prepares and presents staff reports and recommendations for the Town Council, Planning Commission, Design Review Committee, Zoning Administrator, Staff Review Committee, and various other committees and advisory boards as directed; prepares research, reports, maps, and conducts briefings and meetings.
- Confers with and advises architects, builders, attorneys, contractors, engineers, and the general public regarding Town development policies and standards; provides and clarifies information relative to land use, zoning, code interpretation, general plan compliance, signage, and other issues.
- Researches and assists in preparing ordinances for review.
- Participates in coordinating Town planning and development related activities with other Town departments and with outside agencies.
- Refers to and applies numerous documents including the General Plan, Zoning Ordinance, California Environmental Quality Act, Subdivision Map Act, State Planning laws, Municipal Code, Specific Plans, Redevelopment Guidelines, emergency operations manual, historical preservation guidelines, County tax assessor's maps and records, building and architecture plans, etc.
- Attends meetings, conferences, workshops, and training sessions; attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of urban planning and other types of public services as they relate to the area of assignment.
- May provide technical direction and training to other planning and technical staff.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles and practices of technical and legal issues of urban and regional planning, zoning, urban economics, demographics, and environmental planning and program management.
- Geographic, socio-economic, transportation, political, and other elements related to Town planning.
- Comprehensive plans and current planning processes and the development process.
- Site planning and architectural design principles.
- General concepts of architecture, landscaping, grading, drainage, and traffic and transportation engineering as they relate to the process of urban planning.
- Operational characteristics, services, and activities of a comprehensive environmental planning program.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Project management and contract administration principles and techniques.
- Researching and reporting methods, techniques, and procedures.
- Recent developments, current literature, and sources of information related to planning, zoning, and environmental review.
- Practices of researching planning and land use issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Principles of advanced mathematics and their application to planning work.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Interpret planning and zoning programs to the public; identify and respond to issues and concerns of the public, Town Council, and other boards and commissions.
- Read plans and specifications and make effective site visits.
- Assess, monitor, and report environmental impact on and of various Town programs and services.
- Analyze site design, terrain constraints, land use compatibility, utilities, and other urban services.
- Conduct routine research projects, evaluate alternatives, and make sound recommendations.
- Read and understand technical drawings and specifications.
- Perform mathematical and planning computations with precision.
- Direct the work of contract consultants.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.

- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education: Equivalent to a bachelor's degree from an accredited college or university with major course work in planning, public administration or a related field. A master's degree in planning or a related field is highly desirable.

Experience: Five years of increasingly responsible professional planning experience, including two years of supervisory or administrative responsibility.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**TOWN OF PARADISE
RESOLUTION NO. 21-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
ADOPTING THE AMENDED SALARY PAY PLAN
FOR TOWN OF PARADISE EMPLOYEES FOR THE FISCAL YEAR 2021-2022**

WHEREAS, the Town wishes to revise the salary pay plan; and

WHEREAS, the salary pay plan will incorporate all salary paid within the Town into one salary pay plan.

NOW, THEREFORE be it resolved by the Town Council of the Town of Paradise, that the Town of Paradise salary pay plan attached to this resolution is hereby adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES: None

ABSENT: None

NOT VOTING: None

Steve Crowder, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Town Attorney

**SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY
RESOLUTION NO. 21-__**

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY
ADOPTING THE FISCAL YEAR 2021/2022
SUCCESSOR AGENCY TO THE PARADISE REDEVELOPMENT AGENCY BUDGETS**

WHEREAS, the Successor Agency to the Paradise Redevelopment Agency Board of Directors has reviewed the proposed Preliminary 2021/22 Budget recommendations that were presented for the Town of Paradise as Successor Redevelopment Agency Fund and the Redevelopment Obligation Retirement Fund at the Budget Meeting on June 30, 2021;

NOW, THEREFORE, BE IT RESOLVED that the Successor Agency to the Paradise Redevelopment Agency Board of Directors after this review has determined the Budget appropriations for the above listed funds as identified in the FY 2021/22 adopted Budget contingent upon review and approval of the Oversight Board to the Successor Agency to the Paradise Redevelopment Agency.

PASSED AND ADOPTED by the Successor Agency to the Paradise Redevelopment Agency this 13th day of July, 2021, by the following vote:

AYES:

NOES: None

ABSENT: None

NOT VOTING: None

Steve Crowder, Chair

ATTEST:

By:

Dina Volenski, Agency Secretary

APPROVED AS TO FORM:

Agency Counsel

**TOWN OF PARADISE
FISCAL YEAR 2021-2022 APPROPRIATIONS
RESOLUTION NO. 21-**

WHEREAS, the Town council has reviewed the proposed preliminary 2021-2022 budget that was presented during a budget meeting on June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council after this review has determined the following budget appropriations and operating transfers for the fiscal Year 2021-2022.

**PROPOSED FISCAL YEAR ANNUAL APPROPRIATIONS AND TRANSFERS
BY FUNDING SOURCES FOR FISCAL YEAR ENDING JUNE 30, 2022.**

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
GOVERNMENTAL FUNDS				
1010	General Fund without Measure "V"	14,629,183	10,112,106	(350,259)
1010	Measure "V"	958,084		(293,647)
7700	PG&E Settlement Fund			(9,466,656)
GENERAL FUND		15,587,267	10,112,106	(10,110,562)
SPECIAL REVENUE FUNDS				
Administration				
7627	Tech Equipment Replacement Fund	380,902		
Total Special Revenue Administration Funds		380,902	-	-
Business and Housing Services				
2160	BHS - Economic Development	309,429	538,556	(79,708)
2161	BHS - HUD Revolving Loan Fund	240,000		(110,448)
2162	BHS - HOME Loan Fund			(12,000)
2163	BHS - Cal Home Loan Fund	200,000		(22,500)
2300	BHS - CDBG 2019 Covid Response	166,782		(35,218)
2315	BHS - 2015 CDBG	3,090		
2316	BHS - 2016 CDBG	40,000		
2318	BHS - 2018 CDBG	2,695		
2319	BHS - 2019 CDBG	28,730		
2320	BHS - 2020 CDBG	122,276		

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
2321	BHS - 2021 CDBG	124,077		
2420	BHS - 2020 Cal Home DA Grant	6,000,000		(358,390)
2616	BHS - 2016 HOME Grant			
2700	SB-2 Building Homes and Jobs	69,997		
2923	Town of Paradise Housing Revolving Loan Fund		2,500	
Total Special Revenue Business & Housing Funds		7,307,076	541,056	(618,264)
Community Development				
2030	Building Safety & Waste Water Services	4,432,432		(232,183)
2215	Abandoned Vehicle Abatement (AVA)	3,364		(16,500)
Total Special Revenue Community Development Funds		4,435,796	-	(248,683)
Disaster Management and Recovery				
2090	Camp Fire Recovery	17,847,905	1,328,549	(392,096)
Total Disaster Management and Recovery Funds		17,847,905	1,328,549	(392,096)
Public Safety				
2070	Animal Control Fund	377,246	297,147	(58,848)
2140	Traffic Safety Fines & Fees			(2,250)
2204	State SLESF Fund	172,407		
7811	Animal Control Misc Donation Fund			(3,500)
Total Special Revenue Public Safety Funds		549,653	297,147	(64,598)
Public Works				
2120	Gas Tax	1,197,139	282,267	(234,850)
5900	Transit Fund	600		
Total Special Revenue Public Works Funds		1,197,739	282,267	(234,850)
Total Special Revenue Funds		31,719,071	2,449,019	(1,558,491)

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
CAPITAL AND DISASTER RECOVERY PROJECT FUNDS				
2100	Capital Improvement Projects Fund	8,262,208	8,262,208	
2105	Disaster Recovery Projects Fund	11,161,626	11,161,626	
2110	Transportation Fund	37,075		(356,564)
2112	Federal Congestigation Management Air Quality			(1,070,037)
2130	State Water Board			(2,045,177)
2132	HSIP - Highway Safety Improvement Program			(62,580)
2133	Active Transportation Program			(4,845,957)
2135	FEMA Reimbursement Fund			(264,253)
2136	FEMA Grants			(7,166,691)
2137	Economic Development Admin (EDA)			(1,179,627)
2280	North Valley Foundation/Butte Strong			(146,198)
2301	CDBG-DR			(3,460,381)
	Total Capital Project Funds	19,460,909	19,423,834	(20,597,465)

Fund	Description	Fiscal Year Appropriations	Operating Transfer IN	Operating Transfer OUT
FIDUCIARY FUNDS				
OTHER EMPLOYEE BENEFIT TRUST FUND				
7611	GASB 45 Retiree Medical Trust	450		
	Total Other Employee Benefit Trust Funds	450	-	-
PRIVATE-PURPOSE TRUST FUNDS				
7805	VIPS (Volunteers in Police Service)	800		
	Total Private-Purpose Trust Funds	800	-	-
Total Town of Paradise Budget		66,768,497	31,984,959	(32,266,518)
SUCCESSOR AGENCY TO PARADISE REDEVELOPMENT AGENCY FUNDS				
2924	RDA Obligation Retirement Fund			-
7650	Successor Agency to RDA NH	307,059	297,759	(16,200)
Total Successor Agency to Paradise RDA		307,059	297,759	(16,200)

Resolution No.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th Day of July, 2021

By the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

ATTEST:

Steve Crowder, Mayor

By:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

**Town of Paradise
Resolution No. 21-__**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT (EXHIBIT A) FOR FISCAL YEAR 2021 - 2022.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Paradise that the appropriations limit for the Town of Paradise fiscal year 2021 – 2022 is that which is set for the in Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

Exhibit A – Resolution No. 21-__
Town of Paradise
Appropriations Limit Calculations
Fiscal Year 2021 – 2022

Percentage Population Change ¹

Butte County Population as of January 1, 2020	208,951
Butte County Population as of January 1, 2021	202,669
Percentage Change	(0.3010)
Population Converted to Ratio $((0.5070) + 100 / 100 =$	0.9493

Inflation Adjustment Factor ²

California Per Capita Income Percent Change Over Prior Year	5.73
Per Capital Cost of Living Converted to Ratio $(5.73 + 100) / 100 =$	1.0573

Growth Factor

0.9691 (Population Change) x 1.0573 (Inflation Adjustment)	1.0255
--	--------

¹ Data provided by the California Department of Finance Demographic Research Unit

² Data provided by the California Department of Finance Demographic Research Unit

Calculation of Fiscal Year 2021 – 2022 Appropriations Limit

2020 – 2021 Appropriations Limit (last year)		19,863,975
Growth Factor @		<u>x 1.0366</u>
Appropriations Subject to Limit		20,370,015
2021 – 2022	Total Town of Paradise Appropriations	66,768,497
2021 – 2022	Exclusions:	
	Qualified Capital Outlay	19,460,909
	Disaster Recovery	17,847,905
	Business & Housing Grants	7,307,076
	Community Development	<u>4,435,796</u>
2021 – 2022	Appropriations Subject to Limit	17,716,811

**TOWN OF PARADISE
RESOLUTION NO. 21-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
AMENDING GENERAL FUND RESERVES FOR FISCAL YEAR 2021 – 2022.**

WHEREAS, the Town of Paradise needs to reserve assigned General Fund monies for the purpose of providing operating cash flow, setting aside contingency funds for unanticipated emergencies, or other unplanned financial demands on the Town's General Fund;

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

Section 1: The Town Council hereby establishes for the 2021 – 2022 Fiscal Year a General Fund Reserve as follows:

Non-spendable (RDA and other loans)	\$ 1,574,833
Assigned for Property Abatements	20,000
Unassigned – Cash Flow	1,015,662
Assigned – Measure V	757,692
Assigned – PG&E Settlement Funds	<u>210,760,188</u>
Total Reserve	\$ 214,128,375

Section 2: Notwithstanding the aforementioned section, it is the intent of the Council to maintain a General Fund Unassigned (cash flow) Reserve of at least 10% of General Fund Appropriations.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

ATTEST:

Steve Crowder, Mayor
APPROVED AS TO LEGAL FORM:

BY: _____
Dina Volenski, CMC, Town Clerk

BY: _____
Scott E. Huber, Town Attorney

**TOWN OF PARADISE
RESOLUTION NO. 21-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND
ADOPTING THE TOWN OF PARADISE CAPITAL IMPROVEMENT AND DISASTER RECOVERY PLAN FOR THE
2021-2022 FISCAL YEAR**

WHEREAS, the Town of Paradise needs to plan for critical long term Capital Improvement and Disaster Recovery Projects; and

WHEREAS, a Town adopted Capital Improvement and Disaster Recovery Plan (Exhibit A) will provide a valuable planning tool for Town staff; and

WHEREAS, the capital improvement and disaster recovery plan recently prepared by staff is a planning document that is dependent upon future funding and staff resources; and

WHEREAS, This proposed Capital Improvement and Disaster Recovery Projects Plan has been reviewed by the Community Development Director and reported to be consistent with the goals and objectives of the Town's adopted 1994 Paradise General Plan; and

WHEREAS, adoption of a Capital Improvement and Disaster Recovery Projects Plan will inform the local utilities and citizens of planned capital improvements and disaster recovery projects; and

WHEREAS, advance planning and early coordination of Capital Improvement and Disaster Recovery Projects will allow all affected agencies to better coordinate construction and rehabilitation projects;

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

Section 1. The Capital Improvement and Disaster Recovery Plan attached as Exhibit "A" is hereby approved and adopted for the time period of July 1, 2021 through June 30, 2022.

/

/

Town of Paradise
Resolution No.

/

/

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

By: _____
Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

**TOWN OF PARADISE
RESOLUTION NO. 21-
A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PARADISE, CALIFORNIA,
APPROVING JOB CLASSIFICATION DESCRIPTIONS**

WHEREAS, it is prudent for the Town of Paradise to periodically review its job classification descriptions of the positions within the Town of Paradise; and

WHEREAS, to improve efficiency of certain Town functions and to appropriately reflect the duties and qualifications of its employee classifications.

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

SECTION 1. Job class descriptions in the attached list are approved. Town staff is directed to revise Town employee Classifications based on the attached list.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

By: _____
Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

New Job Classification Descriptions

Building Plans Examiner

Community Development Permit Coordinator

Emergency Operations Coordinator

Finance Director / Town Treasurer

Human Resources & Risk Management Director

Information Systems Director

Principal Engineer

Project Manager

Recovery & Economic Development Director

Senior Capital Project Manager

Senior Planner

**TOWN OF PARADISE
RESOLUTION NO. 21-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
ADOPTING THE AMENDED SALARY PAY PLAN
FOR TOWN OF PARADISE EMPLOYEES FOR THE FISCAL YEAR 2021-2022**

WHEREAS, the Town wishes to revise the salary pay plan; and

WHEREAS, the salary pay plan will incorporate all salary paid within the Town into one salary pay plan.

NOW, THEREFORE be it resolved by the Town Council of the Town of Paradise, that the Town of Paradise salary pay plan attached to this resolution is hereby adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	CRIMINAL RECORDS TECHNICIAN							
0.00	0.00	0.00	SHELTER ASSISTANT (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	17.85	18.74	19.68	20.66	21.69	22.77
			BIWEEKLY	36	642.60	674.64	708.48	743.76	780.84	819.72
			MONTHLY	78	1,392.30	1,461.72	1,535.04	1,611.48	1,691.82	1,776.06
			ANNUAL	936	16,707.60	17,540.64	18,420.48	19,337.76	20,301.84	21,312.72
2.00	2.00	2.00	MAINTENANCE WORKER I							
			HOURLY	40	18.29	19.20	20.16	21.17	22.23	23.34
			BIWEEKLY	80	1,463.20	1,536.00	1,612.80	1,693.60	1,778.40	1,867.20
			MONTHLY	173	3,170.27	3,328.00	3,494.40	3,669.47	3,853.20	4,045.60
			ANNUAL	2,080	38,043.20	39,936.00	41,932.80	44,033.60	46,238.40	48,547.20
1.00	1.00	0.75	OFFICE ASSISTANT (BUILDING)							
1.00	1.00	0.75	OFFICE ASSISTANT (CDD)							
1.00	1.00	1.00	OFFICE ASSISTANT (CODE ENFORCEMENT)							
1.00	1.00	1.00	OFFICE ASSISTANT (ONSITE)							
			HOURLY	40	18.76	19.70	20.69	21.72	22.81	23.95
			BIWEEKLY	80	1,500.80	1,576.00	1,655.20	1,737.60	1,824.80	1,916.00
			MONTHLY	173	3,251.73	3,414.67	3,586.27	3,764.80	3,953.73	4,151.33
			ANNUAL	2,080	39,020.80	40,976.00	43,035.20	45,177.60	47,444.80	49,816.00
1.00	0.75	0.75	OFFICE ASSISTANT (ANIMAL CONTROL)							
			HOURLY	30	18.76	19.70	20.69	21.72	22.81	23.95
			BIWEEKLY	60	1,125.60	1,182.00	1,241.40	1,303.20	1,368.60	1,437.00
			MONTHLY	130	2,438.80	2,561.00	2,689.70	2,823.60	2,965.30	3,113.50
			ANNUAL	1,560	29,265.60	30,732.00	32,276.40	33,883.20	35,583.60	37,362.00

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
3.00	3.00	2.75	BUILDING/ONSITE PERMIT TECHNICIAN I							
2.00	2.00	2.00	MAINTENANCE WORKER II							
			HOURLY	40	20.21	21.22	22.28	23.39	24.56	25.79
			BIWEEKLY	80	1,616.80	1,697.60	1,782.40	1,871.20	1,964.80	2,063.20
			MONTHLY	173	3,503.07	3,678.13	3,861.87	4,054.27	4,257.07	4,470.27
			ANNUAL	2,080	42,036.80	44,137.60	46,342.40	48,651.20	51,084.80	53,643.20
1.00	0.60	0.60	ADMINISTRATIVE ASSISTANT (FIRE)							
1.00	0.60	0.45	ADMINISTRATIVE ASSISTANT (PUBLIC WORKS)							
			HOURLY	24	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	48	994.08	1,044.00	1,096.32	1,151.04	1,208.64	1,269.12
			MONTHLY	104	2,153.84	2,262.00	2,375.36	2,493.92	2,618.72	2,749.76
			ANNUAL	1,248	25,846.08	27,144.00	28,504.32	29,927.04	31,424.64	32,997.12
1.00	0.90	0.90	ADMINISTRATIVE ASSISTANT (TOWN MANAGER & HUMAN RESOURCES)							
			HOURLY	36	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	72	1,491.12	1,566.00	1,644.48	1,726.56	1,812.96	1,903.68
			MONTHLY	156	3,230.76	3,393.00	3,563.04	3,740.88	3,928.08	4,124.64
			ANNUAL	1,872	38,769.12	40,716.00	42,756.48	44,890.56	47,136.96	49,495.68
1.00	1.00	1.00	ADMINISTRATIVE ASSISTANT (POLICE)							
			HOURLY	40	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY	80	1,656.80	1,740.00	1,827.20	1,918.40	2,014.40	2,115.20
			MONTHLY	173	3,589.73	3,770.00	3,958.93	4,156.53	4,364.53	4,582.93
			ANNUAL	2,080	43,076.80	45,240.00	47,507.20	49,878.40	52,374.40	54,995.20
2.00	1.80	1.80	ANIMAL CONTROL OFFICER							
			HOURLY	36	21.23	22.29	23.40	24.57	25.80	27.09
			BIWEEKLY	72	1,528.56	1,604.88	1,684.80	1,769.04	1,857.60	1,950.48
			MONTHLY	156	3,311.88	3,477.24	3,650.40	3,832.92	4,024.80	4,226.04
			ANNUAL	1,872	39,742.56	41,726.88	43,804.80	45,995.04	48,297.60	50,712.48

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	1.00	ACCOUNTING TECHNICIAN							
1.00	1.00	1.00	COMMUNITY SERVICES OFFICER							
1.00	1.00	1.00	PROPERTY & EVIDENCE TECHNICIAN							
			HOURLY	40	21.76	22.85	23.99	25.19	26.45	27.77
			BIWEEKLY	80	1,740.80	1,828.00	1,919.20	2,015.20	2,116.00	2,221.60
			MONTHLY	173	3,771.66	3,960.59	4,158.19	4,366.18	4,584.58	4,813.37
			ANNUAL	2,080	45,260.80	47,528.00	49,899.20	52,395.20	55,016.00	57,761.60
0.00	0.00	0.00	PUBLIC SAFETY DISPATCHER (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	22.31	23.43	24.60	25.83	27.12	28.48
1.00	1.00	1.00	BUILDING/ONSITE PERMIT TECHNICIAN II							
0.00	0.00	0.00	PUBLIC SAFETY DISPATCHER							
			HOURLY	40	22.31	23.43	24.60	25.83	27.12	28.48
			BIWEEKLY	80	1,784.80	1,874.40	1,968.00	2,066.40	2,169.60	2,278.40
			MONTHLY	173	3,867.07	4,061.20	4,264.00	4,477.20	4,700.80	4,936.53
			ANNUAL	2,080	46,404.80	48,734.40	51,168.00	53,726.40	56,409.60	59,238.40
2.00	2.00	1.75	SENIOR MAINTENANCE WORKER							
			HOURLY	40	23.43	24.60	25.83	27.12	28.48	29.90
			BIWEEKLY	80	1,874.40	1,968.00	2,066.40	2,169.60	2,278.40	2,392.00
			MONTHLY	173	4,061.20	4,264.00	4,477.20	4,700.80	4,936.53	5,182.67
			ANNUAL	2,080	48,734.40	51,168.00	53,726.40	56,409.60	59,238.40	62,192.00
0.00	0.00	0.00	CODE ENFORCEMENT OFFICER II (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	24.61	25.84	27.13	28.49	29.91	31.41

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.90	0.90	CODE ENFORCEMENT OFFICER II							
1.00	1.00	0.75	FIRE PREVENTION INSPECTOR I							
1.00	1.00	1.00	FLEET MECHANIC II							
			HOURLY	40	24.61	25.84	27.13	28.49	29.91	31.41
			BIWEEKLY	80	1,968.80	2,067.20	2,170.40	2,279.20	2,392.80	2,512.80
			MONTHLY	173	4,265.73	4,478.93	4,702.53	4,938.27	5,184.40	5,444.40
			ANNUAL	2,080	51,188.80	53,747.20	56,430.40	59,259.20	62,212.80	65,332.80
1.00	1.00	1.00	ANIMAL CONTROL SUPERVISOR							
1.00	1.00	0.75	CDD PERMIT COORDINATOR							
1.00	1.00	1.00	CONSTRUCTION INSPECTOR II							
1.00	1.00	1.00	DEPUTY TOWN CLERK							
2.00	2.00	2.00	HOUSING PROGRAM TECHNICIAN							
			HOURLY	40	25.87	27.16	28.52	29.95	31.45	33.02
			BIWEEKLY	80	2,069.60	2,172.80	2,281.60	2,396.00	2,516.00	2,641.60
			MONTHLY	173	4,484.13	4,707.73	4,943.47	5,191.33	5,451.33	5,723.47
			ANNUAL	2,080	53,809.60	56,492.80	59,321.60	62,296.00	65,416.00	68,681.60
1.00	0.50	0.50	POLICE OFFICER TRAINEE							
			HOURLY		26.52	27.85	29.24	30.70	32.24	33.85
2.00	0.90	0.90	BUILDING/ONSITE INSPECTOR I (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	27.18	28.54	29.97	31.47	33.04	34.69
1.00	0.63	0.63	BUILDING/ONSITE INSPECTOR I (PART-TIME)							
			HOURLY	25	27.18	28.54	29.97	31.47	33.04	34.69
			BIWEEKLY	50	1,359.00	1,427.00	1,498.50	1,573.50	1,652.00	1,734.50
			MONTHLY	108	2,944.50	3,091.83	3,246.75	3,409.25	3,579.33	3,758.08
			ANNUAL	1,300	35,334.00	37,102.00	38,961.00	40,911.00	42,952.00	45,097.00

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
3.00	3.00	2.50	BUILDING/ONSITE INSPECTOR I							
1.00	1.00	1.00	FIRE PREVENTION INSPECTOR II							
			HOURLY	40	27.18	28.54	29.97	31.47	33.04	34.69
			BIWEEKLY	80	2,174.40	2,283.20	2,397.60	2,517.60	2,643.20	2,775.20
			MONTHLY	173	4,711.20	4,946.93	5,194.80	5,454.80	5,726.93	6,012.93
			ANNUAL	2,080	56,534.40	59,363.20	62,337.60	65,457.60	68,723.20	72,155.20
1.00	1.00	1.00	ASSISTANT PLANNER							
0.00	0.00	0.00	MANAGEMENT ANALYST							
			HOURLY	40	27.87	29.26	30.72	32.26	33.87	35.56
			BIWEEKLY	80	2,229.60	2,340.80	2,457.60	2,580.80	2,709.60	2,844.80
			MONTHLY	173	4,830.80	5,071.73	5,324.80	5,591.73	5,870.80	6,163.73
			ANNUAL	2,080	57,969.60	60,860.80	63,897.60	67,100.80	70,449.60	73,964.80
1.00	1.00	1.00	SUPPORT SERVICES SUPERVISOR							
			HOURLY	40	28.56	29.99	31.49	33.06	34.71	36.45
			BIWEEKLY	80	2,284.80	2,399.20	2,519.20	2,644.80	2,776.80	2,916.00
			MONTHLY	173	4,950.40	5,198.27	5,458.27	5,730.40	6,016.40	6,318.00
			ANNUAL	2,080	59,404.80	62,379.20	65,499.20	68,764.80	72,196.80	75,816.00
1.00	1.00	1.00	ACCOUNTANT							
			HOURLY	40	29.27	30.73	32.27	33.88	35.57	37.35
			BIWEEKLY	80	2,341.60	2,458.40	2,581.60	2,710.40	2,845.60	2,988.00
			MONTHLY	173	5,073.47	5,326.53	5,593.47	5,872.53	6,165.47	6,474.00
			ANNUAL	2,080	60,881.60	63,918.40	67,121.60	70,470.40	73,985.60	77,688.00
2.00	0.90	0.90	BUILDING/ONSITE INSPECTOR II (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	30.01	31.51	33.09	34.74	36.48	38.30

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.90	0.90	FLEET SERVICES SUPERVISOR							
			HOURLY	36	30.01	31.51	33.09	34.74	36.48	38.30
			BIWEEKLY	72	2,400.80	2,520.80	2,647.20	2,779.20	2,918.40	3,064.00
			MONTHLY	156	5,201.73	5,461.73	5,735.60	6,021.60	6,323.20	6,638.67
			ANNUAL	1,872	62,420.80	65,540.80	68,827.20	72,259.20	75,878.40	79,664.00
1.00	1.00	0.75	BUILDING PLANS EXAMINER							
1.00	1.00	1.00	SENIOR SUPERVISING CODE ENFORCEMENT OFFICER							
			HOURLY	40	30.01	31.51	33.09	34.74	36.48	38.30
			BIWEEKLY	80	2,400.80	2,520.80	2,647.20	2,779.20	2,918.40	3,064.00
			MONTHLY	173	5,201.73	5,461.73	5,735.60	6,021.60	6,323.20	6,638.67
			ANNUAL	2,080	62,420.80	65,540.80	68,827.20	72,259.20	75,878.40	79,664.00
11.00	11.00	11.00	POLICE OFFICER							
			HOURLY	40	30.75	32.29	33.90	35.60	37.38	39.25
			BIWEEKLY	80	2,460.00	2,583.20	2,712.00	2,848.00	2,990.40	3,140.00
			MONTHLY	173	5,330.00	5,596.93	5,876.00	6,170.67	6,479.20	6,803.33
			ANNUAL	2,080	63,960.00	67,163.20	70,512.00	74,048.00	77,750.40	81,640.00
0.00	0.00	0.00	ASSOCIATE PLANNER							
1.00	1.00	1.00	GRANT ADMINISTRATOR							
1.00	1.00	1.00	SENIOR ACCOUNTANT							
0.00	0.00	0.00	SENIOR MANAGEMENT ANALYST							
			HOURLY	40	32.30	33.92	35.62	37.40	39.27	41.23
			BIWEEKLY	80	2,584.00	2,713.60	2,849.60	2,992.00	3,141.60	3,298.40
			MONTHLY	173	5,598.67	5,879.47	6,174.13	6,482.67	6,806.80	7,146.53
			ANNUAL	2,080	67,184.00	70,553.60	74,089.60	77,792.00	81,681.60	85,758.40
0.00	0.00	0.00	ASSISTANT ENGINEER							
			HOURLY	40	33.95	35.65	37.43	39.30	41.27	43.33
			BIWEEKLY	80	2,716.00	2,852.00	2,994.40	3,144.00	3,301.60	3,466.40
			MONTHLY	173	5,884.67	6,179.33	6,487.87	6,812.00	7,153.47	7,510.53
			ANNUAL	2,080	70,616.00	74,152.00	77,854.40	81,744.00	85,841.60	90,126.40

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.45	0.41	EMERGENCY OPERATIONS COORDINATOR (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	34.79	36.53	38.36	40.28	42.29	44.40
1.00	1.00	1.00	ONSITE SANITARY OFFICIAL							
			HOURLY	40	34.79	36.53	38.36	40.28	42.29	44.40
			BIWEEKLY	80	2,783.20	2,922.40	3,068.80	3,222.40	3,383.20	3,552.00
			MONTHLY	173	6,030.27	6,331.87	6,649.07	6,981.87	7,330.27	7,696.00
			ANNUAL	2,080	72,363.20	75,982.40	79,788.80	83,782.40	87,963.20	92,352.00
1.00	1.00	0.52	SENIOR PLANNER							
			HOURLY	40	36.56	38.39	40.31	42.33	44.45	46.67
			BIWEEKLY	80	2,924.80	3,071.20	3,224.80	3,386.40	3,556.00	3,733.60
			MONTHLY	173	6,337.07	6,654.27	6,987.07	7,337.20	7,704.67	8,089.47
			ANNUAL	2,080	76,044.80	79,851.20	83,844.80	88,046.40	92,456.00	97,073.60
5.00	5.00	5.00	POLICE SERGEANT							
			HOURLY	40	37.47	39.34	41.31	43.38	45.55	47.83
			BIWEEKLY	80	2,997.60	3,147.20	3,304.80	3,470.40	3,644.00	3,826.40
			MONTHLY	173	6,494.80	6,818.93	7,160.40	7,519.20	7,895.33	8,290.53
			ANNUAL	2,080	77,937.60	81,827.20	85,924.80	90,230.40	94,744.00	99,486.40
1.00	1.00	1.00	HOUSING PROGRAM MANAGER							
1.00	1.00	1.00	PUBLIC WORKS MANAGER							
1.00	1.00	1.00	TOWN CLERK							
			HOURLY	40	38.41	40.33	42.35	44.47	46.69	49.02
			BIWEEKLY	80	3,072.80	3,226.40	3,388.00	3,557.60	3,735.20	3,921.60
			MONTHLY	173	6,657.73	6,990.53	7,340.67	7,708.13	8,092.93	8,496.80
			ANNUAL	2,080	79,892.80	83,886.40	88,088.00	92,497.60	97,115.20	101,961.60
0.00	0.00	0.00	ASSOCIATE ENGINEER							
0.00	0.00	0.00	CAPITAL PROJECTS MANAGER							
1.00	1.00	0.83	PROJECT MANAGER (RECOVERY)							
			HOURLY	40	39.36	41.33	43.40	45.57	47.85	50.24
			BIWEEKLY	80	3,148.80	3,306.40	3,472.00	3,645.60	3,828.00	4,019.20
			MONTHLY	173	6,822.40	7,163.87	7,522.67	7,898.80	8,294.00	8,708.27
			ANNUAL	2,080	81,868.80	85,966.40	90,272.00	94,785.60	99,528.00	104,499.20

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	ASSISTANT TO THE TOWN MANAGER							
0.00	0.00	0.00	HUMAN RESOURCES MANAGER							
0.00	0.00	0.00	INFORMATION TECHNOLOGY MANAGER							
			HOURLY	40	41.36	43.43	45.60	47.88	50.27	52.78
			BIWEEKLY	80	3,308.80	3,474.40	3,648.00	3,830.40	4,021.60	4,222.40
			MONTHLY	173	7,169.07	7,527.87	7,904.00	8,299.20	8,713.47	9,148.53
			ANNUAL	2,080	86,028.80	90,334.40	94,848.00	99,590.40	104,561.60	109,782.40
0.00	0.00	0.00	SURVEYOR (LESS THAN HALF-TIME, PART-TIME/HOURLY)							
			HOURLY	18	42.39	44.51	46.74	49.08	51.53	54.11
0.00	0.00	0.00	BUILDING OFFICIAL							
0.00	0.00	0.00	COMMUNITY DEVELOPMENT MANAGER							
0.00	0.00	0.00	FIRE MARSHALL							
1.00	1.00	1.00	SENIOR CAPITAL PROJECTS MANAGER							
			HOURLY	40	42.39	44.51	46.74	49.08	51.53	54.11
			BIWEEKLY	80	3,391.20	3,560.80	3,739.20	3,926.40	4,122.40	4,328.80
			MONTHLY	173	7,347.60	7,715.07	8,101.60	8,507.20	8,931.87	9,379.07
			ANNUAL	2,080	88,171.20	92,580.80	97,219.20	102,086.40	107,182.40	112,548.80
2.00	2.00	1.67	POLICE LIEUTENANT							
1.00	1.00	0.75	PRINCIPAL ENGINEER							
			HOURLY	40	45.65	47.93	50.33	52.85	55.49	58.26
			BIWEEKLY	80	3,652.00	3,834.40	4,026.40	4,228.00	4,439.20	4,660.80
			MONTHLY	173	7,912.67	8,307.87	8,723.87	9,160.67	9,618.27	10,098.40
			ANNUAL	2,080	94,952.00	99,694.40	104,686.40	109,928.00	115,419.20	121,180.80

TOWN OF PARADISE SALARY PAY PLAN FY 2021/22 AS OF JULY 5, 2021											
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step	
0.00	0.00	0.00	DISASTER RECOVERY DIRECTOR								
1.00	1.00	1.00	HUMAN RESOURCES & RISK MANAGEMENT DIRECTOR								
1.00	1.00	0.00	INFORMATION SYSTEMS DIRECTOR								
			HOURLY	40	51.64	54.22	56.93	59.78	62.77	65.91	
			BIWEEKLY	80	4,131.20	4,337.60	4,554.40	4,782.40	5,021.60	5,272.80	
			MONTHLY	173	8,950.76	9,397.95	9,867.68	10,361.67	10,879.92	11,424.18	
			ANNUAL	2,080	107,411.20	112,777.60	118,414.40	124,342.40	130,561.60	137,092.80	
0.00	0.00	0.00	ADMINISTRATIVE SERVICES DIRECTOR/TOWN TREASURER								
1.00	1.00	1.00	COMMUNITY DEVELOPMENT DIRECTOR - BUILDING & CODE ENFORCEMENT								
1.00	1.00	1.00	COMMUNITY DEVELOPMENT DIRECTOR - PLANNING & WASTEWATER								
1.00	1.00	1.00	FINANCE DIRECTOR/TOWN TREASURER								
1.00	1.00	1.00	RECOVERY & ECONOMIC DEVELOPMENT DIRECTOR								
			HOURLY	40	57.00	59.85	62.84	65.98	69.28	72.74	
			BIWEEKLY	80	4,560.00	4,788.00	5,027.20	5,278.40	5,542.40	5,819.20	
			MONTHLY	173	9,880.00	10,374.00	10,892.27	11,436.53	12,008.53	12,608.27	
			ANNUAL	2,080	118,560.00	124,488.00	130,707.20	137,238.40	144,102.40	151,299.20	
0.00	0.00	0.00	ASSISTANT TOWN MANAGER								
1.00	1.00	1.00	POLICE CHIEF								
1.00	1.00	1.00	PUBLIC WORKS DIRECTOR/TOWN ENGINEER								
			HOURLY	40	58.44	61.36	64.43	67.65	71.03	74.58	
			BIWEEKLY	80	4,675.20	4,908.80	5,154.40	5,412.00	5,682.40	5,966.40	
			MONTHLY	173	10,129.41	10,635.53	11,167.65	11,725.77	12,311.63	12,926.95	
			ANNUAL	2,080	121,555.20	127,628.80	134,014.40	140,712.00	147,742.40	155,126.40	
1.00	1.00	1.00	TOWN MANAGER								
			HOURLY	40	69.46	72.93	76.58	80.41	84.43	88.65	
			BIWEEKLY	80	5,556.80	5,834.40	6,126.40	6,432.80	6,754.40	7,092.00	
			MONTHLY	173	12,039.50	12,640.96	13,273.61	13,937.47	14,634.25	15,365.70	
			ANNUAL	2,080	144,476.80	151,694.40	159,286.40	167,252.80	175,614.40	184,392.00	
87.00	81.83	77.15	FTE's								



Town of Paradise
Council Agenda Summary

Agenda Item: 6(b)

Date: July 13, 2021

ORIGINATED BY: Colette Curtis, Disaster Recovery Director
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Award Contract for Emergency Operations Plan Update
LONG TERM RECOVERY PLAN: No
COUNCIL ACTION REQUESTED:

1. Consider awarding contract for Emergency Operations Plan Update to Constant Associates; and,
2. Authorize the Town Attorney to draft the contract agreement; and,
3. Authorize the Town Manager to execute the contract agreement. (ROLL CALL VOTE)

Background:

The Town of Paradise periodically rewrites and/or updates its Emergency Operations Plan (EOP), Annexes and Appendices to incorporate current best practices and the latest state and federal requirements. The last update was adopted by Council in February of 2012.

Based on the number of revisions expected to incorporate many of the objectives in the Corrective Action Plan from the Camp Fire After Action Report, the Town of Paradise is in need of a complete rewrite of its EOP, Annexes and Appendices. The Town has asked to include, among other updates, Access and Functional Needs, Cyber Security, Electrical System De-energization, Sheltering considerations during a pandemic, Field Operations Guide, Volunteers in the EOC, and a Disaster Recovery plan.

Analysis:

The town of Paradise released an RFP for the EOP on April 13, 2021, and scoped out the project to rewrite the Town of Paradise EOP, Annexes and Appendices in compliance with the following:

1. Objectives included in the Camp Fire Corrective Action Plan, published in accordance with the Camp Fire After Action Report
2. FEMA Comprehensive Preparedness Guide 101 Version 2;
3. Robert T. Stafford Act;
4. Homeland Security Presidential Directives 5 & 8;
5. Title 4 CFR;
6. California Emergency Services Act;

7. California Code of Regulations Title 19;
8. California Master Mutual Aid Agreement;
9. California Disaster Assistance Act;
10. California Assembly Bill 477, Integrating Access and Functional Needs Within the Emergency Planning Process; and
11. Any and all local government ordinances and codes that apply to the overall Emergency Management of Town of Paradise.

Also, the rewrite will include the latest emergency management terminology and best practices and ensure that all portions of the plan address the needs of all persons within the jurisdictions of this plan, including persons with access and functional needs.

Bids were due on May 21, 2021, and six firms replied:

1. Aanko
2. AARC
3. Constant Associates
4. ISF
5. R.E. Patterson
6. Tetra Tech

The Town assembled a team of Town staff to review the bids and make a recommendation:

1. Chief Garrett Sjolund, CalFire
2. Chief Eric Reinbold, Paradise Police Department
3. Jim Broshears, Retired Fire Chief & Town Emergency Operations Advisor
4. Lt. Anthony Borgman, Paradise Police Department
5. Katie Simmons, Disaster Recovery Director
6. Colette Curtis, Assistant to the Town Manager
7. Kevin Phillips, Town Manager (Reviewer only, non-voting member)

The advisory recommendation committee met to review the bids following the RFP closing date. The committee discussed the differing merits of the six proposals: the breadth of experience writing Emergency Operations Plans, the types of Plans the consultants created, the hazards the consultants were particularly attuned to, and their approach and availability for the project.

The committee agreed to interview three of the firms as finalists:

1. AARC
2. Constant Associates
3. Tetra Tech

Virtual interviews were conducted and members of the committee facilitated the pre-determined questions focused on the Town's priorities for the project.

The committee unanimously recommends Constant Associates for the Emergency Operations Plan update. Constant assembled a capable team with comprehensive experience addressing needs very similar to the Town's and an approach and structure that suit the demands of wildfire and emerging threats. Having written the Town's After Action Report for the Camp Fire,

Constant Associates is familiar with the Camp Fire impacts, lessons learned, and the objectives documented in the Corrective Action Plan. Constant Associates is committed to developing a Plan that includes a “Quick Start Guide” with instructions for the Emergency Operations Center so the Plan is actionable.

Financial Impact:

The EOP update has been budgeted in 2021-2022 at \$50,000 from the General Fund. Constant Associates submitted their proposal at \$49,880 with an estimated delivery date of November 2021 for the draft. Once the EOP is adopted, the Town will assess training needs for implementation. The Town will continue to pursue grants and other outside funding resources to pay for emergency planning, mitigation, and management.



Town of Paradise
Council Agenda Summary
Date: July 13, 2021

Agenda Item: 6(c)

ORIGINATED BY: Colette Curtis, Disaster Recovery Director
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Town Seal Re-Design
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Consider approving a new Town Seal design as presented; or
2. Give Staff direction to continue development of a new Seal design; or
3. Give Staff alternate direction. (ROLL CALL VOTE)

Background:

The Town of Paradise, like other cities and counties, has an official Town Seal which was adopted by Town Council in 1983 and is used as the official mark of the Town of Paradise documents, letterhead, and other materials. The Seal is also used as the Town's logo and is the basis for our current branding for the Town of Paradise. The current Town Seal is pictured here:



After the Camp Fire, there has been some feedback from residents that this period of recovery is an appropriate time to change the design of the Town Seal to better reflect our current and future vision for the Town, while still honoring our history.

Analysis:

In addition to updating the look of the current Seal, there are some practical challenges with the current seal that a re-design would solve. The current Town Seal is difficult to reproduce digitally, especially on a large scale or for a high-definition use like television. The design includes a photo image on the right side of the center tree, while the rest is a more traditional graphic design. The photo image contains several colors which can increase reproduction cost and look muddled

when the image is used in black and white. Additionally, the design is busy and can be hard to read. The phrase “In harmony with Nature” can be illegible in most applications of the Seal, and the Incorporation date is also very small and can be difficult to read. More modern designs are generally simpler to allow for greater readability and larger scale application of the Seal.

Another consideration that has been brought up by residents is the sensitivity of the center image in our current environment. The tree, with the halo signifying a “heavenly Paradise” was certainly appropriate in our history, however as our recovery necessitates the removal of hundreds of thousands of hazardous trees, the image takes on a different meaning for many.

With this information, Town Staff and two members of Town Council worked with a locally-known artist on some potential design ideas for a new Town Seal. The artist worked with us to understand our current environment, goals and vision, as well as our history and community. Over the course of several months, the design went back and forth for revisions before reaching a design that is being presented tonight. There are two iterations of the design to consider which are included here:



Both designs include a sun rise to note Paradise’s recovery after the Camp Fire and hope for the future, as well as Sawmill Peak. The font used for “Town of Paradise” is similar to the font used on the pre-fire “Welcome to Paradise” sign, which holds a special place in the hearts of many in our community. The design on the left includes a daffodil at the bottom which is a reference to the recently adopted Town flower. The design to the right does not include the daffodil. The below image shows what the Seal would look like in black and white:



Community Relations Committee Input

Town staff presented the Town Seal re-design ideas to the recently formed Community Relations Committee for their input and perspective. This is a Manager-led Committee which is intended to gather input from the committee members who represent a variety of viewpoints. The Committee had a generally favorable response to the re-design idea, with several committee members very enthusiastic about updating the Town Seal and several unsure if it was needed. After reviewing the proposed design, the Committee members present at the meeting favored the circular shape,

as well as the sunrise, font, and Sawmill Peak being part of the image. One member did feel Sawmill Peak might be a sensitive image for residents who experienced the fire. The committee members varied on their feelings about including the daffodil, with some liking the balance it provided to the image, while others felt it made the image too busy or didn't look enough like a daffodil.

Financial Impact:

The artist working on the design has graciously agreed to provide the design work free of charge to the Town. If adopted, there will be updates to the Municipal Code, letterhead and existing collateral documents needed. A budget of \$10,000 has been included in the proposed 2021-22 Budget for this purpose and to put together branding guidelines for the Town utilizing the new design elements.

Council Action Advised by August 31, 2021

RECEIVED

JUN 28 2021

TOWN CLERK'S DEPT

June 16, 2021

TO: City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – September 22-24, 2021

Cal Cities 2021 Annual Conference & Expo is scheduled for September 22-24, 2021 in Sacramento. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 24. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Wednesday, September 15. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note: Our number one priority will continue to be the health and safety of participants. We are working closely with the Sacramento Convention Center to ensure that important protocols and cleaning procedures continue, and if necessary, are strengthened. Attendees can anticipate updates as the conference approaches.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open mid-June at www.cacities.org. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.
- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but

only between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 22, 8:00 a.m. – 6:00 p.m.; Thursday, September 23, 7:00 a.m. – 4:00 p.m.; and Friday, September 24, 7:30 a.m. – 11:30 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 15. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.

CITY: _____

**2021 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to Cal Cities office by Wednesday, September 15, 2021. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: _____

Email: _____

Mayor or City Clerk _____
(circle one) (signature)

Date: _____ Phone: _____

Please complete and return by Wednesday, September 15, 2021 to:

Darla Yacub, Assistant to the Administrative Services Director

E-mail: dyacub@cacities.org

Phone: (916) 658-8254