



TOWN OF PARADISE

5555 SKYWAY • PARADISE, CALIFORNIA 95969-4931

TELEPHONE (530) 872-6291 FAX (530) 877-5059

www.townofparadise.com

Management Staff:

Charles L. Rough, Jr., Town Manager
Dwight L. Moore, Town Attorney
Joanna Gutierrez, Town Clerk
Lauren Gill, Assistant Town Manager
Craig Baker, Community Development Director
Chris Buzzard, Police Chief
Rob Cone, Interim Fire Chief
Gina Will, Finance Director/Town Treasurer

Town Council:

Steve "Woody" Culleton, Mayor
Tim Titus, Vice Mayor
Joe DiDuca, Council Member
Scott Lotter, Council Member
Alan White, Council Member

TOWN COUNCIL AMENDED AGENDA

REGULAR MEETING – 6:00 PM – May 01, 2012

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

Members of the public may address the Town Council on any agenda item, including closed session. If you wish to address the Town Council on any matter on the Agenda, it is requested that you complete a "Request to Address Council" card and give it to the Town Clerk prior to the beginning of the Council Meeting.

All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Town Council within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk Department located at 5555 Skyway, Room 3, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

1. OPENING

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation
- d. Roll Call
- e. Proclamations/Presentations:

(1) Paradise Business Week Proclamation - May 7-11, 2012

- (2) Chocolate Fest' Proclamation - May 11-12 and May 19, 2012
- (3) A presentation of the Draft State of California Onsite Wastewater Treatment Systems Water Quality Policy (AB 885), proposed effective date, January 1, 2013. Mark Adams RCE, President, NorthStar Engineering, President California Onsite Wastewater Association.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

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

- 3a. Approve Minutes of the 4/3/2012 Regular Meeting, and the 4/3/2012 and 4/9/2012 Special Meetings.
- 3b. Approve Check Register in the amount of \$1,212,375.46.
- 3c. Authorize Mayor to execute a three-year agreement with Republic Intelligent Transportation Services (ITS), Inc. relating to traffic signal maintenance.
- 3d. Adopt Resolution No. 12-16, A Resolution of the Town Council of the Town of Paradise Authorizing Disposal/Destruction of Certain Town Records Maintained in the Town Clerk Department Pursuant to Government Code Section 34090.

4. PUBLIC HEARING PROCEDURE

- a. Staff report (15 minutes total maximum)
- b. Open hearing to the public
 - 1. Project proponents or in favor of (15 minutes total maximum)
 - 2. Project opponents or against (15 minutes total maximum)
 - 3. Rebuttals - when requested (15 minutes total maximum or 3 minutes maximum per speaker)
- c. Close hearing to the public
- d. Council discussion
- e. Motion
- f. Vote

5. PUBLIC HEARINGS - None.

6. PUBLIC COMMUNICATION

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

7. COUNCIL CONSIDERATION

- 7a.** Consider adopting resolutions relating to the November 6, 2012, General Municipal Election: (1) Resolution No. 12-__ Calling and Giving Notice of the Holding of a General Municipal Election to be held on Tuesday, November 6, 2012 for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities for the Election of Three Town Council Members; (2) Resolution No. 12-__ Requesting the Board of Supervisors of the County of Butte to Consolidate a General Municipal Election to be held on November 6, 2012, with the Statewide General Election to be Held on That Date for the Election of Three Town Council Members; and, (3) Resolution No. 12-__ Amending & Replacing Resolution No. 10-12 and Adopting Regulations for Candidates for Elective Office Pertaining to Candidate Statements Submitted to the Voters at a General or Special Municipal election; and/or (4) Consider other direction to staff. **(ROLL CALL VOTE)**
- 7b.** Consider approving the recommended appointment of Paradise Police Lieutenant Gabriela Tazzari as Acting Police Chief at a salary of \$94,794.96/year, effective immediately; or decline to approve the appointment at this time. **(ROLL CALL VOTE)**
- 7c.** Consider (1) Authorizing the Town Manager to extend the current agreement with Rolls Anderson Rolls for contract engineering services for the Town of Paradise; or (2) Providing alternative direction to staff. Fiscal impact: Increases the not-to-exceed amount in the contract by \$20,000. **(ROLL CALL VOTE)**
- 7d.** Consider (1) Adopting the 2012-2013 Community Development Block Grant (CDBG) Program Subrecipient funding recommendations regarding grant funding for local organizations; and, (2) Adopting the FINAL CDBG Program 2012-2013 Annual Action Plan as submitted; or (3) Revising the FINAL 2012-2013 Annual Action Plan; and; (4) Authorizing staff to submit the adopted 2012-2013 Annual Action Plan to the U.S. Department of Housing and Urban Development. **(ROLL CALL VOTE)**

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council oral reports of their representation on Committees/Commissions.
- 8b. Discuss and consider revising the design of the Pearson/Recreation Drive Signalization Project and the proposed floating sidewalk. **(DiDUCA)**

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager Oral Report.

10. CLOSED SESSION

- 10a. Pursuant to Government Code Section 54956.9(c), the Town Council will hold a closed session with the Town Attorney to consider initiating litigation, one potential case.
- 10b. Pursuant to Government Code Section 54957.6, the Town Council will hold a closed session to meet with Charles L. Rough, Jr., Lauren Gill, Gina Will and Crystal Peters, its designated representatives, regarding labor relations between the Town of Paradise and the Paradise Firefighters Association and the Paradise Police Officers Association.

11. ADJOURNMENT

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

Town of Paradise, California

PROCLAMATION

WHEREAS, our local businesses are essential to the vitality of our local economy and community character; and,

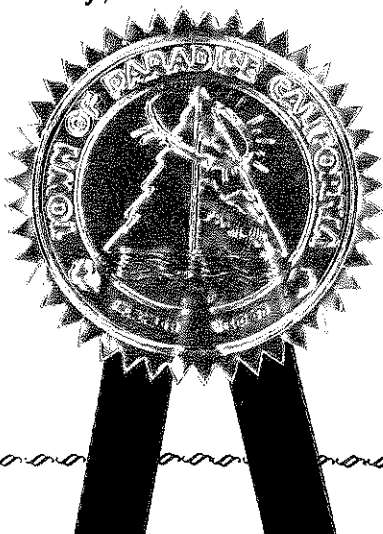
WHEREAS, the Paradise Business Expo featuring new members is scheduled for May 9, 2012 and the second annual Business conference is scheduled for May 10, 2012; and,

WHEREAS, the Paradise Ridge Chamber of Commerce celebrates local industry and the individuals who work to ensure quality, opportunity and choice on the Ridge; and,

WHEREAS, the Paradise Ridge Chamber of Commerce has declared May 7-11, 2012 as Paradise Business Week.

NOW, THEREFORE, I, Steve "Woody" Culleton, Mayor of the Town of Paradise, hereby proclaim the week of May 7-12, 2012 as Paradise Business Week in the Town of Paradise and encourage citizens to patronize local shops and service providers, participate in "spotlights," and attend the Paradise Business Expo and Business conference during Paradise Business Week.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 1st day of May, 2012.



Steve "Woody" Culleton, Mayor

Town of Paradise, California

PROCLAMATION

WHEREAS, the Paradise Chocolate Fest, Inc., a non-profit corporation that is "dedicated to benefit non-profit organizations that provide educational, enrichment, recreational and leadership opportunities to youth on the Paradise Ridge", is hosting the 7th annual "Paradise Chocolate Fest" that will include Wine and Chocolate Tasting at the Paradise Community Park; the Chocolate Chase 5 & 10K Walk/Run; Chocolate Royale Queen & King Contest; and, a full day of events including activities at the Terry Ashe Memorial Park; and, the Chocolate Thunder Motorcycle Run; and,

WHEREAS, the 2012 Chocolate Fest will benefit 20 Youth Programs and Organizations on the Ridge; and,

WHEREAS, the "Evening of Wine and Chocolate" will take place on Friday, May 11, 2012, under the stars at the Paradise Community Park, with wine being provided by several wineries paired with Guittard Chocolate, specialty beer and artisan food tasting, guest chefs, delicious desserts and musical entertainment; and,

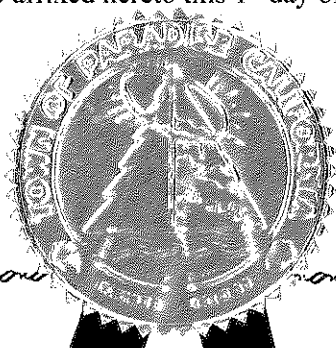
WHEREAS, the 2012 Chocolate Royale candidates and their sponsors are: Amy Bromelow, Youth for Change; "yours truly" - Steve "Woody" Culleton, Northern Recycling & Waste Services; Amelia Mattingly, Joy Lyn's Candies; Kelly McSpadden, Made In Paradise Gift Shop and AMJaMB Supportive Living; Ginger Miller, Paradise Host Lions Club and Miller Electric; Mark Seufert, Mark C. Seufert Construction and Jill Williams, Paradise Post; who will compete by raising funds with the most successful fundraiser being crowned Queen or King at the Coronation & Celebration at noon on the day of the Fest in Terry Ashe Park to reign over this chocolate extravaganza; and,

WHEREAS, on May 12, 2012, the 7th Annual Chocolate Chase Fun Run/Walk will be sponsored by Beyond Fitness; and, throughout the day at the Terry Ashe Park, citizens will find events to enjoy including a Chocolate Pancake Breakfast, "Choc-Full of Fiber" Textile Art Show, a Chocolate Cuisine Challenge cooking contest, a cookie stacking contest, chocolate pie and ice cream sundae eating contests, and a Kidz Zone; and, where members of our community and out-of-town visitors will have an opportunity to visit Chocolate Candy Land and visit the Lollipop Ice Cream Shoppe, taste heavenly chocolate delights and indulge their love of all things chocolate, and enjoy fine arts, crafts, music, entertainment and great food booths and fun for all ages; and,

WHEREAS, on May 19, 2012, the fourth Chocolate Thunder Motorcycle Run will be held, and motorcycle enthusiasts are invited to join a road rally starting at the Chico Eagles Hall and travel up the beautiful Feather River Canyon to Scooter's Café, to Lake Oroville's Lime Saddle Marina for a noon check-in in order for riders to form a parade up the Skyway in Paradise ending at Calvary Chapel in Magalia. This event includes a barbecue, prizes, music, refreshments at each stop and lots & lots of chocolate!

NOW, THEREFORE, I, Steve Culleton, Mayor of the Town of Paradise, do hereby proclaim May 11, May 12 and May 19, 2012 as "*Chocolate Fest*" weekends in Paradise, commend the Chocolate Royale Candidates for sharing the common vision of supporting youth in our community and for spending their time, talents and creative energies in raising money for the youth programs in Paradise and on the Ridge, and encourage all citizens of Paradise to attend these special events and to enjoy everything chocolate as they support the Paradise Chocolate Fest, Inc., and the youth organizations of our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 1st day of May, 2012.




Steve "Woody" Culleton, Mayor

**MINUTES
PARADISE TOWN COUNCIL
5:30 PM – SPECIAL MEETING- APRIL 3, 2012**

1. OPENING

The Special Town Council Meeting was called to order by Mayor Culleton at 5:30 pm in the Town Council Chambers located at 5555 Skyway, Paradise, California. Mayor Culleton led the Pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Joe DiDuca, Scott Lotter, Tim Titus, Alan White and Steve "Woody" Culleton, Mayor.

STAFF MEMBERS PRESENT: Town Clerk Gutierrez, Town Manager Rough, Town Attorney Moore, Assistant Town Manager Gill, and Finance Director Will.

2. CLOSED SESSION

At 5:32 pm, Mayor Culleton announced that pursuant to Government Code Section 54957.6, the Town Council would hold a closed session to meet with Charles L. Rough, Jr., Lauren Gill, Gina Will and Crystal Peters, its designated representatives, regarding labor relations between the Town of Paradise and the Paradise Firefighters Association and the Paradise Police Officers Association.

Mayor Culleton reconvened the meeting at 6:00 pm and announced that direction was given and no action was taken in closed session.

3. ADJOURNMENT

The Town Council Meeting was adjourned at 6:01 p.m.

DATE APPROVED:

By: _____
Steve "Woody" Culleton, Mayor

Joanna Gutierrez, CMC, Town Clerk

MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – April 03, 2012

1. OPENING

Mayor Culleton called the Regular Meeting of the Town Council to order at 6:02 in the Town Council Chambers located at 5555 Skyway, Paradise, California. Mayor Culleton led the pledge of allegiance and offered the invocation.

COUNCIL MEMBERS PRESENT: Joe DiDuca, Scott Lotter, Tim Titus, Alan White and Steve "Woody" Culleton, Mayor.

STAFF PRESENT: Town Clerk Gutierrez, Town Manager Rough, Town Attorney Moore, Assistant Town Manager Gill, Community Development Director Baker, Finance Director Will, Assistant Town Clerk Volenski, Public Works Manager Derr, Police Lieutenant Billington, Police Lieutenant Tazzari, and Battalion Chief Hasek.

Proclamations and Presentations:

- (1) April 8, 2012 - National Telecommunicators Week Proclamation was presented to Lillian Booth, Town of Paradise Police Department Communication Records Supervisor.
- (2) April 2012 - Child Abuse Prevention Month Proclamation, was presented to Margie Ruegger, Executive Director, Butte County Child Abuse Prevention Council
- (3) April 2012 - Sexual Assault Awareness Month Proclamation was presented to Chris, a representative from Rape Crisis Intervention & Prevention.
- (4) Presentation by Doug Speicher of Northern Recycling & Waste Services, LLC - 2011 Annual Report.

Mr. Speicher presented a powerpoint and discussed the Annual Report of accomplishments of Northern Recycling & Waste Services for 2011 which included a breakdown of the types of materials diverted from the Neal Road landfill to achieve an overall 57% diversion rate; and, explained the specific services provided by NRWS in the areas of (A) Solid waste collection services; (B) Recyclable materials and yard waste services, (C) the Town of Paradise Vegetative Facility; (D) NRWS Recycle Center; (E) Town of Paradise Permanent Household Hazardous Waste Facility; (F) Town Drop Off Collection Events in 2011 that included a free Christmas Tree Drop Off during January; a free appliance & E-waste dropoff during May; a free tire drop off by appointment from July through December and one day in October; and, a free yard waste drop off on October 28th and 29th; and (G) Provided a summary program assessment and recommendations relating to state legislation that will affect commercial recycling, discussed improvements needed to accommodate increased storm water monitoring regulations and safety, and stated that the Cal Green Building

codes will have an effect on the Construction & Demolition process and NRWS is prepared to offer opportunities for diversion of construction materials from the landfill.

Mr. Speicher informed the Council that NRWS will undergo a full audit this year and that he is looking forward to the process as our community has embraced recycling, that Paradise is way ahead of the most of the state in their accomplishments, that there may be opportunities for some of our local businesses and agencies, two of which have already been recipients of the Cal Recycle (the California Department of Resources Recycling & Recovery) Award, to be part of a Cal Recycle case study on commercial recycling.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

Council concurred to remove agenda item 3e, the Annual Hydrant Fund Report & FY 2011/2012 Budget, from the Consent Calendar to be discussed immediately following the adoption of the consent calendar.

MOTION by Lotter, seconded by DiDuca, adopted the following Consent Calendar items by unanimous roll call vote.

- 3a. Approved the March 6, 2012 Regular Meeting Minutes and the March 8, 2012 Special Meeting Minutes.
- 3b. Approved Cash Disbursements in the Amount of \$971,272.49. (310-10-28)
- 3c. Acknowledged receipt of the 2nd Quarter Investment Report for the Fiscal Year Ending June 30, 2012. (360-30-05)
- 3d. Adopted Resolution No. 12-12, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Town Clerk Department Pursuant to Government Code Section 34090. (160-20-13)
- 3e. Removed from consent calendar for separate vote. (Hydrant Fund Report)
- 3f. Confirmed the appointment of Mayor Culleton and Assistant Town Manager Lauren Gill as the Town's representatives to the Paradise Oversight Board. The Oversight Board is required by State legislation to review and oversee the Town of Paradise Successor Agency's progress with the dissolution of the Paradise Redevelopment Agency. (1310-20-04)
- 3g. Accepted the 2011 Police Department Year End Report. (480-70-01)

ITEM REMOVED FROM CONSENT CALENDAR:

- 3e. To acknowledge receipt of the Annual Hydrant Fund Report and Fiscal Year 2011/2012 Budget as presented and approved by the Paradise Irrigation District Board (PID) on March 21, 2012.

Mayor Culleton called for the public comment on agenda item 3e.

1. Jon Remalia stated that he is concerned about the proposed main upgrade/line replacement from Paragalia to Montna, that he thinks a private line is being replaced with government funds, is concerned that the cost is too high and that he thinks the project needs to be put out for bid.

2. George Barber, Paradise Irrigation District Manager, informed Council that these projects are done by PID crews and do not go out to bid, that the budget figures are estimates for planning purposes, and explained that the Paragalia to Montna project is tying in low flow areas and will be treated like any other tie in, and the PID Board will deal with connections to meters. He stated it is worthwhile to improve the fire flow in this area with the hydrant fund vs. the cost of salvaging private lines, and that the projects are chosen by the Town's fire staff and are driven by public safety needs.

3. Bruce Hasek, Town of Paradise Fire Battalion Chief, stated that the construction figures in the budgets are estimates, that the hydrant fund receives \$1 per month per meter for an approximate annual income of \$123,000 and is generally used on an annual basis. He stated that these projects have been on the list, on the back burner, since 2007 and are being carried forward for Council approval.

3e. MOTION by Lotter, seconded by White, acknowledged receipt of the Annual Hydrant Fund Report and Fiscal Year 2011/2012 Budget as presented and approved by the Paradise Irrigation District Board (PID) on March 21, 2012. Roll call vote was unanimous. (440-30-05)

4. PUBLIC HEARING PROCEDURE

- a. Staff report (15 minutes total maximum)
- b. Open hearing to the public
 - 1. Project proponents or in favor of (15 minutes total maximum)
 - 2. Project opponents or against (15 minutes total maximum)
 - 3. Rebuttals - when requested (15 minutes total maximum or 3 minutes maximum per speaker)
- c. Close hearing to the public
- d. Council discussion
- e. Motion
- f. Vote

5. PUBLIC HEARINGS – None.

6. PUBLIC COMMUNICATION

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

1. Gary Drummond stated that the TOPCats organization has disregarded his request not to feed cats around his yard, that the cat feeders leave garbage in the area, such as coffee filters and pizza boxes that they have put cat food on, that he thinks they are trespassing and illegally dumping and jeopardizing public health by creating a feeding

source near his house, that he has called the Police Department several times, and stated that the organization should operate within the law or not be allowed to operate. He stated that the founder of TOPCats has posted his name and address online which he thinks is a form of retaliation against his complaining against the organization.

In response to a question from Council Member DiDuca, Town Attorney Moore stated that there is no State law or Town ordinance relating directly to the feeding of feral cats, and that the Town has an ordinance relating to unlawful dumping that might be applicable to the regulation of this type of activity.

Town Manager Rough stated, and Council concurred, that it would be helpful to arrange for a meeting with Mr. Drummond, his neighbors, representatives of TOPCats, appropriate members of Town staff, and the Mayor and Vice Mayor to address these concerns.

2. Paul Derr, Public Works Manager, introduced Justin Hampton, a Paradise High School senior, who has approached him with his idea of constructing mileage markers on the Paradise Memorial Trailway for his senior project

3. Justin Hampton, stated that he is a senior at Paradise High School, that his senior community service project is to design and fabricate a system of mileage markers on the Paradise Memorial Trailway from Pentz to Neal Road and showed Council an example of the marker he would fabricate.

Council concurred to direct staff to bring the request of Justin Hampton to place mileage markers on the Paradise Memorial Trailway for his senior project back to Council as an action item in order that Council may approve the project. (950-18-07)

4. Loren Harvey stated that April 10th is the birthday of his oldest son who has been missing for over a year a half, that his son was a hard working taxpayer of the town and asked Council to think about that during the negotiations with the police.

7. COUNCIL CONSIDERATION

7a. **MOTION by Titus, seconded by DiDuca**, appointed the three applicants to serve on the Access Appeals Board (no term limits): Scott Peterson was appointed to serve as the one member of the public; and, Robert Shimp and Benjamin Wentland were appointed to serve as the two members with construction experience. Roll call vote was unanimous. (740-20-03)

7b. Council concurred to change the makeup of the Planning Commission Interview Panel to only include two members of the Town Council, and the Town Attorney confirmed that the process would not be subject to the open meeting law known as the Brown Act.

MOTION by Titus, seconded by White, (1) Approved the Notice of Vacancies and application and authorized the Town Clerk to advertise the

two upcoming vacancies on the Planning Commission, which will include a legal notice, posting on the Town's website, press release and notification to service groups; (2) Set an application deadline of May 3, 2012 at 5:00 pm; (3) Designated Council Member DiDuca and Vice Mayor Titus to participate in the Planning Commission interview process; (4) Directed staff to assist the interview panel by providing suggested questions and a scoring matrix for candidates, and coordinating the date(s) and time(s) for the interviews during the week of May 7, May 14 or May 21, 2012; (5) Scheduled appointments to the upcoming vacancies for the June 5, 2012, meeting, with appointment to the upcoming vacancies to become effective on July 1, 2012 and continue through June 30, 2016. (760-45-11 & 750-45-15)

Following a report from Community Development Director Baker, Mayor Culleton called for public comment relating to the resolution proposed to approve the Caltrans Bicycle Transportation Account grant application.

1. Jon Remalia stated that he thinks gas tax monies should be spent on the roads that most need repair and is not in favor of adding to road surfaces that will need to be maintained.

2. Derek Onstein stated that he is concerned with associated costs of maintaining the proposed bike path.

Staff explained the plan to develop the bike path at the same time as this particular roadway would be resurfaced, that no new road surface would be added as the existing road width would be narrowed in order to provide for a 5' class II bike path.

7c. **MOTION by White, seconded by Lotter**, adopted Resolution No. 12-13, A Resolution Approving Submission of a Caltrans Bicycle Transportation Account Grant Application, the Filing of a Notice of Exemption and Certifying the Availability of Ten Percent Matching Funds Required to Accompany the Grant Application for 2012. Roll call vote was unanimous. (950-40-07 & 950-18-05)

Council Member White exited the Council Chambers at 7:50 pm.

8. COUNCIL COMMUNICATION (Council Initiatives)

8a. Council oral reports of their representation on Committees/Commissions.

Council Member DiDuca reported on his attendance at the Butte Association of Governments meeting; that the Butte County Air Quality Management District board meeting was cancelled; that he attended the pinning ceremony for our two Paradise firefighters, the Rotary fundraiser for the American Cancer Society Relay for Life and the Exchange Club benefit for the Paradise sports boosters.

Council Member Lotter reported on his attendance at the March swear-in ceremony for our newest Paradise police officer; attendance at an LCC Policy Committee meeting in Ontario at his own expense; and, that the Town's "Growing Our Local Economy" conference will be held at his Paradise Cinema

Seven movie theatre on May 10, 2102 from 7:30 am to 12 noon; and encouraged citizens to participate in the Town's online Consumer & Business Survey posted on the Town's internet website.

Mayor Culleton reported on his attendance at the Exchange Club fund raiser, and the Rotary fund raiser for the American Cancer Society Relay for Life; that he is participating in the Gold Nugget Days melodrama; attended an LCC Policy Committee meeting relating to employee relations and pension reform; and, that the LCC is suing the State of California for removal of VLF funding.

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION - None.

10. CLOSED SESSION – None.

11. ADJOURNMENT

Mayor Culleton adjourned the Regular Council Meeting at 8:05 pm.

DATE APPROVED:

By: _____
Steve "Woody" Culleton

Joanna Gutierrez, CMC, Town Clerk

**MINUTES
PARADISE TOWN COUNCIL
5:00 PM – SPECIAL MEETING – APRIL 9, 2012**

1. OPENING

The Special Meeting of the Paradise Town Council was called to order by Mayor Culleton at 5:00 pm in the Town Hall Council Chambers located at 5555 Skyway, Paradise, California. Mayor Culleton led the pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Joe DiDuca, Scott Lotter, Tim Titus, Alan White and Steve “Woody” Culleton, Mayor.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Town Clerk Gutierrez, Town Manager Rough, Town Attorney Moore, Assistant Town Manager Gill, Finance Director Will, Community Development Director Baker, Fire Marshal/Building Official Lindsey, Assistant Town Clerk Volenski, Onsite Official Danz, Public Works Manager Derr and Police Chief Buzzard.

2. COUNCIL CONSIDERATION

Public Works Manager Derr reported to Council that the proposed resolution was brought forward at their direction in order to approve a community service project proposed by Paradise High School Senior Justin Hampton to fabricate and place mileage markers (under his PW supervision) on the Paradise Memorial Trailway.

- 2a. MOTION by White, seconded by Titus,** adopted Resolution No. 12-14, "A Resolution of the Town Council of the Town of Paradise Authorizing a Mileage Marker Project on the Memorial Trailway from Pentz Road to Princeton Drive. Roll call vote was unanimous. (950-18-07)

Following presentation of the 2010/11 annual financial statement audit by Finance Director Will, Mayor Culleton opened the matter for public comment.

1. Jon Remalia stated that he is concerned about the Town budget, that he expected to see more cuts after the mid-year report, and that he hopes the Town receives the TRAN funding as expected, and that even if the direction the Town is taking is good for long term he would like the Council to make more cuts for the short term.
2. Robin Huffman questioned how much money will be coming from the federal and state governments, stated that she is concerned about the \$1 million loan payments that the Town is required to make over the next several years, commented on Note 16, and commended the Council for actions taken to reduce the unfunded liability.

- 2b. MOTION by White, seconded by Lotter,** accepted the 2010/2011 annual financial statement audit as presented. Council vote was unanimous. (385-10-30)
- 2c. MOTION by Lotter, seconded by DiDuca,** adopted Resolution No. 12-15, A Resolution of the Town Council of the Town of Paradise Authorizing Execution of a Master Lease Agreement. Roll call vote was unanimous. This lease agreement was authorized on 2/7/2012 for purchase of a public safety radio console and public safety voice logger as approved in the budget along with approval of 25% matching funds for the ICEGP Grant. (380-45-50)

Following an introduction by Town Manager Rough, Assistant Town Manager Gill reported to Council regarding the two wastewater treatment options for the Town's downtown and commercial areas that staff investigated as a result of Council direction at the August 2, 2011 meeting, and introduced Town of Paradise Onsite Official Doug Danz; Mark Adams and Nick Wiebel of Northstar Engineering; Fritz McKinley, City of Chico Director of Building and Development Services; and Marc Sulik, City of Chico Wastewater Treatment Manager. Assistant Manager Gill presented a power point, explained that the wastewater treatment is the most costly factor to current and new business in Paradise; and, discussed the potential threat of business closures in the downtown area due to the small parcel sizes and inability to repair and/or replace onsite systems that have been predicted to fail within the next five to ten years.

Mayor Culleton opened the matter for public comment.

1. Max Barteau stated that he owns a local restaurant and a law practice in Paradise, represents the Paradise Chamber of Commerce, and that the Chamber supports the Town Council addressing a permanent wastewater treatment solution for all commercial areas of the Town, which is also his personal viewpoint, as well.
2. Jim Harding stated that he is in the "no" camp as he thinks the Town cannot afford either proposed option, is concerned about future connection costs that as the owner of multi-family properties would have to pass on to his tenants, that he doesn't see a lot of undeveloped land in Paradise, or any fast food business failures, and that he doesn't want to become a big box community.
3. Loren Harvey stated that there are businesses in the downtown that do not use a lot of water and asked Council to consider the impacts on them, that he thinks the lack of parking in the downtown needs to be addressed, and that he would favor the Chico option.
4. Stan McEtchin stated that there are alternative wastewater treatment systems in place around the world, discussed reusing water that has been used for washing dishes and clothes, and suggested that the Council form a citizen's committee to investigate alternative solutions for wastewater treatment.

5. Jon Remalia stated that there are too many unknowns and that he would like to see cost projections using City of Chico statistics to predict worst case scenarios before any option is chosen.

Discussion from Council and staff indicated that the item is before the Council in order that they may give staff direction to proceed, with focus on a specific option, to determine costs associated with the project and to formulate a project description to bring back to Council for further direction, and noted that at this point the Chico City Council has not even been approached on the matter.

6. Mo West, Managing Member of Tuscan Ridge Associates, LLC, stated that he is withdrawing his proposal for a joint venture with the Town of Paradise for treatment of wastewater at the Tuscan Ridge golf course, and handed a packet of written information to the Council Members that explains his plans to create a service district and develop a new private entity relating to a wastewater plan for Tuscan Ridge with financing opportunities through CALED.

7. Robin Huffman stated that she is concerned about the potential costs, that she doesn't think there will be enough grant funds available to cover the entire project, is not in favor of the Town taking out any loans, especially in light of the "going concern" that was reported in the annual audit, and although she does want a clustered wastewater treatment system for the Town businesses, she is concerned that the Town cannot afford the cost of the necessary studies or the cost of the final project.

8. Terry Mallan stated that he is the owner of business property located on Pearson Road, that expansion of existing business is restricted by lack of a sewer even though the current system works for existing businesses, it could not accommodate anything more creative, such as a juice bar or a bakery, that he would like the Town to plan a system for the entire Town and not just for a small area, and that he supports the Chico option.

9. Rick McGregor stated that his family has been in the business of installing and repairing septic systems for many years, that they are doing repairs on top of repairs and that a long term solution is long overdue, and that although there will be costs involved, thinks it will be cheaper than calling him out.

10. Tom Kelly stated that the Paradise onsite management district has been very successful in Paradise, that there are now 13 onsite districts located west of the Mississippi, that he thinks the previous effort to build a town-wide system failed because all persons in the town were to be taxed for the system, asked if the Regional Water Quality Control Board would allow wastewater to be exported out of the district and that the biggest obstacle to this proposal is the cost.

2d. **MOTION by Titus, seconded by DiDuca**, directed staff to move forward to further investigate the proposed City of Chico option for wastewater treatment for the Town of Paradise. Roll call vote was unanimous. (960-40-02)

3. ADJOURNMENT

Mayor Culleton adjourned the Special Council meeting at 7:13 pm.

DATE APPROVED:

By: _____
Steve "Woody" Culleton

Joanna Gutierrez, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
MARCH 21, 2012 - APRIL 20, 2012

March 21, 2012 - April 20, 2012

Check Date	Pay Period End	DESCRIPTION	AMOUNT
3/30/2012	3/25/2012	Net Payroll - Direct Deposits & Checks	\$176,657.43
4/13/2012	4/8/2012	Net Payroll - Direct Deposits & Checks	\$160,906.70
		TOTAL NET WAGES PAYROLL	<u>\$337,564.13</u>
		PR VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	<u>\$337,476.61</u>
		TOTAL CASH DISBURSEMENTS - PAYROLL	<u>\$675,040.74</u>
		TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)	<u>\$537,334.72</u>
		GRAND TOTAL CASH DISBURSEMENTS	<u><u>\$1,212,375.46</u></u>

APPROVED BY: _____
CHARLES L. ROUGH, TOWN MANAGER

APPROVED BY: /s/ _____
GINA S. WILL, FINANCE DIRECTOR/TOWN TREASURER

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - Wells Fargo AP Checking									
Check									
55807	03/22/2012	Open			Accounts Payable	JOHN REGH INLAND LEASING	\$426.86		
55808	03/22/2012	Reconciled		03/31/2012	Accounts Payable	ACCESS INFORMATION MANAGEMENT	\$57.86	\$57.86	\$0.00
55809	03/22/2012	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$675.00		
55810	03/22/2012	Reconciled		03/31/2012	Accounts Payable	AIRGAS SAFETY, INC.	\$16.91	\$16.91	\$0.00
55811	03/22/2012	Open			Accounts Payable	ALBERTSON, KEITH	\$66.49		
55812	03/22/2012	Open			Accounts Payable	ALL SEASONS STREET SWEEPING	\$375.00		
55813	03/22/2012	Reconciled		03/31/2012	Accounts Payable	AMERIGAS	\$718.66	\$718.66	\$0.00
55814	03/22/2012	Reconciled		03/31/2012	Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$420.13	\$420.13	\$0.00
55815	03/22/2012	Open			Accounts Payable	AT&T	\$103.76		
55816	03/22/2012	Open			Accounts Payable	AT&T	\$1,150.76		
55817	03/22/2012	Open			Accounts Payable	AT&T CALNET 2-REPEATER LINES	\$198.66		
55818	03/22/2012	Open			Accounts Payable	AT&T-COMMUNITY PARK	\$15.44		
55819	03/22/2012	Open			Accounts Payable	AT&T/CAL NET 2	\$4,108.35		
55820	03/22/2012	Reconciled		03/31/2012	Accounts Payable	AWARDS COMPANY	\$194.07	\$194.07	\$0.00
55821	03/22/2012	Reconciled		03/31/2012	Accounts Payable	BACKGROUNDS & MORE	\$300.00	\$300.00	\$0.00
55822	03/22/2012	Reconciled		03/31/2012	Accounts Payable	BATTERIES PLUS	\$78.71	\$78.71	\$0.00
55823	03/22/2012	Open			Accounts Payable	Big O Tires	\$116.00		
55824	03/22/2012	Open			Accounts Payable	BOOTH, LILLIAN	\$11.50		
55825	03/22/2012	Open			Accounts Payable	BRAUN, KAREN	\$11.50		
55826	03/22/2012	Reconciled		03/31/2012	Accounts Payable	BRUCE'S LOCK & KEY	\$15.65	\$15.65	\$0.00
55827	03/22/2012	Open			Accounts Payable	BUTTE CO RECORDER	\$38.00		
55828	03/22/2012	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$3,498.60		
55829	03/22/2012	Reconciled		03/31/2012	Accounts Payable	C & E TRANSCRIPTION	\$756.00	\$756.00	\$0.00
55830	03/22/2012	Reconciled		03/31/2012	Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$779.00	\$779.00	\$0.00
55831	03/22/2012	Open			Accounts Payable	CASCADE FIRE EQUIPMENT COMPANY	\$175.41		
55832	03/22/2012	Open			Accounts Payable	CERTIFION CORPORATION D.B.A. ENTERSECT	\$84.95		
55833	03/22/2012	Open			Accounts Payable	CHICO IMMEDIATE CARE	\$130.00		
55834	03/22/2012	Reconciled		03/31/2012	Accounts Payable	COMCAST CABLE	\$87.79	\$87.79	\$0.00
55835	03/22/2012	Reconciled		03/31/2012	Accounts Payable	COMCAST CABLE	\$72.79	\$72.79	\$0.00
55836	03/22/2012	Reconciled		03/31/2012	Accounts Payable	COMCAST CABLE	\$71.48	\$71.48	\$0.00
55837	03/22/2012	Reconciled		03/31/2012	Accounts Payable	COMCAST CABLE	\$117.79	\$117.79	\$0.00
55838	03/22/2012	Open			Accounts Payable	COMPLETE ASPHALT SERVICE CO. INC. (CASCO)	\$70.46		
55839	03/22/2012	Open			Accounts Payable	CORBIN WILLITS SYS. INC.	\$348.00		
55840	03/22/2012	Reconciled		03/31/2012	Accounts Payable	COVANTA STANISLAUS, INC.	\$150.00	\$150.00	\$0.00
55841	03/22/2012	Reconciled		03/31/2012	Accounts Payable	DAPPER TIRE COMPANY INC.	\$932.91	\$932.91	\$0.00
55842	03/22/2012	Reconciled		03/31/2012	Accounts Payable	DEL JOHNSON A/C & HEATING, INC.	\$94.24	\$94.24	\$0.00
55843	03/22/2012	Open			Accounts Payable	DON'S SAW & MOWER	\$126.97		
55844	03/22/2012	Reconciled		03/31/2012	Accounts Payable	ENTENMANN-ROVIN COMPANY	\$293.12	\$293.12	\$0.00
55845	03/22/2012	Reconciled		03/31/2012	Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$236.85	\$236.85	\$0.00
55846	03/22/2012	Open			Accounts Payable	GALLAGHER, CRAIG	\$284.00		
55847	03/22/2012	Open			Accounts Payable	GALLAGHER'S HEATING & AIR	\$318.68		
55848	03/22/2012	Open			Accounts Payable	HENRY SPOTO SCREA	\$6,450.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
55849	03/22/2012	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$4,676.80		
55850	03/22/2012	Reconciled		03/31/2012	Accounts Payable	INLAND BUSINESS MACHINES	\$237.12	\$237.12	\$0.00
55851	03/22/2012	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$475.00		
55852	03/22/2012	Reconciled		03/31/2012	Accounts Payable	JORDAN, CSO, SHAWN	\$396.50	\$396.50	\$0.00
55853	03/22/2012	Reconciled		03/31/2012	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$219.79	\$219.79	\$0.00
55854	03/22/2012	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$250.00		
55855	03/22/2012	Reconciled		03/31/2012	Accounts Payable	L.N. CURTIS & SONS	\$1,149.11	\$1,149.11	\$0.00
55856	03/22/2012	Open			Accounts Payable	LADRINI, PSD, CAROL	\$11.50		
55857	03/22/2012	Open			Accounts Payable	LAW OFFICES OF RICHARD L. CRABTREE	\$275.50		
55858	03/22/2012	Reconciled		03/31/2012	Accounts Payable	LEAGUE OF CALIFORNIA CITIES	\$9,534.00	\$9,534.00	\$0.00
55859	03/22/2012	Voided	Duplicate Payment	04/10/2012	Accounts Payable	LEHR AUTO ELECTRIC STOMMEL, INC.	\$123.74		
55860	03/22/2012	Reconciled		03/31/2012	Accounts Payable	LES SCHWAB TIRE CENTER - CDD/PW	\$12.75	\$12.75	\$0.00
55861	03/22/2012	Reconciled		03/31/2012	Accounts Payable	LES SCHWAB TIRE CENTER - MOTORPOOL	\$42.00	\$42.00	\$0.00
55862	03/22/2012	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$25.00		
55863	03/22/2012	Open			Accounts Payable	M.S. TEDESCO CONSTRUCTION	\$9,301.27		
55864	03/22/2012	Open			Accounts Payable	MARK C. SEUFERT CONSTRUCTION	\$1,350.00		
55865	03/22/2012	Reconciled		03/31/2012	Accounts Payable	MARQUIS, JOSH	\$193.66	\$193.66	\$0.00
55866	03/22/2012	Open			Accounts Payable	McCullough, Matthew	\$11.50		
55867	03/22/2012	Open			Accounts Payable	MCGEE, MEGHAN A.	\$11.50		
55868	03/22/2012	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		
55869	03/22/2012	Reconciled		03/31/2012	Accounts Payable	MRO ENGINEERS, INC.	\$35,265.64	\$35,265.64	\$0.00
55870	03/22/2012	Open			Accounts Payable	MYERS STEVENS TOOHEY & COMPANY	\$43.21		
55871	03/22/2012	Open			Accounts Payable	NFPA INTERNATIONAL	\$165.00		
55872	03/22/2012	Open			Accounts Payable	NICHOLS, ROBERT	\$396.50		
55873	03/22/2012	Reconciled		03/31/2012	Accounts Payable	North Bay Pensions	\$2,500.00	\$2,500.00	\$0.00
55874	03/22/2012	Reconciled		03/31/2012	Accounts Payable	NORTH STATE RENDERING INC	\$30.00	\$30.00	\$0.00
55875	03/22/2012	Reconciled		03/31/2012	Accounts Payable	NORTHGATE PETROLEUM CO	\$111.54	\$111.54	\$0.00
55876	03/22/2012	Reconciled		03/31/2012	Accounts Payable	NORTHSTAR ENGINEERING INC	\$4,055.00	\$4,055.00	\$0.00
55877	03/22/2012	Reconciled		03/31/2012	Accounts Payable	O'REILLY AUTO PARTS	\$179.91	\$179.91	\$0.00
55878	03/22/2012	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$375.73		
55879	03/22/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE GARDEN CENTER	\$638.14	\$638.14	\$0.00
55880	03/22/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE IRRIGATION DIST	\$210.80	\$210.80	\$0.00
55881	03/22/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$438.00	\$438.00	\$0.00
55882	03/22/2012	Open			Accounts Payable	PARADISE SCREEN PRINT	\$38.50		
55883	03/22/2012	Open			Accounts Payable	PETERS RUSH HABIB & MCKENNA	\$660.00		
55884	03/22/2012	Open			Accounts Payable	PICKERING, ROBERT	\$320.25		
55885	03/22/2012	Open			Accounts Payable	PMAM CORPORATION	\$177.00		
55886	03/22/2012	Reconciled		03/31/2012	Accounts Payable	REPUBLIC ITS, INC.	\$3,999.38	\$3,999.38	\$0.00
55887	03/22/2012	Open			Accounts Payable	RIEBES AUTO PARTS	\$99.36		
55888	03/22/2012	Reconciled		03/31/2012	Accounts Payable	ROSENBAUER SOUTH DAKOTA LLC	\$115.10	\$115.10	\$0.00
55889	03/22/2012	Reconciled		03/31/2012	Accounts Payable	SHASTA FIRE EQUIPMENT, INC	\$132.00	\$132.00	\$0.00
55890	03/22/2012	Open			Accounts Payable	SKYWAY AUTO TUNE	\$90.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
55891	03/22/2012	Voided	Vendor did not receive check	04/03/2012	Accounts Payable	SMELTZER, STACIE	\$11.50		
55892	03/22/2012	Open			Accounts Payable	SMELTZER, STACIE	\$11.50		
55893	03/22/2012	Open			Accounts Payable	Smith, Jake	\$396.50		
55894	03/22/2012	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$48.20		
55895	03/22/2012	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$12.86		
55896	03/22/2012	Open			Accounts Payable	THOMAS HYDRAULIC & HARDWARE SUPPLY, INC.	\$22.23		
55897	03/22/2012	Open			Accounts Payable	Tractor Supply Credit Plan	\$24.99		
55898	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$400.00	\$400.00	\$0.00
55899	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$62.41	\$62.41	\$0.00
55900	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$38.03	\$38.03	\$0.00
55901	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$281.85	\$281.85	\$0.00
55902	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$251.76	\$251.76	\$0.00
55903	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$2,018.41	\$2,018.41	\$0.00
55904	03/22/2012	Reconciled		03/31/2012	Accounts Payable	VERIZON WIRELESS	\$494.13	\$494.13	\$0.00
55905	03/22/2012	Reconciled		03/31/2012	Accounts Payable	Vigilant Canine Services	\$250.00	\$250.00	\$0.00
55906	03/22/2012	Reconciled		03/31/2012	Accounts Payable	WILSON PRINTING CO.	\$96.53	\$96.53	\$0.00
55907	03/22/2012	Reconciled		03/31/2012	Accounts Payable	WITTMER AUTO CENTER	\$359.90	\$359.90	\$0.00
55908	03/22/2012	Voided	Duplicate Payment	03/28/2012	Accounts Payable	Remalia, Jon	\$173.60		
55909	03/22/2012	Voided	Duplicate Payment	03/28/2012	Accounts Payable	Remalia, Jon	\$109.16		
55910	04/02/2012	Reconciled		03/31/2012	Accounts Payable	BUZZARD, CHRIS	\$652.97	\$652.97	\$0.00
55911	04/02/2012	Reconciled		03/31/2012	Accounts Payable	DHABOLT, OTIS	\$161.14	\$161.14	\$0.00
55912	04/02/2012	Reconciled		03/31/2012	Accounts Payable	EUROTAS, KARI	\$125.40	\$125.40	\$0.00
55913	04/02/2012	Reconciled		03/31/2012	Accounts Payable	HAUNSCHILD, MARK	\$201.01	\$201.01	\$0.00
55914	04/02/2012	Reconciled		03/31/2012	Accounts Payable	HONEYWELL, JANICE, J.	\$955.41	\$955.41	\$0.00
55915	04/02/2012	Reconciled		03/31/2012	Accounts Payable	ICMA RETIREMENT #107773	\$287.17	\$287.17	\$0.00
55916	04/02/2012	Reconciled		03/31/2012	Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07	\$478.07	\$0.00
55917	04/02/2012	Reconciled		03/31/2012	Accounts Payable	MOBILITE INVESTMENTS II, LLC	\$100.00	\$100.00	\$0.00
55918	04/02/2012	Reconciled		03/31/2012	Accounts Payable	MOORE, DWIGHT, L.	\$12,650.00	\$12,650.00	\$0.00
55919	04/02/2012	Reconciled		03/31/2012	Accounts Payable	ROUGH JR., CHARLES L.	\$125.40	\$125.40	\$0.00
55920	04/02/2012	Reconciled		03/31/2012	Accounts Payable	WHALEN, SUZANNE	\$76.63	\$76.63	\$0.00
55921	04/05/2012	Reconciled		03/31/2012	Accounts Payable	ADCOM	\$96.64	\$96.64	\$0.00
55922	04/05/2012	Reconciled		03/31/2012	Accounts Payable	AgendaPal Corporation	\$399.00	\$399.00	\$0.00
55923	04/05/2012	Reconciled		03/31/2012	Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$434.02	\$434.02	\$0.00
55924	04/05/2012	Reconciled		03/31/2012	Accounts Payable	BIDWELL TITLE & ESCROW	\$40,000.00	\$40,000.00	\$0.00
55925	04/05/2012	Reconciled		03/31/2012	Accounts Payable	C & E TRANSCRIPTION	\$255.33	\$255.33	\$0.00
55926	04/05/2012	Reconciled		03/31/2012	Accounts Payable	Castro Electric	\$1,200.00	\$1,200.00	\$0.00
55927	04/05/2012	Reconciled		03/31/2012	Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$205.35	\$205.35	\$0.00
55928	04/05/2012	Reconciled		03/31/2012	Accounts Payable	DAY WIRELESS SYSTEMS - MILWAUKIE, OR	\$1,289.83	\$1,289.83	\$0.00
55929	04/05/2012	Reconciled		03/31/2012	Accounts Payable	FEDERAL EXPRESS	\$18.40	\$18.40	\$0.00
55930	04/05/2012	Reconciled		03/31/2012	Accounts Payable	GREAT AMERICA LEASING CORP.	\$117.98	\$117.98	\$0.00
55931	04/05/2012	Voided		04/12/2012	Accounts Payable	HEARTLAND FIRE TRAINING	\$180.00		
55932	04/05/2012	Reconciled		03/31/2012	Accounts Payable	HUNTERS PEST CONTROL	\$55.00	\$55.00	\$0.00
55933	04/05/2012	Reconciled		03/31/2012	Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$1,089.58	\$1,089.58	\$0.00
55934	04/05/2012	Reconciled		03/31/2012	Accounts Payable	INLAND BUSINESS MACHINES	\$1,110.60	\$1,110.60	\$0.00

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
55935	04/05/2012	Reconciled		03/31/2012	Accounts Payable	L.N. CURTIS & SONS	\$2,487.86	\$2,487.86	\$0.00
55936	04/05/2012	Reconciled		03/31/2012	Accounts Payable	LEASOURCE FINANCIAL SERVICES	\$2,312.10	\$2,312.10	\$0.00
55937	04/05/2012	Reconciled		03/31/2012	Accounts Payable	LOREE LAMPKE	\$74.00	\$74.00	\$0.00
55938	04/05/2012	Reconciled		03/31/2012	Accounts Payable	MAR-KEN INTERNATIONAL POLICE K-9 TRAINING CTR	\$240.00	\$240.00	\$0.00
55939	04/05/2012	Reconciled		03/31/2012	Accounts Payable	MENDON'S NURSERY	\$29.50	\$29.50	\$0.00
55940	04/05/2012	Reconciled		03/31/2012	Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00	\$40,000.00	\$0.00
55941	04/05/2012	Reconciled		03/31/2012	Accounts Payable	Mount, A.J.	\$593.31	\$593.31	\$0.00
55942	04/05/2012	Reconciled		03/31/2012	Accounts Payable	NORTHGATE PETROLEUM CO	\$10,600.37	\$10,600.37	\$0.00
55943	04/05/2012	Reconciled		03/31/2012	Accounts Payable	OFFICE DEPOT ACCT#36233169	\$221.05	\$221.05	\$0.00
55944	04/05/2012	Reconciled		03/31/2012	Accounts Payable	PACIFIC GAS & ELECTRIC	\$7,587.26	\$7,587.26	\$0.00
55945	04/05/2012	Reconciled		03/31/2012	Accounts Payable	PACIFIC GAS & ELECTRIC	\$592.05	\$592.05	\$0.00
55946	04/05/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE IRRIGATION DIST	\$609.62	\$609.62	\$0.00
55947	04/05/2012	Reconciled		03/31/2012	Accounts Payable	RJ HEUTON CONSTRUCTION, INC.	\$2,523.71	\$2,523.71	\$0.00
55948	04/05/2012	Reconciled		03/31/2012	Accounts Payable	SIERRA SAFETY ASSOCIATES	\$2,605.11	\$2,605.11	\$0.00
55949	04/05/2012	Reconciled		03/31/2012	Accounts Payable	STRUCTURAL COMPOSITES INDUSTRIES	\$4,904.10	\$4,904.10	\$0.00
55950	04/05/2012	Reconciled		03/31/2012	Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$86.69	\$86.69	\$0.00
55951	04/05/2012	Reconciled		03/31/2012	Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$106.63	\$106.63	\$0.00
55952	04/05/2012	Reconciled		03/31/2012	Accounts Payable	US BANCORP OFFICE EQUIP FINANCE SERVICES	\$526.49	\$526.49	\$0.00
55953	04/05/2012	Reconciled		03/31/2012	Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$450.00	\$450.00	\$0.00
55954	04/05/2012	Reconciled		03/31/2012	Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$1,400.00	\$1,400.00	\$0.00
55955	04/05/2012	Reconciled		03/31/2012	Accounts Payable	VILLAGE PRINTER, INC.	\$332.48	\$332.48	\$0.00
55956	04/12/2012	Reconciled		03/31/2012	Accounts Payable	AIRGAS SAFETY, INC.	\$123.14	\$123.14	\$0.00
55957	04/12/2012	Reconciled		03/31/2012	Accounts Payable	ANDERSON, KATE	\$130.78	\$130.78	\$0.00
55958	04/12/2012	Reconciled		03/31/2012	Accounts Payable	BNI BUILDING NEWS	\$90.13	\$90.13	\$0.00
55959	04/12/2012	Reconciled		03/31/2012	Accounts Payable	BOYS AND GIRLS CLUB	\$289.42	\$289.42	\$0.00
55960	04/12/2012	Reconciled		03/31/2012	Accounts Payable	BUTTE CO RECORDER	\$17.00	\$17.00	\$0.00
55961	04/12/2012	Reconciled		03/31/2012	Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$100.00	\$100.00	\$0.00
55962	04/12/2012	Reconciled		03/31/2012	Accounts Payable	COLYER VET SERVICE	\$129.47	\$129.47	\$0.00
55963	04/12/2012	Reconciled		03/31/2012	Accounts Payable	COMMUNITY HOUSING & CREDIT COUNSELING	\$1,891.25	\$1,891.25	\$0.00
55964	04/12/2012	Reconciled		03/31/2012	Accounts Payable	DAY WIRELESS SYSTEMS - MILWAUKIE, OR	\$58.77	\$58.77	\$0.00
55965	04/12/2012	Reconciled		03/31/2012	Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$3,024.87	\$3,024.87	\$0.00
55966	04/12/2012	Reconciled		03/31/2012	Accounts Payable	INTERNATIONAL CODE COUNCIL, INC	\$100.00	\$100.00	\$0.00
55967	04/12/2012	Reconciled		03/31/2012	Accounts Payable	INTERSTATE OIL COMPANY	\$1,283.03	\$1,283.03	\$0.00
55968	04/12/2012	Reconciled		03/31/2012	Accounts Payable	INTERSTATE SALES	\$1,455.88	\$1,455.88	\$0.00
55969	04/12/2012	Reconciled		03/31/2012	Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$150.00	\$150.00	\$0.00
55970	04/12/2012	Reconciled		03/31/2012	Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$134.06	\$134.06	\$0.00
55971	04/12/2012	Reconciled		03/31/2012	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$358.33	\$358.33	\$0.00
55972	04/12/2012	Reconciled		03/31/2012	Accounts Payable	M.S. TEDESCO CONSTRUCTION	\$1,425.48	\$1,425.48	\$0.00
55973	04/12/2012	Reconciled		03/31/2012	Accounts Payable	MARTIN & CHAPMAN CO	\$21.41	\$21.41	\$0.00

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
55974	04/12/2012	Reconciled		03/31/2012	Accounts Payable	MID VALLEY TITLE & ESCROW	\$25,000.00	\$25,000.00	\$0.00
55975	04/12/2012	Reconciled		03/31/2012	Accounts Payable	MRO ENGINEERS, INC.	\$13,066.80	\$13,066.80	\$0.00
55976	04/12/2012	Reconciled		03/31/2012	Accounts Payable	NORTHGATE PETROLEUM CO	\$2,904.40	\$2,904.40	\$0.00
55977	04/12/2012	Reconciled		03/31/2012	Accounts Payable	O'REILLY AUTO PARTS	\$231.67	\$231.67	\$0.00
55978	04/12/2012	Reconciled		03/31/2012	Accounts Payable	PACIFIC GAS & ELECTRIC	\$102.90	\$102.90	\$0.00
55979	04/12/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE GARDEN CENTER	\$42.90	\$42.90	\$0.00
55980	04/12/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE RECREATION & PARK DISTRICT	\$114.00	\$114.00	\$0.00
55981	04/12/2012	Reconciled		03/31/2012	Accounts Payable	PARADISE STRIVE CENTER	\$495.00	\$495.00	\$0.00
55982	04/12/2012	Reconciled		03/31/2012	Accounts Payable	PEG TAYLOR CENTER	\$812.00	\$812.00	\$0.00
55983	04/12/2012	Reconciled		03/31/2012	Accounts Payable	Rolls Anderson & Rolls Civil Engineers	\$5,403.35	\$5,403.35	\$0.00
55984	04/12/2012	Reconciled		03/31/2012	Accounts Payable	Rolls Anderson & Rolls Civil Engineers	\$1,875.00	\$1,875.00	\$0.00
55985	04/12/2012	Reconciled		03/31/2012	Accounts Payable	Satellite Sports Group	\$1,397.00	\$1,397.00	\$0.00
55986	04/12/2012	Reconciled		03/31/2012	Accounts Payable	SIERRA HEATING & AIR CONDITIONING	\$873.33	\$873.33	\$0.00
55987	04/12/2012	Reconciled		03/31/2012	Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$180.00	\$180.00	\$0.00
55988	04/12/2012	Reconciled		03/31/2012	Accounts Payable	TUCKER PEST CONTROL INC	\$126.00	\$126.00	\$0.00
55989	04/12/2012	Reconciled		03/31/2012	Accounts Payable	YOUTH FOR CHANGE	\$2,326.20	\$2,326.20	\$0.00
55990	04/19/2012	Open			Accounts Payable	ACCESS INFORMATION MANAGEMENT	\$31.00		
55991	04/19/2012	Open			Accounts Payable	AIRGAS SAFETY, INC.	\$18.07		
55992	04/19/2012	Open			Accounts Payable	AMERIGAS	\$469.82		
55993	04/19/2012	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$406.24		
55994	04/19/2012	Open			Accounts Payable	AT&T	\$991.10		
55995	04/19/2012	Open			Accounts Payable	AT&T CALNET 2-REPEATER LINES	\$198.66		
55996	04/19/2012	Open			Accounts Payable	AT&T-COMMUNITY PARK	\$15.44		
55997	04/19/2012	Open			Accounts Payable	AT&T/CAL NET 2	\$4,380.45		
55998	04/19/2012	Open			Accounts Payable	BATTERIES PLUS	\$19.23		
55999	04/19/2012	Open			Accounts Payable	BUTTE CO SHERIFF'S OFFICE	\$674.34		
56000	04/19/2012	Open			Accounts Payable	Butte County Office of Emergency Management	\$24,640.18		
56001	04/19/2012	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$1,126.20		
56002	04/19/2012	Open			Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	\$86.00		
56003	04/19/2012	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF CONSERVATION	\$216.24		
56004	04/19/2012	Open			Accounts Payable	CATALYST WOMEN'S ADV. INC.	\$2,710.00		
56005	04/19/2012	Open			Accounts Payable	CERTIFION CORPORATION D.B.A. ENTERSECT	\$169.90		
56006	04/19/2012	Open			Accounts Payable	CITY OF CHICO	\$1,068.09		
56007	04/19/2012	Open			Accounts Payable	COMCAST CABLE	\$72.20		
56008	04/19/2012	Open			Accounts Payable	COMCAST CABLE	\$72.79		
56009	04/19/2012	Open			Accounts Payable	COMCAST CABLE	\$87.79		
56010	04/19/2012	Open			Accounts Payable	COMCAST CABLE	\$117.79		
56011	04/19/2012	Open			Accounts Payable	DAPPER TIRE COMPANY INC.	\$2,928.76		
56012	04/19/2012	Open			Accounts Payable	DAY WIRELESS SYSTEMS - MILWAUKIE, OR	\$300.00		
56013	04/19/2012	Open			Accounts Payable	DODGE, JEFFREY, L.	\$165.75		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
56014	04/19/2012	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$31.18		
56015	04/19/2012	Open			Accounts Payable	FLORES, LUIS, A.	\$55.25		
56016	04/19/2012	Open			Accounts Payable	J.E.I.	\$15,164.75		
56017	04/19/2012	Open			Accounts Payable	JC NELSON SUPPLY COMPANY	\$393.71		
56018	04/19/2012	Open			Accounts Payable	L.N. CURTIS & SONS	\$3,451.09		
56019	04/19/2012	Open			Accounts Payable	LIEBENBERG, IBE, J.	\$30.00		
56020	04/19/2012	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$29.90		
56021	04/19/2012	Open			Accounts Payable	LUNG, JAMES, ALLEN	\$50.00		
56022	04/19/2012	Open			Accounts Payable	M.S. TEDESCO CONSTRUCTION	\$1,033.47		
56023	04/19/2012	Open			Accounts Payable	MOSS LEVY & HARTZHEIM	\$2,966.00		
56024	04/19/2012	Open			Accounts Payable	MOTOROLA	\$4,422.14		
56025	04/19/2012	Open			Accounts Payable	NCCSIF TREASURER	\$94,826.75		
56026	04/19/2012	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$9,679.27		
56027	04/19/2012	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$388.93		
56028	04/19/2012	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$199.04		
56029	04/19/2012	Open			Accounts Payable	PARADISE POST	\$59.00		
56030	04/19/2012	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,450.55		
56031	04/19/2012	Open			Accounts Payable	R C COPIERS	\$65.00		
56032	04/19/2012	Open			Accounts Payable	RADAR SHOP	\$421.50		
56033	04/19/2012	Open			Accounts Payable	RAMOS, DANIEL J.	\$165.75		
56034	04/19/2012	Open			Accounts Payable	SIERRA SAFETY ASSOCIATES	\$292.43		
56035	04/19/2012	Open			Accounts Payable	SILL, ERICK E.	\$45.25		
56036	04/19/2012	Open			Accounts Payable	SILVERADO AVIONICS, INC	\$609.33		
56037	04/19/2012	Open			Accounts Payable	SKYWAY PET HOSPITAL,	\$88.22		
56038	04/19/2012	Open			Accounts Payable	STARR, RUSSELL	\$65.25		
56039	04/19/2012	Open			Accounts Payable	STOEL RIVES, LLP	\$315.00		
56040	04/19/2012	Open			Accounts Payable	SUTTER BUTTES COMMUNICATIONS, INC.	\$329.31		
56041	04/19/2012	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$2.82		
56042	04/19/2012	Open			Accounts Payable	TURNBOW, DAVID LYNN	\$50.00		
56043	04/19/2012	Open			Accounts Payable	TURNBOW, DEBBIE	\$100.50		
56044	04/19/2012	Open			Accounts Payable	VERIZON WIRELESS	\$250.47		
56045	04/19/2012	Open			Accounts Payable	VERIZON WIRELESS	\$38.01		
56046	04/19/2012	Open			Accounts Payable	VILLAGE PRINTER, INC.	\$70.68		
56047	04/19/2012	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$81.39		
Type Check Totals:					241 Transactions		\$532,048.52	\$275,208.25	\$0.00
<u>EFT</u>									
32	03/27/2012	Reconciled		03/31/2012	Accounts Payable	CALPERS - RETIREMENT	\$46.80	\$46.80	\$0.00
33	03/27/2012	Reconciled		03/31/2012	Accounts Payable	CALPERS - RETIREMENT	\$93.60	\$93.60	\$0.00
34	03/27/2012	Reconciled		03/31/2012	Accounts Payable	CALPERS - RETIREMENT	\$2,059.20	\$2,059.20	\$0.00
35	03/27/2012	Reconciled		03/31/2012	Accounts Payable	CALPERS - RETIREMENT	\$2,433.60	\$2,433.60	\$0.00
36	03/26/2012	Reconciled		03/31/2012	Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$500.00	\$500.00	\$0.00
37	04/12/2012	Open			Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$750.00		
38	04/19/2012	Open			Accounts Payable	STATE BOARD OF EQUALIZATION	\$1.00		
Type EFT Totals:					7 Transactions		\$5,884.20	\$5,133.20	\$0.00
AP - Wells Fargo AP Checking Totals									

TOWN OF PARADISE
CASH DISBURSEMENTS REPORT

From Payment Date: 3/21/2012 - To Payment Date: 4/20/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
Checks									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	108	\$256,242.27	\$0.00	
					Reconciled	128	\$275,208.25	\$275,208.25	
					Voided	5	\$598.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	241	\$532,048.52	\$275,208.25	
EFTs									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	2	\$751.00	\$0.00	
					Reconciled	5	\$5,133.20	\$5,133.20	
					Voided	0	\$0.00	\$0.00	
					Total	7	\$5,884.20	\$5,133.20	
All									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	110	\$256,993.27	\$0.00	
					Reconciled	133	\$280,341.45	\$280,341.45	
					Voided	5	\$598.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	248	\$537,932.72	\$280,341.45	
Grand Totals:									
Checks									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	108	\$256,242.27	\$0.00	
					Reconciled	128	\$275,208.25	\$275,208.25	
					Voided	5	\$598.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	241	\$532,048.52	\$275,208.25	
EFTs									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	2	\$751.00	\$0.00	
					Reconciled	5	\$5,133.20	\$5,133.20	
					Voided	0	\$0.00	\$0.00	
					Total	7	\$5,884.20	\$5,133.20	
All									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	110	\$256,993.27	\$0.00	
					Reconciled	133	\$280,341.45	\$280,341.45	
					Voided	5	\$598.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	248	\$537,932.72	\$280,341.45	



**Town of Paradise
Council Agenda Summary
May 1, 2012**

Agenda Item: 3(c)

Originated by: Paul T. Derr

Reviewed by: Chuck Rough, Town Manager
Lauren Gill, Assistant Town Manager
Gina Will, Finance Director
Dwight Moore, Town Attorney

Subject: Contract Renewal for Traffic Signal Maintenance Services

Council Action Requested: Authorize Mayor to execute an agreement with Republic Intelligent Transportation Services, Inc. relating to traffic signal maintenance.

Alternatives: none

Background: In 1996, Caltrans discontinued signal maintenance services for local agencies and it was necessary to begin contracting with a private company or provide those specialized services in-house. Republic ITS has provided those necessary signal and associated street lighting services since that time in an effective and professional manner.

Discussion: The Town currently has 15 signalized intersections. The Pearson/Clark intersection is maintained by Caltrans because it is associated with State Highway 191 while the other 14 intersections are maintained through contract agreement with Republic ITS. The most recent agreement that was entered into in May of 2005, was for a seven year period ending May 31, 2012. Included in that agreement were the following items:

1. Replace all incandescent lamps with light emitting diodes (LED's) within the first 6 months of the agreement with replacement of any failed LED lamp for the duration of this agreement. (Republic has replaced all of the incandescent lamps with LED's and has responded to lights out on an as needed basis with no cost to the Town. With material and labor cost of approximately \$250.00 per event, the Town has saved a substantial amount during this past 7 year contract. Call outs included travel time from locations as far away as 2 hours.)

2. Combine all routine maintenance costs per intersection for both signals and associated street lighting into one standard monthly fee. Extra work items will continue to be shown separately on the monthly invoice.

The new agreement would be for three (3) years. Pursuant to Paradise Municipal Code Section 2.45.070C, the agreement is exempt from competitive bidding as a professional service.

Conclusion: none

Fiscal Impact Analysis: This contract does not add to or exceed the current budgeted cost for routine maintenance which is approximately \$52,000.00. Additional cost associated with annual emergency work is budgeted at \$10,000 bringing the current annual budgeted costs for signals to near \$62,000.00. The overall increase in costs for signal maintenance for the past seven (7) years is approximately 1% annually. This is budgeted through gas tax account 2120.45.4750.5214.45. This contract agreement will continue to maintain the current cost from the previous agreement.

Attachments;
Agreement

SCOPE OF WORK

EXHIBIT A: TRAFFIC SIGNAL MAINTENANCE AGREEMENT

AGREEMENT

THIS AGREEMENT is made this 1st day of June, 2012, between REPUBLIC INTELLIGENT TRANSPORTATION SERVICES, INC., a California Corporation, (REPUBLIC) and THE TOWN OF PARADISE, a public entity, (PARADISE).

RECITALS

1. REPUBLIC is an Electrical Contractor holding California Contractor's License No. 647154.
2. PARADISE is a public entity.
3. By this Agreement the parties desire to provide for the performance by REPUBLIC of designated services in connection with the maintenance and repair of existing traffic signals.

The parties agree as follows:

I. This Agreement shall consist of the following documents, which are attached hereto as exhibits and which are incorporated herein by reference:

- A. This Agreement
- B. Traffic Signal Maintenance and Engineering Rates (Exhibit B)
- C. Traffic Signal Intersection List (Exhibit C)

2. REPUBLIC agrees to furnish all labor, material and equipment to perform all work necessary to maintain traffic signal facilities within the jurisdiction of PARADISE, all in accordance with the terms herein. REPUBLIC is to do all such work and provide such material, as an independent contractor, subject to inspection and approval by PARADISE, PARADISE Police, PARADISE Fire, the Director of Public Works, or any other agent designated by PARADISE.

3. REPUBLIC agrees to the following preventative maintenance:

REPUBLIC ITS SHALL PERFORM THE FOLLOWING TASKS CONSISTENT WITH THE NEEDS OF THE TOWN OF PARADISE:

MONTHLY ROUTINE MAINTENANCE

- Visually inspect controller and cabinet for proper operation and current date and time. If in coordination, check modem or communications devices. Check that timing is consistent with timing sheet.
- Visually inspect and realign signals as required. Check for bent visors and back-plates
- Check detector amplifiers and tune if necessary
- Check load switches.
- Check relays.
- Check operation of BBS if present.

- Visually inspect all vehicular and pedestrian indications for proper operation and replace outages found. Material and/or labor and equipment for all LED outages still covered under manufacturer or Republic Electric warranty is included, when applicable; otherwise, labor, material and equipment costs will be reimbursed by the agency.
- Activate and visually inspect safety lighting. Make repairs as necessary, including lamps, starters, ballasts, or photocells.
- Check operation of the fan.
- Check and actuate each pedestrian push button for proper operation.
- Visually inspect roadway along loop detectors for possible exposed wires, cracks and potholes.
- Manually record inspection date and time in controller cabinet and send written confirmation of monthly inspection with recommendations to Town staff by intersection.

6 - MONTH ROUTINE MAINTENANCE (In addition to monthly)

- Check controller cabinet filter.
- Check ground rod clamp and wire.
- Check wire schematics and records to make sure they are in the cabinet.
- Check operation of ground fault receptacle.
- Measure voltage at service inputs in cabinet and record.
- Visually check integrity of splices.
- Manually record inspection date and time in controller cabinet and send written confirmation of 6-month inspection with recommendations to Town staff by intersection.

YEARLY ROUTINE MAINTENANCE (In addition to monthly and 6-month)

- Test Conflict Monitor
- Vacuum and clean controller cabinet and contents.
- Replace cabinet filter.
- Check weatherproof gasket seal on controller cabinets.
- Check for water accumulation and duct sealant.
- Lubricate hinges and lock on controller cabinets.
- Check indicator lamps.
- Check all connectors.
- Check detector extensions.
- Manually record inspection date and time in controller cabinet and send written confirmation of yearly inspection with recommendations to Town staff by intersection.

4. REPUBLIC agrees to provide phone service for the receiving of notification of inoperative Traffic Signals including those items requiring emergency repair and service during REPUBLIC'S normal business hours and an answering service for the receiving of notification of inoperative Traffic Signals requiring emergency repairs or service at all times (7 days per week) other than REPUBLIC'S normal business hours, whether such notification originates with PARADISE or a party or person other than PARADISE.

5. REPUBLIC agrees to have service personnel available 24 hours per day to respond to traffic signal and controller trouble calls. Response time will be within three hours during regular business hours and three hours after regular business hours and weekends. In the event of multiple calls, each will be serviced on a priority basis. PARADISE will provide REPUBLIC with a priority list. This priority list will constitute authorization from PARADISE to REPUBLIC to leave an intersection of a non-priority status to respond to a priority intersection.

6. REPUBLIC agrees to provide response service 24 hours per day for repair of the equipment and appurtenances, such as street lighting, safety lighting, street name signs, pedestrian and traffic signals, controllers, flashing beacons and detector devices which REPUBLIC may be called upon from time to time by PARADISE to repair, replace or refurbish. However, it is understood that any work in excess of Two Thousand Five Hundred Dollars (\$2,500.00) will not be performed without prior verbal or written approval from PARADISE.

7. REPUBLIC agrees to, in addition to providing ongoing traffic signal maintenance per the above scope, and for no additional compensation, to replace all lamps, whether LED or incandescent, as required throughout the duration of the contract. REPUBLIC will replace all of the existing incandescent lamps with LED's within the first six months of the contract. In addition, REPUBLIC will monitor the existing LED lamps for compliance with lighting standards, and will replace any that fall out of compliance with current requirements. Furthermore, REPUBLIC will respond to and replace any failed lamps throughout the duration of the contract, at no additional cost to the TOWN.

8. Compensation shall be as follows:

- A. In consideration for furnishing said labor, materials and equipment, pursuant to Paragraph 3, (preventative maintenance), and Paragraph 7 (LED Lamp Replacement), REPUBLIC shall receive from PARADISE the sum of Two Hundred and Eighty Five and sixty seven cents (\$285.67) per month for each signalized intersection listed in "Exhibit C".
- B. In consideration for furnishing said labor, materials and equipment pursuant to Paragraph 6 (response maintenance), when such repairs are necessitated by obsolescence, failure, accidental damage such as collision, acts of God, vandalism and pavement failure, REPUBLIC shall receive, in addition to the monthly sum specified above, a per call amount based upon the invoice cost of materials plus 20% and its then current labor and equipment rates (Exhibit B). Equipment not listed on "Exhibit B" will be at the current California Departments of Transportation equipment rates that equal the surcharge rate + 15%.

9. REPUBLIC shall defend, hold harmless, and indemnify PARADISE in any actions and from all damages arising out of the acts or omissions of REPUBLIC, or its authorized representatives, in the performance of its obligations under the terms of this Agreement, or the failure of REPUBLIC to perform those obligations. REPUBLIC shall not be liable for damages resulting from the acts or omissions of THE TOWN OF PARADISE or its authorized representatives.

10. REPUBLIC shall maintain public liability and property damage insurance with limits of not less than \$1,000,000.00 for each General Liability, Automobile Liability, Worker's Compensation and Errors and Omissions Liability as the result of any one occurrence. Such insurance shall be in form satisfactory to PARADISE and shall guarantee REPUBLIC'S performance of the above indemnity obligation, shall be endorsed to name PARADISE as additional named insured, insofar as this Agreement is concerned, contain a Waiver of Subrogation clause for Worker's Compensation, and provide that written notice shall be given to PARADISE at least 30 days prior to cancellation or material change in the form of such policies or endorsements. It is acknowledged that REPUBLIC may desire public liability and property damage insurance with limits greater than that desired by PARADISE and provided for in this Agreement. REPUBLIC shall be entitled to place such additional public liability and property damage insurance into effect, as REPUBLIC alone may determine subject to REPUBLIC paying and satisfying all obligations for premiums arising from such additional public liability and property damage insurance coverage.

11. Wages will be paid in accordance with the Prevailing Wages Laws, pursuant to Section 1770 et seq. of the Labor Code of the State of California, and the Department of Industrial Relations of the State of California.

12. This Agreement may be assigned by REPUBLIC as follows:

- A. The Agreement may be assigned by Republic upon the prior written consent of PARADISE.

13. Should REPUBLIC neglect to execute the work properly, or fail to perform any provision of this Agreement, PARADISE, after giving three (3) days written notice to REPUBLIC, may perform such work and deduct the cost thereof from any payment due to REPUBLIC. This provision is in addition to any legal remedies, which PARADISE may otherwise have.

14. Except for the manufacturer's factory warranty, REPUBLIC disclaims all warranties with respect to materials supplied hereunder, REPUBLIC further disclaims any liability for failure to perform, or for the delay in performance hereunder, where the same is due to any cause beyond REPUBLIC'S reasonable control, such as, but not limited to, vandalism, fire, acts of God, or labor strike.

15. Should REPUBLIC default in the performance of its obligation under the terms of this Agreement, and should such default not be corrected by REPUBLIC within 30 days after receiving written notice thereof from PARADISE, this Agreement may be terminated by PARADISE without compensation to REPUBLIC save and except for amounts due under the terms hereunder accrued and unpaid as of the date of termination.

16. The specified compensation will stay in effect for the duration of this contract. REPUBLIC reserves the right to increase its rates at a percentage no greater than the percent increase in the March to March San Francisco/Oakland Metropolitan Area Consumer Price Index as released by the United States Department of Labor on a yearly basis with a maximum inflation increase of 5% per year. In the event the San Francisco/Oakland Inflation Index exceeds 5% for a particular year and if REPUBLIC chooses to incorporate a higher inflation rate, PARADISE will have the option to reopen this Agreement and negotiate with REPUBLIC for the remainder of the Agreement. If REPUBLIC chooses to incorporate an inflation increase of 5% or equal to that of the San Francisco/Oakland Inflation Index when under 5%, PARADISE has no option to reopen this Agreement for negotiations. In the event the Index is less than 0% for a particular year, and upon written request from PARADISE, the contract rates will be adjusted accordingly.

17. This Agreement shall be effective from and after June 1, 2012, and shall terminate on May 31, 2015. This Agreement may be extended, under the existing terms and conditions for additional terms upon mutual agreement of PARADISE and REPUBLIC.

18. If any party to this agreement resorts to legal action to enforce any provision of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs in addition to any other relief to which it is entitled.

19. This Agreement contains the entire agreement of the parties with respect to the subject matter of this Agreement. All previous agreements merge into this Agreement. Any prior agreements, promises or negotiations not expressly set forth in this contract are of no force or effect. Any modifications to the agreements shall be in writing.

EXECUTED the day and year first hereinabove set forth to be effective and hereinabove recited.

TOWN OF PARADISE

REPUBLIC ITS

By: _____

By: _____

Steve "Woody" Culleton

James A. Wagner, P.E.

Title: Mayor

Title: Vice President, Engineering

Date: _____

Date: _____

EXHIBIT B: TRAFFIC SIGNAL MAINTENANCE AND ENGINEERING RATES

Traffic Signal Maintenance

Monthly Maintenance \$285.67 per Intersection per month

Labor Hourly Rate Schedule

Labor/Electrician	\$ 85.92
Labor/Electrician (Overtime)	\$161.09
 New Signal Turn-on Support	 \$500.00 each

Equipment Hourly Rate Schedule

Bucket Truck	\$ 23.63
Mobile Crane	\$ 64.44
Compressor	\$ 19.33
Arrow-board	\$ 16.11

Engineering Fee Schedule

Principle Engineer	\$ 175.00
Senior Engineer	\$ 155.00
Associate Engineer	\$ 130.00
Staff Engineer	\$ 120.00
Senior Engineering Assistant	\$ 115.00
Engineering Assistant	\$ 105.00
CAD Operator	\$ 75.00
Clerical	\$ 75.00
Reproductions	Cost plus 15%

EXHIBIT C: TOWN OF PARADISE TRAFFIC SIGNAL INTERSECTION LIST

#	Intersection #	Major Street	Minor Street
1	001	Black Olive	Pearson
2	002	Clark	Billie
3	003	Clark	Central Park
4	004	Clark	Elliott Rd
5	005	Clark	Nunneley
6	006	Clark	Wagstaff
7	007	Skyway	Bille
8	008	Skyway	Elliott Rd
9	009	Skyway	Maxwell
10	010	Skyway	Neal
11	011	Skyway	Oliver
12	012	Skyway	Pearson
13	013	Skyway	Wagstaff
14	014	Skyway	Clark



**Town of Paradise
Council Agenda Summary
Date: May 1, 2012**

Agenda Item: 3d

Originated by: Joanna Gutierrez, Town Clerk

Reviewed by: Charles L. Rough, Jr., Town Manager
Dwight L. Moore, Town Attorney

Subject: Authorize disposal/destruction of certain records maintained in the Town Clerk's Department in keeping with the principles of an effective and cost efficient Records Management Program

Council Action Requested: Adopt Resolution No. 12-___, A Resolution of the Town Council of the Town of Paradise Authorizing Disposal/Destruction of Certain Town Records Maintained in the Town Clerk Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for the required number of years and are eligible for destruction.

Alternatives: Consider making a determination that certain records listed for destruction have value to the agency, and direct that the Town Clerk continue to maintain all, or some, of the records listed in Exhibit B.

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

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

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

Fiscal Impact Analysis: None. These records are not of a confidential nature and may be recycled, rather than shredded.

**TOWN OF PARADISE
RESOLUTION NO. 12-**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DISPOSAL OF CERTAIN TOWN RECORDS MAINTAINED IN
STORAGE FOR THE TOWN CLERK DEPARTMENT PURSUANT TO GOVERNMENT
CODE SECTION 34090.**

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

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

WHEREAS the specific records are set forth on Exhibit "B"; and,

WHEREAS, the Town Clerk is requesting to dispose certain records maintained in the Town Clerk Department as set forth on the attached Exhibit "B".

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

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

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve "Woody" Culleton, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

EXHIBIT "A"

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

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibit "B" and made a part of Resolution No. 12-__.

DATED: _____

DWIGHT L. MOORE, Town Attorney

RESOLUTION NO. _____
**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS
PURSUANT TO GOVERNMENT CODE SECTION 34090**

**EXHIBIT “B”
LIST OF FILES TO BE DESTROYED**

INDEX NO.	DESCRIPTION
	FACILITIES
280-70-01	Civic Center Planning Task Force – through 2008
	FINANCIAL/FISCAL – Accounts Payable
310-10-22	Check Registers 2006
310-10-23	Check Registers 2007
310-10-24	Check Registers 2008
310-10-25	Check Registers 2009
	FINANCIAL/FISCAL – Budget Administration
340-05-43	Preliminary Budget FY 2005/2006 (Town)
340-05-44	Preliminary Budget FY 2005/2006 (Town Clerk)
340-05-45	Preliminary Budget FY 2005/2006 (Town Council)
340-05-46	Preliminary Budget FY 2006/2007 (Town)
340-05-47	Preliminary Budget FY 2006/2007 (Town Clerk)
340-05-48	Preliminary Budget FY 2006/2007 (Town Council)
340-05-49	Preliminary Budget FY 2007/2008 (Town)
340-05-50	Preliminary Budget FY 2007/2008 (Town Clerk)
340-05-51	Preliminary Budget FY 2008/2009 (Town Clerk)
340-05-52	Preliminary Budget FY 2008/2009 (Town)
	FINAL BUDGETS *Extra copies – Permanent Copies Retained in Fire File
340-10-25	Annual Operation 2004/2005
340-10-26	Annual Operating 2005/2006
340-10-27	Annual Operating 2006/2007
340-10-28	Annual Operating 2007/2008
340-10-29	Annual Operating 2008/2009
	FINANCIAL/FISCAL - Purchasing
380-10-01	Surplus Property Disposition 1983 - 2009
380-40-06	Purchase Orders 2004 – 2006
	BUDGET REPORTS – MONTHLY, QUARTERLY SEMI & ANNUAL
385-20-50	2004/2005
385-20-51	2005/2006
385-20-52	2006/2007
385-20-53	2007/2008
385-20-54	2007/2008
385-20-55	2008/2009
385-30-02	Staff Reports of Quarterly Reports
	LEGAL & LEGISLATIVE
580-60-09	News Releases/Public Notices 2003 - 2004
580-60-12	News Releases/Public Notices 2005 - 2006
580-60-13	News Releases/Public Notices 2007 - 2008
	BOX 90 OLD INVENTORY
380-40-32	Town Hall Computer Committee
380-40-33	Photocopy Machines 1995
380-40-34	Computer Committee 1997

RESOLUTION NO. _____
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS
PURSUANT TO GOVERNMENT CODE SECTION 34090

INDEX NO.	DESCRIPTION
380-40-40	Purchase Orders Town Clerk 1998- 6/30/99
385-10-17	Fiscal Year 1997-1998
385-20-25	Revenue & Expenditure Report 9-30-99 thru 2/2000
385-20-26	Revenue & Expenditure Report 3-31-00 to 01-31-00
395-70-07	Utility Users' Tax Info (Tax required Voter Approval)
430-30-01	EIR Guidelines & Index Env. Impact Report re: DeSabra School
430-50-06	Storage/Transportation of Hazardous Material (File 2)
510-10	CONTRACTS CLOSED (T + 5)
	#84-07 Pavement Striping Agreement with Butte County – (Services Agt) #92-06 Lease Agreement/ Fire SVC Vehicle #94-14 Paradise Solid Waste Systems, Inc. #96-06 Butte college Small business Dev. Center (SBDC) #97-06 Lakeview Petroleum Co dba Pacific Pride Fuel Service Agreement #97-09 Craigen's Janitorial Service #97-14 Day or Night Service Co HVAC Services #97-16 Butte Disposal & Recycling & Paradise Solid Waste Alternately provide solid waste disposal services to Town Hall.
	BOX 91 OLD INVENTORY
510-10 Contracts	C98-07 Rackerby: Jim- Labor Negotiator (Services)
520-10 Claims	#0-155 Baskins, George & Iris - Closed 05/24/1998 (6-mo statute) #0-174 Brown: Wilbert Anthony– Closed 10/26/1999 (6 mo statute) #0-170 Davis: Steven Foster – Closed 9/5/1999 (1-yr statute) #0-176 Dunn: Kimberlee (6-mo statute) #0-175 Hogan, Kimberly – Settled 8/10/1999 Property #0-163 Langberg, Cory Closed 7/29/1998 (6-mo statute) #0-158 Meyer: Duane Settled 2/12/1998 (PI) #0-172 Postolka, Bryan & Samantha Settled 6/8/1999 (Civil rights) #0-159 Puciata, Walt - Closed 6/11/1998 PL suing wrong party #0-169 Silbernagel, Katherine - Closed 4/20/1998 (out of Town limits) #0-165 Veazey, Billie Settled 3/26/1999 (PI) #0-161 Wyllie, John Jr. Closed 1/9/1998 (out of Town limits)(6-mo statute) #0-168 Williams, Helen Closed 9/30/1998 (6-mo statute)
	BOX 92 OLD INVENTORY
540-15-06 CL+7	California Deli Abatement (169 Pearson) Abatement ordered by Resolution No 98-10
540-15-07 CL+7	Nuisance Abatement-Paradise Ready Mix Noise Disturbances declared unlawful by Resolution No. 99-20
540-20-26 (2 yrs)	FPPC Bulletins 2/97 through 2000
550-40-16 (2 yrs)	Legislative Issues – General 1/97 – 12/98
550-40-41 (2 yrs)	LCC Legislative Bulletin 1/99 - 6/99 (File 6)
	BOX 93 OLD INVENTORY
550-50-04 (2 yrs)	Paradise Municipal Code Distribution through 2000
580-10-01 (2 yrs)	Agenda Process Information through 1997

RESOLUTION NO. _____
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS
PURSUANT TO GOVERNMENT CODE SECTION 34090

INDEX NO.	DESCRIPTION
580-10-07 CU+ 2	Agenda-Proof of Posting 1/98 – 12/98
580-10-08 CU+ 2	Agenda – Proof of Posting 1/99 – 12/99
580-10-09 CU+ 2	Agenda – Proof of Posting 1/2000 – 12/2000
580-60-06 CU+ 2	New Releases/Public Notices (97\98) File #2
610-25-04	Personnel Policies- Internal Committee 1998 File 2
620-40-01 (2 Yrs)	Terminated Employees (Resignations) 1997
650-60-03 CL+ 3	Attorney Recruitment 1993
650-60-04 CL+3	Town Manager Recruitment 1996
650-60-05 CL+3	Recruitment & Selection Clerk Typist III Clerks Office 1998
710-70-01 CU+2	Telecommunications-No. CA Region Network (1994)
	Box 95 OLD INVENTORY
930-30-10 CU + 2	Highways/State Freeway 99/70 Study Correspondence thru 1993
930-30-11 CU + 2	State Widening Route 191/70 Correspondence thru 1993
940-10-17 S + 2	Material Recovery Facility (MRF) – Paradise Solid Waste Systems or Butte Disposal RE: AB 939 Diversion



**Town of Paradise
Council Agenda Summary
Date: May 1, 2012**

Agenda Item: 7a

Originated by: Joanna Gutierrez, Town Clerk

Reviewed by: Gina Will, Finance Director
Dwight Moore, Town Attorney
Charles L. Rough, Jr., Town Manager
Lauren Gill, Assistant Town Manager

Subject: **November 6, 2012 General Municipal Election Procedures.**

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 12-___, A Resolution Calling for the Holding of a General Municipal Election for the Election of Three Council Members;
2. Adopt Resolution No. 12-___, A Resolution Requesting the Butte County Board of Supervisors to Consolidate a General Municipal Election;
3. Adopt Resolution No. 12-___, A Resolution Adopting Regulations for Candidate Statements;
4. Direct the Town Clerk to transmit certified copies of the appropriate resolutions to the Butte County Elections Department.

Note: Butte County Elections Department officials have strongly encouraged local jurisdictions to submit the resolutions to consolidate elections or submit measures prior to May 15, 2012.

DISCUSSION/ANALYSIS

Pursuant to the provisions of Paradise Municipal Code Section 2.44.010, the Town of Paradise General Municipal Election is to be held in Paradise in consolidation with the General Statewide Election on November 6, 2012, for the election of three (3) Council Members for full four-year terms ending November, 2016.

Call & Consolidation: It is required that the Town Council officially set the election date and request the Board of Supervisors to issue instructions to the Butte County Election Department regarding consolidation with the Statewide General Election and to authorize certain procedures for the conduct of this election.

Election Code Section 15651 provides for determination of a tie vote. The Legislative Body may adopt the provisions of subdivision (b) of Section 15651 prior to the conducting of the election to conduct a special runoff election involving those candidates who received an equal number of votes and the highest number of votes, **or** adopt the provisions of Subdivision (a) of Section 15651 for determining the tie by lot. It is recommended that Council adopt the provisions of Subdivision 15651 (a) to

determine the tie vote by lot. A copy of the procedure for determining the tie vote by lot is attached to the resolution calling for the November 6, 2012, election marked Exhibit "B".

Notice Of Election: The Notice of the Election must be published not earlier than the 127th day (July 2) and not later than the 113th day (July 16) before a municipal election. The notice will contain the date of the election, the offices for which candidates may file the qualifications required, the candidate filing period (E-133 through E-88 - July 16 through August 10), and where the candidate shall file their declarations of candidacy. It would also contain notification of the ballot measure, a synopsis of the measure and the deadlines set for arguments, *if* a measure is placed on the ballot before the Notice of Election is published. (Election Code Sections 12101, 12102, 12111 and 12112).

Candidate Statements: A candidate may file a Candidate Statement of Qualifications to be printed in the sample ballot, not to exceed 200 words. A local agency may estimate the total cost of printing of the statement and require each candidate filing a statement to pay in advance their estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. (Election Code Section 13307)

The cost of the candidate statements are estimated based on information from Butte County Elections Department which oversees the typesetting of the voters pamphlet. The estimates for the cost of the candidate statement for this year are as follows: One statement per page: \$554; Two on a page: \$352; Three on a page \$285; and four on a page; \$251.

Currently the Town requires a \$450 deposit from each candidate in order file a candidate statement. In 2010 there were five candidates that filed statements and the cost to each candidate was \$406.70. In 2008 there were six candidates that filed candidate statements, and the cost to each candidate amounted to \$272. In 2006 there were five candidates that filed statements and the cost to each candidate was \$400.10.

Ballot measures - Impartial Analysis/Arguments For & Against: Division 9, Chapter 3, Article 4 of the California Election Code sets forth the code sections that outline the procedures for arguments concerning city measures.

When any city measure qualifies for a place on the ballot, the governing body may direct the elections official to transmit a copy of the measure to the city attorney who shall prepare an impartial analysis of the measure showing the effect of the measure on the existing law and the operation of the measure. The impartial analysis shall not exceed 500 words in length. (Election Code Section 9280) For measures placed on the ballot by the legislative body, the legislative body, or any member or members of the legislative body authorized by that body, or any individual voter who is eligible to vote on measure, or bona fide association of citizens, or any combination of voters and associations, may file a written argument for or against any city measure. Arguments shall not exceed 300 words. [(Election Code Section 9282(c)]

Election Code Sections 9281–9287 provide the form and procedure for submitting arguments and rebuttals, the setting of deadlines, and the selection procedure if more than one argument for or against is received within the time prescribed. If arguments for

and against a measure are received, the elections official shall send a copy of the argument in favor to the author of the argument against the measure; and a copy of the argument against to the author of the argument in favor of the measure. Rebuttals not to exceed 250 words are due not later than 10 days after primary argument deadline.

Conclusion: It is necessary for the Town Council to adopt the proposed resolutions in order to hold a general municipal election that will be consolidated with the statewide general election that is conducted by the County of Butte.

Fiscal Impact Analysis: Based on the average of cost for the last three elections, I recommend that the Council budget \$25,650 for the 2012 election. If Council would like to budget for a ballot measure, it is recommended that an additional \$5,000 to \$8,000 be added for a total ranging from \$35,650 - \$38,650.

The cost of the last three general municipal elections is as follows:

\$31,961 for 2006 – 2 seats, no measures, 9 candidates
\$28,372 for 2008 – 3 seats, no measures, 8 candidates
\$16,621 for 2010 - 2 seats, no measures, 8 candidates

The cost of a ballot measure is difficult to determine as the cost depends on the amount of measure text and the numbers of pages required for the printing of both the official ballot and the sample ballot booklet. Butte County Elections Department estimates the cost would range from \$5,000 to \$8,000.

RESOLUTION NO. 12-_____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE CALLING
& GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO
BE HELD ON TUESDAY, NOVEMBER 6, 2012, FOR THE ELECTION OF CERTAIN
OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE
OF CALIFORNIA RELATING TO GENERAL LAW CITIES FOR THE ELECTION OF
THREE TOWN COUNCIL MEMBERS**

WHEREAS, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on Tuesday, November 6, 2012, for the election of three (3) Town Council Members to four-year terms of office ending November, 2016; and,

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

SECTION 1: That, pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the Town of Paradise, California, on Tuesday, November 6, 2012, a General Municipal Election for the purpose of electing three (3) members of the Town Council for the full term of four (4) years, ending November, 2016.

SECTION 2: That the ballots to be used at the election shall be in the form and content as required by law.

SECTION 3: That the Town Clerk and County Clerk are authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed Matter, and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4: That in the event two (2) or more persons receive an equal and the highest number of votes necessary to be elected, the Town Clerk shall summon the candidates who have received the tie votes to appear at her office at a time to be designated by her and shall at that time and place determine the tie by lot. The recommended procedure for determining by lot a tie is attached hereto and marked Exhibit "B".

SECTION 5: That the polls for the election shall be open at seven o'clock (7:00) a.m. of the day of the election and shall remain open continuously from that time until eight o'clock (8:00) p.m. of the same day when the polls shall be closed, pursuant to Elections Code Section 10242, except as provided in Elections Code Section 14401.

SECTION 6: That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**Town of Paradise
Resolution No. 12-____
Calling for General Election**

SECTION 7: That notice of the time and place of holding the election is given and the Town Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 8: That the Town Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this _____day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

STEVE "WOODY" CULLETON, Mayor

ATTEST:

JOANNA GUTIERREZ, CMC, Town Clerk

APPROVED AS TO FORM:

DWIGHT MOORE, Town Attorney

EXHIBIT "B"
RESOLUTION NO. 12-____

**RECOMMENDED PROCEDURE FOR DETERMINING BY LOT A
TIE AMONG CANDIDATES AT THE NOVEMBER 6, 2012, ELECTION
PURSUANT TO ELECTIONS CODE SECTION 15651**

The Town Clerk or her designees shall type the name of each candidate who had tied for office on a separate, but identical, piece of paper which shall be folded and deposited into a container and mixed so that one would not know which candidate's name appeared on which piece of paper. The Town Clerk or her designees shall draw from the container as many pieces of paper as there are seats on the Council to be filled by the candidates who have tied. The name(s) appearing upon the piece(s) of paper drawn shall be the name(s) of the person(s) who shall be deemed to be elected.

RESOLUTION NO. 12-___

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF BUTTE TO
CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER
6, 2012, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THAT
DATE FOR THE ELECTION OF THREE (3) TOWN COUNCIL MEMBERS**

WHEREAS, the Town Council of the Town of Paradise called a General Municipal Election to be held on November 6, 2012, for the purpose of the election of three (3) Members of the Town Council for four-year terms of office ending November, 2016; and;

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date; that within the Town, the precincts, polling places and election officials of the two elections be the same; that the Election Department of the County of Butte canvass the returns of the General Municipal Election; and, that the election be held in all respects as if there were only one election.

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

SECTION 1. That the Butte County Board of Supervisors is requested to issue instructions to the Butte County Election Department to take any and all steps necessary for the holding of the consolidated election;

SECTION 2. That the Butte County Election Department is authorized to canvass the returns of the General Municipal Election and that the elections shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

SECTION 3. That the Town of Paradise recognizes that additional costs will be incurred by Butte County by reason of this consolidation and agrees to reimburse the County for such additional costs and to pay the costs associated with the current methodology used by the Butte County Election Department for cost recovery for Consolidated Elections.

SECTION 4. That the Town Clerk is hereby directed to file a certified copy of this resolution with the Butte County Board of Supervisors and the Butte County Election Department of the County of Butte.

SECTION 5. That the Town Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

Town of Paradise
RESOLUTION NO. 12-____
Requesting Election Consolidation

PASSED AND ADOPTED by the Town Council of the Town of Paradise this
____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

STEVE "WOODY" CULLETON, Mayor

ATTEST:

JOANNA GUTIERREZ, CMC, TOWN CLERK

Approved as to Form:

DWIGHT MOORE, TOWN ATTORNEY

RESOLUTION NO. 12-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE,
CALIFORNIA, AMENDING & REPLACING RESOLUTION NO. 10-12 AND ADOPTING
REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO
CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT A GENERAL OR
SPECIAL MUNICIPAL ELECTION**

WHEREAS, Section 13307(c) of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidates statement;

NOW, THEREFORE, the Town Council of the Town of Paradise, California, resolves as follows:

SECTION 1: That pursuant to Section 13307(a) of the Elections Code of the State of California, each candidate for elective office to be voted for at any General or Special Election to be held in the Town of Paradise, may prepare a candidate's statement on an appropriate form provided by the Town Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than two hundred (200) words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in the office of the Town Clerk at the time candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2: No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 3: An Agreement between the candidate and the Town of Paradise, a copy of which is attached hereto marked Exhibit "A", shall be executed which requires each candidate to pay a four hundred fifty dollars (\$450) deposit to be applied toward the candidate's pro rata share of charges for printing and handling of the candidates' statements. Any deficit shall be paid to the Town by the candidate within thirty (30) days after presentation of a bill from the Town and the Town will refund any surplus deposited within thirty (30) days after the Town's determination of said surplus.

SECTION 4: That the Town Clerk shall provide each candidate or the candidate's representative a copy of this Resolution with attached Exhibit "A" at the time nomination petitions are issued.

Town of Paradise
RESOLUTION NO. 12-____
Candidate Statement Regulations

SECTION 5: That the Town Clerk is authorized to execute the Agreement at the time the candidate's statement is filed.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

STEVE "WOODY" CULLETON, Mayor

ATTEST:

JOANNA GUTIERREZ, CMC, Town Clerk

APPROVED AS TO FORM:

DWIGHT L. MOORE, Town Attorney

EXHIBIT "A"

AGREEMENT

THIS AGREEMENT is made and entered into by and among the candidate whose name is signed below and the Town of Paradise, a municipal corporation.

1. The undersigned candidate hereby agrees to pay to the Town of Paradise his or her pro rata share of the costs incurred by the Town of Paradise in the printing, handling, insertion and mailing of candidates' statements to voters.

2. It is understood and agreed that each candidate's statement shall not exceed two hundred (200) words in length. It is understood and agreed that each candidate's pro rata share of said costs shall be determined by the Paradise Town Clerk by totaling all such costs and dividing said costs by the number of candidates' statements printed without regard to the actual length of each such statement.

3. Each candidate shall pay to the Town of Paradise a four hundred fifty dollars (\$450) deposit to be applied toward the candidate's share of such charges. The deposit shall be paid and this Agreement shall be executed at the time of filing the candidate's statement. If the deposit is not made or this Agreement not executed, the Town Clerk shall not accept the candidate's statement.

4. The candidate agrees to pay any deficit relating to such charges within thirty (30) days after presentation of a bill from the Town of Paradise for such charges. The Town shall refund any surplus of the amount within thirty (30) days after the Town's determination of such surplus.

5. In the event of litigation to enforce the terms of this Agreement, the prevailing party shall be entitled to recover from the other its reasonable attorneys' fees.

DATED:

TOWN OF PARADISE

(Signature of Candidate) BY: _____
Joanna Gutierrez, Town Clerk

(Printed Name of Candidate)

**TOWN OF PARADISE
AGENDA SUMMARY REPORT
DATE: May 1, 2012**

AGENDA NO. 7(b)

**ORIGINATED &
REVIEWED BY: Charles Rough, Town Manager**

**SUBJECT: RECOMMENDED APPOINTMENT OF PARADISE POLICE
LIEUTENANT GABRIELA TAZZARI AS ACTING POLICE
CHIEF**

COUNCIL ACTION REQUESTED:

- 1. Approve the recommended appointment of Lt. Gabriela Tazzari, as Acting Police Chief, at a salary of \$ 94,794.96/yr., effective immediately; or**
- 2. Decline to approve the appointment at this time.**

BACKGROUND:

As a result of Chief Chris Buzzard's retirement, the Town Council will recall that at your December 6, 2011 meeting, you authorized proceeding with an open and promotional recruitment for police chief.

As a result of this recruitment effort, the Town received a total of 19 applications. Out of the 19 applicants, there were six applicants that well exceeded the minimum qualifications for the position, and that were selected as finalist candidates to go through a full day assessment center process involving a pre-interview essay assignment, separate interviews by a professional police panel, a community interview panel, and an afternoon assessment exercise involving the full Town Council.

After careful consideration and evaluation of the information that we learned about the finalist candidates as a result of that full day assessment center process, and further follow-up that we conducted, I'm recommending that Paradise Police Lieutenant Gabriela Tazzari, who was one of those finalist candidates, be appointed as Acting Police Chief, effective immediately.

DISCUSSION:

Upon her appointment, she will assume the overall leadership and management of the department. Chief Buzzard, who is staying on this week, will assist with the transition.

I have every confidence in Lt. Tazzari's abilities, skills and qualifications to succeed Chief Buzzard, to build on the tremendous progress he's brought to the department under his administration, and in her own right, to lead the Paradise Police Department into the future.

If my recommendation is approved, it's my plan to devote the next few months to evaluate and assess her overall performance as acting police chief, similar to what I did before I recommended the permanent appointment to both former Police Chief Paul Walters and current Police Chief Chris Buzzard. Both those individuals who were untested as police chiefs before being appointed as acting police chiefs, used that time as their acting capacity to further prove their merit and worth for the permanent appointment.

As most of you know already, Lt. Tazzari has a bachelor's degree in organizational leadership and over eighteen years of very broad law enforcement experience in both small and large municipal police departments. Her law enforcement career reflects a steady progression in terms of position, as well as leadership, management, and supervisory responsibility and experience.

This includes serving as a patrol officer, police sergeant, detective sergeant, gang detective, internal affairs investigator, and field training officer for the Long Beach Police Department. In addition, she served two-and-a half years as the single lieutenant for the Mt. Shasta Police Department, and during that time also served as Acting Police Chief for three months during the chief's attendance at the FBI Academy.

For the last two years, she has served as one of two lieutenants in our own police department, predominately managing the Operations Division (Patrol & VIPS). During that time, she has on a rotational basis served as Acting Chief during absences of the chief.

During her management and supervision of the Operations Division, there has been real, substantive improvement in the performance, productivity and accountability of our police patrol personnel. This is no small accomplishment by her, or by our Operations Division personnel, at a time when staffing is at its lowest level because of the Town's financial situation. Recently, she single-handedly and successfully pursued a grant that will extend the life of our high school resource officer program that was slated to end this June 30 because of the previous grant funding running out. This grant also provides funding for our Paradise Boys & Girls Club for some special programs to help our youth.

I've met with Lt. Tazzari to discuss further our expectations for police chief, as well as to hear more about her views and vision for the future of the department. She is fully prepared to lead the department, and to keep the department focused on its public safety mission during these difficult and challenging times of budget cuts and staffing reductions affecting not only the Paradise Police Department, but police agencies throughout the nation and state.

She fully recognizes that leading the Paradise Police Department will require innovative approaches to deal with the financial bottom line, while effectively dealing with the ever-present reality of crime and emerging crime trends in our community. She clearly has a vision for the future of the department, beyond our Town's current financial situation, that represents taking the department in new directions in terms of policing the community, and dealing with specific crime-related challenges.

Furthermore, she plans on being a highly visible, engaged, and accessible police chief not only within the police department, but within our community, as well. She believes it's vitally important to get out into our community and listen and solicit ideas from the community as to how to further improve the department's various law enforcement programs and services. Likewise, she views this kind of community outreach effort as an opportunity to share what the Paradise Police Department is doing, what it's accomplishing, and to keep our community informed about the various law enforcement challenges that we're facing.

FISCAL IMPACT ANALYSIS:

Consistent with past promotional appointments to acting police chief, which recognized that the individual being appointed was assuming a much broader scope of responsibility and higher level of accountability over the Town government's largest department, I'm recommending that upon her appointment as acting police chief, that she receives a 15% salary increase.

As a lieutenant, she is presently at E Step, or \$ 82,439.40/yr in her six-step salary range. A 15% salary increase will place her slightly above E Step, or at \$ 94,794.96/yr in the six step range for police chief. However, due to our salary compression problems between positions with departments, it only represents a 6.85% salary spread above the senior lieutenant.

Overall, her appointment would result in her total annual compensation (salary and benefits) going from \$ 129,630.11 to \$ 147,227.55.

We had already factored into our current budget the cost of a new police chief being on board by May 1st. The actual impact on the balance of this current fiscal year will actually represent at minimum a \$ 10,000 savings to the current general fund budget.



**Town of Paradise
Council Agenda Summary
Date: May 1, 2012**

Agenda Item:

Originated by: Lauren Gill, Assistant Town Manager

Reviewed by: Charles L. Rough, Jr., Town Manager

Subject: AMEND CURRENT CONTRACT AMOUNT WITH ROLLS
ANDERSON AND ROLLS

Council Action Requested:

1. Authorize the Town Manager to extend the current agreement with Rolls Anderson Rolls for contract engineering services for the Town of Paradise; or
2. Provide alternative direction to staff

Background:

On September 15, 2011, the Town Council authorized the Manager to enter into a limited agreement with Rolls Anderson Rolls for interim contract engineering services. This contract allowed the Town to fulfill its obligations for engineering services as a result of the newly vacant Town Engineer's Position. On January 18, 2012, in an effort to keep current development projects moving forward and to provide for engineering coverage for potential new projects, the Council authorized the Town Manager to extend, as well as establish a formal contract for Town Engineer Services with Rolls Anderson Rolls until June 30th, 2012 at a cost not to exceed \$35,627.000. The intent behind this action was to further evaluate the merit of private contracting vs. at some point in the future, hiring an engineer in-house.

Discussion:

Ken Skillman, Rolls Anderson Rolls, has been successfully fulfilling the contract by providing the following engineering services:

- Private development project review
- Engineering plan checking for private development and capital improvement projects
- Reviews and approves documents relative to capital improvement projects
- Reviewing and approving plans and financial documentation relative to Town capital improvement projects
- Reviewing and approving various reports prepared by engineering staff
- Monitoring plans, specifications, easements for rights-of-way consultants for Pearson/Recreation Drive Signalization Project
- Providing technical assistant to staff and Town Manager
- Reviewing and searching for funding opportunities through BCAG and other funding sources

The activities mentioned above span various private development and capital improvement projects. The costs to review private development projects are defrayed through fees charged to the owner/developer. Capital Improvement projects are charged back to grants and to other funds.

At this point, the contract is at its “not to exceed” limit, but several critical projects/functions remain. Staff originally computed eight hours of dedicated “office hours” per week with some additional time for work performed outside of normal office hours. It was difficult to determine exactly how many hours would be required of this “hybrid” engineering position because we had nothing but two salaried engineers to compare it to. We felt that with the winding down of the ARRA projects and the slow-down in private development projects, we could get by with fewer office hours. However, the development services staff picked up the South Libby Reconstruction Project (funded by Development Impact Fees) and the Pearson/Recreation Drive Signalization project (funded by a \$1.3 Million federal CMAQ Grant) which added many hours to the workload of our current staff and the contract engineer.

The good news is that, although this was a stop gap measure, to date, the Town has realized a net savings of \$127,124.76 by using a contract engineer in lieu of replacing our Town Engineer and Associate Engineer. Of that amount, \$58,833.66 constitutes a net savings to the general fund. Even with adding additional hours to his contract, the general fund deficit will not be further affected. Staff is requesting that the contract dollar amount with Rolls Anderson Rolls be amended to allow for engineering services required to carry out the functions of development services, especially those critical tasks that must be performed in conjunction with capital improvement projects. Specifically, we are requesting an amended contract in the amount of \$20,000, which is being paid for by development fees and capital projects grants.

In considering the 2012/13 proposed budget, we are seriously evaluating whether we should re-establish an in-house Associate Civil Engineer position. Although we would not be re-hiring at the department head level, it would be the most cost effective way to have a civil engineer on board to secure grants for additional capital improvement projects, and to ensure that current capital and public projects move forward in a timely manner.

Fiscal Impact Analysis:

Although the net fiscal impact is a savings to projects, development fees, and the general fund, staff is requesting the Rolls Anderson Rolls contract be further amended to allow for eight hours of dedicated office hours per week (if needed) through June, 2012, and also for additional hours of engineering services to be charged to the Pearson/Recreation Park Signalization Project for a total amount of \$20,000.



**Town of Paradise
Council Agenda Summary
Date: May 1, 2012**

Agenda Item: 7(d)

Originated by: Lauren Gill, Assistant Town Manager

Reviewed by: Charles L. Rough, Jr., Town Manager

Subject: **Community Development Block Grant Program (CDBG)
Approval of Annual Action Plan and Subrecipient Funding
Recommendations**

Council Action Requested:

1. Adopt the 2012-2013 Subrecipient funding recommendations regarding grant funding for local organizations;
 2. Adopt the FINAL 2012-2013 Annual Plan as submitted; or
 3. Revise the FINAL 2012-2013 Annual Plan; and
 4. Authorize staff to submit the adopted 2012-2013 Annual Plan to the U.S. Department of Housing and Urban Development.
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Background:

HUD awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

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

The Town has received a funding amount of \$157,861 for this program year. This is a \$41,616 decrease from last year's funding of \$199,477.

In the past, the Town has funded the following activities:

- Assistance to community-based organizations (cannot exceed 15% of annual allocation)
- Demolition and clearance

- Economic development and business assistance
- Land acquisition
- Mortgage subsidies for first time homebuyers
- Program administration and planning (cannot exceed 20% of annual allocation)
- Public facilities and improvements
- Residential housing rehabilitation

Annual Action Plan and Public Meetings:

Staff drafted the Annual Action Plan which outlines the spending plan for the upcoming fiscal year. The Annual Action Plan has been available for public comment during a mandatory 30-day public notice period from March 7th to April 7th, 2012. The Action Plan was available for viewing and comment at Town Hall, The Family Resource Center, the Public Library and the Senior Center, and posted on the Town's website for comment. Residents are encouraged to participate in the plan's development through the public hearing process or by submitting comments to staff by the end of the Council meeting on May 1, 2012.

Today's meeting is the final approval of the Annual Plan. Staff will submit the plan to the U.S. Department of Housing and Urban Development for review and approval before the next funding cycle begins.

Subrecipient Funding:

As previously stated, organizations were given 30-days to submit applications for grant funding to the town. Eight applications were submitted and scheduled to interview with the Subrecipient Funding Sub-Committee. The funding Committee, consisting of Councilmember's Culleton and Titus, along with the Assistant Town Manager/Development Services Director, met with each of the applicants on April 2, 2012. The sub-committee's recommendation to Council is depicted in the funding chart below.

In forming its recommendation, the committee discussed the current economic downturn and its effect on non-profit organizations, especially those that provide vital services that assist individuals and families in crisis. Although all of the organizations were deserving, the Town's allotment was much smaller than the requests for funding. The committee was faced with tough decisions and decided to focus on emergency and vital services that assist individuals and families in crisis, especially those badly affected by the economy.

Applicant Name	Requested Amount 2012-2013	Recommendation from Committee	Proposed Program
Peg Taylor Center	\$5,000	\$2,500	Services for physically & developmentally challenged residents and services for senior population.
Paradise Recreation and Park District	\$4,000	\$0	Scholarships for low/moderate income youth to participate in PRPD Youth Sports.
Community Housing & Credit Counseling	\$7,000	\$0	Educate low/mod families and individuals in the areas of first time home ownership, rental and financial management.
Salvation Army	\$2,500	\$2,500	Provide temporary or transitional shelter assistance to low income Ridge residents via motel vouchers.
STRIVE	\$2,000	\$2,000	Support for individuals with disabilities, rental fee for St. Nicholas Episcopal Church.
Youth for Change	\$8,000	\$8,000	Assistance to low income families to pay for emergency needs and bills.
Boys & Girls Club	\$10,178	\$0	Implementation of "mini labs" at four locations. Each lab will be comprised of three computer workstations and staff will facilitate technology and learning programs.
Catalyst	\$10,000	\$5,000	Provides services to meet the needs of domestic violence victims and children, provide shelters, hotlines, counseling, restraining orders.
Total	\$48,678	\$20,000	

Annual Plan 2012-2013 Proposed Funding Allocation:

Staff's recommendation for the 2012-2013 CDBG allocation is to fund environmental reports, engineering and other required, eligible expenses, such as public facilities that can be used for infrastructure for CDBG eligible projects. Staff further recommends to continue supporting the Town's housing programs, approve funding for subrecipients, and to approve funding for planning and administration activities necessary to carry out the CDBG program as shown in the following table:

Administration	\$31,572
Subrecipients	\$20,000
Public Facilities	\$46,289
Housing Programs	<u>\$60,000</u>
	\$157,861

Financial Impact:

The impact of this agenda item and subsequent actions related to the CDBG Program is positive, as it will result in the award of \$157,861 in federal funds. There is no impact to the General Fund.

Staff Recommendation:

Adopt the 2012-2013 Subrecipient funding recommendations regarding grant funding for local organizations and adopt the Final Community Development Block Grant Program's 2012-2013 Annual Action Plan. Authorize staff to submit the adopted 2012-2013 Annual Plan to the U.S. Department of Housing and Urban Development.



Third Program Year Action Plan – 2012-2013

The CPMP Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

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

As decent and safe, affordable housing is an important component of a communities' housing stock, the Town is working in conjunction with several Town agencies on the Paradise Community Village project. This development will provide 36 affordable rental housing units. The project applicant has received a HOME grant and will begin the infrastructure portion of this important collaborative project. The project will include soccer fields, a skate park, and some market rate housing units. CDBG funds are slated as viable and important aspects of this much needed community facility.

This year the Town will also support low and moderate income homeowners who need repairs to their home, and low income first-time homebuyers who are seeking downpayment assistance to purchase a home.

2012-2013 Staff Recommended Funding Breakdown:

Program Administration	31,572
Public Facilities	46,289
Housing	60,000
Public Services	20,000
TOTAL:	\$157,861

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

The Town of Paradise is a small mountain community with a mixture of uses and socioeconomic levels. Racial/minority and economic concentrations are not found in Paradise, as families tend to locate socio-economically, rather than racially. Affordability sets the pattern for population concentrations in Paradise. Primarily the two canyons bounding Paradise on the east and west contain the wealthiest constituents and low-to-moderate income families are located throughout Town.

Funds in the Town's housing programs are spent Town-wide and serve low-to-moderate income families. The sluggish housing economy has created a need in all aspects of the housing industry. Homeowners, homebuyers, contractors, lenders, realtors, etc. will benefit by the investment in housing repairs and mortgage assistance programs.

The two commercial corridors which follow the two main arterials through Town contain mainly micro-businesses. Historically, the Town's economic base has been low and extremely underserved. In Program Year 2008-2009, the Town allocated approximately 45% of its CDBG funds to stimulating and grow the economy by investing in a micro-business incubator program with a matching loan from the USDA Regional Business Enterprise Grant Program. Unfortunately, the Town was unable to secure USDA Grant Funds. The Town Council will be considering whether to move these funds to another high priority project.

Last year the Town proposed investing CDBG dollars for commercial rehabilitation, as building infrastructure is very old, unsafe, and not environmentally sound. Due to the economy and the struggling commercial real estate market, there have not been many businesses financially able to participate in this program. Because the Town must ensure that funds are spent in a timely manner, the Town Council may consider moving these funds to a more pressing, high priority project.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The Town of Paradise is a very eclectic community. The assorted housing types and conditions scattered throughout the community make it difficult and counter-productive to concentrate efforts into one or two specific neighborhoods. The Town's neighborhoods are not that well defined. Therefore, providing housing funds on a town-wide basis is the best approach.

Community groups that receive subrecipient funding, operate throughout the Town; therefore, their funding must also be available to serve client needs on a Town-wide basis. The Ridge Family Resource Center is centrally located on the Town's main street. It's location is such that most residents drive by there on their way to or from almost any destination.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Although the Town has been receiving CDBG funds since 1994, there is still a need for affordable housing, better jobs, and a support system that can help underserved needs of residents from a position of need to one of self-sufficiency. There are still unmet needs in Paradise especially related to elder care, affordable housing, and support for at-risk youth. Another obstacle facing this area is the lack of an efficient public transportation system. The local community will also experience a cut in services from local non-profit agencies, as they are dealing with major reductions from the state and other sources in their budgets (Community Needs Stakeholder Meeting, 2010).

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

The Town applied for and received a \$800,000 HOME grant in 2010, which will also be used to support owner-occupied housing rehabilitation and first time homebuyer programs. In addition, we applied for a \$1,000,000 Cal-HOME grant in late 2011 which we did not receive due to the high competition among other cities. HOME will have an open application period in the summer 2012, which we intend to apply for.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

The Town of Paradise is the lead agency responsible for administering the programs covered by the consolidated plan.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

The annual plan process is a public process coordinated by the Town staff. The Town follows the prescribed citizen participation process when developing the Annual Plan. Town staff held stakeholder meetings, public hearings, conducted surveys and met with individuals and groups to collaborate and coordinate efforts and resources. As a relatively small community, it is easy to stay connected with other groups and citizens.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, 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.

Town staff is also currently in partnership with the Paradise Community Village in the development of a 45+ acre parcel. The Town of Paradise has made a financial commitment to the wastewater treatment facility component of the overall affordable housing development. Thirty six affordable housing units will be constructed by CHIP-Community Housing Improvement Program in Phase I.

The Town of Paradise holds an annual forum for lenders/realtors to promote and educate community stakeholders regarding the first time homebuyers program. This ensures that all agencies and individuals involved with the Town's housing programs follow the guidelines set forth by HUD and Housing and Community Development (HCD).

The Town collaborates with the Chamber of Commerce in many ways to share information, provide services and support, and initiates programs and policies that benefit the local business community.

Citizen Participation

1. Provide a summary of the citizen participation process.

A public notice was published in the Paradise Post on February 4, 2012 outlining the noticing requirements of the Citizen Participation Plan and Annual Plan. The public notice announced the two public hearings that allowed citizens the opportunity to comment and make suggestions on the development of the 2012-2013 Annual Action Plan.

- **1st Public Hearing:** Tuesday, February 7, 2012 at 6:00 p.m. The public hearing was held to solicit suggestions and/or comments from the public regarding the 2012-2013 Annual Plan funding priorities.
 - **2nd Public Hearing:** Tuesday, March 6, 2012 at 6:00 p.m. The Draft Annual Action plan was available for review by the Council and the public on this date. The hearing initiated a 30-day public comment period.
 - **30-Day Public Comment Period:** March 6th-April 6th, 2012. The Draft Annual Action Plan was available for public review at the following locations, Paradise Public Library, Senior Center, Family Resource Center, Paradise Chamber of Commerce, Town Hall and on the Town's website, www.townofparadise.com.
 - **Council Meeting:** Tuesday, May 8, 2012, at 6:00pm. Provide a summary of efforts made to broaden public participation, including outreach. The Council reviewed the final draft of the 2012-2013 Annual Plan, adopted the Plan and approved submission to HUD.
2. Provide a summary of citizen comments or views on the plan.

No public comments were received on the 2012-2013 Annual Plan.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

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

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

The Town Institutional Structure is as follows:

5 member Town Council

- Holds public hearings on Consolidated Plan, Annual Plans and CAPER reports

- Approves funding for Public Service Agencies

The Town of Paradise, Business and Housing Services staff provides the main administrative and project management duties over the CDBG program. The BHS Staff is under the management of the Town Manager. Staff prepares the Consolidated Plan, Annual Plans and Consolidated Annual Performance Evaluation Reports (CAPER) for each CDBG program year. The oversight of the CDBG program is provided by the five-member Town Council whom are elected officials voted in by the citizens of Paradise. All reports and plans are reviewed by Council before 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 relinquished.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Staff works closely with sub-grantees to ensure program compliance. Town staff will be meeting with sub-grantees on a quarterly basis to work through the performance measurement requirements and to ensure their compliance with program regulations.

The Town also cooperates in annual independent audits and receives monitoring visits from the State. These audits and monitoring visits educate and inform the Town on its processes and procedures and help to ensure long term compliance with program requirements.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

The Town's mortgage subsidy program and residential rehabilitation program comply with federal regulations regarding lead testing, containment, and abatement.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Although the housing prices have fallen over the past four years, affordability for low income persons is still an issue.

The decline in property values will prevent many low income persons from being able to afford major home repairs. Deferred maintenance becomes an issue, especially in the Town's older housing stock which tends to need more attention. The Town will continue to fund home repair programs for low and moderate income families. These funds benefit homeowners as well as local contractors, building suppliers and others related to the housing industry.

The Town will also continue to fund a mortgage assistance program for low-to-moderate income home buyers. These funds benefit those involved in the housing industry, including lenders, realtors, etc.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

The Butte County Housing Authority provides Section 8 vouchers and public housing assistance to the residents of Butte County. At this time the Town has one public housing apartment building. This public housing complex is supported by Housing Authority funds.

The Town and Housing Authority share information on needs and works collaboratively, when needed, to address the needs of the community. The Housing Authority holds public meetings for their clients. These meetings are well attended and comments and needs are recorded and prioritized.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

The Town of Paradise updated its Housing Element, which was completed in 2010 and submitted to the California Housing and Community Development Department. As a part of that process, the Town identified both barriers and deficiencies in the Town's housing efforts. The Town also looked at current policies, available land, citizen needs and demands to assist the Town in addressing any barriers to affordable housing that may exist.

The development of the Paradise Community Village, Phase I project has been a marked step towards providing affordable housing for residents of the Town of Paradise.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

The Town of Paradise submitted an application for HOME funds in 2010, and was awarded the contract.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

1. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
2. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
3. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
4. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

In 2009, the Butte County Continuum of Care coalition received \$105,000. This funding continues to support a coordinator who will coordinate the efforts to serve homelessness in the County. A 2010 homeless survey was completed through this effort. The total funding for the Chico/Paradise area is listed below:

**CA-519 - Chico/Paradise/Butte County
CoC**

Butte County CoC HMIS Project	SHPR	\$105,000
Esplanade House Phase 2 - Permanent Housing SHP	SHPR	\$45,880
Esplanade House Transitional Housing SHP	SHPR	\$53,946
Total:		\$204,826

The Town will continue to supporting the efforts of the Butte County Continuum of Care. The Continuum of Care program works with the local homeless population and facilitates the coordination of services to these individuals. They identify the gaps in services and apply for additional funding resources to meet these needs. The Town will continue to help fund the Family Resource Center's Self Sufficiency Fund which provides interim assistance for residents of Paradise that are in danger of losing their homes or need assistance paying for food and rent. This program has assisted 596 individuals and/or families during the 2011-2012 program year. The Town also utilizes the Community Housing Improvement Program's Credit Counseling Program which provides residents of Paradise with information

about improving credit and finding ways to insure that those who may be losing their home- find a means to help them stay in their home.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

N/A

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

The town's non-housing community development needs are as follows:

1. Economic development
2. Public facilities
3. Public services
4. Public improvements

The Town of Paradise has adopted program objectives that mirror HUD's primary objectives of decent housing, expanded economic opportunities, and achieving a suitable living environment. The Town will focus funding towards needed infrastructure in the downtown area, which will go a long way towards business growth and job creation. Needed infrastructure includes a wastewater treatment facility, improved streets, pedestrian improvements, parking and other amenities conducive to a successful downtown. Additionally, Town staff will continue to work closely with the Paradise Community Village partnership to ensure the construction of 36 affordable housing units in Phase I, as well as the other aspects of the development that assist or benefit low and moderate-income residents.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

The Town's non-profits work with social service agencies to address needs of low and very low income individuals and families. The Town collaborates with these groups to provide assistance in the form of subrecipient funding and to ensure that services are available to help reduce poverty and the effects of poverty.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

The Town intends to continue to work with local care providers, to provide social, employment, recreational and health care opportunity for our special needs population. The Town will also support local efforts to obtain other funds that support the special needs community.