



# Town of Paradise Town Council Meeting Agenda 6:00 PM – June 11, 2019

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## Paradise Alliance Church – 6491 Clark Road, Paradise, CA

Mayor, Jody Jones  
Vice Mayor, Greg Bolin  
Council Member, Steve Crowder  
Council Member, Melissa Schuster  
Council Member, Mike Zuccolillo

Town Manager, Lauren Gill  
Town Attorney, Dwight L. Moore  
Town Clerk, Dina Volenski  
Acting Community Development Director, Susan Hartman  
Administrative Services Director/Town Treasurer, Gina Will  
Public Works Director/Town Engineer, Marc Mattox  
Division Chief, CAL FIRE/Paradise Fire, John Messina  
Chief of Police, Eric Reinbold

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

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

## 1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call

- 1e. Presentation - Update on Fire Department activities.
- 1f. Paradise Unified School District  
Paradise Irrigation District  
Explore Butte County-TBID-Carolyn Denerio  
Solid Waste Update - Susan Hartman  
Other Agencies

## 2. CONSENT CALENDAR

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

- [2a.](#) p4 Approve minutes of the April 9, 2019 Town Council Regular meeting.
- [2b.](#) p10 Approve Cash Disbursements for May 2019 in the amount of \$1,318,672.63.
- [2c.](#) p18 Authorize the Town Manager to enter into an agreement with The Ferguson Group for lobbying services.
- [2d.](#) p22 1. Declare the attached described vehicle equipment and office items as surplus property; and, 2. Adopt Resolution No. 19-11, A Resolution of the Town Council of the Town of Paradise declaring certain Town Equipment to be surplus and obsolete and authorizing disposal through sale or donation by the Town Manager or her designee.
- [2e.](#) p26 Accept the various service and equipment donations offered to the Town of Paradise for the 2019/2019 fiscal year valued at \$44,156.10 identified in this agenda summary.
- [2f.](#) p27 Accept the various private citizen and business donations offered to the Town of Paradise during the month of May 2019 in the amount of \$714.51.
- [2g.](#) p32 Update on Town owned property at 5456 Black Olive Drive. No action is requested on this item at this time.
- [2h.](#) p34 Authorize the Town Manager to enter into a grant agreement with the Golden State Finance Authority for \$475,000 for the Permit Fee Relief Program.
- [2i.](#) p35 1. Adopt Resolution No. 19-12, a Resolution of the Town Council of the Town of Paradise adopting a salary pay plan, a job description and committing to three-year funding for a Disaster Recovery Manager; and, 2. Accept generous \$150,000 grant from Golden Valley Bank to fund the Disaster Recovery Manager position for the first year; and, 3. Authorize staff to work with 3Core on pursuing a grant to fund the Disaster Recovery Manager position for years two and three, and

4. Authorize staff to recruit and hire a Disaster Recovery Manager.

### 3. ITEMS REMOVED FROM CONSENT CALENDAR

### 4. PUBLIC COMMUNICATION

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

### 5. PUBLIC HEARINGS - None

### 6. COUNCIL CONSIDERATION

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

- 6a. p45 1. Concur with staff listing of individual building code changes to be considered for formal adoption at a future Council meeting; or, 2. Modify staff listing of individual building code changes to be considered for formal adoption at a future Council meeting. (Roll Call Vote)

### 7. COUNCIL INITIATED ITEMS AND REPORTS

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

### 8. STAFF COMMUNICATION

- 8a. Town Manager Report

### 9. CLOSED SESSION - None

### 10. ADJOURNMENT

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

**MINUTES  
PARADISE TOWN COUNCIL  
REGULAR MEETING – 6:00 PM – April 09, 2019**

**1. OPENING**

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

**COUNCIL MEMBER PRESENT:** Greg Bolin, Steve Crowder, Melissa Schuster, Mike Zuccolillo and Jody Jones, Mayor.

**COUNCIL MEMBER ABSENT:** None

**STAFF PRESENT:** Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director Gina Will, Asst. Town Manager/Public Works Director/Town Engineer Marc Mattox, Administrative Analyst Colette Curtis, Business and Housing Services Director Kate Anderson, Lieutenant Anthony Borgman.

- 1a. The proclamation recognizing April as Sexual Assault Awareness Month was accepted by Emilee Hunt. (180-40-026)
- 1b. The proclamation recognizing Animal Control Officer Appreciation Week was accepted by Animal Control Manager Jennifer Robbins. (180-40-026)
- 1c. The proclamation recognizing the Daughters of the American Revolution (DAR) was accepted by Dianne Wronen. (180-40-026)
- 1d. A Presentation of the "Bells of Paradise" Wind Chime Gift Project was presented by the 4-H Emerald Star project
- 1e. An update was given on the Chocolate Festival Activities by Debbie LaPlant Mosely.
- 1f. A presentation was given of the Camp Fire Zone Captain System by Kyla Awalt.
- 1g. Updates from the following Agencies regarding the Camp Fire:
  - FEMA- David Samaniego
  - Comcast – Phillip Arndt
  - Paradise Irrigation District – Mickey Rich
  - BCAQMD – Jim Wagoner



## 2. CONSENT CALENDAR

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

- 2a. Approved minutes from the November 28, 2018 Special and December 11, 2018 Regular Town Council meetings.
- 2b. Approved cash disbursements for March 2019 in the amount of \$1,624,919.21. (310-10-033)
- 2c. Waived the second reading of Town Ordinance No. 576 and approved reading by title only and. 2. Adopted Town of Paradise Ordinance No. 576 relating to the Towns Purchasing System. (540-16-145)
- 2d. 1. Awarded Contract No. 19-05, Professional Arborist Services for Priority 2 Camp Fire Vegetation Evaluation, to Davey Resources Group and authorized the Town Manager and Town Attorney to execute a contract estimated at \$150,000. (510-20-233)
- 2e. 1. Awarded Contract No. 19-06 (a, b and c), Camp Fire Emergency On-Call Tree Felling, to M&S Wesley Tree Service, A&E Arborists Tree Care and P31 Enterprises and authorized the Town Manager and Town Attorney to execute contracts estimated at \$100,000 each. (510-20-232)
- 2f. Accepted the 2018 Annual Report of the Paradise Planning Commission Regarding Progress Towards Implementation of the 1994 Paradise General Plan Housing Element. (760-40-055)
- 2g. Accepted a \$25,000.00 grant award from the North Valley Community Foundation, Camp Fire Grant program to aid in the ongoing financial support of the K-9 program. (395-50-024)
- 2h. Accepted the various private citizen and business donations offered to the Town of Paradise during the month of March 2019 in the amount of \$189,049.96. (395-50-024)

## 3. ITEMS REMOVED FROM CONSENT CALENDAR - None

## 4. PUBLIC COMMUNICATION

Mike Greer board president for Paradise Unified School District gave an update on the status of Paradise schools.

Loren Harvey presented the Mayor and Vice Mayor with a notice of Recall.

Dolores Costello is unhappy with PG&E cutting down living trees.

Cy Morris Administrator of Paradise Moose Lodge presented a donation of \$4606.32 to the Town of Paradise.

Theresa McDonald asked if the tree contracts on the consent calendar refer to private or public trees. Also asked about the flags on Skyway. (The tree contracts are for public trees)

## 5. PUBLIC HEARINGS - None

## 6. COUNCIL CONSIDERATION

- 6a. Administrative Analyst Colette Curtis gave a presentation regarding the Towns communication strategy which includes hiring a support firm called Blue Flamingo. (510-20-234)

**MOTION by Schuster, seconded by Bolin,** authorized the Town Manager to enter into an agreement with Blue Flamingo for communication strategy and support services with an agreement not to exceed \$102,215.00. Roll call vote was unanimous.

- 6b. Town Clerk Dina Volenski gave an overview of the vacancies on the Planning Commission and asked the Council to appoint two Councilmembers to interview applicants. Vice Mayor Bolin and Councilmember Zuccolillo volunteered and were chosen to interview Planning Commission applicants. (760-45-012)

**MOTION by Bolin, seconded by Crowder,** considered the following actions relating to recruitment for a vacancy on the Paradise Planning Commission:

1. Approved the Notice of Vacancy created by the resignation of Planning Commissioner Ray Groom, approved the Planning Commissioner application and authorized staff to advertise the existing Planning Commissioner vacancy, which will include a legal notice, posting on the Town's website, Face book page and a media release; and, 2. Appointed Commissioner Towslee for another term beginning on July 1, 2019 and expiring on June 30, 2023. Roll call vote was unanimous.

- 6c. Assistant Town Manager Marc Mattox gave a presentation on the Butte Strong Fund. Northern Valley Community Foundation has donated \$1,000,000 to the Town of Paradise to deploy the Butte Strong Rebuilding Incentive Program. A program that would provide a permit fee reduction of 50%, up to \$3500 until initial funds are exhausted, or February 28, 2021 (whichever is first).

**MOTION by Zuccolillo, seconded by Crowder,** approved the Butte Strong fund rebuild incentive program. Roll call vote was unanimous.

- 6d. Assistant Town Manager Marc Mattox gave a presentation on how the Town will address the water issue for the Town of Paradise facilities. The Town contacted Hailing & Associates to provide services to analyze all Town facilities water distribution and stated this service is insurance recoverable.

**MOTION BY Zuccolillo, seconded by Crowder,** 1. Awarded Contract No. 19-07, Camp Fire Town Facility Water Quality Investigation and Implementation, to Hailing & Associates, a sole contract pursuant to PMC section 2.45.070C and authorized the Town Manager and Town Attorney to execute a contract estimated at \$100,000 with approval to issue subsequent task orders, pending outcomes of water quality sampling results. Roll Call Vote was unanimous. (510-20-231)

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

### 7a. Council initiated agenda items

- 7a1. Councilmember Crowder stated he has received a lot of questions regarding manufactured homes and asked for Councilmembers to decide on specifics requirements for Manufactured homes.

Mayor Jones stated this is going to be part of the planning process with Urban Design and Associates (UDA) and asked if Councilmember Crowder was willing to wait to have the item addressed at the May Town Council meeting. Councilmember Crowder was in agreement.

- 7a2. Councilmember Crowder stated he has received comments from people that need/want to build a garage before their homes are built. So they can live on the property. Councilmember Crowder asked for discussion regarding building garages without having to submit plans for entire home.

Councilmember Schuster concurred that this an important topic and that should be brought up at the May meeting with UDA.

Mayor Jones is concerned with people just building garages and not building houses.

Vice Mayor Bolin is concerned with how it would be enforced to ensure people also build primary dwelling after the secondary dwelling has been built.

Manager Gill suggested staff could vet this out and bring to Council at a later date. All Councilmembers concurred.

- 7a3. Councilmember Zuccolillo asked to get clarification concerning the survey that is required in order to apply for building permits. He is hearing that there is difficulty for property owners to find and pay for a surveyor in order to comply with permit requirements. He is hoping there is something the Council can do to make this process easier.

Town Manager Gill stated that staff is looking at alternatives for the residents and will bring this subject back to the Council in May.

Lauren Harvey didn't understand why he would need a new survey if he has pins and his lot is recorded with the County.

Tammy Spurlock expressed that there is a lack of information regarding what the property owners specifically need in regard to surveys.

Council concurred that this item would be revisited at the next council meeting.

- 7a4. Mayor Jones explained that Assembly Bill 41 is a bill that Assemblyman Gallagher has introduced that would require the state to cover the local match for the cleanup and repair cost associated with the Camp Fire.

**MOTION by Zuccolillo, seconded by Schuster**, adopted Resolution No. 19-05, A Resolution of the Town Council of the Town of Paradise Supporting the Adoption of Assembly Bill 41 Relating to State of California Eligible Costs for the Camp Fire. Roll Call vote was unanimous.

#### 7b. Council reports on committee representation

Councilmember Zuccolillo expressed concern about not knowing why the Mayor went to Washington D.C. to advocate for the Town.

Councilmember Schuster attended Butte County Mosquito and Vector Control (BCMVC) meeting, encouraged everyone to call BCMVC to deal with Mosquito issues; Also attended Explore Butte County, UDA meeting, League of California Cities membership luncheon and is working on the Homebuilders expo in June.

Councilmember Crowder attended Connect with Council, division meetings at CMA church, PID meeting, made phone calls at the County for the debris removal and the building department open house.

Vice Mayor Bolin went to the LAFCO selection committee meeting and received a seat on LAFCO for the next 4 years,

Mayor Jones reported that she went to Washington D.C. with Butte County because she was initially invited to take a spot representing and advocating for Butte County Association of Government (BCAG) as well as the Town of Paradise. The trip was paid for by BCAG and all the meetings were organized by a lobbyist employed by BCAG and Butte County. Mayor Jones met with USDA, HUD, the Forest Service, FERC, White House Office of Intergovernmental Affairs, Senate Appropriations Committee, both California Senate offices, three different congressmen and FEMA. Mayor Jones discussed about the Sewer, water, forest management, roads and Disaster Recovery. She also went to Sacramento and met with state agencies that could possibly fund the Sewer Project.

#### 7c. Future Agenda Items - None

### 8. STAFF COMMUNICATION

8a. Town Manager Report –The Building Department is now open on Fridays.

### 9. CLOSED SESSION

At 8:35 p.m. Mayor Jones announced that the Town Council would go into closed session for the following items:

- 9a. Pursuant to Government Code Section 54956.9(a), the Town Council will hold a closed session with the Town Attorney and Town Manager concerning the following pending case:

Town of Paradise v. PG&E Corporation, County of Butte Superior Court  
Case no. 19CV00259

Direction was given, no action was taken on agenda item 9a.

- 9b. Pursuant to Government Code Section 54957.6, the Town Council will hold a closed session to meet with Lauren Gill, Gina Will and Crystal Peters, its designated representatives, regarding labor relations between the Town of Paradise and the Paradise Police Officers Association, Confidential Mid-Management Association, General Employees Unit, Police Mid-Management Unit and the Management Group.

Town Council took action in closed session on item 9b and unanimously approved Resolution 19-06, A Resolution of the Town Council of the Town of Paradise Approving a Side Letter to the Memorandum of Understanding with the Paradise Police Officers Association.

## 10. ADJOURNMENT

Mayor Jones adjourned the Council meeting at 9:25 p.m.

Date Approved:

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

Attest:

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

# **TOWN OF PARADISE**

## **CASH DISBURSEMENTS REPORT**

**FOR THE PERIOD OF  
MAY 1, 2019 - MAY 31, 2019**

May 1, 2019 - May 31, 2019

<b>Check Date</b>	<b>Pay Period End</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
05/03/19	04/28/19	Net Payroll - Direct Deposits & Checks	\$113,909.15
05/17/19	05/12/19	Net Payroll - Direct Deposits & Checks	\$115,585.07
05/31/19	05/26/19	Net Payroll - Direct Deposits & Checks	\$112,893.83
<b>TOTAL NET WAGES PAYROLL</b>			<b>\$342,388.05</b>

**Accounts Payable**

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$277,933.31
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$698,351.27
<b>TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE</b> (Detail attached)	<u><b>\$976,284.58</b></u>
<b>GRAND TOTAL CASH DISBURSEMENTS</b>	<u><u><b>\$1,318,672.63</b></u></u>

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

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

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking									
<u>Check</u>									
74054	05/01/2019	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
74055	05/01/2019	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
74056	05/01/2019	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
74057	05/01/2019	Open			Accounts Payable	MOORE, DWIGHT, L.	\$15,483.00		
74058	05/01/2019	Open			Accounts Payable	SBA Monarch Towers III LLC	\$142.32		
74059	05/01/2019	Open			Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$906.47		
74060	05/01/2019	Open			Accounts Payable	U.S. Bankcorp Government Leasing and Finance	\$10,992.77		
74061	05/03/2019	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$100.00		
74062	05/03/2019	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
74063	05/08/2019	Open			Accounts Payable	Afac	\$146.92		
74064	05/08/2019	Open			Accounts Payable	Met Life	\$7,463.26		
74065	05/08/2019	Open			Accounts Payable	OPERATING ENGINEERS	\$850.00		
74066	05/08/2019	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,246.94		
74067	05/08/2019	Open			Accounts Payable	SUN LIFE INSURANCE	\$4,061.13		
74068	05/08/2019	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$599.31		
74069	05/08/2019	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$90.00		
74070	05/09/2019	Open			Accounts Payable	3 CORE, INC.	\$5,500.00		
74071	05/09/2019	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$43.39		
74072	05/09/2019	Open			Accounts Payable	ANDERSON, KATE	\$143.03		
74073	05/09/2019	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$108.98		
74074	05/09/2019	Open			Accounts Payable	AT&T MOBILITY	\$89.46		
74075	05/09/2019	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$296.45		
74076	05/09/2019	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$20.68		
74077	05/09/2019	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$6,193.49		
74078	05/09/2019	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,113.56		
74079	05/09/2019	Open			Accounts Payable	BASIC LABORATORY	\$1,474.00		
74080	05/09/2019	Open			Accounts Payable	Bear Electric Solutions	\$2,240.00		
74081	05/09/2019	Open			Accounts Payable	Big O Tires	\$70.00		
74082	05/09/2019	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$218.00		
74083	05/09/2019	Open			Accounts Payable	Caldwell, Natalie	\$83.37		
74084	05/09/2019	Open			Accounts Payable	California Animal Welfare Association	\$244.00		
74085	05/09/2019	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$117.00		
74086	05/09/2019	Open			Accounts Payable	COMCAST CABLE	\$243.16		
74087	05/09/2019	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$4,024.92		
74088	05/09/2019	Open			Accounts Payable	Cursor Control Inc.	\$1,500.00		
74089	05/09/2019	Open			Accounts Payable	Ernst & Young US LLP	\$98,028.00		
74090	05/09/2019	Open			Accounts Payable	Faith Clark-Crawford	\$45.00		



TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

74091	05/09/2019	Open	Accounts Payable	FROST, JAMES	\$1,315.61
74092	05/09/2019	Open	Accounts Payable	GALLAGHER'S HEATING & AIR	\$96.27
74093	05/09/2019	Open	Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$71.68
74094	05/09/2019	Open	Accounts Payable	Haling and Associates	\$9,210.00
74095	05/09/2019	Open	Accounts Payable	HEWLETT PACKARD ENTERPRISE COMPANY	\$3,283.32
74096	05/09/2019	Open	Accounts Payable	HUDSON'S APPLIANCE CENTER	\$201.40
74097	05/09/2019	Open	Accounts Payable	HYDROTECH SOLUTIONS	\$76.72
74098	05/09/2019	Open	Accounts Payable	INLAND BUSINESS MACHINES	\$163.94
74099	05/09/2019	Open	Accounts Payable	KEN'S HITCH & WELDING	\$405.39
74100	05/09/2019	Open	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$886.74
74101	05/09/2019	Open	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$481.06
74102	05/09/2019	Open	Accounts Payable	KOEFRAK INDUSTRIES	\$500.00
74103	05/09/2019	Open	Accounts Payable	Mark Thomas & Company Inc	\$11,183.34
74104	05/09/2019	Open	Accounts Payable	McMaster-Carr Supply Company	\$2,972.07
74105	05/09/2019	Open	Accounts Payable	Meyers Police K-9 Training, LLC	\$1,000.00
74106	05/09/2019	Open	Accounts Payable	Michael Baker International, Inc.	\$4,487.25
74107	05/09/2019	Open	Accounts Payable	MOTOROLA	\$4,147.35
74108	05/09/2019	Open	Accounts Payable	Mt Shasta Spring Water Co., Inc	\$73.15
74109	05/09/2019	Open	Accounts Payable	Northern California Glove & Safety	\$700.38
74110	05/09/2019	Open	Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$147.50
74111	05/09/2019	Open	Accounts Payable	Nuance Communications, Inc	\$1,259.66
74112	05/09/2019	Open	Accounts Payable	OFFICE DEPOT ACCT#36233169	\$1,095.80
74113	05/09/2019	Open	Accounts Payable	PACIFIC GAS & ELECTRIC	\$109.21
74114	05/09/2019	Open	Accounts Payable	PBM SUPPLY & MFG INC	\$5,253.39
74115	05/09/2019	Open	Accounts Payable	PEERLESS BUILDING MAINT	\$2,220.00
74116	05/09/2019	Open	Accounts Payable	BHS Loan/Balance of Insurance Proceeds	\$89,874.41
74117	05/09/2019	Open	Accounts Payable	Precision Wireless Service	\$900.00
74118	05/09/2019	Open	Accounts Payable	RENTAL GUYS - CHICO	\$138.35
74119	05/09/2019	Open	Accounts Payable	Riebes Auto Parts-Motorpool	\$23.28
74120	05/09/2019	Open	Accounts Payable	Riebes Auto Parts-Public Works	\$15.67
74121	05/09/2019	Open	Accounts Payable	Spherion Staffing	\$2,690.40
74122	05/09/2019	Open	Accounts Payable	Stratti	\$12,328.75
74123	05/09/2019	Open	Accounts Payable	T and S DVBE Inc.	\$964.68
74124	05/09/2019	Open	Accounts Payable	Tahoe Pure Water Co.	\$52.50
74125	05/09/2019	Open	Accounts Payable	Tesco Controls, Inc	\$4,105.28
74126	05/09/2019	Open	Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$1,981.03
74127	05/09/2019	Open	Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$167.37
74128	05/09/2019	Open	Accounts Payable	Tough Company Fire Inc	\$250.00
74129	05/09/2019	Open	Accounts Payable	Tri Flame Propane	\$105.11
74130	05/09/2019	Open	Accounts Payable	UNIFORMS TUXEDOS & MORE	\$686.87
74131	05/09/2019	Open	Accounts Payable	UNITED RENTALS, INC.	\$1,042.46

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

74132	05/09/2019	Open	Accounts Payable	Urban Design Associates. LTD	\$150,000.00
74133	05/09/2019	Open	Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$192.00
74134	05/09/2019	Open	Accounts Payable	VERIZON WIRELESS	\$1,293.12
74135	05/09/2019	Open	Accounts Payable	WELLS FARGO BANK NA	\$2,500.00
74136	05/17/2019	Open	Accounts Payable	ICMA 457 - VANTAGEPOINT	\$100.00
74137	05/17/2019	Open	Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76
74138	05/23/2019	Open	Accounts Payable	American River Benefit Administrators	\$22.80
74139	05/23/2019	Open	Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,617.95
74140	05/23/2019	Open	Accounts Payable	AT&T MOBILITY	\$171.70
74141	05/23/2019	Open	Accounts Payable	Bear Electric Solutions	\$1,425.00
74142	05/23/2019	Open	Accounts Payable	Big O Tires	\$120.00
74143	05/23/2019	Open	Accounts Payable	Biometrics4ALL, Inc	\$9.75
74144	05/23/2019	Open	Accounts Payable	California Professional Safety & Supply	\$343.20
74145	05/23/2019	Open	Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$368.00
74146	05/23/2019	Open	Accounts Payable	CITY OF CHICO	\$400.00
74147	05/23/2019	Open	Accounts Payable	COMCAST CABLE	\$258.16
74148	05/23/2019	Open	Accounts Payable	COMCAST CABLE	\$78.16
74149	05/23/2019	Open	Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$1,382.96
74150	05/23/2019	Open	Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$350.00
74151	05/23/2019	Open	Accounts Payable	Entersect	\$109.95
74152	05/23/2019	Open	Accounts Payable	EXPRESS LUBE & OIL, .	\$187.95
74153	05/23/2019	Open	Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$141.00
74154	05/23/2019	Open	Accounts Payable	FRANKLIN CONSTRUCTION COMPANY	\$37,192.50
74155	05/23/2019	Open	Accounts Payable	Herc Rentals Inc.	\$4,675.41
74156	05/23/2019	Open	Accounts Payable	Huggins, Jeannette	\$152.50
74157	05/23/2019	Open	Accounts Payable	Huggins, Jeannette	\$137.50
74158	05/23/2019	Open	Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$14,653.86
74159	05/23/2019	Open	Accounts Payable	INDUSTRIAL EQUIPMENT	\$561.09
74160	05/23/2019	Open	Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$223.39
74161	05/23/2019	Open	Accounts Payable	INLAND BUSINESS MACHINES	\$2,193.91
74162	05/23/2019	Open	Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$450.00
74163	05/23/2019	Open	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$378.07
74164	05/23/2019	Open	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$2,584.44
74165	05/23/2019	Open	Accounts Payable	KOEFRAN INDUSTRIES	\$500.00
74166	05/23/2019	Open	Accounts Payable	Koff & Associates	\$1,876.00
74167	05/23/2019	Open	Accounts Payable	LOCATE PLUS CORPORATION	\$237.80
74168	05/23/2019	Open	Accounts Payable	M&S Wesley Tree Service	\$375.00
74169	05/23/2019	Open	Accounts Payable	MANN, URRUTIA, NELSON, CAS & ASSOC, LLP	\$16,000.00
74170	05/23/2019	Open	Accounts Payable	Mark Thomas & Company Inc	\$3,880.36
74171	05/23/2019	Open	Accounts Payable	Mark Thomas & Company Inc	\$1,513.05
74172	05/23/2019	Open	Accounts Payable	Mt Shasta Spring Water Co., Inc	\$20.35

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

74173	05/23/2019	Open	Accounts Payable	MUNICIPAL CODE CORP	\$734.00
74174	05/23/2019	Open	Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$27,777.00
74175	05/23/2019	Open	Accounts Payable	NORTHGATE PETROLEUM CO	\$7,484.74
74176	05/23/2019	Open	Accounts Payable	O'REILLY AUTO PARTS	\$56.04
74177	05/23/2019	Open	Accounts Payable	OFFICE DEPOT ACCT#36233169	\$765.43
74178	05/23/2019	Open	Accounts Payable	Omni Pipelines	\$23,024.40
74179	05/23/2019	Open	Accounts Payable	PACIFIC GAS & ELECTRIC	\$5,394.37
74180	05/23/2019	Open	Accounts Payable	PARADISE IRRIGATION DIST	\$23.89
74181	05/23/2019	Open	Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$1,853.24
74182	05/23/2019	Open	Accounts Payable	PUBLIC SAFETY TRAINING CONSULTANTS	\$240.00
74183	05/23/2019	Open	Accounts Payable	RENTAL GUYS - CHICO	\$289.46
74184	05/23/2019	Open	Accounts Payable	Riebes Auto Parts-Public Works	\$515.66
74185	05/23/2019	Open	Accounts Payable	Santander Leasing LLC	\$35,915.70
74186	05/23/2019	Open	Accounts Payable	Spherion Staffing	\$7,912.60
74187	05/23/2019	Open	Accounts Payable	SWRCB	\$14,230.00
74188	05/23/2019	Open	Accounts Payable	T and S DVBE Inc.	\$972.23
74189	05/23/2019	Open	Accounts Payable	Tahoe Pure Water Co.	\$7.50
74190	05/23/2019	Open	Accounts Payable	TeleCheck Services, Inc.	\$35.00
74191	05/23/2019	Open	Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$240.42
74192	05/23/2019	Open	Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$60.95
74193	05/23/2019	Open	Accounts Payable	Tough Company Fire Inc	\$250.00
74194	05/23/2019	Open	Accounts Payable	TUCKER PEST CONTROL INC	\$258.00
74195	05/23/2019	Open	Accounts Payable	VERIZON WIRELESS	\$1,858.17
74196	05/23/2019	Open	Accounts Payable	WILGUS FIRE CONTROL INC	\$380.30
74197	05/31/2019	Open	Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76
Type Check Totals:					\$713,593.11
144 Transactions					
<u>EFT</u>					
857	05/03/2019	Open	Accounts Payable	CALPERS - RETIREMENT	\$27,078.95
858	05/03/2019	Open	Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,690.88
859	05/03/2019	Open	Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,811.27
860	05/03/2019	Open	Accounts Payable	INTERNAL REVENUE SERVICE	\$17,233.80
861	05/08/2019	Open	Accounts Payable	CALPERS	\$101,105.76
862	05/17/2019	Open	Accounts Payable	CALPERS - RETIREMENT	\$27,391.59
863	05/17/2019	Open	Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,932.37
864	05/17/2019	Open	Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,806.08
865	05/17/2019	Open	Accounts Payable	INTERNAL REVENUE SERVICE	\$18,010.36
866	05/31/2019	Open	Accounts Payable	CALPERS - RETIREMENT	\$26,281.40
867	05/31/2019	Open	Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,370.70
868	05/31/2019	Open	Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,667.03
869	05/31/2019	Open	Accounts Payable	INTERNAL REVENUE SERVICE	\$16,311.28
870	05/16/2019	Open	Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$1,000.00

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

14 Transactions

\$262,691.47

Type EFT Totals:

AP - US Bank TOP AP Checking Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	144	\$713,593.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>144</b>	<b>\$713,593.11</b>	<b>\$0.00</b>

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	14	\$262,691.47	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>14</b>	<b>\$262,691.47</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	158	\$976,284.58	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>158</b>	<b>\$976,284.58</b>	<b>\$0.00</b>

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	144	\$713,593.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>144</b>	<b>\$713,593.11</b>	<b>\$0.00</b>

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	14	\$262,691.47	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>14</b>	<b>\$262,691.47</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	158	\$976,284.58	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00

# CASH DISBURSEMENTS REPORT

From Payment Date: 5/1/2019 - To Payment Date: 5/31/2019

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Total	158	\$976,284.58	\$0.00
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**Town of Paradise  
Council Agenda Summary  
June 11, 2019**

**Agenda Item: 2(c)**

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

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

**Subject:** Authorize the Town Manager to enter into an agreement with The Ferguson Group for lobbying services.

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**Council Action Requested:**

1. Authorize the Town Manager to enter into an agreement with The Ferguson Group for lobbying services.

**Background:**

The Camp Fire, which burned through the Town of Paradise on November 8, 2018 caused widespread and unprecedented damage to the Town of Paradise and surrounding areas. Due to this event, the Town of Paradise has many important steps to recovery.

**Discussion:**

As the Town of Paradise moves through recovery and into rebuilding, staff will need assistance especially with financial and legislative action with our local, state and federal legislators. The Ferguson Group has worked on behalf of Butte County and Butte County Association of Governments (BCAG) for many years and will use their expertise to guide the Town through our recovery.

**Fiscal Impact Analysis:**

Since The Ferguson Group has offered their services for no fee, there is no impact to the General Fund.



**TO:** The Honorable Jody Jones  
Mayor  
Town of Paradise  
5555 Skyway  
Paradise, CA 95969

**DATE:** May 9, 2019



Dear Mayor Jones:

On behalf of The Ferguson Group (TFG), I want to extend our entire firm's sympathies on the devastating impact the Camp Fire had on the community of Paradise. After working with the communities of Butte County for the last decade, our hearts were with you as we watched the fire unfold. We commend you and your fellow Councilmembers on your perseverance throughout the event and your dedication to rebuilding the town.

As you are aware, TFG has been working in partnership with Butte County and the Butte County Association of Governments (BCAG) on various aspects of the region's recovery and response to the Camp Fire. This culminated in a recent trip to Washington, DC, where much of the county's and BCAG's priorities were focused on Camp Fire issues. It was a privilege to have you join the group on that trip and for us to have the opportunity to assist you in meetings with Members of Congress, staff from House and Senate committees, officials from several federal agencies, and representatives from the White House. I believe the trip was very successful in generating the support needed from both Congress and the Administration to help the Butte County region move forward in its recovery efforts.

In conversations during the Washington, DC trip and thereafter, we became aware of specific projects and issues of importance to Paradise's specific recovery and rebuilding plans. We can be of assistance to you in implementing those plans. As such, we would like to offer our services to the Town of Paradise on a pro bono basis and become an official partner as you further develop and implement your recovery plans.

## Firm Background

Established in 1982, TFG is a bipartisan government relations firm specializing in local government consulting and advocacy services. We provide our clients with comprehensive grant research, writing, and management services. Headquartered in Washington, DC, with offices in California, Florida, and Ohio, our professionals have served as senior staff for Members of Congress and local, state, and federal agencies, as well as leaders of non-profit and advocacy organizations.

We provide our services to more than 95 public and private entities in 25 states. Our areas of expertise include transportation, community and economic development, water and natural resources, land use, environmental issues, criminal justice, education, and housing. We leverage our experience with local governments and knowledge of Congress and the Administration to maximize our clients' successes at securing funding at the federal level. We are also adept at securing grant funding from California grant issuing agencies.

## Proposed Scope of Work

I will serve as the Town's lead for TFG and will be joined by Senior Associates Stephanie Missert and Zach Israel, both of whom are based in our Washington DC office. As you know, I have worked for the County and BCAG since 2009 and am based in our Northern California office. I will serve not only as a contact in Washington, DC but also locally in California.

While we already understand many of your needs and priorities, TFG will send members of our team to the Town to assess and identify your local needs and priorities and match federal opportunities to meet those needs. Based on our discussions, the TFG team will then provide the Town with a strategic analysis and corresponding work plan to accomplish your goals. The work plan will remain flexible to allow us to respond to emerging issues not included on the agenda. Elements of the work plan will include:

**Strategic Advice.** TFG will provide strategic advice on relevant federal legislation, policy, and regulatory actions that impact your priorities and goals.

**Assistance in Communicating and Working with Federal Officials.** TFG will contact congressional members and staff, congressional committees, federal agency officials, and staff at all levels of government on your priorities, and will assist in educating, negotiating, and advocating your objectives to secure results. TFG prepares briefing sheets/issue papers, talking points, and any other materials needed for meetings with Members of Congress, the Administration, and federal agencies to discuss funding requests, regulatory targets, authorizing legislation, or other federal initiatives.

**Advocacy on Budget.** TFG will seek the inclusion of resources in the budget requests of appropriate federal agencies to the extent it is necessary to accomplish your objectives.

**Legislative Drafting and Advocacy.** If federal legislation is necessary to achieve your goals, TFG will provide the congressional delegation, the relevant congressional committees, and federal agencies with the expertise and support necessary to develop, advocate for, and implement federal legislation and authorities.

**Build Stakeholder Support.** TFG will provide advice to you on obtaining and coordinating stakeholder support from key organizations or individuals, such as environmental groups or business interests, that may be necessary to implement your strategies or objectives.

**Appropriations Advocacy.** Where federal funding assistance is appropriate to achieving your objectives, TFG will provide the necessary logistical and institutional support to the congressional delegation in pursuing federal funding requests. TFG knows which programs to target and how to properly frame the request to meet the eligibility criteria of the federal program.

**Grant Services.** TFG will work with you to analyze your priority projects and identify appropriate grant opportunities for which they can compete; provide strategic advice and consulting services to the project in accordance with the federal priorities articulated for a particular grant program; work with you to build and leverage relationships within federal agencies that can yield valuable information that may provide a competitive advantage; review draft grant proposals and offer constructive feedback; partner with you to prepare and submit competitive grant applications; and secure congressional letters of support for grant applications.





As stated earlier, TFG proposes to offer our services to the Town on a pro bono basis. If the terms of this letter of agreement are acceptable to you, please sign and return a copy. Please let me know if you have any questions or concerns. Thank you again for this opportunity to partner with the Town of Paradise. We know the road to recovery will be a long and difficult one and we would be honored to work alongside you.

Sincerely,

Kristi More  
Managing Partner of Strategic Development

**ACKNOWLEDGED AND AGREED TO BY:**

\_\_\_\_\_  
W. Roger Gwinn  
CEO  
The Ferguson Group, LLC

\_\_\_\_\_  
Jody Jones  
Mayor  
Town of Paradise

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**TOWN OF PARADISE**  
**Council Agenda Summary**  
**June 11, 2019**

**AGENDA NO. 2(d)**

**ORIGINATED BY:** Eric Reinbold, Chief of Police

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

**SUBJECT:** Declaration of Certain Town Equipment from the Police Department to be Surplus and Obsolete.

**COUNCIL ACTION REQUESTED:**

- 1.) Declare the attached described vehicle equipment and office items as surplus property; and
- 2.) Adopt Resolution No. 19-\_\_\_, declaring certain Town Equipment to be surplus and obsolete and authorizing disposal through sale or donation by the Town Manager or her designee.

**BACKGROUND:** Over time, equipment is installed and replaced in vehicles, and Department facilities. Especially during tight fiscal times, it is prudent to preserve these items in storage for future use, if needed. Over time these items become obsolete as they become dated or as technology evolves. The property listed below may be declared as unusable or outdated as it can no longer be used effectively for Town purposes. It is recommended to sell these items be disposed of as surplus property.

**FINANCIAL IMPACT:** The disposal of these vehicle and office items will have no negative impact on the General Fund and have reached the end of their useful or technologically viable life, making them impractical to sell.

**POLICE VEHICLE EQUIPMENT**

1. Kustom Signals, Inc, in car video recording system, serial #IE03826, including camera #1002929, headliner mount, microphone charger and accessories, removed from vehicle PD01.
2. D-Link wireless access point serial #DR9V3A000865, removed from vehicle PD01.
3. Kustom Signals, Inc, in car video recording system, serial #IE03830, including camera #1001823, headliner mount, microphone charger and accessories, removed from vehicle PD13.
4. D-Link wireless access point serial #DR9V3A000858, removed from vehicle PD13.

5. Kustom Signals, Inc, in car video recording system, serial #IE03831, including camera #1001825, headliner mount, microphone charger, hard drive mount #015-0714-00 and accessories, removed from vehicle PD18.
6. D-Link wireless access point serial #DR9V3A000860, removed from vehicle PD18.
7. Kustom Signals, Inc, in car video recording system, serial #IE03590, including camera #1012698, headliner mount, microphone charger and accessories, removed from vehicle PD25.
8. D-Link wireless access point serial #DR9V293000006, removed from vehicle PD25.
9. D-Link wireless access point serial #DR9V3A000862, removed from vehicle PD08.
10. One (1) L-shaped office desk with overhead hutch, structurally failing, worn.
11. One (1) L-shaped office desk, moved to the Police Department from Town surplus, worn.

**TOWN OF PARADISE  
RESOLUTION NO. 19-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
DECLARING CERTAIN TOWN PROPERTY TO BE SURPLUS AND AUTHORIZING  
DISPOSAL THEREOF**

**WHEREAS**, the Town of Paradise wishes to dispose of certain equipment from the Police Department through public auction, internet sale, salvage or other legal method that is no longer functional or necessary to the Town's operations.

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

Section 1. The following equipment is declared to be surplus:

1. Kustom Signals, Inc, in car video recording system, serial #IE03826, including camera #1002929, headliner mount, microphone charger and accessories, removed from vehicle PD01.
2. D-Link wireless access point serial #DR9V3A000865, removed from vehicle PD01.
3. Kustom Signals, Inc, in car video recording system, serial #IE03830, including camera #1001823, headliner mount, microphone charger and accessories, removed from vehicle PD13.
4. D-Link wireless access point serial #DR9V3A000858, removed from vehicle PD13.
5. Kustom Signals, Inc, in car video recording system, serial #IE03831, including camera #1001825, headliner mount, microphone charger, hard drive mount #015-0714-00 and accessories, removed from vehicle PD18.
6. D-Link wireless access point serial #DR9V3A000860, removed from vehicle PD18.
7. Kustom Signals, Inc, in car video recording system, serial #IE03590, including camera #1012698, headliner mount, microphone charger and accessories, removed from vehicle PD25.
8. D-Link wireless access point serial #DR9V293000006, removed from vehicle PD25.
9. D-Link wireless access point serial #DR9V3A000862, removed from vehicle PD08.
10. One (1) L-shaped office desk with overhead hutch, structurally failing, worn.
11. One (1) L-shaped office desk, moved to the Police Department from Town surplus, worn.

Section 2. Pursuant to Paradise Municipal Code Section 2.45.130, the Town Manager is hereby authorized to dispose of the property set forth in Section 1 through public auction, internet, sale, salvage, donation or other legal method.

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//  
//

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise on this 11<sup>th</sup> day of June, 2019, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

ATTEST:

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

APPROVED AS TO FORM:

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



**Town of Paradise  
Council Agenda Summary  
Date: June 11, 2019**

**Agenda Item: 2(e)**

**Originated by:** Gina Will, Administrative Services Director

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

**Subject:** Service and Equipment Donations

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**Council Action Requested:**

Accept the various service and equipment donations offered to the Town of Paradise for the 2018/19 fiscal year valued at \$44,156.10. identified in this agenda summary.

**Alternatives:**

Do not accept the donations.

**Background:**

According to Town Resolution #96-17, donations shall be offered directly to the Town Council for acceptance, whenever the donor proposes to restrict the use for a specific purpose.

**Discussion:**

The Town has received generous donations from various businesses to support the Town's efforts to maintain services and support community recovery from the 2018 Camp Fire. A schedule of donations is summarized below. These donations can also count toward the matching requirement of the public assistance Cal OES and FEMA claims.

**Fiscal Analysis:**

The donations will be recorded in the appropriate fund and accounts to reflect the expenditure that would have occurred without the donation, and the revenue received as a result of the donation as follows:

<b>Fund</b>	<b>Donor</b>	<b>Description</b>	<b>Amount</b>
1010	Comcast	2 months internet service for Police Department, Town Hall & Fire Station 82	\$1,151.10
1010	North Bay Pensions	2018/19 OPEB Actuarial Report	2,500.00
1010	Quincy Compressor	Air compressor system for Fire Station 82	4,500.00
1010	Sun Ridge Systems	Annual Support and Maintenance of RIMS 2/22/19 – 2/21/20	36,005.00
Totals			\$44,156.10



**Town of Paradise  
Council Agenda Summary  
Date: June 11, 2019**

**Agenda Item: 2(f)**

**Originated by:** Gina Will, Administrative Services Director

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

**Subject:** Monetary Donations

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**Council Action Requested:**

Accept the various private citizen and business donations offered to the Town of Paradise during the month of May 2019 in the amount of \$714.51 identified in this agenda summary.

**Alternatives:**

Do not accept the donations.

**Background:**

According to Town Resolution #96-17, donations shall be offered directly to the Town Council for acceptance, whenever the donor proposes to restrict the use of the money for a specific purpose.

**Discussion:**

The Town has received generous donations from various citizens and businesses to support the Town's efforts to maintain services and support community recovery from the 2018 Camp Fire. A schedule of donations is summarized below. These donations can also count toward the matching requirement of the public assistance Cal OES and FEMA claims.

**Fiscal Analysis:**

The monies have been placed in the appropriate fund according to the desired use of the donor as follows:

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
7808	Canine Protection Unit Donations	200.00
7811	Animal Control Misc. Donations	53.51
7813	Police Department Camp Fire Donations	200.00
7815	Camp Fire General Donations	261.00
Totals		714.51

The monies will be budgeted and approved for use by the Town Council in upcoming budgets.



# Detail General Ledger Report

G/L Date Range 05/01/19 - 05/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance	
G/L Account Number <b>7808.30.0000.3650.100 Donations Private Sources</b>								Balance To Date:	(\$26,105.26)	
05/07/2019	2019-0000977	JE	RA	Revenue Collection Payment Post	Collections			100.00	(26,205.26)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
2019-00001562	2019-00000979	#84 PO Box 1853 Paradise, CA 95967			Paradise Community Council		05/07/2019	100.00	(100.00)	
							Total	\$100.00	(\$100.00)	
05/07/2019	2019-0000977	JE	RA	Revenue Collection Payment Post	Collections			100.00	(26,305.26)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
2019-00001563	2019-00000979	#84 PO Box 1853 Paradise, CA 95967			Paradise Community Council		05/07/2019	100.00	(100.00)	
							Total	\$100.00	(\$100.00)	
							Account <b>Donations Private Sources Totals</b>	\$0.00	\$200.00	(\$26,305.26)
							Program <b>Non Program Activity Totals</b>	\$0.00	\$200.00	
							Department <b>Police Totals</b>	\$0.00	\$200.00	
							Fund <b>Canine Protection Unit Donations Totals</b>	\$0.00	\$200.00	
G/L Account Number <b>7811.30.4540.3650.100 Donations Private Sources</b>								Balance To Date:	(\$19,834.94)	
05/02/2019	2019-0000941	JE	RA	Revenue Collection Payment Post	Collections			.66	(19,835.60)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
36740	2019-00000970	Permit#: BP19-00441 Receipt#: 36740 Payee: AKIN MICHAEL P & LYNETTE C			AKIN MICHAEL P & LYNETTE C		05/02/2019	121.00	(.66)	
							Total	\$121.00	(\$0.66)	
05/03/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			20.00	(19,855.60)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
2019-00001526	2019-00000971	Animal Control Activity			Chameleon		05/03/2019	20.00	(20.00)	
							Total	\$20.00	(\$20.00)	
05/04/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			10.88	(19,866.48)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
2019-00001544	2019-00000983	Animal Control Activity			Chamelelon		05/04/2019	60.00	(10.88)	
							Total	\$60.00	(\$10.88)	
05/06/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.19	(19,866.67)	
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>	
36767	2019-00000990	Permit#: OS19-00983 Receipt#: 36767 Payee: RON ENOS			RON ENOS		05/06/2019	282.00	(.19)	
							Total	\$282.00	(\$0.19)	





# Detail General Ledger Report

G/L Date Range 05/01/19 - 05/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$19,834.94)
05/06/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.19	(19,866.86)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36776	2019-0000990	Permit#: OS19-00984 Receipt#: 36776 Payee: STEVE DOBRICH			STEVE DOBRICH	05/06/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)
05/07/2019	2019-0000941	JE	RA	Revenue Collection Payment Post	Collections			.07	(19,866.93)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2019-00001538	2019-0000980	pmt on invoice 2016-0017, Inner City Action			Inner City Action	05/07/2019		96.00	(.07)
							Total	\$96.00	(\$0.07)
05/07/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.66	(19,867.59)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36787	2019-0000990	Permit#: BP19-00457 Receipt#: 36787 Payee: BRIAN MC INTYRE			BRIAN MC INTYRE	05/07/2019		121.00	(.66)
							Total	\$121.00	(\$0.66)
05/07/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.66	(19,868.25)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36799	2019-0000990	Permit#: BP19-00461 Receipt#: 36799 Payee: TETER DEBORAH L			TETER DEBORAH L	05/07/2019		121.00	(.66)
							Total	\$121.00	(\$0.66)
05/07/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.59	(19,868.84)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36811	2019-0000990	Permit#: BP19-00466 Receipt#: 36811 Payee: CODEY HANCOCK			CODEY HANCOCK	05/07/2019		151.00	(.59)
							Total	\$151.00	(\$0.59)
05/07/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.48	(19,869.32)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36786	2019-0000990	Permit#: OS19-00995 Receipt#: 36786 Payee: BRIAN MC INTYRE			BRIAN MC INTYRE	05/07/2019		81.00	(.48)
							Total	\$81.00	(\$0.48)
05/08/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.66	(19,869.98)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
36828	2019-0000990	Permit#: BP19-00473 Receipt#: 36828 Payee: MERKLEY CONSTRUCTION COMPANY			MERKLEY CONSTRUCTION COMPANY	05/08/2019		121.00	(.66)
							Total	\$121.00	(\$0.66)



# Detail General Ledger Report

G/L Date Range 05/01/19 - 05/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance			
G/L Account Number	7811.30.4540.3650.100 Donations Private Sources						Balance To Date:		(\$19,834.94)			
05/08/2019	2019-0000970	JE	RA	Revenue Collection Payment Post	Collections			.06	(19,870.04)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
36835	2019-0000990	Permit#: PL19-00011 Receipt#: 36835 Payee:				05/08/2019		114.00	(.06)			
							Total	\$114.00	(\$0.06)			
05/18/2019	2019-00001006	JE	RA	Revenue Collection Payment Post	Collections			4.00	(19,874.04)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
2019-00001568	2019-00001006	Animal Control Activity			Chameleon	05/18/2019		40.00	(4.00)			
							Total	\$40.00	(\$4.00)			
05/21/2019	2019-0000977	JE	RA	Revenue Collection Payment Post DF.AC.ACTS - Donation Funds, Animal Control, Animal Control T-Shirts (Revenue)	Collections			13.36	(19,887.40)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
2019-00001569	2019-00001005	building counter			cdd	05/21/2019		69,081.34	(13.36)			
							Total	\$69,081.34	(\$13.36)			
05/22/2019	2019-00001006	JE	RA	Revenue Collection Payment Post	Collections			.19	(19,887.59)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
37055	2019-00001016	Permit#: OS19-01197 Receipt#: 37055 Payee: CORRIGAN PATRICK T & JILL A			CORRIGAN PATRICK T & JILL A	05/22/2019		282.00	(.19)			
							Total	\$282.00	(\$0.19)			
05/22/2019	2019-00001006	JE	RA	Revenue Collection Payment Post	Collections			.01	(19,887.60)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
37078	2019-00001016	Permit#: OS19-01204 Receipt#: 37078 Payee:				05/22/2019		.01	(.01)			
							Total	\$0.01	(\$0.01)			
05/23/2019	2019-00001006	JE	RA	Revenue Collection Payment Post	Collections			.66	(19,888.26)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
37092	2019-00001020	Permit#: BP19-00557 Receipt#: 37092 Payee: WOLFE WYLIE W ESTATE			WOLFE WYLIE W ESTATE	05/23/2019		121.00	(.66)			
							Total	\$121.00	(\$0.66)			
05/23/2019	2019-00001006	JE	RA	Revenue Collection Payment Post	Collections			.19	(19,888.45)			
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>			
37102	2019-00001020	Permit#: OS19-01226 Receipt#: 37102 Payee: RON ENOS			RON ENOS	05/23/2019		.19	(.19)			
							Total	\$0.19	(\$0.19)			
							Account	Donations Private Sources Totals	30	\$0.00	\$53.51	(19,888.45)
							Program	Police - Animal Control Totals		\$0.00	\$53.51	



# Detail General Ledger Report

G/L Date Range 05/01/19 - 05/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance	
							Department <b>Police Totals</b>	\$0.00	\$53.51	
							Fund <b>Animal Control Misc Donations Totals</b>	\$0.00	\$53.51	
G/L Account Number	<b>7813.30.0000.3690.100 Donations - Camp Fire 2018 Miscellaneous</b>							Balance To Date:	\$0.00	
05/07/2019	2019-0000941	JE	RA	Revenue Collection Payment	Collections			200.00	(200.00)	
				Post	EOC.Camp Fire 2018 - EOC Incidents, Camp Fire 2018 (Revenue)					
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>		<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>		
2019-00001540	2019-00000980	Donation to Paradise PD Camp Fire from Saratoga Ladies 18 Home Group		Saratoga Ladies 18 Hole Group		05/07/2019	200.00	(200.00)		
							Total	\$200.00	(\$200.00)	
							Account <b>Donations - Camp Fire 2018 Miscellaneous Totals</b>	\$0.00	\$200.00	(\$200.00)
							Program <b>Non Program Activity Totals</b>	\$0.00	\$200.00	
							Department <b>Police Totals</b>	\$0.00	\$200.00	
							Fund <b>Police Miscellaneous Donations Totals</b>	\$0.00	\$200.00	
G/L Account Number	<b>7815.00.0000.3690.100 Donations - Camp Fire 2018 Miscellaneous</b>							Balance To Date:	(\$556,014.27)	
05/02/2019	2019-0000934	JE	RA	Revenue Collection Payment	Collections			250.00	(556,264.27)	
				Post						
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>		<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>		
2019-00001517	2019-00000966	Donation to Jody Jones, signed over to Town of Paradise from Asif and Shahina Haq		Haq, Asif and Shahina		05/02/2019	250.00	(250.00)		
							Total	\$250.00	(\$250.00)	
05/21/2019	2019-0000977	JE	RA	Revenue Collection Payment	Collections			11.00	(556,275.27)	
				Post	EOC.Camp Fire 2018 - EOC Incidents, Camp Fire 2018 (Revenue)					
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>		<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>		
2019-00001572	2019-00001008	Donation for purchases out of town - Ward Habriel		Habriel, Ward		05/21/2019	11.00	(11.00)		
							Total	\$11.00	(\$11.00)	
							Account <b>Donations - Camp Fire 2018 Miscellaneous Totals</b>	\$0.00	\$261.00	(\$556,275.27)
							Program <b>Non Program Activity Totals</b>	\$0.00	\$261.00	
							Department <b>Non Department Activity Totals</b>	\$0.00	\$261.00	
							Fund <b>General Miscellaneous Donations Totals</b>	\$0.00	\$261.00	
							Grand Totals	\$0.00	\$714.51	



**Town of Paradise  
Council Agenda Summary  
June 11, 2019**

**Agenda Item: 2(g)**

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

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

**Subject:** Update on 5456 Black Olive Dr.

**Council Action Requested:**

1. Update on Town owned property at 5456 Black Olive Drive. No action is requested on this item at this time.

**Background:**

5456 Black Olive Dr., previously known as the Jeffords Building, was purchased with Redevelopment Agency (RDA) funds with the intent to remove the existing building and use the property for commercial purposes. When the Redevelopment Agency was dissolved by Governor Brown in 2012, 5456 Black Olive was in limbo. The Town took steps several years ago to gain ownership of the property; however this ownership included a mortgage obligation as well as the understanding that proceeds of any sale of the property would be split between eight local taxing entities as prescribed in the RDA dissolution agreement.

Butte County – General	0.131549
Butte County – Welfare	0.050523
Butte County – Library	0.013955
Kimshew Cemetery	0.000006
Paradise Cemetery	0.010961
Butte Mosquito Abatement Dist.	0.014200
Paradise Recreation and Park Dist.	0.051495
Paradise Unified School District	0.347001
Butte County Schools	0.042566
Butte Community College	0.067938
Town of Paradise	0.249483
Paradise Irrigation District	0.020323

The building was destroyed in the Camp Fire on November 8, 2018. Recently, the Town received several offers from Bill and Pam Hartley to purchase the property or the adjacent parking lot property. They intend to use the property to re-establish their candy business, which was also destroyed in the Camp Fire. The second proposal received by the Town would consist of selling part of the park and ride on Pearson Rd. to the Hartley’s to expand the building they recently purchased. The Town could

replace this park and ride by constructing a parking lot at 5456 Black Olive Dr.

**Discussion:**

As was discussed at the May 12<sup>th</sup>, 2019 Council meeting, there are several factors that Town staff must research prior to making a recommendation on selling the park and ride property. Staff is looking into the funding source for the park and ride site and whether there are any provisions for future use that the Town would be required to proceed with the proposed sale. 5456 Black Olive Dr. also has restrictions, since it was purchased using RDA funds, requiring staff to research whether it could be used as a parking lot in the future.

Unfortunately, it is difficult for staff to locate the necessary information, especially for the park and ride site. There are several issues complicating the research, however staff expects to have more information at the July council meeting.

**Fiscal Impact Analysis:**

At this time there is no impact to the general fund as staff is researching the issue.



**Town of Paradise  
Council Agenda Summary  
June 11, 2019**

**Agenda Item: 2(h)**

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

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

**Subject:** Authorize the Town Manager to enter into a grant agreement with the Golden State Finance Authority for \$475,000 for the Permit Fee Relief Program

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**Council Action Requested:**

1. Authorize the Town Manager to enter into a grant agreement with the Golden State Finance Authority for \$475,000 for the Permit Fee Relief Program.

**Background:**

In April 2019, Council accepted a \$1,000,000 grant from the Butte Strong Fund to start the Rebuilding Incentive Program for the Town of Paradise. This program provides a permit fee reduction of 50%, up to \$3,500 until the funds are exhausted. The intent of the program is to help relieve some of the financial burden on residents who are rebuilding their homes.

**Discussion:**

Recently, the Golden State Finance Authority (GSFA) reached out to the Town of Paradise with an offer of grant funds to help the residents of Paradise. GSFA proposed granting \$475,000 to the Town of Paradise to add to the previously established Rebuilding Incentive Program. This would allow the Town of Paradise to continue the program, offering financial relief to residents who are rebuilding, after the initial \$1 million grant is exhausted.

The terms of the grant agreement require the Town to utilize the grant funds only for the Rebuilding Incentive Program. GSFA also granted funding to Butte County for the same purpose.

**Fiscal Impact Analysis:**

The fiscal impact of this item is positive, adding \$475,000 to the existing \$1 million that offsets building permit fees for residents who are rebuilding.



**Town of Paradise  
Council Agenda Summary  
Date: June 11, 2019**

**Agenda Item: 2(i)**

**Originated by:** Gina Will, Administrative Services Director

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

**Subject:** Disaster Recovery Manager

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**Council Action Requested:**

1. Adopt a Resolution of the Town Council of the Town of Paradise adopting a salary pay plan, a job description and committing to three year funding for a Disaster Recovery Manager; and,
2. Accept generous \$150,000 grant from Golden Valley Bank to fund the Disaster Recovery Manager position for the first year; and,
3. Authorize staff to work with 3Core on pursuing a grant to fund the Disaster Recovery Manager position for years two and three, and
4. Authorize staff to recruit and hire a Disaster Recovery Manager.

**Background:**

The Camp Fire of November 8, 2018, swept through the Town of Paradise destroying the majority of its homes and businesses, becoming the most destructive wildfire in California State history. It is clear that the Town requires an experienced full time staff member dedicated to overseeing the Town's recovery management and emergency management programs in order to assist the Town in recovering from the Camp Fire.

**Discussion:**

Koff & Associates, the premier Public Sector Human Resources consultant, that was engaged to complete the compensation and organizational study for the Town, assisted the Town in developing a job description and appropriate salary pay plan for the position. They reviewed five different public sector positions in California to create the job description and salary pay plan that is attached for Town Council's review and approval. The Disaster Recovery Manager will plan, direct, and oversee the Town's recovery management and emergency management programs and serve as a recognized subject matter expert and advisor in disaster and emergency management planning, response, and recovery. The position will report to the Town Manager and provide assistance to the Town Manager in areas of recovery.

3Core graciously assisted the Town in securing a generous \$150,000 grant from Golden Valley Bank to fund the Disaster Recovery Manager position for the first year. Golden Valley Bank has requested that the Town commit to funding the position for a least three years. 3Core will assist the Town in submitting a grant request to U.S. Economic Development Administration (EDA) to fund the position for years two and three. The Golden Valley Bank grant will serve as matching funds for the EDA grant.

**Fiscal Analysis:**

This position is expected to cost about \$150,000 each year as shown below:

Salary	\$96,096
Benefits	35,463
Supplies and Equipment	10,000
Travel and Training	8,441
Total	<u>\$150,000</u>

These amounts will be included for approval in the 2019/20 Town of Paradise operating and capital budgets as appropriate.



**TOWN OF PARADISE  
RESOLUTION NO. 19-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
ADOPTING A SALARY PAY PLAN, A JOB DESCRIPTION, AND COMMITTING TO  
THREE YEAR FUNDING FOR A DISASTER RECOVERY MANAGER**

**WHEREAS**, the Camp Fire of November 8, 2018 swept through the Town of Paradise destroying the majority of its homes and business becoming the most destructive wildfire in California State history; and,

**WHEREAS**, the Town requires an experienced full time staff member dedicated to overseeing the Town’s recovery management and emergency management programs in order to assist the Town in recovery from the Camp Fire; and,

**WHEREAS**, Koff & Associates, a premier Public Sector Human Resources consultant, assisted the Town in drafting an appropriate job description and salary pay plan for a Disaster Recovery Manager; and,

**WHEREAS**, 3Core graciously assisted the Town in securing a generous \$150,000.00 (one hundred fifty thousand dollar) grant from Golden Valley Bank to fund the Disaster Recovery Manager position for the first year; and,

**WHEREAS**, Golden Valley Bank requests the Town commit to funding this position for at least three years; and,

**WHEREAS**, 3Core will assist the Town in submitting a grant request to U.S. Economic Development Administration (EDA) to fund the position for years two and three.

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

**SECTION 1:** The attached Exhibit “A” Disaster Recovery Manager job description is approved.

**SECTION 2:** The attached Exhibit “B” Salary Pay Plan for the Disaster Recovery Manager is approved.

**SECTION 3:** The Town accepts the generous \$150,000.00 grant from Golden Valley Bank and agrees to fund the Disaster Recovery Manager position for at least three years.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 11<sup>th</sup> day of June, 2019, by the following vote:

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//  
//  
//  
//

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

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Jody Jones, Mayor

**ATTEST:**

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Dina Volenski, CMC, Town Clerk

**APPROVED AS TO FORM:**

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Dwight L. Moore, Town Attorney



June 2019  
FLSA: Exempt

## **DISASTER RECOVERY MANAGER**

### **DEFINITION**

Under general direction, plans, directs, and oversees the Town's recovery management and emergency management programs and serves as a recognized subject matter expert and advisor in disaster and emergency management planning, response, and recovery; fosters cooperative working relationships among Town departments and serves as a liaison to the community and federal, state, and local agencies; provides complex staff assistance to the Town Manager in areas of expertise; and performs related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the Town Manager. Exercises no direct supervision over staff.

### **CLASS CHARACTERISTICS**

This is a single-position classification responsible for performing complex program management work that has a high degree of sensitivity, is strategic in nature, has Town-wide and community impact, and is of critical importance to Town business operations and the community. The incumbent serves as a subject matter expert or technical advisor with a high degree of knowledge in disaster and emergency management planning, response, and recovery and represents the Town on local, statewide, and national committees and advisory groups. The position operates in highly visible, politically sensitive, legally complex, and evolving arenas working on significant and strategic issues and problems, as well as management and/or Town Council priorities and directives, requiring political sensitivity and in-depth evaluation and analysis of various (and often competing) circumstances, interests, and information.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)**

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Plans, designs, manages, and implements recovery management and emergency management programs and initiatives; develops and implements program goals, objectives, policies, procedures, and priorities; develops strategies for the achievement program goals and supports the Town's sustainability and resiliency.
- Identifies, plans, develops, and implements new and/or modified programs that promote and enhance the mission, goals, and interests of the Town; develops performance measurement and assessment tools; conducts research and analysis to justify the appropriateness of implementing proposed modifications and/or new programs.
- Develops, administers, and monitors program budget(s) and fiscal activities, including developing revenue projections, multi-year cash flow analyses, and cost containment strategies; monitors financial integrity of assigned programs; identifies and applies for federal funding for emergency management related needs; ensures Town meets eligibility requirements for reimbursement programs.
- Provides leadership and technical guidance as a subject matter expert and advisor for disaster and emergency management planning, response, and recovery using initiative and resourcefulness in deviating from traditional methods or analyzing unique issues or problems without precedent and/or structure; researches trends and patterns to develop new standards, models, methods, criteria, or propose new policies and procedures related to assigned area of responsibility; oversees quality

- assurance and quality control activities within area(s) of expertise.
- Serves as the primary point of contact for the Town with federal, state, and local government agencies and the community on disaster and emergency preparedness, response, and recovery programs; establishes and maintains contacts and networks for resources and support systems; ensures an inclusive recovery process that engages the whole community and is accessible to all community members.
- In the event of a disaster or emergency, serves as the lead in coordinating local government-led recovery organizations and initiatives; works with local emergency management to assess impacts and communicate local recovery priorities to state and federal governments, as well as other stakeholders.
- Collaborates with recovery partners to ensure response and recovery activities are communicated to stakeholders as appropriate.
- Develops, maintains, coordinates, and drives implementation of the Town's disaster recovery and emergency operations plans; collaborates with the community to ensure community support; assesses funding and plan feasibility and makes modifications as necessary.
- Integrates early recovery implementation into long-term community recovery planning processes.
- Develops, implements, and manages threat assessment and mitigation plans to protect Town facilities and assets; performs vulnerability studies and analysis of disaster and emergency response capabilities; incorporates critical mitigation, resilience, sustainability, and accessibility-building measures into plans and efforts.
- Plans, directs, and conducts disaster training exercises to test all elements of the Town's disaster recovery and emergency operations plans; conducts, coordinates, and evaluates simulated drills and exercises; makes recommendations for improvements.
- Establishes and maintains an emergency response team assigned to staff the Town's Emergency Operations Center (EOC); facilitates the activation of the EOC in accordance with Standardized Emergency Management System and related regulations; and serves as the EOC Manager in the event of an activation.
- Prepares and presents staff reports, policies, procedures, and general correspondence regarding recovery management and emergency management programs and initiatives.
- Individually or as a team lead, manages complex, politically sensitive studies, projects, and initiatives in support of recovery management and emergency management programs; develops project plans consisting of objectives, scope of work, budget, schedules, baseline requirements, and implementation strategies.
- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with Town specifications and service quality.
- Directs the establishment and maintenance of working and official program files.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in recovery management and emergency management; researches emerging products and enhancements and their applicability to Town needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, project management, budget development and administration, and

- contract administration and management.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local agencies, laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Principles, practices, purposes, and techniques of disaster and emergency management planning, response, and recovery.
- Geographic and demographic characteristics of the Town of Paradise region.
- Logistics and operations planning methods to coordinate and evaluate service delivery of disaster and emergency response and recovery efforts.
- Practices of researching recovery and emergency management issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff and technical reports.
- Techniques for effectively representing the Town in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Recent and on-going developments, current literature, and sources of information related to recovery management and emergency management programs.
- Methods and techniques of preparing reports and general business correspondence.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

**Ability to:**

- Plan, design, manage, and implement recovery management and emergency management programs and initiatives.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently conduct recovery and emergency management studies and research projects, evaluate alternatives, make sound recommendations, and prepare effective staff and technical reports; present technical information and data in an effective manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the Town in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Direct the establishment and maintenance of a variety of filing, record keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Equivalent to graduation from an accredited four-year college or university with major coursework in emergency management, planning, community development, business or public administration, or a field related and five (5) years of experience in planning, developing, implementing, evaluating, and maintaining comprehensive recovery and emergency management plans, or major components of plans.

**Licenses and Certifications:**

- Possession of, or ability to obtain, a valid California Driver’s License.

**PHYSICAL DEMANDS**

When working in an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When working in the field, must possess mobility to work in changing site conditions; to walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend; and to operate a motor vehicle and visit various Town sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 10 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

**ENVIRONMENTAL ELEMENTS**

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.

**TOWN OF PARADISE  
DRAFT SALARY PAY PLAN FY 2018/19**

<b>Head Count</b>	<b>Approve FTE's</b>	<b>Position Title</b>	<b>Hours/Week</b>	<b>A Step</b>	<b>B Step</b>	<b>C Step</b>	<b>D Step</b>	<b>E Step</b>	<b>F Step</b>
<b>1.00</b>	<b>1.00</b>	<b>DISASTER RECOVERY MANAGER</b>							
		HOURLY	40	36.19	38.00	39.90	41.90	44.00	46.20
		BIWEEKLY		2,895.20	3,040.00	3,192.00	3,352.00	3,520.00	3,696.00
		MONTHLY		6,272.93	6,586.67	6,916.00	7,262.67	7,626.67	8,008.00
		ANNUAL		75,275.20	79,040.00	82,992.00	87,152.00	91,520.00	96,096.00



**CITIZENS OF PARADISE**

**FY 2018/19**  
**68.0 Full Time Equivalent Employees**  
**(7 Town Manager Direct Reports)**

**TOWN COUNCIL**

**TOWN ATTORNEY**

- PLANNING COMMISSION
- SUCCESSOR AGENCY TO THE PARADISE RDA
- MEASURE C OVERSIGHT

**TOWN MANAGER**

Administrative  
Analyst II

Town Clerk  
|  
Admin. Analyst I

**Disaster Recovery  
Manager**

**Police Services**

**Police Chief**

- OPERATIONS
- INVESTIGATIONS
- COMMUNICATIONS
- ANIMAL CONTROL

**Fire Services**

**Cal-Fire Contract**

- SUPPRESSION
- PREVENTION
- FIRE VOLUNTEERS

**Public Works /  
Engineering**

**Asst. Town Manager/  
Public Works Dir./Town Eng**

- ENGINEERING
- STREET MAINT
- TRANSIT
- FLEET

**Community  
Development**

**Community  
Development Director**

- PLANNING
- BUILDING
- WASTEWATER
- SOLID WASTE

**Administrative  
Services**

**Administrative  
Services/Finance Dir.**

- FINANCE
- IT
- HR/RISK MGT
- BUS. & HOUSING
- GRANTS





**TOWN OF PARADISE**  
**Council Agenda Summary**  
**Date: June 11, 2019**

**Agenda No. 6(a)**

**ORIGINATED BY:** Marc Mattox, Assistant Town Manager  
**REVIEWED BY:** Lauren Gill, Town Manager  
**SUBJECT:** Camp Fire Recovery Plan – Code Changes

**COUNCIL ACTION REQUESTED:**

1. Concur with staff listing of individual building code changes to be considered for formal adoption at a future Council meeting; or
2. Modify staff listing of individual building code changes to be considered for formal adoption at a future Council meeting

**Background:**

Prior to November 8, 2018, the Town of Paradise had a population of 27,000 and included over 13,000 housing structures. When the Town of Paradise incorporated from Butte County in 1979, with it came over 69% of the Town's 2013 housing stock. According to the 2014-2022 Town of Paradise Housing Element, 87% of all housing was built prior to 1989. In 2011, the Town of Paradise became subject to the Wildland Urban Interface (WUI) regulatory building codes. Between WUI adoption by the Town and November 8, 2018, an estimated 210 structures were constructed as "WUI-compliant".

In less than 24 hours, the Camp Fire destroyed between 90-95% of all housing stock and many commercial properties in Paradise – forever changing the lives of all who were directly and indirectly affected. The fire is now known has the deadliest and most destructive wildfire in California history.

Even in the existence of current codes which have made significant progress towards wildfire safety, it was recognized the Town as a whole needed guidance and direction to a path of recovery, including the physical aspects of rebuilding. Through the Butte Strong Fund, the Town of Paradise was gifted a planning consultant in Urban Design & Associates (UDA). UDA's mission was to facilitate a Town-led process which results in a Community Recovery Plan. The process has four steps, including (1) Relieving the Pressure, (2) Listening, (3) Testing, and (4) Deciding. One of the most important features of UDA's objectives included evaluating potential code changes and rebuild characteristics which may exceed current minimum standards.

**UDA Public Engagement Process:**

**Step 1** – Relieving pressure was focused on helping residents understand the rebuilding process for their homes while the Town made plans for community engagement/rebuilding process. Prior to the first community engagement meeting, a "Rebuilding and Adapting My Home" brochure was created and provided to the Town of Paradise for distribution, including information on fire zones, steps in the rebuilding process, an overview of California's Wildland-Urban Interface Requirements, defensible space rules, overview of manufactured housing,

adaptation guidelines for homes that survived, an outline of the broader planning process, and a list of resources.

**Step 2** – Listening utilized several strategies for reaching and engaging the public in a conversation regarding the strengths of Paradise prior to and following the Camp Fire, the weaknesses of Paradise before and after the fire, and the opportunities for Paradise as a result of the disaster. Step 2 is when the community engagement process began, with a kick-off meeting on February 22 in the sanctuary of Paradise Alliance Church. In attendance at this first meeting were approximately 550 residents, along with an additional 100 individuals including: Town staff, volunteer facilitators, news and documentary crews, FEMA and CalOES representatives, state and county government officials, and others.

As a continuation of the listening and engagement process, UDA hosted three additional meetings in March. The first was a Drop-In Open House on March 19 that had tables staffed with experts to answer resident questions. Experts included: Town staff, CalOES, FEMA, economic development specialists, school representatives, utilities providers, affordable housing providers, and others. Approximately 300 residents attended the Drop-In Open House. The second two meetings were Listening Sessions on March 21 that repeated the same exercise from the February 22 kick-off meeting and gave residents the opportunity to again inform the planning team of the Town of Paradise's strengths, weaknesses, and opportunities. Between the two sessions, approximately 300 residents attended.

In addition to in-person listening meetings, residents had an opportunity to listen to the meetings on Facebook Live and provide feedback through an Online Survey. The online survey included an opportunity for residents to provide their reflections on Paradise's strengths, weaknesses, and opportunities, while also expanding to cover other concerns including: housing pre- and post-fire, schools, amenities, etc.

**Step 3** – Testing began with a presentation from UDA on the initial findings from the first three listening sessions and online survey. This presentation took place on April 16 at Paradise Alliance Church. Both the Town of Paradise and its residents had a chance to provide clarification and ensure that the summarized information from the first phase of engagement in Step 2 was an accurate representation of the visions and ideas of the residents for the future of Paradise. During this presentation, UDA also presented a Community Vision and a series of Community Goals derived from these initial ideas.

From the Community Vision and Goals came a series of potential Recovery Projects. An additional two meetings took place on April 18, including two parts: a Presentation of Community Ideas and an open house for residents to respond to the proposed Recovery Projects. Recovery Project boards were located around the gymnasium of Paradise Alliance Church. Residents were assigned green dots to indicate which projects they supported and red dots to indicate which projects they did not support. Post-It notes and pens were also available at each Recovery Project board for residents to provide any additional comments and feedback as it related to each specific project. We would estimate that approximately 600-700 residents were in attendance across all meetings, including both the larger public engagement process and the individual stakeholder group sessions. In addition, the first survey received over 1,600 responses and residents used over 6,500 dots to show support or not for each of the recovery projects.

As in the previous step, all of these meetings were available to residents living outside of the area on Facebook Live.

The feedback from these meetings was meticulously documented and included in the updated Recovery Project boards, for additional resident feedback in the next step.

**Step 4** – Deciding is the final step in the Long-Term Community Recovery planning process and the step we are currently in to date. To begin this phase, UDA presented updated Recovery Project proposals and ideas for Updated Building Standards for Town and resident feedback. Residents had the first opportunity to respond to and reflect on the ideas for Updated Building Standards during the May 22 Special Town Council Meeting. Similar to the April 18 meetings, Recovery Project boards were set up around the gymnasium at Paradise Alliance Church, along with boards for the Updated Building Standards ideas. Residents were assigned green and red dots to identify projects and standards they do and do not support respectively, while non-residents were assigned blue and yellow dots to identify projects and standards they do and do not support respectively. This individual meeting had the largest turn out of any meeting to date, and included upwards of 800-1,000 residents and non-residents who utilized well over 8,000 dots to share their feedback on the recovery projects and updated building standards ideas.

As a means for continuing to solicit feedback from residents and stakeholders, Updated Building Standards boards are located in Town Hall until the June 11 Town Council Meeting. In addition, residents have an opportunity to express their support for specific recovery projects and updated building standards through two Online Surveys, one survey for the recovery projects and another for the building standards ideas. Within each of these surveys, residents have an opportunity to state whether they do or do not support each proposed recovery project and updated building standard idea, as well as provide any additional feedback.

#### **Rebuilding in the Context of Current Codes:**

As the Town of Paradise rebuilds damaged structures to current code (combined current California Building Codes and WUI), the new building stock is projected to be vastly more resilient to the threat of wildfire should it become a threat in the future. The objective of the WUI code is to establish minimum regulations for the safeguarding of life and property from the intrusion of fire from wildland fire exposures and fire exposures from adjacent structures, as well as the prevention of structure fires spreading to wildland fuels—even in the absence of fire department involvement. Incidentally, it is crucial to remember that the aforementioned code changes do not make the new structures “fireproof” so much as they aim to protect the Town land and civilians from the level of fire devastation as experienced in November 2018.

The years of experience amassed by building crews, fire agencies, and others have led to the creation of a strategy that reduces the chance of building loss or damage. This strategy has a two-pronged approach:

- 1) **Defensible Space:** The reduction of flammable materials surrounding residential structures will redirect the threat of flames and heat from the sides of these buildings. California law already requires property owners to create and maintain 100 feet of defensible space around buildings so this method aims to put the support of that law into effect;
- 2) **Exterior Wildfire Exposure Protection:** Strategically constructing buildings that are less vulnerable to catching fire from embers. Embers spread wildfire because they can travel long distances in the wind and ignite vegetation, roofs, attics (by getting into vents), and decks. Adopted building codes and standards reduce the risk of embers igniting buildings.

The codes that are already in effect set standards on roofing, attic venting, siding, exterior doors, decking, windows, eaves, wall vents, and enclosed overhanging decks to meet fire resistive testing standards. However, though fire-safe building practices cannot make a home fireproof, they can improve the chances that it will remain standing after a wildfire runs its course.

Structures constructed prior to 2008, especially in the Town of Paradise, had no differing features between those built inside or outside of high wildfire severity zones. Today in 2019, the adoption of WUI requirements and codes helps to ensure that the level of structure protection through construction methodology and/or materials is progressively more resilient. Some simplified examples of the updated WUI requirements are listed below; please note that this list is *not* all-inclusive as the code holds many nuances and paths regarding compliance.

- Class “A” roofing requirements are now in effect. Prior to 2008, any type of roofing material was allowed—including wood shingles which we now know to be the most flammable type of roof covering available. Along with the Class “A” requirement, roof valleys are required to be covered with 26-gauge steel.
- Exterior siding/wall coverings must meet State Fire Marshal requirements for fire resistance—in the past, any type of material was allowed. The same requirements also apply to enclosed porch ceilings and enclosed eaves.
- Windows must have at least one tempered pane and exterior doors must meet minimum fire-resistant requirements. Prior codes did not require either.
- Attic/roof/and underfloor vent openings must meet testing requirements for ember intrusion. In the past, vent openings did not need to meet this requirement the result would allow embers to intrude into enclosed areas.
- Exterior decking must meet testing requirements for ignition resistance.

### **Proposed Code Changes:**

Following the May 22, 2019 Town Council meeting, a list of ideas for potential building code changes was created. These ideas are a reflection of input gathered from community meetings, workshops and stakeholder input. The task for staff moving forward is to provide recommendations to Council as to which items should be further considered as enforceable code requirements and which may be left as simple best management practices. Most of these ideas are geared towards exceeding minimum WUI codes and coupled with other consistency and design features for consideration.

A complete listing of ideas is provided on the next page with brief descriptions, rationale and costs estimates.

ID	Type	Title	Proposed Item	Rationale	Cost Estimate
1	General Fire Safety	Interior Sprinklers	Interior sprinklers required in all homes.	Sprinklers are already required in stick-built homes and some manufactured homes. Requiring sprinklers in all homes would increase occupant safety and should reduce the likelihood that the home could become the ignition source for a wildfire.	\$6,000 to \$8,000
2	Wildfire Safety	Permanent Perimeter Foundation	Permanent perimeter masonry foundation required (State approved X12 foundation does not meet this requirement).	A 1-hour fire rated assembly (skirt) is required around the perimeter of open structures, including manufactured homes. Skirts are typically hung from the structure and terminate in a 2x6 pressure treated board on the ground. To maintain their integrity, skirts require maintenance over time. Requiring a permanent perimeter masonry foundation would replace the ignition-resistant skirt with a non-combustible masonry wall. This should increase fire safety and the risks associated with deferred maintenance.	For a 1,400-square foot home: •Ignition-resistant skirt: Standard, •Non-combustible permanent perimeter masonry: \$15,000 upgrade
3	Wildfire Safety	Roof Obstructions	Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.	This provision should increase focus on designing to avoid debris accumulation.	0
4	Wildfire Safety	Gutters	Gutters prohibited, except over entries and/or to prevent erosion	Even gutters protected with gutter guards require maintenance. Some residents permanently remove gutter guards when cleaning. Prohibiting gutters would reduce the fire risk from unmaintained/ unprotected gutters.	0
5	Wildfire Safety	Roof Overhang	Minimum 10-inch roof overhang required	This provision would encourage rainwater and debris to fall away from the structure.	0

ID	Type	Title	Proposed Item	Rationale	Cost Estimate
6	Wildfire Safety	Siding 12 Inches Above Grade	Siding must be a minimum of 12 inches above finished grade for stick-built homes.	Fire scientists have found that embers pile up along the base of foundations. The building paper used behind siding is flammable. Requiring siding to be a minimum of 12 inches above grade would reduce the risk of fire entering the house through the seam behind the siding.	\$0 to nominal
7	Wildfire Safety	Detached Accessory Structures Over 120 Square Feet	Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.	Already part of WUI when required by the "enforcing agency." This provision should reduce the potential fuel load in Paradise.	\$0 to nominal
8	Wildfire Safety	Detached Accessory Structures 120 Square Feet or Less	The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).	Reduces fuel load in proximity to the home and helps avoid igniting vegetation.	\$0 to nominal
9	Wildfire Safety	Garage or Storage Shed	Garage or minimum 80 square foot storage shed required.	Residents require a place to store their outdoor combustibles. This provision would reduce the potential fuel load in proximity to the house.	•2-car garage: \$25,000 to \$40,000, •8'x10' storage shed: \$320
10	Wildfire Safety	Carports	Carports that include storage, beyond vehicles, must be setback a minimum of 50 feet from any building/structure.	Reduces chance that open storage (fuel) in carports will ignite the home.	0

ID	Type	Title	Proposed Item	Rationale	Cost Estimate
11	Wildfire Safety	Railroad Tie Retaining Walls	Railroad tie retaining walls prohibited.	Railroad ties are combustible. They contain creosote, a commercial-grade wood preservative. Creosote-treated wood may produce toxic chemicals as part of the smoke and ashes when burned.	\$0 to nominal
12	Wildfire Safety	Defensible Space	Defensible Space ordinance should be adopted by the Town.	Adoption by ordinance will put this state law to the forefront of the rebuilding effort.	0
13	Wildfire Safety	5' Firebreak	5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).	Leading fire scientists have found that 5-foot clear might be the most important concept not covered in the Defensible Space requirements. The 5-foot setback would create a fire break around each house, further protecting windows and seams from direct fire exposure.	\$0 to nominal
14	Wildfire Safety	Underground Utilities (Service Lines)	Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre- fire.	This provision would reduce the risk of utility poles burning, falling and then blocking ingress and egress routes during a disaster. It would also harden critical infrastructure.	Less than retrofitting later

ID	Type	Title	Proposed Item	Rationale	Cost Estimate
15	Consistency	Construction of Manufactured Homes	Manufactured Homes must be newly built (not registered or pre-owned).	Could save residents the financial hardship associated with purchasing existing units that do not meet Paradise standards	
16	Consistency	Width of Manufactured Homes	Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint.	The intent is to maintain the integrity of neighborhoods and property values.	
17	Consistency	Roof Pitch	Minimum 4/12 roof pitch for all homes	Encourages consistency throughout all neighborhoods	For manufactured homes: •4/12 = Nominal to \$5,500, •5/12 or 6/12= \$10,000 to \$20,000
18	Consistency	Size of Primary Residences on Single-Family Lots	Minimum size of primary dwelling unit: 800 or 900 or 1,000 square feet on single-family lots.	Many local governments have minimum size requirements (often approximately 1,000 square feet) for single-family homes. The intent is to maintain the integrity of neighborhoods and property values. 1,000 square feet corresponds to a compact 2-bedroom home. Accessory Dwelling Units (an independent unit located on the same lot) can be smaller.	
19	Design	Front Entry Porch (Not Deck)	Covered front entry porch (minimum 72 square feet) is encouraged on primary dwelling unit.	Would encourage curb appeal.	\$12,000 to \$15,000
20	Design	Garages	Garage encouraged — attached or detached	Would encourage garages	\$25,000 to \$40,000



To facilitate the process of reviewing the list of ideas, both UDA and staff undertook a comprehensive approach to assess the community support and support from industry experts.

### Community Feedback

As a component to the decision making process, UDA deployed feedback boards for each idea and encouraged the community to vote using red and green dots – red meaning the idea is not supported and green meaning the idea is supported by the voting individual. These boards were present at the May 22 Council meeting and have been subsequently posted at Town Hall for public view and voting. On May 31, an online survey was also circulated to garner feedback from residents who could not physically access the boards at Town Hall or at the Council meeting. Some considerations for the analysis of this data includes that not all participants voted with stickers on each board, whereas the online survey allows for residents to vote on each item as a “Yes” or “No” for each item. As a result, the overall process of analyzing the data provided through this exercise should not be considered scientific but more so a high-level gauge of respondents’ feelings towards the ideas. As a result, staff has condensed the community feedback received by June 4, 2019 between three categories: (1) Do Not Support, (2) Mixed, and (3) Support. For this stage of the process, this information is useful but by no means final. Staff will report any changes in the community feedback amongst the three categories at the June 11, 2019 meeting. In any case, the community will have additional opportunities to express support or opposition to items which the Council directs staff to bring back for formal consideration at future meetings.

COMMUNITY FEEDBACK					
ID	Title	Proposed Item	Do Not Support	Mixed	Support
1	Interior Sprinklers	Interior sprinklers required in all homes.		X	
2	Permanent Perimeter Foundation	Permanent perimeter masonry foundation required (State approved X12 foundation does not meet this requirement).			X
3	Roof Obstructions	Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.			X
4	Gutters	Gutters prohibited, except over entries and/or to prevent erosion	X		
5	Roof Overhang	Minimum 10-inch roof overhang required			X
6	Siding 12 Inches Above Grade	Siding must be a minimum of 12 inches above finished grade for stick-built homes.			X
7	Detached Accessory Structures Over 120 s.f.	Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.			X
8	Detached Accessory Structures 120 Square Feet or Less	The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).	X		

ID	Title	Proposed item	Do Not Support	Mixed	Support
9	Garage or Storage Shed	Garage or minimum 80 square foot storage shed required.		X	
10	Carports	Carports that include storage, beyond vehicles, must be setback a minimum of 50 feet from any building/structure.	X		
11	Railroad Tie Retaining Walls	Railroad tie retaining walls prohibited.			X
12	Defensible Space	Defensible Space ordinance should be adopted by the Town.			X
13	5' Firebreak	5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).		X	
14	Underground Utilities (Service Lines)	Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre- fire.			X
15	Construction of Manufactured Homes	Manufactured Homes must be newly built (not registered or pre- owned).			X
16	Width of Manufactured Homes	Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint.		X	
17	Roof Pitch	Minimum 4/12 roof pitch for all homes		X	
18	Size of Primary Residences on Single-Family Lots	Minimum size of primary dwelling unit: 800 or 900 or 1,000 square feet on single-family lots.		X	
19	Front Entry Porch (Not Deck)	Covered front entry porch (minimum 72 square feet) is encouraged on primary dwelling unit.	X		
20	Garages	Garage encouraged — attached or detached		X	

### Industry Feedback:

In the wake of the devastation caused by the Camp Fire, the Town must consider the input of wildfire planning experts to inform both the community and Town Council. To do this, staff enlisted a group of agencies and organizations to also garner their input on potential changes to minimum code requirements. The industry experts which provided feedback are provided below:

National Institute of Standards and Technology (NIST). The National Institute of Standards and Technology (NIST) was founded in 1901 and is now part of the U.S.

Department of Commerce. NIST is one of the nation's oldest physical science laboratories. <https://www.nist.gov/>

CALFIRE. CAL FIRE is a State agency responsible for protecting natural resources from fire on land designated by the State Board of Forestry as State Responsibility Area (SRA) including the Town of Paradise through a contractual relationship. CAL FIRE also manages the State Forest system and has responsibility to enforce the forest practice regulations, which govern forestry practices on private and other non-federal lands. <https://www.calfire.ca.gov>

Insurance Institute for Business and Home Safety (IBHS). The IBHS Research Center is a state-of-the-art research facility located on a 90-acre parcel of land in Chester County, South Carolina (approximately 45 minutes south of the Charlotte airport). This unique facility enables researchers to more fully and accurately evaluate residential and commercial construction materials and systems under realistic re-creations of severe weather hazards. This facility is also a tangible, public demonstration of the property insurance industry's deep commitment to reducing and preventing losses that disrupt the lives of millions of home and business owners each year. The research conducted here significantly advances building science and influences residential and commercial structural design and construction, helping to create more resilient communities. <https://disastersafety.org>

Wildfire Planning International (WPI). Wildfire Planning International (WPI) was founded in 2013 by Molly Mowery, AICP. WPI works with communities across the United States and Canada to help address challenges associated with the wildland-urban interface (WUI) — the area where homes or other structures meet or mingle with wildland vegetation. WPI is passionate about helping communities find creative ways to address their wildfire risk in the WUI through land use planning tools and strategies. Clients include state, local, and federal government agencies, non-profit organizations, universities, engineering and planning firms, and private property owners. WPI works closely with select forestry, fire, and hazard mitigation professionals to deliver skills and services that uniquely fit client needs. <https://wildfireplanning.com/>

Staff approached each of these entities with a specific task of evaluating the proposed ideas list in terms of effectiveness in relation to costs to the homeowner. The feedback received is intended to be used as contextual guidance and should not be considered a formal endorsement or mandate. Furthermore, it is clear that each of the agencies asked essentially agreed upon a few principles with their responses:

- (1) There is no quantitative data to support any idea individually as *the* change which will prevent a home from becoming a source of fuel during a wildfire.
- (2) Most of the ideas for code changes to some degree would be positive movement to a more resilient community.
- (3) The task of balancing the potential changes with cost effectiveness is very difficult.

To provide a logical summary of each agency's input, staff has copied the same matrix listed in the community feedback, excluding consistency/design ideas. The options for responses are summarized as (1) Do Not Support, (2) Recommend as Optional Best Management Practice (BMP), and (3) Support. It must be reiterated that some agencies are unable (including NIST) to formally recommend an action for the Town Council and the word "support" in the table on the next page may be staff's interpretation of feedback received by the agency/entity.

ID	Title	Recommendation	Do Not Support	Optional BMP	Support
1	Interior Sprinklers	Interior sprinklers required in all homes.		WPI, IBHS	NIST, CALFIRE
2	Permanent Perimeter Foundation	Permanent perimeter masonry foundation required (State approved XI2 foundation does not meet this requirement).		CALFIRE, WPI, IBHS	NIST
3	Roof Obstructions	Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.		NIST, CALFIRE, WPI, IBHS	
4	Gutters	Gutters prohibited, except over entries and/or to prevent erosion		IBHS	NIST, CALFIRE*, WPI*
5	Roof Overhang	Minimum 10-inch roof overhang required	NIST*, WPI*, IBHS	CALFIRE	
6	Siding 12 Inches Above Grade	Siding must be a minimum of 12 inches above finished grade for stick-built homes.		CALFIRE, WPI	NIST, IBHS
7	Detached Accessory Structures Over 120 Square Feet	Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.			NIST, CALFIRE, WPI, IBHS
8	Detached Accessory Structures 120 Square Feet or Less	The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).			NIST, CALFIRE, WPI, IBHS
9	Garage or Storage Shed	Garage or minimum 80 square foot storage shed required.		CALFIRE, WPI, IBHS	NIST
10	Carports	Carports that include storage, beyond vehicles, must be setback a minimum of 50 feet from any building/structure.		CALFIRE, WPI, IBHS	NIST
11	Railroad Tie Retaining Walls	Railroad tie retaining walls prohibited.			NIST, CALFIRE, WPI, IBHS
12	Defensible Space	Defensible Space ordinance should be adopted by the Town.			NIST, CALFIRE, WPI, IBHS
13	5' Firebreak	5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).			NIST, CALFIRE, WPI, IBHS
14	Underground Utilities (Service Lines)	Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre- fire.		IBHS	NIST, CALFIRE

As demonstrated above, there is significant support for Paradise amongst industry leaders to be progressive in the implementation of WUI standards which exceed current minimum requirements. Yet, Council remains tasked with balancing the additional cost, maintenance and enforcement burdens some of these items represent.

**Analysis:**

Tasked with presenting the holistic picture between UDA ideas, community feedback and industry experts, staff is presenting all twenty items with a recommendation to Council as to each item’s merit for further direction and formal codification. As no item is attached to another, each idea is presented separately with a summary of feedback received and staff comments/recommendations. Staff recommendations are for Council’s consideration for providing further direction on next steps. For an item to become code or effective as a requirement in the rebuild, further efforts, including public meetings and comments, are required. These future meetings would include ordinances which set standards and provide provisions for implementation and enforcement.

**Item 1, General Fire Safety, Interior Sprinklers**

Evaluation Criteria	Description
Recommendation	Interior sprinklers required in all homes.
Cost Estimate	\$6,000-\$8,000 (already required in stick-built homes and some manufactured homes)
Community Feedback	Mixed
NIST	“Technically this change will reduce fire hazard in the WUI”.
CALFIRE	Support for adoption as code.
IBHS	Recommend as a best management practice.
WPI	Recommend as a best management practice.
Staff Comments	Current building codes require interior sprinklers for stick built homes and some manufactured homes. Potentially adding this requirement would largely only affect manufactured homes on private lots. Manufactured Homes in parks are not affected as the Town has no jurisdiction. The requirement of interior sprinklers is not necessarily a wildfire safety item, and is more for the benefit of occupant safety in the event of a house fire. The interior sprinklers are intended to extend the amount of time home occupants have to escape a burning structure. Interior sprinklers could also have ancillary benefits in the WUI for suppressing a home fire and reducing likelihood of it becoming an ignition source of a wildfire, especially in high density housing/structures. Considered in the context of Paradise’s rebuild activities, this item should be considered a general safety standard which may become a requirement in future code cycles. Arguments against interior sprinklers for manufactured homes stem from affordability only.
Staff Recommendation	Consider for adoption as code.

## Item 2, Wildfire Safety, Permanent Perimeter Foundation

Evaluation Criteria	Description
Recommendation	Permanent perimeter masonry foundation required (State approved XI2 foundation does not meet this requirement).
Cost Estimate	For a 1,400-square foot home: •Ignition-resistant skirt: Standard, •Non-combustible permanent perimeter masonry: \$15,000 upgrade
Community Feedback	Supportive
NIST	“Technically this change will reduce fire hazard in the WUI”
CALFIRE	Recommend as a best management practice.
IBHS	Recommend as a best management practice.
WPI	Recommend as a best management practice.
Staff Comments	This item is also only relevant to manufactured housing on private lots. Permanent perimeter masonry foundations mostly benefit wildfire safety increasingly as time passes, structures degrade and maintenance needs rise. They eliminate the need of ongoing maintenance of 1-hour fire-rated “skirts” which hang from the structure and terminate with a 2”x6” pressure treated board at ground level. These can be considered as a façade which hides the elevated platform of a manufactured house. Installation of a permanent masonry foundation in-lieu of a “skirt” would preclude residents from using areas underneath manufactured houses as storage for combustibles which are more susceptible to ember ignition sources.
Staff Recommendation	Do not consider for adoption as code.

## Item 3, Roof Obstructions

Evaluation Criteria	Description
Recommendation	Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.
Cost Estimate	\$0 direct costs, however this requirement might have indirect cost impacts for other practical needs
Community Feedback	Support
NIST	Recommend as a best management practice
CALFIRE	Recommend as a best management practice
IBHS	Recommend as a best management practice
WPI	Recommend as a best management practice
Staff Comments	While it is recognized that accumulations of pine needles and leaves on roofs are not helpful in the context of the WUI, there is very little to no data to support the effectiveness of this requirement. This item is better suited for increased education of homeowner/occupant maintenance burdens for living in the WUI.
Staff Recommendation	Do not consider for adoption as code.

#### Item 4, Wildfire Safety, Gutters

Evaluation Criteria	Description
Recommendation	Gutters prohibited, except over entries and/or to prevent erosion
Cost Estimate	\$0
Community Feedback	Not supportive
NIST	“Technically this change will reduce fire hazard in the WUI”
CALFIRE	Recommend modifying this change to require that gutters, if installed, shall have non-combustible gutter guards.
IBHS	Recommend as a best management practice
WPI	Recommend modifying this change to require non-combustible gutters with non-combustible fascia and drip edges in place.
Staff Comments	Installation of gutters is commonplace in home construction to capture water shedding off of roof structures, but in the WUI, they can serve as baskets for pine needles and other dry leaves. Even when gutters are cleaned regularly, in a developing wildfire scenario, high winds can add fuel to the gutters in very little time. Gutter guards which preclude vegetation from entering the “basket” are a substantial improvement in the WUI, as fuels burning on top of a non-combustible guard are much less likely to be an ignition source to the home.
Staff Recommendation	Modify the idea to consider adopting code which states if gutters are constructed, they shall be of non-combustible material and be equipped with non-combustible guards.

#### Item 5, Wildfire Safety, Roof Overhang

Evaluation Criteria	Description
Recommendation	Minimum 10-inch roof overhang required
Cost Estimate	\$0 - Nominal
Community Feedback	Supportive
NIST	Declined to comment.
CALFIRE	Recommend as best management practice.
IBHS	Do not support for adoption as code.
WPI	Declined to comment.
Staff Comments	The premise of this idea is well-intended, however, the vegetation and debris which falls off of a roof does not mitigate the maintenance need for the debris. Furthermore, an extended eave from the structure increases the potential for energy capture and ignition. More data is needed at this time to support this change.
Staff Recommendation	Do not consider for adoption as code.

**Item 6, Wildfire Safety, Siding 12” Above Grade**

<b>Evaluation Criteria</b>	<b>Description</b>
Recommendation	Siding must be a minimum of 12 inches above finished grade for stick-built homes.
Cost Estimate	\$0 - Nominal
Community Feedback	Supportive
NIST	“Technically this change will reduce fire hazard in the WUI”.
CALFIRE	Recommend as best management practice.
IBHS	Support for adoption as code.
WPI	Recommend as best management practice.
Staff Comments	Increasing the distance between building siding and existing grade (where debris and fuels accumulate) has positive benefits in the context of the WUI. This item is very difficult to enforce and will be incumbent upon residents to properly maintain this separation. There is some data identifies only 6” vertical separation can have significant benefits. Staff research has indicated this change could increase costs beyond the “nominal” amount originally reported, especially for slab foundations.
Staff Recommendation	Modify the idea to consider adopting code which states siding must be a minimum 6 inches above finished grade for stick-built homes.

**Item 7, Wildfire Safety, Detached Accessory Structures Over 120 SF**

<b>Evaluation Criteria</b>	<b>Description</b>
Recommendation	Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.
Cost Estimate	\$0 - Nominal
Community Feedback	Supportive
NIST	“Technically this change will reduce fire hazard in the WUI”.
CALFIRE	Support for adoption as code.
IBHS	Support for adoption as code.
WPI	Support for adoption as code.
Staff Comments	This item is already required by WUI but has not been adopted by the Town of Paradise.
Staff Recommendation	Consider for adoption as code.



**Item 8, Wildfire Safety, Detached Accessory Structures Less than 120 SF**

<b>Evaluation Criteria</b>	<b>Description</b>
Recommendation	The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).
Cost Estimate	\$0 - Nominal
Community Feedback	Not supportive
NIST	“Technically this change will reduce fire hazard in the WUI”.
CALFIRE	Recommend as best management practice.
IBHS	Support for adoption as code.
WPI	Support for adoption as code.
Staff Comments	This item falls into the category of applying larger-scale lessons learned to a smaller application. Defensible space, especially when it relates to potential storage of combustible materials, is critical. In practice, however, many will find 50’ very difficult to achieve on smaller parcel sizes.
Staff Recommendation	Modify the idea to consider adopting code which states accessory structures which are not WUI-compliant shall be located at least thirty feet away from other structures.

**Item 9, Wildfire Safety, Garage or Storage Shed**

<b>Evaluation Criteria</b>	<b>Description</b>
Recommendation	Garage or minimum 80 square foot storage shed required.
Cost Estimate	•2-car garage: \$25,000 to \$40,000, •8’x10’ storage shed: \$320
Community Feedback	Mixed
NIST	“Technically this change will reduce fire hazard in the WUI”.
CALFIRE	Recommend as best management practice
IBHS	Recommend as best management practice
WPI	Recommend as best management practice
Staff Comments	The objective here is to steer residents to store combustibles in a WUI-compliant structure or at least thirty feet away from the nearest structure. Open storage of combustibles presents a significant ignition risk in a wildfire. In absence of a structure or shed, it is expected outdoor combustibles will be stored adjacent other structures and underneath eaves. Due to the lack of supporting studies, this item may be perhaps be better suited for an education element in lieu of minimum codes.
Staff Recommendation	Do not consider for adoption as code.

### Item 10, Wildfire Safety, Carports

Evaluation Criteria	Description
Recommendation	Carports that include storage, beyond vehicles, must be setback a minimum of 50 feet from any building/structure.
Cost Estimate	\$0 - Nominal
Community Feedback	Not supportive
NIST	"Technically this change will reduce fire hazard in the WUI".
CALFIRE	Recommend as best management practice
IBHS	Recommend as best management practice
WPI	Recommend as best management practice
Staff Comments	This item presents practical concerns relating to feasibility. Not all properties have 50ft from their own primary structure and may actually move a carport closer than 50ft to a neighboring property's primary structure. There is very little to no data to support ignition of fuels stored in a carport.
Staff Recommendation	Do not consider for adoption as code.

### Item 11, Wildfire Safety, Railroad Tie Retaining Walls

Evaluation Criteria	Description
Recommendation	Railroad tie retaining walls prohibited.
Cost Estimate	Nominal
Community Feedback	Supportive
NIST	"Technically this change will reduce fire hazard in the WUI".
CALFIRE	Support for adoption as code.
IBHS	Support for adoption as code.
WPI	Support for adoption as code.
Staff Comments	Railroad ties are known as a vulnerable component to ignition from embers and support for this change is nearly universal.
Staff Recommendation	Consider for adoption as code.

### Item 12, Wildfire Safety, Defensible Space

Evaluation Criteria	Description
Recommendation	Defensible Space ordinance should be adopted by the Town.
Cost Estimate	\$0 Direct Costs – increased maintenance costs will be required
Community Feedback	Supportive
NIST	"Technically this change will reduce fire hazard in the WUI".
CALFIRE	Support for adoption as code.
IBHS	Support for adoption as code.
WPI	Support for adoption as code.
Staff Comments	This may be the single most important outcome in the entire process and is universally recommended. Benefits of defensible space requirements are proven and quantifiable.
Staff Recommendation	Consider for adoption as code.

### Item 13, Wildfire Safety, 5' Firebreak

Evaluation Criteria	Description
Recommendation	5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).
Cost Estimate	Nominal
Community Feedback	Mixed
NIST	"Technically this change will reduce fire hazard in the WUI".
CALFIRE	Support for adoption as code.
IBHS	Support for adoption as code.
WPI	Support for adoption as code.
Staff Comments	This item appears to be a leading edge towards future WUI codes. While studies for wildfire behavior are ongoing, a common thread in many cases of structures lost is the presence of combustible fencing or other materials immediately adjacent to building structures. Some feedback from experts assert the item should also include structure attachments such as decks.
Staff Recommendation	Consider for adoption as code.

### Item 14, Wildfire Safety, Underground Utilities for Service Lines

Evaluation Criteria	Description
Recommendation	Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre- fire.
Cost Estimate	Varies from Nominal to moderate based upon site. In any case, costs are less with a rebuild vs. retrofitting at a future date.
Community Feedback	Supportive
NIST	"Technically this change will reduce fire hazard in the WUI".
CALFIRE	Support for adoption as code.
IBHS	Recommended as a best management practice
WPI	Declined to comment
Staff Comments	This item seems to be mostly tied to the progression of PG&E's underground electric system commitment to the Town of Paradise. Requiring underground service lines and/or panels up-front will reduce retrofitting costs when electric distribution is solely provided underground. At this time there are many unknowns involving the participation of communication infrastructure also being concurrently placed underground.
Staff Recommendation	Consider adoption as code.

### Item 15, Consistency, Construction of Manufactured Homes

Evaluation Criteria	Description
Recommendation	Manufactured Homes must be newly built (not registered or pre-owned).
Cost Estimate	Significant compared to used market
Community Feedback	Supportive
Staff Comments	In the context of wildfire safety, anything manufactured after September 1, 2008 could have been constructed as WUI-compliant.
Staff Recommendation	To be regionally consistent, modify the recommendation to reflect WUI-compliant manufactured homes less than 10 years of age are acceptable.

### Item 16, Consistency, Width of Manufactured Homes

Evaluation Criteria	Description
Recommendation	Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint.
Cost Estimate	Significant (Possibly double the cost of a single-wide)
Community Feedback	Mixed
Staff Comments	Labeled as a consideration for consistency, this item may have unintended consequences for the prior discussions on wildfire safety as larger structures, by nature, will reduce defensible space on individual properties and neighboring properties.
Staff Recommendation	Do not consider for adoption as code.

### Item 17, Consistency, Roof Pitch

Evaluation Criteria	Description
Recommendation	Minimum 4/12 roof pitch for all homes
Cost Estimate	For manufactured homes: •4/12 = Nominal to \$5,500, •5/12 or 6/12= \$10,000 to \$20,000
Community Feedback	Mixed
Staff Comments	Purely aesthetic, this item has marginal WUI benefits.
Staff Recommendation	Do not consider for adoption as code.

### Item 18, Consistency, Size of Primary Residences

Evaluation Criteria	Description
Recommendation	Minimum size of primary dwelling unit: 800 or 900 or 1,000 square feet on single-family lots.
Cost Estimate	Significant
Community Feedback	Mixed
Staff Comments	Labeled as a consideration for consistency, this item may have unintended consequences for the prior discussions on wildfire safety as larger structures, by nature, will reduce defensible space on individual properties and neighboring properties.
Staff Recommendation	Do not consider for adoption as code.

### Item 19, Consistency, Front Entry Porch (Not Deck)

Evaluation Criteria	Description
Recommendation	Covered front entry porch (minimum 72 square feet) on primary dwelling unit.
Cost Estimate	\$12,000 - \$15,000
Community Feedback	Not supportive
Staff Comments	A requirement for a front porch could lead to storage or combustible items below the roof of the porch, creating an ignition source for the home.
Staff Recommendation	Do not consider for adoption as code.

### Item 20, Consistency, Garages

Evaluation Criteria	Description
Recommendation	Garage required — attached or detached
Cost Estimate	\$25,000 - \$40,000
Community Feedback	Mixed
Staff Comments	As discussed in prior items, storage of combustible items is a primary concern. The requirement for a garage unit to be attached or detached on every rebuild application has potential to jeopardize an individual's ability to financially rebuild.
Staff Recommendation	Do not consider for adoption as code.

#### Financial Impact:

In the terms of financial impacts to the Town of Paradise, the proposed code changes will have significant affects in the realm of enforcement. Many of the recommended items for further consideration each require a degree of maintenance on behalf of the occupant. The Town must be prepared to facilitate a comprehensive enforcement and abatement program to achieve success and reduce wildfire risk.

Concurrently to the process described in this report, staff continues to work with California Office of Emergency Services and the Hazard Mitigation Grant Program. The Town of Paradise submitted a Notice of Interest under this program, identifying a project which could provide financial subsidies on a temporary (3-5 years) basis for wildfire resilience construction features which exceed current standards. As of today, the interpretation of to which standards are exceeded (Town vs. State) is still to be determined. Furthermore, funding of such a program is not guaranteed and additional information may not be available for six months or more. Staff recommends Council consider the merits of each proposed change in absence of a potential subsidy program, as it will be temporary – if approved at all.

As stated earlier in this report, Council's task remains balancing costs of proposed changes with effectiveness in the context of the WUI. Most of the items recommended by staff for further consideration are based on maintenance levels or by hardening structures' ability to resist ember ignition. These items have both direct and indirect costs to homeowners that are difficult to quantify broadly.

**Staff Recommendation:**

A table of staff recommendations for ideas to consider further is provided below:

ID	Title	Recommendation	Yes	No
1	Interior Sprinklers	Interior sprinklers required in all homes.	X	
2	Permanent Perimeter Foundation	Permanent perimeter masonry foundation required (State approved XI2 foundation does not meet this requirement).		X
3	Roof Obstructions	Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.		X
4	Gutters	Modified: Gutters, if installed, shall be non-combustible and have non-combustible guards.	X	
5	Roof Overhang	Minimum 10-inch roof overhang required		X
6	Siding 12 Inches Above Grade	Modified: Siding must be a minimum of 6 inches above finished grade for stick-built homes.	X	
7	Detached Accessory Structures Over 120 Square Feet	Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.	X	
8	Detached Accessory Structures 120 Square Feet or Less	Modified: The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 30 feet away from other structure(s).	X	
9	Garage or Storage Shed	Garage or minimum 80 square foot storage shed required.		X
10	Carpports	Carpports that include storage, beyond vehicles, must be setback a minimum of 50 feet from any building/structure.		X
11	Railroad Tie Retaining Walls	Railroad tie retaining walls prohibited.	X	
12	Defensible Space	Defensible Space ordinance should be adopted by the Town.	X	
13	5' Firebreak	5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).	X	
14	Underground Utilities (Service Lines)	Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre- fire.	X	
15	Construction of Manufactured Homes	Modified: Manufactured Homes must be WUI-compliant and less than 10 years of age.	X	

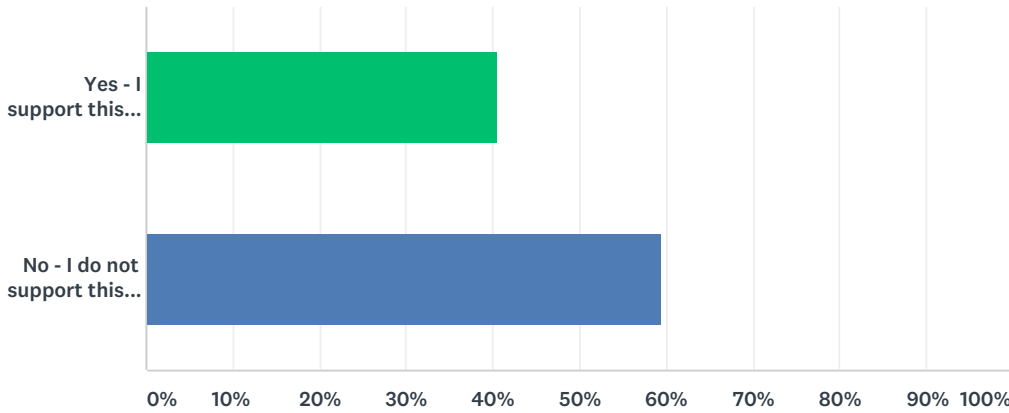
ID	Title	Recommendation	Yes	No
16	Width of Manufactured Homes	Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint.		X
17	Roof Pitch	Minimum 4/12 roof pitch for all homes		X
18	Size of Primary Residences on Single-Family Lots	Minimum size of primary dwelling unit: 800 or 900 or 1,000 square feet on single-family lots.		X
19	Front Entry Porch (Not Deck)	Covered front entry porch (minimum 72 square feet) is encouraged on primary dwelling unit.		X
20	Garages	Garage encouraged — attached or detached		X

**Attachments:**

- Photos of Community Feedback Boards (Dot Exercise)
- Community Survey Results (as of June 4, 2019)

**Q1 Interior Sprinklers (for Manufactured Homes) Recommendation**  
 Interior sprinklers required in all homes (outside of mobile home parks).  
**Rationale** Sprinklers are already required in stick-built homes and some manufactured homes. Requiring sprinklers in all homes would increase the likelihood that occupants can safely exit their homes in the event of an interior home fire. It should also reduce the likelihood that the home could become the ignition source for a wildfire.  
**Cost Estimate** \$6,000 to \$8,000

Answered: 377 Skipped: 0



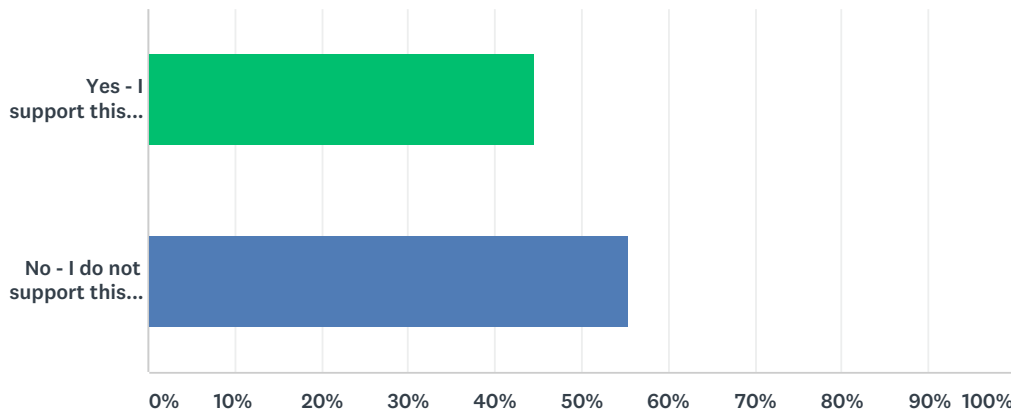
ANSWER CHOICES	RESPONSES	
Yes - I support this standard	40.58%	153
No - I do not support this standard	59.42%	224
<b>TOTAL</b>		<b>377</b>



### Q2 Permanent Perimeter Foundation (for Manufactured Homes)

**Recommendation** Permanent perimeter masonry foundation required for manufactured homes (outside of mobile home parks) (State approved XI2 foundation does not meet this requirement).  
**Rationale** A 1-hour fire rated assembly (skirt) is required around the perimeter of open structures, including manufactured homes. Skirts are typically hung from the structure and terminate in a pressure treated board on the ground. To maintain their integrity, skirts require maintenance over time. Requiring a permanent perimeter masonry foundation would replace the ignition-resistant skirt with a non-combustible masonry wall. This should increase fire safety and the risks associated with deferred maintenance.  
**Cost Estimate** For a 1,400-square foot home: Non-combustible permanent perimeter masonry: \$15,000 upgrade

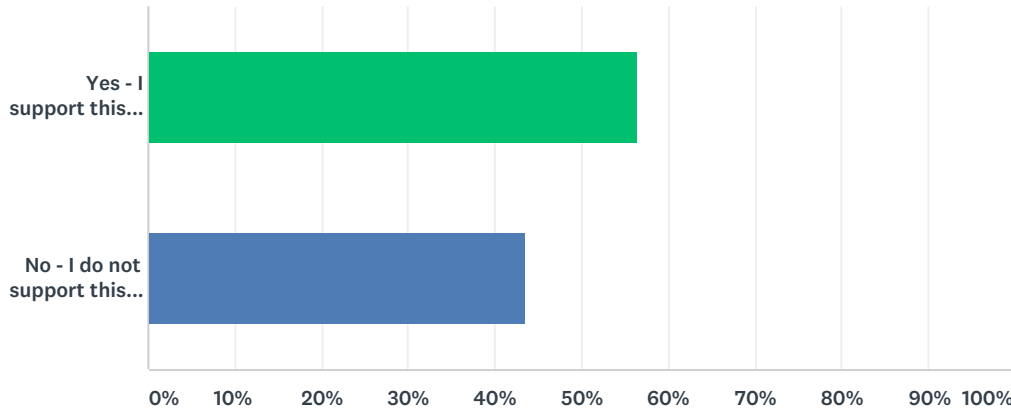
Answered: 374 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	44.65%	167
No - I do not support this standard	55.35%	207
TOTAL		374

**Q3 Roof Obstructions Recommendation** Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris. **Rationale** This provision should increase focus on designing to avoid debris accumulation. **Cost Estimate** \$0

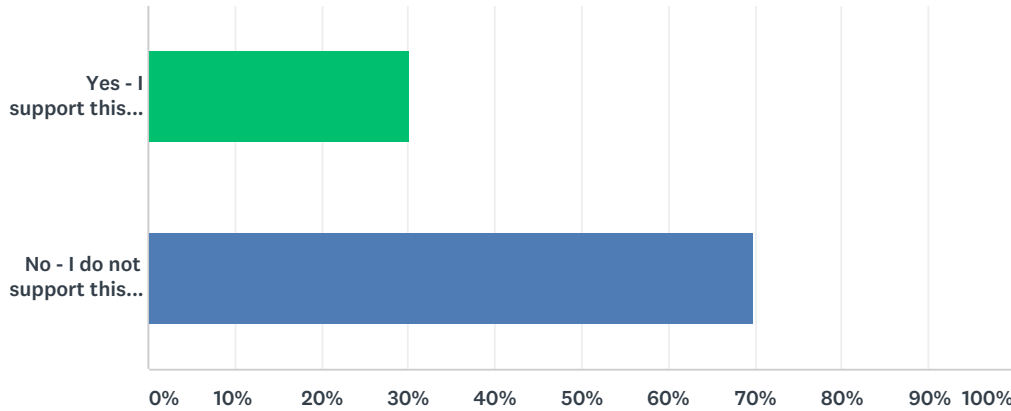
Answered: 377 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	56.50%	213
No - I do not support this standard	43.50%	164
TOTAL		377

**Q4 Gutters** Recommendation Gutters prohibited, except over entries and/or to prevent erosion. Rationale Even gutters protected with gutter guards require maintenance. Some residents permanently remove gutter guards when cleaning. Prohibiting gutters would reduce the fire risk from unmaintained/unprotected gutters. Cost Estimate \$0

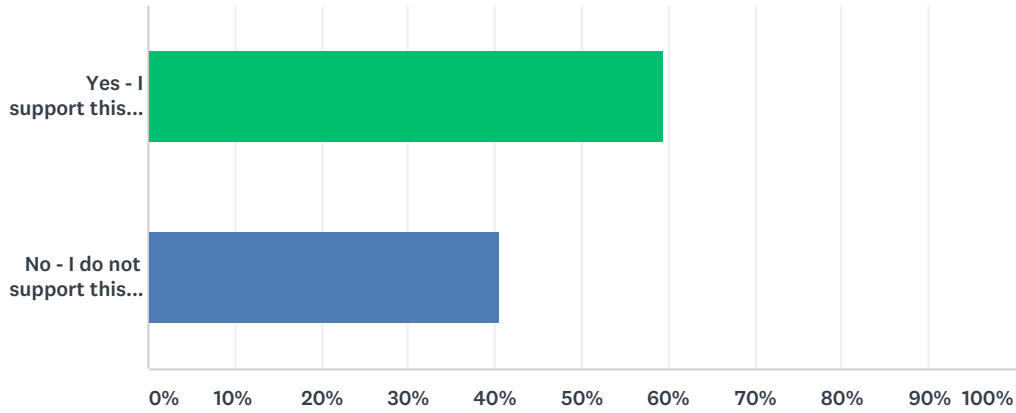
Answered: 376 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	30.05%	113
No - I do not support this standard	69.95%	263
TOTAL		376

**Q5 Roof Overhang Recommendation** Minimum 10-inch roof overhang required. Rationale This provision would encourage rainwater and debris to fall away from the structure. Cost Estimate \$0

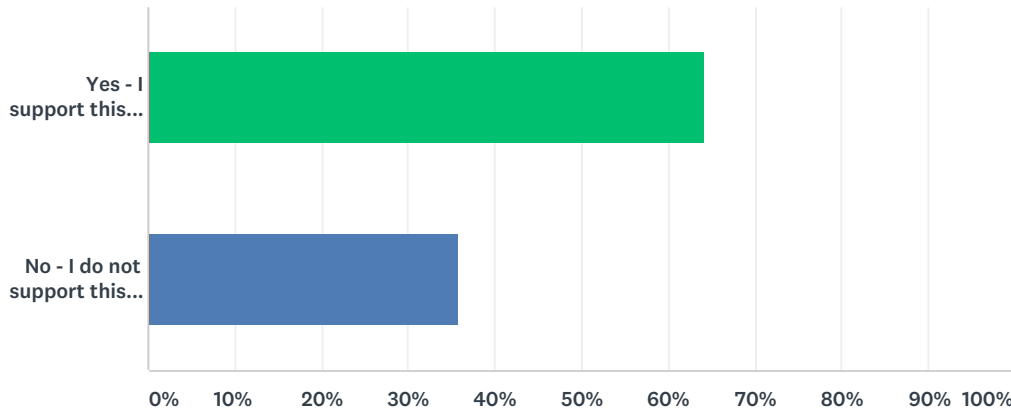
Answered: 375 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	59.47%	223
No - I do not support this standard	40.53%	152
TOTAL		375

**Q6 Siding 12 Inches Above Grade Recommendation**  
 Siding must be a minimum of 12 inches above finished grade for stick-built homes.  
**Rationale** Fire scientists have found that embers pile up along the base of foundations. The materials used behind siding is flammable. Requiring siding to be a minimum of 12 inches above grade would reduce the risk of fire entering the house through the seam behind the siding.  
**Cost Estimate** \$0 to nominal

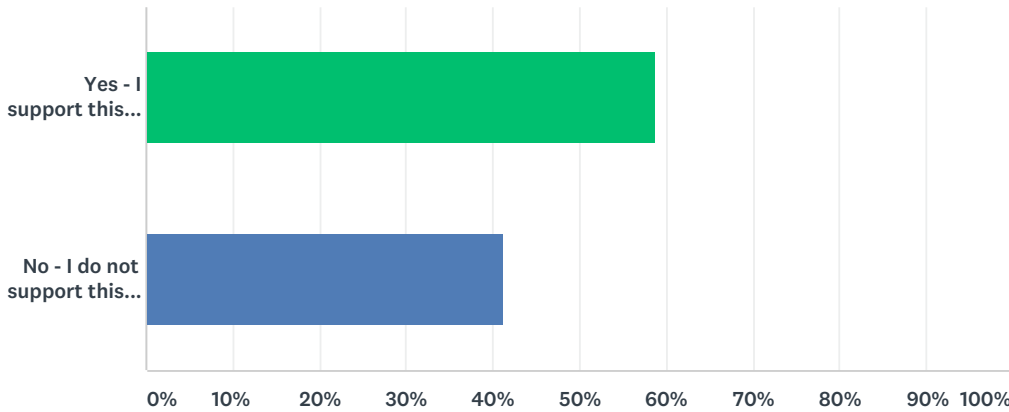
Answered: 372 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	64.25%	239
No - I do not support this standard	35.75%	133
TOTAL		372

**Q7 Detached Accessory Structures Over 120 Square Feet**  
**Recommendation** Accessory buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.  
**Rationale** This rule is already part of WUI when required by the “enforcing agency.” The Town of Paradise is the enforcing agency.  
 Adopting this provision should reduce the potential fuel load in Paradise.  
**Cost Estimate** \$0 to nominal

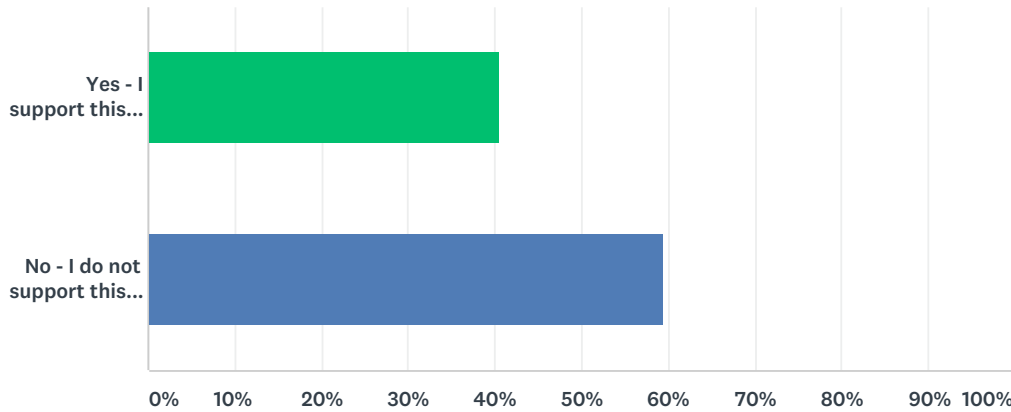
Answered: 373 Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	58.71%	219
No - I do not support this standard	41.29%	154
TOTAL		373

**Q8 Detached Accessory Structures 120 Square Feet or Less**  
**Recommendation** The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).  
**Rationale** Non-WUI structures act as fuel in a wildfire. This provision would reduce fuel load in proximity to the home and other structures.  
**Cost Estimate** \$0

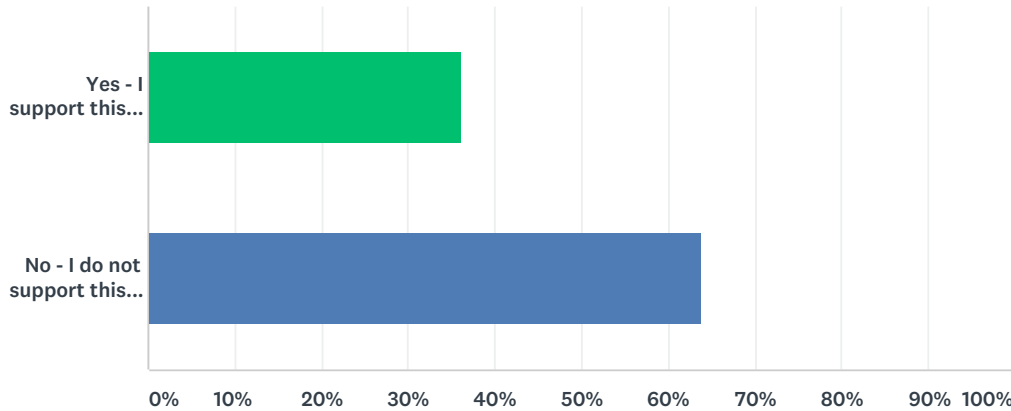
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ANSWER CHOICES	RESPONSES	
Yes - I support this standard	40.48%	151
No - I do not support this standard	59.52%	222
TOTAL		373

**Q9 Garage or Storage Shed Recommendation**  
 Garage or storage shed, minimum 80 square feet, required (outside of mobile home parks).  
**Rationale** Residents require a place to store their outdoor combustibles. This provision would reduce the potential fuel load in proximity to the house.  
**Cost Estimate** 8'x10' storage shed: \$320 2-car garage: \$25,000-\$40,000

Answered: 371 Skipped: 6

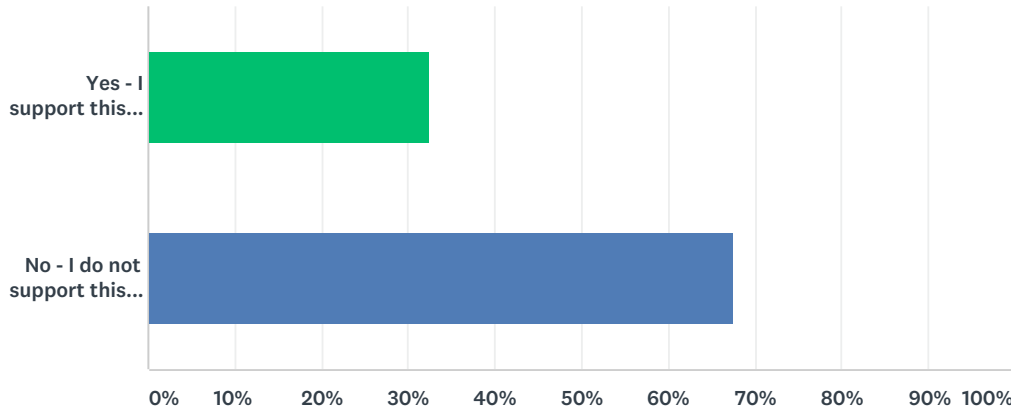


ANSWER CHOICES	RESPONSES	
Yes - I support this standard	36.12%	134
No - I do not support this standard	63.88%	237
TOTAL		371



**Q10 Carports (Outside of Mobile Home Parks) Recommendation** Carports that include storage, for more than vehicles, must be setback a minimum of 50 feet from any building/structure. **Rationale** Reduces chance that open storage (fuel) in carports will ignite the home. **Cost Estimate** \$0

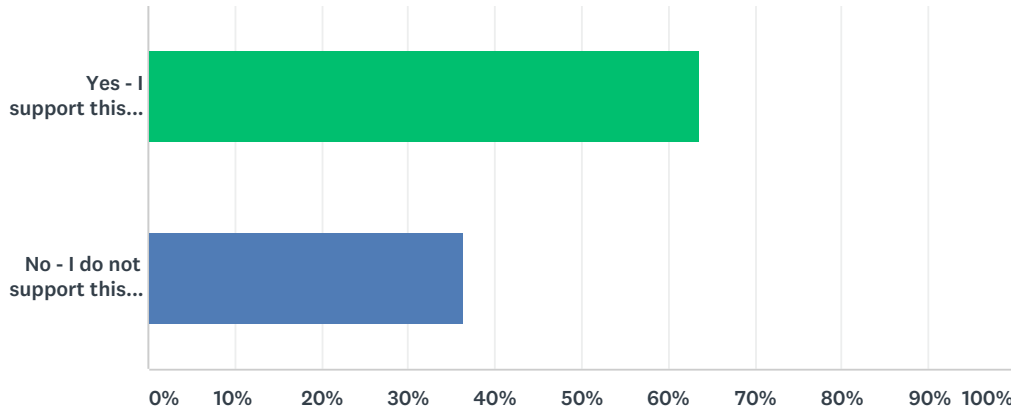
Answered: 372 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	32.53%	121
No - I do not support this standard	67.47%	251
TOTAL		372

**Q11 Railroad Tie Retaining Walls Recommendation** Railroad tie retaining walls prohibited. Rationale Railroad ties are combustible. They contain creosote, a commercial-grade wood preservative. Creosote-treated wood may produce toxic chemicals as part of the smoke and ashes when burned. Cost Estimate \$0 to nominal

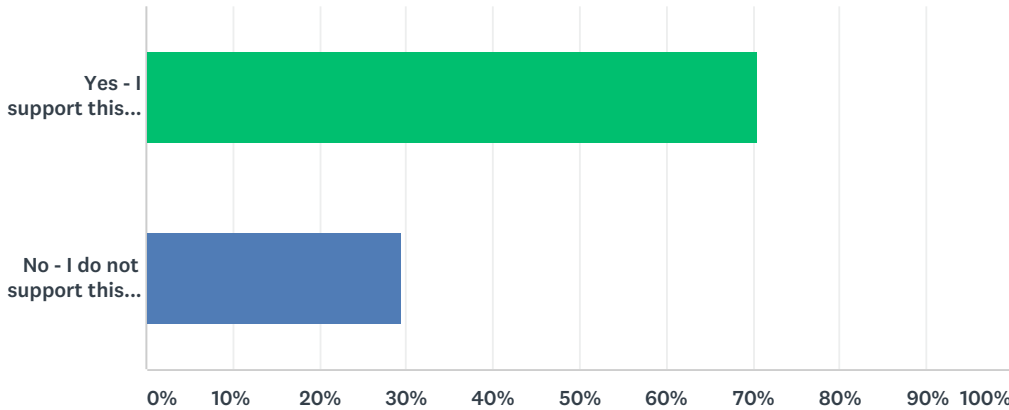
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ANSWER CHOICES	RESPONSES	
Yes - I support this standard	63.56%	239
No - I do not support this standard	36.44%	137
TOTAL		376

**Q12 Defensible Space Recommendation** CalFIRE Defensible Space requirements should be adopted by Town ordinance. Rationale Adoption by ordinance will put this state law in the forefront of the rebuilding effort. Cost Estimate \$0

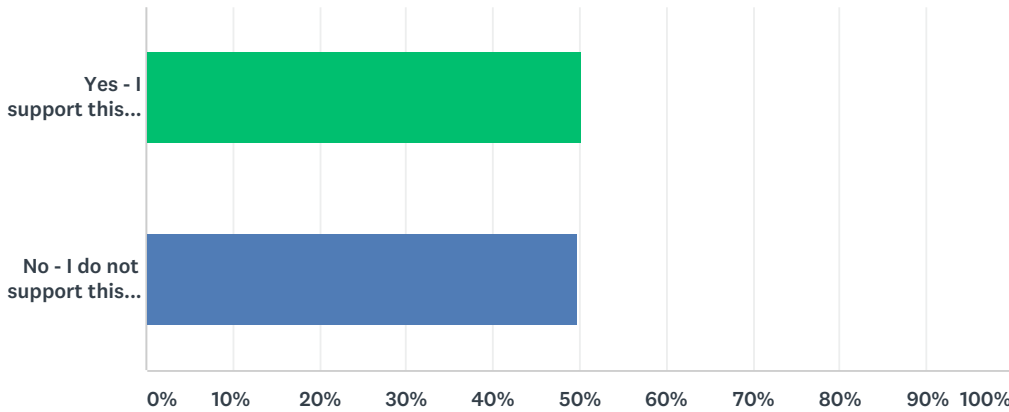
Answered: 373 Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	70.51%	263
No - I do not support this standard	29.49%	110
TOTAL		373

**Q13 Fire Break Recommendation** 5-foot setback required around any structure to any combustible material (wood fencing and retaining walls, plants, mulch, etc.).  
**Rationale** Leading fire scientists have found that a 5-foot clear might be the most important concept not covered in the Defensible Space requirements. The 5-foot setback would create a fire break around each house, further protecting windows and seams from direct fire exposure.  
**Cost Estimate** \$0 to nominal

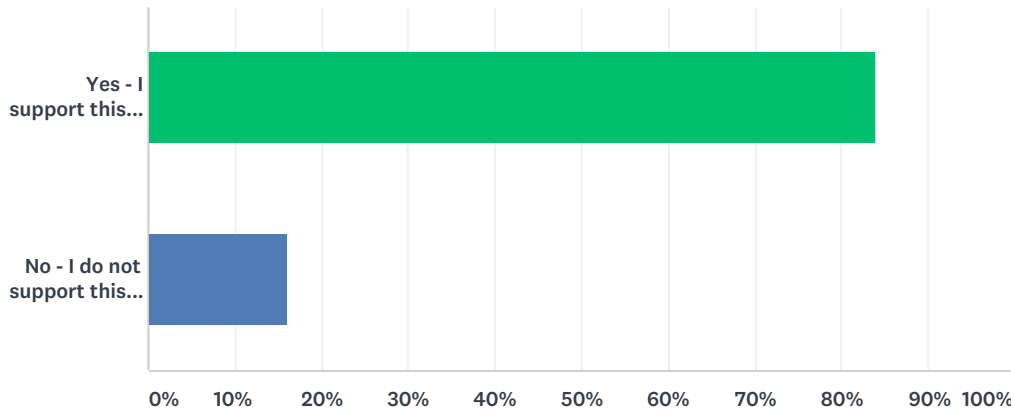
Answered: 371 Skipped: 6



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	50.13%	186
No - I do not support this standard	49.87%	185
TOTAL		371

**Q14 Underground Utilities (Service Lines) Recommendation** Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as pre-fire. **Rationale** This provision would reduce the risk of utility poles burning, falling and then blocking ingress and egress routes during a disaster. It would also harden critical infrastructure. **Cost Estimate** Less than retrofitting later

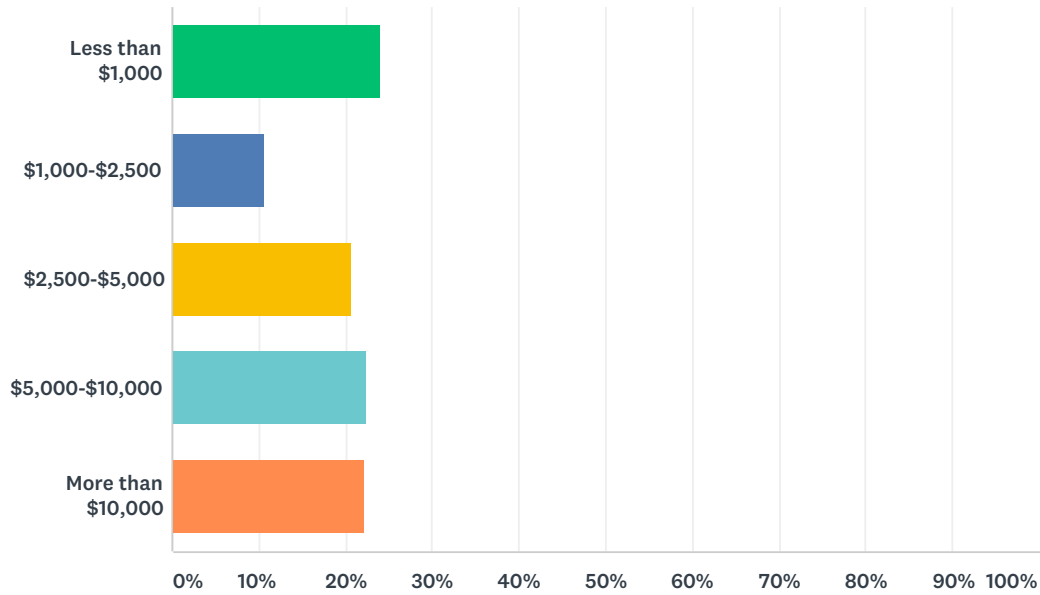
Answered: 372 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	83.87%	312
No - I do not support this standard	16.13%	60
<b>TOTAL</b>		<b>372</b>

### Q15 How much more would you be willing to spend on your home for increased fire safety (as a part of construction cost)?

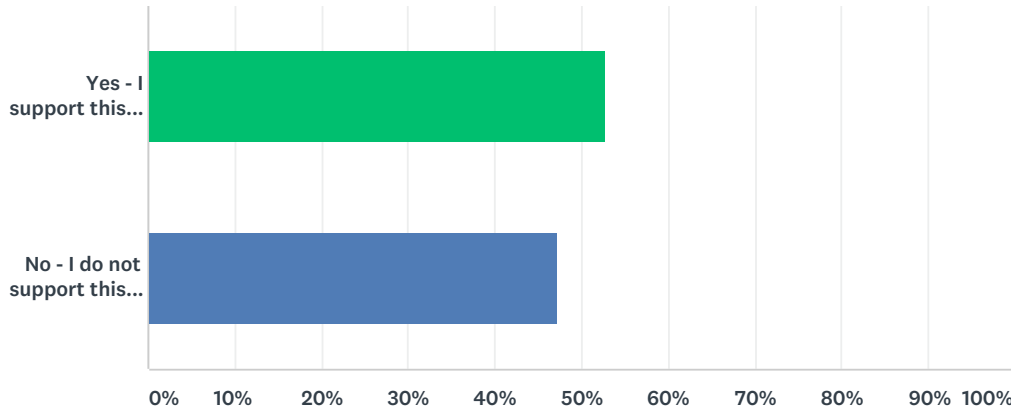
Answered: 362 Skipped: 15



ANSWER CHOICES	RESPONSES	
Less than \$1,000	24.03%	87
\$1,000-\$2,500	10.77%	39
\$2,500-\$5,000	20.72%	75
\$5,000-\$10,000	22.38%	81
More than \$10,000	22.10%	80
TOTAL		362

**Q16 Construction of Manufactured Homes (for Manufactured Homes Outside of Mobile Home Parks) Recommendation** Manufactured Homes must be newly built (not registered or pre-owned). Rationale Could save residents the financial hardship associated with purchasing existing units that do not meet Paradise standards.

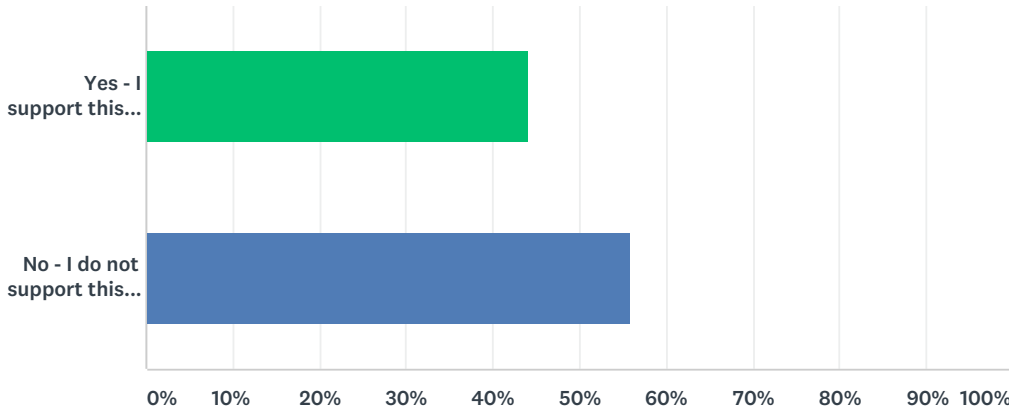
Answered: 370 Skipped: 7



ANSWER CHOICES	RESPONSES	
Yes - I support this standard	52.70%	195
No - I do not support this standard	47.30%	175
TOTAL		370

**Q17 Width of Manufactured Homes (for Manufactured Homes Outside of Mobile Home Parks) Recommendation** Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint. Rationale The intent is to maintain the integrity of neighborhoods and property values.

Answered: 371 Skipped: 6

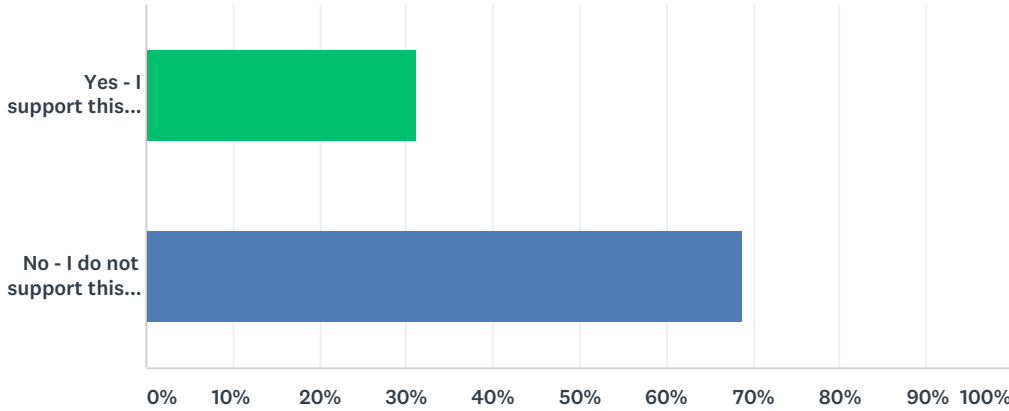


ANSWER CHOICES	RESPONSES	
Yes - I support this standard	44.20%	164
No - I do not support this standard	55.80%	207
TOTAL		371



**Q18 Roof Pitch Recommendation** Minimum 4/12 roof pitch for all homes (outside of mobile home parks).  
**Rationale** Most stick-built homes have a roof pitch of 4/12 or greater. Most manufactured homes have a 3/12 pitch. Requiring a minimum of 4/12 would encourage consistency throughout all neighborhoods.  
**Cost Estimate** For manufactured homes: 4/12 = Nominal to \$5,500 5/12 or 6/12 = \$10,000 to \$20,000

Answered: 372 Skipped: 5

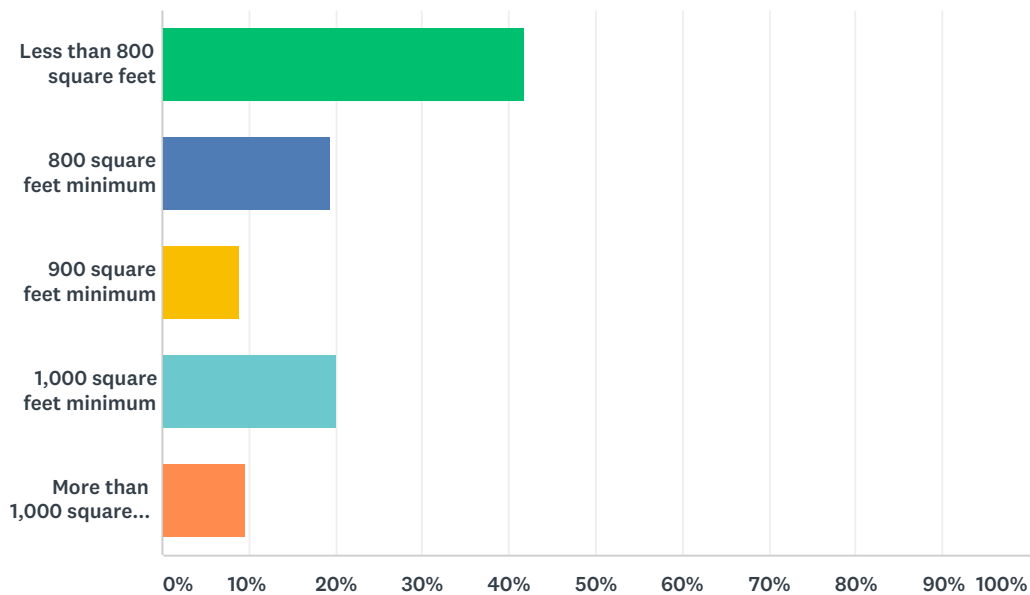


ANSWER CHOICES	RESPONSES	
Yes - I support this standard	31.18%	116
No - I do not support this standard	68.82%	256
<b>TOTAL</b>		<b>372</b>

### Q19 Size of Primary Residences on Single-Family

**Recommendation** Minimum size of primary dwelling unit. (outside of mobile home parks): 800 or 900 or 1,000 square feet on single-family lots.  
**Rationale** Many local governments have minimum size requirements (often approximately 1,000 square feet) for single-family homes. The intent in setting a minimum is to maintain the integrity of neighborhoods and property values. 1,000 square feet corresponds to a compact 2-bedroom home. Accessory Dwelling Units (an independent unit located on the same lot) can be smaller.

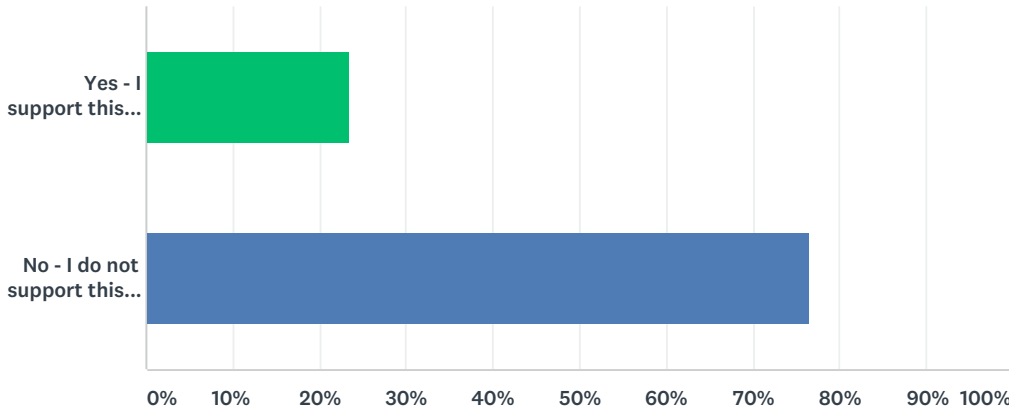
Answered: 365 Skipped: 12



ANSWER CHOICES	RESPONSES
Less than 800 square feet	41.92% 153
800 square feet minimum	19.45% 71
900 square feet minimum	9.04% 33
1,000 square feet minimum	20.00% 73
More than 1,000 square feet	9.59% 35
<b>TOTAL</b>	<b>365</b>

**Q20 Front Entry Porch (Not Deck) Recommendation** Covered front entry porch (minimum 72 square feet) is encouraged, but not required, on primary dwelling unit. Rationale Would encourage curb appeal. Cost Estimate \$12,000 to \$15,000

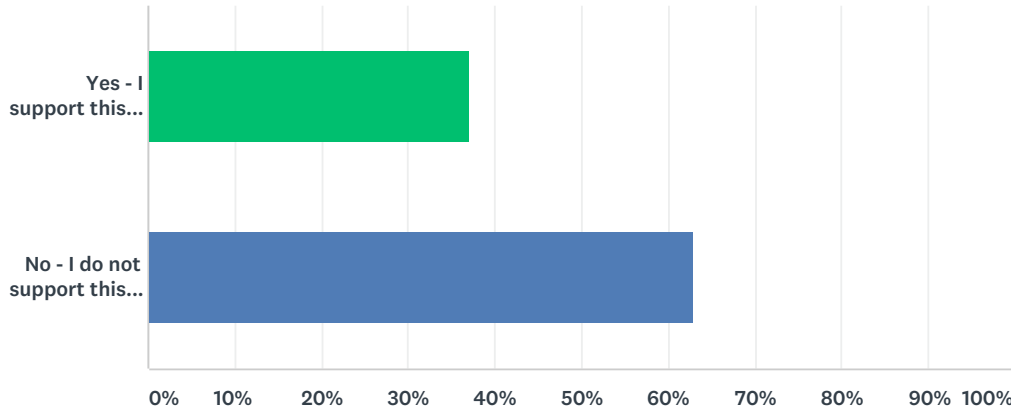
Answered: 370 Skipped: 7



ANSWER CHOICES	RESPONSES	
Yes - I support this design guideline	23.51%	87
No - I do not support this design guideline	76.49%	283
TOTAL		370

**Q21 Garages Recommendation** Garage encouraged, but not required — attached or detached. Rationale Would encourage garages. Cost Estimate \$25,000 to \$40,000

Answered: 371 Skipped: 6



ANSWER CHOICES	RESPONSES	
Yes - I support this design guideline	36.93%	137
No - I do not support this design guideline	63.07%	234
TOTAL		371

**Q22 If you have any additional feedback on any of the Recovery Projects, please provide those here:**

Answered: 120 Skipped: 257



# INCREASED LOCAL FIRE SAFETY STANDARDS

R / NR

R / NR

## Roof Obstructions

### Recommendation

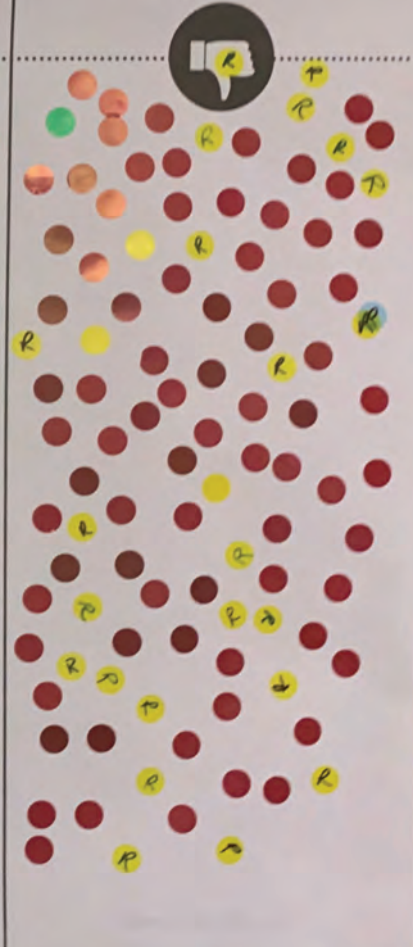
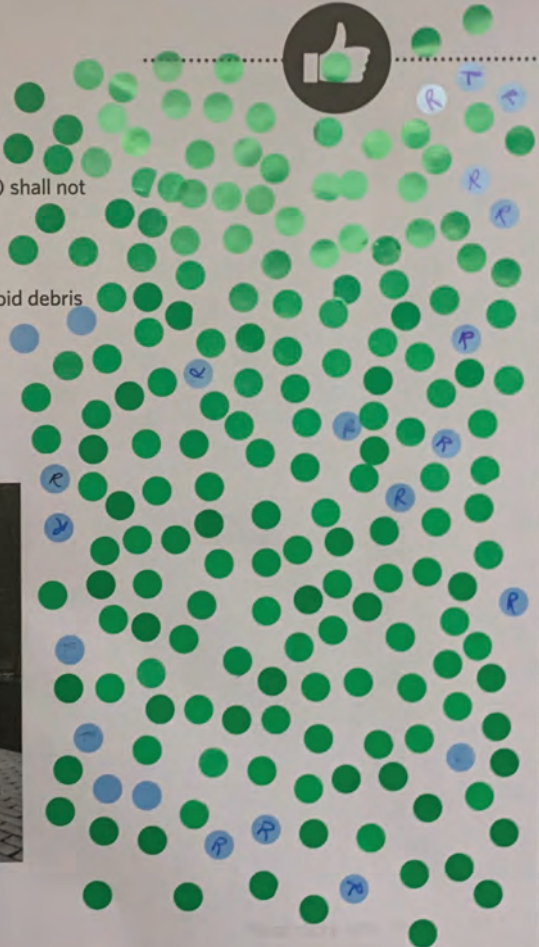
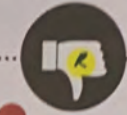
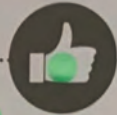
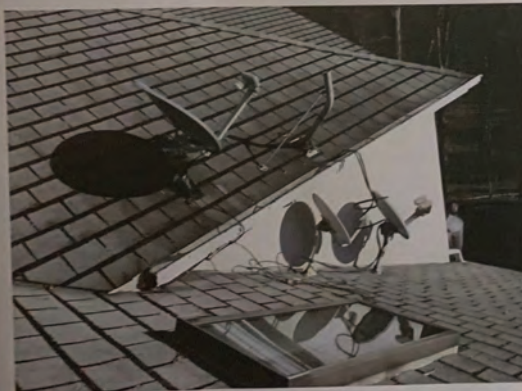
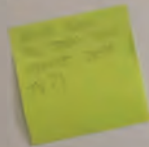
Roof obstructions (panels, communication devices, etc.) shall not allow for the collection of debris.

### Rationale

This provision should increase focus on designing to avoid debris accumulation.

### Cost Estimate

\$0







# INCREASED LOCAL FIRE SAFETY STANDARDS

## Carports

### Recommendations

Carports that include storage beyond vehicles, must be setback a minimum of 50 feet from any building/structure.

### Rational

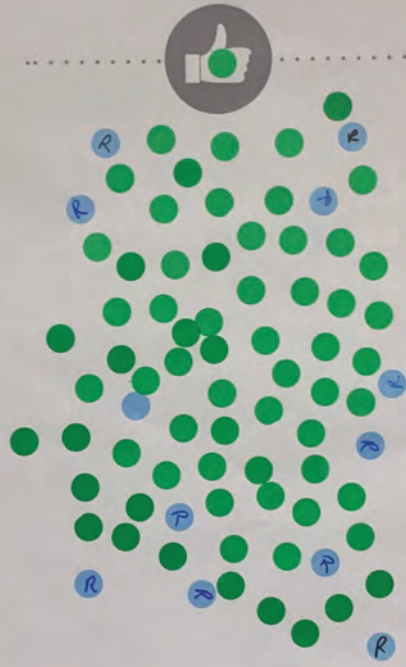
Reduces chance that open storage (fuel) in carports will ignite the home.

### Cost Estimate

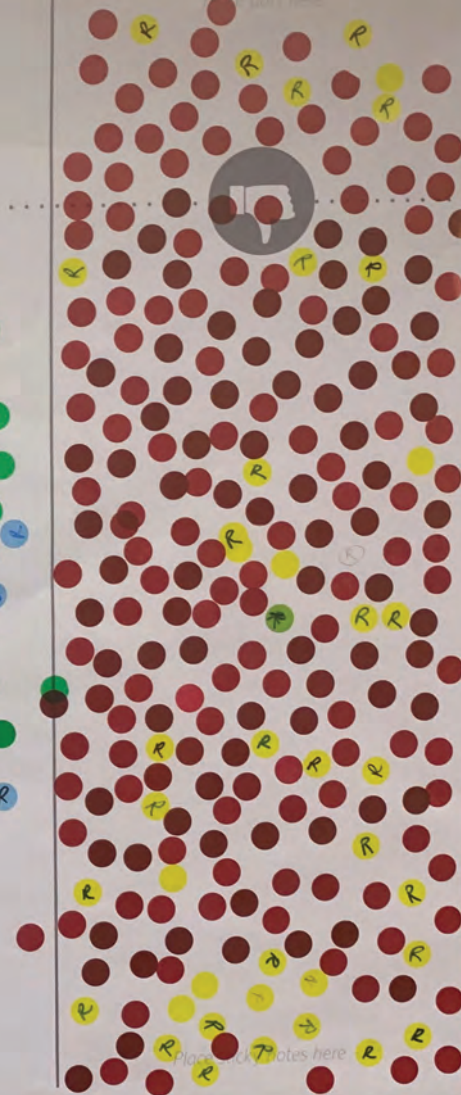
\$0



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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Firebreak

### Recommendation

5-foot setback required around any structure to combustible material (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.).

### Rational

Leading fire scientists have found that 5-foot clear might be the most important concept not covered in the Defensible Space requirements. The 5-foot setback would create a fire break around each house, further protecting windows and seams from direct fire exposure.

**Cost Estimate**  
\$0 to nominal



Handy Board  
Conest Board  
Chain Link  
Wrought Iron



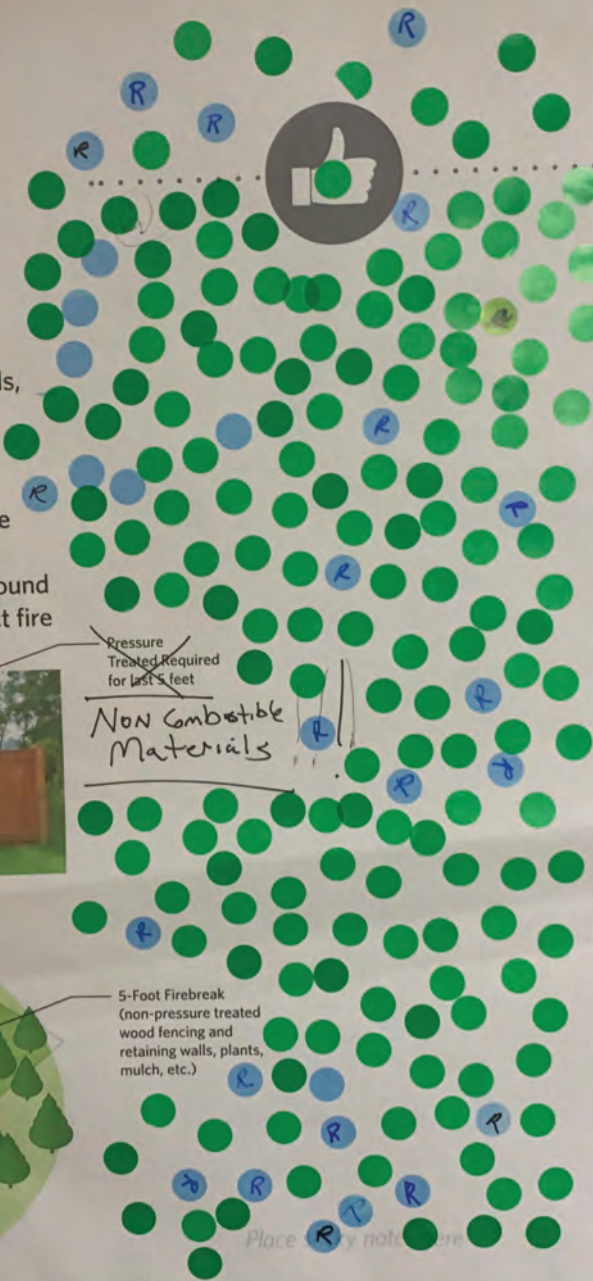
Pressure Treated Required for last 5 feet

Non Combustible Materials

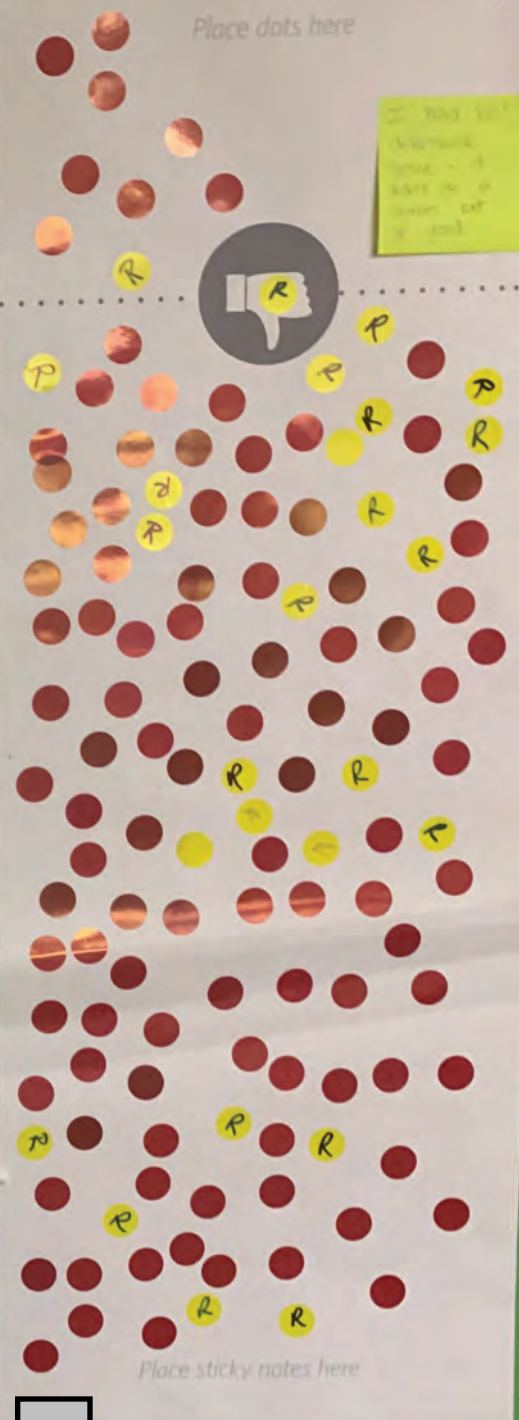
5-Foot Firebreak (non-pressure treated wood fencing and retaining walls, plants, mulch, etc.)

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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Garage or Storage Shed

### Recommendation

Garage or minimum 80 square foot storage shed required.

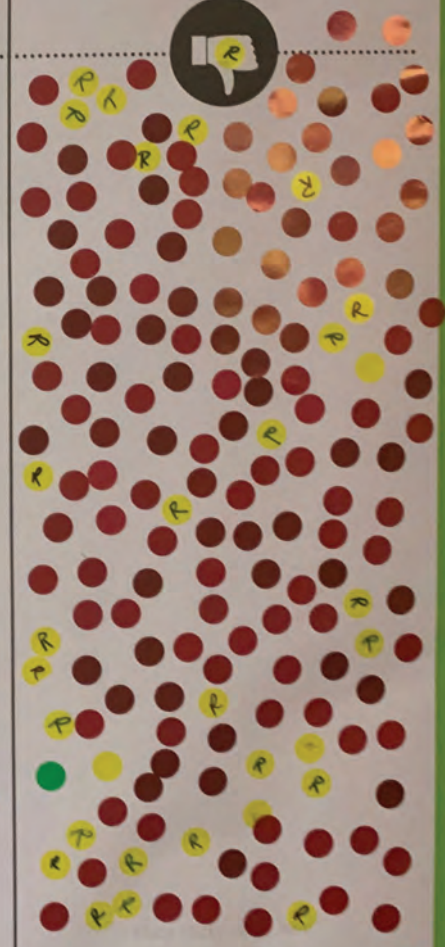
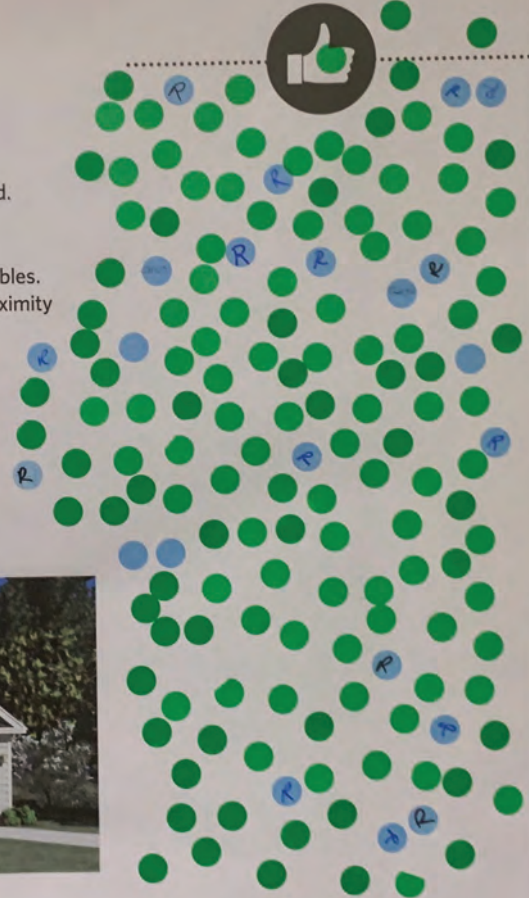
### Rationale

Residents require a place to store their outdoor combustibles. This provision would reduce the potential fuel load in proximity to the house.

### Cost Estimate

- 2-car garage: \$25,000 to \$40,000
- 8'x10' storage shed: \$320

*A little bit more...  
...to make sure...  
...the shed is...  
...the right size...  
...for the house...*







# INCREASED LOCAL FIRE SAFETY STANDARDS

## Detached Accessory Structures 120 Square Feet or Less

### Recommendation

The Town of Paradise should enforce the California Building Code requirement that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).

### Rational

Reduces fuel load in proximity to the home and helps avoid igniting vegetation.

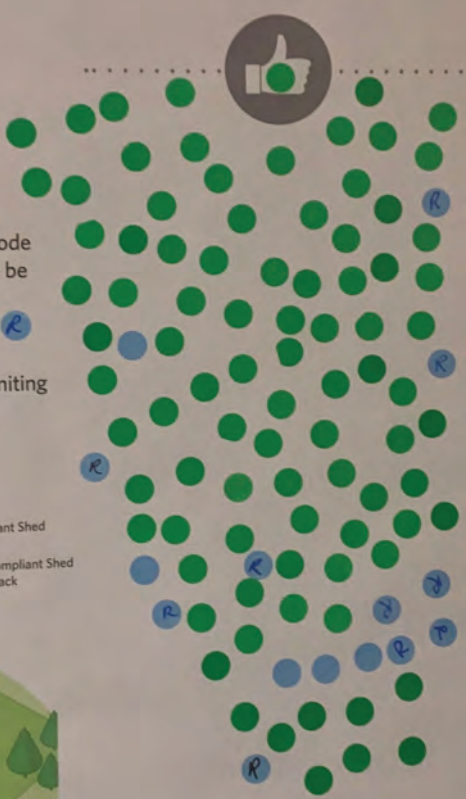
### Cost Estimate

\$0

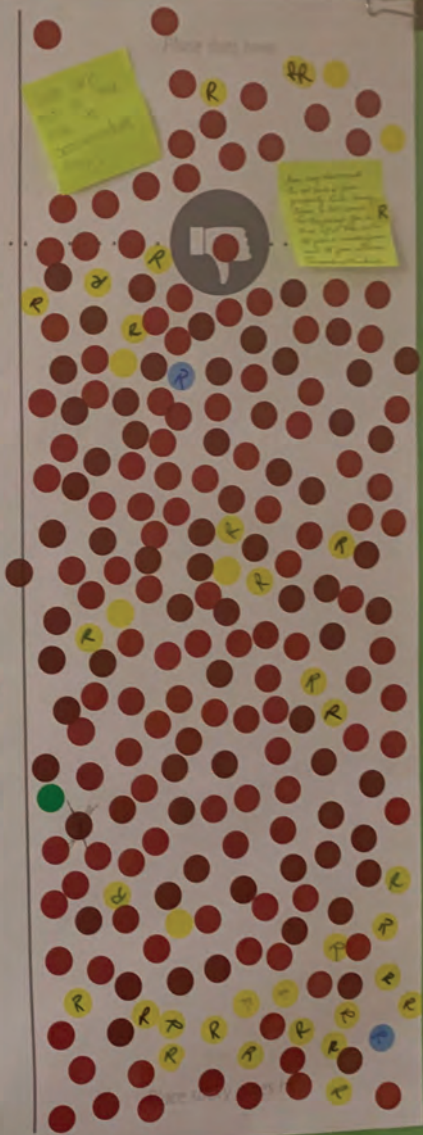


It is stated in the code that any non-WUI compliant accessory structure be located at least 50 feet away from other structure(s).

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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Siding 12 Inches Above Grade

### Recommendation

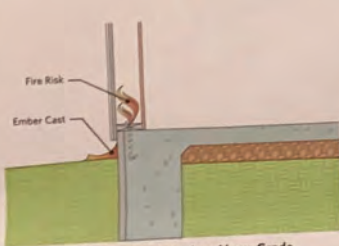
Siding must be a minimum of 12 inches above finished grade for stick-built homes.

### Rational

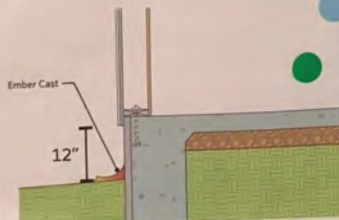
Fire scientists have found that embers pile up along the base of foundations. The building paper used behind siding is flammable. Requiring siding to be a minimum of 12 inches above grade would reduce the risk of fire entering the house through the seam behind the siding.

### Cost Estimate

\$0 to nominal



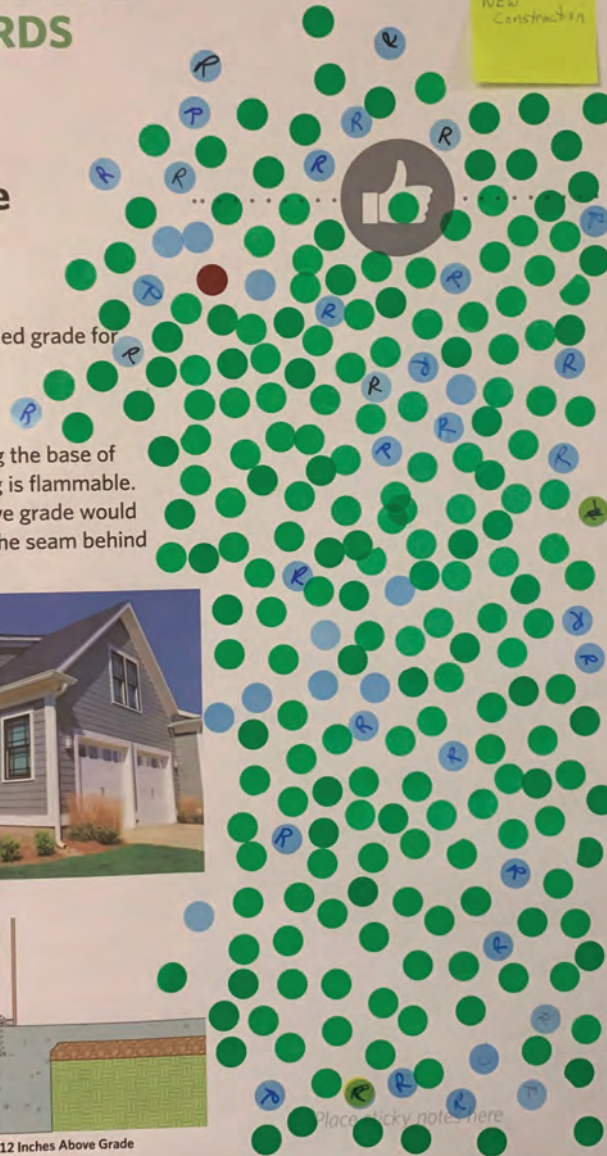
Siding Less Than 12 Inches Above Grade



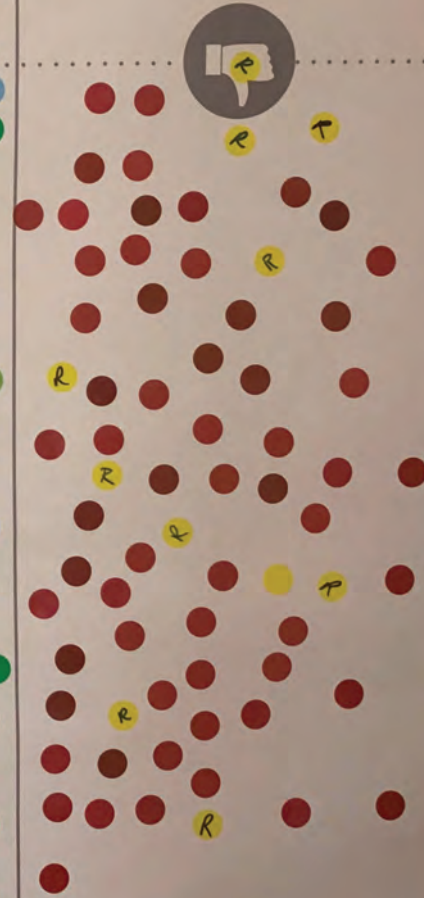
Siding 12 Inches Above Grade

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Only for NEW construction



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# POTENTIAL FUTURE DESIGN GUIDELINES

## Garages

### Recommendation

Garage encouraged — attached or detached.

### Rational

Would encourage garages.

### Cost Estimate

\$25,000 to \$40,000

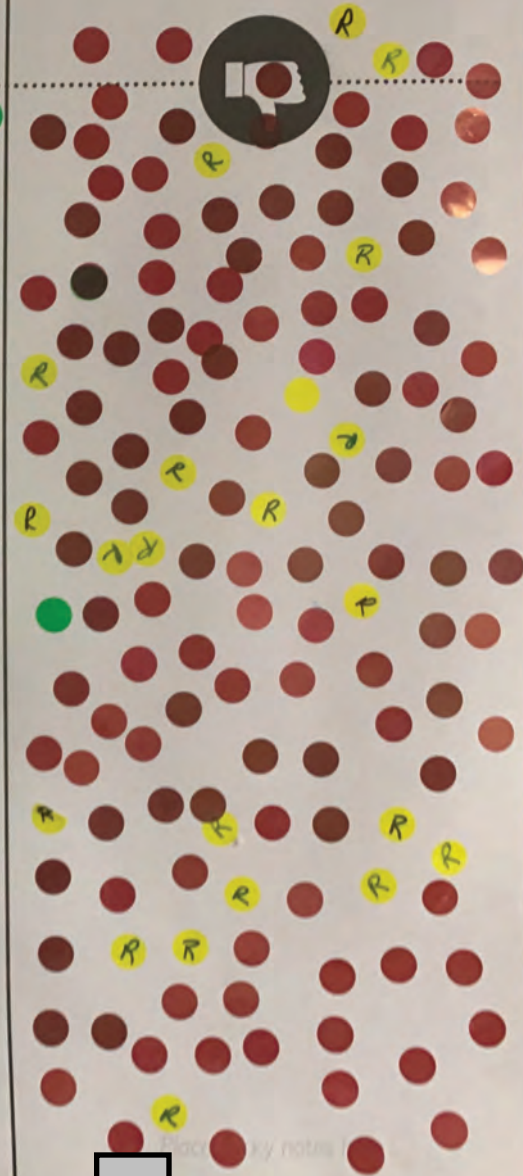


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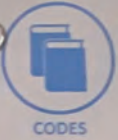
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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Gutters

### Recommendation

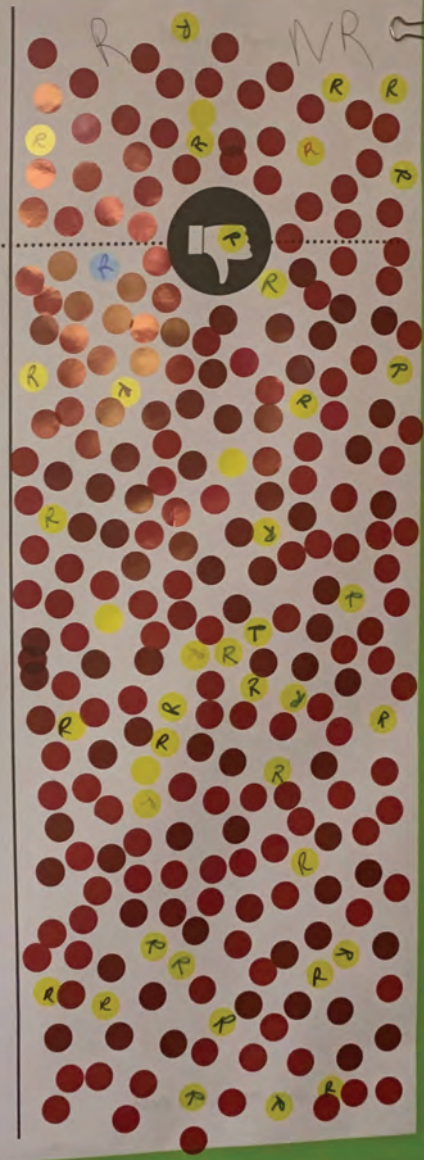
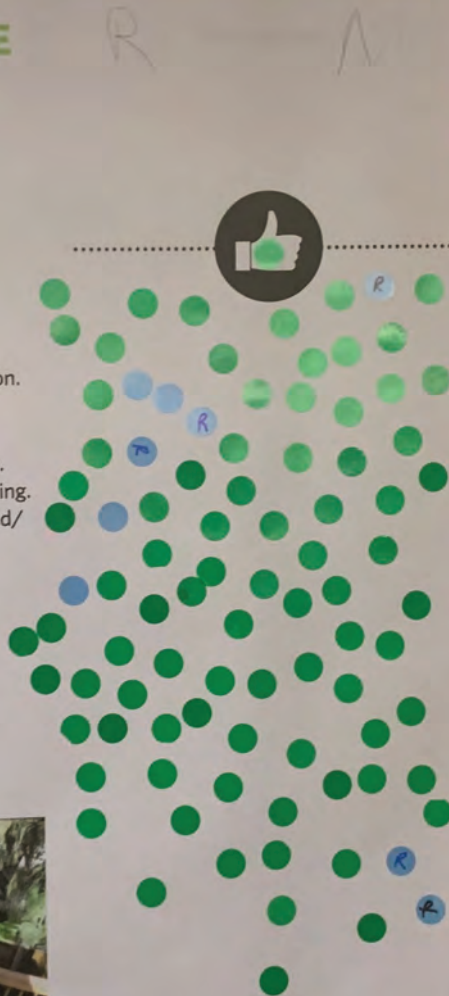
Gutters prohibited, except over entries and/or to prevent erosion.

### Rationale

Even gutters protected with gutter guards require maintenance. Some residents permanently remove gutter guards when cleaning. Prohibiting gutters would reduce the fire risk from unmaintained/unprotected gutters.

### Cost Estimate

\$0







# INCREASED CONSISTENCY STANDARDS

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## Width of Manufactured Homes

### Recommendation

Manufactured homes must be a minimum of a double-wide unit and have at least a 20-foot by 36-foot footprint.

### Rational

The intent is to maintain the integrity of neighborhoods and property values.

*Handwritten note on pink sticky paper:*  
This is a good example of a double-wide unit. It is a good example of a double-wide unit. It is a good example of a double-wide unit.



Place sticky notes here

Place sticky notes here

*Handwritten note on yellow sticky paper:*  
This is a good example of a double-wide unit. It is a good example of a double-wide unit. It is a good example of a double-wide unit.  
**WRONG**





# INCREASED LOCAL FIRE SAFETY STANDARDS

## Permanent Perimeter Foundation

### Recommendation

Permanent perimeter masonry foundation required (State approved XI2 foundation does not meet this requirement).

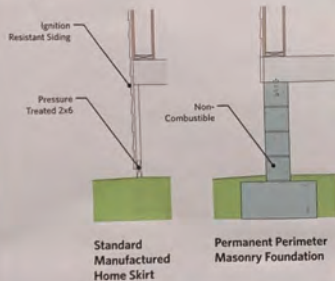
### Rational

A 1-hour fire rated assembly (skirt) is required around the perimeter of open structures, including manufactured homes. Skirts are typically hung from the structure and terminate in a 2x6 pressure treated board on the ground. To maintain their integrity, skirts require maintenance over time. Requiring a permanent perimeter masonry foundation would replace the ignition-resistant skirt with a non-combustible masonry wall. This should increase fire safety and the risks associated with deferred maintenance.

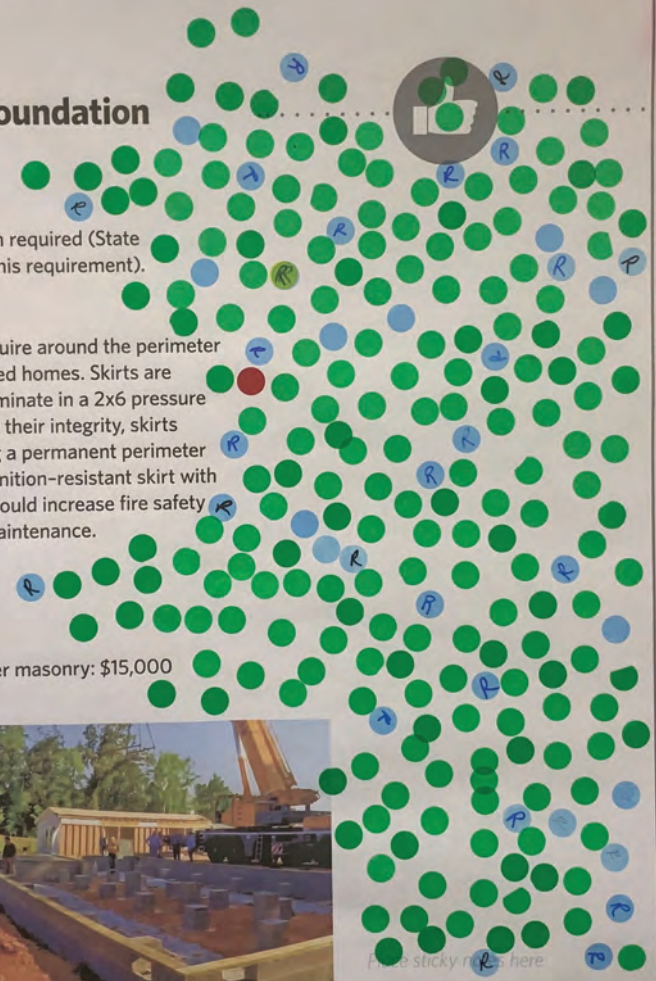
### Cost Estimate

For a 1,400-square foot home:

- Ignition-resistant skirt: Standard
- Non-combustible permanent perimeter masonry: \$15,000 upgrade

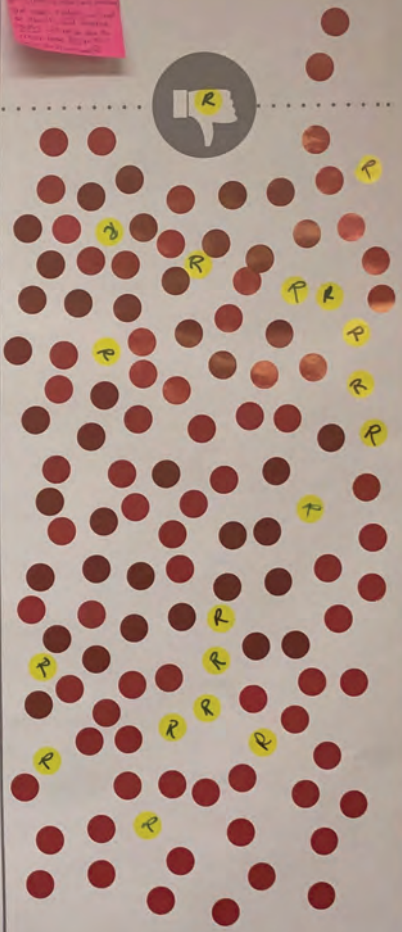


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# INCREASED CONSISTENCY STANDARDS

## Construction of Manufactured Homes

Why?

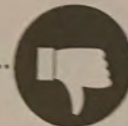
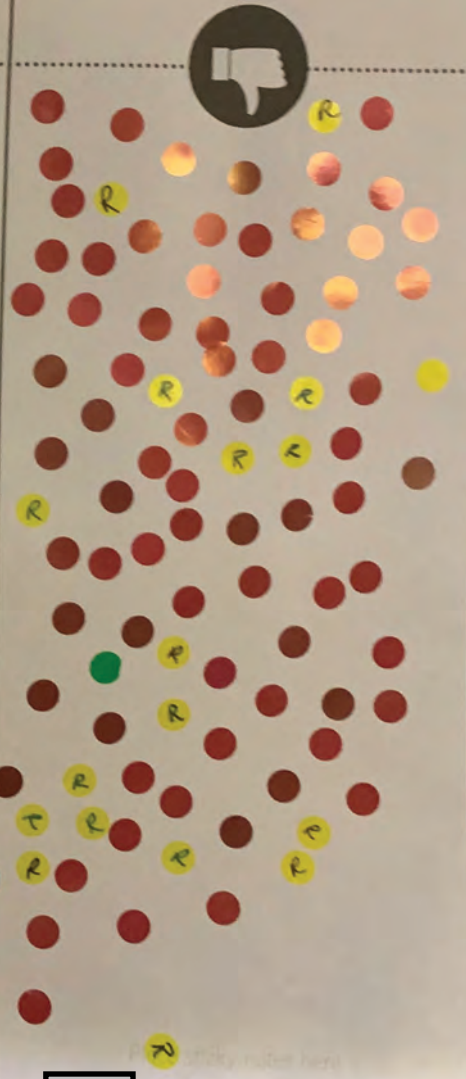
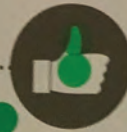
### Recommendation

Manufactured Homes must be newly built (not registered or pre-owned).



### Rational

Could save residents the financial hardship associated with purchasing existing units that do not meet Paradise standards.







# INCREASED LOCAL FIRE SAFETY STANDARDS

## Interior Sprinklers

### Recommendation

Interior sprinklers required in all homes.

### Rationale

Sprinklers are already required in stick-built homes and some manufactured homes. Requiring sprinklers in all homes would increase occupant safety and should reduce the likelihood that the home could become the ignition source for a wildfire.

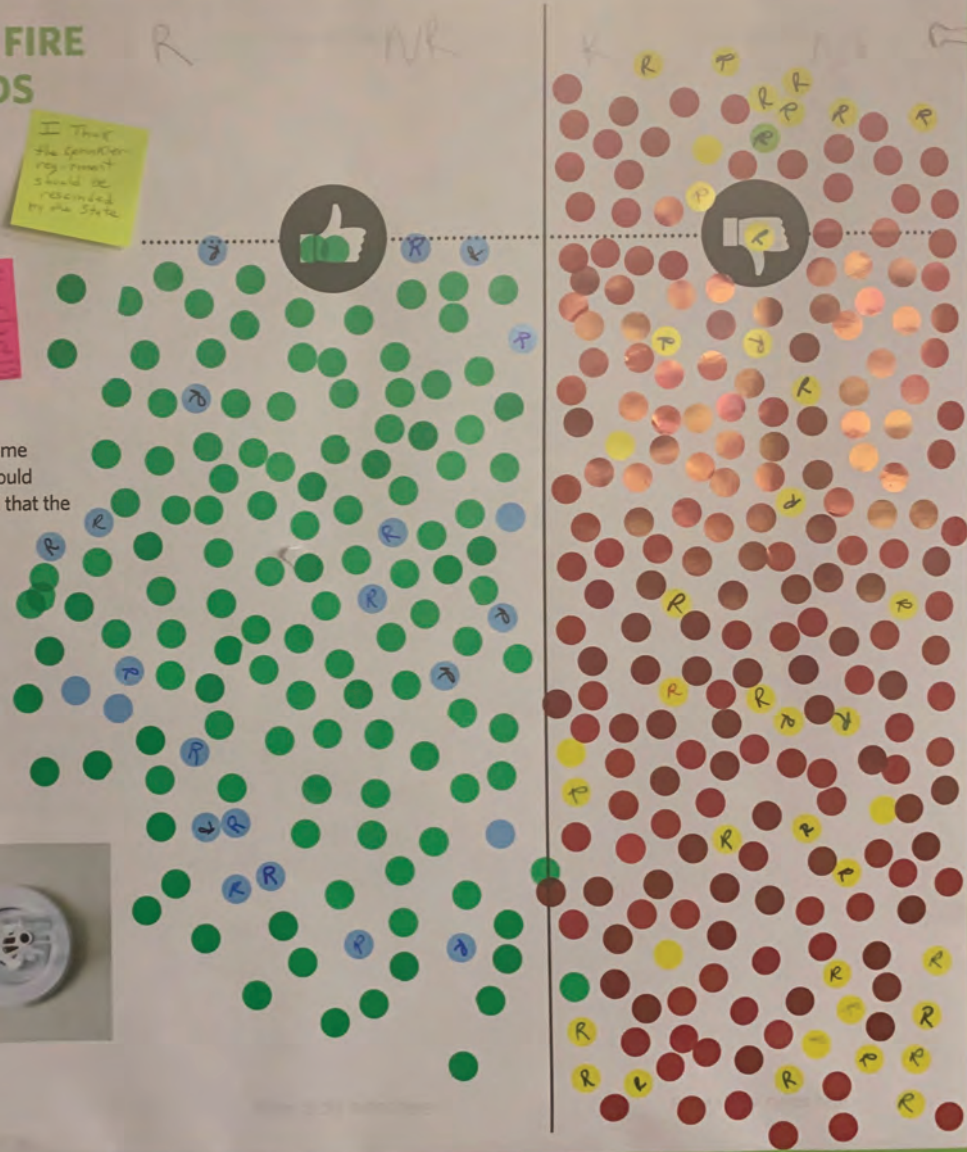
### Cost Estimate

\$6,000 to \$8,000



I think the sprinkler req. must should be required by the state.

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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Underground Utilities (Service Lines)

### Recommendation

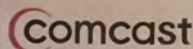
Electric, gas and communication service lines shall be located underground for residential and commercial and should be served on the same side of the property as the utility service received pre-fire.

### Rational

This provision would reduce the risk of utility poles burning, falling and then blocking ingress and egress routes during a disaster. It would also harden critical infrastructure.

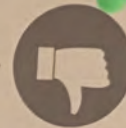
### Cost Estimate

Less than retrofitting later



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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Railroad Tie Retaining Walls

**Recommendation**  
Railroad tie retaining walls prohibited.

**Rationale**  
Railroad ties are combustible. They contain creosote, a commercial-grade wood preservative. Creosote-treated wood may produce toxic chemicals as part of the smoke and ashes when burned.

**Cost Estimate**  
\$0 to nominal



Resident

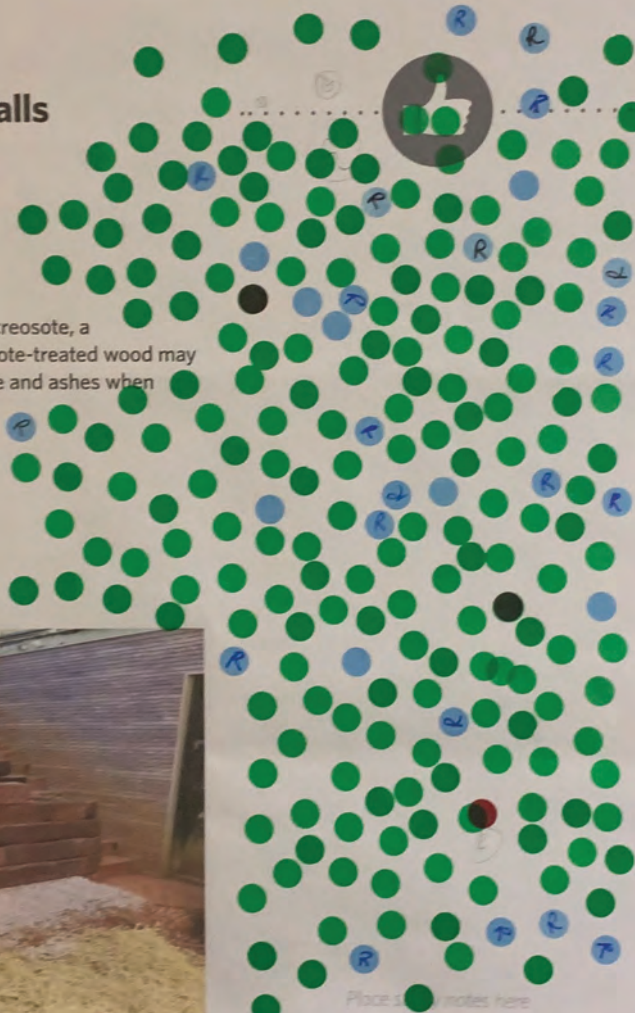
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Non Resident

Resident

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Non Resident



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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Defensible Space

### Recommendation

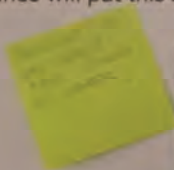
Defensible Space ordinance should be adopted by the Town.

### Rationale

Adoption by ordinance will put this state law to the forefront of the rebuilding effort.

### Cost Estimate

\$0



### DEFENSIBLE SPACE

Defensible space is essential to improve your home's chance of surviving a wildfire. It's the buffer area between a building on your property and the yard, trees, shrubs or any uncut grass that may catch fire and spread to the structure or other structures. Defensible space can also refer to the protection of the neighborhood's fire zone.

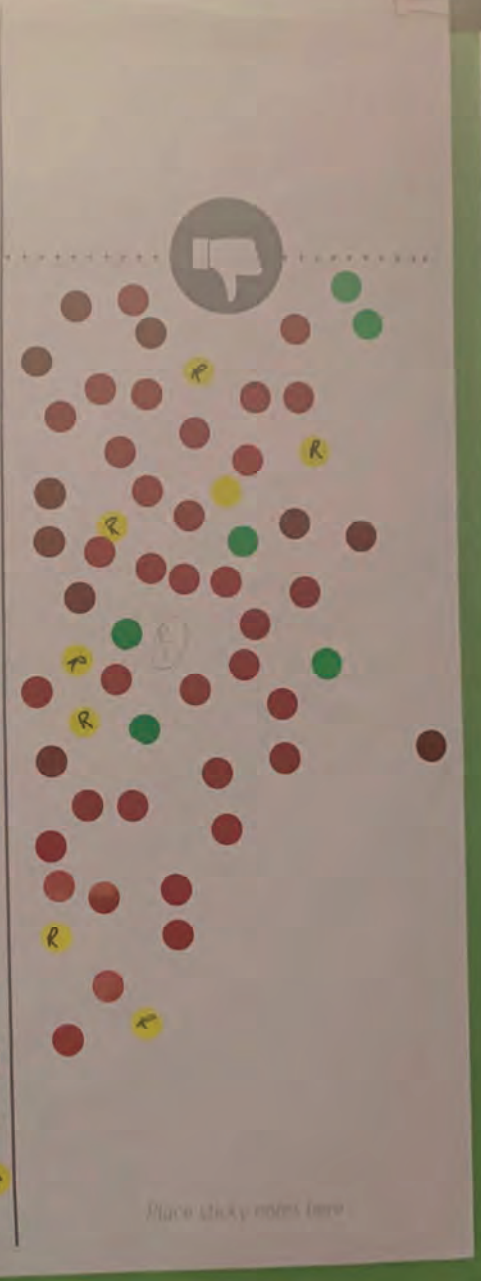
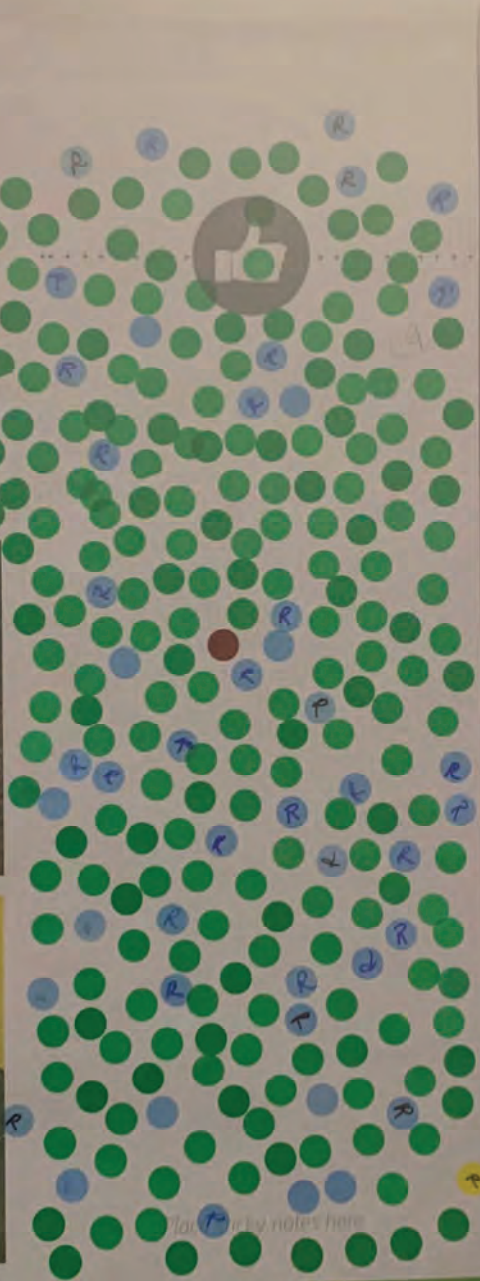
**Keep spaces under up the required 100 feet of defensible space:**

**ZONE 1 - Extends 30 feet from buildings, decks and other structures.**

- Remove all dead plants, grass and weeds.
- Remove dead or dying trees and trim branches from pine, oak and oak-leaf-walnut.
- Trim trees regularly to keep branches in condition of 10 feet from other trees.
- Remove dead branches that hang over your roof. Dead trees shouldn't be less than 100 feet from structures.
- Remove wood piles like Zone 2.
- Remove or green flammable plants and shrubs near windows.
- Remove vegetation and space that could catch fire from nearby and under decks.
- Create a waterless landscape with plants and trees that provide shade, water or other benefits, such as:
  - **ZONE 2 - Extends 30 to 100 feet from buildings and other structures.**
  - Create water-retaining mulches and mulch depth of 2-3 inches.
  - Create windbreaks using shrubs and trees that are 100 feet from buildings.
  - Create windbreaks using shrubs and trees that are 100 feet from buildings.
  - Remove dead, dying, or diseased trees, shrubs, and grass. Consider how much will be required to support a fire zone.

**ZONE 3 - Extends 100 to 150 feet from buildings and other structures.**

- Remove trees, shrubs and grass that are 100 to 150 feet from buildings.
- Remove trees, shrubs and grass that are 100 to 150 feet from buildings.
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- Remove trees, shrubs and grass that are 100 to 150 feet from buildings.







CODES

# INCREASED LOCAL FIRE SAFETY STANDARDS

## Detached Accessory Structures Over 120 Square Feet

### Recommendation

Ancillary buildings and structures requiring a building permit shall comply with Wildland-Urban Interface building standards.

### Rationale

Already part of WUI when required by the "enforcing agency." This provision should reduce the potential fuel load in Paradise.

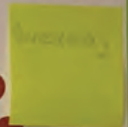
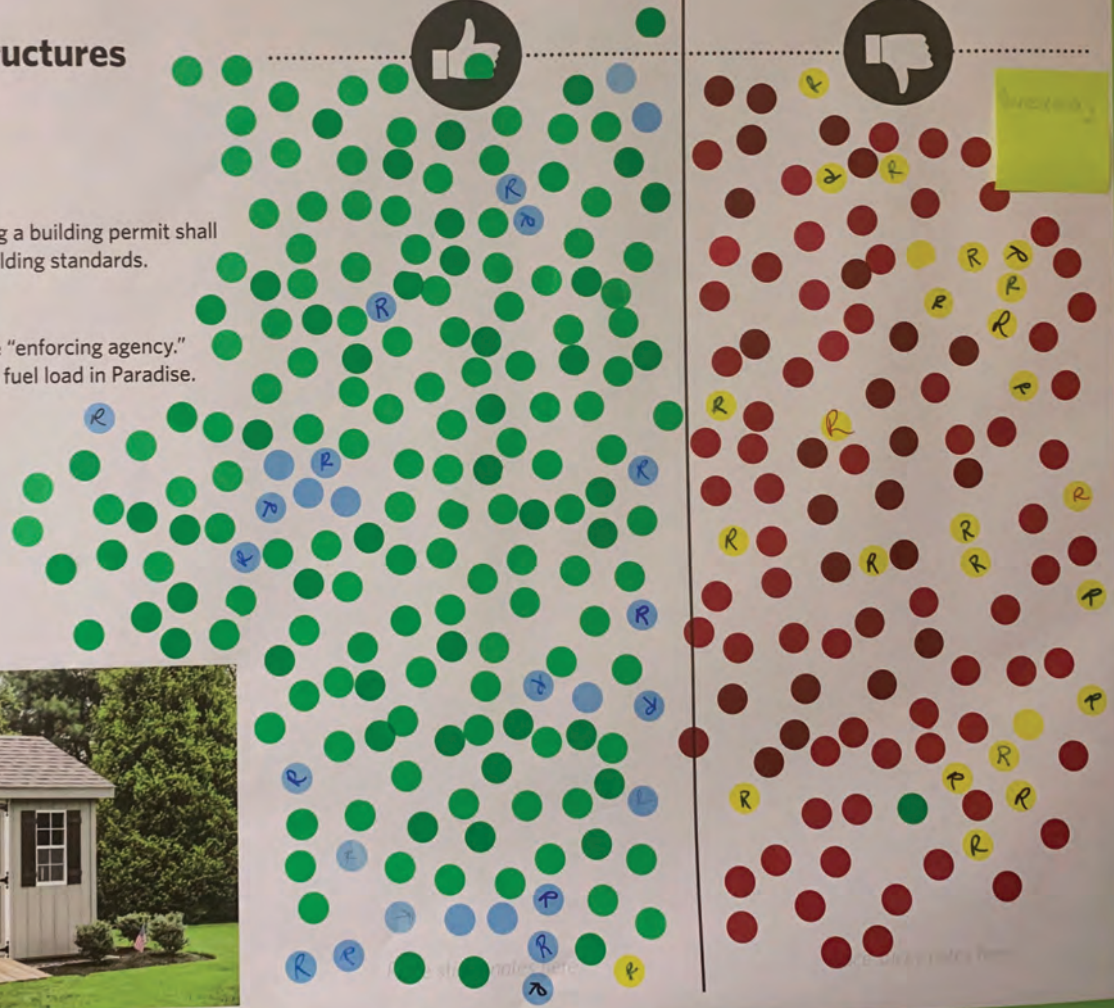
### Cost Estimate

\$0 to nominal



PROPOSED CHANGE

EXISTING CODE



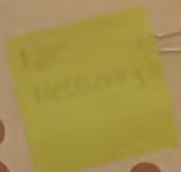




# POTENTIAL FUTURE DESIGN GUIDELINES

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## Front Entry Porch (Not Deck)

### Recommendation

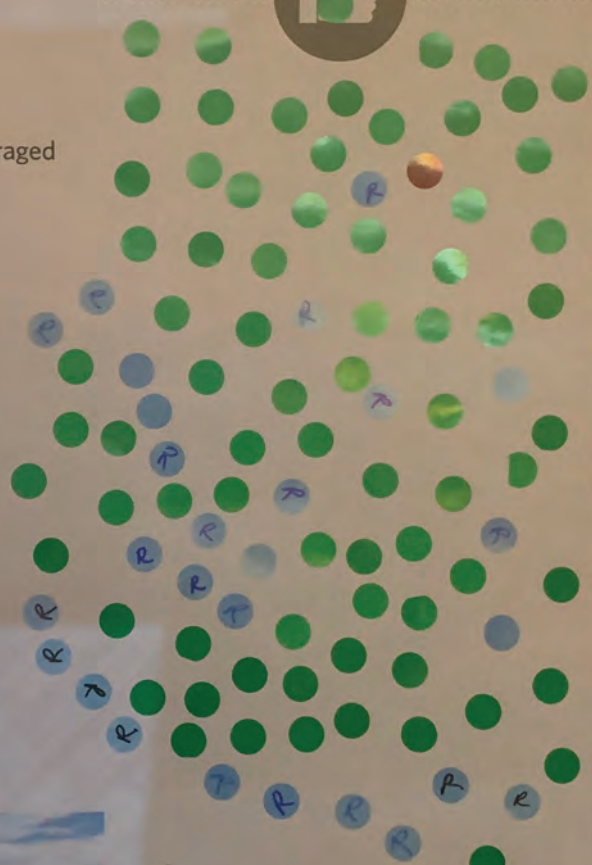
Covered front entry porch (minimum 72 square feet) is encouraged on primary dwelling unit.

### Rational

Would encourage a "gift to the street" and curb appeal.

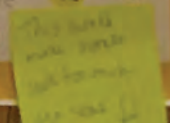
### Cost Estimate

\$12,000 to \$15,000



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# INCREASED CONSISTENCY STANDARDS

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This is the push of consistency. It is NOT sufficient if consistency is not necessary.

## Roof Pitch

### Recommendation

Minimum 4/12 roof pitch for all homes.

### Rational

Encourages consistency throughout all neighborhoods.

### Cost Estimate

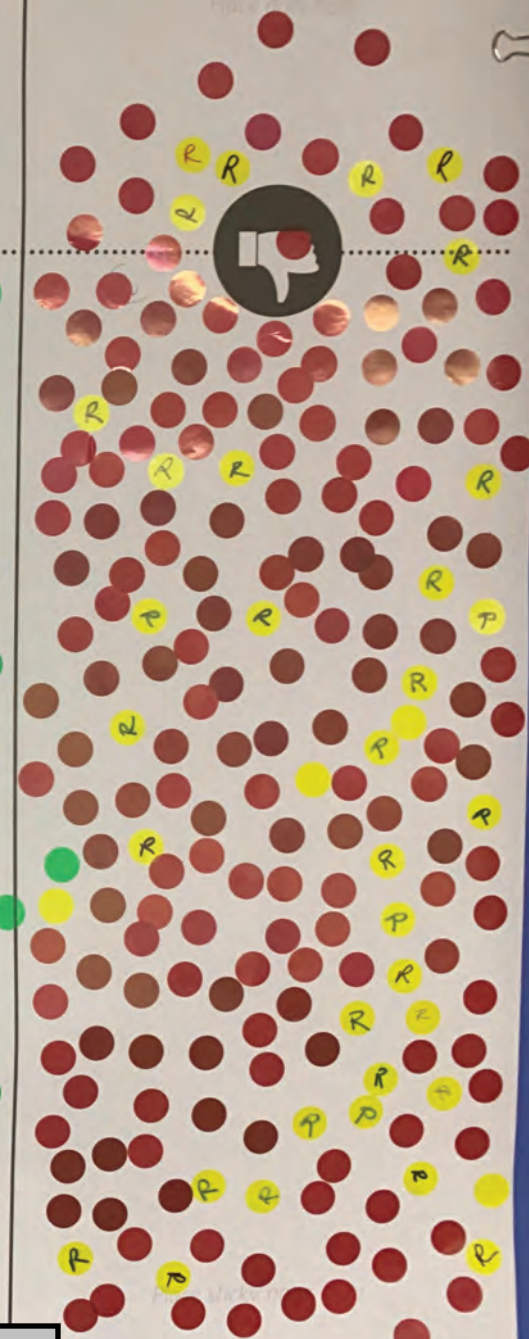
For manufactured homes:

- 4/12 = Nominal to \$5,500
- 5/12 or 6/12= \$10,000 to \$20,000

In practice, it is highly probable that a 4/12 pitch is not necessary for all homes. A 5/12 pitch is a more realistic goal. A 6/12 pitch is a more realistic goal. A 7/12 pitch is a more realistic goal. A 8/12 pitch is a more realistic goal. A 9/12 pitch is a more realistic goal. A 10/12 pitch is a more realistic goal. A 11/12 pitch is a more realistic goal. A 12/12 pitch is a more realistic goal.



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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Defensible Space

### Recommendation

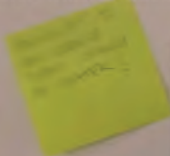
Defensible Space ordinance should be adopted by the Town.

### Rational

Adoption by ordinance will put this state law to the forefront of the rebuilding effort.

### Cost Estimate

\$0



### DEFENSIBLE SPACE

Defensible space is essential to improve your home's chance of surviving a wildfire. It's the buffer zone around a building on your property and the grass, trees, shrubs or any wildland area that surrounds your home that have been treated or reduced. Defensible space is also important for the protection of the neighborhood building you live in.

**Now your code is up to the required 100 feet of defensible space.**

**10000** (1) - Minimum 100 feet and three buildings, decks, and other structures

- Remove all dead plants, grass and weeds.
- Remove dead or dry limbs and pine needles from your trees, roof and overhanging.
- Trim trees regularly to keep branches at a maximum of 10 feet from other trees.
- Remove dead branches that hang over your roof. And keep branches 10 feet away from your structure.
- Remove wood piles into Zone 2.
- Remove or prune flammable plants and shrubs near windows.
- Remove vegetation and items that could catch fire from around and under decks.
- Create an separation between trees, shrubs and trees that could catch fire, such as pine furniture, swing sets, etc.

**10000** (2) - Minimum 20 to 100 feet from buildings and other structures

- Eliminate overhanging pine limbs that maximum length of 6 feet.
- Eliminate low hanging pine needles, shrubs and trees. Use chisel.
- Eliminate overhanging branches from pine trees.
- Remove fallen limbs, dead limbs, limbs that hang over your roof, and limbs that are within 10 feet of buildings.

**10000** (3) - Minimum 100 feet from buildings and other structures

- Remove flammable vegetation, such as grass, weeds, brush, and shrubs.
- Remove overhanging pine limbs that maximum length of 6 feet.
- Eliminate low hanging pine needles, shrubs and trees. Use chisel.
- Eliminate overhanging branches from pine trees.
- Remove fallen limbs, dead limbs, limbs that hang over your roof, and limbs that are within 10 feet of buildings.



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# INCREASED LOCAL FIRE SAFETY STANDARDS

## Roof Overhang

### Recommendation

Minimum 10-inch roof overhang required.

### Rationale

This provision would encourage rainwater and debris to fall away from the structure.

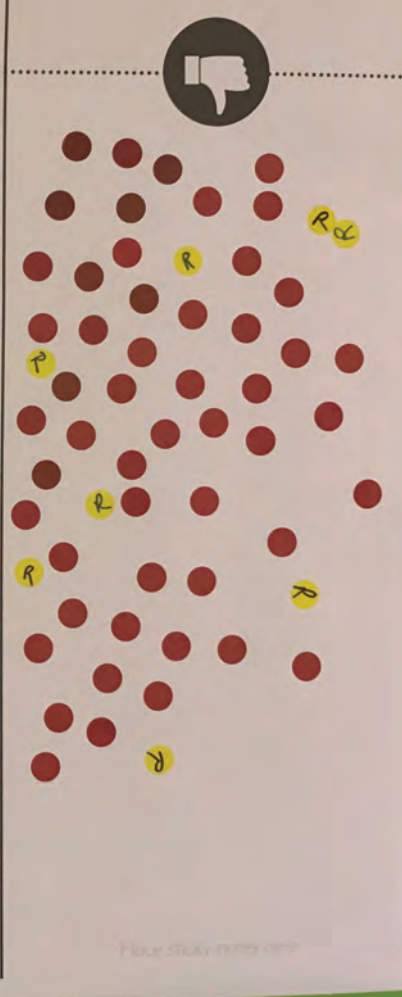
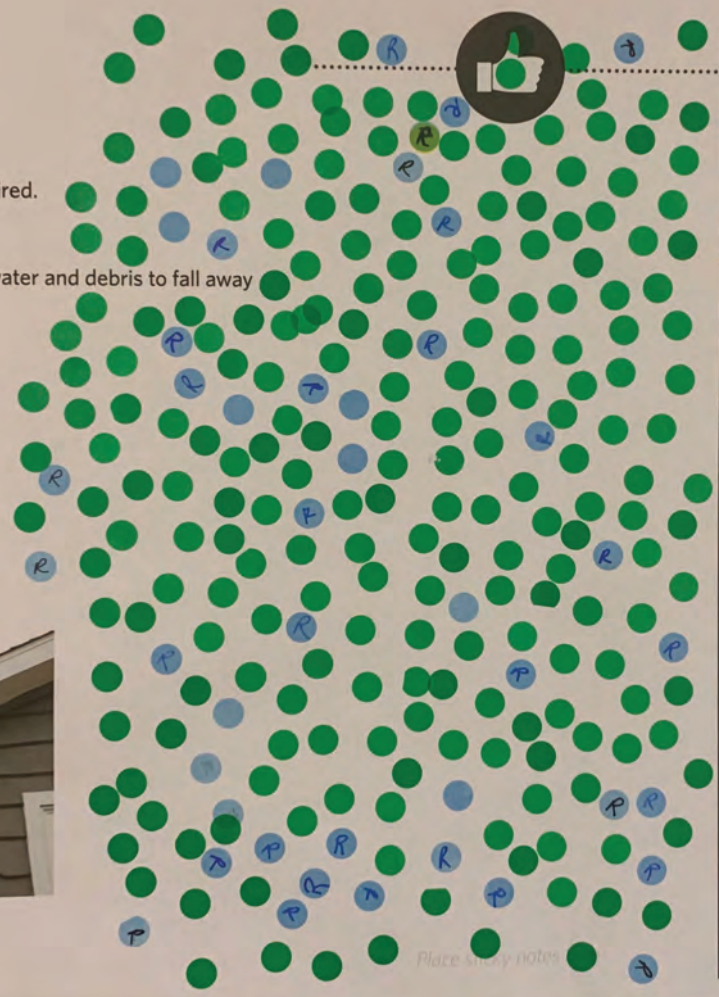
### Cost Estimate

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