



# Town of Paradise Town Council Meeting Agenda 6:00 PM – May 10, 2022

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

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

Town Manager, Kevin Phillips  
Town Attorney, Scott E. Huber  
Town Clerk, Dina Volenski  
CDD, Planning & Onsite, Susan Hartman  
CDD, Building & Code Enforcement, Tony Lindsey  
Finance Director/Town Treasurer – Ross Gilb  
Public Works Director/Town Engineer, Marc Mattox  
Division Chief, CAL FIRE/Paradise Fire, Garrett Sjolund  
Chief of Police, Eric Reinbold  
Recovery & Economic Development Director, Colette Curtis  
Human Resources & Risk Management Director, Crystal Peters  
Information Systems Director, Luis Marquez

### Meeting Procedures

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

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

## 1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call
  
- 1e. Proclamation recognizing Jim Riotto for 30 years assisting the Town of Paradise.
- 1f. Proclamation recognizing Kristie More for advocacy after the Camp Fire.
- 1g. Proclamation recognizing Nathan Solecki for Town of Paradise seal artwork
- 1h. Presentation by IBHS - Wildfire Prepared Home Standards
- 1i. Presentation by PASH
- 1j. Camp Fire Recovery Updates - Written reports are included in the agenda packet.
  - p6 Colette Curtis, Recovery and Economic Development Director - Recovery Projects, Advocacy, Economic Recovery and Development, Communications and Emergency Operations.
  - p9 Marc Mattox, Public Works Director/Town Engineer- Infrastructure and Sewer Update
  - p11 Tony Lindsey, CDD-Building and Code Enforcement update
  - p15 Kate Anderson, Business and Housing Manager - Housing Update

## 2. CONSENT CALENDAR

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

- 2a. p17 Approve minutes of the April 12, 2022 Special and Regular Town Council meetings.
- 2b. p25 Approve April 2022 Cash Disbursements in the amount of \$2,598,978.45.
- 2c. p33 Waive the second reading of Town Ordinance No. 616 and read by title only; and, adopt Town Ordinance No. 616 “An Ordinance Amending Text Regulations with Paradise Municipal Code Chapter 17.41 [Design Standards and Design Review] Relative to Updated Adoption Dates”.
- 2d. p36 Waive second reading of the entire Town Ordinance No. 617 and approve reading by title only; and, Adopt Town Ordinance No. 617, “An Ordinance Amending Chapter 8.58.060 to the Paradise Municipal Code Relating to Defensible Space and Hazardous Fuel Management”.
- 2e. p40 Adopt Resolution No. 22-25, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Finance Division Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for four or more years and are eligible for destruction.

- [2f.](#) p44 Review and file the 3<sup>rd</sup> Quarter Investment Report for the Fiscal Year Ending June 30, 2022.
- [2g.](#) p60 Adopt Resolution No. 2022-26, a Resolution of the Town Council of the Town of Paradise Adopting a List of Projects for Fiscal Year 2022/23 Funded by SB 1: The Road Repair and Accountability Act of 2017.
- [2h.](#) p65 Adopt Resolution No. 22-27, A Resolution of the Town Council of the Town of Paradise Authorizing the Town Manager to Issue Easements on Town Property for utility Purposes.
- [2i.](#) p67 Re-appoint one Planning Commissioner, Kim Morris, whose term expired on June 30, 2021 for one 4-year term effective July 1, 2021 through June 30, 2025; or, Approve a Notice of Vacancy and application and authorize staff to advertise the existing vacancy on the Planning Commission and designate two (2) Town Council members to serve as an interview panel.
- [2j.](#) p69 Adopt Resolution No. 22-28, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Human Resources Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for three or more years and are eligible for destruction.

### **3. ITEMS REMOVED FROM CONSENT CALENDAR**

### **4. PUBLIC COMMUNICATION**

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

### **5. PUBLIC HEARINGS**

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

#### **Public Hearing Procedure:**

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

- [5a.](#) p73 Conduct the duly noticed and scheduled second public hearing to solicit comments regarding a proposed Substantial Amendment to the 2021-22 Annual Plan; and, Adopt the Substantial Amendment to the 2021-22 Annual Plan; or, Revise the Substantial Amendment to the 2021-22 Annual Plan; and, Authorize staff to submit the Substantial Amendment to the 2021-22 Annual Plan to the U.S. Department of Housing and Urban Development (barring no comments during the public comment period). (ROLL CALL VOTE)

- [5b.](#) p77 Conduct the duly noticed and scheduled second public hearing to solicit comments regarding proposed changes to the Citizen Participation Plan; and, 1. Adopt the revised Citizen Participation Plan; or, 2. Further revise the Citizen Participation Plan; and, 3. Authorize staff to submit the Citizen Participation Plan to the U.S. Department of Housing and Urban Development (barring no comments during the public comment period). (ROLL CALL VOTE)
- [5c.](#) p86 Open the duly noticed and published public hearing regarding the appeal of the Temporary Use Permit revocation of property located at 6082 Lucky John Road, further identified as APN. 053-030-005; and, 1. Concur with the Planning Commission determination that the temporary land use is in violation of the interim housing urgency ordinance standards; and, 2. Concur with the temporary use permit decision actions of the Planning Commission thereby **DENYING THE APPEAL**; or, 3. Find that the Town shall not concur with the project decision actions of the Planning Commission, **Uphold the Appeal** and thereby **Deny the Permit Revocation**. (ROLL CALL VOTE)

## 6. COUNCIL CONSIDERATION

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

- [6a.](#) p105 Consider adopting the following resolutions relating to the consolidation of the November 8, 2022 General Municipal Election, the regulations and costs for Candidate statements and direct the Town Clerk to transmit certified copies to the Butte County election department staff:
- Adopt Resolution No. 2022-29, A Resolution Calling and Giving Notice for the Holding of a General Municipal Election for the Election of Two Council Members
- Adopt Resolution No. 2022-30, A Resolution Requesting the Butte County Board of Supervisors to Consolidate a General Municipal Election.
- Adopt Resolution No. 2022-31, A Resolution Adopting Regulations for Candidate Statements. (ROLL CALL VOTE)
- [6b.](#) p114 Upon conclusion of the public discussion of the proposed Ordinance amending the Paradise Municipal Code relating to Defensible Space and Hazardous Fuel Management, adopt either the recommended action or an alternative action; and, 1. Consider waiving the first reading of Town Ordinance No. 618 and reading by title only; and, 2. Introduce Town Ordinance No. 618. "An Ordinance Amending Paradise Municipal Code Section 8.58.060 Relating to Defensible Space and Hazardous Fuel Management"; or Adopt an alternative directive to Town staff. (ROLL CALL VOTE)
- [6c.](#) p128 Discuss and consider authorizing the Town Manager to enter into a contract with Sutter Buttes Communications for the Purchase and Installation of portable and mobile two-way radios for Town personnel and equipment. (ROLL CALL VOTE)

6d. p131 Authorize the Town Manager to pay Butte County \$85,000 to fulfill Participation Fees for BRICS. (ROLL CALL VOTE)

6e. p133 Discuss and consider approving the 2022 Transportation Master Plan (TMP) prepared by Mark Thomas including deliverables for Daily Transportation Analysis, Traffic Evacuation Analysis, Active Transportation Plan, Local Roadway Safety Plan, Roadway Recovery Management, Economic Recovery Strategies and Design Standards. (ROLL CALL VOTE) The TMP document is too large to include in the agenda packet. Below is the link to review the document online. A public view copy is available at the Town Clerk's window at Town Hall, 5555 Skyway, Paradise, CA 95969 for review. **Link to the TMP:** <https://bit.ly/3FcieYk>

## 7. COUNCIL INITIATED ITEMS AND REPORTS

- 7a. Council initiated agenda items
- 7a1. Discuss amending the sign ordinance to grandfather in signs that existed before the Campfire if they are removed now because a business no longer exists. If the business comes back later they would have the right to put their sign back up. (JONES)
- 7b. Council reports on committee representation
- 7c. Future Agenda Items

## 8. STAFF COMMUNICATION

- 8a. Town Manager Report

## 9. CLOSED SESSION

## 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	



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 1(j)**

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

**COUNCIL ACTION REQUESTED:**

None

**Background:**

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

**Analysis:**

ECONOMIC DEVELOPMENT

Business Retention and Attraction

- Big Lots is still moving forward in the old Rite Aid building. The Town expects to receive permit applications very soon.
- Town staff is supplying information to help attract a national clothing retailer to the Paradise Plaza shopping center.
- The Town is working with the property owners and developers to continue filling available spaces.

Non-residential market study through the Transportation Master Plan

- The final draft of the report was accepted by Council during the March meeting.
- Information from this study is already being utilized for business attraction and retention.
- EPS is also working on a development opportunity site map to be finalized by summer 2022.

RECOVERY

Abatement Update:

- 11 property owners enrolled in the private program and have not removed their hazardous trees. (No change from April Council Report)
- 134 property owners who have not removed their hazardous trees. (-19 from April Council Report)

- There are currently 145 properties at risk for abatement. This is down from 1500 in July 2020 and 850 in January of 2021.
- We are requesting permission to abate one property with a tree that is an imminent threat to life and safety at the May 2022 Council Meeting.

#### Early Warning System

- The Early Warning System was fully approved in April 2022
- The complete construction RFP was posted on April 21, 2022.
- The RFP will close on May 23, 2022 and it is our intent to bring a contract for approval to the June 2022 Council Meeting.

#### Residential Ignition Resistant Retrofit Program

- Town required environmental process (CEQA) was completed in January 2022.
- Undergoing Federal Environmental Review. Sections 1-3 of the Environmental Report have been completed and a draft of sections 4-6 is nearing completion.
- All other Town required action items are complete

#### Hazardous Fuels Reduction Program

- Town required environmental process (CEQA) was completed in January 2022.
- Undergoing Federal Environmental Review. Sections 1-3 of the Environmental Report have been completed and a draft of sections 4-6 is nearing completion.
- All other Town required action items are complete.

#### Category 4 Tree Removal Program

- Town required environmental process (CEQA) was completed in January 2022.
- Undergoing Federal Environmental Review. Sections 1-3 of the Environmental Report have been completed and a draft of sections 4-6 is nearing completion.
- An RFP for Arborist services was posted on April 22, 2022. The RFP closes on May 16, 2022 and we intend to bring a contract for approval to the June 2022 Council Meeting.
- We are beginning to work on the assessment intake documentation and hope to have the program open to property owner signups this summer with tree assessments beginning shortly thereafter and complete by the fall. Tree cutting would commence after full phase 2 approval of submitted tree inventory.

#### Defensible Space Code Enforcement

- Town required environmental process was completed in December 2021.
- Undergoing Federal Environmental Review. Sections 1-3 of the Environmental Report have been completed and a draft of sections 4-6 is nearing completion.
- All other Town required action items are complete.

### COMMUNICATIONS

#### Video Series

- The second in a series of three marketing videos is being finalized for release in the next few weeks. This video focuses on the lifestyle Paradise offers.
- The third video of the series is in production now, it will focus on economic development and business attraction.

### Community Information Meeting

- Community Information Meeting was held on May 3<sup>rd</sup>, focusing on housing resources and insurance.

### Chamber of Commerce Led Marketing Campaign

- The Mayor and Town staff met with the Paradise Ridge Chamber of Commerce to hear their proposal for a community marketing campaign, which would be led by the Chamber.

### EMERGENCY MANAGEMENT

- A full EOC exercise, with all staff and cooperators will be held on June 23rd.
- Emergency Operation Plan Update: Constant Associates is now working on the update and we will have more information to report in the coming months. We anticipate a final report later this spring.

### **Financial Impact:**

None.





**TOWN OF PARADISE  
Council Agenda Summary  
Date: April 12, 2022**

**Agenda No. 1(j)**

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

**REVIEWED BY:** Kevin Phillips, Town Manager

**SUBJECT:** Camp Fire Recovery Updates - Infrastructure

**COUNCIL ACTION REQUESTED:**

1. None, written monthly update only.

**Background:**

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

**Analysis:**

**Road Rehabilitation**

As previously covered in related Agenda Summaries and Updates, the Town of Paradise has secured funding from both FEMA and Federal Highways Administration for the purposes of road rehabilitation associated with Camp Fire damages from the fire itself, debris removal and tree removal operations. These projects cover all Town of Paradise publicly owned and maintained roadways.

Federal Highways Administration has approved the Town of Paradise to advertise “on-system” projects as each roadway is ready through 2025.

Town staff has advertised the first post-Camp Fire road rehab project, Skyway between Crossroads and Westchester Way (north of Holiday Market). Staff anticipates asking Council for approval to award a contract in June for this work which could start in July 2022 and complete before the end of the year.

**Paradise Sewer Project**

**Efforts for Past Month:**

- Previous Updates: *The Central Valley Regional Water Quality Control Board (Regional Board) hosts meetings of the Sewer Regionalization Project Advisory Committee (SRPAC). The SRPAC last met on March 21<sup>st</sup> at the City of Chico council chambers and finalized the first draft of the Principles of Agreement (POA). The POA will serve as a starting point for drafting an intermunicipal agreement between Paradise and Chico to address treatment of Paradise wastewater at the Chico Water Pollution Control Plant. Information about SRPAC meetings, including agendas and meeting minutes, are at [www.paradisesewer.com](http://www.paradisesewer.com).*
- On March 25<sup>th</sup>, the Town and City started a 30-day public comment period on the first draft of the POA. See [www.paradisesewer.com](http://www.paradisesewer.com) for more information on this public comment process.
- On April 12<sup>th</sup>, the Paradise Town Council discussed the first draft of the POA at its regularly scheduled council meeting. Town and City coordinated City Council date for 5/3/2022 for City of Chico POA review (see below).

- Continued analysis and writing efforts for the Draft EIR.
- Continued to update the project's public website ([www.paradiseseWER.com](http://www.paradiseseWER.com)).
- Continued funding application efforts.

**Efforts for Next Month:**

- On May 3<sup>rd</sup>, the Chico City Council will discuss the first draft of the POA at its regularly scheduled council meeting.
- POA 30-day public comment period closes last week of April. No comments received as of the drafting of this report. Receive remaining public comments on the first draft of the POA, and incorporate, as needed.
- Continue writing efforts on the Draft Environmental Impact Report (EIR).
- The next SRPAC meeting is scheduled for May 9, 2022, at the Town of Paradise council chambers. The agenda will include review of any comments received on the first draft of the POA from the public, Paradise Town Council, and Chico City Council. *If no comments are received, the meeting may be canceled, and Council will again be presented with the POA, to direct staff to move forward with the drafting of the inter-municipal agreement (IMA).*

**Requests/Interactions with County Agencies:**

- Town of Paradise staff is reviewing the April 12, 2022, draft of the "County of Butte Department of Public Works: Trench Cuts and Pavement Restoration Policy" as applicable to the Paradise Sewer Project, considering County paving projects at Skyway, Midway and Hegan Lane.
- Draft EIR will be issued in July and request County staff be available to provide input during the review period.



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10<sup>th</sup>, 2022**

**Agenda Item: 1(j)**

**ORIGINATED BY:** Tony Lindsey, Community Development  
Director, Building & Code Enforcement  
**REVIEWED BY:** Kevin Philips, Town Manager  
**SUBJECT:** Camp Fire Recovery Updates – Code Enforcement  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Code Enforcement Update

**Background:**

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

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

**Analysis:**

Code Enforcement receives complaints of violations from staff and general community members. Each complaint is investigated and verified by our Officers during April (April 1<sup>st</sup> – April 28<sup>th</sup>).

Temporary Use Permits (TUPs) issued under Urgency Ordinance 612 = 628 (42 Storage/586 Occupied) as of 4/27/2022 = 284 (Exhibit A)

- Storage only – 33
- Occupied & issued – 251 (77% are owner applied/occupied)
- 2 TUPs revoked by Planning Commission (4/19/22)

RV Code Enforcement activity for the reporting period. (April 1st – April 28th). (Exhibit B)

- Sites without TUPs – 73
- Sites with TUP Violations – 9
- Compliance gained RV cases closed – 2
  - 1 RV removed
  - 1 Violation resolved (weed & debris removed, building permit issued)

- To date, Civil Abatement Cases forwarded to Town Attorney – 14

The Community Enhancement Outreach Team, consisting of Fire Prevention, Police, Housing, Disaster Case Managers (DCMs), and Code Enforcement staff, visited 20 RV sites. (11 with TUP and 9 without TUP). The team contacted 40 community members in April:

- 8 were tenants and did not own property.
- 8 owner-occupied.
- 4 purchased the property post-Camp Fire.
- 8 supplied contact information to DCM staff

Other Code Enforcement Items:

- Abandoned Vehicle Authority abatements – 1
  - 1 RV towed.
- Ongoing complaints regarding: Waste and refuse, zoning, franchise agreement violations, building without permits, grading, erosion control, fire hazards, livestock, substandard housing, etc.

Fire Prevention is built upon the philosophy of three main objectives: Education, Engineering, and Enforcement. Fire Prevention is a vital function in the community and our continued economic development. Our defensible space and hazardous fuel management ordinance require property owners to keep their parcels fire safe, whether they live in Town or not. The Fire Prevention staff is tasked with performing weed abatement inspections on 11,093 parcels within our community.

Beginning April 1<sup>st</sup>, 2022, we began requiring property title transfers to obtain a Certificate of Compliance with our Defensible Space regulations.

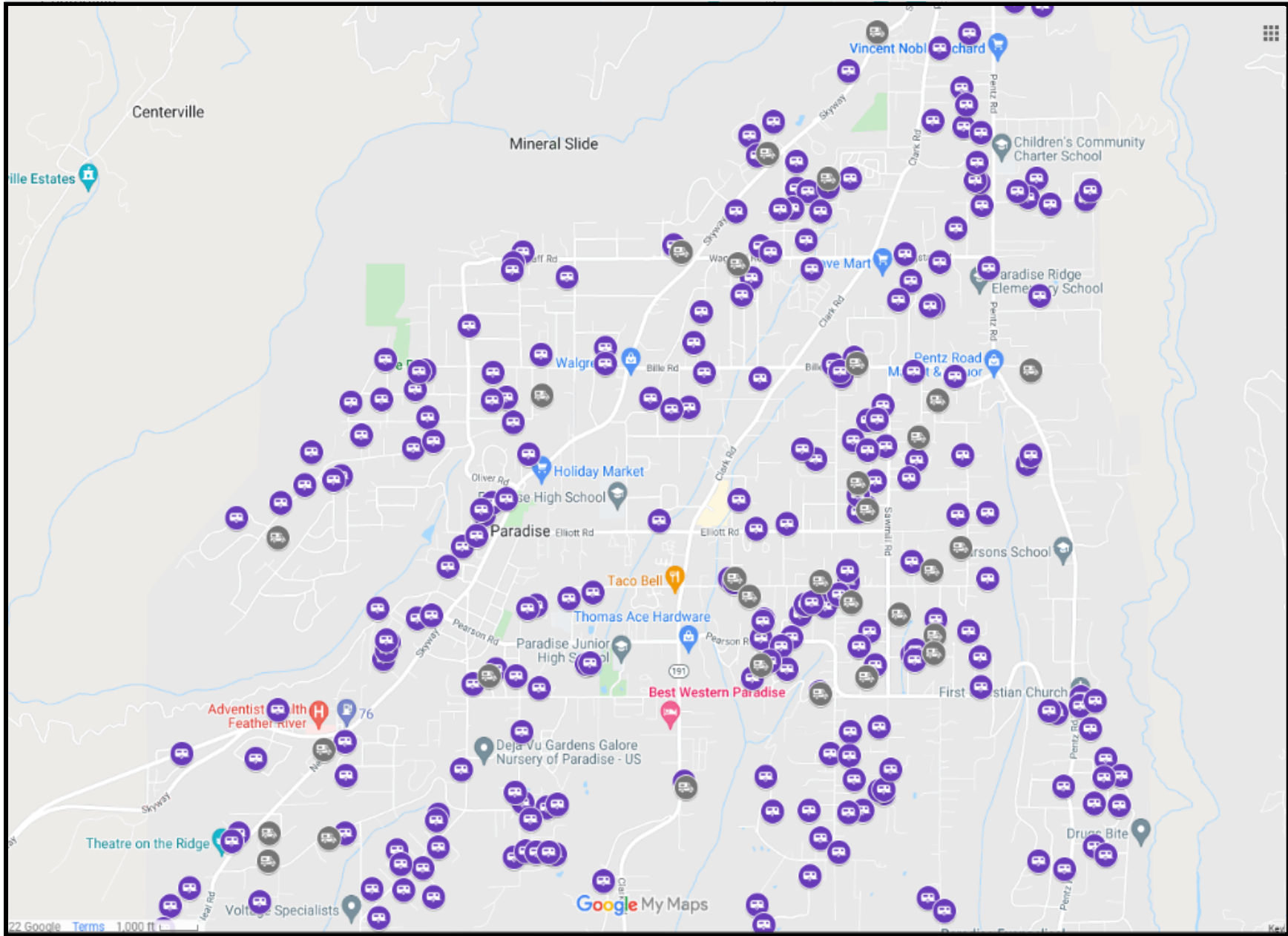
- Clearances request received – 72
- First inspection passing rate – 40%
- Certificates issued – 48
- Land Surveyor's Certifications on file – 11

The following is the number of town-wide Defensible Space Program inspections completed as of 4/29/2022:

- Compliant – 8,981
- Non-compliant – 1,584
- Code Enforcement Referrals – 528 Active Code Cases

# EXHIBIT A

# TUPs under ORD 612



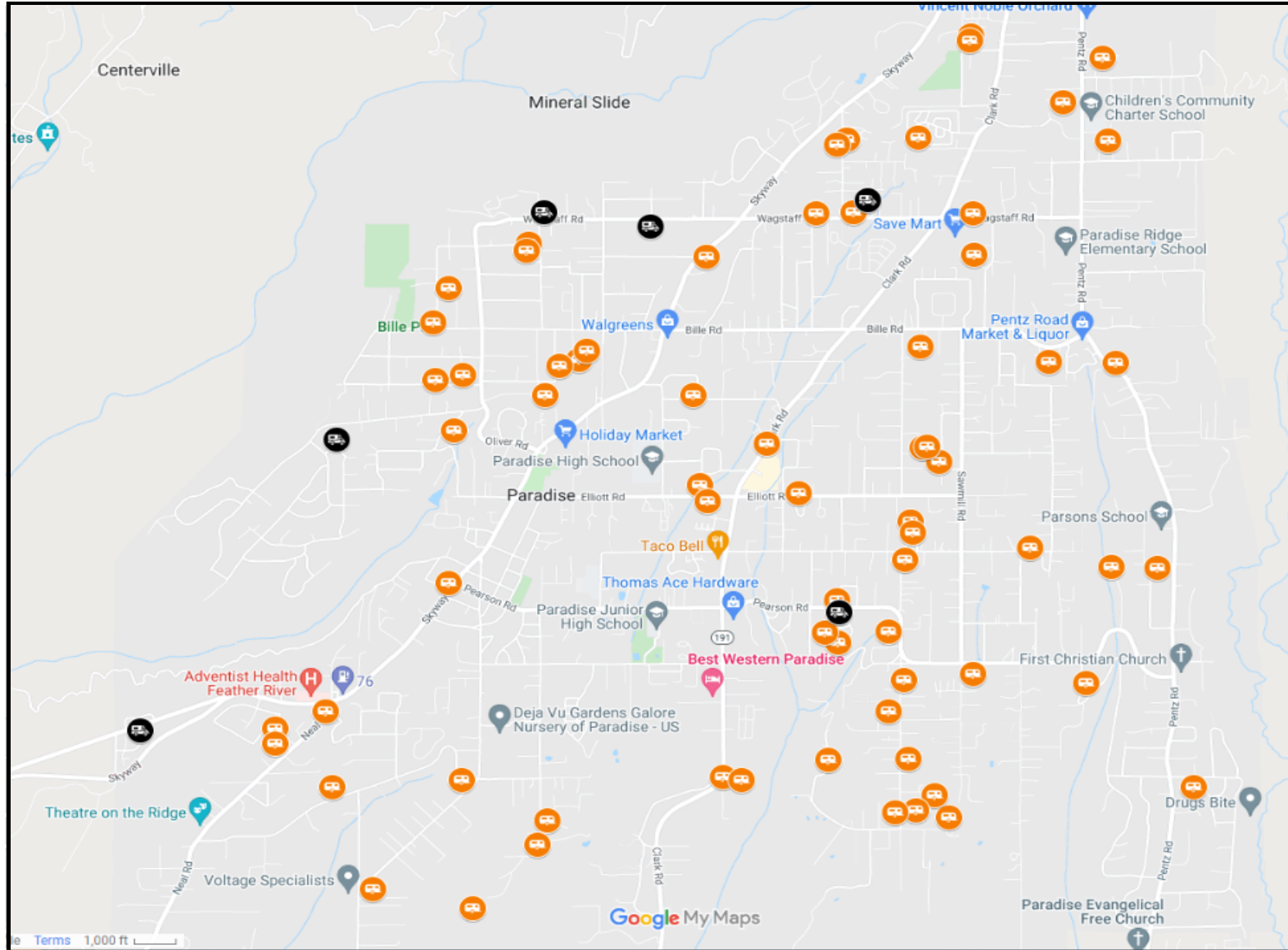
RV TUP STORAGE ONLY 33



RV TUP OCCUPIED 251

# EXHIBIT B

# TUP Violations



Violations w/ TUP 73



RV no TUP 9



Town of Paradise  
Council Agenda Summary  
Date: May 10, 2022

Agenda Item: 1(j)

**ORIGINATED BY:** Kate Anderson, Housing Program Manager  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Quarterly Housing Recovery Update  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

None

**Background:**

This report continues the quarterly housing updates provided to keep the Town Council apprised of important developments related to housing recovery in the Town of Paradise from the Camp Fire. Included in this update are housing program updates, including interest and change in interest from last quarter.

**Analysis:**

Rebuild Advocate Program

- The Town of Paradise has Rebuild Advocates to assist with navigating insurance, FEMA or SBA; understanding additional financing options; selecting a contractor; submitting plans, or any part of the rebuild process. Advocates are here to help overcome the challenges of rebuilding.
- **To-date 864 (+140) households have sought Rebuild Advocate services, most have had multiple interactions.**

Town of Paradise Owner-Occupied Rehabilitation/Reconstruction Program (\$23 million)

- The intention of this program is to help homeowners bring substandard living conditions up to a standard level. Minimum of \$2,000 in repairs, maximum up to \$425,000 but most are limited to \$150,000.
- Deferred loan with no payments for 30 years as long as you continue to own and reside at the property; low interest rate (3% simple interest for the first 10 years); forgiveness of all Interest after year 20.
- **To-date 15 (+4) homes rebuilt, 20 (+2) under construction and 37 (+1) in the application process. Now working directly with RecoverCA.**

State of California/RecoverCA: Owner-Occupied Rehabilitation/Reconstruction Program (\$47 million across state)

- The Owner-Occupied Rehabilitation and Reconstruction Program (OOR) is designed to address homeowners' unmet rehabilitation and reconstruction needs within federally declared disaster areas.
- Grants of up to \$500,000 for eligible disasters are available to cover unmet needs remaining if insurance, SBA loans, FEMA, legal settlement, and other resources do not fully cover the cost of rebuilding a home.

- **To-date 0 homes rebuilt, 1 under construction, 235 applications in process, 1,153 surveys received.**

#### Town of Paradise First-Time Homebuyer Program

- The intention of this program is to help make home-ownership more affordable by providing assistance toward the purchase price and closing costs of an owner-occupied, affordable housing unit. Maximum assistance is \$40,000 and maximum purchase price is \$440,880.
- Deferred loan with no payments for 30 years as long as you continue to own and reside at the property; low interest rate (3% simple interest for the first 10 years); forgiveness of all Interest after year 20.
- **To-date 4 (+1) homes purchased and 5 (-1) applications in process. Teaming up with Habitat and CHIP.**

#### Town of Paradise Septic Grant Program (\$570,000)

- Aims to assist Camp Fire survivors to repair or replace septic systems damaged or destroyed during the Camp Fire or subsequent clean-up efforts. Grants up to \$17,000 may assist qualifying property owners who were uninsured or underinsured. No income limits.
- Eligible repairs include: septic tank repair or replacement, leach line repair or replacement, complete replacement of gravity-fed, pressure dosed and engineered systems.
- Owner must: have owned property at the time of the fire, submit an application, have their system inspected with necessary repairs identified, and provide insurance claim and/or FEMA assistance.
- **To-date 31 (+14) applications in process, 1 (+1) under construction, 1 (+1) completed.**

#### CDBG-DR Multifamily Rental Housing Program (\$55 million)

- Goal is to create affordable rental housing
- Large projects (8+ units): **1 (-2) project application received, 3 (+0) more projects preparing for application. Over-the-counter funding**
- Small projects (1-7 units) program still in development.

#### Additional resources

- **Butte County Community Development:** similar programs. <https://www.buttecounty.net/economicdevelopment/Community-Development> or call (530) 552-3338
- **Rebuild Paradise Foundation:** annual Expo, mastered floor plans, grants to help with infrastructure costs, insurance resources. <https://www.rebuildparadise.org/>
- **USDA Rural Development:** offers loans that can acquire property, assist with construction financing, and ultimately be the permanent financing; also loans/grants for repairs. <https://www.rd.usda.gov/programs-services/single-family-housing-programs> or call the Oroville office at (530) 534-0112
- **Habitat for Humanity of Butte County:** 10 home/year for 3 years! <https://www.buttehabitat.org/> or call (530) 332-0821
- **Community Housing Improvement Project:** 4 new self-help builds plus OOR self-help <https://www.chiphousing.org/> or call (530) 891-6931.

#### **Financial Impact:**

None.





**MINUTES  
PARADISE TOWN COUNCIL  
SPECIAL MEETING – 5:30 PM – April 12, 2022**

**1. OPENING**

The Special meeting of the Paradise Town Council was called to order by Mayor Crowder at 5:30 p.m. in the Glass Conference Room located at 5555 Skyway, Paradise, California..

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

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** Town Manager Kevin Phillips, Town Clerk Dina Volenski, Town Attorney Scott E. Huber, Finance Director/Town Treasurer Ross Gilb and Human Resources Director Crystal Peters.

There were no public comments.

Mayor Crowder recessed the meeting into Closed Session at 5:30 p.m. to discuss the following:

**CLOSED SESSION**

- 2a. Pursuant to Government Code Section 54957.6, the Town Council will hold a closed session to meet with Kevin Phillips, Ross Gilb, Crystal Peters and the Town Attorney, 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.

Mayor Crowder adjourned the Special Council meeting at 6:01 p.m.

At 6:06 p.m. Mayor Crowder announced during the Regular Town Council Meeting, the following from the Special Town Council meeting:

- 2a. Direction was given, no action was taken.

Date approved:

By:

Attest:

\_\_\_\_\_  
Steve Crowder, Mayor

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



## TOWN COUNCIL Meeting Minutes

6:00 PM – April 12, 2022

### 1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Crowder at 6:06 p.m. in the Town Council Chamber located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America. An invocation was offered by Council Member Steve “Woody” Culleton.

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

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** Town Manager Kevin Phillips, Town Attorney Scott E. Huber, Town Clerk Dina Volenski, Town Engineer/Public Works Director Marc Mattox, Finance Director/Town Treasurer Ross Gilb, Community Development Director Susan Hartman, Community Development Director Tony Lindsey, Information Systems Director Luis Marquez, Business and Housing Manager Kate Anderson, Recovery and Economic Development Director Colette Curtis, Police Chief Eric Reinbold, Police Lieutenant Cameron Kovacs and Police Lieutenant Anthony Borgman.

- 1e. Mayor Crowder read the proclamation recognizing Congressman Doug LaMalfa, Senator Dianne Feinstein and Senator Alex Padilla for their assistance in securing funding to benefit the Paradise Police Department. (180-40-027)

Congressman LaMalfa accepted the Proclamation in person.

- 1f. Mayor Crowder read the Proclamation recognizing Jake Early for creating the new seal representing the Town of Paradise. (180-40-027)
- 1g. Camp Fire Recovery Updates - Written reports are included in the agenda packet.
  - Colette Curtis, Recovery and Economic Development Director - Recovery projects, Advocacy, Economic Recovery and Development, Communications and Emergency Operations.
  - Marc Mattox, Public Works Director/Town Engineer - Infrastructure and Sewer Update.
  - Tony Lindsey, CDD-Building and Code Enforcement Update.

### 2. CONSENT CALENDAR

**MOTION by Bolin, seconded by Culleton**, approved consent calendar items 2a through 2j with the addition to item 2j to include compensation of \$1,000 for each easement. Roll call vote was unanimous.

- 2a. Approved minutes of the March 8, 2022 Special and Regular Town Council meetings.
- 2b. Approved March 2022 Cash Disbursements in the amount of \$3,262,687.15. (310-10-034)
- 2c. Waived second reading of the entire Town Ordinance No. 615 and approved reading by title only; and, Adopted Town Ordinance No. 615, “An Ordinance Adding Section 9.70 to the Paradise Municipal Code Relating to Military Equipment Use.”
- 2d. 1. Concurred with staff’s recommendation of Northstar and Rolls Anderson Rolls to perform On Call Surveying Services for the Town’s survey needs to support Public Works and Development services; and, 2. Approved the Professional Services Agreement with Northstar Engineering and Rolls Anderson Rolls and authorized the Town Manager to execute a two-year contract, with three one-year optional extensions.
- 2e. Approved Program Supplement Agreements for Emergency Relief projects to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15:
  - PSA No. F028 for Project ER-38Y0(014) Emergency Opening Guardrail Repair
  - PSA No. F029 for Project ER-38Y0(015) Emergency Opening Culvert Repair; and,

Adopted Resolution No. 2022-17, A Resolution of the Town Council of the Town of Paradise authorizing the Town Manager, or designee, to sign the above listed Program Supplement Agreement to Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15.
- 2f. Authorized the Town Manager to enter into a three-year agreement for financial audit services with Richardson & Company, LLP.
- 2g. Adopted Town of Paradise Resolution No. 2022-18, “Resolution of the Town Council of the Town of Paradise requesting extension of the Vehicle Abatement Program and associated fees and authorizing continued participation in a Service Authority for Abandoned Vehicle Abatement pursuant to California Vehicle Code section 9250.7 and 22710.”
- 2h. Adopted Resolution No.22-19, A Resolution of the Town Council of the Town of Paradise approving the plans and specifications for the Off-

System Culvert Replacement Project and authorizing advertisement for bids on the project.

- 2i. Adopted Resolution No. 2022-20, A Resolution of the Town Council of the Town of Paradise accepting Contract No. 9380.CON, Ponderosa Elementary Safe Routes to School Project, performed by All-American Construction, Inc., Live Oak, CA.
- 2j. Adopted Resolution No. 2022-21, A Resolution of the Town Council of the Town of Paradise authorizing a permanent easement at 6225 and 6295 Skyway to Pacific Gas and Electric Company with compensation of \$1,000 for each easement.

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

### **4. PUBLIC COMMUNICATION**

- 1. Ed Schilling would like to see the Bike Path beautified and thinks the Town should have its own sewer plant, doesn't think the connection to Chico makes sense.
- 2. Jon Remalia would like to see the Planning Commissioners page on the Town Website updated.

### **5. PUBLIC HEARINGS**

5a. Business and Housing Manager Kate Anderson provided the Town Council with an overview of the Draft 2022-2023 Annual Action Plan and requested Council to conduct the second public hearing to solicit comments and/or suggestions regarding the Draft 2022-2023 Annual Action Plan; and, Adopt the Draft 2022-2023 Annual Action Plan as submitted; or, Revise the Draft 2022-2023 Annual Action Plan as submitted; and, Authorize staff to submit the adopted 2022-2023 Annual Action Plan to the U.S. Department of Housing and Urban Development should no public comment be received.

Mayor Crowder opened the public hearing at 6:43 p.m.

There were no public comments.

Mayor Crowder closed the public hearing at 6:44 p.m.

**MOTION by Jones, seconded by Bolin**, adopted the Draft 2022-2023 Annual Action Plan as submitted and authorized staff to submit the adopted 2022-2023 Annual Action Plan to the U.S. Department of Housing and Urban Development since there were no public comments. Roll call vote was unanimous.

- 5b. Community Development Director Susan Hartman provided the Town

Council with an overview of the Updated Design Standards for the Downtown and Clark Road/Community Commercial Development Areas and Rescinding the Greater RDA Project Area Design District Standards that no longer exist due to the dissolution of the RDA in 2012 and requested the Town Council to conduct the duly noticed and scheduled public hearing regarding the Updated Design Standards.

Mayor Crowder opened the public hearing at 7:01 p.m.

1. Jon Remalia thinks there's an issue if someone has a zero setback lot and they have to provide landscaping from the side they lose a lot of property.

Mayor Crowder closed the public hearing at 7:02 p.m.

**MOTION by Bolin, seconded by Jones,** concurred with the project "CEQA determination" finding presented and considered by the Planning Commission on March 15, 2022, and embodied within Planning Commission Resolution No. 2022-01; and, concurred with the project recommended adoption and zoning ordinance amendment adopted by the Planning Commission on March 15, 2022, and embodied within Planning Commission Resolution No. 2022-01; and, Adopted Town of Paradise Resolution No. 2022-22, "A Resolution of the Town Council of the Town of Paradise Adopting Updated Design Standards for the Downtown and Clark Road/Community Commercial Development Areas of the 2010 Design Standards and Rescinding the Greater RDA Project Area Design District Standards", and, waived the first reading of Town Ordinance No.616 and read by title only; and, Introduced Town of Paradise Ordinance No.616, "An Ordinance Amending Text Regulations with Paradise Municipal Code Chapter 17.41 [Design Standards and Design Review] Relative to Updated Adoption Dates". Roll call vote was unanimous

## 6. COUNCIL CONSIDERATION

- 6a. Chief Reinbold introduced Lieutenant Kovacs who provided Council with an overview of the proposed purchase of Body Worn Cameras, Vehicle Cameras and Data Management Products and Services for Bodyworn by Utility Associates. Lt. Kovacs introduced David Burns from Bodyworn by Utility Associates, Inc. who provided additional information to the Council about the products.

**MOTION by Crowder, seconded by Culleton,** adopted Resolution No. 2022-23, a Resolution of The Town Council of The Town of Paradise Making Findings Concerning Sole Vendor For The Purchase of Body Worn Cameras, Vehicle Cameras, and Data Management Products and Services from Bodyworn, by Utility Associates, Inc. Body Worn Cameras, Vehicle Cameras, and Data Management Products and Services from

Bodyworn, by Utility Associates, Inc. Pursuant To Paradise Municipal Code Sections 2.45.070B, 245.070C, and 245.070G. Roll call vote was unanimous.

6b. **MOTION by Jones, seconded by Culleton**, authorized the Town Manager to enter into a contract with CDX Wireless for Project Management of the Town's two-way radio system restoration. Roll call vote was unanimous.

6c. **MOTION by Culleton, seconded by Jones**, authorized the Police Department to purchase three (3) 2022 or 2023 Chevrolet Tahoe PPV vehicles under California State Contract pricing through Elk Grove Auto / Winner Chevrolet; and, authorized the Police Department to purchase required upfit and emergency equipment from Lehr, under the existing, publicly bid, Placer County contract with Lehr Auto, to upfit the Tahoes into two (2) Patrol vehicles and one (1) K9 Patrol vehicle. Roll call vote was unanimous.

6d. **MOTION by Jones, seconded by Crowder**, adopted Town of Paradise Resolution No. 2022-24, "A Resolution of the Town Council of the Town of Paradise Adopting CEQA Findings, Adopting the Town of Paradise's Statement of Overriding Considerations, and Thereafter Approving Its Vehicle Miles Traveled Policies." Roll call vote was unanimous.

6e. **MOTION by Bolin, seconded by Crowder** concurred with staff recommendation to award communication services contract to Blue Flamingo Marketing; and, authorized the Town Manager to execute a 3-year contract with Blue Flamingo Marketing. Roll call vote was unanimous.

6f. Community Development Director Tony Lindsey provided the Town Council with and overview of the proposed Ordinance amending Section 8.58.080 of the Paradise Municipal Code relating to Defensible Space and Hazardous Fuel Management that would allow an issued Certificate of Compliance to remain valid for 90 days from the inspection date.

**MOTION by Bolin, seconded by Culleton**, waived the first reading of Town Ordinance No. 617 and read by title only; and, Introduced Town Ordinance No. 617. "An Ordinance Amending Paradise Municipal Code Section 8.58.060 Relating to Defensible Space and Hazardous Fuel Management". Roll call vote was unanimous.

6g. At 8:24 p.m. Vice Mayor Greg Bolin recused himself from the dais regarding this agenda item due to a potential conflict of interest.

Public Works Director/Town Engineer Marc Mattox provided the Town Council with an overview of the Draft Principals of Agreement between the Town of Paradise and the City of Chico that the Sewer Regionalization Project Advisory Committee has been working on.

Council discussed the Draft Principals Agreement between the Town of Paradise and City of Chico developed by the Sewer Regionalization Project Advisory Committee and provide no additional comments. Vice Mayor Bolin returned to the dais at 8:48 p.m.

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

### 7a. Council initiated agenda items

- 7a1. Consider discussing road construction projects in Town and requesting identifying plaques for the contractors and putting construction maps on social media so citizens can see where road construction is in Town. (CULLETON)

Council Member Culleton talked with PG&E and they stated there are other contractors working on the roadways in Paradise; PG&E now provides a map of where construction is going on in Town so the public can be informed of what the best routes are for driving in town. The Town is also working on identifying where other contractors are working in Town.

Marc Mattox stated that Paradise is one of the largest construction sites in the country and temporary construction sites are difficult to manage because job sites change on a daily basis, but the Town is working on providing more information to the public.

- 7a2. Discuss changes to Ordinance 612 regarding citations issued to property owners instead of violators living on the property. (CULLETON)

Council Member Culleton was concerned with the Ordinance only citing the property Owner and not the actual violator on the property, but had a discussion with staff and learned that the Ordinance allows staff the ability and tools to cite the property owner and violator.

### 7b. Council reports on committee representation

Council Member Jones attended Sewer Regional Project Advisory Committee (SRPAC), Butte County Association of Governments and Butte County Air Quality Management District meetings.

Council Member Culleton attended Solid Waste Committee and CDBG Partnership program to award money to Service organizations

Council Member Tryon attended meetings with Broad and Guzman, CDBG Partnership Program, Waste Management; and announced that potentially the green waste yard, buy back center and Household Hazardous Waste (HHW) center could be available in the near future.

Mayor Crowder attended SRPAC, Congressman LaMalfa press conference, labor negotiations with Generals and POA and Chamber Business walk.

7c. Future Agenda Items - None

**8. STAFF COMMUNICATION**

8a. Town Manager Report

Town Manager Phillips reported on meeting with PASH; ICS 300 training with Jim Broshears; Counselors of Real Estate meeting; discussion to enhance Yellowstone Kelly trail with mountain biking amenities; announced the Town will be hosting HUD for a Roundtable meeting/discussion and will be hosting the Sacramento Valley City Mangers meeting.

Town Manger Phillips announced the City Clerks Association of California 2022 Clerk of the Year award was presented to Town Clerk Dina Volenski in San Francisco.

Community Development Director (CDD) Update

CDD Director Tony Lindsey informed the Town Council that the department has been hosting Stakeholders meetings on the first Monday of each month; Community Enhancement Outreach Team has contacted 40 community members last month and generated 85 clients for the Business and Housing Department; exploring opportunities for residents to receive affordable insurance through IBHS which focus on Wildfire preparedness and is supported by National Institute of Standards and Technology (NIST); and, introduced an interactive Wildfire Ready app to assist residents.

**9. CLOSED SESSION - None**

**10. ADJOURNMENT**

Mayor Crowder adjourned the meeting at 9:27 p.m.

Date approved:

By:

Attest:

\_\_\_\_\_  
Steve Crowder, Mayor

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



# TOWN OF PARADISE

## CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF  
**April 1, 2022 - April 30, 2022**



**CASH DISBURSEMENTS REPORT**  
**April 1, 2022 - April 30, 2022**

<b>Check Date</b>	<b>Pay Period End</b>	<b>Description</b>	<b>Amount</b>	<b>Total</b>
4/1/2022	3/27/2022	Net Payroll - Direct Deposits and Checks	\$ 182,190.26	
4/15/2022	4/10/2022	Net Payroll - Direct Deposits and Checks	180,512.43	
4/29/2022	4/24/2022	Net Payroll - Direct Deposits and Checks	<u>179,544.34</u>	
				\$ 542,247.03
<b>Accounts Payable</b>				
		Payroll Vendors: Taxes, PERS, Dues, Insurance, Etc.	304,414.25	
		Operations Vendors: Supplies, Contracts, Utilities, Etc.	<u>\$ 1,752,317.17</u>	
		<b>TOTAL CASH DISBURSEMENTS ACCOUNTS PAYABLE</b>		<u>2,056,731.42</u>
		<b>GRAND TOTAL CASH DISBURSEMENTS</b>		<u><u>\$ 2,598,978.45</u></u>

APPROVED BY: \_\_\_\_\_  
 Kevin Phillips, Town Manager

APPROVED BY: \_\_\_\_\_  
 Ross Gilb, Finance Director / Town Treasurer

TOWN OF PARADISE  
**Payment Register**

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

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>									
80302	04/01/2022	Open			Accounts Payable	De Lage Landen Public Finance LLC	\$781.25		
80303	04/01/2022	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
80304	04/01/2022	Open			Accounts Payable	SBA Monarch Towers III LLC	\$166.50		
80305	04/04/2022	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$1,450.00		
80306	04/04/2022	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
80307	04/07/2022	Open			Accounts Payable	AT&T MOBILITY	\$89.46		
80308	04/07/2022	Open			Accounts Payable	Batteries Plus Bulbs	\$442.73		
80309	04/07/2022	Open			Accounts Payable	BIDWELL TITLE & ESCROW	\$175.00		
80310	04/07/2022	Open			Accounts Payable	BIDWELL TITLE & ESCROW	\$175.00		
80311	04/07/2022	Open			Accounts Payable	BIDWELL TITLE & ESCROW	\$175.00		
80312	04/07/2022	Open			Accounts Payable	Big O Tires	\$40.00		
80313	04/07/2022	Open			Accounts Payable	Bill G Donovan	\$8,803.00		
80314	04/07/2022	Open			Accounts Payable	Blue Flamingo Marketing Advocates	\$4,166.67		
80315	04/07/2022	Open			Accounts Payable	Broad & Gusman	\$4,000.00		
80316	04/07/2022	Open			Accounts Payable	Browns Towing	\$460.00		
80317	04/07/2022	Open			Accounts Payable	BUTTE CO RECORDER	\$609.00		
80318	04/07/2022	Open			Accounts Payable	California Assoc of Sanitation Agencies	\$900.00		
80319	04/07/2022	Open			Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	\$1,558.00		
80320	04/07/2022	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF CONSERVATION	\$5,255.81		
80321	04/07/2022	Open			Accounts Payable	California State Firefighters' Association	\$170.00		
80322	04/07/2022	Open			Accounts Payable	Creative Composition Inc	\$263.34		
80323	04/07/2022	Open			Accounts Payable	DADCO	\$2,412.50		
80324	04/07/2022	Open			Accounts Payable	DATCO SERVICES CORPORATION	\$252.00		
80325	04/07/2022	Open			Accounts Payable	Dokken Engineering, Inc.	\$7,978.28		
80326	04/07/2022	Open			Accounts Payable	Dokken Engineering, Inc.	\$4,669.77		
80327	04/07/2022	Open			Accounts Payable	Dokken Engineering, Inc.	\$87,483.07		
80328	04/07/2022	Open			Accounts Payable	Elegant Renovations Inc.	\$4,275.00		
80329	04/07/2022	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$390.00		
80330	04/07/2022	Open			Accounts Payable	Erdahl, Jessica	\$166.50		
80331	04/07/2022	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$160.50		
80332	04/07/2022	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$274.78		
80333	04/07/2022	Open			Accounts Payable	HDR Engineering, Inc	\$51,269.15		
80334	04/07/2022	Open			Accounts Payable	Herc Rentals Inc.	\$2,161.08		
80335	04/07/2022	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$1,449.55		
80336	04/07/2022	Open			Accounts Payable	Hope Crisis Response Network, Inc	\$28,000.00		
80337	04/07/2022	Open			Accounts Payable	Hope Crisis Response Network, Inc	\$5,000.00		
80338	04/07/2022	Open			Accounts Payable	Howell, Christina Jean	\$300.00		
80339	04/07/2022	Open			Accounts Payable	HYDROTECH SOLUTIONS	\$1,501.94		
80340	04/07/2022	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$14,990.91		
80341	04/07/2022	Open			Accounts Payable	ID WHOLESALER	\$2,152.84		
80342	04/07/2022	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$967.61		
80343	04/07/2022	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$60.23		
80344	04/07/2022	Open			Accounts Payable	INTERSTATE SALES	\$1,013.59		
80345	04/07/2022	Open			Accounts Payable	J.J.R. Enterprises Inc	\$906.72		
80346	04/07/2022	Open			Accounts Payable	James or Lavenia Riotto	\$400.00		
80347	04/07/2022	Open			Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$560.80		
80348	04/07/2022	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$133,155.89		

TOWN OF PARADISE  
**Payment Register**

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

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>									
80349	04/07/2022	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$303.63		
80350	04/07/2022	Open			Accounts Payable	Kovacs, Cameron	\$851.00		
80351	04/07/2022	Open			Accounts Payable	L.N. CURTIS & SONS	\$3,647.31		
80352	04/07/2022	Open			Accounts Payable	Lash's Glass	\$625.56		
80353	04/07/2022	Open			Accounts Payable	LIFE ASSIST INC	\$118.71		
80354	04/07/2022	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$89.00		
80355	04/07/2022	Open			Accounts Payable	Look Ahead Veterinary Services	\$419.93		
80356	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$13,585.47		
80357	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$22,778.19		
80358	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$24,764.38		
80359	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$9,105.92		
80360	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$62,794.54		
80361	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$124,980.91		
80362	04/07/2022	Open			Accounts Payable	Mark Thomas & Company Inc	\$13,536.41		
80363	04/07/2022	Open			Accounts Payable	MATTOX, MARK	\$166.50		
80364	04/07/2022	Open			Accounts Payable	Meyers Police K-9 Training, LLC	\$1,050.00		
80365	04/07/2022	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$507.25		
80366	04/07/2022	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		
80367	04/07/2022	Open			Accounts Payable	MOTOROLA	\$8,285.30		
80368	04/07/2022	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$237.61		
80369	04/07/2022	Open			Accounts Payable	NATIONAL PUBLIC SAFETY INFORMATION BUREAU	\$159.80		
80370	04/07/2022	Open			Accounts Payable	NEWMAN TRAFFIC SIGNS	\$4,323.89		
80371	04/07/2022	Open			Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$5,628.69		
80372	04/07/2022	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$10,377.63		
80373	04/07/2022	Open			Accounts Payable	NV5, Inc.	\$829.56		
80374	04/07/2022	Open			Accounts Payable	O'REILLY AUTO PARTS	\$261.94		
80375	04/07/2022	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$437.12		
80376	04/07/2022	Open			Accounts Payable	OROVILLE FORD	\$56,565.00		
80377	04/07/2022	Open			Accounts Payable	Pace Analytical Services, LLC	\$1,418.00		
80378	04/07/2022	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$910.23		
80379	04/07/2022	Open			Accounts Payable	PARADISE ALLIANCE CHURCH	\$120.00		
80380	04/07/2022	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$2,352.54		
80381	04/07/2022	Open			Accounts Payable	PARADISE POST	\$421.89		
80382	04/07/2022	Open			Accounts Payable	PETTY CASH, CHRISTINA SHOEMAKER	\$85.00		
80383	04/07/2022	Open			Accounts Payable	Psomas	\$25,286.69		
80384	04/07/2022	Open			Accounts Payable	Reed Electric	\$3,575.50		
80385	04/07/2022	Open			Accounts Payable	RENTAL GUYS - CHICO	\$101.89		
80386	04/07/2022	Open			Accounts Payable	Riebes Auto Parts- Motorpool	\$237.18		
80387	04/07/2022	Open			Accounts Payable	Riebes Auto Parts-Public Works	\$27.15		
80388	04/07/2022	Open			Accounts Payable	Shoemaker, Khrystie	\$400.00		
80389	04/07/2022	Open			Accounts Payable	Sierra Traffic Markings, Inc.	\$1,200.00		
80390	04/07/2022	Open			Accounts Payable	Sky Ridge Builders	\$13,500.00		
80391	04/07/2022	Open			Accounts Payable	Solecki, Nate	\$855.00		
80392	04/07/2022	Open			Accounts Payable	Spherion Staffing	\$6,888.01		
80393	04/07/2022	Open			Accounts Payable	Swedes Small Engine Repair LLC	\$68.04		
80394	04/07/2022	Open			Accounts Payable	Tahoe Pure Water Co.	\$34.00		
80395	04/07/2022	Open			Accounts Payable	THOMAS ACE HARDWARE	\$77.56		

TOWN OF PARADISE  
**Payment Register**

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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>									
80396	04/07/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$192.34		
80397	04/07/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$25.88		
80398	04/07/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$145.37		
80399	04/07/2022	Open			Accounts Payable	Tri Flame Propane	\$193.70		
80400	04/07/2022	Open			Accounts Payable	TRUEPOINT SOLUTIONS, LLC	\$2,925.00		
80401	04/07/2022	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$90.00		
80402	04/07/2022	Open			Accounts Payable	Valley Lock & Safe	\$55.12		
80403	04/07/2022	Open			Accounts Payable	Vannucci, Dominic	\$176.55		
80404	04/07/2022	Open			Accounts Payable	White Glove Cleaning Svc Inc, Theresa Contreras	\$4,010.00		
80405	04/07/2022	Open			Accounts Payable	WILGUS FIRE CONTROL INC	\$1,284.98		
80406	04/07/2022	Open			Accounts Payable	Wood Rodgers, Inc.	\$30,325.82		
80407	04/07/2022	Open			Accounts Payable	YOWZERS.COM	\$1,836.06		
80408	04/07/2022	Open			Accounts Payable	Aflac	\$57.98		
80409	04/07/2022	Open			Accounts Payable	Met Life	\$11,107.00		
80410	04/07/2022	Open			Accounts Payable	OPERATING ENGINEERS	\$1,032.50		
80411	04/07/2022	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$1,713.06		
80412	04/07/2022	Open			Accounts Payable	SUN LIFE INSURANCE	\$6,276.58		
80413	04/07/2022	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$856.58		
80414	04/07/2022	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$80.00		
80415	04/14/2022	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$1,450.00		
80416	04/14/2022	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
80417	04/21/2022	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$124.82		
80418	04/21/2022	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$554.58		
80419	04/21/2022	Open			Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$17.98		
80420	04/21/2022	Open			Accounts Payable	All-American Construction, Inc.	\$60,105.03		
80421	04/21/2022	Open			Accounts Payable	Aristotle Custom Homes	\$39,997.50		
80422	04/21/2022	Open			Accounts Payable	AT&T	\$37.14		
80423	04/21/2022	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,071.15		
80424	04/21/2022	Open			Accounts Payable	AT&T MOBILITY	\$69.55		
80425	04/21/2022	Open			Accounts Payable	Balken Construction	\$25,947.00		
80426	04/21/2022	Open			Accounts Payable	Bear Electrical Systems, Inc	\$13,031.33		
80427	04/21/2022	Open			Accounts Payable	Bidwell Truck & Auto	\$64,448.72		
80428	04/21/2022	Open			Accounts Payable	Big O Tires	\$40.00		
80429	04/21/2022	Open			Accounts Payable	Biometrics4ALL, Inc	\$26.25		
80430	04/21/2022	Open			Accounts Payable	Blue Flamingo Marketing Advocates	\$5,000.00		
80431	04/21/2022	Open			Accounts Payable	BUTTE CO SHERIFF'S OFFICE	\$92,851.36		
80432	04/21/2022	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$137.50		
80433	04/21/2022	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$1,376.00		
80434	04/21/2022	Open			Accounts Payable	CHICO IMMEDIATE CARE MEDICAL CENTER, INC	\$165.00		
80435	04/21/2022	Open			Accounts Payable	COMCAST CABLE	\$391.40		
80436	04/21/2022	Open			Accounts Payable	COMCAST CABLE	\$401.40		
80437	04/21/2022	Open			Accounts Payable	COMCAST CABLE	\$401.40		
80438	04/21/2022	Open			Accounts Payable	COMCAST CABLE	\$416.40		
80439	04/21/2022	Open			Accounts Payable	COMCAST CABLE	\$143.40		
80440	04/21/2022	Open			Accounts Payable	Creative Composition Inc	\$7,765.76		
80441	04/21/2022	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$159.59		
80442	04/21/2022	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$312.00		

TOWN OF PARADISE  
**Payment Register**

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

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>									
80443	04/21/2022	Open			Accounts Payable	Entersect	\$109.95		
80444	04/21/2022	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$112.17		
80445	04/21/2022	Open			Accounts Payable	FEDERAL EXPRESS	\$34.04		
80446	04/21/2022	Open			Accounts Payable	Golden Performance Management, Lisa Ann Murphy	\$375.00		
80447	04/21/2022	Open			Accounts Payable	Granicher Appraisals, Inc	\$350.00		
80448	04/21/2022	Open			Accounts Payable	Granicher Appraisals, Inc	\$350.00		
80449	04/21/2022	Open			Accounts Payable	Granicher Appraisals, Inc	\$350.00		
80450	04/21/2022	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.31		
80451	04/21/2022	Open			Accounts Payable	GREEN RIDGE LANDSCAPING	\$5,014.48		
80452	04/21/2022	Open			Accounts Payable	HDR Engineering, Inc	\$56,485.19		
80453	04/21/2022	Open			Accounts Payable	Herc Rentals Inc.	\$1,080.54		
80454	04/21/2022	Open			Accounts Payable	Hope Crisis Response Network, Inc	\$22,000.00		
80455	04/21/2022	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$5,895.66		
80456	04/21/2022	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$169.37		
80457	04/21/2022	Open			Accounts Payable	James or Lavenia Riotto	\$150.00		
80458	04/21/2022	Open			Accounts Payable	Jennifer Arbuckle	\$5,300.00		
80459	04/21/2022	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$1,200.00		
80460	04/21/2022	Open			Accounts Payable	L.N. CURTIS & SONS	\$2,553.83		
80461	04/21/2022	Open			Accounts Payable	LIFE ASSIST INC	\$121.48		
80462	04/21/2022	Open			Accounts Payable	Look Ahead Veterinary Services	\$451.00		
80463	04/21/2022	Open			Accounts Payable	Management Partners, Inc	\$700.00		
80464	04/21/2022	Open			Accounts Payable	Mennonite Disaster Service	\$31,320.00		
80465	04/21/2022	Open			Accounts Payable	Meyers Police K-9 Training, LLC	\$1,050.00		
80466	04/21/2022	Open			Accounts Payable	MILLER GLASS INC	\$12,400.28		
80467	04/21/2022	Open			Accounts Payable	Milliman, Inc.	\$30,444.00		
80468	04/21/2022	Open			Accounts Payable	MOBILE MINI INC	\$475.93		
80469	04/21/2022	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$231.77		
80470	04/21/2022	Open			Accounts Payable	Munich Reinsurance America, Inc.	\$3,382.75		
80471	04/21/2022	Open			Accounts Payable	MUNICIPAL CODE CORP	\$300.00		
80472	04/21/2022	Open			Accounts Payable	MUNIMETRIX SYSTEMS CORP	\$39.99		
80473	04/21/2022	Open			Accounts Payable	NCCSIF TREASURER	\$86,707.75		
80474	04/21/2022	Open			Accounts Payable	NHA Advisors, LLC	\$5,000.00		
80475	04/21/2022	Open			Accounts Payable	Nor-Cal Integrated Builders	\$40,000.00		
80476	04/21/2022	Open			Accounts Payable	NORTH VALLEY BARRICADE, INC.	\$361.97		
80477	04/21/2022	Open			Accounts Payable	Nutrien	\$3,471.58		
80478	04/21/2022	Open			Accounts Payable	O'REILLY AUTO PARTS	\$311.96		
80479	04/21/2022	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$312.75		
80480	04/21/2022	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$11,841.78		
80481	04/21/2022	Open			Accounts Payable	PERKINS MOBILE AUTO GLASS	\$366.23		
80482	04/21/2022	Open			Accounts Payable	RENTAL GUYS - CHICO	\$103.42		
80483	04/21/2022	Open			Accounts Payable	Ridge Marine, Paul D Fleming	\$54.91		
80484	04/21/2022	Open			Accounts Payable	Riebes Auto Parts- Motorpool	\$568.60		
80485	04/21/2022	Open			Accounts Payable	Riebes Auto Parts-Public Works	\$31.18		
80486	04/21/2022	Open			Accounts Payable	Rural Community Assistance Corporation	\$6,765.25		
80487	04/21/2022	Open			Accounts Payable	Shelby's Pest Control, Inc.	\$100.00		
80488	04/21/2022	Open			Accounts Payable	Spherion Staffing	\$7,002.51		
80489	04/21/2022	Open			Accounts Payable	St John, Mollie, A	\$221.25		

TOWN OF PARADISE  
**Payment Register**

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

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>									
80490	04/21/2022	Open			Accounts Payable	Stratti	\$18,260.24		
80491	04/21/2022	Open			Accounts Payable	SUN RIDGE SYSTEMS, INC.	\$8,100.00		
80492	04/21/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$1,413.72		
80493	04/21/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$38.70		
80494	04/21/2022	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$39.70		
80495	04/21/2022	Open			Accounts Payable	Tom's Mobile Specialties	\$18,100.00		
80496	04/21/2022	Open			Accounts Payable	Tri Flame Propane	\$93.74		
80497	04/21/2022	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$90.00		
80498	04/21/2022	Open			Accounts Payable	UNITED RENTALS, INC.	\$2,049.73		
80499	04/21/2022	Open			Accounts Payable	Urban Design Associates. LTD	\$18,884.50		
80500	04/21/2022	Open			Accounts Payable	Utility Associates, Inc.	\$122,937.50		
80501	04/21/2022	Open			Accounts Payable	VERIZON WIRELESS	\$1,128.90		
80502	04/21/2022	Open			Accounts Payable	VERIZON WIRELESS	\$694.55		
80503	04/21/2022	Open			Accounts Payable	VERIZON WIRELESS	\$648.12		
80504	04/21/2022	Open			Accounts Payable	VERIZON WIRELESS	\$308.12		
80505	04/21/2022	Open			Accounts Payable	VERIZON WIRELESS	\$345.38		
80506	04/21/2022	Open			Accounts Payable	VOLENSKI, DINA	\$736.89		
80507	04/21/2022	Open			Accounts Payable	White Glove Cleaning Svc Inc, Theresa Contreras	\$1,600.00		
80508	04/21/2022	Open			Accounts Payable	WILGUS FIRE CONTROL INC	\$386.31		
80509	04/27/2022	Open			Accounts Payable	Auser, Mark	\$7.00		
80510	04/27/2022	Open			Accounts Payable	Balken Construction	\$4,655.00		
80511	04/27/2022	Open			Accounts Payable	BASSANI, THOMAS	\$50.00		
80512	04/27/2022	Open			Accounts Payable	Cordon, Kelley	\$824.33		
80513	04/27/2022	Open			Accounts Payable	Edgmon, Michael	\$96.27		
80514	04/27/2022	Open			Accounts Payable	Farris, Cyrena	\$30.00		
80515	04/27/2022	Voided	Duplicate Payment	04/28/2022	Accounts Payable	Nesci Appraisal Service	\$450.00		
80516	04/27/2022	Open			Accounts Payable	Oroville Tow & Salvage	\$720.00		
80517	04/27/2022	Open			Accounts Payable	Penniman, Sara	\$29.00		
80518	04/27/2022	Open			Accounts Payable	SEW FINE	\$52.00		
80519	04/27/2022	Open			Accounts Payable	Vannucci, Dominic	\$41.25		
80520	04/27/2022	Open			Accounts Payable	Hovey, Michael	\$935.67		
80521	04/27/2022	Open			Accounts Payable	Maran, Michael	\$500.82		
80522	04/27/2022	Open			Accounts Payable	Rose , Randall	\$772.05		
Type Check Totals:							221 Transactions	\$1,776,730.39	
<u>EFT</u>									
1276	04/04/2022	Open			Accounts Payable	CALPERS - RETIREMENT	\$46,094.72		
1277	04/04/2022	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,710.00		
1278	04/07/2022	Open			Accounts Payable	CALPERS	\$132,406.87		
1279	04/14/2022	Open			Accounts Payable	CALPERS - RETIREMENT	\$45,781.10		
1280	04/14/2022	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$8,601.36		
1281	04/14/2022	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,710.00		
1282	04/14/2022	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$31,696.98		
Type EFT Totals:							7 Transactions	\$280,001.03	
AP - US Bank TOP AP Checking Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	220	\$1,776,280.39	\$0.00

TOWN OF PARADISE  
**Payment Register**

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

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>									
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$450.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	221	\$1,776,730.39	\$0.00	
<hr/>									
		EFTs			Status	Count	Transaction Amount	Reconciled Amount	
					Open	7	\$280,001.03	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	7	\$280,001.03	\$0.00	
<hr/>									
		All			Status	Count	Transaction Amount	Reconciled Amount	
					Open	227	\$2,056,281.42	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$450.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	228	\$2,056,731.42	\$0.00	





**Town of Paradise**  
**Council Agenda Summary**  
**Date: 05 10, 2022**

**Agenda Item: 2(c)**

**ORIGINATED BY:** Susan Hartman, Community Development  
Director – Planning & Wastewater  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Adoption of Town Ordinance No. 616  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Waive the second reading of Town Ordinance No. 616 and read by title only (roll call vote); **AND**
2. Adopt Town Ordinance No. 616 “An Ordinance Amending Text Regulations with Paradise Municipal Code Chapter 17.41 [Design Standards and Design Review] Relative to Updated Adoption Dates”.

**Background:**

On April 12, 2022, the Town Council introduced the above-noted town ordinance for purposes of eventual adoption. If adopted, the intent of the proposed ordinance is to update the Design Standards adoption dates referenced in Chapter 17.41 to reflect the updated Standards, adopted by Resolution 2022-22, for the Downtown and Clark Rd/Community Commercial Development Areas as well as rescinding the Standards for the Greater RDA Area.

**Analysis:**

Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 616 [copy attached]. Once adopted, the provisions of this ordinance will be effective thirty (30) days thereafter.

**Financial Impact:**

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

Attachment

**TOWN OF PARADISE  
ORDINANCE NO. 616**

**AN ORDINANCE AMENDING TEXT REGULATIONS WITHIN  
PARADISE MUNICIPAL CODE CHAPTER 17.41 [DESIGN STANDARDS AND DESIGN REVIEW]  
RELATIVE TO UPDATED ADOPTION DATES**

**SECTION 1.** Paradise Municipal Code [PMC] Section 17.41.200 [Adoption of Town of Paradise Design Standards], shall be amended to read as follows:

The Town Council does hereby repeal the Town of Paradise Downtown Design Guidelines dated May 14, 2002; and hereby adopts the Town of Paradise Design Standards dated March 9, 2010. The Design Standards for the Greater RDA Area are hereby rescinded, and the Design Standards for the Downtown and the Clark Rd/Community Commercial Development Area are hereby updated by Town Council resolution April 12, 2022.

**SECTION 2. CEQA COMPLIANCE.** The Town Council finds and determines that the enactment of this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15061(b)(3) (General Rule Exemption).

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

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise, County of Butte, State of California, on this 10<sup>th</sup> day of May, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Steve Crowder, Mayor

**ATTEST:**

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Dina Volenski, Town Clerk

**APPROVED AS TO FORM:**

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Scott E. Huber, Town Attorney



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10<sup>th</sup>, 2022**

**Agenda Item: 2(d)**

**ORIGINATED BY:** Tony Lindsey, Community Development Director  
– Building & Code Enforcement

**REVIEWED BY:** Kevin Phillips, Town Manager  
Scott Huber, Town Attorney

**SUBJECT:** Adoption of Ordinance No. 617

**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Waive second reading of the entire Town Ordinance No. 617 and approve reading by title only; and,
2. Adopt Town Ordinance No. 617, “An Ordinance Amending Chapter 8.58.060 to the Paradise Municipal Code Relating to Defensible Space and Hazardous Fuel Management”.

**Background:**

On April 12<sup>th</sup>, 2022, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. If adopted, the proposed ordinance intends to amend Section 8.58.060 of the Paradise Municipal Code to require a Certificate of Compliance before the transfer of title of a parcel from owner to the buyer which demonstrates the property is not in violation of the Town’s defensible space ordinance.

**Analysis:**

Town staff recommends the Town Council waive the second reading of this entire ordinance; read it by title only, and formally adopt Town Ordinance No. 617 [copy attached]. Once adopted, the provisions of this ordinance will be effective in 30 days.

**Financial Impact:**

There is no financial impact associated with the first reading and introduction of the ordinance.

**LIST OF ATTACHMENTS**

1. Ordinance No. 617 “An Ordinance Amending Paradise Municipal Code Section 8.58.060 Relating to Defensible Space and Hazardous Fuel Management”.

## TOWN OF PARADISE ORDINANCE NO. 617

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

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

#### **8.58.060 Defensible Space/Hazardous Fuel Management Requirements**

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

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

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

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

- D. In the event the fire chief, or his or her designee, finds that additional fuel management is necessary to significantly reduce the risk of transmission of flame or heat to adjacent properties and means of egress and ingress, the fire chief, or his or her

designee, may mandate fuel modification of an area more or less than the preceding widths or heights of this section.

- E. On and after April 1, 2022, and prior to the transfer of ownership of a parcel from a seller to a buyer, or from one owner to another, the seller or owner shall first obtain a certificate of compliance from the Town that the parcel is not in violation of this section prior to the transfer of ownership. Any issued Certificate of Compliance shall remain valid for 90 days from the inspection date and may be used to open escrow without payment of an additional Certificate of Compliance fee.
  
- F. Grazing animals (limited to goats and/or sheep) utilized for weed abatement may graze open and other appropriate areas of natural vegetation for a period not to exceed sixty (60) days in a calendar year.

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

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

**PASSED AND ADOPTED** BY THE Town Council of the Town of Paradise, County of Butte, State of California, on this 10<sup>th</sup> day of May 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Steve Crowder, Mayor

ATTEST:

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DINA VOLENSKI, CMC, Town Clerk

APPROVED AS TO FORM:

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Scott E. Huber, Town Attorney



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 2(e)**

**ORIGINATED BY:** Ross Gilb, Finance Director/Town Treasurer  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Authorize destruction of certain records maintained in the Finance Division in keeping with the principles of an effective and cost-efficient Records Management Program  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

Adopt Resolution No. 22-\_\_\_, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Finance Division Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for four or more years and are eligible for destruction.

**Background:**

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

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

**Financial Impact:**

No additional cost will be borne by the Town in destroying these records. The Finance Division already contracts for regular shredding service and any documents not containing confidential or sensitive information will be recycled.



**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_**

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

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

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

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

**WHEREAS**, the Finance Director is requesting to dispose certain records maintained in the Finance Division as set forth on the attached Exhibits "B".

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

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

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of May, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

\_\_\_\_\_  
Steve Crowder, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Scott E. Huber, Town Attorney

**“EXHIBIT A”**

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

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibit B to Resolution No. 2022-\_\_.

DATED: May 10, 2022

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SCOTT E. HUBER, Town Attorney

TOWN OF PARADISE  
 RESOLUTION NO. 2022-\_\_\_\_  
 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
 AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS  
 PURSUANT TO GOVERNMENT CODE SECTION 34090

**EXHIBIT “B”**  
**LIST OF FILES ELIGIBLE FOR DESTRUCTION**

<b>Box Description</b>	<b>Documents Date</b>	<b>Surplus Date</b>
Accounts Payable	2015/2016	2021/22
Accounts Payable	2015/2016	2021/22
Accounts Payable	2015/2016	2021/22
Accounts Payable	2015/2016	2021/22
Accounts Payable	2015/2016	2021/22
Accounts Payable Edit Listings 001-400	2015/2016	2021/22
Deposits	03/2016-05/2016	2021/22
Deposits	06/01/2015-08/31/2015	2021/22
Deposits	09/01/2015-11/30/2015	2021/22
Misc. Bank Reconciliations	07/01/2007-06/30/2015	2021/22
Payroll Liability Payments	2014	2021/22

Reviewed by:

\_\_\_\_\_  
 Ross Gilb, Finance Director/Town Treasurer



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 2(f)**

**ORIGINATED BY:** Ross Gilb, Finance Director/Town Treasurer  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Quarterly Investment Report

**COUNCIL ACTION REQUESTED:**

Review and file the 3<sup>rd</sup> Quarter Investment Report for the Fiscal Year Ending June 30, 2022.

**Background:**

Attached is the report on the Town's cash and investments for the quarter ended March 31, 2022.

A US Bank checking account is currently being used for payroll, accounts payable and other operating purposes. Most accounts payable disbursements are drawn through checks, and most payroll disbursements are processed through direct deposit. Deposits are fully collateralized. With COVID-19 and the impacts to the economy, the credit rate is currently less than 0.01%.

The Town received a \$5 million cash advance from CalOES in December 2018 for projects and restoration that will be funded through FEMA's public assistance grant program. As FEMA eligible expenses and/or projects are completed, funds are transferred to the Town operating checking account to fund those activities. The remaining advance funds are required to be held in a non-interest-bearing account. A US Bank non-interest-bearing checking account was established to track the funds. As of March 31, 2022, the remaining funds yet to be drawn upon was \$1,618,844. Additional funds are expected to be received into this account during the remaining quarters of the fiscal year as the Town secures additional reimbursement for ongoing FEMA public assistance grants.

The Town uses the State of California managed Local Agency Investment Fund (LAIF) for investment of General Fund cash in excess of immediately needed operating capital. With same day liquidity and comparable yields, LAIF is currently the best investment option for the Town's General Fund investments. Funds can be transferred electronically through computer authorization between LAIF and the Town checking account. The Town will continue to research other investment options that match LAIF's liquidity and security in order to improve investment yield.

In July 2020, the Town received a net settlement from PG&E related to the 2018 Camp Fire in the amount of \$219,187,262. Since that time, the Town continues to utilize two investment vehicles to manage these funds. Securities purchases are held in a custodial account with US Bank. The Town has contracted with Meeder Investments to assist with management of these funds. Excess funds that are not invested in specific securities are held in the State of California managed Local Agency Investment Fund (LAIF). These funds are held separate from the Town's General Fund LAIF account. Future use of these funds is currently being evaluated through a long-term fiscal sustainability model. Based on current rebuild rates and revenue growth trends,

at this time it is expected that at least 80% of the total fund balance will be required to be utilized for long-term revenue backfill to ensure continued fiscal sustainability.

During the third quarter of the 2021-22 fiscal year, the Town transferred a total of \$10,000,000 from the LAIF account to the custodial US Bank custodial account in order to fund purchases of additional investment securities. These purchases are planned to continue to slow down for the remainder of the fiscal year.

During the third quarter of the 2021-22 fiscal year, the Town also transferred a total of \$2,000,000 from the LAIF account to the Town's US Bank operating account in order to fund operations for the quarter.

In June of 2011, the Town established an irrevocable trust to begin funding the future obligations associated with retiree health as required by GASB 45. The funds are being managed by Self-Insured Schools of California (SISC) and can only be used for the payment of retiree health benefits.

**Financial Impact:**

Total investment earnings for the quarter ended March 31, 2022 was \$179,091. Total investment earnings for the 2021-22 fiscal year to date was \$755,027.

TOWN OF PARADISE  
 QUARTERLY SUMMARY OF INVESTMENTS  
 For Quarter Ended March 31, 2022

Investment	Type	For Quarter Ended March 31, 2022				For Quarter Ended December 31, 2021			Net Change
		Yield	Book Value	Market Value	Interest Earnings	Yield	Book Value	Market Value	
US Bank	Checking	0.00%	1,941,642.47	1,941,642.47	-	0.00%	2,712,988.52	2,712,988.52	(771,346.05)
US Bank - Cal OES Advance	Checking	0.00%	1,618,844.28	1,618,844.28	-	0.00%	1,590,022.23	1,590,022.23	28,822.05
Local Agency Investment Fund (LAIF) (General Fund)	Savings	0.32%	3,274,782.07	3,237,952.36	*	0.21%	3,272,897.97	3,264,516.47	(26,564.11)
Local Agency Investment Fund (LAIF) (PG&E Settlement Fund)	Savings	0.32%	17,357,571.13	17,162,359.87	*	0.21%	29,333,230.52	29,258,111.64	(12,095,751.77)
US Bank Custodial Investment Account	Various**	0.63%	199,453,466.68	189,494,948.53	**	0.57%	189,328,364.34	186,238,056.38	3,256,892.15
SISC GASB 45 Trust B	Various	0.51%	294,085.77	294,085.77		0.51%	283,466.14	283,466.14	10,619.63
Fiscal Agents & Petty Cash	Other	0.00%	1,350.00	1,350.00		0.00%	1,350.00	1,350.00	-
	Totals		223,941,742.40	213,751,183.27	179,091.75		226,522,319.72	223,348,511.38	(9,597,328.10)
Total Quarterly Earnings on Accrual Basis					179,091.75				
Year-to-Date Earnings (July 1st - June 30th)					755,027.60				

\* Market Value determined by LAIF  
 \*\* Market Value determined by US Bank  
 \*\*\* Detail investment type listing attached

In compliance with the California Code Section 53646; the Treasurer of the Town of Paradise hereby certifies that sufficient investment liquidity and anticipated revenues are available to meet the Town's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Town of Paradise's adopted investment policy.

Respectfully submitted,

/s/

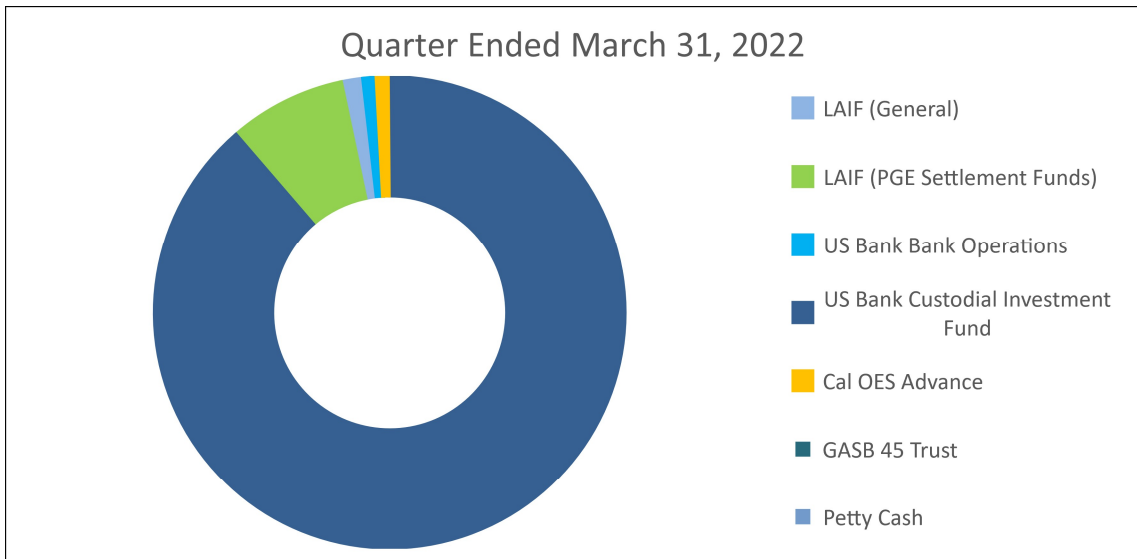
Ross Gilb  
 Finance Director/Town Treasurer

# TOWN OF PARADISE

## INVESTMENT BALANCES AT A GLANCE

### For Quarter Ended March 31, 2022

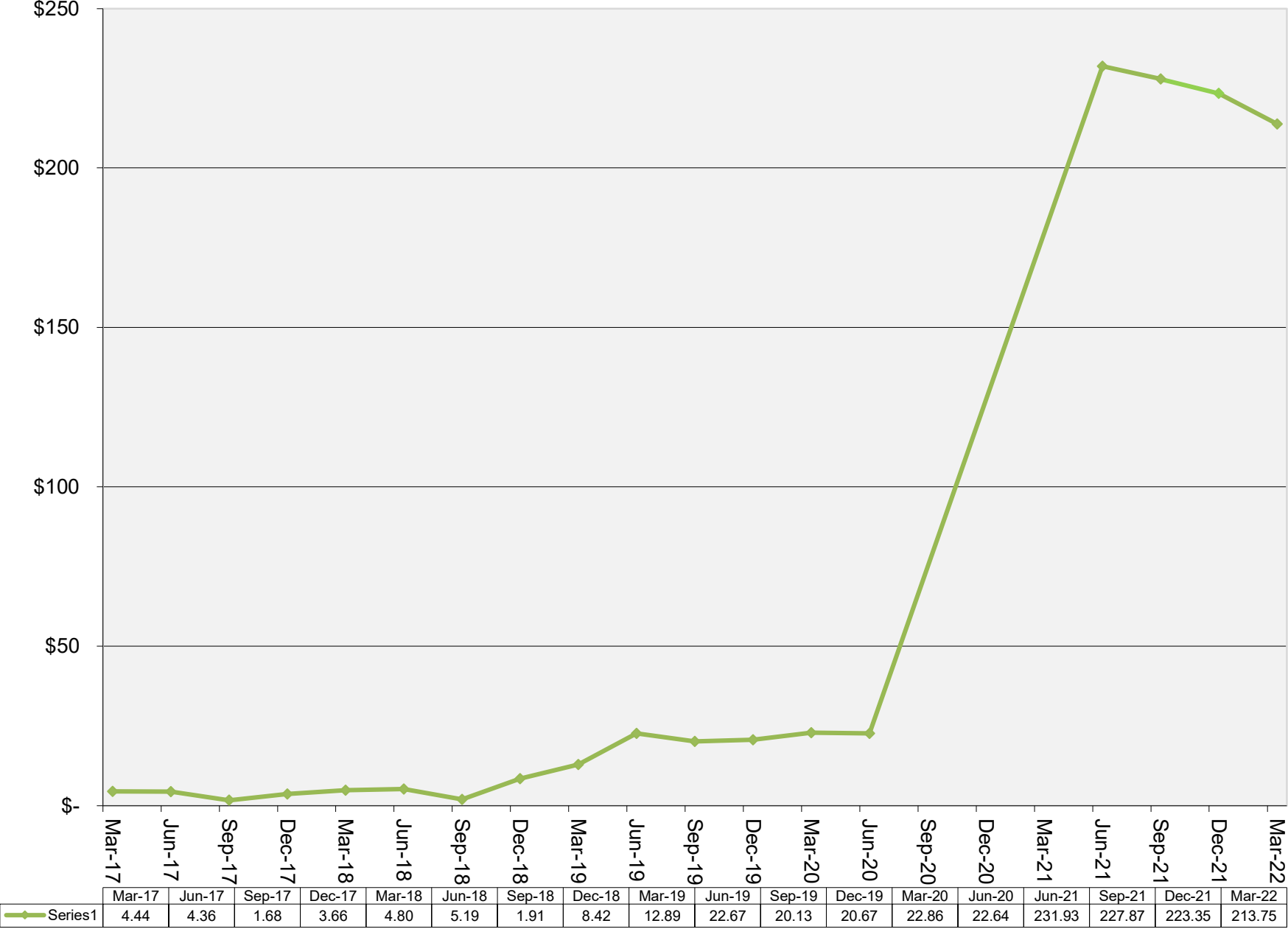
Investment Type	Total
LAIF (General)	\$ 3,237,952.36
LAIF (PGE Settlement Funds)	17,162,359.87
US Bank Bank Operations	1,941,642.47
US Bank Custodial Investment Fund	189,494,948.53
Cal OES Advance	1,618,844.28
GASB 45 Trust	294,085.77
Petty Cash	1,350.00
<b>Grand Total</b>	<b>\$ 213,751,183.27</b>



# TOWN OF PARADISE

## Timeline of Investment Market Value Balances (in millions)

### From Fiscal Year 2016/17 to Fiscal Year 2021/22





**PORTFOLIO SUMMARY**

As of March 31, 2022



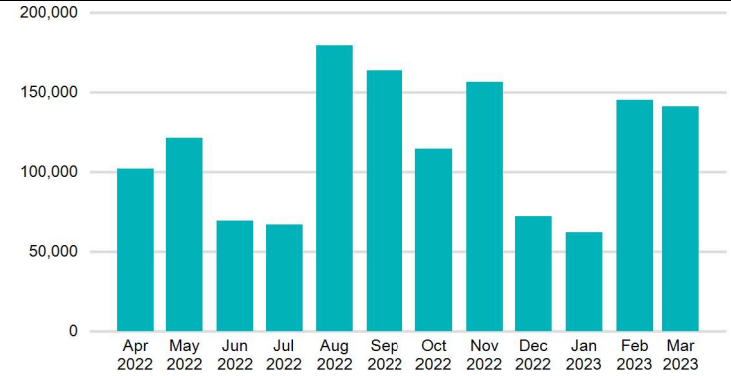
**QUARTERLY RECONCILIATION**

<b>Beginning Book Value</b>	<b>189,328,364.34</b>
Contributions	10,000,000.00
Withdrawals	
Prior Month Management Fees	(16,500.00)
Prior Month Custodian Fees	(4,739.52)
Realized Gains/Losses	(172,125.00)
Purchased Interest	(2,895.83)
Gross Interest Earnings	321,362.69
<b>Ending Book Value</b>	<b>199,453,466.68</b>

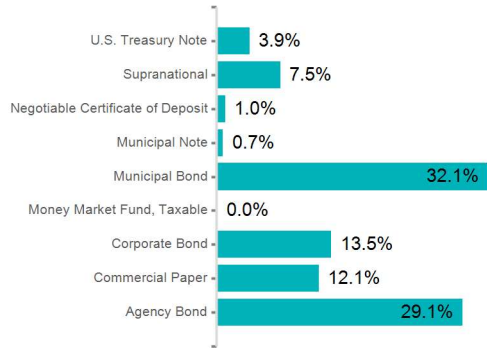
**PORTFOLIO CHARACTERISTICS**

Portfolio Yield to Maturity	0.63%
Portfolio Effective Duration	2.61 yrs
Weighted Average Maturity	2.71 yrs

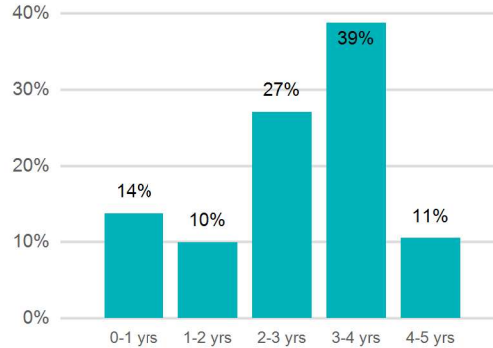
**PROJECTED MONTHLY INCOME SCHEDULE**



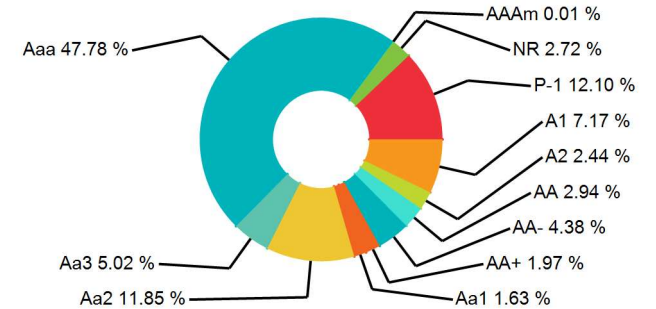
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



**POSITION STATEMENT**

As of March 31, 2022



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
31846V567	First American Funds, Inc.	3/31/2022 3/31/2022	\$15,626.45	\$15,626.45	\$15,626.45	0.15%	0.003 0.003	\$1.00 \$15,626.45	\$0.00	0.01%	AAAm
00266CASH	GENERAL LAIF	3/31/2022 3/31/2022	\$17,357,571.13	\$17,357,571.13	\$17,357,571.13	0.42%	0.003 0.003	\$1.00 \$17,357,571.13	\$0.00	8.39%	NR
<b>SubTotal</b>			<b>\$17,373,197.58</b>	<b>\$17,373,197.58</b>	<b>\$17,373,197.58</b>	<b>0.42%</b>		<b>\$17,373,197.58</b>	<b>\$0.00</b>	<b>8.40%</b>	
<b>Agency Bond</b>											
3133ENEX4	FFCB 0.550% 11/24/2023	1/12/2022 1/13/2022	\$2,000,000.00	\$1,986,954.00 \$1,497.22	\$1,988,451.22	0.90%	1.652 1.627	\$97.51 \$1,950,120.00	(\$36,834.00)	0.94%	Aaa AA+
3133EMLV2	FFCB 0.270% 04/05/2024	1/5/2021 1/6/2021	\$5,000,000.00	\$4,996,250.00	\$4,996,250.00	0.29%	2.016 1.978	\$95.86 \$4,793,000.00	(\$203,250.00)	2.32%	Aaa AA+
3135G06E8	FNMA 0.420% 11/18/2024	11/23/2020 11/24/2020	\$5,000,000.00	\$4,996,250.00	\$4,996,250.00	0.44%	2.638 2.555	\$94.83 \$4,741,300.00	(\$254,950.00)	2.29%	Aaa AA+
3134GXDZ4	FMCC 0.450% 11/25/2024	11/25/2020 11/30/2020	\$3,000,000.00	\$2,999,550.00	\$2,999,550.00	0.45%	2.658 2.576	\$94.56 \$2,836,770.00	(\$162,780.00)	1.37%	Aaa AA+
3134GXJQ8	FMCC 0.320% 01/06/2025	1/27/2021 1/28/2021	\$1,750,000.00	\$1,749,125.00	\$1,749,125.00	0.33%	2.773 2.681	\$94.72 \$1,657,547.50	(\$91,577.50)	0.80%	Aaa AA+
3130AKQF6	FHLB 0.400% 01/27/2025	1/19/2021 1/27/2021	\$2,500,000.00	\$2,499,250.00	\$2,499,250.00	0.41%	2.830 2.738	\$94.31 \$2,357,700.00	(\$141,550.00)	1.14%	Aaa AA+
3134GXKU7	FMCC 0.375% 01/29/2025	1/11/2021 1/29/2021	\$3,500,000.00	\$3,495,450.00	\$3,495,450.00	0.41%	2.836 2.736	\$94.72 \$3,315,235.00	(\$180,215.00)	1.60%	Aaa AA+
3133EMSJ2	FFCB 0.430% 03/03/2025	3/3/2021 3/4/2021	\$3,500,000.00	\$3,485,475.00	\$3,485,475.00	0.54%	2.926 2.871	\$94.14 \$3,295,040.00	(\$190,435.00)	1.59%	Aaa AA+
3134GXCV4	FMCC 0.500% 05/30/2025	11/19/2020 11/30/2020	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	0.50%	3.167 3.098	\$94.44 \$4,721,850.00	(\$278,150.00)	2.28%	Aaa AA+
3133EMDZ2	FFCB 0.520% 10/21/2025	11/19/2020 11/20/2020	\$5,000,000.00	\$4,986,000.00	\$4,986,000.00	0.58%	3.562 3.366	\$92.83 \$4,641,350.00	(\$344,650.00)	2.24%	Aaa AA+
3135GA2A8	FNMA 0.580% 10/28/2025	12/21/2020 12/22/2020	\$5,000,000.00	\$5,013,800.00	\$5,013,800.00	0.43%	3.581 3.353	\$93.44 \$4,672,200.00	(\$341,600.00)	2.26%	Aaa AA+
3134GXFA7	FMCC 0.650% 11/26/2025	11/24/2020 11/30/2020	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	0.65%	3.660 3.424	\$93.09 \$2,792,790.00	(\$207,210.00)	1.35%	Aaa AA+
3134GXFV1	FMCC 0.625% 12/17/2025	12/3/2020 12/17/2020	\$2,500,000.00	\$2,498,750.00	\$2,498,750.00	0.64%	3.718 3.480	\$92.84 \$2,320,875.00	(\$177,875.00)	1.12%	Aaa AA+

Town of Paradise Operating Account

**POSITION STATEMENT**

As of March 31, 2022



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3135G06Q1	FNMA 0.640% 12/30/2025	12/23/2020 12/30/2020	\$3,000,000.00	\$3,003,750.00	\$3,003,750.00	0.61%	3.753 3.378	\$93.01 \$2,790,390.00	(\$213,360.00)	1.35%	Aaa AA+
3133EMMR0	FFCB 0.470% 01/12/2026	1/5/2021 1/12/2021	\$2,340,000.00	\$2,336,536.80	\$2,336,536.80	0.50%	3.789 3.557	\$92.66 \$2,168,150.40	(\$168,386.40)	1.05%	Aaa AA+
31422B6K1	AGM 0.480% 01/15/2026	1/7/2021 1/15/2021	\$3,500,000.00	\$3,496,500.00	\$3,496,500.00	0.50%	3.797 3.710	\$92.64 \$3,242,260.00	(\$254,240.00)	1.57%	
3135G06R9	FNMA 0.550% 01/28/2026	1/5/2021 1/28/2021	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	0.55%	3.833 3.550	\$93.31 \$2,799,210.00	(\$200,790.00)	1.35%	Aaa AA+
<b>SubTotal</b>			<b>\$58,590,000.00</b>	<b>\$58,543,640.80</b> <b>\$1,497.22</b>	<b>\$58,545,138.02</b>	<b>0.50%</b>		<b>\$55,095,787.90</b>	<b>(\$3,447,852.90)</b>	<b>26.64%</b>	
<b>Commercial Paper</b>											
63873KH18	Natixis 08/01/2022	12/2/2021 12/3/2021	\$1,000,000.00	\$997,656.94	\$997,656.94	0.35%	0.337 0.337	\$99.59 \$995,870.00	(\$1,786.94)	0.48%	P-1 A-1
53948BHR3	Lloyds Bank Corporate Markets PLC 08/25/2022	12/2/2021 12/3/2021	\$5,000,000.00	\$4,985,645.83	\$4,985,645.83	0.39%	0.403 0.403	\$99.51 \$4,975,300.00	(\$10,345.83)	2.41%	P-1 A-1
2254EBHS3	Credit Suisse AG 08/26/2022	12/2/2021 12/3/2021	\$5,000,000.00	\$4,986,330.56	\$4,986,330.56	0.37%	0.405 0.405	\$99.50 \$4,975,150.00	(\$11,180.56)	2.41%	P-1 A-1
63873KJK4	Natixis 09/19/2022	12/23/2021 12/23/2021	\$3,125,000.00	\$3,115,625.00	\$3,115,625.00	0.40%	0.471 0.470	\$99.36 \$3,104,843.75	(\$10,781.25)	1.50%	P-1 A-1
2254EBK34	Credit Suisse AG 10/03/2022	1/6/2022 1/7/2022	\$2,500,000.00	\$2,490,099.31	\$2,490,099.31	0.53%	0.510 0.519	\$99.20 \$2,479,992.50	(\$10,106.81)	1.20%	P-1 A-1
13607FKH8	Canadian Imperial Holdings Inc. 10/17/2022	1/20/2022 1/21/2022	\$550,000.00	\$547,472.52	\$547,472.52	0.62%	0.548 0.546	\$99.18 \$545,479.00	(\$1,993.52)	0.26%	P-1 A-1
06366HL13	Bank of Montreal 11/01/2022	2/4/2022 2/8/2022	\$3,000,000.00	\$2,982,045.00	\$2,982,045.00	0.81%	0.589 0.586	\$99.02 \$2,970,450.00	(\$11,595.00)	1.44%	P-1 A-1
53948BL80	Lloyds Bank Corporate Markets PLC 11/08/2022	2/11/2022 2/11/2022	\$2,200,000.00	\$2,181,520.00	\$2,181,520.00	1.13%	0.608 0.605	\$98.98 \$2,177,626.00	(\$3,894.00)	1.05%	P-1 A-1
46640QMG3	J.P. Morgan Securities LLC 12/16/2022	3/21/2022 3/23/2022	\$705,000.00	\$696,077.84	\$696,077.84	1.72%	0.712 0.708	\$98.81 \$696,596.40	\$518.56	0.34%	P-1 A-1
<b>SubTotal</b>			<b>\$23,080,000.00</b>	<b>\$22,982,473.00</b>	<b>\$22,982,473.00</b>	<b>0.57%</b>		<b>\$22,921,307.65</b>	<b>(\$61,165.35)</b>	<b>11.08%</b>	

Town of Paradise Operating Account

**POSITION STATEMENT**

As of March 31, 2022



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Corporate Bond</b>											
06406RAM9	The Bank of New York Mellon Corporation 1.850% 01/27/2023	3/8/2022 3/10/2022	\$500,000.00	\$501,480.00 \$1,104.86	\$502,584.86	1.48%	0.827 0.804	\$100.17 \$500,840.00	(\$640.00)	0.24%	A1 A
89236THF5	Toyota Motor Credit Corporation 0.500% 08/14/2023	11/24/2020 11/27/2020	\$3,025,000.00	\$3,033,152.38	\$3,033,152.38	0.40%	1.373 1.354	\$97.56 \$2,951,220.25	(\$81,932.13)	1.43%	A1 A+
06406RAP2	The Bank of New York Mellon Corporation 0.350% 12/07/2023	8/18/2021 8/20/2021	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	0.35%	1.688 1.663	\$96.73 \$1,160,760.00	(\$39,240.00)	0.56%	A1 A
89236THU2	Toyota Motor Credit Corporation 0.450% 01/11/2024	1/7/2021 1/11/2021	\$4,000,000.00	\$4,004,160.00	\$4,004,160.00	0.42%	1.784 1.755	\$96.49 \$3,859,480.00	(\$144,680.00)	1.87%	A1 A+
023135BW5	Amazon.com, Inc. 0.450% 05/12/2024	5/11/2021 5/13/2021	\$2,000,000.00	\$1,999,220.00	\$1,999,220.00	0.46%	2.118 2.084	\$96.57 \$1,931,420.00	(\$67,800.00)	0.93%	A1 AA
89236TJG1	Toyota Motor Credit Corporation 0.500% 06/14/2024	6/4/2021 6/14/2021	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	0.50%	2.208 2.162	\$95.14 \$1,427,130.00	(\$72,870.00)	0.69%	A1 A+
14913R2P1	Caterpillar Financial Services Corporation 0.600% 09/13/2024	9/9/2021 9/14/2021	\$420,000.00	\$420,151.20	\$420,151.20	0.59%	2.458 2.410	\$95.28 \$400,184.40	(\$19,966.80)	0.19%	A2 A
14913R2P1	Caterpillar Financial Services Corporation 0.600% 09/13/2024	9/8/2021 9/14/2021	\$480,000.00	\$480,240.00	\$480,240.00	0.58%	2.458 2.410	\$95.28 \$457,353.60	(\$22,886.40)	0.22%	A2 A
478160CN2	Johnson & Johnson 0.550% 09/01/2025	1/12/2021 1/14/2021	\$3,000,000.00	\$2,992,050.00	\$2,992,050.00	0.61%	3.425 3.336	\$93.39 \$2,801,730.00	(\$190,320.00)	1.35%	Aaa AAA
037833EB2	Apple Inc. 0.700% 02/08/2026	2/2/2021 2/8/2021	\$5,000,000.00	\$4,988,750.00	\$4,988,750.00	0.75%	3.863 3.745	\$93.18 \$4,659,050.00	(\$329,700.00)	2.25%	Aaa AA+
14913R2Q9	Caterpillar Financial Services Corporation 1.150% 09/14/2026	9/17/2021 9/21/2021	\$2,500,000.00	\$2,506,275.00	\$2,506,275.00	1.10%	4.460 4.283	\$92.76 \$2,319,050.00	(\$187,225.00)	1.12%	A2 A
24422EWD7	John Deere Capital Corporation 2.350% 03/08/2027	3/8/2022 3/10/2022	\$1,500,000.00	\$1,497,345.00 \$293.75	\$1,497,638.75	2.39%	4.940 4.602	\$97.09 \$1,456,350.00	(\$40,995.00)	0.70%	A2 A

Town of Paradise Operating Account

**POSITION STATEMENT**

As of March 31, 2022



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
89236TJZ9	Toyota Motor Credit Corporation 3.050% 03/22/2027	3/18/2022 3/22/2022	\$1,750,000.00	\$1,757,752.50	\$1,757,752.50	2.95%	4.978 4.572	\$99.89 \$1,748,092.50	(\$9,660.00)	0.85%	A1 A+
<b>SubTotal</b>			<b>\$26,875,000.00</b>	<b>\$26,880,576.08 \$1,398.61</b>	<b>\$26,881,974.69</b>	<b>0.87%</b>		<b>\$25,672,660.75</b>	<b>(\$1,207,915.33)</b>	<b>12.41%</b>	

**Municipal Bond**

189344EV2	Clovis Unified School District 0.435% 06/01/2022	10/29/2021 11/16/2021	\$725,000.00	\$725,000.00	\$725,000.00	0.44%	0.170 0.172	\$99.93 \$724,521.50	(\$478.50)	0.35%	AA-
204709JJ9	Compton, City Of 0.445% 08/01/2022	10/29/2021 11/30/2021	\$250,000.00	\$250,000.00	\$250,000.00	0.45%	0.337 0.338	\$99.79 \$249,465.00	(\$535.00)	0.12%	Aa3 AA
72869BKA1	Pleasant Valley School District 0.410% 08/01/2022	11/19/2021 12/2/2021	\$250,000.00	\$250,000.00	\$250,000.00	0.41%	0.337 0.338	\$99.79 \$249,470.00	(\$530.00)	0.12%	Aa2
358233BV5	Fresno Unified School District Educational Facilities Corpor 0.538% 08/01/2022	11/24/2021 12/15/2021	\$100,000.00	\$100,000.00	\$100,000.00	0.54%	0.337 0.338	\$99.85 \$99,853.00	(\$147.00)	0.05%	Aa3
797272RJ2	San Diego Community College District 0.497% 08/01/2022	12/9/2021 12/28/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.50%	0.337 0.338	\$99.85 \$998,530.00	(\$1,470.00)	0.48%	Aaa AAA
953321AA4	West Hollywood Community Development Commission 0.343% 09/01/2022	7/16/2021 7/29/2021	\$250,000.00	\$250,000.00	\$250,000.00	0.34%	0.422 0.422	\$99.67 \$249,167.50	(\$832.50)	0.12%	AA-
757696AP4	Redondo Beach - Community Financing Authority, City of 0.415% 05/01/2023	7/2/2021 7/15/2021	\$850,000.00	\$850,000.00	\$850,000.00	0.42%	1.085 1.071	\$98.07 \$833,629.00	(\$16,371.00)	0.40%	AA
38122NA51	Golden State Tobacco Securitization Corporation 0.672% 06/01/2023	10/6/2021 10/8/2021	\$2,300,000.00	\$2,307,314.00	\$2,307,314.00	0.48%	1.170 1.152	\$98.06 \$2,255,357.00	(\$51,957.00)	1.09%	Aa3 A+
189344EW0	Clovis Unified School District 0.605% 06/01/2023	10/29/2021 11/16/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.61%	1.170 1.155	\$98.31 \$983,100.00	(\$16,900.00)	0.48%	AA-

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
119174AB6	Buena Park, City of 0.325% 07/01/2023	8/18/2021 8/31/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.33%	1.252 1.237	\$97.83 \$978,250.00	(\$21,750.00)	0.47%	AA+
482124SM7	Jurupa Unified School District 0.421% 08/01/2023	4/13/2021 5/4/2021	\$1,895,000.00	\$1,895,000.00	\$1,895,000.00	0.42%	1.337 1.321	\$97.71 \$1,851,585.55	(\$43,414.45)	0.90%	Aa3
03667PHC9	Antelope Valley Community College District 0.282% 08/01/2023	8/11/2021 8/31/2021	\$320,000.00	\$320,000.00	\$320,000.00	0.28%	1.337 1.322	\$97.58 \$312,252.80	(\$7,747.20)	0.15%	Aa2 AA
626905PN7	Murrieta Valley Unified School District 0.449% 09/01/2023	7/15/2021 7/28/2021	\$500,000.00	\$500,000.00	\$500,000.00	0.45%	1.422 1.404	\$97.58 \$487,875.00	(\$12,125.00)	0.24%	Aa2
953321AB2	West Hollywood Community Development Commission 0.493% 09/01/2023	7/16/2021 7/29/2021	\$250,000.00	\$250,000.00	\$250,000.00	0.49%	1.422 1.404	\$97.60 \$243,987.50	(\$6,012.50)	0.12%	AA-
797686EL2	The San Francisco Municipal Transportation Agency 0.389% 03/01/2024	9/16/2021 9/20/2021	\$500,000.00	\$498,650.00	\$498,650.00	0.50%	1.921 1.889	\$95.70 \$478,480.00	(\$20,170.00)	0.23%	Aa2 AA-
072024WP3	Bay Area Toll Authority 2.254% 04/01/2024	1/6/2021 1/8/2021	\$800,000.00	\$845,696.00	\$845,696.00	0.47%	2.005 1.924	\$99.19 \$793,512.00	(\$52,184.00)	0.38%	Aa3 AA
797412DL4	San Diego County Water Authority 0.593% 05/01/2024	11/24/2020 11/27/2020	\$1,000,000.00	\$1,003,490.00	\$1,003,490.00	0.49%	2.088 2.046	\$96.07 \$960,670.00	(\$42,820.00)	0.46%	Aa2 AAA
757696AQ2	Redondo Beach - Community Financing Authority, City of 0.741% 05/01/2024	7/2/2021 7/15/2021	\$1,435,000.00	\$1,435,000.00	\$1,435,000.00	0.74%	2.088 2.038	\$95.60 \$1,371,860.00	(\$63,140.00)	0.66%	AA
798153ND0	San Jose, City of 0.844% 06/01/2024	4/16/2021 4/20/2021	\$705,000.00	\$710,731.65	\$710,731.65	0.58%	2.173 2.122	\$96.16 \$677,920.95	(\$32,810.70)	0.33%	Aa2 AA
79773KBF0	San Francisco, City & County of 0.616% 06/15/2024	11/20/2020 12/8/2020	\$250,000.00	\$250,000.00	\$250,000.00	0.62%	2.211 2.166	\$95.65 \$239,112.50	(\$10,887.50)	0.12%	Aaa AAA
119174AC4	Buena Park, City of 0.595% 07/01/2024	8/18/2021 8/31/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.60%	2.255 2.206	\$95.53 \$955,330.00	(\$44,670.00)	0.46%	AA+

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
969268DF5	William S. Hart Union High School District 0.607% 08/01/2024	12/10/2020 12/23/2020	\$2,250,000.00	\$2,250,000.00	\$2,250,000.00	0.61%	2.340 2.292	\$95.31 \$2,144,497.50	(\$105,502.50)	1.04%	Aa2
798186N73	San Jose Unified School District 0.383% 08/01/2024	1/8/2021 1/20/2021	\$535,000.00	\$535,000.00	\$535,000.00	0.38%	2.340 2.299	\$94.92 \$507,805.95	(\$27,194.05)	0.25%	Aa1 AA+
482124SN5	Jurupa Unified School District 0.625% 08/01/2024	4/13/2021 5/4/2021	\$500,000.00	\$500,000.00	\$500,000.00	0.63%	2.340 2.292	\$95.40 \$476,975.00	(\$23,025.00)	0.23%	Aa3
03667PHD7	Antelope Valley Community College District 0.545% 08/01/2024	8/11/2021 8/31/2021	\$225,000.00	\$225,000.00	\$225,000.00	0.55%	2.340 2.295	\$95.30 \$214,431.75	(\$10,568.25)	0.10%	Aa2 AA
20056XAA6	Commerce, City of 0.667% 08/01/2024	8/25/2021 8/31/2021	\$525,000.00	\$525,000.00	\$525,000.00	0.67%	2.340 2.290	\$95.27 \$500,172.75	(\$24,827.25)	0.24%	AA-
206849GM7	Conejo Valley Unified School District 0.702% 08/01/2024	9/1/2021 9/22/2021	\$200,000.00	\$200,000.00	\$200,000.00	0.70%	2.340 2.290	\$95.48 \$190,962.00	(\$9,038.00)	0.09%	Aa3
223047AC5	Covina, City of 0.738% 08/01/2024	10/6/2021 10/8/2021	\$1,000,000.00	\$999,490.00	\$999,490.00	0.76%	2.340 2.287	\$95.21 \$952,130.00	(\$47,360.00)	0.46%	AA
155105NM7	Central School District School Facilities Corporation 1.022% 08/01/2024	11/17/2021 12/9/2021	\$280,000.00	\$280,000.00	\$280,000.00	1.02%	2.340 2.287	\$97.09 \$271,863.20	(\$8,136.80)	0.13%	Aa3 AA
802649TH6	Santa Rosa, City of 0.827% 09/01/2024	11/24/2020 12/1/2020	\$1,000,000.00	\$1,010,410.00	\$1,010,410.00	0.55%	2.425 2.372	\$95.94 \$959,380.00	(\$51,030.00)	0.46%	AA
21976THG0	Corona-Norco Unified School District 0.667% 09/01/2024	4/23/2021 5/13/2021	\$2,480,000.00	\$2,480,000.00	\$2,480,000.00	0.67%	2.425 2.372	\$94.78 \$2,350,469.60	(\$129,530.40)	1.14%	AA-
626905PP2	Murrieta Valley Unified School District 0.698% 09/01/2024	7/15/2021 7/28/2021	\$500,000.00	\$500,000.00	\$500,000.00	0.70%	2.425 2.374	\$95.39 \$476,945.00	(\$23,055.00)	0.23%	Aa2
797299MM3	San Diego, City of 1.450% 10/15/2024	4/12/2021 4/14/2021	\$900,000.00	\$921,672.00	\$921,672.00	0.75%	2.545 2.455	\$96.71 \$870,399.00	(\$51,273.00)	0.42%	AA-

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
79771FAX5	San Francisco, City & County of 0.723% 11/01/2024	1/4/2021 1/6/2021	\$1,455,000.00	\$1,474,453.35	\$1,474,453.35	0.37%	2.592 2.528	\$95.06 \$1,383,064.80	(\$91,388.55)	0.67%	Aa2 AA-
649791RA0	New York, State of 0.910% 03/15/2025	4/19/2021 4/21/2021	\$1,000,000.00	\$1,007,440.00	\$1,007,440.00	0.72%	2.959 2.883	\$94.98 \$949,780.00	(\$57,660.00)	0.46%	Aa2 AA+
13063DGB8	California, State of 3.375% 04/01/2025	12/23/2020 12/28/2020	\$475,000.00	\$531,610.50	\$531,610.50	0.54%	3.005 2.795	\$101.50 \$482,106.00	(\$49,504.50)	0.23%	Aa2 AA-
797412DM2	San Diego County Water Authority 0.743% 05/01/2025	11/24/2020 11/27/2020	\$1,075,000.00	\$1,081,987.50	\$1,081,987.50	0.59%	3.088 3.002	\$94.01 \$1,010,586.00	(\$71,401.50)	0.49%	Aa2 AAA
68609TWD6	Oregon, State of 0.895% 05/01/2025	12/8/2020 12/10/2020	\$1,750,000.00	\$1,780,887.50	\$1,780,887.50	0.49%	3.088 2.997	\$94.82 \$1,659,420.00	(\$121,467.50)	0.80%	Aa1 AA+
91412HGE7	The Regents of the University of California 0.883% 05/15/2025	12/15/2020 12/17/2020	\$1,425,000.00	\$1,442,199.75	\$1,442,199.75	0.61%	3.126 3.018	\$94.00 \$1,339,557.00	(\$102,642.75)	0.65%	Aa2 AA
91412HGE7	The Regents of the University of California 0.883% 05/15/2025	12/21/2020 12/23/2020	\$1,355,000.00	\$1,372,736.95	\$1,372,736.95	0.58%	3.126 3.018	\$94.00 \$1,273,754.20	(\$98,982.75)	0.62%	Aa2 AA
91412HGE7	The Regents of the University of California 0.883% 05/15/2025	1/20/2021 1/22/2021	\$3,000,000.00	\$3,047,880.00	\$3,047,880.00	0.51%	3.126 3.018	\$94.00 \$2,820,120.00	(\$227,760.00)	1.36%	Aa2 AA
546417DQ6	State of Louisiana 0.840% 06/01/2025	8/24/2021 8/26/2021	\$400,000.00	\$401,512.00	\$401,512.00	0.74%	3.173 3.082	\$94.28 \$377,132.00	(\$24,380.00)	0.18%	Aa3 AA-
79773KGB8	San Francisco, City & County of 0.766% 06/15/2025	11/20/2020 12/8/2020	\$200,000.00	\$200,000.00	\$200,000.00	0.77%	3.211 3.123	\$93.87 \$187,742.00	(\$12,258.00)	0.09%	Aaa AAA
574193TR9	Maryland, State of 0.660% 08/01/2025	11/18/2020 11/20/2020	\$3,000,000.00	\$3,014,580.00	\$3,014,580.00	0.56%	3.340 3.257	\$93.69 \$2,810,790.00	(\$203,790.00)	1.36%	Aaa AAA
56781RJJ7	Marin Community College District 5.000% 08/01/2025	11/25/2020 11/30/2020	\$2,280,000.00	\$2,742,270.00	\$2,742,270.00	0.59%	3.340 3.058	\$107.22 \$2,444,570.40	(\$297,699.60)	1.18%	Aaa AAA
969268DG3	William S. Hart Union High School District 0.757% 08/01/2025	12/10/2020 12/23/2020	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.76%	3.340 3.248	\$93.36 \$933,610.00	(\$66,390.00)	0.45%	Aa2



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798186N81	San Jose Unified School District 0.558% 08/01/2025	1/8/2021 1/20/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.56%	3.340 3.260	\$93.01 \$930,050.00	(\$69,950.00)	0.45%	Aa1 AA+
482124SP0	Jurupa Unified School District 1.059% 08/01/2025	5/27/2021 6/1/2021	\$500,000.00	\$504,265.00	\$504,265.00	0.85%	3.340 3.233	\$94.41 \$472,030.00	(\$32,235.00)	0.23%	Aa3
03667PHE5	Antelope Valley Community College District 0.866% 08/01/2025	8/11/2021 8/31/2021	\$170,000.00	\$170,000.00	\$170,000.00	0.87%	3.340 3.244	\$94.01 \$159,815.30	(\$10,184.70)	0.08%	Aa2 AA
206849GN5	Conejo Valley Unified School District 0.974% 08/01/2025	9/1/2021 9/22/2021	\$205,000.00	\$205,000.00	\$205,000.00	0.97%	3.340 3.237	\$94.11 \$192,919.35	(\$12,080.65)	0.09%	Aa3
802649TJ2	Santa Rosa, City of 0.977% 09/01/2025	11/24/2020 12/1/2020	\$1,530,000.00	\$1,554,357.60	\$1,554,357.60	0.64%	3.425 3.324	\$94.57 \$1,446,936.30	(\$107,421.30)	0.70%	AA
50420BDE9	La Quinta, City of 1.168% 09/01/2025	4/8/2021 4/14/2021	\$2,000,000.00	\$2,022,960.00	\$2,022,960.00	0.90%	3.425 3.310	\$94.53 \$1,890,620.00	(\$132,340.00)	0.91%	AA-
419792ZL3	Hawaii, State of 0.852% 10/01/2025	11/19/2020 11/23/2020	\$5,000,000.00	\$5,052,250.00	\$5,052,250.00	0.63%	3.507 3.395	\$93.87 \$4,693,550.00	(\$358,700.00)	2.27%	Aa2 AA+
13034AL65	California Infrastructure and Economic Development Bank 0.765% 10/01/2025	12/8/2020 12/17/2020	\$1,000,000.00	\$1,007,250.00	\$1,007,250.00	0.61%	3.507 3.401	\$93.61 \$936,140.00	(\$71,110.00)	0.45%	AAA
21969AAE2	Corona, City of 1.361% 05/01/2026	9/30/2021 10/14/2021	\$860,000.00	\$860,000.00	\$860,000.00	1.36%	4.088 3.893	\$93.44 \$803,575.40	(\$56,424.60)	0.39%	AA+
21969AAE2	Corona, City of 1.361% 05/01/2026	10/5/2021 10/14/2021	\$1,065,000.00	\$1,071,336.75	\$1,071,336.75	1.23%	4.088 3.893	\$93.44 \$995,125.35	(\$76,211.40)	0.48%	AA+
20772KNX3	Connecticut, State of 1.123% 06/01/2026	6/4/2021 6/9/2021	\$2,200,000.00	\$2,213,090.00	\$2,213,090.00	1.00%	4.173 4.003	\$93.00 \$2,045,978.00	(\$167,112.00)	0.99%	Aa3 A+
80182AAE9	Santa Cruz, County of 1.024% 06/01/2026	9/21/2021 9/23/2021	\$1,060,000.00	\$1,060,763.20 \$60.30	\$1,060,823.50	1.01%	4.173 4.004	\$92.84 \$984,072.20	(\$76,691.00)	0.48%	AAA
80182AAE9	Santa Cruz, County of 1.024% 06/01/2026	9/28/2021 9/30/2021	\$1,075,000.00	\$1,071,237.50 \$275.20	\$1,071,512.70	1.10%	4.173 4.004	\$92.84 \$997,997.75	(\$73,239.75)	0.48%	AAA
696735QQ5	Palmdale School District 1.071% 08/01/2026	8/6/2021 9/2/2021	\$250,000.00	\$250,000.00	\$250,000.00	1.07%	4.340 4.178	\$93.61 \$234,015.00	(\$15,985.00)	0.11%	Aa3

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20056XAC2	Commerce, City of 1.212% 08/01/2026	8/25/2021 8/31/2021	\$525,000.00	\$525,000.00	\$525,000.00	1.21%	4.340 4.158	\$92.85 \$487,478.25	(\$37,521.75)	0.24%	AA-
<b>SubTotal</b>			<b>\$63,630,000.00</b>	<b>\$64,532,521.25</b> <b>\$335.50</b>	<b>\$64,532,856.75</b>	<b>0.64%</b>		<b>\$60,852,496.35</b>	<b>(\$3,680,024.90)</b>	<b>29.42%</b>	
<b>Municipal Note</b>											
91412HJL8	The Regents of the University of California 0.670% 05/15/2025	2/24/2021 3/10/2021	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	0.67%	3.126 3.042	\$93.37 \$1,400,595.00	(\$99,405.00)	0.68%	Aa2 AA
<b>SubTotal</b>			<b>\$1,500,000.00</b>	<b>\$1,500,000.00</b>	<b>\$1,500,000.00</b>	<b>0.67%</b>		<b>\$1,400,595.00</b>	<b>(\$99,405.00)</b>	<b>0.68%</b>	
<b>Negotiable Certificate of Deposit</b>											
90348JS76	UBS Bank USA 0.350% 09/11/2023	8/31/2021 9/9/2021	\$249,000.00	\$248,626.50	\$248,626.50	0.43%	1.449 1.435	\$98.14 \$244,363.62	(\$4,262.88)	0.12%	
856285XE6	State Bank of India 0.400% 09/18/2023	9/17/2021 9/21/2021	\$249,000.00	\$248,738.55	\$248,738.55	0.45%	1.468 1.454	\$98.16 \$244,415.91	(\$4,322.64)	0.12%	
87165HC32	Synchrony Bank 0.550% 09/03/2024	8/31/2021 9/3/2021	\$249,000.00	\$248,253.00	\$248,253.00	0.65%	2.430 2.388	\$95.99 \$239,017.59	(\$9,235.41)	0.12%	
89235MLN9	Toyota Financial Savings Bank 0.650% 09/09/2024	8/31/2021 9/9/2021	\$249,000.00	\$248,377.50	\$248,377.50	0.73%	2.447 2.402	\$96.19 \$239,510.61	(\$8,866.89)	0.12%	
649447VM8	New York Community Bank 0.650% 09/10/2024	8/30/2021 9/10/2021	\$249,000.00	\$248,564.25	\$248,564.25	0.71%	2.449 2.404	\$96.18 \$239,493.18	(\$9,071.07)	0.12%	
05580AE67	BMW Bank of North America 0.650% 10/08/2024	9/30/2021 10/8/2021	\$249,000.00	\$248,315.25	\$248,315.25	0.74%	2.526 2.472	\$96.01 \$239,074.86	(\$9,240.39)	0.12%	
7954507A7	Sallie Mae Bank 1.000% 07/14/2026	7/14/2021 7/16/2021	\$248,000.00	\$246,760.00	\$246,760.00	1.10%	4.290 4.138	\$93.75 \$232,487.60	(\$14,272.40)	0.11%	
38149MZJ5	Goldman Sachs Bank USA Holdings LLC 1.050% 09/08/2026	8/31/2021 9/8/2021	\$249,000.00	\$247,879.50	\$247,879.50	1.14%	4.444 4.283	\$93.69 \$233,298.06	(\$14,581.44)	0.11%	
<b>SubTotal</b>			<b>\$1,991,000.00</b>	<b>\$1,985,514.55</b>	<b>\$1,985,514.55</b>	<b>0.74%</b>		<b>\$1,911,661.43</b>	<b>(\$73,853.12)</b>	<b>0.92%</b>	

**POSITION STATEMENT**

As of March 31, 2022



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Supranational</b>											
45818WDD5	IADB 0.39% 04/16/2024	4/8/2021 4/16/2021	\$3,000,000.00	\$3,000,270.00	\$3,000,270.00	0.39%	2.047 2.012	\$95.92 \$2,877,630.00	(\$122,640.00)	1.39%	Aaa AA+
459058JA2	IBRD 0.750% 03/11/2025	3/4/2021 3/9/2021	\$3,150,000.00	\$3,167,671.50	\$3,167,671.50	0.61%	2.948 2.880	\$94.90 \$2,989,381.50	(\$178,290.00)	1.45%	Aaa AA+
459058JL8	IBRD 0.500% 10/28/2025	2/3/2021 2/8/2021	\$5,000,000.00	\$4,994,200.00	\$4,994,200.00	0.52%	3.581 3.493	\$92.75 \$4,637,650.00	(\$356,550.00)	2.24%	Aaa AA+
459058JS3	IBRD 0.650% 02/10/2026	5/27/2021 6/1/2021	\$2,000,000.00	\$1,981,720.00	\$1,981,720.00	0.85%	3.868 3.769	\$93.39 \$1,867,880.00	(\$113,840.00)	0.90%	Aaa AA+
45950VPU4	IFC 0.75% 03/23/2026	3/4/2021 3/23/2021	\$2,000,000.00	\$1,994,880.00	\$1,994,880.00	0.80%	3.981 3.907	\$93.96 \$1,879,220.00	(\$115,660.00)	0.91%	Aaa AA+
<b>SubTotal</b>			<b>\$15,150,000.00</b>	<b>\$15,138,741.50</b>	<b>\$15,138,741.50</b>	<b>0.59%</b>		<b>\$14,251,761.50</b>	<b>(\$886,980.00)</b>	<b>6.89%</b>	
<b>U.S. Treasury Note</b>											
91282CCP4	UST 0.625% 07/31/2026	9/23/2021 9/24/2021	\$2,500,000.00	\$2,462,792.97	\$2,462,792.97	0.94%	4.337 4.217	\$92.31 \$2,307,825.00	(\$154,967.97)	1.12%	Aaa AA+
91282CCW9	UST 0.750% 08/31/2026	9/23/2021 9/24/2021	\$2,500,000.00	\$2,481,054.69	\$2,481,054.69	0.91%	4.422 4.290	\$92.73 \$2,318,275.00	(\$162,779.69)	1.12%	Aaa AA+
91282CCZ2	UST 0.875% 09/30/2026	9/28/2021 9/30/2021	\$2,950,000.00	\$2,930,525.39	\$2,930,525.39	1.01%	4.504 4.340	\$93.12 \$2,746,951.50	(\$183,573.89)	1.33%	Aaa AA+
<b>SubTotal</b>			<b>\$7,950,000.00</b>	<b>\$7,874,373.05</b>	<b>\$7,874,373.05</b>	<b>0.96%</b>		<b>\$7,373,051.50</b>	<b>(\$501,321.55)</b>	<b>3.56%</b>	
<b>Grand Total</b>			<b>\$216,139,197.58</b>	<b>\$216,811,037.81</b> <b>\$3,231.33</b>	<b>\$216,814,269.14</b>	<b>0.61%</b>		<b>\$206,852,519.66</b>	<b>(\$9,958,518.15)</b>	<b>100.00%</b>	



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 2(g)**

**ORIGINATED BY:** Jessica Erdahl, Senior Capital Projects Manager  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** SB-1 Road Maintenance and Rehabilitation Account Project List

**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Adopt Resolution No. 2022-\_\_\_, a Resolution of the Town Council of the Town of Paradise Adopting a List of Projects for Fiscal Year 2022/23 Funded by SB 1: The Road Repair and Accountability Act of 2017.

**Background:**

On April 28, 2017, Governor Brown signed Senate Bill 1, the Road Repair and Accountability Act of 2017, increasing per gallon fuel excise taxes, diesel fuel sales taxes, and vehicle registration fees with inflationary adjustments to tax rates in the future for the purpose of addressing road maintenance, rehabilitation, and roadway safety needs. The State Controller will deposit portions of the new funding into the Road Maintenance & Rehabilitation Account (RMRA), which will be apportioned by formula to eligible cities and counties. Funds are anticipated to apportion to cities and counties beginning January 2018.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs and, therefore, requires cities and counties to provide basic RMRA project reporting to the California Transportation Commission (CTC). Per the program's requirements, jurisdictions are required to submit a project list to the CTC with locations, schedule, and estimated useful life of the project before they can receive RMRA funds.

**Analysis:**

The Town is required to submit a proposed project list for the 2022/2023 Fiscal Year to the CTC by July 1, 2022 in order to receive RMRA funds. The Town will continue to receive apportionments monthly. The League of California Cities estimates that the Town of Paradise will receive \$597,630 of RMRA funds in the 2022/2023 Fiscal Year.

Due to the Camp Fire, the fiscal year 2022/2023 revenues from SB 1 are proposed to be used for ongoing maintenance of public roadways with majority of funds to be held indefinitely due to the uncertain future of the Town's transportation network. The recommended strategy for the Town is to hold all transportation funding revenues until the Town's repair efforts can be properly planned.

The Town will report any use of SB 1 revenues within the 2022/2023 Fiscal Year, as well as

update the project in the annual Expenditure Report, that is due to the Commission by December 1st, each year.

**Financial Impact:**

The Town of Paradise anticipates receiving \$597,630 of RMRA funds in the 2022/2023 fiscal year. The funds must be utilized to repair, rehabilitate, or maintain roadways within the Town.

**Attachments:**

- A. 2022/2032 Projected Revenues

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022/2023 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our Town are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the Town must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the Town will receive and estimated \$597,630 in RMRA funding in Fiscal Year 2022/2223 from SB 1; and

**WHEREAS**, this is the fifth year in which the Town is receiving SB 1 funding and will enable the Town to continue essential road maintenance and rehabilitation projects, safety improvements, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the Town has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the Town used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the Town maintain and rehabilitate 100 miles of our publicly owned roadways, which in light of the 2018 Camp Fire are in need of additional repairs and improvements; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the Town's streets and roads are in an at higher risk condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a at lower risk condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in

complete streets infrastructure, and using cutting-edge technology, materials and practices will have significant positive co-benefits statewide.

**NOW, THEREFORE BE IT RESOLVED** by the Town Council of the Town of Paradise, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of proposed projects will be funded in-part or solely with fiscal year 2022/2023 Road Maintenance and Rehabilitation Account revenues:

**Town Transportation Related Infrastructure Repair and Rehabilitation**

Due to the Camp Fire, the fiscal year 2022/2023 revenues from SB 1 are proposed to be used for ongoing maintenance of public roadways with majority of funds to be held indefinitely due to the uncertain future of the Town’s transportation network. The recommended strategy for the Town is to hold all transportation funding revenues until the Town’s repair efforts can be properly planned. The project schedule will be July 1, 2022- June 30, 2023 and the estimated useful life for ongoing maintenance work is 1-2 years.

The Town will report any use of SB 1 revenues within the 2022/2023 Fiscal Year, as well as update project in the annual Expenditure Report, that is due to the Commission by December 1<sup>st</sup>, each year.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 10<sup>th</sup> day of May 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

By: \_\_\_\_\_  
Steve Crowder, Mayor

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott E. Huber, Town Attorney

# Local Streets and Roads - Projected FY2022-23 Revenues

Based on State Dept of Finance statewide revenue projections

Estimated January 2022

	Highway Users Tax Acct (HUTA) <sup>(1)</sup> Streets & Highways Code					TOTAL HUTA	Road Mntnc Rehab Acct	TOTAL
	Sec2103 <sup>(5)</sup>	Sec2105 <sup>(3)</sup>	Sec2106 <sup>(3)</sup>	Sec2107 <sup>(3)</sup>	Sec2107.5 <sup>(4)</sup>			
<b>ALAMEDA COUNTY</b>								
ALAMEDA	796,626	521,851	293,741	712,933	7,500	2,332,651	1,843,723	4,176,374
ALBANY	182,590	119,611	71,027	163,408	4,000	540,636	422,590	963,226
BERKELEY	1,149,978	753,324	421,904	1,029,162	10,000	3,364,368	2,661,527	6,025,896
DUBLIN	637,181	417,402	235,909	570,239	7,500	1,868,231	1,474,701	3,342,931
EMERYVILLE	123,959	81,203	49,761	110,936	3,000	368,860	286,894	655,753
FREMONT	2,307,018	1,511,275	841,569	2,064,644	10,000	6,734,506	5,339,399	12,073,905
HAYWARD	1,557,017	1,019,966	569,539	1,393,438	10,000	4,549,961	3,603,585	8,153,546
LIVERMORE	898,386	588,512	330,650	804,002	7,500	2,629,049	2,079,238	4,708,287
NEWARK	481,212	315,231	179,338	430,656	6,000	1,412,437	1,113,724	2,526,162
OAKLAND	4,289,374	2,809,871	1,560,581	3,838,734	10,000	12,508,560	9,927,394	22,435,955
PIEDMONT	111,254	72,880	45,153	99,566	3,000	331,853	257,488	589,341
PLEASANTON	771,875	505,638	284,764	690,783	7,500	2,260,560	1,786,440	4,047,000
SAN LEANDRO	859,709	563,175	316,621	769,388	7,500	2,516,394	1,989,723	4,506,117
UNION CITY	716,800	469,559	264,787	641,493	7,500	2,100,140	1,658,973	3,759,112
<b>ALPINE COUNTY</b>								
<b>AMADOR COUNTY</b>								
AMADOR	1,822	1,194	5,678	1,631	1,000	11,325	4,217	15,542
IONE	77,984	51,086	42,394	69,791	2,000	243,255	180,488	423,743
JACKSON	45,808	30,008	26,882	40,995	1,000	144,693	106,018	250,711
PLYMOUTH	9,898	6,484	9,572	8,858	1,000	35,812	22,909	58,721
SUTTER CREEK	24,632	16,136	16,674	22,044	1,000	80,487	57,009	137,497
<b>BUTTE COUNTY</b>								
BIGGS	17,009	11,142	10,804	15,222	1,000	55,178	39,366	94,544
CHICO	1,098,064	719,317	392,409	982,702	10,000	3,202,492	2,541,377	5,743,869
GRIDLEY	64,846	42,479	27,690	58,033	2,000	195,048	150,080	345,128
OROVILLE	175,933	115,249	66,903	157,449	4,000	519,534	407,181	926,715
PARADISE	258,221	169,155	95,950	263,508	6,000	792,834	597,630	1,390,465
<b>CALAVERAS COUNTY</b>								
ANGELS CAMP	39,770	26,053	30,300	35,592	1,000	132,715	92,045	224,760
<b>COLUSA COUNTY</b>								
COLUSA	61,733	40,440	19,462	55,248	2,000	178,883	142,877	321,760
WILLIAMS	54,041	35,401	17,635	48,364	2,000	157,441	125,074	282,516





**Town of Paradise  
Council Agenda Summary  
Date: May 10, 2022**

**Agenda Item: 2(h)**

**Originated by:** Scott E. Huber, Town Attorney  
**Reviewed by:** Kevin Phillips, Town Manager  
**Subject:** Authorize Town Manager to Issue Easements on Town Property for Utility Purposes

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**Council Action Requested:** Adopt Resolution No. 22-\_\_\_, A Resolution of the Town Council of the Town of Paradise Authorizing the Town Manager to Issue Easements on Town Property for utility Purposes.

**Alternatives:** In the event that an easement is needed by a utility company on Town Property, the matter would need to come to the Town Council for a determination and issuance of the easement.

**Background:** The Town is experiencing a great amount of utility modification and relocation following the Camp Fire. Many utilities are being relocated underground. As a result, utility easements will need to be relocated, and in some instances, new easements acquired to facilitate the relocation of the utility lines and/or equipment. In many instances, these utility easements will be located on public property, which necessitates this resolution.

**Discussion:** When a utility decides to move or place their lines and equipment underground, they require an easement which grants them permission to place the equipment at that location, as well as giving the utility rights to inspect and maintain their equipment. These utility easements are frequently on public property. Currently, for the Town to provide an easement, the Town Council would need to authorize each easement. With the passage of this resolution, the Town Council would authorize the Town Manager to approve and execute all documents related to utility easements for the Town.

**Conclusion:** The issuance of an easement to a utility company ultimately benefits the Town and the Town's property itself, therefore, it is appropriate that the Council adopt the proposed resolution.

**Fiscal Impact Analysis:** Negligible costs resulting from staff time and the recording of a proper easement

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
AUTHORING THE TOWN MANAGER TO ISSUE EASEMENTS ON TOWN  
PROPERTY FOR UTILITY PURPOSES**

**WHEREAS**, the Town of Paradise provides vital governmental and community services to its residents; and

**WHEREAS**, the citizens of the Town receive significant benefit from the provision of stable utility services throughout the Town; and

**WHEREAS**, the Town has seen substantial and significant effort made to update and relocate utilities to predominantly underground locations; and

**WHEREAS**, in many instances, the utility companies and/or agencies require an easement on public property to update and relocate their equipment; and

**WHEREAS**, currently, the provision of an easement requires the involvement of the Town Council; and

**WHEREAS**, the Town desires to streamline the process to issue utility easements which ultimately improve the service provided to the Town residents; and

**WHEREAS**, going forward, when utility companies or agencies need to obtain an easement from the Town for the installation and/or update of utility transmission lines and equipment on Town property, the Town Manager shall have the authority to approve and execute all documents necessary to issue an easement to a utility company or agency.

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

**SECTION 1.** The above facts are true and correct and are incorporated by reference as if fully set forth herein.

**SECTION 2.** The Town Council hereby authorizes the Town Manager to approve and execute all documents related to utility easements on Town property.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of May, 2022 by the following vote:

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

**ATTEST:**

\_\_\_\_\_  
Steve Crowder, Mayor  
**APPROVED AS TO FORM:**

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

\_\_\_\_\_  
Scott E. Huber, Town Attorney \_\_\_\_



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 2(i)**

**ORIGINATED BY:** Susan Hartman, Community Development Director –  
Planning & Wastewater  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Planning Commissioner Vacancy Due to Expiration of  
Term of Office on June 30, 2021.

**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Re-appoint one Planning Commissioner, Kim Morris, whose term expired on June 30, 2021 for one 4-year term effective July 1, 2021 through June 30, 2025;  
OR
2. Approve a Notice of Vacancy and application and authorize staff to advertise the existing vacancy on the Planning Commission and designate two (2) Town Council members to serve as an interview panel.

**Background:**

The Paradise Planning Commission consists of a five-member board that was established by ordinance (Paradise Municipal Code Sections 2.12.030 through 2.12.039) to serve as an advisory board to the Paradise Town Council. The Commission meets once a month on the third Tuesday of the month at 6:00 p.m. in the Town Hall Council Chambers.

The Town Council generally appoints citizens to vacancies on boards and commissions by authorizing recruitment by application and scheduling appointments at a regular meeting. The Town Council has also utilized an interview process where two (2) Council Members serve as an interview panel and make recommendations for appointment to the full Council. In other instances of term expiration, the Town Council has re-appointed Commissioners who have voiced an interest in serving an additional term.

**Analysis:**

The Planning Commission term filled by Commissioner Morris expired on June 30, 2021; an inadvertent oversight by staff. Discussions with Commissioner Morris indicated that she would welcome a 2<sup>nd</sup> term as a Paradise Planning Commissioner. Commissioner Morris has been a welcomed addition to the Planning Commission since her appointment in February 2018 to complete the term of Commissioner Nichols following his resignation. She has a good working relationship with her fellow Commissioners and staff, is consistent with her meeting attendance, and is thoughtful in her consideration and recommendations for projects. A long-time resident of Paradise, her words and actions as a Commissioner demonstrate her high regard for the needs and safety of the community.

Staff supports the re-appointment of Commissioner Morris. Doing so will provide continuity on the Planning Commission through the final public hearings for the Housing & Safety Elements; projects she has been involved with since their launch in 2021. Since 2016, four (4) Planning Commissioners (Clarkson, Neumann, Nichols, & Towslee) have been re-appointed to second terms by the Town Council. As such, the request for re-appointment is reasonable and supported by past practice.

**Financial Impact:** None.



**Town of Paradise  
Council Agenda Summary  
Date: May 10, 2022**

**Agenda Item: 2(j)**

**Originated by:** Crystal Peters, Human Resources/Risk Management

**Reviewed by:** Kevin Phillips, Town Manager

**Subject:** Authorize destruction of certain records maintained in the Town's Human Resource Departments in keeping with the principles of an effective and cost efficient Records Management Program

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**Council Action Requested:** Adopt Resolution No. 22-\_\_\_, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Human Resources Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for three or more years and are eligible for destruction.

**Alternatives:** Consider making a determination that certain records listed for destruction have value to the agency, and direct that all or some records listed on Exhibit B continue to maintained.

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

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

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

**Fiscal Impact Analysis:** \$33.28 per bin from Access Shredding. Certain records contain information of a confidential nature, and it is prudent to retain a shredding service to destroy the records and provide the Town with a certificate of destruction.

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_**

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

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

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

**WHEREAS** the specific records are set forth on Exhibit “B”; and,

**WHEREAS**, the Human Resources Director is requesting to dispose certain records maintained in the Human Resources and Town Clerk Departments as set forth on the attached Exhibits “B”.

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

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

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of May, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

\_\_\_\_\_  
Steve Crowder, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Scott E. Huber, Town Attorney

TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_  
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS  
PURSUANT TO GOVERNMENT CODE SECTION 34090

**“EXHIBIT A”**

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

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibit B to Resolution No. 2022-\_\_.

DATED: May 10, 2022

\_\_\_\_\_  
SCOTT HUBER, Town Attorney

**TOWN OF PARADISE  
 RESOLUTION NO. 2022-\_\_  
 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE  
 AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS  
 PURSUANT TO GOVERNMENT CODE SECTION 34090**

**EXHIBIT “B”  
 LIST OF FILES ELIGIBLE FOR DESTRUCTION**

<b>PERSONNEL – Closed + 4 years</b>	
Administrative Assistant – Fire	4/16/2018
Animal Control Officer	4/5/2018
Public Safety Dispatcher	3/7/2018
Public Works Maintenance Worker I/II	3/1/2018
Police Chief	1/31/2018
Animal Control Officer	12/4/2017
Fire Marshal/Building Official	10/5/2017
Police Officer & Trainee	9/30/2017
Public Works Maintenance Worker I/II – Temp	9/28/2017
Police Chief	9/5/2017
Public Safety Dispatcher	8/3/2017
Animal Control Officer	5/3/2017
Public Works Maintenance Worker I/II	4/20/2017
Construction Inspector	4/17/2017
Police Sergeant	3/31/2017
Fire Prevention Inspector	3/22/2017
Police Trainee	3/16/2017
Public Safety Dispatcher	2/16/2017
Shelter Assistant P/T	1/19/2017

Reviewed by:

\_\_\_\_\_  
 Crystal Peters, Human Resources/Risk Management





**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 5(a)**

**ORIGINATED BY:** Kate Anderson, Housing Program Manager  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Public Hearing for a Substantial Amendment to the 2021-22 Annual Plan for the Community Development Block Grant.  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Conduct the second public hearing to solicit comments regarding a proposed Substantial Amendment to the 2021-22 Annual Plan; AND
2. Adopt the Substantial Amendment to the 2021-22 Annual Plan; OR
3. Revise the Substantial Amendment to the 2021-22 Annual Plan; AND
4. Authorize staff to submit the Substantial Amendment to the 2021-22 Annual Plan to the U.S. Department of Housing and Urban Development (barring no comments during the public comment period). (ROLL CALL VOTE)

**Background:**

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

"Timely performance" means compliance with the requirement that a CDBG Entitlement grantee must carry out its program in a timely manner, as measured by the rate of expenditure of funds from the grantee's Line of Credit (LOC). A CDBG Entitlement grantee, in accordance with the CDBG regulations at 24 CFR 570.902, must have a balance no greater than one and one-half (1.5) times its annual grant remaining in the Line of Credit, 60 days prior to the end of the program year. HUD has a longstanding policy of reducing the next year's grant allocation of a grantee that continues to be untimely.

According to federal regulations and the Town of Paradise Citizen Participation Plan, any changes to an adopted CDBG budget that amounts to more than 25% of the annual allocation, and/or a cancellation or addition of a new project/activity, requires: (a) public notification for solicitation of comments, (b) two public hearings, and (c) Town Council approval. The amendment is then submitted to HUD for acceptance.

**Analysis:**

The Town of Paradise currently has a balance of 5.8 times its annual grant due to loan pay-offs after the Camp Fire and corrections to our reporting methods. Over the past three years, the Town had attempted to spend these funds on larger projects (BRC, PCV rebuild and Sr. Center rebuild) but could not meet CDBG's requirements. Therefore, Staff has identified a sidewalk project along Skyway that does meet CDBG's requirements and benefits the entire town.

However, the Town must reallocate funds, through the Substantial Amendment process, from program income, code enforcement, housing assistance and general administration projects to public facilities and improvement. To move these funds, the Town must follow their current Citizen Participation Plan.

**Public Participation Process:**

**The Draft Substantial Amendment** is made available to the public on May 10<sup>th</sup>, 2022, following the public hearings. The draft is available on the Town's website ([www.townofparadise.com](http://www.townofparadise.com)), Town Hall, the Building Resiliency Center, Paradise Ridge Chamber of Commerce and the Paradise Branch of the Butte County Library. The public comment period is from May 11<sup>th</sup>, 2022 – June 9<sup>th</sup>, 2022. Written comments should be addressed to Kate Anderson, 5555 Skyway, Paradise, CA 95969, [kanderson@townofparadise.com](mailto:kanderson@townofparadise.com) or fax (530) 872-5914.

**Town Council on the final Substantial Amendment:** The second public hearing, held Tuesday, May 10<sup>th</sup>, 2022, at 6:00 p.m. in the Town Hall Council Chambers at 5555 Skyway, Paradise, California, asks Council to receive additional public comment at this time and to consider approving the submission of the proposed Substantial Amendment (barring no comments during the public comment period).

**Financial Impact:**

The impact of this agenda item will be to allocate \$462,327.78 to Public Facilities and Improvements.



**TOWN OF PARADISE**  
SUBSTANTIAL AMENDMENT TO THE 2021-22 ANNUAL PLAN

<p><b><u>Jurisdiction:</u></b></p> <p>TOWN OF PARADISE</p> <p><a href="http://www.townofparadise.com">www.townofparadise.com</a></p>	<p><b><u>CDBG Contact Person and Address:</u></b></p> <p>Kate Anderson 5555 Skyway, Paradise, CA 95969 Phone: 530-872-6291 x122 Fax: 530-877-5059 Email: <a href="mailto:kanderson@townofparadise.com">kanderson@townofparadise.com</a></p>
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According to federal regulations and the Town of Paradise Citizen Participation Plan, any changes to an adopted CDBG budget that amounts to more than 25% of the annual allocation, and/or a cancellation or addition of a new project/activity, requires: (a) public notification for solicitation of comments, (b) two public hearings, and (c) Town Council approval. The amendment is then submitted to HUD for acceptance.

The following amendment to the 2021-22 CDBG Annual Plan is proposed for Council Consideration.

**1. Reallocate funds from Program Income, Code Enforcement, Housing Assistance and General Administration to Public Facilities and Improvements**

The Program Income funds of \$126,956.67 will be re-allocated to Public Facilities and Improvements. The funding allocated of \$9,670.76 to Code Enforcement in 2015-16 will be re-allocated to Public Facilities and Improvements. The funding allocated of \$40,000 to Microenterprise Business Assistance in 2015-16 will be re-allocated to Public Facilities and Improvements. The funding allocated for a combined total of \$251,757.35 to Housing Assistance in 2017-18, 2018-19, and 2019-20 will be re-allocated to Public Facilities and Improvements. The funding allocated for \$33,943 to Planning & Administration in 2020-21 will be re-allocated to Public Facilities and Improvements. The total amount re-allocated to Public Facilities and Improvements is \$462,327.78. These funds will be used to infill sidewalks where none currently exist along Skyway between Neal Road and Bille Road. The highest priority locations will be infilled, enabling equitable access to critical destinations such as local markets, transit stops, pharmacies and community services.

CDBG Annual Plan Amendment

Program Year	Original Funds Remaining	Transferred to Public Facilities and Improvements	Funds Remaining Original Funds
2015-16	\$9,670.76	\$9,670.76	\$0
2016-17	\$40,000.00	\$40,000.00	\$0
2017-18	\$13,222.87	\$13,222.87	\$0
2018-19	\$120,701.08	\$120,701.08	\$0
2019-20	\$117,833.40	\$117,833.40	\$0
2020-21	\$33,943.00	\$33,943.00	\$0

Program Income Amendment

Program Year	Original Program Income Funds Remaining	Transferred to Public Facilities and Improvements	Funds Remaining in Program Income
Multiple	\$126,956.76	\$126,956.67	\$0

**PUBLIC PARTICIPATION:**

**The Draft Substantial Amendment** is made available to the public on May 10<sup>th</sup>, 2022, following the public hearings. The draft is available on the Town’s website ([www.townofparadise.com](http://www.townofparadise.com)), Town Hall, the Building Resiliency Center, Paradise Ridge Chamber of Commerce and the Paradise Branch of the Butte County Library. The public comment period is from May 11<sup>th</sup>, 2022 – June 9<sup>th</sup>, 2022. Written comments should be addressed to Kate Anderson, 5555 Skyway, Paradise, CA 95969, [kanderson@townofparadise.com](mailto:kanderson@townofparadise.com) or fax (530) 872-5914.

**Town Council on the final Substantial Amendment:** The second public hearing, held Tuesday, May 10<sup>th</sup>, 2022, at 6:00 p.m.in the Town Hall Council Chambers at 5555 Skyway, Paradise, California, asks Council to receive additional public comment at this time and to consider approving the submission of the proposed Substantial Amendment (barring no comments during the public comment period).



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 5(b)**

**ORIGINATED BY:** Kate Anderson, Housing Program Manager  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Review CDBG Citizen Participation Plan  
**LONG TERM RECOVERY PLAN:** N/A

**COUNCIL ACTION REQUESTED:**

1. Conduct the second public hearing to solicit comments regarding proposed changes to the Citizen Participation Plan; AND
2. Adopt the revised Citizen Participation Plan; OR
3. Further revise the Citizen Participation Plan; AND
4. Authorize staff to submit the Citizen Participation Plan to the U.S. Department of Housing and Urban Development (barring no comments during the public comment period). (ROLL CALL VOTE)

**Background:**

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

As required by 24 CFR Part 91 Section 105, entitlement grantees are required to adopt a Citizen Participation Plan that outlines grantees policies and procedures regarding citizen participation. The Town currently has an adopted Citizen Participation Plan that was last revised in 2019. Staff is proposing updating this latest version to include more flexibility allowed by HUD.

**Analysis:**

As you are aware, the Town is required to encourage citizens, including low and moderate income persons, non-English speaking persons and persons with disabilities, to participate in the development of the CDBG planning processes.

The current Citizen Participation Plan places more restrictions on the participation process than HUD regulations require. These proposed changes mirror HUD regulations to provide the Town with as much flexibility as is allowed.

**Financial Impact:**

There is no financial impact for this agenda item, as it is an update to a required document.

# **Town of Paradise**

## **Community Development Block Grant Program**

### **Citizen Participation Plan**

#### **I. GENERAL INFORMATION**

The Town of Paradise Community Development Block Grant Program (CDBG) is funded by an annual grant from the U. S. Department of Housing and Urban Development. The primary goal of the Community Development Block Grant Program is the development of viable communities by providing housing, economic, and supportive opportunities, principally for low and moderate-income individuals and families. This overall objective is achieved through the undertaking of eligible activities, each of which carries out at least one of three broad national objectives as outlined in the Housing and Community Development Act of 1974 (as amended). The National Objectives are:

- A. Benefiting low and moderate income families; or
- B. Aiding in the prevention or elimination of slums or blight; or
- C. Meeting other community development needs of particular urgency.

The National Objectives are achieved by carrying out one or more of the following eligible activities:

- A. Housing Activities:
  - Acquisition and disposition;
  - Clearance and demolition;
  - Rehabilitation and preservation;
  - Housing services in connection with HOME Investment Partnerships (HOME) Program activities;
  - Construction of housing by Community Based Development Organizations (CBDOs);
  - Home ownership assistance (e.g., downpayment assistance, interest subsidies);
  - Relocation assistance; and
  - Lead-based paint testing and abatement.
- B. Public Facilities and Improvements:
  - Acquisition, installation, construction and rehabilitation of infrastructure; and
  - Acquisition, construction or rehabilitation of neighborhood facilities and facilities for persons with special needs.

C. Public Services:

- Job training and employment services;
- Health care and substance abuse services;
- Child care;
- Crime prevention;
- Fair housing counseling;
- Recreation programs;
- Education programs;
- Public safety services;
- Services for senior citizens;
- Services for homeless persons; and
- Energy conservation counseling and testing.

D. Economic Development:

- Assistance to microenterprises and other businesses;
- Technical assistance and other support services to microenterprises;
- Acquisition, construction and rehabilitation of commercial and industrial properties;
- Outreach, marketing and other services to assisted businesses; and
- Relocation assistance for businesses temporarily or permanently relocated.

E. Planning and Administration:

- General management, oversight and coordination of the CDBG Program;
- Public information;
- Fair housing activities;
- Preparation of plans;
- Preparation of environmental reviews;
- Preparation and submission of applications for other Federal programs; and
- Capacity building activities related to policy, planning and management.

F. Other Eligible Activities:

- Code enforcement;
- Historic preservation;
- Interim assistance to arrest severe deterioration or to alleviate emergency conditions;
- Payment of non-Federal share grants in connection with CDBG-assisted and eligible activities;
- Technical assistance to public or nonprofit entities to increase the capacity of such entities to carry out eligible neighborhood revitalization or economic development activities;

- Assistance to institutions of higher education with the capacity to carry out other eligible activities; and
- Special activities by Community Based Development Organizations (CBDOs) in connection with neighborhood revitalization, community economic development and energy conservation projects.

## II. CITIZEN PARTICPATION PLAN

Community Development Block Grant funds are allocated to participating jurisdictions by the U.S. Congress. The Town is notified of their allocation in January of each year. The funding notification begins a planning and citizen participation process that encourages citizens, including low and moderate income persons, non-English speaking persons and persons with disabilities, an opportunity to participate in the development of the Annual Plan, the Five-Year Consolidated Plan, any proposed substantial amendments to a consolidated plan, and the Comprehensive Annual Performance Report.

Regional institutions, businesses, developers, non-profit organizations, community groups and faith-based organizations will also be involved in the public participation process.

Interwoven into all of the Town’s planning and implementation efforts is a commitment to minimize the displacement of families and individuals. However, in the event that the relocation is unavoidable, the Town will comply with applicable acquisition and relocation regulations. Regulatory requirements also apply to any agency or organization receiving Community Development Block Grant funds.

## III. PUBLICATION REQUIREMENTS

In accordance with 24 CFR 91.105(b)(2), the Town of Paradise will publish the proposed Consolidated Plan, Annual Action Plans, Program Amendments, and Performance Reports in sufficient detail to foster the public’s understanding of the Town’s intentions.

In addition to the published summary of the Consolidated Plan, Annual Action Plans, Substantial Program Amendments, and Performance Reports, the completed documents will be available for public review during the public comment period at the following locations:

- ~~\_\_\_\_\_~~ Town Hall, 5555 Skyway, Paradise, California
- Building Resiliency Center, 6295 Skyway, Paradise, California
- Town of Paradise Website at [www.townofparadise.com](http://www.townofparadise.com)
- Paradise Ridge Chamber of Commerce, ~~5550 Skyway~~ 6161 Clark Road, Ste. 1, Paradise, California
- Paradise Branch of the Butte County Public Library, 5922 Clark Road, Paradise, California
- ~~Paradise Ridge Community Resource Center, 6249 Skyway, Paradise, California~~



- ~~Paradise Ridge Senior Center, 877 Nunneley Road, Paradise, California~~

#### IV. PUBLIC HEARING REQUIREMENTS

The Town will publish official Public Notices of the hearings in the local newspaper at least 15 days prior to the Public Hearing.

##### A. Consolidated Plan and Annual Plans

The Town will conduct at least two public hearings per year to obtain citizen's views and to respond to proposals and questions. The hearings must address housing and community development needs, development of proposed activities, and a review of program performance.

One of the hearings ~~must~~ will be held before the proposed consolidated plan/annual plan is published for comment. A second hearing will be held to solicit comments on the draft. ~~The second hearing will initiate a~~ A 30-day comment period on the draft Consolidated Plan and the draft Annual Action Plan is required. All public comments submitted to staff will be attached to the Consolidated Plan or Annual Action Plan. Public hearings are conducted in accordance with 24 CFR 91.105(e)(1).

##### B. Substantial Amendments

~~A 15-day notice of the a Public Hearing for the proposed substantial amendment will be published in the local newspaper before a public hearing to present the contents and the need for the substantial amendment. Publication of the substantial amendment will following the same procedures as listed in Part III of this plan. The public hearing will initiate a 30-day comment period on the substantial amendment is required. All public comments submitted to staff will be attached to the amendment, as required by 24 CFR 91.105(c). Public hearings for Substantial Amendments will follow the same procedures as listed above in subpart A, as required by 24 CFR 91.105(c).~~

##### C. Performance Reports

A Public Hearing will be conducted after a 15-day notice is published in the local newspaper. ~~The public hearing will initiate a~~ A 15-day public comment period is required before the Performance Report is submitted to HUD. All public

comments submitted to staff will be attached to the report. Public hearings are conducted in accordance with 24 CFR 91.105(d)(1).

Given prior notice, the Town will arrange to meet the needs of non-English speaking residents. The same is true for the needs of the sight or hearing impaired and residents with special needs. Call 530-872-6291 to make special arrangements or for TDD users, call CA Relay Service TDD Access #1-800-735-2929.

## **V. AMENDMENTS**

The Town may amend its Consolidated Plan and Annual Action Plans after they have been approved by Council. Below, subpart A outlines what types of changes require an amendment and subpart B outlines what changes require a Substantial Amendment. An amendment has to be submitted to HUD while a Substantial Amendment is required to go through the public noticing and public hearing process as outlined in Sections III and IV above.

- A. Based on 24 CFR 91.505(a), the Town will make an amendment to its approved Annual Plan whenever one of the following decisions is made:
  - 1. To make a change in its allocation priorities or a change in the method of distribution of funds;
  - 2. To carry out an activity, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan; or
  - 3. To change the purpose, scope, location, or beneficiaries of an activity.
  
- B. Based on Sec. 91.505(b), the Town will make a Substantial amendment to its approved Consolidated Plan whenever one of the following decisions is made:
  - 1. Any change as outlined under Section V(A) and;
  - 2. Any change in funding for an existing activity that amounts to 25% or more of the Annual Plan allocation for the program year.

All public comments submitted to staff will be attached to the Substantial Amendment. Upon completion of an amendment or substantial amendment, the Town will notify HUD and submit a copy of each amendment as it occurs; or at the end of a program year.

## **VI. CITIZEN COMMENT ON PARTICIPATION PLAN & AMENDMENTS**

Any citizen comments received during the comment period will be considered in preparing the final draft of the Consolidated Plan, Annual Action Plan and Performance Report. Additionally, a summary of those comments received but not accepted for inclusion in the plan, and reasons for the exclusion, will be attached to the final Consolidated Plan and Annual Action Plan.

Substantial Amendments to adopted plans must follow the same procedures.

## VII. PUBLIC ACCESS TO INFORMATION

Documents related to the hearing will be available to review five days prior to the hearing. Furthermore, in most cases, the hearings initiate the comment period, thereby granting sufficient time to review and comment on the plan or program amendment. All documents will be available for public review during normal business hours in the Business & Housing Services Division, located at Town Hall, 5555 Skyway.

## VIII. TECHNICAL ASSISTANCE

Technical assistance in developing proposals for funding assistance is available to agencies and organizations that serve low and moderate-income residents. Town staff will determine the level and type of assistance based on written request for assistance from the organization. Technical assistance is limited to those programs covered by the Consolidated Plan.

Technical assistance will not include the provision of funds to the organization. The provision of technical assistance does not imply funding approval by either Town Staff, Commissions, or the Town Council.

## IX. COMPLAINTS

Citizen complaints related to the Town's Consolidated Plan, Annual Plan, Program Amendments, or the Annual Performance Report (CAPER) should be directed to:

Town Manager  
Town of Paradise  
5555 Skyway  
Paradise, California 95969

Citizen complaints will receive a written response from the Town of Paradise. Town staff will endeavor to provide timely (within 15 working days) and substantive written responses to every written citizen complaint.

Citizens may also direct program-related complaints to:

U. S. Department of Housing and Urban Development  
600 Harrison Street, 3rd Floor  
San Francisco, CA 94107-1300

## X. GLOSSARY

**Annual Action Plan:** This document allocates one year's funding (entitlement and program income) to specific projects and activities for the CDBG program. It is submitted to HUD 45

days prior to the start of the Town's fiscal year or no later than May 15 and is developed in accordance with federal regulations (24 CFR Part 91).

**Program Year:** July 1<sup>st</sup> through June 30<sup>th</sup>, same as the Town's fiscal year.

**Citizen Participation Plan:** This plan is prepared to facilitate and encourage public participation and involvement in the Consolidated Plan process and the Town's CDBG program, especially by low- and moderate-income persons. The plan identifies public participation requirements as identified by federal regulations (24 CFR Part 91).

**Community Development Block Grant (CDBG) Program:** A federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). The program allocates money to eligible cities and counties for housing rehabilitation, affordable housing assistance, community services and community development activities (including community facilities and economic development).

**Consolidated Annual Performance Evaluation Report (CAPER):** This document reports on the progress in carrying out the Consolidated Plan and Annual Action Plan. The report is prepared annually by the Town in accordance with federal regulations (24 CFR Part 91). It is due to HUD no later than 90 days after the end of the Town's fiscal year or September 28<sup>th</sup>.

**Consolidated Plan:** This document serves as the Town's application for CDBG funds and sets forth the priorities and strategies to address the needs of primarily low- and moderate-income persons and areas in the Town. It covers a five year period and is submitted to HUD 45 days prior to the start of the Town's fiscal year or no later than May 15<sup>th</sup>, and is developed in accordance with federal regulations (24 CFR Part 91).

**Low- and Moderate- Income Households:** These are households earning less than 80% of the area median income. They are broken down into the following income designations:

- Extremely Low-Income- households with incomes less than 30% of the area median family income, adjusted for household size.
- Low-Income- households with incomes between 31% and 50% of the area median family income, adjusted for household size.
- Moderate-Income- households with incomes between 51%-80% of the area median family income, adjusted for household size.

**Low- and Moderate-Income Neighborhood:** In general, this is defined by a census tract(s) or block group(s), where a minimum of 51% of the residents have low- or moderate-incomes.

**Median Family Income:** HUD surveys major metropolitan areas annually to develop an index of median family income by household size. Most CDBG funded activities and programs must benefit primarily the lower and moderate-income households.





**Town of Paradise**

**Council Agenda Summary**

**Agenda Item: 5(c)**

**Date: 10, 2022**

**ORIGINATED BY:** Susan Hartman, Community Development Director –  
Planning & Wastewater  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Public Hearing: Appeal of Planning Commission’s  
Revocation of the 6082 Lucky John Rd RV Temporary  
Use Permit [PL19-00147)  
**LONG TERM  
RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

1. Open the duly noticed and published public hearing regarding the appeal of the Temporary Use Permit revocation of property located at 6082 Lucky John Road, further identified as APN. 053-030-005; and,
2. Concur with the Planning Commission determination that the temporary land use is in violation of the interim housing urgency ordinance standards; and,
3. Concur with the temporary use permit decision actions of the Planning Commission thereby **DENYING THE APPEAL**; or,
4. Find that the Town shall not concur with the project decision actions of the Planning Commission, **Uphold the Appeal** and thereby **Deny the Permit Revocation**. (ROLL CALL VOTE)

**Background:**

***Statement of facts pertaining to the temporary use permit issued to 6082 Lucky John Rd:***

On September 16, 2019, Ms. Christine Johnson-Wood was issued a temporary use permit (TUP) sanctioning the temporary residential occupancy of a recreation vehicle (RV) for the effective period of the interim housing urgency ordinance.

On March 25, 2020, a Notice of Violation was sent to the property owner/applicant for no solid waste service.

On June 6, 2021, the property was found to be non-compliant for fire hazards (grasses & weeds) and a Notice of Violation was sent by the Fire Dept to the property owner to correct the violation.

In October 2021, the violation was forwarded to the Code Enforcement Office for citation. On October 8, 2021, the first citation for \$100 was issued to the property owner for violation of Paradise Municipal Code Section 8.04.010 relating to fire hazards.

The follow-up compliance inspection on November 2, 2021, noted there was no RV on site.

On November 10, 2021, the second citation for \$200 was issued to the property owner for continued fire hazards. In accordance with the urgency ordinance, since two citations had been issued on a single code violation, a temporary use permit revocation notice was sent via certified mail informing the owner that the violations were cause for temporary use permit revocation if not corrected within thirty (30) days as well as posted on-site. The certified notice was returned unclaimed on December 7, 2021. As such, the previously issued second citation and revocation notice were resent via standard mail December 17, 2021, which was not returned.

On December 10, 2021, the third citation for \$500 was issued for failure to remove the fire hazards.

On March 30, 2022, the Town's Fire Prevention Inspector confirmed this property remains non-compliant for defensible space and fuels management.

On April 4, 2022, Town staff verified that an RV had been move back on to the property which was not connected to a functioning septic system (brought on a portable toilet), had a flex hose discharging straight on the ground, and had no solid waste service with NRWS.

At the April 19, 2022 Planning Commission meeting, the Commissioners held a public hearing regarding the requested RV temporary use permit revocation for continued violations of the interim housing urgency ordinance. The TUP was revoked through a 4-0 vote (one Commissioner absent and not voting) and a notice of permit revocation was posted on-site and mailed to the owner the following day.

On April 21, 2022, the owner filed a written appeal and paid the appeal hearing deposit of \$117.38.

### **Analysis:**

Paradise Municipal Code Chapter 8.61 (interim housing urgency ordinance) provides that two violations within a twelve month period, or two citations on a single violation, of any requirements set forth in Section 8.61.070 *Standards*, may be cause for revocation of the temporary use permit in accordance with the procedures outlined in PMC Section 17.45.230, violation of terms of the use permit, as well as proceeding with public nuisance abatement set forth in Section 8.61.140, public nuisance abatement procedure.

Section 17.45.230 (Violation of terms of the use permit) of the Paradise Municipal Code details that whenever any alleged violation of the terms of a use permit is brought to the attention of the planning director and after investigation it is determined that a violation does exist, then the permittee shall be sent a written notice to comply within thirty (30) days. The notice shall be sent by certified mail, return receipt requested, and the thirty-day period shall commence with the date of the mailing of the notice. If the permittee does not comply within the thirty-day period, the planning director (or designee) may place the question of revocation of the use permit on the agenda of the next available planning commission and/or planning director meeting. A public hearing shall be required to be conducted by the planning commission or the planning director in order for the town to legally revoke a use permit. Said notice was sent, via certified mail, on November 10, 2021 and again via standard mail on December 17, 2021.

For the appeal hearing, the notice was published in the local newspaper on April 30, 2022 and mailed to all neighboring landowners within 300' of the project site.

Non-compliance with the defensible space and solid waste collection ordinances of the Town is

a health and safety violation. The noticing sent to the owner followed the standards outlined in the interim housing urgency ordinance as well as the use permit revocation ordinance. Therefore, the scheduling of the revocation hearing, and subsequent permit revocation, was proper and necessary to ensure that fire dangers created through the existence of excessive fuels and health and safety hazards created through the lack of garbage service and connection to a functioning septic system are mitigated through the forwarding of this active code enforcement case to the Town's legal counsel to begin abatement proceedings.

The revocation of a permit through the enforcement of a local ordinance is an activity that is exempt from environmental review through CEQA (California Environmental Quality Act) Categorical Exemption 15321, Class 21 *Enforcement Actions by Regulatory Agencies*

**Financial Impact:**

There are no general fund costs associated with upholding the revocation of the temporary use permit. Costs would only be incurred in the future when/if the property goes through abatement.

Attachments:

- Copies of notices and citations sent to the mailing address provided by the applicant.
- CEQA notice of exemption.
- Picture of RV noted on-site in April 2022.
- Notice of 4/20/22 posting of permit revocation determination.
- Copy of written appeal from owner received 4/21/2022.
- Copy of the hearing notice.



# TOWN OF PARADISE COURTESY NOTICE OF VIOLATION

Date: 3/18/20

APN: 053-030-005

Address: 6082 Lucky John Road Paradise, CA 95969

Property Owner: Robert Wagoner - Special Needs Trust for Christine Elizabeth Johnson

Mailing Address (if different): 747 Cessna Avenue Chico, CA 95928

The Paradise Municipal Code was adopted to promote and ensure the public health, safety and general welfare of our residents.

Paradise Municipal Code Section 8.08.090 (A) requires **the owner** of any occupied property in the Town of Paradise to maintain solid waste (garbage) service with the Town authorized franchisee for weekly removal of solid waste.

**The reason for this notice:** The Town of Paradise has been notified by Northern Recycling and Waste Service (NRWS) that the above property lacks solid waste service as required in your temporary use permit.

Unless the property is vacant and is verifiable, you must establish collection service with NRWS **within seven days from the above date**. When your service has been established, NRWS will contact the Town and this matter will be closed.

Thank you for your help and civic pride in the Town of Paradise. Although we regret any inconvenience that this action may cause you, it is in your best interest to attain compliance. A copy of the code pertaining to the above may be obtained from the Town website at [www.townofparadise.com](http://www.townofparadise.com), or from the Town Clerk at Town Hall (telephone 872-6291). If you have any questions, please do not hesitate to call me.

**Please call Northern Recycling & Waste Services at (530) 876-3340 today!**

If you have already established service by the time you receive this notice, NRWS will notify the Town and the matter will be closed. Thank you for your prompt response by taking care of this matter.

**\*\*\*IMPORTANT INFORMATION ON THE REVERSE SIDE OF THIS NOTICE\*\*\***

Rick Trent, Town of Paradise Code Enforcement Officer • 5555 Skyway, Paradise, CA 95969  
Telephone (530) 872-6291 ext 124 • E-mail: [rtrent@townofparadise.com](mailto:rtrent@townofparadise.com)



# Town of Paradise

## PARADISE FIRE & RESCUE

767 Birch Street, Paradise, CA 95969  
www.townofparadise.com  
(530) 872-6264



### NOTICE TO ABATE FIRE HAZARD

560\*\*\*\*\*SCH 5-DIGIT 95928 2-4  
Johnson Christine Elizabeth Special Needs Trust  
C/O Wagoner Robert L Trustee  
747 Cessna Ave  
Chico, CA 95928-9575



This notice identifies you as the current recorded owner of a parcel of land. Property owners are responsible for notifying the Butte County Assessor's Office of any mailing address change:  
[www.buttecounty.net/assessor](http://www.buttecounty.net/assessor)

Date Mailed	Assessors Parcel #	Property Location	Parcel Size
6/18/21	053-030-005-000	6082 LUCKY JOHN RD, PARADISE CA 95969	1.48 Acres

Dear Property Owner,

On, June 6, 2021, your property indicated above was found to be **in violation** of the Defensible Space and Fuel Reduction Requirements of the Paradise Municipal Code (PMC), California Fire Code (CFC), the California Code of Regulations (CCR), and/or the California Public Resources Code (PRC).

**You are hereby notified that the following work must be completed:**

- 4a & 4b) Throughout the entire parcel, cut grass to 4 inches and/or thin brush to small groups 10 ft apart
- 2) Remove vegetative debris piles (brush piles), branches, or felled trees

### DEADLINE TO REMOVE HAZARD: July 18, 2021

Failure to meet fire hazard requirements outlined in this violation letter will be subject to Administrative Citations of **\$100** for the first citation, **\$200** for the second, and **\$500** for the third and subsequent citations; as well as fines, forced abatement, and/or other remedies pursuant to Paradise Municipal Code. **There are no penalties if you complete the required clearance by the deadline above.** While the law provides legal remedies for non-compliant parcels, the fire department's overall goal is to provide an effective public outreach, education, and awareness program that promotes voluntary compliance.

The **property owner** is responsible for maintaining their property in compliance **year-round**. Peak annual enforcement begins **May 1<sup>st</sup>** of each year and continues throughout the remainder of the declared fire season. Inspections are made routinely, with additional re-inspections as necessary or as complaints are received. Regrowth of vegetation may result in the need for additional fire hazard vegetation removal throughout the year. All cut material shall be removed from the property and disposed of properly. Protect water quality. Do not clear vegetation to bare mineral soil and avoid use of heavy equipment in and around waterways. Vegetation removal can cause erosion, especially on hillsides. Minimize soil disturbance on steep slopes.

**See Reverse Side for Additional Requirements and Information**

For further information, please visit [www.makeitparadise.org](http://www.makeitparadise.org), email [defensiblespace@townofparadise.com](mailto:defensiblespace@townofparadise.com), or call 530-872-6264x301.

# TOWN OF PARADISE NOTICE OF VIOLATION ADMINISTRATIVE CITATION

DATE OF VIOLATION: 10/08/2021	TIME: 9:47AM	CASE NUMBER: CE21-000886	CITATION NUMBER: 21100808CRFIRE
NAME: JOHNSON CHRISTINE ELIZABETH SPECIAL NEEDS TRUST C/O WAGONER ROBERT			
ADDRESS: 747 CESSNA AVE			
CITY STATE ZIP: CHICO, CA 95928			
LOCATION OF VIOLATION(S) IF DIFFERENT THAN ABOVE ADDRESS: 6082 LUCKY JOHN RD			APN: 053-030-005

**CA FIRE CODE & TOWN OF PARADISE MUNICIPAL CODE VIOLATION(S):**

PMC § 8.04.010 – Declaration of a Public Nuisance

- A. Fire hazards: Dry or dead shrub, dead tree, combustible refuse and waste, or any material growing on a street, sidewalk or upon private property within the town, which by reason of its size, manner of growth and location is determined by the town fire chief or fire marshal to constitute a fire hazard to a building, improvement, crop or other property, or when dry, will in reasonable probability constitute a fire hazard

**Examples of Compliance Needs:** Grasses must be cut and removed to a height of four (4) inches; The majority of the brush shall be removed. Small groups of plants spaced ten (10) ft apart may remain; Felled trees and debris piles (such as brush piles) must be removed; Address identification shall be legible and placed in a position that is visible from the street or road fronting the property. *Please review Paradise Municipal Code sections 8.58 for Defensible Space and Hazardous Fuel Management.*

If you have any questions, please contact Paradise Fire Prevention at 530-872-6291 x303

**PENALTY AMOUNT (FOR EACH COUNT)**

1<sup>st</sup> Citation \$100.00                      2<sup>nd</sup> Citation \$200.00                      3<sup>rd</sup> and Subsequent Citations \$500.00  
 (PENALTIES PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 36900)

\$ 100.00                      **TOTAL PENALTY DUE WITHIN THIRTY (30) DAYS**

FAILURE TO PAY THE PENALTY WILL RESULT IN 100% ADDITIONAL PENALTY AND  
RECORDED LIEN AGAINST ANY REAL PROPERTY.

**YOU CAN BE CITED EACH AND EVERY DAY THE VIOLATION(S) EXISTS.**

**IMPORTANT INFORMATION:** ORDER, PENALTY INFORMATION, PAYMENT AND APPEAL PROCEDURES ARE PRINTED ON THE **REVERSE SIDE** OF THIS CITATION. PENALTIES SHALL BE DUE AND PAYABLE WITHIN 30 DAYS AFTER ISSUANCE OF THE CITATION. PLEASE WRITE THE ABOVE CITATION NUMBER ON THE CHECK OR MONEY ORDER (CASH OR CREDIT CARDS ARE ALSO ACCEPTABLE) AND **MAKE PAYABLE TO THE "TOWN OF PARADISE."**

*Chris Rainey*

DATE ISSUED: 10/08/2021

Chris Rainey, Fire Prevention Inspector



Community Development Department  
 Code Enforcement Division  
 6295 Skyway Road Paradise, CA 95969  
 codeenforcement@townofparadise.com  
 (530) 872-6291 ext 110

<b>DATE:</b>	11/2/2021
<b>ADDRESS:</b>	6082 LUCKY JOHN RD
<b>APN#:</b>	053-030-005
<b>CASE #:</b>	CE21-000886

COMPLIANCE  
**INSPECTION FORM**

<b>INSPECTOR:</b> Roy Wallis	<b>TITLE:</b> Senior Supervising Code Enforcement Officer
------------------------------	---

<b>VIOLATION:</b> WEEDS <b>DESCRIPTION:</b> FD Weeds violation w/ TUP
---

<b>COMPLAINANT:</b> FD	<b>PHONE #:</b>
------------------------	-----------------

<b>SUBJ. CONTACTED:</b>	<b>CONTACT'S NAME:</b>
-------------------------	------------------------

<b>FIELD NOTES:</b> Weeds viol still exists. No RV on site.
---

<b>VERIFIED</b> <input checked="" type="checkbox"/>	<b>UNDETERMINED</b>	<b>UNFOUNDED</b>	<b>CLOSED</b>
<b>FOLLOW UP</b>	<b>REFERRED</b>	<b>NOV</b>	<b>TDN CITATION</b>

<b>SIGNATURE:</b>	<b>DATE:</b>
	11/2/2021

# TOWN OF PARADISE NOTICE OF VIOLATION ADMINISTRATIVE CITATION

DATE OF VIOLATION: November 9, 2021	TIME: 10:20am	CASE NUMBER: CE21-000886	CITATION NUMBER: 21111011CRFIRE
NAME: JOHNSON CHRISTINE ELIZABETH SPECIAL NEEDS TRUST C/O WAGONER ROBERT			
ADDRESS: 747 CESSNA AVE			
CITY STATE ZIP: CHICO, CA 95928			
LOCATION OF VIOLATION(S) IF DIFFERENT THAN ABOVE ADDRESS: 6082 LUCKY JOHN RD			APN: 053-030-005

**CA FIRE CODE & TOWN OF PARADISE MUNICIPAL CODE VIOLATION(S):**

PMC § 8.04.010 – Declaration of a Public Nuisance

- A. Fire hazards: Dry or dead shrub, dead tree, combustible refuse and waste, or any material growing on a street, sidewalk or upon private property within the town, which by reason of its size, manner of growth and location is determined by the town fire chief or fire marshal to constitute a fire hazard to a building, improvement, crop or other property, or when dry, will in reasonable probability constitute a fire hazard

**Examples of Compliance Needs:** Grasses must be cut and removed to a height of four (4) inches; The majority of the brush shall be removed. Small groups of plants spaced ten (10) ft apart may remain; Felled trees and debris piles (such as brush piles) must be removed; Address identification shall be legible and placed in a position that is visible from the street or road fronting the property. *Please review Paradise Municipal Code sections 8.58 for Defensible Space and Hazardous Fuel Management.*

If you have any questions, please contact Paradise Fire Prevention at 530-872-6291 x303

**PENALTY AMOUNT (FOR EACH COUNT)**

1<sup>st</sup> Citation \$100.00      ~~X~~ 2<sup>nd</sup> Citation \$200.00      3<sup>rd</sup> and Subsequent Citations \$500.00  
(PENALTIES PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 36900)

**\$ 200.00      TOTAL PENALTY DUE WITHIN THIRTY (30) DAYS**

FAILURE TO PAY THE PENALTY WILL RESULT IN 100% ADDITIONAL PENALTY AND  
RECORDED LIEN AGAINST ANY REAL PROPERTY.

**YOU CAN BE CITED EACH AND EVERY DAY THE VIOLATION(S) EXISTS.**

**IMPORTANT INFORMATION:** ORDER, PENALTY INFORMATION, PAYMENT AND APPEAL PROCEDURES ARE PRINTED ON THE **REVERSE SIDE** OF THIS CITATION. PENALTIES SHALL BE DUE AND PAYABLE WITHIN 30 DAYS AFTER ISSUANCE OF THE CITATION. PLEASE WRITE THE ABOVE CITATION NUMBER ON THE CHECK OR MONEY ORDER (CASH OR CREDIT CARDS ARE ALSO ACCEPTABLE) AND **MAKE PAYABLE TO THE "TOWN OF PARADISE."**

  
Chris Rainey, Fire Prevention Inspector

DATE ISSUED: 11/10/2021



**Town of Paradise**  
Community Development Department  
Building Resiliency Center  
6295 Skyway  
Paradise, CA 95969  
(530) 872-6291 x411

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November 10, 2021

Johnson Christine Elizabeth Special Needs Trust  
Wagoner Robert  
747 Cessna  
Chico, CA 95928

## **Notice of Revocation RV Temporary Use Permit**

RV Location: 6082 Lucky John  
APN: 053-030-005-000

Dear Mr. Wagoner,

**You are receiving this revocation notice due to being out of compliance with the conditions of your RV temporary use permit.**

The Town of Paradise Urgency Interim Housing Ordinance No. 612 states that two violations within a 12-month period, or two citations on a single violation, of any standard listed in the Urgency Ordinance, may be cause for revocation.

**Code violations listed on administrative citation CE21-00886 must be corrected within 30 days from the date of this notice.**

When the violations are corrected, or if you have questions, please contact the Building Resiliency Center by calling 530-872-6291 ext. 110. **Failure to correct the violation(s) in the timeframe given will be cause for another citation to be issued and a revocation hearing to be scheduled which may result in abatement proceedings.**

Sincerely,

Susan Hartman  
Planning Director

Enclosed: CE21-000886 – 21100808CRFIRE

# TOWN OF PARADISE NOTICE OF VIOLATION ADMINISTRATIVE CITATION

DATE OF VIOLATION: November 9, 2021	TIME: 10:20am	CASE NUMBER: CE21-000886	CITATION NUMBER: 21111011CRFIRE
NAME: JOHNSON CHRISTINE ELIZABETH SPECIAL NEEDS TRUST C/O WAGONER ROBERT			
ADDRESS: 747 CESSNA AVE			
CITY STATE ZIP: CHICO, CA 95928			
LOCATION OF VIOLATION(S) IF DIFFERENT THAN ABOVE ADDRESS: 6000 LUCKY TOWN RD			APN:

**CERTIFIED MAIL**

0812/1  
 NIXIE 958 DE 1  
 RETURN TO SENDER  
 UNCLAIMED  
 UNABLE TO FORWARD  
 BC: 95969493155  
 2772-8833



**UNCLAIMED**

1<sup>st</sup> Citation \$100.00     2<sup>nd</sup> Citation \$200.00    3<sup>rd</sup> and Subsequent Citations \$500.00  
 (PENALTIES PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 36900)

**\$ 200.00      TOTAL PENALTY DUE WITHIN THIRTY (30) DAYS**

FAILURE TO PAY THE PENALTY WILL RESULT IN 100% ADDITIONAL PENALTY AND  
 RECORDED LIEN AGAINST ANY REAL PROPERTY.  
**YOU CAN BE CITED EACH AND EVERY DAY THE VIOLATION(S) EXISTS.**

**IMPORTANT INFORMATION:** ORDER, PENALTY INFORMATION, PAYMENT AND APPEAL PROCEDURES ARE PRINTED ON THE **REVERSE SIDE** OF THIS CITATION. PENALTIES SHALL BE DUE AND PAYABLE WITHIN 30 DAYS AFTER ISSUANCE OF THE CITATION. PLEASE WRITE THE ABOVE CITATION NUMBER ON THE CHECK OR MONEY ORDER (CASH OR CREDIT CARDS ARE ALSO ACCEPTABLE) AND **MAKE PAYABLE TO THE "TOWN OF PARADISE."**

*For*  
 Chris Rainey, Fire Prevention Inspector

DATE ISSUED: 11/10/2021

# TOWN OF PARADISE NOTICE OF VIOLATION ADMINISTRATIVE CITATION

DATE OF VIOLATION: December 9, 2021	TIME: 3:44PM	CASE NUMBER: CE21-000886	CITATION NUMBER: 21121003CRFIRE
NAME: JOHNSON CHRISTINE ELIZABETH SPECIAL NEEDS TRUST C/O WAGONER ROBERT			
ADDRESS: 747 CESSNA AVE			
CITY STATE ZIP: CHICO, CA 95928			
LOCATION OF VIOLATION(S) IF DIFFERENT THAN ABOVE ADDRESS: 6082 LUCKY JOHN RD			APN: 053-030-005

**CA FIRE CODE & TOWN OF PARADISE MUNICIPAL CODE VIOLATION(S):**

PMC § 8.04.010 – Declaration of a Public Nuisance

- A. Fire hazards: Dry or dead shrub, dead tree, combustible refuse and waste, or any material growing on a street, sidewalk or upon private property within the town, which by reason of its size, manner of growth and location is determined by the town fire chief or fire marshal to constitute a fire hazard to a building, improvement, crop or other property, or when dry, will in reasonable probability constitute a fire hazard

**Examples of Compliance Needs:** Grasses must be cut and removed to a height of four (4) inches; The majority of the brush shall be removed. Small groups of plants spaced ten (10) ft apart may remain; Felled trees and debris piles (such as brush piles) must be removed; Address identification shall be legible and placed in a position that is visible from the street or road fronting the property. *Please review Paradise Municipal Code sections 8.58 for Defensible Space and Hazardous Fuel Management.*

If you have any questions, please contact Paradise Fire Prevention at 530-872-6291 x303

**PENALTY AMOUNT (FOR EACH COUNT)**

1<sup>st</sup> Citation \$100.00      2<sup>nd</sup> Citation \$200.00      ~~X~~ 3<sup>rd</sup> and Subsequent Citations \$500.00  
(PENALTIES PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 36900)

**\$ 500.00      TOTAL PENALTY DUE WITHIN THIRTY (30) DAYS**

FAILURE TO PAY THE PENALTY WILL RESULT IN 100% ADDITIONAL PENALTY AND  
RECORDED LIEN AGAINST ANY REAL PROPERTY.

**YOU CAN BE CITED EACH AND EVERY DAY THE VIOLATION(S) EXISTS.**

**IMPORTANT INFORMATION:** ORDER, PENALTY INFORMATION, PAYMENT AND APPEAL PROCEDURES ARE PRINTED ON THE **REVERSE SIDE** OF THIS CITATION. PENALTIES SHALL BE DUE AND PAYABLE WITHIN 30 DAYS AFTER ISSUANCE OF THE CITATION. PLEASE WRITE THE ABOVE CITATION NUMBER ON THE CHECK OR MONEY ORDER (CASH OR CREDIT CARDS ARE ALSO ACCEPTABLE) AND **MAKE PAYABLE TO THE "TOWN OF PARADISE."**

*Chris Rainey*

DATE ISSUED: 12/10/2021

Chris Rainey, Fire Prevention Inspector





**Town of Paradise**  
Community Development Department  
Building Resiliency Center  
6295 Skyway  
Paradise, CA 95969  
(530) 872-6291 x411

December 17, 2021

Johnson Christine Elizabeth Special Needs Trust  
Wagoner Robert  
747 Censsa  
Chico, CA 95928

## **Notice of Revocation RV Temporary Use Permit**

RV Location: 6082 Lucky John  
APN: 053-030-005

Dear Mr Wagoner,

**You are receiving this revocation notice due to being out of compliance with the conditions of your RV temporary use permit.**

The Town of Paradise Urgency Interim Housing Ordinance No. 612 states that two violations within a 12-month period, or two citations on a single violation, of any standard listed in the Urgency Ordinance, may be cause for revocation.

**Code violations listed on administrative citation CE21-00886 must be corrected within 30 days from the date of this notice.**

When the violations are corrected, or if you have questions, please contact the Building Resiliency Center by calling 530-872-6291 ext. 110. **Failure to correct the violation(s) in the timeframe given will be cause for another citation to be issued and a revocation hearing to be scheduled which may result in abatement proceedings.**

Sincerely,

Susan Hartman  
Planning Director

Enclosed: CE21-00886

# NOTICE OF EXEMPTION

**To:** File

**From:** Town of Paradise, Development Services Department,  
Planning Division, 6295 Skyway, Paradise, CA 95969

**Project Title:** Temporary Use Permit Revocation (PL19-00147)

**Project Applicant:** Town of Paradise

**Project Location:** N/A

**Project Description:** Revoke approval of a temporary use permit authorizing occupancy of an RV authorized under Urgency Ordinance 612 relating to interim housing which is in violation of the ordinance standards.


**Approving Public Agency:** Town of Paradise

**Person or Agency  
Carrying Out Project:** Town of Paradise

**Exempt Status:** \_\_\_\_\_ Ministerial (Section 15268)  
\_\_\_\_\_ Emergency Project (Section 15269)  
 X  Categorical Exemption – 15321, Class 21  
\_\_\_\_\_ General Rule Exemption (Section 15061)

**Reason for Exemption:** Revocation of a permit in violation of its conditions is an enforcement action by a regulatory agency.

**Contact Person:** Susan Hartman, Planning Director  
(530) 872-6291 x417

**Signature:**   
\_\_\_\_\_  
Town Planning Director

**Date:** \_\_\_\_\_  
04/14/2022

# 6082 Lucky John Rd – April 15, 2022

**PICTURE #1 – NOTE FLEX HOSE LYING ON GROUND & PERSONAL TRASH TOTE**



**PICTURE #2 – NOTE PORTABLE TOILET**



**PICTURE #3 – NOTE TREE SLASH PILES**



6082 Lucky John Rd  
Paradise CA 95969  
United States  
+39.764286,-121.616923



**Town of Paradise**  
Community Development Department  
Building Resiliency Center  
6295 Skyway  
Paradise, CA 95969  
(530) 872-6291 x411

---

April 20, 2022

Christine Johnson Special Needs Trust  
c/o Robert Wagoner  
747 Cessna Ave  
Chico CA 95928

## **Notice of Revocation RV Temporary Use Permit**

Location: 6082 Lucky John Rd  
APN: 053-030-005-000

Dear Ms. Johnson & Mr. Wagoner,

On November 10, 2021 and December 17, 2021, you were noticed that your property at 6082 Lucky John Road was out of compliance with the urgency ordinance standards and if not corrected within thirty (30) days would be cause for RV permit revocation.

Due to the continued lack of compliance, on April 19, 2022, the Town of Paradise Planning Commission conducted a public hearing to consider the revocation of Temporary Use Permit #PL19-00147 which authorized the temporary occupancy of an RV on property located at 6082 Lucky John Road.

Upon conclusion and closure of the public hearing, the Planning Commission declared the Temporary Use Permit to be revoked. The code enforcement case regarding lack of defensible space and unpermitted placement of a non-compliant RV will be forwarded to the Town's legal counsel for possible abatement and legal action.

**BE ADVISED THAT TEMPORARY USE PERMIT #PL19-00147 IS HEREBY REVOKED AND NO RV MAY BE PLACED UPON THE PROPERTY LOCATED AT 6082 LUCKY JOHN ROAD.**

Should you wish to appeal the decision of the Planning Commission to the Town Council, you must do so within seven (7) days of the date of Planning Commission's decision by filing a written appeal together with the appeal deposit of \$117.38 with the Town Clerk.

Sincerely,

Susan Hartman  
Planning Director

**POSTING OF REVOCATION NOTICE, FOLLOWING PLANNING COMMISSION HEARING, ON-SITE 4/20/2022**



6082 Lucky John Rd  
Paradise CA 95969  
United States  
+39 764267 121 616992

4-21-2022

Town council,

I'm appealing this due to, I didn't have the help with my property before. I have made many dump runs now. my son is staying on my property now and is cleaning and maintaining the weeds.

I have a tree service out of westwood coming to get loads of wood off my property.

They have had some trucks break down so that may be in a month or so.

Please reconsider your decision for the RV permit, so my son can stay and take care of my property.

Thank you

Christine E Johnson-Wood

6082 Lucky John #B



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

**NOTICE IS HEREBY GIVEN** by the Paradise Town Council that a public hearing will be held on **Tuesday, May 10, 2022** at 6:00 p.m. in the Town Hall Council Chambers, 5555 Skyway, Paradise, California, regarding the following matters:

- a. Item determined to be exempt from environmental review under CEQA Guidelines Section 15304 Class 4 (minor temporary use of land)

**WOOD TEMPORARY USE PERMIT APPEAL (PL19-00147):** APPEAL of the Paradise Planning Commission decision to revoke the Temporary Use Permit issued September 16, 2019 sanctioning the temporary residential occupancy of an RV for the effective period of the interim housing urgency ordinance due to continued violations of the ordinance standards. The project site is a 1.48-acre property zoned Community Commercial located at 6082 Lucky John Rd, Paradise, AP No. 053-030-005.

The project file is available for public inspection at the **Building Resiliency Center, 6295 Skyway.** If you challenge this matter in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Town Clerk at, or prior to, the public hearing. For further information please contact the Town Development Services Department (planning division), Building Resiliency Center, 6295 Skyway, Paradise, CA (530) 872-6291, extension 417.

Dina Volenski  
Town Clerk





**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 6(a)**

**ORIGINATED BY:** Dina Volenski, Town Clerk  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** 2022 General Municipal Election  
**LONG TERM RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

Consider adopting the following resolutions relating to the consolidation of the November 8, 2022 General Municipal Election, the regulations and costs for Candidate statements and direct the Town Clerk to transmit certified copies to the Butte County election department staff:

1. Adopt Resolution No. 2022-\_\_\_, A Resolution Calling and Giving Notice for the Holding of a General Municipal Election for the Election of Two Council Members
2. Adopt Resolution No. 2022-\_\_\_, A Resolution Requesting the Butte County Board of Supervisors to Consolidate a General Municipal Election.
3. Adopt Resolution No. 2022-\_\_\_, A Resolution Adopting Regulations for Candidate Statements. (ROLL CALL VOTE)

**Background:**

Pursuant to the provisions of Paradise Municipal Code Section 2.44.010, the Town of Paradise General Municipal Election is to be held in Paradise in consolidation with the General Statewide Election that is conducted by the Butte County Elections Department. Town elections are conducted pursuant to the provisions of the California Elections Code.

The next general election is scheduled for November 8, 2022. The Town Council needs to call and give notice for the holding of a general municipal election and request the Board of Supervisors to approve consolidation of the Town's election in order to elect two (2) Council Members for full four-year terms ending December, 2026.

**Analysis:**

A candidate may file a Candidate Statement of Qualifications to be printed in the sample ballot, not to exceed 200 words. A local agency may estimate the total cost of printing of the statement and require each candidate filing a statement to pay in advance their estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. The Town Council requires a \$450 deposit from each candidate who desires to have a statement of qualifications to appear in the sample ballot. The Butte County Elections Department will bill the Town the actual costs for the statement and the candidates are refunded or billed accordingly.

**Financial Impact:**

An estimate of \$25,000 is being included in the 2022/23 budget based on the costs of prior elections.

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE CALLING  
& GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO  
BE HELD ON TUESDAY, NOVEMBER 8, 2022, FOR THE ELECTION OF CERTAIN  
OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE  
OF CALIFORNIA RELATING TO GENERAL LAW CITIES FOR THE ELECTION OF  
TWO TOWN COUNCIL MEMBERS**

**WHEREAS**, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on Tuesday, November 8, 2022, for the election of two (2) Town Council Members to four-year terms of office ending December, 2026; and,

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

**SECTION 1:** That, pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the Town of Paradise, California, on Tuesday, November 8, 2022, a General Municipal Election for the purpose of electing two (2) members of the Town Council for the full term of four (4) years ending in December, 2026.

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

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

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

**SECTION 5:** In accordance with Elections Code section 4005, there shall be ballot drop off locations and vote centers within the Town's jurisdiction, that shall be available to voters.

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

**Town of Paradise  
Resolution No. 22-      
Calling for General Election**

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

**SECTION 8:** That Town Clerk shall certify the Town Council passage and adoption of this Resolution for entry into the book of original Resolutions.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10<sup>th</sup> day of May, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

---

Steve Crowder, Mayor

ATTEST:

---

DINA VOLENSKI, CMC, Town Clerk

APPROVED AS TO FORM:

---

SCOTT E. HUBER, Town Attorney

**EXHIBIT "B"**  
**RESOLUTION NO. 20-08**

**RECOMMENDED PROCEDURE FOR DETERMINING BY LOT A  
TIE AMONG CANDIDATES AT THE NOVEMBER 3, 2020, ELECTION  
PURSUANT TO ELECTIONS CODE SECTION 15651**

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

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE REQUESTING  
THE BOARD OF SUPERVISORS OF THE COUNTY OF BUTTE TO CONSOLIDATE A  
GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2022, WITH THE  
STATEWIDE GENERAL ELECTION TO BE HELD ON THAT DATE FOR THE ELECTION OF  
TWO (2) TOWN COUNCIL MEMBERS.**

**WHEREAS**, the Town Council of the Town of Paradise called a General Municipal Election to be held on November 8, 2022, for the purpose of the election of two (2) Members of the Town Council for four-year terms of office ending December, 2026; and;

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

**NOW, THEREFORE**, the Town Council of the Town of Paradise does resolve, declare, determine and order as follows:

**SECTION 1.** That, pursuant to the requirements of section 10403 of the Elections Code, the Board of Supervisors of the County of Butte is hereby requested to consent and agree to the consolidation of a General Municipal Election with the statewide General Election on Tuesday, November 8, 2022 for the purpose of electing two (2) members of the Town Council for the full term of four (4) years, ending December, 2026.

**SECTION 2.** That the Butte County Board of Supervisors is requested to issue instructions to the Butte County Election Department to take any and all steps necessary for the holding of the consolidated election.

**SECTION 3.** That the Butte County Election Department is authorized to canvass the returns of the General Municipal Election and that the elections shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

**SECTION 4.** That the Town of Paradise recognizes that additional costs will be incurred by Butte County by reason of this consolidation and agrees to reimburse the County for such additional costs and to pay the costs associated with the current methodology used by the Butte County Election Department for cost recovery for Consolidated Elections.

**SECTION 5.** That the Town Clerk is hereby directed to file a certified copy of this resolution with the Butte County Board of Supervisors and the Butte County Election Department of the County of Butte.

**SECTION 6.** That the Town Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10th day of May, 2022, by the following vote:

**TOWN OF PARADISE  
RESOLUTION NO. 2022- \_\_\_**

**AYES:**

**NOES:**

**ABSENT:**

**NOT VOTING:**

---

Steve Crowder, Mayor

Attest:

---

Dina Volenski, CMC, Town Clerk

Approved as to Form:

---

Scott E. Huber, Town Attorney

**TOWN OF PARADISE  
RESOLUTION NO. 2022-\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE,  
CALIFORNIA ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE  
PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT A  
GENERAL OR SPECIAL MUNICIPAL ELECTION**

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

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

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

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

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

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

Town of Paradise  
RESOLUTION NO. 2022- \_\_\_\_  
Candidate Statement Regulations

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

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise this 10<sup>th</sup> day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

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Steve Crowder, Mayor

ATTEST:

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DINA VOLENSKI, CMC, Town Clerk

APPROVED AS TO FORM:

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SCOTT E. HUBER, Town Attorney



**EXHIBIT "A"**

**AGREEMENT**

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

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

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

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

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

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

DATED:

TOWN OF PARADISE

\_\_\_\_\_  
(Signature of Candidate)

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

\_\_\_\_\_  
(Printed Name of Candidate)



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 6(b)**

**ORIGINATED BY:** Tony Lindsey, Community Development Director –  
Building & Code Enforcement

**REVIEWED BY:** Kevin Phillips, Town Manager  
Scott Huber, Town Attorney

**SUBJECT:** Consider Introducing an Ordinance Amending Section  
8.58.080 of the Paradise Municipal Code Relating to  
Defensible Space and Hazardous Fuel Management

**LONG TERM  
RECOVERY PLAN:** No

**COUNCIL ACTION REQUESTED:**

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

1. Consider waiving the first reading of Town Ordinance No. \_\_\_\_\_ and reading by title only; and,
2. Introduce Town Ordinance No. \_\_\_\_\_. "An Ordinance Amending Paradise Municipal Code Section 8.58.060 Relating to Defensible Space and Hazardous Fuel Management"; or
3. Adopt an alternative directive to Town staff.

**Background:**

Wildfire resilience requires actions by individuals and their communities, and effective wildfire risk reduction makes local communities safer and enhances the ability of multiple state agencies and departments to achieve their missions. Insurance availability and affordability respond to risk. Wildfire risks drive up costs and reduce insurance availability, causing economic consequences for those attempting to rebuild.

The Insurance Institute for Business & Home Safety (IBHS) Wildfire Prepared Home program was developed as a voluntary program to help homeowners protect their properties from wildfire. Based on IBHS's Suburban Wildfire Adaptation Roadmaps, the requirements in the standard provide a comprehensive, two-tiered approach for parcel-level wildfire risk reduction. Eligible homes that can verify these requirements may earn a Wildfire Prepared Home designation.

This list of measures is consistent with the Insurance Commissioner's goals of a science-based, practical and achievable, and consistent approach to home and community hardening insurance incentives. Substantial portions of home hardening proposals by the United Policyholders' Wildfire Risk Reduction and Asset Protection (WRAP) initiative and the recent research of the Insurance Institute for Business & Home Safety (IBHS) Wildfire Prepared Home and aligns with portions of the Low-Cost Retrofit List published by the Office of the State Fire Marshal.

## Analysis:

In February 2021, Insurance Commissioner Ricardo Lara announced the Wildfire Partnership between the California Department of Insurance and Governor Gavin Newsom's administration, including the Governor's Office of Emergency Services (Cal OES), the California Department of Forestry and Fire Protection (CAL FIRE), the Governor's Office of Planning and Research (OPR), and the California Public Utilities Commission (CPUC) to establish consistent, statewide home and community hardening actions that are applicable to insurance incentives. The Office of Energy Infrastructure Safety, established in July 2021, also contributed to the process.

California has existing wildfire building standards for new development as established by CAL FIRE to help reduce their individual risk and potentially seek and maintain affordable insurance coverage, thus giving policyholders and insurance companies a shared strategy for reducing overall wildfire risks for the State. IBHS's program advances a consistent insurance approach based on the areas of strong consensus from the fire science of state experts and independent research groups.

Science has proven the ember-resistant zone to be the most important of all the defensible space zones. This zone includes the area under and around all attached decks and requires the most stringent wildfire fuel reduction. The ember-resistant zone is designed to keep fire or embers from igniting materials that can spread the fire to your home.

Paradise Municipal Code section 8.58.060 aligns closely with IBHS's Wildfire Prepared Home program, but additional amendments are needed. Further modifications would be necessary to align with the Wildfire Prepared Home Plus level of resilience. Our goal is for every new home to meet the minimum Wildfire Prepared Home requirements while leaving the Plus level of protection as a voluntary option.

Attached with this council agenda summary for your consideration and recommended adoption for introduction purposes is a copy of an ordinance document recently prepared by town staff and reviewed by the Town Manager and Town Attorney. The recommended text amendments to the ordinance are shown in "shaded" (additions) font and "strike-out" (deletions) font.

The ordinance would amend section 8.58.060 subsection A as follows:

### **8.58.060 Defensible Space/Hazardous Fuel Management Requirements**

- A. Any person that owns, leases, controls, operates, or maintains any real property in the Town of Paradise shall continuously do the following:
  1. Maintain immediately around and adjacent to any building or structure free of combustible materials. Only noncombustible material shall be allowed within five (5) feet of any building or structure. No vegetation shall exist within or overhang within five (5) feet of the structure. Any overhanging limbs or branches shall be removed. All exterior walls shall have a six (6) inch noncombustible vertical clearance from grade. ~~Combustible materials shall not be stored under decks and the area under decks shall be maintained free of vegetative material. Fencing material constructed of combustible material shall not be within five (5) feet from any structure. Only low-growing vegetation with high moisture~~

~~content, such as flowers and ground covers and green lawns, free of dead vegetative debris, shall be allowed within five (5) feet of any structure.~~

2. All unattached accessory structures and outbuildings shall be a minimum of ten (10) feet away from the primary dwelling.
3. ~~Remove or prune flammable plants and shrubs near windows and under eave vents (a recommended no-planting zone).~~ Combustible materials shall not be stored under decks and the area under decks shall be maintained free of vegetative material. Decks or porches four (4) feet or less above the grade shall be fully enclosed to reduce the accumulation of debris with noncombustible wall material. Noncombustible, corrosion-resistant mesh material with openings not to exceed 1/8 inch may be used.
4. Fencing material constructed of combustible material shall not be within five (5) feet from any structure. All fencing shall be a single line; back-to-back fencing is not permitted in which fences are nominally parallel and spaced less than three (3) feet apart.

Lastly, the Town Planning Director has determined that this proposed ordinance is a class of projects that have been determined not to have a significant effect on the environment. Therefore, the proposed ordinance action is exempt from the California Environmental Quality Act (CEQA) requirements, according to CEQA Guidelines section 15308 (Actions by Regulatory Agencies for Protection of the Environment). **NOTE:** This subject CEQA determination finding is embodied within the attached proposed ordinance document.

#### **Financial Impact:**

There is no financial impact associated with the first reading and introduction of the ordinance.

#### **LIST OF ATTACHMENTS**

1. Insurance Institute for Business & Home Safety (IBHS) Wildfire Prepared Home/Plus technical standard.
2. Ordinance No. \_\_\_\_\_ " An Ordinance Amending Paradise Municipal Code Section 8.58.060 Relating to Defensible Space and Hazardous Fuel Management".

# Wildfire Prepared Home™ Standard

## Program Overview & Scope

Wildfire Prepared Home™ was developed as a voluntary program to help homeowners protect their properties from wildfire. Based on IBHS’s *Suburban Wildfire Adaptation Roadmaps*, the requirements in this standard provide a comprehensive, two-tiered approach for parcel-level wildfire risk reduction. Eligible homes that can verify these requirements are met (see [Documentation Requirements](#)) will earn a Wildfire Prepared Home designation.

While designation is currently available only for single-family homes of three stories or less in California, the requirements described herein are recommended for all construction types to reduce wildfire risk. Eligibility for designation may be extended to other building types and locations in future versions of the standard.

## Available Designations

There are two designations available:

- Wildfire Prepared Home™
- Wildfire Prepared Home Plus™

To achieve a designation, a home must meet all of the requirements listed for the designation level being sought, as verified by an authorized third-party and reviewed by IBHS.

DRAFT



Figure 1. List of Requirements

## Eligibility

- Home must be located in California.
- Home must be a single-family home of three stories or less.
  - Manufactured homes, townhomes, multifamily housing, and nonresidential buildings are not eligible for designation.

## Designation Maintenance & Renewal

Once achieved, the designation is valid for a 3-year period with required annual landscape reviews as described in the [Documentation Requirements](#). These annual landscape reviews demonstrate that the monthly maintenance required to keep the parcel in compliance with this standard is being accomplished.

At the end of the 3-year period, the designation is renewable with a full re-designation verifying continued compliance with the standard, as described in the [Documentation Requirements](#).

## Definitions

Within this standard, acceptable products and materials are those approved or listed by the California State Fire Marshal or in a current report issued by an approved agency. An approved agency is an entity that performs product evaluation and is accredited to ISO 17065.

**Noncombustible** – Made from material of which no part will ignite and burn when subjected to fire. Any material passing ASTM E136 shall be considered noncombustible.

**Ignition-resistant** – A type of building material that resists ignition or sustained flaming combustion sufficiently so as to reduce losses from wildland-urban interface conflagrations under worst-case weather and fuel conditions with wildfire exposure of burning embers and small flames. Ignition-resistant building materials must comply with one of the following:

- Extended ASTM E84 (UL 723) test or ASTM E2768
- Noncombustible material
- Fire-retardant treated wood

**Parcel** – Refers to a single plot of land (i.e., lawn, yard, property) and includes all buildings and structures within (house, shed, etc.).

## Wildfire Prepared Home™ Designation

The requirements for this designation address the roof, features of the building, and defensible space. All listed requirements must be met and maintained to achieve this designation.

### Roofs

The roof must be Class A fire-resistant rated and kept clear of debris. Several roofing materials have been tested as a roofing system to meet the ASTM E108 or UL 790 Class A requirements, including but not limited to the following:

- Asphalt shingles
- Concrete, brick, or masonry tiles with bird stops to reduce debris accumulation
- Metal shingles or sheets

### *Gutters & Downspouts*

- Gutters and downspouts must be made out of noncombustible material. Gutters and downspouts must be maintained clear of debris such as leaves and pine needles.

## Building Features

### *Vents*

Ventilation openings for enclosed attics, gable ends, ridge ends, enclosed eave soffit spaces, enclosed rafter spaces formed where ceilings are applied directly to the underside of roof rafters, underfloor ventilation, foundations, and crawl spaces; under eaves and cornices; or for any other opening intended to permit ventilation, either in a horizontal or vertical surface, must meet the following requirements:

- All vents must resist the intrusion of burning embers and flame by meeting one of the following requirements:
  - **Performance:** Corrosion-resistant vents conforming with the following ASTM E2886 test requirements:
    - No flaming ignition of the cotton material during the Ember Intrusion Test.
    - No flaming ignition during the Integrity Test portion of the Flame Intrusion Test.
    - Temperature of the unexposed side of the vent does not exceed 662°F.
  - **Prescriptive:** Vents must be made of a noncombustible material and covered with noncombustible, corrosion-resistant mesh with openings not to exceed 1/8 inch.
    - Exception: Dryer vents should not have 1/8 inch mesh, but must have a louver or flap.

### *Ground Clearance for Exterior Walls Covering/Cladding*

Exterior walls are vulnerable because embers can accumulate and make direct contact. All exterior walls must have a minimum of 6 vertical inches of noncombustible material, measured from the ground (at grade).

## Defensible Space

### *Decks or Covered Porches*

Decks or covered porches, which are included in the building footprint as illustrated in Figure 2, must meet and maintain monthly the following requirements:

- Must be clear of debris.
- Must have no woody vegetation (trees, shrubs). No more than 10 potted plants that should not exceed 36 inches in height and width including the noncombustible planter are permitted.
- Must have only noncombustible or ignition-resistant items (such as cast aluminum furniture) on top of the deck or porch. A small number of combustible items that can be easily removed and stored when necessary (chair cushions, door mats, etc.) are permitted.
- Must have no vegetation of any kind (trees, bushes, shrubs, plants, grass, weeds, etc.) underneath. Noncombustible ground cover or bare earth are permitted.
- Must have nothing stored underneath.

**For decks or porches 4 feet or less above the ground** (when measured nominally from the walking surface to the ground at the location where this distance is maximum), the underdeck area must be enclosed to reduce the accumulation of debris using one of the following methods:

- Install noncombustible, corrosion-resistant mesh material with openings not to exceed 1/8 inch around the outer edge of the deck from the walking surface to the ground to prevent ember intrusion. If a material, e.g. lattice, is installed over the mesh it needs to be noncombustible.
- Fully enclose with a noncombustible wall covering/cladding.

For attached decks with an additional structure (like a pergola or gazebo), that additional structure must be constructed of noncombustible materials and shall not have a solid cover (porous roof cover, i.e. a net free area greater than 90 percent, is acceptable) and be free from any vegetation and curtains/drapes/screens.

Detached decks must meet the same requirements as the attached decks.



Figure 2. Home Ignition Zone

*Home Ignition Zone – The First 5 Feet Around the Home*

The Home Ignition Zone (HIZ) is one of the most critical aspects of wildfire mitigation at the parcel level and includes the space from the edge of the exterior walls to a distance of 5 feet from the building footprint, as shown in Figure 2.

The HIZ must meet and maintain monthly all of the following conditions:

- Ground cover must be noncombustible and maintained free of debris. (Noncombustible hardscape such as gravel or paving stones is recommended.)
- No vegetation (trees, shrubs, bushes, plants, grass, weeds, etc.) should exist within or overhang the HIZ. Any overhanging limbs or branches from nearby trees and bushes must be trimmed back to be outside the HIZ.
- No combustible items (such as furniture, firewood, trash cans, etc.) should be stored in the HIZ.
- No boats, RVs, or other vehicles should be parked in the HIZ.



### *Landscaping in the Remainder of the Parcel*

The remainder of the property beyond the 5-foot HIZ must maintain defensible space. Defensible space separates fuels to reduce flame intensity near a home. This includes:

- Routinely removing fallen pine needles, leaves, and other debris from trees accumulated in the yard.
- Upkeeping trees, shrubs, bushes, plants, and grass.
  - Trees should be pruned to have a canopy-to-canopy distance of at least 10 feet. Tree limbs and branches should be pruned to a minimum height of 6 feet off the ground, if the trunk is at least 4 inches in diameter
  - Shrubs and bushes should be spaced at a distance of at least twice the height of the bush or shrub. Rows of shrubs or bushes are not allowed.
- Routinely removing any dead vegetation.

### *Fences*

Fencing within 5 feet of the home must be constructed of a noncombustible material including where fences attach to the home.

### *Accessory Structures & Outbuildings*

Based on ongoing research, all unattached accessory structures and outbuildings with a footprint greater than or equal to 15 square feet—such as sheds, gazebos, Accessory Dwelling Units (ADUs), open covered structure with solid roof, dog houses, playhouses, etc.—must have the same requirements of the home structure and defensible space. It would have to be a minimum of 10 feet away from the home as not to overlap the 5 feet of defensible space between the home and structure.

ADUs attached to the primary home by building permit are considered part of the primary structure and subject to the same requirements.

As of publication of this standard, IBHS continues active research into the spacing required between structures to reduce the likelihood of one igniting the other, including the impact of features such as combustible or noncombustible siding. The provisions of this section of the standard will be updated as this research matures.

## Wildfire Prepared Home Plus™ Designation

The Wildfire Prepared Home Plus designation is available to homes that meet all of the requirements listed for the Wildfire Prepared Home designation above **plus** all of the following additional requirements below.

### *Gutters & Downspouts*

Gutters must be covered (with a noncombustible material) to prevent the collection of debris such as leaves and pine needles.

### *Eaves & Soffits*

In addition to the requirement for vent openings at eaves and soffits listed above, eaves and soffits must be enclosed or protected on the exposed underside by one of the following:

- Noncombustible materials

- Ignition-resistant materials
- Materials approved for not less than 1-hour fire-resistance-rated construction
- 2-inch nominal dimension lumber

## Vents

Dryer vents should be made of noncombustible (i.e. metal) material that has a louver or flap.

## Exterior Walls Covering/Cladding

Wall coverings/claddings must be a noncombustible or ignition-resistant material, such as:

- Metal siding
- Fiber-cement siding
- Masonry veneer
- Stucco
- Shutters must be made of noncombustible materials

## Exterior Glass (Windows, Skylights & Glass within Doors)

All exterior windows, skylights, and glazed openings within doors must comply with one of the following requirements:

- Multi-pane glass with at least the outer pane tempered
- Glass with a minimum of 20-minutes fire-resistance rating when tested in accordance with NFPA 257
- Glass blocks (windows only)

## Exterior Doors

Exterior surface or cladding of the exterior doors shall be constructed with noncombustible materials. Doors made of combustible material are permissible provided a noncombustible exterior storm door is installed as the outermost door.

## Enclosed Space Underneath Bay Windows

Any open space under first-floor bay windows must be enclosed by constructing a noncombustible wall section.

## Decks

In addition to the requirements listed above, decks including posts, joists, railings, and walking surfaces must be constructed with noncombustible materials.

## Fences

In addition to the requirements listed above, back-to-back fencing (meaning separate fences that are closer than 3 feet apart) is not permitted. Meeting this requirement may necessitate coordination with neighboring parcels to eliminate duplicative fences that can trap debris between them.

## Accessory Structures & Outbuildings

Based on ongoing research, all unattached accessory structures and outbuildings with a footprint greater or equal to 15 square feet—such as sheds, gazebos, Accessory Dwelling Units (ADUs), open

covered structure with solid roof, dog houses, playhouses, etc.—must be located a minimum of 30 feet away from the home.

ADUs attached to the primary home by building permit are considered part of the primary structure and subject to the same requirements.

As of publication of this standard, IBHS continues active research into the spacing required between structures to reduce the likelihood of one igniting the other, including the impact of features such as combustible or noncombustible siding. The provisions of this section of the standard will be updated as this research matures.

## List of Referenced Standards

### ASTM

E84 – Standard Test Methods for Surface Burning Characteristics of Building Materials

E108 – Standard Test Methods for Fire Tests of Roof Coverings

E136 – Standard Test Method for Behavior of Materials in a Vertical Tube Furnace at 750°C

E2768 – Standard Test Method for Extended Duration Surface Burning Characteristics of Building Materials (30 min Tunnel Test)

E2886 – Standard Test Method for Evaluating the Ability of Exterior Vents to Resist the Entry of Embers and Direct Flame Impingement

### NFPA

252 – Standard Methods of Fire Tests of Door Assemblies

257 – Standard on Fire Test for Windows and Glass Block Assemblies

### UL

723 – Standard for Test for Surface Burning Characteristics of Building Materials

790 – Standard Test Methods for Fire Tests of Roof Coverings

### ISO

17065 – Requirements for Bodies Certifying Products, Processes and Services

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

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

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

**8.58.60 Defensible Space/Hazardous Fuel Management Requirements**

- A. Any person that owns, leases, controls, operates, or maintains any real property in the Town of Paradise shall continuously do the following:
1. Maintain immediately around and adjacent to any building or structure free of combustible materials. Only noncombustible material shall be allowed within five (5) feet of any building or structure. No vegetation shall exist within or overhang within five (5) feet of the structure. Any overhanging limbs or branches shall be removed. All exterior walls shall have a six-inch noncombustible vertical clearance from grade. ~~Combustible materials shall not be stored under decks and the area under decks shall be maintained free of vegetative material. Fencing material constructed of combustible material shall not be within five (5) feet from any structure. Only low-growing vegetation with high moisture content, such as flowers and ground covers and green lawns, free of dead vegetative debris, shall be allowed within five (5) feet of any structure.~~
  2. All unattached accessory structures and outbuildings shall be a minimum of ten (10) feet away from the primary dwelling.
  3. Remove or prune flammable plants and shrubs near windows and under eave vents (a recommended no-planting zone). Combustible materials shall not be stored under decks and the area under decks shall be maintained free of vegetative material. Decks or porches four (4) feet or less above the grade shall be fully enclosed to reduce the accumulation of debris with noncombustible wall material. Noncombustible, corrosion-resistant mesh material with openings not to exceed 1/8 inch may be used.
  4. Fencing material constructed of combustible material shall not be within five (5) feet from any structure. All fencing shall be a single line; back-to-back fencing is not permitted in which fences are nominally parallel and spaced less than three (3) feet apart.
  5. Clean roofs and gutters of dead leaves, debris and pine needles. In addition to the management of combustible material around a structure, the following shall be required: 1) Replace or repair any loose or missing shingles or roof tiles to

prevent ember penetration. 2) Provide and maintain a screen over the outlet of every chimney or stovepipe that is attached to any fireplace, stove, or other device that burns any solid or liquid fuel. The screen shall be constructed of nonflammable material with openings that are not more than 1/2 inch.

6. Maintain an area adjacent to any structure with a one-hundred (100)-foot fire break made by removing and clearing away all flammable vegetation or other combustible growth from the structure on each side thereof or to the property line, whichever is closer. Within the one hundred (100)-foot fire break: 1) weeds and dry grass shall be required to be mowed to a height of four (4) inches; 2) ladder fuels (vegetation, brush and small trees under mature trees) shall be removed; 3) trees shall be pruned up to six (6) feet from the ground. For shorter height trees, pruning shall not exceed 1/3 of the overall tree height. Tree placement shall be planned to ensure the mature canopy is no closer than ten (10) feet to the edge of the structure. Trees and shrubs shall be limited to small clusters of a few each to break up the continuity of the vegetation across the landscape. This subsection does not apply to single tree specimens, ornamental shrubbery, or similar plants which are used as ground cover and provided they do not form a means of rapidly transmitting fire from the native growth to any building or structure. Remove the portion of any tree which extends within ten (10) feet of the outlet of any chimney or stovepipe. Maintain any tree adjacent to or overhanging any structure free of dead and dying wood.
7. Remove the portion of any tree which extends within ten (10) feet of the outlet of any chimney or stovepipe. Maintain any tree adjacent to or overhanging any structure free of dead and dying wood.
8. Clear flammable vegetation on each side of a street or driveway for a horizontal distance of ten (10) feet and a vertical height of fourteen (14) feet. Cut vegetation within ten (10) feet of a street or driveway on the property to four (4) inches above ground. The Fire Chief, or his or her designee, may require a distance greater than ten (10) feet. This applies to public and private driveway(s) and any public or private streets that border or bisect property.
  - A. No property owner shall permit on improved or unimproved parcel any accumulation of combustible materials, dead, dying or diseased trees, or green waste within thirty (30) feet of the property line when such accumulation endangers or encroaches on the required Defensible Space for structures or buildings on an adjacent property. The Fire Chief, or his or her designee, may require a distance greater than thirty (30) feet but not to exceed one hundred (100) feet, when it is determined that the greater distance is necessary to provide Defensible Space for structures or building on an adjacent property.

B. An unimproved parcel of one and one-half (1.5) acres or less in size shall be required to provide fuel modification to the entire parcel. Fuel modification requirements shall consist of the following:

1. Weeds, dry grass and brush are required to be mowed to a height of four (4) inches.
2. Ladder fuels (vegetation, brush and small trees under mature trees) shall be removed.
3. Trees shall be pruned up to six (6) feet from the ground. For shorter height trees, pruning shall not exceed one-third ( $\frac{1}{3}$ ) of the overall tree height. Tree placement shall be planned to ensure the mature canopy is no closer than ten (10) feet to the edge of any structure.

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

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

E. On and after April 1, 2022, and prior to the transfer of ownership of a parcel from a seller to a buyer, or from one owner to another, the seller or owner shall first obtain a certificate of compliance from the Town that the parcel is not in violation of this section prior to the transfer of ownership. Any issued Certificate of Compliance shall remain valid for 90 days from the inspection date and may be used to open escrow without payment of an additional Certificate of Compliance fee.

F. Grazing animals (limited to goats and/or sheep) utilized for weed abatement may graze open and other appropriate areas of natural vegetation for a period not to exceed sixty (60) days in a calendar year.

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

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

**PASSED AND ADOPTED** BY THE Town Council of the Town of Paradise, County of Butte, State of California, on this \_\_\_ day of \_\_\_\_\_ 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Steve Crowder, Mayor

ATTEST:

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DINA VOLENSKI, CMC, Town Clerk

APPROVED AS TO FORM:

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Scott E. Huber, Town Attorney



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 6(c)**

**ORIGINATED BY:** Eric Reinbold, Chief of Police  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Award Contract for Portable and Mobile Two-Way Radio Purchase and Installation

**LONG TERM RECOVERY PLAN:** Yes

**COUNCIL ACTION REQUESTED:**

1. Discuss and consider authorizing the Town Manager to enter into a contract with Sutter Buttes Communications for the Purchase and Installation of portable and mobile two-way radios for Town personnel and equipment. (ROLL CALL VOTE)

**Background:**

Before the Camp Fire on November 8, 2018, the Town of Paradise had a robust, VHF radio network with multiple frequencies for the Police, Fire and Public Works Departments. The system consisted of 5 receiver locations voted back to the transmitters via dedicated, copper wire, AT&T phone circuits and 1 mountaintop receiver voted back to the transmitters via a UHF link. The Camp Fire burned the copper phone line infrastructure, disconnecting all 5 wire-line voter sites. It also shorted out the power to the remote, UHF voted site. Public Works staff was able to restore the remote voter site to moderate functionality. However, we could not reconnect the wire-line voter sites because the AT&T copper wire communications infrastructure in Town is being replaced with fiber, and the fiber network is incompatible with the Town voter equipment in place. The Paradise VHF system

Also as a result of the Camp Fire, the Paradise Police Department lost Dispatch staffing and are temporarily contracting with the Butte County Sheriff's Office (BCSO) to cover Dispatch services. BCSO is now using a legacy VHF radio system to communicate with Paradise personnel. Otherwise, BCSO transmits on the modern, 700 MHz, digital, trunked, BRICS radio network to communicate with their Deputies. BCSO cannot reliably tie the Paradise VHF systems into their 700 MHz system. Additionally, in October 2020, the California Department of Justice notified California Law Enforcement agencies that they are requiring all personal identifying information (PII) and criminal justice history information (CJIS) transmitted via radio, to be transmitted via secure networks. The Town's VHF system and equipment is incapable of meeting this new requirement.

**Analysis:**

Town Council has directed Town Staff to restore the Town's two-way radio communications capabilities to what they were prior to the Camp Fire. With the greatest amount of the most critical



infrastructure under the responsibility of the Police Department, the PD will be taking the lead on this project. In place of building a new, separate, two-way radio infrastructure, the Town's direction is to transition to the Butte Regional Interoperable Communications System (BRICS) operated by Butte County. This 700 MHz network is set up to be utilized by multiple agencies, and with multi-band radios, [RE.1] provides for maximum interoperability. To accomplish this, all the Town's legacy two-way portable and mobile radios need to be replaced.

Staff is recommending that the Town purchase two-way portable and mobile radios that are compatible with the BRICS Network and supported by the Butte County Department of Information Systems, Communications Division. This guarantees that the equipment will work within the BRICS Network and can be remotely managed over the system by Communications Division personnel.

Staff is recommending the Town engage in contracts with Sutter Buttes Communications of Yuba City, California, to purchase and install the Town's various two-way radio equipment. Sutter Buttes Communications is the authorized dealer for the equipment identified to meet all BRICS specifications, assigned by the primary manufacturer. Sutter Buttes Communications is an experienced, land-mobile radio dealer and installer, with the ability to provide the equipment and the expertise to install it in the Town's vehicles and equipment and complete this project. The Town has utilized the services of Sutter Buttes Communications in the past to acquire and install two-way radio and emergency vehicle upfit services and they have performed acceptably and stood behind their warranties. The equipment will be purchased at a discount below publicly bid contracts including at or below discounts in the publicly bid contract with Butte County. Staff recommends the Town purchase at the quoted discounted rate instead of going to public bid, as the quoted price is below the discounts generally provided by the manufacturer on government contracts. Sutter Buttes Communications quoted the installation to be completed on-site in the Town of Paradise, at a rate comparable to other Northern California shops. By installing the radio equipment on-site, they eliminate the need for Town Staff to transport the entire fleet of the Town's vehicles and equipment to Yuba City for radio equipment installation, at a significant savings to the Town in labor and fuel.

### **Financial Impact:**

Sutter Buttes Communications has submitted a proposal to provide the Town with the portable and mobile radio equipment needed, and to install the equipment in Town vehicles or equipment as required. The proposal for this equipment and installation is not to exceed \$781,779.92.

The funding for this equipment and installation purchase is recommended to be provided by various sources outside of, and with no impact to, the General Fund, including \$615,000 of recently awarded Federal Community Project funding, \$96,215 of funds from the Town's insurance advance reserves, and \$70,565 from Measure V funds.

- Federal Community Project funding: \$615,000  
The Town was recently awarded Federal Community Project funding in the amount of \$615,000 through the US DOJ COPS Office. The total award amount is currently allocated toward this project.
- Measure V FY 21-22 Budget: \$70,565  
The Town had originally included \$388,440 in the Measure V budget for FY 2021-22 to be applied toward the purchase of portable and mobile radio equipment. With the award of the Community Project funding, a portion of these funds were made available to be reallocated toward other funding needs. During the regular Council meeting held on April 12, 2022, a total of \$317,875 was directed by Council to be reallocated toward two other funding needs, including the awarded body-worn and in-vehicle camera program in the

amount of \$245,875, and the awarded contract for two-way radio system restoration project management in the amount of \$72,000. The amount of the original Measure V budget for FY 2021-22 remaining after these two reallocations totals \$70,565, all of which is recommended to be applied toward the funding of portable and mobile radio equipment purchase.

- Insurance advance reserves: \$96,215

The Town had previously received an advance in the amount of \$312,713 relating to an outstanding insurance claim for replacement of radio system network hardware that was damaged during the 2018 Camp Fire. \$96,215 of the total advance is recommended to be utilized toward the purchase of the portable and mobile radio equipment.



**Town of Paradise**  
**Council Agenda Summary**  
**Date: May 10, 2022**

**Agenda Item: 6(d)**

**ORIGINATED BY:** Eric Reinbold, Chief of Police  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** Award Contract for Portable and Mobile Two-Way Radio Participation Fee

**LONG TERM RECOVERY PLAN:** Yes

**COUNCIL ACTION REQUESTED:**

1. Authorize the Town Manager to pay Butte County \$85,000 to fulfill Participation Fees for BRICS. (ROLL CALL VOTE)

**Background:**

Before the Camp Fire on November 8, 2018, the Town of Paradise had a robust, VHF radio network with multiple frequencies for the Police, Fire and Public Works Departments. The system consisted of 5 receiver locations voted back to the transmitters via dedicated, copper wire, AT&T phone circuits and 1 mountaintop receiver voted back to the transmitters via a UHF link. The Camp Fire burned the copper phone line infrastructure, disconnecting all 5 wire-line voter sites. It also shorted out the power to the remote, UHF voted site. Public Works staff was able to restore the remote voter site to moderate functionality. However, we could not reconnect the wire-line voter sites because the AT&T copper wire communications infrastructure in Town is being replaced with fiber, and the fiber network is incompatible with the Town voter equipment in place. The Paradise VHF system

Also as a result of the Camp Fire, the Paradise Police Department lost Dispatch staffing and are temporarily contracting with the Butte County Sheriff's Office (BCSO) to cover Dispatch services. BCSO is now using a legacy VHF radio system to communicate with Paradise personnel. Otherwise, BCSO transmits on the modern, 700 MHz, digital, trunked, BRICS radio network to communicate with their Deputies. BCSO cannot reliably tie the Paradise VHF systems into their 700 MHz system. Additionally, in October 2020, the California Department of Justice notified California Law Enforcement agencies that they are requiring all personal identifying information (PII) and criminal justice history information (CJIS) transmitted via radio, to be transmitted via secure networks. The Town's VHF system and equipment is incapable of meeting this new requirement.

**Analysis:**

Town Council has directed Town Staff to restore the Town's two-way radio communications capabilities to what they were prior to the Camp Fire. With the greatest amount of the most critical infrastructure under the responsibility of the Police Department, the PD will be taking the lead on

this project. In place of building a new, separate, two-way radio infrastructure, the Town's direction is to transition to the Butte Regional Interoperable Communications System (BRICS) operated by Butte County. This 700 MHz network is set up to be utilized by multiple agencies, and with multi-band radios, provides for maximum interoperability. To accomplish this, all the Town's legacy two-way portable and mobile radios need to be replaced.

Staff is recommending that the Town purchase two-way portable and mobile radios that are compatible with the BRICS Network and supported by the Butte County Department of Information Systems, Communications Division. This guarantees that the equipment will work within the BRICS Network and can be remotely managed over the system by Communications Division personnel.

The BRICS Licensing Agreement previously approved by Council August 10, 2021, requires a \$1,000.00 Participation Fee for each two-way portable and mobile radio added to the BRICS Network, up to a maximum of \$100,000.00. The Town has already paid the fee for the first fifteen (15) portable radios added to the BRICS Network over the past year. Staff is recommending the Town approve the expenditure of up to \$85,000 to license the complete fleet of portable and mobile radios, once purchased, on the BRICS Network.

**Financial Impact:**

Town Council previously approved joining the BRICS Network. The Town has previously added 15 portable radios to the network, leaving a maximum additional fee of \$85,000.00 due when the mobile and portable radios are licensed in the network.

The funding for the remaining Licensing Fee is recommended to be provided by Insurance advance reserves. The Town previously received an advance in the amount of \$312,713 relating to an outstanding insurance claim for replacement of radio system network hardware that was damaged during the 2018 Camp Fire. \$96,215 of the total advance is recommended to be utilized toward the purchase of the portable and mobile radio equipment. \$85,000.00 of the remaining advance is recommended to be utilized toward the Licensing Fee.



**Town of Paradise**

**Council Agenda Summary**

**Agenda Item: 6(e)**

**Date: May 10, 2022**

**ORIGINATED BY:** Marc Mattox, Public Works Director/Town Engineer  
**REVIEWED BY:** Kevin Phillips, Town Manager  
**SUBJECT:** 2022 Transportation Master Plan  
**LONG TERM RECOVERY PLAN:** Yes, Tier 1 – Multiple

**COUNCIL ACTION REQUESTED:**

1. Discuss and consider approving the 2022 Transportation Master Plan (TMP) prepared by Mark Thomas including deliverables for Daily Transportation Analysis, Traffic Evacuation Analysis, Active Transportation Plan, Local Roadway Safety Plan, Roadway Recovery Management, Economic Recovery Strategies and Design Standards. (ROLL CALL VOTE) The TMP document is too large to include in the agenda packet. Below is the link to review the document online. A public view copy is available at the Town Clerk’s window at Town Hall, 5555 Skyway, Paradise, CA 95969 for review.

**Link to the TMP:** <https://bit.ly/3FcieYk>

**Background:**

Funded by a United States Economic Development Administration (EDA) grant, the Town of Paradise (Town) has developed the Town of Paradise Transportation Management Plan (TMP). Underway since early 2021, the TMP is a comprehensive effort to evaluate transportation and economic needs and develop recommendations to support recovery following the 2018 Camp Fire. The TMP includes extensive public engagement and ranges in topics including daily and emergency evacuation traffic needs, transportation safety, active transportation, economic analysis, community design standards, engineering details and reestablishment of survey monuments and benchmarks.

The compiled TMP is comprised of an extensive list of reports and plans developed through the EDA grant, that will guide the Town’s Camp Fire recovery by recommending transportation initiatives and strategies consistent with the Town of Paradise Long Term Community Recovery Plan (LTCRP) and will be incorporated into the ongoing LTCRP update.

**Analysis:**

Overall, the TMP illustrates a comprehensive evaluation of the Town’s transportation needs and positions for economic development through analysis and updated design standards. Each of these components provides topic-specific projects, programs, and recommendations. The TMP components include:

1. Public Outreach Summary
2. Daily Transportation Evaluation
3. Evacuation Technical Memorandum
4. Active Transportation Plan
5. Local Road Safety Plan
6. Roadway Recovery Management
7. Economic Recovery Strategies
8. Urban Design Standards

Each of the various analyses can function independently and are bundled within the larger TMP to guide Town staff and elected officials on project prioritization, funding strategies, recommendations, and policy by topic area. Following is a summary of the key sections of the TMP.

### **Public Outreach Summary**

The Public Outreach Summary provides an overview of the strategies and activities in generating and collecting community input during the TMP development in 2021 and 2022. The Public Outreach Summary inventories the informational and marketing materials such as Town website posts, social media posts, project fact sheet and meeting flyers. Listed are engagement strategies that promoted input opportunities and coordinated community feedback to inform the TMP. The engagement strategies included several workshops focusing on various TMP components, four (4) public surveys, community event tabling and student outreach efforts.

### **Daily Transportation Evaluation**

The Daily Transportation Evaluation encompasses a comprehensive review of the Town's daily traffic needs. The Daily Transportation Evaluation component includes a Roadway Improvements Report and Parking Technical Memorandum.

### **Roadway Improvements Report**

The Roadway Improvement Report documents the existing roadway network, identifies future roadway and intersection needs, and recommends improvements with engineering cost estimates. The recommended projects address traffic needs and improve circulation for all users of the roadway system, including motorists, pedestrians, bicyclists, and goods movement.

The Roadway Improvements Report identifies 27 projects of various treatments including roadway widenings, connecting dead end streets, and gap closures. Total estimated project costs are estimated to be approximately \$400 million for the roadway improvements. Near-term, underway, or complete projects include:

- Skyway Capacity Improvements, Pearson to Elliott (anticipated 2022)
- Remove the median on Skyway at Town Hall (completed 2021)

- Almond Street Multimodal Improvements (underway)
- Downtown Gap Closure Complex (underway)

The Roadway Improvements Report also identifies policies to guide roadway improvement strategies. The policies include:

- *Striping & Signage Standards* – New standards are proposed to ensure that pavement markings and signage are consistent town-wide, conform to the current California Manual on Uniform Traffic Control Devices (CAMUTCD), and are consistent with Caltrans standard plans.
- *Crosswalk Policy* – A new policy is proposed to consistently guide the installation of marked crosswalks, including enhanced safety features (such as additional signage, raised median islands, Rectangular Rapid Flashing Beacons).
- *Arterials Policy* – A new policy is proposed establishing turn lane requirements and parking guidelines on new, reconstructed, and reconfigured arterials.

#### Parking Technical Memorandum

The Parking Technical Memorandum inventories the current parking supply and demand within the downtown area, evaluates future parking needs, outlines off-street and on-street parking policies and recommendations, and evaluates loading zones and parklet opportunities.

#### **Evacuation Technical Memorandum**

The Evacuation Technical Memorandum evaluates the Town’s transportation network to serve traffic evacuation needs. The report evaluates the impact of permanent improvements and potential temporary modifications on evacuation, focusing on an “all at once” event similar to during the Camp Fire evacuation but applicable for a range of scenarios. The evacuation traffic analysis addresses applicable Town of Paradise Corrective Action Plan Objectives, Proposed Roadway Improvements, Evacuation Analysis, and summarizes accomplishments of the Multiagency Task Force through multiple meetings including a field exercise.

#### Corrective Action Plan Objectives

The Corrective Action Plan (CAP) was developed in response to the After-Action Report and identifies actions and responsible parties for evacuation related items. The CAP was key in guiding the plans and recommended projects in the TMP. Overall CAP objectives addressed in the TMP include:

- *Develop Traffic Management Recommendations for Evacuation.* The TMP provides recommendations (both permanent improvements and temporary emergency modifications options) at key evacuation intersections and along corridors – both within and outside of the Town of Paradise.
- *Facilitate Multiagency Collaboration.* The TMP includes details on the Multiagency Task Force developed to address traffic management outside the Town during an evacuation.

Specific CAP objectives addressed in the TMP are:

- *Address areas where evacuation traffic typically bottlenecks and determine a plan to minimize constraints for future evacuation events*
- *Document evacuation successes and incorporate into plans, procedures, training, exercises, and education programs.*
- *Include multi-disciplinary mechanisms and resources for ensuring the provision of emergency services to areas under evacuation, including emergency clearance of evacuation and emergency response routes.*
- *Continue to participate in efforts to convene Operational Area and regional stakeholders to develop an Operational Area and regional Evacuation Plan.*
- *Engage and collaborate with the Multiagency Task Force to meet, share needs and ideas, and conduct trainings.*
- The TMP also addresses CAP initiatives such improving evacuation opportunities for people with disabilities and access and functional needs (DAFN) evacuation planning, updated evacuation zones, new potential shelter locations, etc.

### Proposed Roadway Emergency Improvements

To improve traffic evacuation, proposed roadway and intersection improvements were developed through the *TMP* process and are included in the *Roadway Improvements Report*. Many of the proposed improvements developed for the daily capacity needs, such as road widenings will also benefit evacuation needs, and were developed in response to the priorities from the *Long-Term Community Recovery Plan*.

New Connections:

- Approximately 15 new connections are proposed that will improve overall circulation and facilitate evacuation by connecting constrained or dead-end roadways to evacuation routes.

Network Chokepoints Removal:

- The TMP identifies previously noted potential chokepoints and recommendations for improvements or temporary emergency modifications.
- The TMP proposes improvements along Skyway, Clark Road, Pentz Road and other primary and secondary evacuation routes.
- The TMP includes improvements and planning that extend beyond the Town limits to facilitate an evacuation of the area to major highways.

Removing Medians

- The mid-block pedestrian crosswalk refuge center island on Skyway was removed in 2021. The island was identified as a constraint during the Camp Fire evacuation, preventing drivers from using the full pavement width.
- A *Vertical Elements Policy* is proposed discouraging the use of vertical elements (raised medians, bulb outs, splitter islands) on future roadway projects and



removing them from existing roadways to keep roadway widths open for evacuation.

### Evacuation Analysis

A high-level town-wide evacuation analysis was completed using the *Fast Local Emergency Evacuation Times Model (FLEET)* on-line analysis tool. This web-based tool was used to create various “scenarios” for evacuation and run travel time comparisons.

### Multiagency Task Force

A Multiagency Task Force was established in response to the CAP to coordinate traffic control inside and outside the Town during an evacuation. The task force conducted three (3) meetings and a field exercise to identify needs and resources. The goals were to identify the traffic control ownership, needs during an evacuation, resource allocation, communication, and create a plan to facilitate flow through and beyond the Town of Paradise limits into surrounding communities.

Accomplishments of Multiagency Task Force include:

- Skyway Evacuation Flow Plan – This plan was a result of the hybrid field exercise with a goal of optimizing traffic flow on Skyway and minimizing congestion at traffic signals along Skyway near State Route 99. The plan addresses the roles and responsibilities of key agencies and a general communication structure. The plan also provides details regarding key traffic signals along Skyway and a potential plan for contraflow vehicle travel on Skyway
- Short/Long-Term Needs Matrix – The matrix outlined long and short-term needs in identifying the target output, responsible agency, agency champion, partner agencies, actions, and next steps.
- Assembly Points Outside of the Town – The TMP includes a list of potential assembly points outside of the Town, key considerations, and advantages or disadvantages of different locations.
- Continuation – Future collaboration is planned to ensure the Multiagency Task Force is kept up to date with the latest information and maintains a working relationship that will service future needs.

The Multiagency Task Force was comprised of over 20 regional partner agencies including, but not limited to:

- Butte County (BC)
- BC Information Systems
- BC Development Services
- BC Sheriff’s Department
- BC Social Services
- Cal Fire
- Cal OES
- California Highway Patrol
- Caltrans Maintenance & Operations
- Chico (City of)
- Chico Police Department
- Gridley Police Department
- Headway Transportation

- KSN inc.
- Mark Thomas
- Oroville (City of)
- Oroville Fire Department
- Oroville Police Department
- Paradise (Town of)
- Paradise Police Department
- State Parks Division

## **Active Transportation Plan**

The Active Transportation Plan (ATP) explores opportunities for safer and healthy transportation choices such as walking paths, sidewalks, and bikeways benefiting residents traveling to school, shops, or enjoying the outdoors. Much of the network is planned to provide a dual function during disaster evacuation for emergency responder access into or from the Town. The ATP recommends 18 infrastructure projects at an estimated cost of \$200 million. The project will increase the Town's trail mileage from 31 miles to 67 miles. The ATP also recommends non-infrastructure programs and policies to improve the Town's culture of walking and cycling. The ATP positions the Town to pursue grant funding for project implementation.

## **Local Road Safety Plan**

The Local Road Safety Plan (LRSP) provides a framework for developing safety improvements on local roads with a goal of reducing fatalities and serious injuries. This is achieved through a process of analyzing data, engaging stakeholders and the public, creating focus areas, developing countermeasures and an implementation plan, and identifying funding sources. Identified countermeasures fall under one of the four "E's" of traffic safety which include Engineering, Enforcement, Education, and Emergency Services. Recommended engineering safety projects can have applicability systemically or at specific locations within the Town.

The LSRP prioritizes projects for Highway Safety Improvement Program (HSIP) funding based on the crash history, roadway network needs, and the potential for safety improvement.

## **Roadway Recovery Management**

The Roadway Recovery Management includes a newly created Geographic Information Systems (GIS) tracking database. The GIS database will be a collaborative project for coordination with utility providers to monitor the progress of improving and undergrounding of utilities to better align utilities work with planned paving projects. Additionally, the TMP created new GIS layers tracking planned improvements to sidewalk curb ramps to satisfy Americans with Disabilities Act (ADA) requirements through roadway rehabilitation projects and to better manage engineering surveying monuments and benchmarks. Recovery of the roadway network is also improved through the updated Town engineering design standards and construction standards for consistent use during both public and private transportation capital projects.

## **Tracking of Utilities Undergrounding**

The GIS tracking of improvements and undergrounding of utilities functions as a tool to coordinate utilities improvements within the Town. To reduce the risk of wildfire caused by utility infrastructure, Pacific Gas & Electric (PG&E) has agreed to underground above-ground electric distribution power lines throughout the Town. PG&E has identified a timeline of completing all efforts by 2025 and is providing a joint trench that other dry utility providers can utilize. Other dry utility providers are highly encouraged to coordinate and install facilities within the joint trench. The GIS database will track utility

undergrounding progress to identify roadway segments for repaving activity based on completed designs. Through introduction of the GIS tracking database, the Town discussed the Dig Once Policy Ordinance, which reduces future trenching in newly paved roadways. The policy discourages trenching activity within five (5) years following roadway paving projects. The collective effort will improve coordination with utility providers during Town paving efforts.

#### Road Paving Plan

A schedule for paving roadways within the Town was developed to align with planned utility improvements and utilities undergrounding activities. The Road Paving Plan identifies areas of the Town for paving over four (4) years between 2022 and 2025. The plan envisions paving approximately four (4) miles in 2022 including Skyway within the Town limits. The following three years will pave approximately 30 miles each year, with an overall total of approximately 95 miles of paved roadway by 2025.

#### American with Disabilities Act Facilities

The American with Disabilities Act (ADA) Facilities memorandum provides an inventory of locations of existing ADA curb ramps and identifies the locations where improvements are planned through the paving projects.

#### Monument and Benchmark Surveys

Engineering survey work was completed to inventory and reestablish monuments on major roadways within the Town. Additionally, Butte County vertical benchmarks were inventoried throughout the town. A technical memorandum summarized the engineering survey work related to monuments and benchmarks and one (1) page monument summary sheets were delivered to the Town for use during redevelopment. The engineering survey work will help minimize discrepancies in property boundaries and establish a uniform elevation for transportation and other capital projects within the Town.

#### Roadway Engineering Design Standards

The TMP updated engineering design standards and design details for a uniform approach to roadway construction supportive of the community needs, economic growth, and recovery. The current standards reflect current industry practices. The updated engineering design standards include design guidance for transportation design, with applicable references to state and federal standards. The design guidance includes topics such as design speeds, sight distance, horizontal and vertical alignments, cross-sectional elements, and striping.

The design standards are accompanied by a revised set of construction standards. The construction standards include recommended cross-sections for various roadway classifications, curb ramp, sidewalk, and driveway standards, among other drawings. The team sourced information from other public agencies, such as Yuba City, Butte County, City of Chico, and the City of Roseville, and combined the applicable standards into a single set of drawings that will serve the Town's construction needs on future projects.

## **Economic Recovery Strategies**

The Economic and Redevelopment Recovery analysis included an evaluation of the Town's Commercial Market Analysis. The analysis outlines current conditions and future strategies for economic development as recovery continues.

### Commercial Market Analysis

The Commercial Market Analysis evaluates the extent to which market demand exists for retail land uses in the Town based on economic conditions and anticipated growth through 2030. The Analysis also provides insights and recommendations related to key economic development areas of focus documented in the LTCRP. Based on the Town's projected population growth through 2030, household spending on retail goods and services will add an estimated \$83.7 million in spending power. This spending is estimated to generate demand for 140,000 square feet (sf) of retail space by 2030. While a portion of the demand for additional retail space may be captured in Town's existing 221,000 sf of vacant retail space, much of this space may not accommodate desired tenant requirements and will require redevelopment.

### **Urban Design Standards**

Support to redevelopment included an update to existing urban design standards for Downtown and Clark Road areas (as presented to the Town Council on April 12, 2022). The update accounts for current practices, provides greater clarity and transparency, and supports a cohesive community identity as recovery continues in the Town.

Through the TMP, two (2) of the five urban design standards were updated covering the Downtown and Clark Road/Community Commercial Development Areas. The original Design Guidelines were adopted in May 2002 for the downtown only and then later revised in August of 2003 to include the RDA project area (Skyway). In March 2010 the Design Guidelines were renamed to "Design Standards" and standards were adopted town wide, encompassing five (5) geographical design areas – the Downtown, Greater RDA Project Area, Clark Road/Community Commercial Development Area, Gateways & Scenic Highway Corridors, and the Business/Industrial Cluster Area. The Clark Road/Community Commercial Development Area was a catch-all for any non-residential property not encompassed by one of the other design areas.

The updated Design Standards are intended to inspire thoughtful interpretation and response to design opportunities, while promoting and reinforcing the physical aesthetic of commercial areas and multi-family developments within the Town of Paradise. The Design Standards are not intended to replace the requirements in the Zoning Ordinance, the General Plan, or Public Works engineering standards, all of which contain specifications that must be adhered to when designing projects. However, the guidelines are intended to encourage quality, well designed and coherent development throughout Paradise that enhances existing neighborhood areas, creates identity, encourages investment in the Town, and improves the overall quality of life within the community.

## **Environmental Analysis:**

The Town of Paradise Transportation Master Plan is considered exempt from CEQA pursuant to Public Resources Code 21080(b)(3) Projects undertaken, carried out, or approved by a public agency to maintain, repair, restore, demolish, or replace property or facilities damaged or destroyed as a result of a disaster in a disaster-stricken area in which a state of emergency has been proclaimed by the Governor pursuant to Chapter 7 (commencing with Section 8550) of Division 1 of Title 2 of the Government Code.

**Financial Impact:**

Various financial impacts are associated with the recommended actions. Staff will continue to seek grant funding to assist with capital project development and improvements.



**Town of Paradise**  
**Council Agenda Attachment**  
**Date: May 10, 2022**

**Agenda Item: 6(e)**

**The Transportation Master Plan may be viewed by visiting the link copied below:**

**<https://app.box.com/s/goz47iu7vylkoswtgoewz0wxukbjpll>**

**or**

**<https://bit.ly/3FcieYk>**

**A physical printed copy is also available for public viewing at Town Hall, Clerk's Office at  
5555 Skyway, Paradise.**